



Town of Surfside
Office of the Town Manager
Weekly Overview

September 25, 2023



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Below is a weekly overview of key administration activities per department for this week.

Town Clerk's Office

- [Town calendar](#)

Code Compliance Department

- Draft and finalize Special Master Final Orders

Finance Department

- State of Florida – Department of Financial Services Annual Financial Reports (AFR) filing
- Year-end closing of fiscal year 2023
- Completion and reporting of Pension, Financial & Federal Single audit to various regulatory agencies
- FEMA/CTS ongoing filing and reporting
- CITT Audit for the previous four (4) fiscal years ongoing
- Budget preparation FY 2024 ongoing

Human Resources Department

- Interviews – Communication Operator
- Employment Offer and Background
- Refuse Collector, Communications Operator, Recreation Leader I (PT), Community Service Aide - Tourism, and Communications Operator
- Accepting resumes for Community Service Aide – Tourism, Public Works Coordinator, Customer Service Representative - Building, and Certified Police Officer and Communications Operator

Parks and Recreation Department

- After Care – Ongoing daily (1:50 p.m. – 6:00 p.m.)
- Kids Day off – Monday (8:00 a.m. – 6:00 p.m.)



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- 96th St Park Construction update meeting – Tuesday (10:30 a.m. – 11:30 a.m.)
- Insight for Life Workshop – Wednesday (6:00 p.m.– 7:00 p.m.)
- Clarity Catalyst Workshop for Adults – Wednesday (7:00 p.m. – 8:00 p.m.)

Planning Department

- Preparation for Quasi-Judicial Town Commission meeting on September 27th
- Preparation for Planning and Zoning September 28th
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

Police Department

- The Police Department has increased police presence with enhanced patrols and assigned details for high visibility during the High Holidays which began on Friday evening, September 15, 2023 and will conclude on October 8, 2023. In addition, Bal Harbour and Bay Harbor Islands Police Departments have designated officers to further augment patrols in the area.
- The Police Department will host a community blood drive on September 27, 2023 from 11:00 a.m. – 4:30 p.m. in the Town Hall municipal parking lot
- The monthly Coffee with the Cops is September 28, 2023 at 10:00 a.m. at Starbucks
- The South Florida PBA will host the Annual Feast Day Celebration of St. Michael, the Patron Saint of Law Enforcement Officers, on September 29, 2023 at 10:00 a.m. at Our Lady of Guadalupe Catholic Church in Doral, Florida. Sergeant Alejandro Lorente and Officer Juan Duran will proudly represent the Surfside Police Department as members of a multijurisdictional Honor Guard Team participating in the service.

Public Works Department

- Public Works installed ADA Beach mat behind the Community Center
- Responded to Sewer Back-up on Harding Avenue between 88th & 90th Streets
- Utilities continued installation of cellular meters



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Tourism & Communications Department

- Tourism and Communications produced and distributed the September Visit Surfside newsletter
- Tourism and Communications worked on expanded videos for the Nov. 7 Special Election
- Tourism and Communications met with the Surfside Police Department to go over the logistics and safety plan for the relocated Farmers Market starting Oct. 1

Building Department

- The demolition of the Surf House vertical components is complete. Only the northwest corner of the building's first story remains by design. Now begins the separation of debris types and hauling away of the debris from the jobsite which will continue until clean-up of the site is completed. Approximate completion time is 2 weeks.
- Building Official Jim McGuinness has met with the owners of Regent Palace Condominiums, located at 9309 and 9317 Collins Avenue in preparation for the demolition of the buildings. Mr. McGuinness also met with the developers of the new 12 story modern condominium building to be constructed on the site, named 93 Ocean. Preparations are being made to run temporary power to the site for construction and sales purposes. No adverse impact to neighboring structures as well as protection of pedestrian safety while using the beach access was thoroughly discussed.



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Code Compliance Weekly Report Week from September 18 to September 20, 2023

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
231186	9/18/2023	9517 Harding Ave	J. Dave Morrison, And Tenant (Josh's Deli)	Peeling Paint On Overhang	R	Courtesy Notice
231187	9/18/2023	9531 Harding Ave	9525 37 Harding Avenue Llc, Erikdavid LLC	Overflowing Roll-Off	P	Courtesy Notice
231188	9/19/2023	9400 Abbott Ave	9400 Abbott Jn LLC	Broken Fence	P	Courtesy Notice
231189	9/19/2023	9440 Abbott Ave	Kcs Realty LLC	Single Family House Being Used As A Synagogue	R	Complaint Investigation
231190	9/19/2023	525 93 St	Joseph I Emas &W Jill Arlene Robbins	Overgrown Lawn	P	Courtesy Notice
231191	9/19/2023	500 Surfside Blvd	Arlene Raijman	Ovg Vegetation	P	Courtesy Notice
231192	9/19/2023	8910 Garland Ave	Joey A Purvis Revocable Tr & Marcia J Purvis TRS	Overgrown Lawn	P	Courtesy Notice
231193	9/19/2023	701 90 St	Flores Real Estate Invest V LLC	Overgrown Tree	R	Complaint Investigation
231194	9/19/2023	300 89 St	Marta Z Amieva Tr Marta Z Amieva (Ben)	Hedges Encroaching Into Right Of Way	R	Civil Violation Notice
231195	9/19/2023	8917 Froude Ave	Waynde LLC	Untreated Pool, Mosquito Infestation	R	Courtesy Notice
231196	9/19/2023	9516 Harding Ave	Flanigans Bar & Grill (Tenant)	Noise Violation/ Preassure Washer	PD Report	Courtesy Notice
231197	9/19/2023	9016 Collins Ave	90th Street Intl Investment Corp	Noise Complaint/ Electrical Work	PD Report	Courtesy Notice
231198	9/19/2023	8850 Emerson Ave	Vida A Vida Fl Llc C/O Nksfb LLC	Building Shed Without Permit	R	Complaint Investigation
231199	9/20/2023	9132 Dickens Ave	Erich R & Ivonne R Bucher (Trust)	Complaint Inspection - Unsecured Construction Site	R	Verbal Warning



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Spotlight on Public Works: Responding to a Sewer Back-up on Harding Avenue between 88th & 90th Streets



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Snapshot of Parks & Recreation Swimming Programming