



**Town of Surfside**  
Office of the Town Manager  
Weekly Overview

October 23, 2023



# Town of Surfside

Office of the Town Manager  
Weekly Overview

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

## Town Clerk's Office

- [Town calendar](#)
- Access Election information [here](#)

## Code Compliance Department

- Refer to attached Code Report

## Finance Department

- State of Florida – Department of Financial Services Annual Financial Reports (AFR) filing
- Year-end closing of FY 2023
- FEMA/CTS ongoing filing and reporting
- CITT Audit for the previous four (4) fiscal years ongoing
- FL Dept of Financial Svcs – Annual Public Depositor Report Filing
- Federal and State Asset Forfeiture Annual Report Filing
- CITT Quarterly Filing
- Workers' Comp Audit

## Human Resources Department

- Facilitated information to attorney conducting investigation re: Commissioner Velasquez
- Employee activities events – Retirement breakfast, Halloween and Employee and Family Appreciation Day
- Interviews conducted – Customer Service Representative – Building, Recreation Leader I (PT)
- Conducting background for Public Works Coordinator, Certified Police Officer, Communications Operator, Community Service Aide - Tourism, and Communications Operator.



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## Parks and Recreation Department

- After Care – Ongoing daily (1:50 p.m. – 6:00 p.m.)
- Jam with Jaime – 10/24 @ 9:30 a.m., Hawthorne Tot Lot
- Halloween Spooktacular – 10/27, 6:00 p.m. – 9:00 p.m. at 93<sup>rd</sup> St block
- Kids day off – 10/27, 8:00 a.m. – 6:00 p.m.

## Planning Department

- Preparation for of two ordinances for Town Commission meeting on November 14<sup>th</sup>
- Development review for 9300 Collins and 9133 Collins (Seaway)
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

## Police Department

- Escalated Community presence as a result of international events
- The Aventura Marketing Council is hosting their annual Salute to Law Enforcement breakfast meeting on October 25, 2023 at 7:30 a.m. at the Gateway Center in Sunny Isles Beach. Interim Chief Antonio Marciante and Captain Jay Matelis will attend and represent the Police Department.
- The Police Department will host a community blood drive on October 25, 2023 from 11:00 a.m. – 4:30 p.m. from 11:00 a.m. – 4:30 p.m. in the Town Hall municipal parking lot.
- The Police Department will proudly participate in a photographic event on October 26, 2023 along with police departments from all over Miami-Dade County for Breast Cancer Awareness month. The Miami-Dade County Association of Chiefs of Police is raising awareness as we show our support for a worthy cause. The photograph will be taken at Shuckers Waterfront Grill in North Bay Village with all the police vehicles decorated with pink ribbons in honor of Breast Cancer Awareness. Officer Loxley Arch will attend and represent the Surfside Police Department.
- The monthly Coffee with the Cops is October 26, 2023 at 10:00 a.m. at Starbucks.
- The Police Department will contribute to the Parks and Recreation's Spooky Spectacular on October 27, 2023 from 6:00 p.m. to 9:00 p.m. at 93<sup>rd</sup> Street between Collins and Harding Avenue by giving out Halloween candy, traffic



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control and ensuring pedestrian safety. Senior Executive Assistant Dina Goldstein will represent the Police Department and participate in the event.

### **Public Works Department**

- Emergency response to FDOT sinkhole
- Public Works continued with bollard installation on the hardpack
- Utilities repaired a utility trench along Collins Avenue
- Public Works installed utility meters at the 92<sup>nd</sup> Street Butterfly park

### **Tourism & Communications Department**

- Tourism and Communications worked on finalizing the November Gazette which will include an updated election information insert
- Tourism and Communications created new banner designs for Veterans/Memorial Day and the Nov. 7 election
- Tourism and Communications held a call with CGA and is finalizing all aspects of the new Town website which is scheduled to launch by the end of this month

### **Building Department**

- The Building Department is now interviewing candidates for our Customer Service Representative position.
- The Building Department has expedited the replacement of the 5 Ton and 30 Ton HVAC systems in the Community Center by issuing the permits for both systems within 30 minutes of application on a Walk-In-Walk-Out-With-Permit basis. The 5 Ton system has already been installed and inspected providing a much more comfortable customer environment in the Community Center “Fish Bowl”.



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## Code Compliance Weekly Report October 16 to October 22, 2023

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
231310	10/16/2023	9551 Harding Ave	9553 Harding Investment LLC	Working without approved permit	P	Courtesy Notice
231312	10/16/2023	9309 Carlyle Ave	Shneur Shapira Dinah Vogel	Overgrown Lawn	P	Courtesy Notice
231313	10/16/2023	716 88 St	David Forbes	Overgrown Lawn	P	Courtesy Notice
231315	10/16/2023	9080 Garland Ave	Garland Prop LLC	Overgrown Lawn	P	Courtesy Notice
231316	10/16/2023	Public Beach		Service dog on the beach/leashed	P	N/A
231314	10/17/2023	9001 Dickens Ave	William D & Naomi A Weyrowski	Hedges blocking sign	P	Courtesy Notice
231317	10/17/2023	725 Surfside Blvd	725 Surfside Holdings LLC	Hedges blocking sign	P	Courtesy Notice
231318	10/17/2023	9241 Collins Ave	Seaside Terrace Condominium, Inc.	Potential overspray of debris from roofers	R	N/A
231319	10/17/2023	9293 Harding Ave	Town Of Surfside	signs glued to poles, walls, trees	PD	N/A
231320	10/17/2023	9560 Harding Ave	9564 Harding Investment LLC	signs placed on front and rear of property without permission	P	Verbal Warning
231321	10/17/2023	1111 88 St	David Harari & W Elaine	Vegetation Encroaching Road	P	Courtesy Notice
231322	10/17/2023	1116 88 St	Stephen Schott	Vegetation Encroaching Road	P	Courtesy Notice
231323	10/17/2023	8819 Garland Ave	Phillip Hazard & Ana Ma. De Los Reyes	Overgrown Lawn	P	Courtesy Notice
231324	10/17/2023	9457 Byron Ave	Lawrence Caroline & W Dina Caroline	Tarp on roof	P	Courtesy Notice
231325	10/17/2023	9132 Dickens Ave	Ez Bh LLC	Unsecured site/No address number//Missing windscreen	P	Courtesy Notice
231326	10/17/2023	Public Beach		Dog on the beach/unleashed	P	Verbal Warning
231327	10/18/2023	8942 Byron Ave	Peg 90 LLC	Overgrown Lawn	P	Courtesy Notice
231328	10/18/2023	9372 Harding Ave	Charlotte Reinfeld	Portico repair without a permit	P	Civil Violation Notice
231329	10/18/2023	Right Of Way		Snipe sign	P	N/A
231330	10/18/2023	9467-9471 Harding Ave	Grove Kosher Market	Failure to maintain grease trap interceptor	PW	Civil Violation Notice
231331	10/18/2023	9486 Harding Ave	Harding 9484 LLC	Overhang in disrepair, needs paint	P	Courtesy Notice
231332	10/18/2023	9264 Dickens Ave	Ez Bh Bridge Holding LLC	Dumpster delivery at 5 am	P	Courtesy Notice
231333	10/19/2023	Property North of 8712 Byron Ave	Jag Byron LLC	Stormwater and soil spilling into neighbor's property	R	Courtesy Notice
231334	10/19/2023	8712 Byron Ave	Jag Byron LLC	Stormwater and soil spilling into neighbor's property	R	Courtesy Notice
231335	10/19/2023	9340 Abbott Ave	9340 Abbott Ave LLC	Overgrown Lawn , missing house number	R	Courtesy Notice
231336	10/20/2023	1028 88 St	Oliver R Caudron Marlen R Caudron	Large amount of landscaping debris left in front of house	PW	Courtesy Notice
231337	10/20/2023	1020 88 St	Jared & Allison Margolis	Large amount of landscaping debris left in front of residence on outside of fence.	PW	Courtesy Notice
231338	10/20/2023	9309 Carlyle Ave	Shneur Shapira Dinah Vogel	Work without a permit / replacement of waterline	P	Courtesy Notice



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### **Spotlight on Public Works**

*Final phase of bollard installation on the hardpack*



*Utilities repaired a utility trench along Collins Avenue*







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## *Spotlight on Parks & Recreation*

### *Gardening workshop*

