



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

November 6, 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

- Prepare cases to present to the Special Master
- 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
- Federal and State Asset Forfeiture Annual Report Filing
- Workers' Comp Audit Ongoing

## Human Resources Department

- Communication with attorney conducting investigation
- Capital Improvement Projects Director posting
- Offer of employment to Customer Service Representative – Building candidate
- Conducting background for Customer Service Representative - Building, Certified Police Officer, Communications Operator, Community Service Aide - Tourism, and Communications Operator

## Parks and Recreation Department

- After Care – Ongoing daily (1:50 p.m. – 6:00 p.m.)
- 96<sup>th</sup> St Park Construction meeting – Wednesday, November 8 @ 10:30am – 96<sup>th</sup> St Park



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- Veterans Day Ceremony – Saturday, November 11 at 10:00 a.m. – Veterans Park

#### Planning Department

- Complete draft of Comprehensive Plan update and Design Guideline for Nov. 16<sup>th</sup> P&Z meeting
- Review of several applications for Planning and Zoning Board in November
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

#### Police Department

- The FBI-Law Enforcement Executive Development Association (FBI-LEEDA) is hosting a Command Leadership Institute in Jupiter, Florida, November 6 - 10, 2023. Captain Jay Matelis will attend this training.
- The Town of Surfside will present a Community Safety Virtual Roundtable hosted by Mayor Shlomo Danzinger on November 6, 2023 from 6:00 p.m. to 7:00 p.m. via Zoom. Interim Chief Antonio Marciante along with Town Manager Hector Gomez will be featured staff members present to share and answer questions pertaining to safety topics within the Town.
- Surfside, Miami Beach and North Bay Village Police Departments will be conducting a joint radio interoperability training on November 7, 2023 from 9:00 a.m. – 11:00 a.m. at the Miami Beach Police Department. Surfside Police Department personnel will be attending the training.
- The Miami-Dade School Board Police Department will be hosting the Northeast Section Command Staff Mass Casualty Attack Training within the Town of Bay Harbor Islands at the Ruth K. Broad K-8 Center on November 8, 2023, 9:00 a.m. – 1:00 p.m. Interim Chief Antonio Marciante and Acting Captain Marian Cruz will be attending.
- The Police Department will host a community blood drive on November 8, 2023, 11:00 a.m. – 4:30 p.m. in the Town Hall municipal parking lot.
- The FLOW (Florida Licensing on Wheels) is November 9, 2023, 9:30 a.m. - 1:30 p.m. in the Commission Chambers.

#### Public Works Department

- Public Works continued with the bollard installation on the hardpack
- Public Works commenced annual sidewalk staining with slip resistant additive
- Utilities made repairs to the 92<sup>nd</sup> Street pump station



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---

### Tourism & Communications Department

- Tourism and Communications prepared the agenda items for the November 13 Tourist Board Meeting
- Tourism and Communications worked on a video update on the 96<sup>th</sup> Park construction featuring Town Manager Hector Gomez
- Tourism and Communications drafted a press release and flyer for the November 18 *Cram the Cruiser* charity event

### Building Department

- The Building Department announces the arrival of the new improved 2023 Florida Building Code(s) effective January 1, 2024. All 7 Florida Building Codes will be upgraded as building science continues to advance including Building, Residential, Mechanical, Electrical, Plumbing, Accessibility, Energy, and Fuel Gas. All Plans Examiners and Inspectors will have in house access to a hard copy of the Codes as well as digital online Code access via an assigned link.



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## Code Compliance Weekly Report October 30 to November 5, 2023

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
231358	10/30/2023	9056 Bay Dr	9056 Bay Drive LLC	Debris from construction activity left on the street	R	Courtesy Notice
231359	10/30/2023	8951 Hawthorne Ave	John Schamy Summer Elyse Schamy	Overflowing construction dumpster/litter& debris/Construction debris/materials stored in plain view.	P	Courtesy Notice
231360	10/30/2023	8942 Garland Ave	Shea Schneider & Baila Shagalow	Construction site requires a temporary construction fence.	P	Courtesy Notice
231361	10/30/2023	525 92 St	Jose J Fuentes & W Adriana Saldana	Gate installed w/o a permit	P	Courtesy Notice
231362	10/30/2023	9309 Carlyle Ave	Shneur Shapira Dinah Vogel	No address number	P	Civil Violation Notice
231363	10/30/2023	9364 Harding Ave	Rita Regev Trs Rita Regev Decl Of Rev Tr	2 temporary storage units placed on property without permits	P	Courtesy Notice
231364	10/31/2023	Public Beach		Dog on the beach/leashed	P	Verbal Warning
231365	10/31/2023	Right Of Way		Posters plastered on public property.	P	N/A
231366	10/31/2023	708 88 St	David Frank Vanessa Veronica Frank Ainzuan	Installation of exterior tiles without a permit	P	Civil Violation Notice
231367	10/31/2023	9001 Dickens Ave	William D & Naomi A Weyrowski	Excessive Lanscaping Debris going into city drains	P	Courtesy Notice
231368	10/31/2023	1292 Biscaya Dr	Emphasis LTD	Stucco /potentially other work w/o a permit	P	Civil Violation Notice
231369	10/31/2023	925 89 St	Barbara Ann Ossip	Overgrown vegetation blocking stop sign, overgrown branches	P	Courtesy Notice
231370	10/31/2023	825 89 St	Wilferdo Lee & W Suzanne Mast	Overgrown branches	P	Courtesy Notice
231371	10/31/2023	601 94 St	Joseph & Sarah Rosanel	Unsecured construction gates	P	Verbal Warning
231372	11/1/2023	9056 Bay Dr	9056 Bay Drive LLC	Large truck noise violation before 8 AM	R	Civil Violation Notice
231373	11/1/2023	9520 Harding Ave	Infinity Harding LLC & Tenant H2o Dive Center	Illuminated "open" sign is blinking.	P	Courtesy Notice
231374	11/1/2023	8919 Hawthorne Ave	David & Lillian Kurtzman	Overgrown vegetation	P	Courtesy Notice
231375	11/1/2023	9466 Harding Ave	Stowe Plaza II LLC	Mounted wall sign belonging to previous tenant remains	P	Courtesy Notice
231376	11/1/2023	9534 Harding Ave	Key Realty LLC	damaged latch, loose panel , and missing address on dumpster enclosure	P	Courtesy Notice
231377	11/1/2023	9578 Harding Ave	9564 Harding Investment LLC And Tenant (Cvs)	dumpster overflow	P	Courtesy Notice
231378	11/1/2023	9466 Harding Ave	Stowe Plaza II LLC	Permanant window signs affixed without a permit	P	Courtesy Notice
231379	11/2/2023	9531 Harding Ave	9525 37 Harding Avenue LLC, Erikdavid LLC	Temporary Banner	P	Courtesy Notice
231380	11/2/2023	9072 Froude Ave	9072 Froude LLC	Overgrown Lawn	P	Courtesy Notice



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## Spotlight on Public Works





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**Spotlight on Public Works:** Annual sidewalk staining with slip resistant additive





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***Spotlight on Police Department: Pet Blessing Service at Church by the Sea***

