



Town of Surfside
Office of the Town Manager
Weekly Overview

January 8, 2024



Town of Surfside

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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

- Prepare code lien reminder letters
- Prepare Code cases for January Special Master Hearing
- Refer to the attached report

Finance Department

- Year-end closing of FY 2023
- FEMA/CTS ongoing filing and reporting
- Workers' Comp Audit Finalizing
- FY 2023 Annual Financial Statement Audit Ongoing
- FY 2023 Annual Pension Audit Ongoing

Human Resources Department

- Conducted exit interviews for Deputy Clerk and Public Works Coordinator positions
- Conducting background for: Certified Police Officer (2 candidates)
- Accepting resumes for: Public Works Coordinator (internal candidates only), Human Resources and Risk Specialist (internal candidates only), Capital Improvement Projects Director, Communications Operator, Certified Police Officer, Deputy Clerk, Custodian and Recreation Leader

Parks and Recreation Department

- After Care – Monday – Friday, 1:50 a.m. – 6:00 p.m.
- Monday – Start of Winter session programs



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- Friday – Senior Brunch
- Installation of Main Unit at the Community Center

Planning Department

- Prepare for January Planning and Zoning Board meeting
- Meeting with resident regarding Downtown Walkability
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

Police Department

- The Town of Surfside experiences a large influx of pedestrian and vehicular traffic, especially in the business district, during Yeshiva Week. The Surfside Police Department will assign additional personnel from January 2nd to January 20th, 2024 from 5:30 p.m. to 10:30 p.m. to be stationed in the business district. Double parkers along Harding Avenue between 94th and 96th Streets will be monitored and enforced, and pedestrian safety is of the utmost importance.
- The Community Service Aides and Parking Enforcement Officers will attend a Vehicle Operations Training on January 10, 2024 from 8:00 a.m. to 4:00 p.m. at Miami-Dade College North Campus Driving Range

Public Works Department

- Water & Sewer continued with the cellular meter installations
- Utilities leveled the hard-pack and walking path
- Public Works continued replacing damaged street signs

Tourism & Communications Department

- Tourism and Communications produced the flyer for the upcoming March Election debates
- Tourism and Communications produced a flyer for the Town-Wide Utilities Undergrounding Webinar on January 23
- Tourism and Communications produced collateral for a high-tourism impact campaign for Harding Avenue



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- Tourism and Communications promoted the Midnight Madness shop late on Harding Avenue initiative organized by local businesses

Building Department

- The Town has made significant backend configuration changes to the Energov CSS online building and permitting system with guidance from our Energov consultant. These improvements are part of a 2023 update that hasn't yet gone live for our staff and the public, pending troubleshooting in our online training environment by the consultant. Furthermore, the process to enable our building inspectors to directly update their inspection notes electronically in the field using tablets has been initiated, and Town staff is in the process of scheduling training sessions with the consultant to ensure all inspectors are proficient with this new system.



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Code Compliance Weekly Report December 30, 2023 to January 7, 2024

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
231613	12/30/2023	208 90 St	Neil Goodman; Davey Liang	Construction Noise - deck being built	PD Dispatch	Courtesy Notice
231614	12/30/2023	9056 Bay Dr	9056 Bay Drive LLC	Construction debris coming onto neighbors property	R	Courtesy Notice
231615	12/30/2023	9477 Harding Ave	Kosh Restaurant	Furniture stored on public property	R	Courtesy Notice
231616	12/31/2023	9449 Collins Ave	Beach House Hotel LLC	Beach furniture set up 12 feet from dunes	P	Verbal Warning
231617	12/31/2023	525 88 St	Radames Ocasio	Mulch on ROW	P	Courtesy Notice
231618	12/31/2023	Public Beach		Dog on the beach	P	Verbal Warning
240001	1/2/2024	90 St./Emerson Ave.		Snipe sign "Pressure Cleaning Services"	P	Sign Removed
240003	1/3/2024	601 94 St	Joseph & Sarah Rosanel	Concrete truck idling at property prior to 8:00 AM	P	Courtesy Notice
240004	1/3/2024	Public Beach		Service dog on beach/leashed	P	N/A
240005	1/3/2024	Public Beach		Service dog on beach/leashed	P	N/A
240006	1/3/2024	8851 Harding Ave	8851 Harding LLC	POD/No permit	P	Courtesy Notice
240007	1/3/2024	9511 Collins Ave 901	Orna Shoshan Eitan Shoshan	Potential short term rental w/o registration	R	Complaint Investigation
240008	1/4/2024	600 88 St	Kort Properties LLC	Expired permit on construction fence, and fence on ROW	P	Civil Violation Notice
240009	1/5/2024	8841 Froude Ave	Luis Perlish & Ailed Alonso	Expired Construction Permit	P	Civil Violation Notice
240010	1/5/2024	8841 Froude Ave	Luis Perlish & Ailed Alonso	Construction signs at site with expired construction permit	P	Civil Violation Notice
240011	1/6/2024	701 92 St	Bh Star 2 LLC	Construction noise on Saturday	P	Civil Violation Ticket
240012	1/6/2024	9000 Abbott Ave	9000 Abbott Surfside LLC	Construction gate and fence in disrepair and encroaching on ROW	P	Civil Violation Notice
240013	1/6/2024	8810 Abbott Ave	Samuel Edward Front	Landscaping work on Saturday	P	Courtesy Notice



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Spotlight on PW: Replacing damaged stop signs.





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Spotlight on P&R: Last week of winter camp.

