



Town of Surfside
Office of the Town Manager
Weekly Overview

January 29, 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

- Refer to the attached report

Finance Department

- Annual Comprehensive Financial Report Audit FY 2023 ongoing
- Annual Employee Pension Audit FY 2023 ongoing
- GASB 75 Post-Retirement Benefit actuarial audit FY 2023 ongoing
- CITT Quarterly Filing
- CITT 5 Year Plan Compliance Reporting Filing
- W-2/1099's Annual Preparation
- IRS Payroll 941 Quarterly Filing
- IRS Payroll 945 Annual Filing
- Social Security Annual Filing
- FEMA/CTS ongoing filing and reporting

Human Resources Department

- Interviews for Deputy Clerk vacancy
- Risk management related requests/follow-up
- Review/update job descriptions (ongoing)
- Supervision in Government training preparation/coordination (ongoing)
- Accepting resumes for: Accountant (PT), Capital Improvement Projects Director, Communications Operator, Certified Police Officer, Deputy Clerk, Custodian and Recreation Leader (PT).



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Parks and Recreation Department

- After Care – Monday – Friday, 1:50 a.m. – 6:00 p.m.
- 96th St. Park Construction meeting – Wednesday – 10:30 a.m.

Planning Department

- Drafting and review of Design Guidelines
- Continued Zoning training with Lauren Felder from Building Department
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

Police Department

- Sergeant Julio Torres will attend the Florida Public Pension Trustees Association Conference from January 28 to January 31, 2024, in Orlando, Florida
- The Town of Surfside Parks and Recreation Department hosted their annual Family Fun Day event on January 28, 2024, from 1:00 p.m. to 4:00 p.m. in the 200 block of 93rd Street. The Police Department assisted with traffic control and pedestrian safety. Chief Antonio Marciante, Sr. Executive Assistant to the Chief Dina Goldstein, Parking Enforcement Officer Cristhian Acosta and Officer Mike participated in the event festivities.
- The Surfside Farmers Market is Sunday, February 4, 2024 at the 96th Street Beach Entrance and the Hard Pack from 9:30 a.m. to 3:30 p.m. The Police Department will assist with traffic control during set up and breakdown, security during the event, and ensuring pedestrian safety from 7:00 a.m. to 5:00 p.m.

Public Works Department

- Water & Sewer continued with the cellular meter installations
- Utilities leveled the hard-pack and walking path
- Water & Sewer conducted utility locates for the week



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Tourism & Communications Department

- Tourism and Communications finalized the production of the February Gazette
- Tourism and Communications began production of the spring 2024 edition of Sailing Surfside Internal Employee Newsletter
- Tourism and Communications created collateral and promoted the Mayoral & Commission Candidate Forums

Building Department

- The Building Department, under the direction of Floodplain Manager Jim McGuinness and CRS coordinator Marisol Vargas, has prepared the 2023-2024 FEMA CRS Annual Update. This involves extensive reporting and compilation of new construction data to ensure compliance with the National Flood Insurance Program aka NFIP. This annual update helps to reinforce our progress in responsible floodplain management and has revealed an excellent track record to date.
- Final stages of construction of the Town's 96th Street Park are underway, and the park will be opened in stages in the coming twelve weeks, as follows:
 - Phase I: Athletic Field opens
 - Phase II: Playground Opens
 - Phase III: Building opens with a TCO



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Code Compliance Weekly Report January 22 to January 28, 2024

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
240092	1/22/2024	9180 Collins Ave	Klaus W. Hentges	Landscape Noise on Saturday/Commercial Landscaper	PD Report	Courtesy Notice
240093	1/22/2024	9008 Collins Ave.	The Mediterranean Condo Assn Inc	Gate in disrepair	R	Courtesy Notice
240094	1/22/2024	9569 Harding Ave.	Morelia	A-Frame sign with prohibited content	R	Courtesy Notice
240095	1/22/2024	9593 Harding Ave.	Helen Kotler & S Packar Co-Trs & Shirley Finkelstein Tr.	A-frame sign	R	Verbal Warning
240096	1/22/2024	9341 Collins Ave. 1204	Thomas A Madeo & W Sandra M Cano	Incessant noise coming from the ceiling	R	Complaint Investigation
240097	1/23/2024	9491 Harding Ave.	Say 770 LLC	A-frame sign	P	Verbal Warning
240098	1/23/2024	9415 Harding Ave	The Harbour Grill	Sidewalk café furniture obstructing pedestrian passage	PD Report	Civil Violation Notice
240099	1/23/2024	8858 Byron Ave.	Luis A Chait & W Magaly	Excessive number of temporary signs	P	Courtesy Notice
240100	1/23/2024	8867 Byron Ave.	Lea J Coto Ruben Coto	Excessive number of temporary signs	P	Courtesy Notice
240101	1/23/2024	601 89 St.	Maria R Sanchez Le & Rem Regino Sanchez Jr	Excessive number of temporary signs	P	Courtesy Notice
240102	1/23/2024	9148 Froude Ave.	Marta Vildostegui	Excessive number of temporary signs	P	Courtesy Notice
240103	1/23/2024	9148 Abbott Ave.	Maurice P Neville	Excessive number of temporary signs	P	Courtesy Notice
240104	1/23/2024	9477 Harding Ave.	Kosh Restaurant	Sidewalk café table extended in front of neighboring property	P	Courtesy Notice
240105	1/24/2024	8826 Froude Ave.	Albert Eskenazi Viviana Eskenazi	Hedges planted on the public right of way	P	Courtesy Notice
240106	1/24/2024	9400 Block Of Harding Ave		Snipe sign taped to light post	P	Not Applicable
240107	1/24/2024	8835 Emerson Ave.	8835 Emerson Surfside LLC	Gate in disrepair	P	Courtesy Notice
240108	1/24/2024	9317 Bay Dr.	David Epstein Eliana Salzhauer	Excessive number of temporary signs	P	Courtesy Notice
240109	1/24/2024	9487 Harding Ave.	Say 770 LLC	Temporary window sign	P	Courtesy Notice
240110	1/24/2024	9461 Harding Ave.	Rita's Ice Cream	Dirty awning	P	Courtesy Notice
240112	1/24/2024	8911 Collins Ave	Rimini Beach Condo	Fallen light post	R	Courtesy Notice
240113	1/24/2024	9501 Harding Ave.	WOW Boutique	Garment rack displayed outside of store	P	Verbal Warning
240114	1/24/2024	9467 Harding Ave.	The Grove Kosher Market	Sidewalk café tables/chairs obstructing sidewalk	P	Verbal Warning



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240115	1/24/2024	9132 Dickens Ave.	Ez Bh LLC	Construction work after 6 pm.	R	Not Applicable
240116	1/25/2024	9477 Harding Ave	Kosh Restaurant	Furniture stored on public property	P	Civil Violation Notice
240117	1/25/2024	9477 Harding Ave.	Kosh Restaurant	Sidewalk café table extended in front of neighboring property	P	Civil Violation Notice
240118	1/25/2024	9165 Collins Ave	Hillcrest Land LLC	Failure to provide Sediment Control	R	Civil Violation Ticket
240119	1/25/2024	9472 Harding Ave	Backyard Bbq Miami	A Frame sign	P	Courtesy Notice
240120	1/26/2024	9140 Harding Ave	Alba M Baiza & Gloria Hernandez & Bruce Baiza	Carport installed without a permit	P	Courtesy Notice
240121	1/26/2024	300 Surfside Blvd	300 Surfside LLC	No construction fence	P	Courtesy Notice
240122	1/26/2024	9364 Bay Dr	Daniel Shapiro Gabriella Hennah Yachad	Excessive number of temporary signs	P	Courtesy Notice
240123	1/26/2024	9072 Froude Ave	9072 Froude LLC	Overgrown Lawn	P	Courtesy Notice
240124	1/26/2024	9458 Harding Ave	9458 Harding Ave LLC	Rear Exterior wall and overhang needs to be pressure washed and painted	P	Civil Violation Notice
240125	1/26/2024	9440 Abbott Ave	Kcs Realty LLC	Temporary structure without permit	R	Civil Violation Notice
240126	1/26/2024	9016 Byron Ave	Jeffrey R Rose And Leah R Rose LLC	Driveway without a permit	R	Courtesy Notice
240127	1/27/2024	Surfside Beach		Dogs on the beach	P	Not Applicable
240128	1/27/2024	9033 Dickens Ave	Fanny & Eli Tourgeman	Construction work on Saturday	P	Courtesy Notice
240129	1/27/2024	8720 Abbott Ave	Maria Gonzalez & Jairo Jose Osorno	Roofing work on Saturday	P	Courtesy Notice
240130	1/27/2024	9325 Carlyle Ave	Zachary Daniel Danowit Paige Sussman Danowit	Concrete truck and mixer operating before 8 am on weekday while on patrol	P	Courtesy Notice
240131	1/27/2024	9025 Byron Ave	Edilia L Jimenez	Excessive number of temporary signs	P	Courtesy Notice
240132	1/27/2024	325 92 St	Israel Elgamil & Chava Elgamil	Excessive number of temporary signs	P	Courtesy Notice
240133	1/28/2024	9524 Harding Ave.	Helen P Stevens Family LTD	Temporary sign	P	Courtesy Notice
240134	1/28/2024	9453 Harding Ave.	Jasmin 94 LLC	Dirty above front door	P	Courtesy Notice
240135	1/28/2024	9472 Harding Ave.	Backyard Bbq Miami	Chairs stored outside of restaurant	P	Courtesy Notice
240136	1/28/2024	9165 Collins Ave.	Hillcrest Land LLC	Missing windscreens at rear of property	P	Courtesy Notice
240137	1/28/2024	Public Beach		Dogs on the beach/leashed	P	Verbal Warning



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Spotlight on P&R: Art Program





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Spotlight on Communications Department: Banner Replacement

