



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

February 12, 2024



# 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](#)

## Code Compliance Department

- Prepare cases to be presented before the Special Magistrate
- 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 5 Year Plan Compliance Reporting Filing
- IRS Payroll 941 Quarterly Filing
- IRS Payroll 945 Annual Filing
- Social Security Annual Filing
- Annual Federal UEID/Cage Code renewal
- FEMA/CTS ongoing filing and reporting

## Human Resources Department

- Assistant Chief of Police employment search advertisement
- Interviews for Deputy Clerk, Accountant, and Capital Improvement Projects Director
- Accepting resumes for: Assistant Chief of Police, 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.

## Planning Department

- Review and report preparation for Planning and Zoning Applications (2 New SFH, 2 Additions, 2 signs)
- Preparation of Ordinance discussion for Town Commission and ordinances for P&Z meeting
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

## Police Department

- The Sunny Isles Beach Police Department conducted a Marine Night Watch operation on February 10, 2024, from 2:00 p.m. to 10:00 p.m. The purpose of this operation is enforcement of Maritime Laws, Narcotics and Human Trafficking, with an emphasis on boater safety and education. Officers will be deployed strategically throughout the Intracoastal Waterway from the County Line (Golden Beach) south to the Surfside town limits focusing on the areas of Aventura, Golden Beach, Haulover, Indian Creek, North Miami Beach, North Bay Village, and Sunny Isles Beach. Officer Lesmes Ruiz participated as a member of the Police Department's Auxiliary Marine Patrol Unit.
- The Town of Surfside's Third Thursday event is February 15, 2024, from 6:00 p.m. to 9:00 p.m. in the 200 block of 93<sup>rd</sup> Street. The Police Department will assist with traffic control during set up and breakdown, security during the event, and ensuring pedestrian safety from 1:00 p.m. to 10:30 p.m.
- The Surfside Farmers Market is every Sunday at the 96<sup>th</sup> 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

- Finalized the 96<sup>th</sup> Street sidewalk extension project
- Utilities repaired a water break on 91<sup>st</sup> Street & Harding Avenue
- Public Works responded to downed trees and signs as a result of weekend storm



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### Tourism & Communications Department

- Tourism and Communications is working on the Surfside Auto Show event scheduled for February 18, 2024
- Tourism and Communications is working on the March 2024 Gazette, Sailing Surfside Internal Newsletter Spring 2024, and February Visit Surfside Newsletter
- Tourism and Communications is visited concierges at the Four Seasons, Grand Beach and Marriot to strengthen partnerships and promote upcoming community events

### Building Department

- The Building Department salutes and congratulates Building Department Administrative Supervisor on her forthcoming transfer to the Human Resources Department as Risk Management Specialist. The Building Department wishes to extend deep thanks and recognition to Ms. Vargas for her many years with the Building Department during which we have achieved the successful and effective complete reorganization and reconstruction of the Building Department. Marisol's excellent organizational and people skills will soon be utilized to the benefit of an even broader scope of customers: Our Employees.
- The Building Department wishes to welcome aboard Ms. Martinat, one of our longest-term employee with over 20 years of excellent service to the Town, most of which have been in the Building Department. We enthusiastically welcome Darlene's positive attitude and deep institutional knowledge and look forward to her full-time transition to the Building Department as Building Department Administrative Supervisor targeted to be completed by early March.



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## Code Compliance Weekly Report February 5 to February 11, 2024

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
240173	2/5/2024	9011 Collins Ave	Sc Hotel Property LLC	Noise	PD report	Civil Violation Notice
240174	2/5/2024	9472 Harding Ave	Backyard BBQ	Sidewalk Cafe/patrons blocking passage	R	Courtesy Notice
240175	2/5/2024	9540 Bay Dr	Waterview Holding LLC	Open construction site gate	R	Courtesy Notice
240176	2/5/2024	9540 Bay Dr	Waterview Holding LLC	Two temporary construction signs	P *	Courtesy Notice
240177	2/5/2024	501 95 St	Yaakov Pollak	Too many temporary signs	P *	Courtesy Notice
240178	2/5/2024	9000 Abbott Ave	9000 Abbott Surfside LLC	Contraction gate and fence in disrepair and encroaching on ROW	P *	Civil Violation Notice
240179	2/5/2024	9040 Abbott Ave	Dov Chalom Koskas Sophie Dana Koskas	Temporary sign on the right of way	P *	Courtesy Notice
240180	2/5/2024	9388 Abbott Ave	Rodrigo A Slelatt Rachel Slelatt	Temporary sign on the right of way	P *	Courtesy Notice
240181	2/5/2024	9465 Byron Ave	Howard J Kinsey Jr &W Helga H	Too many temporary signs	P *	Courtesy Notice
240182	2/6/2024	9501 Harding Ave.	9501 Properties Inc.	Wall Sign from previous tenant/storefront w/o town approved window covering	P *	Courtesy Notice
240183	2/6/2024	9224 Carlyle Ave	Reesa Schwartz Greenstein et all	Temporary sign on right of way	P *	Courtesy Notice
240184	2/6/2024	9380 Carlyle Ave	Marc Levenson Mary Levenson	Too many temporary signs	P *	Courtesy Notice
240185	2/6/2024	601 94 St	Joseph Rosanel Sarah Rosanel	Temporary signs on right of way	P *	Courtesy Notice
240186	2/6/2024	9432 Carlyle Ave	Ines Beltrame Trs Ines Beltrame Revocable Trust	Temporary signs on right of way	P *	Courtesy Notice
240187	2/6/2024	9500 Harding Ave	Cafe Ragazzi	Sidewalk Cafe furniture not set up as per permit	P	Courtesy Notice
240188	2/6/2024	8777 Collins Ave	East Oceanside Development LLC	Fence screening in disrepair	P	Verbal Warning
240189	2/6/2024	9559 Collins Ave.	Solimar Condo	Complaint of gate making loud noise	R	Complaint Investigation
240190	2/6/2024	9471 Harding Ave.	The Grove Market	A-frame sign and pizza sign in SWC area	P	Courtesy Notice
240191	2/6/2024	9461 Harding Ave.	Rita's	Portable sign on SWC table	P	Courtesy Notice
240192	2/6/2024	9538 Harding Ave.	Subway	Temporary signs in window exceed size limitations	P	Courtesy Notice
240193	2/7/2024	9481 Harding Ave	Bernard S Baumel Carolyn P Baumel	Too many temporary signs	R	Courtesy Notice
240194	2/7/2024	700 92 St	Yair Massri Yaara Nazmiyal	Temporary signs on right of way	P *	Courtesy Notice
240195	2/7/2024	9156 Emerson Ave	9156 Emerson Ave LLC	Construction Fence in disrepair	P	Courtesy Notice
240196	2/7/2024	9248 Emerson Ave	9248 Emerson Surfside LLC	Too many temporary signs	P *	Courtesy Notice



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Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
240197	2/7/2024	Biscaya Dr		Lunch truck horn creating nuisance	R	Verbal Warning
240198	2/7/2024	9381 Bay Dr.	Bezalel & Chaya Camissar	Temporary signs on ROW	P *	Courtesy Notice
240199	2/7/2024	600 94 St.	Allen Davoupour & Mandyf Nissani	Temporary signs on ROW	P *	Verbal Warning
240200	2/8/2024	9264 Dickens Ave	Ez Bh Bridge Holding LLC	Temporary Bathroom in plain view	R	Courtesy Notice
240201	2/8/2024	9016 Byron Ave	Jeffrey R Rose And Leah R Rose LLC	Car parked on grass	R	Courtesy Notice
240202	2/9/2024	1437 Biscaya Dr	Jeffrey Gut Gabriela H Gut	Landscaping debris on ROW	P	Verbal Warning
240203	2/10/2024	Surfside Beach		Dog on the beach	PD Dispatch	Verbal Warning
240204	2/10/2024	Surfside Beach		Dog on the beach	P	Verbal Warning
240205	2/10/2024	9173 Carlyle Ave	Great Blue Heron LLC	Use of saw by hired contractor	P	Courtesy Notice
240206	2/10/2024	9455 Harding Ave	Kfg Investments LLC	Construction work on Saturday	P	Courtesy Notice
240207	2/10/2024	9056 Bay Dr	9056 Bay Drive LLC	Temporary Bathroom in plain view and no visible house number	P	Courtesy Notice
240208	2/10/2024	9476 Harding Ave	9476 Harding Investments Inc	Puddles of water and grease.	P	Courtesy Notice
240209	2/11/2024	9501 Harding Ave.	9501 Properties Inc	Permanent wall sign installed without a building permit	P	Civil Violation Notice
240210	2/11/2024	8943 Hawthorne Ave.	8943 Hawthorne Surfside LLC	Complaint of construction noise	PD	Complaint Investigation
240211	2/11/2024	1101 89 St.	Matthew Steven Sussman Emily L Ryon	Possible construction on a Sunday	P	Not Applicable
240212	2/11/2024	601 94 St.	Joseph & Sarah Rosanel	Boxes not flattened and left outside of container	P	Courtesy Notice
240213	2/11/2024	508 Surfside Blvd.	Michael Anthony Falke	Construction debris left in plain view	P	Courtesy Notice
240214	2/11/2024	8942 Froude Ave.	Ludy Lopez	Red-Handwritten Real Estate Signs	P	Verbal Warning
240215	2/11/2024	Public Beach/Hardpack	N/A	Motorcycle driving on the hardpack	P	Verbal Warning
240216	2/11/2024	9440 Abbott Ave.	Kcs Realty LLC	Construction on a Weekend	R	Courtesy Notice
240217	2/11/2024	9452 Harding Ave.	9454 Harding LLC	Utilizing power tools in alleyway	P	Verbal Warning
240218	2/11/2024	9461 Harding Ave.	Fialkoff's Pizza	SWC extending beyond permitted area	P	Courtesy Notice
240219	2/11/2024	9461 Harding Ave.	Rita's	SWC extending beyond permitted area	P	Courtesy Notice

\*\* Denotes cases opened proactively but due to complaints received from the same issue



*Surfside*  
FLORIDA

# Town of Surfside

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## Spotlight on Public Works

*Finalized the 96<sup>th</sup> Street sidewalk extension project*



*Utilities repaired a water break on 91<sup>st</sup> Street & Harding Avenue*

