



Town of Surfside
Office of the Town Manager
Weekly Overview

April 1, 2024



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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

- Drafted Final Orders
- Refer to the attached report

Finance Department

- Annual Comprehensive Financial Report Audit FY 2023 ongoing
- Annual Employee Pension Audit FY 2023 ongoing
- CITT 5 Year Plan Compliance Reporting Filing
- Florida PA CTS ongoing review
- ACA Compliance Tax Reporting

Human Resources Department

- EEOC complaint re: age, national origin, and retaliation (former P&R employee) – cont.
- Personnel related assistance
- Conducting background checks
- AFCSME – reelections on April 11, 2024, cont.
- Accepting resumes for: Assistant Chief of Police, Communications Operator, Certified Police Officer, and Recreation Leader (PT)

Parks and Recreation Department

- Aftercare Daily – 8:00 a.m. – 6:00 p.m.



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- Refurbishment of the Veterans Park Cannon – Wednesday – 8:00 a.m.- 12:00 p.m.

Planning Department

- Resident meetings in-office and on-site for zoning reviews
- Preparation of Planning and Zoning Board project applications
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

Police Department

- Surfside, Aventura, Bay Harbor Islands and Sunny Isles Beach Police Departments hosted a Multi-Agency Collection Day (electronics recycling, Shred-a-Thon and DEA Drug Takeback) on March 30, 2024, at Bill Bird Marina (Haulover Park) from 10:00 a.m. to 2:00 p.m. Community Service Aide Donald Laurent and Parking Enforcement Officer Cristhian Acosta will participate in the event.
- Community Service Aides Felix Fermin, Donald Laurent and Henry Popoteur will attend a CPST (Child Passenger Safety Technician) course from April 1 to April 4, 2024, at the Broward Sheriff's Office Fire Rescue Station in Dania Beach. A CPST is an expert in car seat safety and undergo specialized training to become proficient in the proper use of child safety seats.
- The North Miami Police Department's *3rd Annual Autism Acceptance and Awareness Caravan* will be held on April 2, 2024, beginning at 9:00 a.m. The showcase of wrapped vehicles and motorcycles from numerous police and fire agencies in Miami-Dade and Broward counties will promote acceptance and inclusion for individuals on the autism spectrum. The Police Caravan will depart from the North Miami Police Department and conclude at Crystal Academy in Coral Gables. Police personnel will proudly participate in the event.
- The Police Department will host a community blood drive on April 3, 2024, from 10:00 a.m. – 5:00 p.m. in the Town Hall municipal parking lot.

Public Works Department

- Utilities conducted re-reads for the upcoming utility billing cycle
- Utilities responded to a backup at 9455 Collins Avenue
- Utilities patched potholes around Town



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Tourism & Communications Department

- Tourism and Communications produced and sent the April Gazette to print
- Tourism and Communications updated the Town website to include Interim Chief Doce
- Tourism and Communications was on hand to take photos for Interim Chief Doce's swearing in
- Tourism and Communications put together a draft agreement of the Plastic Fishing festival events for the Interim Town Attorney to review

Building Department

- Permits issued: 39
- Inspections performed: 76
- Valuation of Permits issued: \$2,845,959.00
- Total Plan Reviews Performed: 52



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Code Compliance Weekly Report March 25 to March 31, 2024

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Type of Notification
240380	3/26/2024	9348 Carlyle Ave	Dinah Vogel & Shneur Shapira	Noise Complaint	PD referral	Civil Violation Notice
240381	3/26/2024	9540 Collins Ave.	The Shul Of Bal Harbour Inc.	Loud Music	PD report	Verbal Warning
240382	3/26/2024	9340 Harding Ave.	Magen David Congregation Of Surfside Inc.	Loud Music	PD Report	Courtesy Notice
240383	3/27/2024	9248 Collins Ave.	Sunset Condominium Association, Inc.	Yearly Inspection	R	Not Applicable
240384	3/28/2024	Vicinity Of 89 St And Carlyle Ave.		Trucks blocking ROW and dust being blown into air	P	Complaint Investigation
240385	3/28/2024	9445 Harding Ave.	Ashilo Inc.	Undisposed ballard post and tire, overgrown vegetation	R	Courtesy Notice
240386	3/28/2024	9441 Harding Ave.	Ufaratzta Corp	Misc. items stored in alley way behind property , bucket and cinder block on overhang	R	Courtesy Notice
240387	3/28/2024	Surfside Beach		Dog on the beach	R	Verbal Warning
240388	3/29/2024	9509 Harding Ave.	Donald J Khan Le Rem Jennifer Lourdes Kahn And (Tenant) Naamah Sushi	WWOP- exterior lighting fixtures	R	Courtesy Notice
240389	3/29/2024	9132 Dickens Ave.	EZ BH LLC	Commercial vehicle idling in residential area before 8 am	R	Courtesy Notice
240390	3/29/2024	9132 Dickens Ave.	EZ BH LLC	Cement on swale and street, and litter	R	Courtesy Notice
240391	3/29/2024	9016 Byron Ave.	Jeffrey R Rose And Leah R Rose LLC	Excess of commercial vehicles and guest vehicles parked as residence	R	Courtesy Notice
240392	3/30/2024	1315 Biscaya Dr.	Melvyn Schlessler & W Lucia	Pressure cleaning on Saturday	R	Verbal Warning
240393	3/30/2024	9148 Abbott Ave.	Maurice P Neville	Garage sale (education to resident)	P	Verbal Warning
240394	3/30/2024	8801 Emerson Ave.	8801 Emerson LLC	Unsecured construction site , no visible street number	P	Courtesy Notice
240395	3/30/2024	500 92 St.	Aleida Perich Jose Luis Perich Martha Maria Carmen Ida Irma Perich / Rosado Arbor Care	Leaf Blower Educational Campaign	P	Educational Campaign



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Spotlight on Public Works



Backup at 9455 Collins Avenue



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Patched potholes throughout Town



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Spotlight on P&R: Youth Programming: Snapology & Teen Scene

