



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

July 15, 2024



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Below is a weekly overview of key administration activities per department for this week.

## **Building Department**

- Permits issued: 20
- Inspections performed: 25
- Valuation of Permits issued: \$480,165.59
- Total Plan Reviews Performed: 39

## **Town Clerk's Office**

- [Town calendar](#)

## **Code Compliance Department**

- Present cases before the Special Magistrate
- Refer to the attached report

## **Capital Improvement Projects**

### ***Abbott Avenue Drainage***

- ITB posted April 15, 2024
- Bid opening & evaluation: June 11, 2024
- The lowest Bid is now Ric Man because of the Bid Alternate A that was chosen. Ric Man had a deduction for doing directional as opposed to FG Construction that saw an increase for using the same Alternate
- The award recommendation was approved at July Town Commission meeting

### ***Traffic Calming & Walkability***

- MOU approved at the May Town Commission meeting



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- The Traffic Study that was completed and sent to County for permitting – County had multiple comments to be addressed.

## **96th Street Park**

Construction is 80% complete with a targeted completion date of August 31, 2024. Targeted completion date will allow for all areas on the park to be accessible except for the upper floor until the rail for the west staircase to be installed. The rail will be installed in October 2024 due to long manufacture lead time. The contractor is placing the concrete curbs and finishing the Terrazzo flooring. The glass rails were delivered, and contractor scheduled to start installation in the week of July 1<sup>st</sup>.

## **Finance Department**

- Filed with the Auditor General Annual Comprehensive Financial Report FY 2023 bound book on 7/10/24
- CITT Quarterly Compliance Reporting July 19, 2024
- Florida PA CTS: Had a conference call with Florida PA representative and Miami Beach to resolve documentation required for Mutual Aid. Florida PA will be contacting FEMA to provide guidance as to resolution of undocumented ICS 214 Forms. We expect to complete Mutual Aid project (\$960K) by 7/23/24 and should be getting reimbursed in October 2024
- FY 2024 Proposed Budget Preparation ongoing
- Preliminary Solid Waste Assessment was approved by the Commission on 7/09/24 and submitted to MDC Property Appraiser Office the Folio and Rate files on 7/10/24. Next step is to publish the Solid Waste Assessment in the newspapers, and TRIM notices will be issued on 8/26/24 by MDC Property Appraiser
- Local Business Tax Applications for fiscal year 2024 - 2025 will be issued starting next week

## **Human Resources Department**

- Assistance with Pension TPA duties
- Assistance with Finance duties
- Insurance renewal – initial steps cont.



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- FMIT – reporting/adjuster’s questions etc.
- Accepting resumes for: Accountant, Controller, Building Official, Lifeguard (Seasonal), Certified Police Officer, Building Permit Technician I, and Recreation Leader II, Public Safety Specialist

## **Parks and Recreation Department**

- The 5<sup>th</sup> week of summer camp with the YMCA is under way
- 4<sup>th</sup> of July was a big success and event review and after-action report to be completed by the P&R Department
- The pool aerator water cannon was purchased and has started its first week of operation in the pool. Cannon keeps pool temperatures moderate during the summer.
- Fall session dates and programs have been announced with registration pending to open July 22<sup>nd</sup>

## **Planning Department**

- 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**

- The Police Department hosted a community blood drive on July 13, 2024 from 10:00 a.m. – 5:00 p.m. in the 94<sup>th</sup> Street municipal parking lot
- The Police Department will host a new community initiative Pizza with the Chief on July 18, 2024 from 5:30 p.m. to 7:30 p.m. in the Commission Chambers

## **Public Works Department**

- Meter installation
- Storm Drain Cleaning



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## Tourism & Communications Department

- Tourism and Communications updated the 98 Points of Light remembrance publication with new entries
- Tourism and Communications created and published a survey to gauge interest in transportation services to Ruth K. Broad school
- Tourism and Communications made a visible push to promote applications for the Sustainability and Resiliency committee
- Tourism and Communications created a new graphic to promote hiring for the Police Department and other open positions
- Tourism and Communications is producing a short video for the Police Department on parking and safety featuring Sgt. Matelis
- Tourism and Communications is working with Progress, the parent company of the Town's website, to secure the server license transfer and specialty support from CGA
- Tourism and Communications held calls with the Perez Art Museum and the Frost Science Museum to look into a partnership as requested by the Resort Tax Board



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## Code Compliance Weekly Report July 9 – 14

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Type of Notification
240879	7/8/2024	9272 Abbott Ave.	Solomon Zolty Investment LLC	Driveway installation without a permit	P	Civil Violation Notice
240880	7/8/2024	8818 Hawthorne Ave.	David V Wilson & Sarah V Wilson	Construction debris throughout front of property without dumpster	P	Courtesy Notice
240881	7/8/2024	8975 Hawthorne Ave.	Joshua & Lisa Herman	Landscaping trimmings not bagged	R	Courtesy Notice
240882	7/8/2024	608 88 St.	Villa 608 LLC	Trash bags left outside of trash bins	R	Courtesy Notice
240883	7/8/2024	8955 Collins Ave.	8955 Collins Condo	Construction activity from Arte being conducted on hardpack	P	Courtesy Notice
240884	7/8/2024	9057 Dickens Ave.	Mark Ventrone	Use of gasoline powered leaf blower	P	Educational Campaign
240885	7/9/2024	9467 Harding Ave.	Grove Kosher Market	Front entrance floor of storefront requires repainting	P	Courtesy Notice
240886	7/9/2024	89 St./Hawthorne Ave.	ROW	Snipe sign	P	Verbal Warning
240887	7/9/2024	9545 Harding Ave.	Surfside Realty LLC	Vacant storefront requires Town approved window covering	P	Courtesy Notice
240888	7/9/2024	9545 Harding Ave.	Surfside Realty LLC	Excessive number of real estate signs	P	Courtesy Notice
240889	7/9/2024	400 93 St.	David Elmaleh & Miryam Bouhsira Elmaleh	Overgrown	P	Courtesy Notice
240890	7/9/2024	9556 Abbott Ave.	Dovber Aizenman & Libe Lapidus	Possible WWOP	P	Not Applicable
240891	7/9/2024	9488 Byron Ave.	Ezequiel Singer & Sabrina Kantt	Construction debris/litter in plain view	R	Courtesy Notice
240892	7/9/2024	600 88 St.	Kort Properties LLC	Overgrown/litter	R	Courtesy Notice
240893	7/9/2024	600 88 St.	Kort Properties LLC	Windscreens and fence in disrepair	R	Courtesy Notice
240894	7/10/2024	9248 Collins Ave. 204	NSB Legonier LLC	Short-Term Rental w/o registration	P	Courtesy Notice
240895	7/10/2024	9195 Collins Ave. 1112	Jay E Auerbach Trs.	Short-Term Rental w/o registration	P	Courtesy Notice
240896	7/10/2024	8875 Abbott Ave.	6000 Collins 309 LLC	Overgrown	P	Courtesy Notice
240897	7/10/2024	1111 88 St.	David Harari &W Elaine	Fallen coconuts on right of way & vegetation encroaching onto ROW	P	Courtesy Notice
240898	7/10/2024	8851 Hawthorne Ave.	8851 Hawthorne Ave. LLC	Unsecured construction site due to gate being in disrepair	P	Courtesy Notice
240899	7/10/2024	9011 Collins Ave.	Sc Hotel Property LLC	Special event set up on beach without a permit	P	Courtesy Notice
240900	7/10/2024	9476 Harding Ave.	Rustiko Bistro (Tenant)	Dumpster requires a lid	P	Courtesy Notice
240901	7/11/2024	9024 Abbott Ave	R8g Investments LLC	Work on weekday before 8 am	R	Verbal Warning
240902	7/11/2024	9332 Bay Dr.	Patrick C Emans Trs.	Overgrown	P	Courtesy Notice
240903	7/11/2024	8935 Froude Ave.	8935 Froude Ave LLC	Overgrown	P	Courtesy Notice
240904	7/11/2024	9156 Emerson Ave.	9156 Emerson Ave LLC	Overgrown	P	Courtesy Notice
240905	7/11/2024	301 88 St.	Puente Ag Investments Five LLC	Overgrown & dead hedges	P	Courtesy Notice
240906	7/12/2024	524 89 St.	Mikhail Damiani Dannielle Corpora Damiani	Cleaning Service using pump before 8 AM	P	Courtesy Notice
240907	7/12/2024	524 89 St.	John To Go	Cleaning Service using pump before 8 AM	P	Courtesy Notice
240908	7/12/2024	9564 Harding Ave.	9564 Harding Investment LLC	broken sandbags, cracks on wall, damaged awning cover	P	Courtesy Notice
240909	7/12/2024	9564 Harding Ave.	9564 Harding Investment LLC	Dumpster enclosure doors in disrepair	P	Courtesy Notice
240910	7/14/2024	1452 Biscaya Dr.	Biscaya Drive Investment LLC	Construction dumpster requires a lid	P	Courtesy Notice
240911	7/14/2024	1385 Biscaya Dr.	Anton Diego & Ashley Litwin	Construction dumpster requires a lid	P	Courtesy Notice