



TOWN MANAGER'S REPORT

MARCH 8, 2022

I. TOWN DEPARTMENTS

Building Department

A. As the World discovers Surfside, the surge in new building business continues. Both Town residents and the contracting community are coming into the Building Department lobby in record numbers to inquire about and apply for building permits for a wide variety of construction projects. As anticipated, permit numbers have significantly increased over prior year again this past February. This also means many more plans reviews and inspections for our entire Building Team.

B. Building Department Permit and Inspection numbers for the month to date continue to soar over prior months as follows: February 2021: 128 Building Permits issued; 260 Inspections performed; 27 lien searches completed. These numbers continue to increase over prior year.

C. Maria Tribin and the entire permitting staff continue to rise to this challenge as permitting workload continues to grow. Thanks to their diligent work in expediting building permits through the permitting process, our backlog of pending permit applications has been significantly reduced. Building Inspections continue to soar over prior years with February marking the largest number of inspections ever. Staffing levels will need to be adjusted to meet this increase in customer demand.

D. The Building Department is grateful to announce the adoption into law by Miami-Dade County of the acceleration of the 40 Year Building Recertification Program amending Miami-Dade Code Chapter 8 Section 11 Recertification of Buildings. To commence on second reading later this month, this landmark legislation accelerates the recertification period of multi-family and commercial buildings from 40 years to 30 years of age. Champlain Towers South collapsed at only 39 years of age. Finally answering the Building Department's call for responsible change, this historic move will dramatically increase life safety in buildings throughout Miami-Dade County, and make sure this tragedy never happens again. This is the most significant change in building code safety in Florida since the consolidation of the Florida Building Codes 22 years ago in response to Hurricane Andrew which decimated Homestead. We anticipate this major change, not

only at the county level to the Miami-Dade Code, but also a change at the state level amending the 2023 Florida Existing Building Code with the addition of a chapter entitled: "Buildings 30 Years or Older".

E. The Building Department has begun an internal implementation of Tyler Software, customer service/contractor portal, for online permitting, inspections requests and plans review. This will greatly increase speed and efficiency of permits issued, raise levels of service and eliminate most lobby traffic which now takes up much of our staff's time. Roll out to the public is expected in the next few months.

Code Compliance Division

A. Code Compliance Cases: As of February 24, 2022, the total number of active, open cases being managed is 179. Of these cases, 66 cases are still under investigation and are working towards compliance; 13 cases are on-hold; 23 cases are in the Special Master hearing queue; 13 cases are in post-hearing status; 23 code cases have been issued liens and remain unpaid; 41 code cases have service liens and remain unpaid. Properties with unpaid liens are sent reminder letters on a semi-annual basis. For the month of February, the Code Compliance staff has conducted an approximate of 117 inspections.

B. Collected Civil Penalty Fines: Unresolved code compliance cases accrue fines until the code violation is resolved. After the violation is corrected, the property owner is notified to remit the fine amount due. In many cases, the fine amount is either paid, resolved via a settlement agreement, or referred to the Town's Special Master for a hearing and potential mitigation on the fine amount due.

The following is a summary by fiscal year of the fine amounts collected by the Town:

- FY 22: As of February 24, 2022, 40 cases have paid/settle for a total monetary collection of \$21,381.76.
- FY 21: 86 cases paid/settled for a total collection of \$39,464.
- FY 20: 109 cases paid/settled for a total collection of \$115,851.

C. The Code Compliance Division has assisted the Finance Department by conducting 96 Code lien searches for the month of February 2022.

D. Th Code Compliance Division has continued to assist the Town Clerk's Office with public records requests.

E. The Division presented 13 Code Compliance cases to the Special Master.

Community Services & Public Communications Department

A. The Tourist Bureau successfully hosted the second Third Thursdays event for 2022. With 350+ attendees, the event was a success despite some rain. The FullMoonTown March event will take place on Thursday, March 17.

B. In February, CSPC completed three videos related to the Town election and ballot questions, as well as assisted with a community workshop. Additional messaging was provided to all multi-family units and sent out with the water bills to provide residents with more information on the upcoming election. Information has also been shared on the Town's new digital sign and email newsletters.

C. The Town has partnered, for the second year, with the Village of Bal Harbour to hold a shoe drive for the homeless in Miami-Dade County. CSPC has created new collateral and marketing items to promote the drive, which runs March 1 – 31.

Human Resources

Human Resources continues to provide support and assistance to the Town Administration, departments and staff in relation to a variety of items/services to include:

A. COVID-19 Health Pandemic: Provided staff with COVID-19 information, support and assistance.

B. Safety and Wellness Initiatives: Provided staff with information regarding weekly webinars and classes for mental health support, nutrition, fitness, support groups, community health initiatives and exercise classes.

C. AFSCME Florida Council 79: AFSCME and the Town held its second collective bargaining on February 16th, 2022. The third collective bargaining meeting is scheduled for in 1:30pm on March 21st, 2022.

D. Training: Facilitated a Post Union Election Issues training for department directors.

E. Classification and Compensation Study: Reviewed and discussed initial draft solution file with Evergreen.

F. EEOC Discrimination Complaints: Awaiting on response with regards to EEOC complaints filed by Mr. Victor May.

G. Workers Compensation: Facilitated response to the Town's legal representative regarding workers compensation case to include: preliminary defense survey, personnel file, wage statements, payroll records and other related questions.

H. Interviews: Conducted interviews for Assistant Public Works Director, Refuse Collector, General Service Worker and Maintenance Worker – W & S.

I. Promotions: Facilitated information and participated in discussions regarding Parks and Recreation promotions.

J. Other Human Resources Functions to include:

- Employee appreciation, recognition, and activities
- Pre-employment Background Check
- Conditional offer of employment offers (withdrawal – when applicable)
- New hire orientation
- New hire reporting – Florida Department of Revenue
- Workers' compensation
- Grievance
- Labor statistics report – U.S. Department of Labor Statistics
- Interviews
- Exit interviews
- Personnel counseling
- Retirement plan related assistance
- Recruitment / Advertising for vacancies
- Responding to candidates / acknowledge resumes received
- Verification of Employment Requests
- Personnel maintenance changes
- Insurance enrollment, changes and termination of coverage
- Safety and wellness initiatives
- Training
- Public records requests related to personnel (active / inactive)
- FMLA assistance
- Criminal records check – level 2 for all Parks and Recreation instructors/concession staff

Finance Department

Monthly Budget to Actual Summary as of January 31, 2022 – *Attachment "A"*

Parks and Recreation Department

Parks and Recreation continued to operate the following facilities: The 96th Street Park, the Beach Lifeguard Tower, Hawthorne Tot Lot and the Dog Park. The Tennis Center continues to operate with court reservations during prime hours. The pool continues to operate with lap swimming registrations during all hours of operation. Pool hours continue to be adjusted month to month to maximize day light hours.

Our 14th Annual 5k run/walk on the beach was a success! There was a total of 164 participants. After a 2 year hiatus due to beach renourishment and COVID-19, everyone was happy to participate in the event once again.

Spring programming session II is underway. Tennis and Soccer Registration continue to be full and are the most popular programs currently. Spring Camp Registration is also underway. Spring Camp will be run by PEAR Programs and will take place from March 21st – March 25th, 8am – 6pm at the Community Center. Our VOLT program continues to attract new teens. Thanks to Pelican Harbor, our native neighbors Mowgli the Owl and Basil the Opossum recently visited VOLT, Surfside's teen program, for an exciting evening. Our teens learned about the importance of preserving and protecting our native species and ecosystem through educational and scientific means.

The 96th Street Park design continues to move forward. The LEED part of the design process is under way and going into final review. The Town has received the 90% CD Draft. Legal and Building department have reviewed the document and made the necessary changes. Town administration has approved the RFQ & Evaluation timeframe. Savino Miller is working on the scope of services and will submit a draft for the Town to review. Biweekly Park Design meetings between Savino & Miller Design Team and Town Staff continue to be held to help move the project forward.

Surf-N-Sides Community Center Concession has reopened under a soft opening as of January 25, 2022. Family Fun Day has been rescheduled for Sunday March 13, 2022.

Annual Community Center and Pool Maintenance is scheduled for March 1, 2 and 3. This will be cleaning, repairs and warranty repairs on items as needed. Pool and Community Center hours will be adjusted and advertised as needed.

Our new Parks and Recreation website is set to go live the week of February 28th, 2022.

Planning Department

Development Application Process (2012 – Present) – *Attachment "B"*

Police Department

A. Police Department Statistics (February 1 – February 21, 2022)

- Traffic Citations – 223
- Parking Citations – 566
- Arrests – 3
- Dispatch Events – 765
- Incident/Crime Reports – 44

B. Commission for Florida Law Enforcement Re-Accreditation

Town Manager Andrew Hyatt, Chief Rogelio J. Torres Jr., Captain John Healy and Accreditation Manager Jill Smith represented the Police Department at the Commission for Florida Law Enforcement Accreditation (CFA) conference in St. Augustine, Florida on February 24, 2022. The Police Department proudly achieved re-accreditation status for the fourth consecutive cycle.

C. Enhanced Parking Enforcement Details in the Abbott Lot

Enhanced parking enforcement details commenced in January to address the continuing issue of construction workers and/or commercial vehicles parking in the Abbott Municipal Parking Lot. The detail included dissemination of flyers, communicating with the construction companies regarding the Town code, and parking personnel continually monitored the lot. Since January 25, 2022, eight vehicles in violation have been towed. New signage in reference to construction parking have been displayed throughout the Abbott Lot. These parking enforcement efforts will be continued and monitored daily.

D. Police Events/Community Outreach

- The Florida Department of Transportation (FDOT) District Six in conjunction with the Miami Beach Police Department will host a multi-agency traffic safety enforcement and educational detail on March 3, 2022 from 8:00 a.m. to 1:00 p.m. Law enforcement will be focusing primarily on aggressive driving (as part of the Drive Safe campaign), distracted driving, red-light running, speeding, seatbelt use, move-over law compliance, bike/pedestrian safety compliance and general traffic safety. Sergeant Jay Matelis, Officer Loxley Arch and Officer Jose Valino will participate in this event.
- The Town of Surfside's Third Thursday event will take place March 17, 2022 from 6:00 p.m. to 9:00 p.m. at 9500 Collins Avenue (200 block of 95th Street). Three police officers/or parking enforcement officers with assist with the street closures and pedestrian safety.
- The Police Department is honoring Surfside Police Officer Donald McGavern on the two-year anniversary of his passing with a Memorial Service on March 19, 2022 at 10:00 a.m. at the Paws Up Dog Park.
- Code Enforcement will host their monthly Special Master Hearing March 23, 2022 from 10:00 a.m. – 2:00 p.m. in the Commission Chambers.
- The Surfside Police Department will host a community blood drive on March 30, 2022 from 11:00 a.m. – 4:30 p.m. in the Town Hall municipal parking lot.
- The Bike with the Chief community initiative will return on March 30, 2022 at 5:00 p.m. at Town Hall.
- The monthly Coffee with the Cops is March 31, 2022 at 10:00 a.m. at Starbucks.

II. SEE CLICK FIX REPORT

Requests filtered by request category that have been created 02/01/2022 - 02/28/2022

Request Category	Created in period	Closed in period	Average days to close
96 Street Park (P & R)	1	1	0
Beach Issue	1	0	
Dog Stations (P & R)	1	1	2.4
Other	3	0	
Police (Safety Concern)	1	1	0

Requests filtered by request category that have been created 01/01/2014 - 02/28/2022

Request Category	Created in period	Closed in period	Average days to close
96 Street Park (P & R)	12	12	1.9
Beach Issue	239	219	24.7
Code Compliance (Safety Concern)	115	112	19.3
Code Compliance (Violation)	193	189	17.4
Community Center (P & R)	13	11	6.8
Dog Stations (P & R)	20	20	2.5
Drainage/Flooding (PW)	46	38	67.6
Graffiti (PW)	5	3	17.5
Hawthorne Tot-Lot (P & R)	7	7	22.5
Other	343	304	19.5
Police (Safety Concern)	109	108	5.9
Pothole (PW)	8	8	23.8
Solid Waste (Commercial) (PW)	8	7	4.8
Solid Waste (Residential) (PW)	39	29	16.4
Street lights (PW)	81	64	92.1
Surfside Dog Park (P & R)	12	12	15.9
Utilities (Water/Sewer) (PW)	49	36	23.9
Barking Dog	13	13	12.2
Beach Patrol	8	7	2.6
Parking Issue	113	108	4.1
Construction Issues	51	41	13.7
Dead Animal	8	6	10.4

III. TOWN PROJECTS***96th Street Park***

Construction Documents are submitted, the Construction RFQ will be advertised and the Park permits applied for. The kayak launch permit applications have already been submitted and are under review. When the RFQ process is complete, the Town Commission will be asked to approve the selected construction price proposal or require value engineering. Construction can begin once the price proposal is approved and all permits are obtained and is expected to last approximately 18 months.

Abbott Avenue Drainage Study

Progress Status Report – Attachment "C"

Byron/Bay Closure Study

Miami-Dade County DTPW's reviewed the Traffic Study methodology for the traffic analysis related to potential road closure of Byron Avenue and Bay Drive at 96th Street and concluded that it cannot complete and render a final decision of the methodology review due to the current traffic conditions of the area. Various MOT (maintenance of traffic) are in place after the building collapse at 8777 Collins Avenue which will impact and affect the overall Town wide traffic circulation. The Town of Surfside can resubmit the methodology once traffic conditions are back to normal (pre-building collapse) which include all roadways being open to the public.

Undergrounding of Utilities

In December, the Town Commission approved a ballot question for the March election to request resident approval to issue General Obligation debt over up to \$40 million to underground utilities throughout the Town. Administration has begun a public information campaign including two townhalls on March 2 (virtual) and March 3 (in-person).

Respectfully submitted by:



Andrew E. Hyatt, Town Manager

TOWN OF SURFSIDE, FLORIDA
MONTHLY BUDGET TO ACTUAL SUMMARY
FISCAL YEAR 2022
As of JANUARY 31, 2022
33% OF YEAR EXPIRED (BENCHMARK)

Agenda Item #

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March 8, 2022

GOVERNMENTAL FUNDS	ACTUAL	ANNUAL BUDGET	% BUDGET
GENERAL FUND - 001			
REVENUE	\$ 10,103,055	\$16,592,940	61%
EXPENDITURES	6,108,953	\$16,592,940	37%
Net Change in Fund Balance	3,994,102		
Fund Balance-September 30, 2021 (Unaudited)	20,920,841		
Fund Balance-January 31, 2022 (Reserves)	<u>\$ 24,914,943</u>		
TOURIST RESORT FUND - 102			
REVENUE	\$ 1,735,996	\$3,517,323	49%
EXPENDITURES	1,095,455	\$3,517,323	31%
Net Change in Fund Balance	640,541		
Fund Balance-September 30, 2021 (Unaudited)	4,063,018		
Fund Balance-January 31, 2022 (Reserves)	<u>\$ 4,703,559</u>		
POLICE FORFEITURE FUND - 105			
REVENUE	\$ -	\$107,159	0%
EXPENDITURES	32,887	\$107,159	31%
Net Change in Fund Balance	\$ (32,887)		
Fund Balance-September 30, 2021 (Unaudited)	221,034		
Fund Balance-January 31, 2022 (Reserves)	<u>\$ 188,147</u>		
TRANSPORTATION SURTAX FUND - 107			
REVENUE	\$ 51,682	\$287,097	18%
EXPENDITURES	167,085	\$287,097	58%
Net Change in Fund Balance	(115,403)		
Fund Balance-September 30, 2021 (Unaudited)	547,674		
Fund Balance-January 31, 2022 (Reserves)	<u>\$ 432,271</u>		
BUILDING FUND - 150			
REVENUE	\$ 429,977	\$1,125,469	38%
EXPENDITURES	484,442	\$1,125,469	43%
Net Change in Fund Balance	(54,465)		
Fund Balance-September 30, 2021 (Unaudited)	1,913,914		
Fund Balance-January 31, 2022 (Reserves)	<u>\$ 1,859,449</u>		
CAPITAL PROJECTS FUND - 301			
REVENUE	\$ 616,600	\$332,500	185%
EXPENDITURES	527,685	\$332,500	159%
Net Change in Fund Balance	88,915		
Fund Balance-September 30, 2021 (Unaudited)	5,894,823		
Fund Balance-January 31, 2022 (Reserves)	<u>\$ 5,983,738</u>		

NOTES:

1) Many revenues for January 2022 are received in subsequent months (timing difference) and are recorded on a cash basis in the month received.


2) Expenditures include payments and encumbrances. An encumbrance is a reservation of a budget appropriation to ensure that there is sufficient funding available to pay for a specific obligation.

A. Includes \$2,000,000 available for hurricane/emergencies. The unaudited balance of \$18,920,841 is unassigned fund balance (reserves).

PROPRIETARY FUNDS	ACTUAL	ANNUAL BUDGET	% BUDGET
WATER & SEWER FUND - 401			
REVENUE	\$ 1,343,555	\$4,473,190	30%
EXPENDITURES	998,187	\$4,473,190	22%
Change in Net Position	345,368		
Unrestricted Net Position-September 30, 2021 (Unaudited)	(1,383,444)		
Unrestricted Net Position-January 31, 2022 (Reserves)	\$ (1,038,076)		
MUNICIPAL PARKING FUND - 402			
REVENUE	\$ 571,167	\$1,264,180	45%
EXPENDITURES	451,278	\$1,264,180	36%
Change in Net Position	119,889		
Unrestricted Net Position-September 30, 2021 (Unaudited)	1,754,091		
Unrestricted Net Position-January 31, 2022 (Reserves)	\$ 1,873,980		
SOLID WASTE FUND - 403			
REVENUE	\$ 696,583	\$1,811,003	38%
EXPENDITURES	625,517	\$1,811,003	35%
Change in Net Position	71,066		
Unrestricted Net Position-September 30, 2021 (Unaudited)	(247,933)		
Unrestricted Net Position-January 31, 2022 (Reserves)	\$ (176,867)		
STORMWATER FUND - 404			
REVENUE	\$ 289,138	\$889,000	33%
EXPENDITURES	617,052	\$889,000	69%
Change in Net Position	(327,914)		
Unrestricted Net Position-September 30, 2021 (Unaudited)	3,654,490		
Unrestricted Net Position-January 31, 2022 (Reserves)	\$ 3,326,576		
FLEET MANAGEMENT FUND - 501			
REVENUE	\$ 212,344	\$780,044	27%
EXPENDITURES	470,912	\$780,044	60%
Change in Net Position	(258,568)		
Unrestricted Net Position-September 30, 2021 (Unaudited)	1,091,990		
Unrestricted Net Position-January 31, 2022 (Reserves)	\$ 833,422		



Jason D. Greene, Assistant Town Manager/CFO



Andrew Hyatt, Town Manager

Town of Surfside
Net Funds Historical Balances
Period 2018 - January 2022

FUND	9/30/2018	9/30/2019	9/30/2020	9/30/2021	1/31/2022	CAGR ^(a)
General	\$ 10,902,050	\$ 14,984,105	\$ 18,286,748	\$ 20,920,841	\$ 24,914,943	24.3%
Tourist Resort	356,313	1,640,525	2,109,658	4,063,018	4,703,559	125.1%
Police Forfeiture	159,527	105,725	168,289	221,034	188,147	11.5%
Transportation Surtax	263,292	328,377	442,856	547,674	432,271	27.7%
Building	2,760,673	2,563,517	1,991,388	1,913,914	1,859,449	-2.0%
Capital Projects	2,158,902	3,048,582	4,899,128	5,894,823	5,983,738	39.8%
Water & Sewer	(2,546,398)	(2,367,098)	(1,733,610)	(1,383,444)	(1,038,076)	-18.4%
Municipal Parking	943,315	1,198,948	1,293,993	1,754,091	1,873,980	23.0%
Solid Waste	601,201	641,636	219,615	(247,933)	(176,867)	-174.4%
Stormwater	3,203,878	3,200,132	3,205,050	3,654,490	3,326,576	4.5%
Fleet Management	-	585,363	825,468	1,091,990	833,422	N/A
Total	\$ 18,802,753	\$ 25,929,812	\$ 31,708,583	\$ 38,430,498	\$ 42,901,142	22.9%

(a) - CAGR stands for Compound Average Growth Rate, and is a useful measure of growth over multiple time periods. It represents the growth rate of a Fund Balance from the initial time value to the ending balance if you assume that the fund has been compounding over a time period.

DEVELOPMENT APPLICATION PROCESS (2012 - PRESENT)									
Application Date Location	Project Description	Zoning Process	Density/Intensity		Variances		Building Permit		Status
			Allowed	Approved	Requested	Received	Application No.	Status	
Original submittal: 7/13/2012 Site plan amendment: 4/16/16 9011 Collins Avenue	Surf Club - restoration of the famous surf club historic structure and for the construction of new improvements	DRG - 7/31/2012, 8/23/2012, site plan amendment: 5/16/2016, 8/4/2016, 3/9/2017, 5/11/2017 P&Z - Original site plan: 9/27/2012, site plan amendment: 8/31/2017 TC - Original site plan: 10/15/2012, site plan amendment: 10/10/2017 Site Plan Ext -	762 units	257 units	None	None	13-727	Issued	Fort Partners has indicated a desire to obtain a final CO and Landscape approval needs to be resolved. A landscape inspection was performed and comments were provided by the Town Planner on November 5, 2021. Once the comments are addressed a final inspection will be required.
7/20/2012 9450 Collins Ave	The Shul - New multiuse glass atrium and joining learning center (3 stories)	DRG - 2/11/2013, 3/27/2013, 7/9/2013 P&Z - 2/27/2014 TC - 10/28/2014 Site Plan Ext -	3 story expansion of 8,558.9 square feet		None	None	14-509	Issued	The Applicant is requesting revisions in the landscape plan. The Bldg Dept is processing a TCO issuance. The landscape comments will be finalized after performing an on-site inspection prior to a Final CO.
8/12/2015 12/23/20 Site Plan Amendment 9133 Collins Ave & 9149 Collins Ave	Surf Club II - Redevelopment of property with a multi-family residential project and renovation of existing historic structure. Reduction of dwelling units and hotel rooms. Revisions to expand underground parking and revisions to balcony design	DRG - 9/4/2015, 3/9/2017, 9/17/2017, 2/9/2021 P&Z - 12/7/2017, 2/11/2021, 4/29/21 TC - 2/13/2018, 4/13/21, 6/8/21 Scheduled Site Plan Ext - Site Plan Extension of approved by TC on 7/28 TC Meeting. Applicant requested extension of site plan due to FL Declaration of Emergency. Additional Covid extension - New Permit Due Date December 26, 2021	199 units	Reduced to 31 condo units, 26 hotel rooms	None	None	20-536	Foundation Only Permit Issued	
Original submittal: 2/11/2016 Revised submittal: 5/31/18 9380, 9372, 9364, 9348, 9340, 9322, 9316 & 9300 Collins Ave	9300 Collins Ave - demolition of all existing improvements, construction of 3-story building	DRG - Original submittal: 3/10/2016, 4/27/2016 Revised submittal: 6/27/2018, 8/28/2018, 11/1/18 P&Z - Original approval: 7/18/2016, Revised approval: 11/29/18 TC - Original approval: 11/10/2016, Approved February 26, 2019 Site Plan Ext - Request submitted to extend approval due to emergency declaration (Hurricane Dorian). Additional Covid and Tropical Storm Elsa extensions - New Permit Due Date February 4, 2021	250 units	Request is for 205 units	None	None	18-610	Has not applied for permit yet	Information supplied by the Eden Surfside LLC to Town Bldg Dept on 11/30/21 indicates desire to obtain a foundation permit. MDC receipts for impact fees of \$1,105,679.93 (Pd. 8/3/21) and 20% Water and Sewer fees (Pd. 10/26/21) have been received.
5/4/2016 8955 Collins Ave	Residential Condominiums	DRG - 6/20/2016, 7/27/2016 P&Z - 10/27/2016 11/10/2016 TC - 11/10/2016 Site Plan Ext -	110 units	16 units	None	None	16-602	Issued	A landscape inspection was performed and updated comments were issued by the Town Planner on October 25, 2021. The Applicant has revised drawings to be consistent with the comments and plant material has been changed where applicable. A final inspection is necessary to complete this phase.

DEVELOPMENT APPLICATION PROCESS (2012 - PRESENT), Cont.

Application Date Location	Project Description	Zoning Process	Density/Intensity		Variances		Building Permit		Status
			Allowed	Approved	Requested	Received	Application No.	Status	
10/1/2016, 5/6/21 9116 Harding Ave	303 Surfside - 4 Townhouses (2018) 303 Surfside - 6 Townhouses (2021)	DRG - 11/2/2016, 2/7/2017, 5/18/2017, 6/21 TBD P&Z - 6/27/2018, 6/21 TBD TC - 4/14/2018 Approval Expired Site Plan Ext -	8 units	4 units	None	None		Site Plan approval has expired	
5/19/2017 8995 Collins Ave	Surf House - site plan approval for expansion to existing multi-family building deemed architecturally significant per Sec. 90-33(3) of the Town Code.	DRG - 6/19/2017, 8/24/2017, 9/28/2017 P&Z - 2/22/2018, 4/26/2018, 5/31/2018, approved on 10/27/19 TC - 12/10/19 Site Plan Ext - 2 COVID Extensions New Permit Deadline 9/27/23	99 units	Resolution # 19-2661 approved by Town Commission on December 10, 2019 for 12 stories, 34 units and 72 parking spaces.	Original application requested 3 Variances. Final application did not include any Variances.	None		Has not applied for permit yet	The Town Planner prepared a Final Sign-Off for Planning and Zoning on November 17, 2021. The Building Department will need to approve the structural portion of the project, including the retention and or incorporation of features described in the Applicant's submission in support of the building permit submitted to the Town.
Original Submittal: 1/06/2015 Revised submittals: 8/01/2016, 12/23/2016, 03/09/2018, 10/29/2018 9/25/2020 8851 Harding Avenue	18 multi-family units	DRG - 01/22/2015, 08/18/2016, 01/23/2017, 03/23/2018, 11/29/2018 Meeting Pending, 2/25/2021 P&Z - 01/31/19 P&Z recommended approval (Requires P&Z Reconsider) 2/25/2021 P&Z Denied Plan TC - Denied by the Commission (requires reconsideration by TC), TC Approval 5/26/21 Site Plan Ext -	33 units	Current request is for 18 units. Town Planner, DRG recommended approval, P&Z recommended denial	1 requested: Section 90-82. - Off-street loading requirements (Loading Space Size). Not Required in 2021 Plan	Not needed in 2021 request			Site Plan Approval 5/26/21
7/3/2019 9580 Abbott Ave	Young Israel Variance Request to eliminate landscaping to provide for a handicapped accessible ramp	DRG - N/A P&Z - 8/29/2019 TC - 10/29/19 Site Plan Ext -			1 requested: eliminate landscaping along the north side of the building	None			
1/7/2020 8926 Collins Avenue	Arte request to have FPL vault encroach into landscape buffer.	DRG - N/A P&Z - 1/30/2020 TC - 2/11/2020 Site Plan Ext -			Landscape buffer	Approved			This parcel on the west side of Collins Avenue was also inspected along with the residential component on the east side of Collins Avenue. See discussion on first page spreadsheet.
11/18/2021 9165 Collins Avenue	Site Plan approval to develop an 11 story, 14 unit MF Bldg with 33 parking spaces in the H120 Zoning District on the north side of the Seaway and south side of the Carlisle.	DRG - 1/14/22 - Via Zoom - Approved Proceeding to P & Z P&Z - 1/27/22 - Deferred to 2/24/22 P&Z Mtg P&Z - 2/24/22 - Recommended approval TC - Being scheduled	58 units	Proposing 14 units	None				DRG recommended on January 14, 2022 proceeding to P&Z on January 27, 2022. After discussion, P&Z decided to continue the item to the February 24, 2022. P&Z recommended approval at the February 24, 2022 meeting.



February 25, 2021

Jason D. Greene, CGFO, CFE, CPFIM
Assistant Town Manager / Chief Financial Officer
Town of Surfside
9293 Harding Avenue
Surfside, Florida 33154
Phone (305) 861-4863 Ext. 225

RE: KEITH Progress Report – February 25, 2022
Project Name: Abbott Avenue Drainage Improvements – Phase 2
Project Location: Town of Surfside
Our Project/Proposal Number: 11494.01

Section 1 – Surveying Services - (e)

Task 101 Topographic Survey (e)
✓ Survey Completed (02/02/2022).

Section 2 – Subsurface Utility Engineering Services - (e)

Task 201 Horizontal Designation Services (e)
✓ Field Work Completed (12/29/2021).

Task 202 Location Services (e)
✓ On-hold pending completion of Preliminary Engineering Design.

Task 203 Utility Mapping (e)
✓ Field Work Completed (12/29/2021).

Section 3 – Geotechnical Engineering Services (Subconsultant - UES) – (f)

Task 301 Geotechnical Exploration and Report (f)
✓ Dig Ticket request underway.
✓ On-hold pending completion of Preliminary Engineering Design Task 401.

Section 4 – Civil Engineering Design Services- (c)

Task 401 Preliminary (30%) Civil Engineering Design (c)
✓ Preliminary Design is 75% Complete
✓ On-going existing utility record search underway.
✓ Preliminary Stormwater Report is 75% Complete.
✓ On-going CAD drawings.
✓ Permit Application setup.
✓ Stormwater Permitting Pre-Application to be Schedule on March.

Task 402 Design Development 60% Civil Design Documents (c)
✓ On-hold pending completion of Preliminary Engineering Design Task 401.

Task 403 Design Development 90% Civil Design Documents (c)
✓ On-hold pending completion of 60% Documents Task 402.

Task 404 Final (100%) Civil Construction Documents (c)
✓ On-hold pending completion of 90% Documents Task 403.

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- Task 405 Engineering Permitting (c)**
✓ Attempting to schedule initial coordination meetings with jurisdictional agencies (including MDC, DERM, FDOT, FDEP, etc.).
✓ Permit Submittals on-hold pending completion of Tasks 401 and 402.

- Task 406 Stormwater Model Animation (c)**
✓ On-hold pending completion of 90% Documents Task 403.

- Task 407 FDOT Coordination (Scenario #1) (a)**
✓ Received FDOT GIS Access.

Section 5 – Mechanical and Electrical Engineering Design Services (Subconsultant – ME Engineering)

- Task 501 Preliminary (30%) Mechanical and Electrical Engineering Design (c)**
✓ On-hold pending completion of Survey.

- Task 502 Design Development 60% Mechanical and Electrical Design Documents (c)**
✓ On-hold pending completion of Preliminary Engineering Design Task 501.

- Task 503 Design Development 90% Mechanical and Electrical Design Documents (c)**
✓ On-hold pending completion of 60% Documents Task 503.

- Task 504 Final (100%) Mechanical and Electrical Construction Documents (c)**
✓ On-hold pending completion of 90% Documents Task 504.

Section 6 – Structural Engineering Design Services (Subconsultant – Ingelmo Associates) (c)

- Task 601 Preliminary (30%) Structural Engineering Design (c)**
✓ On-hold pending completion of Survey

- Task 602 Design Development 60% Structural Design Documents (c)**
✓ On-hold pending completion of Preliminary Engineering Design Task 601.

- Task 603 Design Development 90% Structural Design Documents (c)**
✓ On-hold pending completion of 60% Documents Task 602.

- Task 604 Final (100%) Structural Construction Documents (c)**
✓ On-hold pending completion of 90% Documents Task 603.

Section 7 – Bid Assistance Services – (h)

- Task 701 Bidding Services (h)**
✓ On-hold pending completion of Final (100%) Documents.



