



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

September 9, 2024



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Below is a weekly overview of key administration activities per department for the weeks of August 26 to September 9.

## **Building Department**

- Permits issued: 47
- Inspections performed: 55
- Valuation of Permits issued: \$197,965
- Total Plan Reviews Performed: 53

## **Town Clerk's Office**

- [Town calendar](#)

## **Code Compliance Department**

- Refer to the attached report

## **Capital Improvement Projects**

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

- Ric Man contract was executed and NTP was issued for September 1<sup>st</sup>
- FDEP has awarded the Town with additional finding of \$3,000,000
- Groundbreaking is being scheduled for September 10 at 4:00 pm

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

- MOU approved at the May Town Commission meeting
- The Traffic Study that was completed and sent to County for permitting – County had multiple comments to be addressed.



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## **96th Street Park**

Construction is 95% complete with a targeted substantial completion in mid-September. Targeted substantial completion will allow for all areas on the park to be accessible except for the upper floor until the rail for the west staircase is installed. The rail will be installed in October 2024 due to long manufacture lead time. The building is 90% completed awaiting the west stair rails and final inspections. The exterior is pending basketball court painting, concrete to sidewalk, final landscaping and coquina installation. Contractor is working on pending items. Final completion to be completed by mid-October 2024.

## **Finance Department**

- Working to complete post-closing activities for FY2023 in preparation for the FY2024 audit. Review of issues related to delay of FY2023 audited financials
- Continuing Budget work for FY2025
- Various Pension Issues
- Review of Accounts Receivable/Billings and Issues related thereto
- Updated Bank Account Access for users
- Annual Renewals for Business Tax Receipts, payments and questions
- Code Enforcement efforts on delinquent Resort Tax Returns. Updated process for receivable reviews of Resort Tax Returns
- Review of Financial Accounting Software access
- Review of pay codes and issues related to approval of benefits and pay
- Team review of health insurance renewals for FY2025
- Training efforts for Finance Staff
- OPEB data collection for FY2024 audit
- Review of Purchasing Card practices and policies

## **Human Resources Department**

- Wellness Fair



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- Insurance renewal – initial steps cont.
- 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

### Parks and Recreation Department

- After Care Program – Monday - Friday, 1:50 pm – 6:00 pm
- 96<sup>th</sup> St Park Construction progress meeting – Wednesday – 10:30 am at 96<sup>th</sup> St Park
- Fall I programs are underway – daily
- Sprinkler line repair at Hawthorne Tot Lot – Scheduled for next week (park operations will not be affected)

### 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 has been working with the Surfside Business district as we review the monthly business parking permits
- The Command Staff met with Axon executives in regard to renewing Taser 10 and Body Worn Camera product upgrades
- The Police Department welcomed our new Public Safety Specialist, Michell Sanchez to the Town. She will be in training and taking on numerous administrative duties
- The Police Department’s next Coffee with a Cop will be hosted at Grand Beach Hotel, which will be hosted in October
- The Police Department’s fleet will be upgraded with new window UV film and upgraded with new GPS monitors to the police cars without any GPS



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- Enhanced traffic enforcement details will continue starting next week after the 96<sup>th</sup> Street bridge is opened up from construction
- The off duty hourly rate was approved to commence on, October 1, 2024, it will go from \$70 to \$90. This rate includes the \$15-dollar administrative fee, that goes to the Town

### **Public Works Department**

- Public Works lowered catch basin on 94<sup>th</sup> St and Byron Ave to fix ponding
- Public Works replaced broken sewer pump at 89<sup>th</sup> St and Dickens Ave

### **Tourism & Communications Department**

- Tourism and Communications worked on signage and a flyer for the Abbott Avenue Drainage Project Groundbreaking
- Tourism and Communications prepared and released the agenda for the upcoming Resort Tax Board Meeting on Sept. 9
- Tourism and Communications is promoting the Sept. 8 Summer Sundays World Beats event
- Tourism and Communications had a call with IT provider Lansight and a potential website partner to finalize the website hosting and support proposal that will be shared with the Town Manager, and with his approval, the Commission at the October meeting



# Town of Surfside

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## Code Compliance Weekly Report August 26 to September 1, 2024

Case #	Case Date	Property Address	Nature of Complaint	Proactive VS Reactive	Type of Notification
241147	8/26/2024	200 96 St.	Snipe sign placed illegally on property	P	Not Applicable
241148	8/26/2024	8877 Collins Ave	Comingling construction debris with solid waste	Public Works	Civil Violation Notice
241149	8/26/2024	9000 Garland Ave.	Landscaper utilizing a gasoline powered leaf blower	P	Courtesy Notice
241150	8/27/2024	8911 Collins Ave.	Construction materials stored in parking garage, obstructing electrical room and main water valve	R	Civil Violation Notice
241151	8/27/2024	1385 Biscaya Dr.	Overgrown	P	Courtesy Notice
241152	8/27/2024	92 St. & Dickens Ave./Vicinity Of	Snipe sign on ROW	P	Not Applicable
241153	8/27/2024	9240 Dickens Ave.	Campaign sign erected on property greater than 7 days following election	P	Courtesy Notice
241154	8/27/2024	701 Surfside Blvd.	Campaign sign erected on property greater than 7 days following election	P	Courtesy Notice
241155	8/27/2024	9172 Dickens Ave.	Campaign sign erected on property greater than 7 days following election	P	Courtesy Notice
241156	8/27/2024	625 92 St.	Campaign sign erected on property greater than 7 days following election	P	Courtesy Notice
241157	8/27/2024	725 Surfside Blvd.	Campaign sign erected on property greater than 7 days following election	P	Courtesy Notice
241158	8/27/2024	Public Beach	Dog on the beach/unleashed	P	Verbal Warning
241159	8/27/2024	1385 Biscaya Dr.	Unsecured construction site	P	Courtesy Notice
241160	8/28/2024	1025 88 St.	Noise	PD report	Civil Violation Notice
241161	8/28/2024	9024 Abbott Ave.	Unsecured construction site/leaning gate	P	Courtesy Notice
241162	8/28/2024	9449 Collins Ave.	Beach Furniture Operator- litter after closing	P	Courtesy Notice
241163	8/28/2024	400 90 St.	Campaign sign erected on property greater than 7 days following election	P	Courtesy Notice
241164	8/28/2024	9172 Abbott Ave	Gas leaf blower	P	Courtesy Notice
241165	8/28/2024	8851 Hawthorne Ave.	Unsecured construction site/windcreens in disrepair	P	Courtesy Notice
241166	8/28/2024	8843 Emerson Ave.	Overgrown	P	Courtesy Notice
241167	8/28/2024	500 93 St.	Construction fence in disrepair	P	Courtesy Notice
241168	8/28/2024	5801 Sw 113th Ave.	Gas leaf blower	P	Educational Campaign
241169	8/28/2024	9061 Bay Dr.	Leaf Blower Educational Campaign	P	Courtesy Notice



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Case #	Case Date	Property Address	Nature of Complaint	Proactive VS Reactive	Type of Notification
241170	8/29/2024	1100 88 St.	Leaf Blower Educational Campaign	P	Educational Campaign
241171	8/29/2024	8843 Byron Ave.	Overgrown	P	Courtesy Notice
241172	8/29/2024	9524 Carlyle Ave.	Overgrown	P	Courtesy Notice
241173	8/29/2024	8975 Froude Ave.	Overgrown	P	Courtesy Notice
241174	8/31/2024	9556 Abbott Ave.	Construction Work on Weekend	P	Courtesy Notice
241175	8/31/2024	Vacinity Of Abbott And 93 St	Tree cutting service truck on a Saturday	P	Verbal Warning
241176	8/31/2024	700 90 St.	Use of pressure cleaner by hired constructor on Saturday	P	Courtesy Notice
241177	8/31/2024	1385 Biscaya Dr.	Construction Noise on Saturday	P	Civil Violation Notice
241178	8/31/2024	8851 Hawthorne Ave.	Dirt on road from construction	P	Courtesy Notice
241179	8/31/2024	8851 Hawthorne Ave.	No emergency contact info	P	Courtesy Notice
241180	9/1/2024	Public Beach	Loose dog playing on the beach with owners	P	Verbal Warning
241181	9/1/2024	9149 Collins Ave.	Complaint of injured bird on balcony at 9149 Collins Ave	R	Not Applicable



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## Code Compliance Weekly Report September 2 to September 8, 2024

Case #	Case Date	Property Address	Nature of Complaint	Proactive VS Reactive	Type of Notification
241182	9/2/2024	9509 Harding Ave.	Window signs w/o a permit	P	Courtesy Notice
241183	9/2/2024	9073 Dickens Ave.	Portable toilet stored in plain view	P	Courtesy Notice
241184	9/2/2024	9224 Bay Dr.	Gate in disrepair	P	Courtesy Notice
241185	9/2/2024	300 Surfside Blvd.	Unsecured construction site	P	Civil Violation Notice
241186	9/2/2024	300 Surfside Blvd.	Overgrown	P	Courtesy Notice
241187	9/3/2024	9195 Collins Ave.	Overgrown	P	Courtesy Notice
241188	9/3/2024	9480 Bay Dr.	Fence in disrepair	P	Courtesy Notice
241189	9/3/2024	200 96 St. Vicinity Of	Snipe sign (Spicy Junk Removal)	P	Verbal Warning
241190	9/3/2024	9132 Dickens Ave.	Dumpster on construction site w/o a cover	P	Courtesy Notice
241191	9/3/2024	716 88 St.	Unsecured construction site	P	Courtesy Notice
241192	9/4/2024	Public Beach	Dog on the beach/leashed	P	Verbal Warning
241193	9/4/2024	9009 Byron Ave.	Gate in disrepair/unsecured construction site	P	Courtesy Notice
241194	9/4/2024	9520 Harding Ave.	Vacant store without window coverings	P	Courtesy Notice
241195	9/4/2024	9356 Byron Ave.	3 temp storage units at property	P	Courtesy Notice
241196	9/4/2024	9516 Abbott Ave.	Overgrown	P	Courtesy Notice
241197	9/5/2024	8850 Garland Ave.	Use of gas leaf blower	R	Complaint Investigation
241198	9/5/2024	725 Surfside Blvd.	2 jet skis parked at property	P	Courtesy Notice
241199	9/5/2024	9017 Garland Ave.	Gas leaf blower warning	P	Verbal Warning
241200	9/5/2024	708 Surfside Blvd.	Gas leaf blower warning	P	Verbal Warning
241201	9/5/2024	1452 Biscaya Dr.	2 boats parked/stored at lot	P	Courtesy Notice
241202	9/6/2024	9309 Collins Ave.	Diesel truck idling at property before 8 am	P	Courtesy Notice
241203	9/6/2024	940 88 St.	Gas leaf blower	P	Verbal Warning
241204	9/6/2024	9125 Emerson Ave.	Dirt/dust dragged onto street	P	Courtesy Notice
241205	9/6/2024	9484 Harding Ave.	Overgrown Tree Branches	PW	Courtesy Notice
241206	9/6/2024	9521 Harding Ave.	AC unit installed w/o permit	P	Civil Violation Notice
241207	9/7/2024	9032 Garland Ave.	Overgrown	P	Courtesy Notice
241208	9/7/2024	9065 Dickens Ave.	Delivery with use of lift on a Saturday	P	Verbal Warning
241209	9/7/2024	9532 Byron Ave.	Extraction of insulation by hired contractor	P	Verbal Warning
241210	9/7/2024	8918 Abbott Ave.	Construction Worker at property	P	Not Applicable
241211	9/7/2024	Surfside Beach Vicinity Of Surf Club	Dog on the beach	P	Complaint Investigation
241212	9/7/2024	Vicinity Of 94 Ave & Abbott	Snipe Sign	P	Verbal Warning
241213	9/8/2024	Public Beach Between 92 And 93 St.	Summer Sundays event obstructing emergency path with misc. materials	P	Verbal Warning
241214	9/8/2024	9500 Block Of Harding Ave.	Trash strewn throughout street, obstructing traffic	P	Not Applicable
241215	9/8/2024	9501 Harding Ave.	Facade requires repainting where wall sign was removed	P	Courtesy Notice