



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report

#Item 9.a

SPECIAL COMMISSION MEETING

TO: Honorable Mayor & Members of the
Biscayne Park Village Commission

FROM: Sharon P. Ragoonan, Village Manager

DATE: November 15, 2016

TITLE: Village Manager's Report

The memorandum serves as a 60-day progress report to the Village Commission on the initiatives in progress and accomplishments since September 19, 2016

Many thanks to the Mayor and Village Commission, residents, volunteers and employees for making progress and success attainable.

Accomplishments

- Creation of the Project Financial Update Report and Volunteer Hours Report (Exhibit 1).
- Completion of FEMA Public Assistance Grant Fund Audit related to \$19,000 the Village received for damages related to 2004 – 2005 hurricanes (Exhibit 2).
- Installation of trees and native plants at 4 community signs and the log cabin.
- Extermination of mole crickets at the recreation center field
- Publication of monthly police monthly newsletter (Exhibit 3).
- Submittal of Tree City USA application for recertification of our Tree City USA designation.
- Submittal of the Inside Out Community Participation Request Form to the Perez Art Miami Museum (PAMM) for the installation of museum replicas in the Village (Exhibit 4).
- Completion of street patching in critical public areas.
- Distribution of Miami-Dade League of Cities Thanksgiving Turkey Coupons (Exhibit 5).
- Recognition of Village Volunteers.
- Commencement of driveway installation permits.

On the horizon

- Orientation for the Elected Officials.
- Schedule for 2017/2018 Annual Budget Workshops.
- Presentation of 2014/2015 Comprehensive Annual Financial Report (CAFR)
- Report on the Police Chief Transition Plan.
- Report on Code Compliance Transition Plan.

- Manager's Scheduled Time-Off (November 23 – November 30, 2016)

Attachment

Exhibit 1 – Project Financial Update Report and Volunteer Hours Report

Exhibit 2 – FEMA Public Assistance Grant Fund Audit

Exhibit 3 – Police Department Monthly Newsletter

Exhibit 4 – Inside Out Community Participation Request Form Perez Art Miami Museum

Exhibit 5 – Miami-Dade League of Cities Thanksgiving Turkey Drive

Prepared by: Sharon P. Ragoonan, Village Manager

Exhibit 1

Village of Biscayne Park Project Financial Update Report as of October 31, 2016

GL NUMBER	DESCRIPTION/COMMENTS	FINAL ADOPTED BUDGET	FY16/17 Revenue Source	FY16/17 Actual Cost	FY16/17 Remaining Balance	FY16/17 % of Completion
DEPT 519 GENERAL GOVERNMENT						
001-519-5480000.100		3,600	\$1,500 advertising revenue	\$ -	\$ 3,600.00	0%
001-519-5690000.000	General Contingencies - Unbudgeted expenditures.	28,741	\$64,793 General Fund	\$ -	\$ 28,741.00	0%
001-519-5690000.000	General Contingencies - Code rewrite <i>(from 515 Planning)</i>	10,000		\$ -	\$ 10,000.00	0%
001-519-5690000.000	General Contingencies - Community signage (4) installs <i>(from 539 Public Works)</i>	12,500		\$ -	\$ 12,500.00	0%
001-519-5690000.000	General Contingencies - Irrigation repairs <i>(from 539 Public Works)</i>	5,000		\$ -	\$ 5,000.00	0%
001-519-5690000.000	General Contingencies - Repair to shade structure <i>(from 572 Parks & Rec)</i>	8,552		\$ -	\$ 8,552.00	0%
DEPT 512 ADMINISTRATION						
001-512-5520000.000	Laptop computer	1,200	1,300 General Fund	0	\$ 1,200.00	0%
001-512-5520000.000	Meeting timer	100		0	\$ 100.00	0%
DEPT 519 GENERAL GOVERNMENT						
001-519-5520000.000	Street file folders	750	750 General Fund	0	\$ 750.00	0%
DEPT 521 POLICE						
001-521-5460000.225	Installation of police radio in two vehicles	9,400	\$3,000 Traffic Fines; \$10,950 General Fund	\$ -	\$ 9,400.00	0%
001-521-5460000.225	Replacement shoulder radios @\$130 x 5	650		\$ -	\$ 650.00	0%
001-521-5460000.225	Portable vehicle radio chargers	2,400	5,192 General Fund	0	\$ 2,400.00	0%
001-521-5460000.225	General repairs	1,500		0	\$ 1,500.00	0%
001-521-5520000.000	CPR masks	300		0	\$ 300.00	0%
001-521-5520000.000	First aid kits for all vehicles	800		0	\$ 800.00	0%
001-521-5520000.000	Fire extinguishers for all vehicles	400		0	\$ 400.00	0%
001-521-5520000.000	ID equipment supplies	500		0	\$ 500.00	0%
001-521-5520000.000	Police vehicle tracking (@ \$19/mo per vehicle (14))	3,192		0	\$ 3,192.00	0%
001-521-5520000.300	Vests and Non-Leathal Weapons - Two Vests	1,400	\$1,400 General Fund	0	\$ 1,400.00	0%
001-521-5701000.000	Debt Serving-Principal - Lease year 1 (to replace 2009 Impala 121,360 miles)	6,000		0	\$ 6,000.00	0%

GL NUMBER	DESCRIPTION/COMMENTS	FINAL ADOPTED BUDGET	FY16/17 Revenue Source	FY16/17 Actual Cost	FY16/17 Remaining Balance	FY16/17 % of Completion
001-521-5701000.000	Debt Serving-Principal - Lease year 1 (to replace 2009 Impala 151,778 miles)	6,000	24,000 General Fund	0	\$ 6,000.00	0%
001-521-5701000.000	Debt Serving-Principal - Lease year 1 (to replace 2006 Crown Vic 122,431 miles)	6,000		0	\$ 6,000.00	0%
001-521-5701000.000	Debt Serving-Principal - Lease year 1 (to replace 2007 Crown Vic 122,188 miles)	6,000		0	\$ 6,000.00	0%
001-521-5800000.100	Byrne Grant Project	2,000	\$2,000 Byrne	0	\$ 2,000.00	0%

DEPT 529 CODE COMPLIANCE

001-529-5310000.000	Landlord permit inspection (CAP Govt @ \$75.ea)	13,500	\$13,500 Code Fines	0	\$ 13,500.00	0%
001-529-5520000.000	Laptop computer and auto mounting kit	1,500	\$1,500 Code Fines	0	\$ 1,500.00	0%

DEPT 539 PUBLIC WORKS

001-539-5460000.100	Village wide medians and buildings (plant materials, mulch, sod, soil)	15,000	32,500 General Fund	\$ 49.00	\$ 14,951.00	0%
001-539-5460000.100	Recreation Center Turf maintenance	17,500		\$ -	\$ 17,500.00	0%
001-539-5460000.275	Paint interior/exterior of Recreation Center	8,000	\$24,500 General Fund	\$ -	\$ 8,000.00	0%
001-539-5460000.275	Village Hall exterior bathroom repair	1,500		\$ -	\$ 1,500.00	0%
001-539-5460000.275	General maintenance all buildings	8,000		\$ 419.36	\$ 7,580.64	5%
001-539-5460000.275	Fumigation all buildings	5,000		\$ -	\$ 5,000.00	0%
001-539-5460000.275	Septic tank maintenance/cleaning	2,000		0	\$ 2,000.00	0%
001-539-5460000.280	Tree Trimming and Removal	12,000	\$12,000 General Fund	0	\$ 12,000.00	0%
001-539-5460000.280	Tree Trimming through Forestry Grant match of \$4,000	8,000	\$4,000 Forestry Grant	0	\$ 8,000.00	0%
001-539-5460000.300	Repairs & Maintenance-Sidewalks & Median	1,000	\$1,000 General Fund	0	\$ 1,000.00	0%
001-539-5640000.000	Auger (for Tree Planting)	1,070	\$3,570 General Fund	0	\$ 1,070.00	0%
001-539-5640000.000	Leaf Vacuum	1,000		0	\$ 1,000.00	0%
001-539-5640000.000	Chainsaw Blades/Chains	500		0	\$ 500.00	0%
001-539-5640000.000	Weed Eater	300		0	\$ 300.00	0%
001-539-5640000.000	Pallet Jack	300		0	\$ 300.00	0%
001-539-5640000.000	Backpack blower	400		0	\$ 400.00	0%
001-539-5701000.000	Debt Service - Principal - Lease year 1 (to replace 2001 Chevrolet Flat Bed Truck (95,000+ miles)	6,000		\$6,000 General Fund	0	\$ 6,000.00

DEPT 572 PARKS & RECREATION

001-572-5460000.100	Replacement mulch for playground area	4,000	\$4,000 General Fund	\$ -	\$ 4,000.00	0%
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GL NUMBER	DESCRIPTION/COMMENTS	FINAL ADOPTED BUDGET	FY16/17 Revenue Source	FY16/17 Actual Cost	FY16/17 Remaining Balance	FY16/17 % of Completion	
001-572-5460000.200	Paint for Tot Lot/Playgroud	800	\$4,100	\$ -	\$ 800.00	0%	
001-572-5460000.200	Two replacement slides for the playground	3,300	General Fund	\$ -	\$ 3,300.00	0%	
001-572-5460000.275	Recreation Center entrance lighting	4,000	\$2,000 BP Foundation; \$2,000 General Fund	\$ -	\$ 4,000.00	0%	
001-572-5490000.915	Halloween	2,000	General Fund	\$ 1,544.38	\$ 455.62	77%	
001-572-5490000.915	Movie Nights @ \$400 per movie rental x 3	1,200		\$9,200	\$ -	\$ 1,200.00	0%
001-572-5490000.915	Winter Fest	3,500		0	\$ 3,500.00	0%	
001-572-5490000.915	Spring Fest	2,500		0	\$ 2,500.00	0%	

ROAD FUND EXPENDITURES

101-541-5460000.300	Sidewalk repairs/mainenance around Rec Center/ Village Hall	1,250	\$1,250 Revenue Sharing	0	\$ 1,250.00	0%
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CAPITAL IMPROVEMENT EXPENDITURES

302-539-25800000.260	Repair/Improvements Rec Center parking/paving	14,000	\$17,000 General Fund		\$ 14,000.00	0%
302-539-25800000.000	Repair / Improvements - fencing for garbage containers at Village Hall and Rec Center	3,000			\$ 3,000.00	0%

CITT-TRANSPORTATION EXPENDITURES

103-541-5300000.200	New Street Address Signs	10,000	\$64,500 CITT-Transportation	0	\$ 10,000.00	0%
103-541-5310000.350	Professional Services-Road Repair	14,500		0	\$ 14,500.00	0%
103-541-5310000.450	Storm Drainage - Village Wide Drain vacuuming/Cleaning	40,000		0	\$ 40,000.00	0%

CITT-TRANSIT EXPENDITURES

104-000-5690000.000	General Contingencies - Bus Shelter	21,984	\$21,984 CITT-Transit	0	\$ 21,984.00	0%
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SANITATION

402	Recycling Bins for the Recreation Center Area	2,500	\$5,000 Contract (In-Kind)	0	\$ 2,500.00	0%
402	Refrigerator magnets of collection schedule	2,500		0	\$ 2,500.00	0%

Exhibit 1

VILLAGE OF BISCAYNE PARK
Volunteer Hours 2015-2016

PUBLIC WORKS/PARKS&REC

CODE COMPLIANCE

VOLUNTEERS	HOURS	VALUE	DONATIONS	AMOUNT
Lizzy Cajas **	150	\$1,869	\$50	\$1,919
Rosemary Wais **	624	\$7,775	\$100	\$7,875
Gen Federhofer **	30	\$374	\$0	\$374
Dan Keys ***	50	\$716	\$500	\$1,216
** Parks Base Rate \$12.46/Hour				
*** Public works Base Rate \$12.46/Hour				
TOTAL	854	\$10,733	\$650	\$11,383

VOLUNTEERS	HOURS	VALUE	DONATIONS	AMOUNT
Harvey Bilt	12	\$300	\$0	\$300
Dale Blanton	12	\$300	\$0	\$300
Linda Dillon	12	\$300	\$0	\$300
Art Pyle	12	\$300	\$0	\$300
Gary Kuhl	12	\$300	\$0	\$300
Base Rate \$25/Hour				
TOTAL	60	\$1,500	\$0	\$1,500

PLANNING & ZONING BOARD				
VOLUNTEERS	HOURS	VALUE	DONATIONS	AMOUNT
Gage Hartung	24	\$600	\$0	\$600
Elizabeth Hornbuckle	24	\$600	\$0	\$600
Andrew Olis	24	\$600	\$0	\$600
Dan Scheineger	24	\$600	\$0	\$600
Doug Tannehill	24	\$600	\$0	\$600
Base Rate \$25/Hour				
TOTAL	120	\$3,000	\$0	\$3,000



The Village of Biscayne Park

640 NE 114th St., Biscayne Park, FL 33161
Telephone: 305-899-8000 Facsimile: 305 891 7241

David Coviello
Mayor

Commissioners
Robert Anderson
Fred Jonas
Roxanna Ross
Barbara Watts

Sharon P. Ragoonan
Village Manager

John J. Hearn
Village Attorney

Maria C. Camara
Village Clerk

September 21, 2016

Ms. Gracia Szczech
Regional Administrator, FEMA Region IV
3003 Chamblee Tucker Road
Atlanta, GA 30341

Re: Commitment to Obtain and Maintain Insurance
FEMA Disaster numbers DR-1539, 1545, 1551, 1561, 1595, 1602 & 1609

Dear Ms. Szczech:

The Village of Biscayne Park, Florida received funding under FEMA's Public Assistance (PA) grant program for one or more facilities damaged by one or more of the federally declared disaster(s) listed above. This letter, submitted in relation to the U.S. Department of Homeland Security (DHS) Office of the Inspector General (OIG) Audit #OIG-15-19, documents our commitment to comply with FEMA's grant requirements for insuring our building, contents and/or other subject property.

We recognize that we must obtain and maintain insurance to protect against future loss to any damaged facility/facilities and its contents as a condition of receiving PA grant funding, as required by Section 311 of the Stafford Act as amended (42 U.S.C. Sec. 5154), 44 C.F.R. Sections 206.252-253, FEMA Recovery Policy FP 206-086-1. This condition also appears in the Disaster Funding Agreement(s) signed by us and on file with the State of Florida.

We have been provided a copy of Audit #OIG-15-19 by FEMA via email which states "If the State Insurance Commissioner certifies that the type and extent of insurance is not reasonably available, the Regional Director may waive the requirement in conformity with the certification." FEMA has notified us that the Regional Director has not received any requests for an insurance waiver for any of the Subgrantees designated in the 2004 and 2005 events in the State of Florida. For building, contents and/or other subject property that currently lack the required insurance coverage; we accordingly agree to procure insurance in an amount that is at least equal to the amount of damage that was eligible arising from these storm events.

We acknowledge that we have received the above-referenced Recovery Policies and we understand that we must maintain insurance for the anticipated life of the building, contents and/or other subject property. We acknowledge that a failure to provide evidence of insurance coverage on the subject insurable items may result in future de-obligations of previously awarded funding. As a result, we further acknowledge that a failure to adhere to the "obtain and maintain" grant condition will result in our insurable items being ineligible for FEMA PA funding in any future major disaster.

Sincerely,

Sharon P. Ragoonan
Village Manager



The Village of Biscayne Park Police Department

640 NE 114th St., Biscayne Park, FL 33161
 Telephone: 305-981-4015 Facsimile: 305 891 7241
 e-mail: policechief@biscayneparkpolice.org

Police Newsletter

(November, 2016)

POLICE NEWSLETTER: This is the first of what we anticipate to usually be once a month publication. Suggestions for what you might like to see as part of the newsletter in addition to what we will be doing are greatly appreciated and can be sent to: policechief@biscayneparkpolice.org

TRAFFIC ACCIDENTS: We will be letting you know where accidents have happened in the Village, and what the apparent cause of the accident was (e.g., driver distraction, passed stop sign, etc.).

Friday, October 28th: NE 116th St. and NE 11th Place - an ambulance driver misjudged the distance which going around a car and was involved in a minor collision with the car. The driver of the car reported pain in his shoulder, but refused medical treatment at the scene. APPARENT CONTRIBUTING FACTOR: Driver inattention.

TOTAL NUMBER OF CALLS IN OCTOBER: 161

OCTOBER CALLS BY CATEGORY:

Alarms: 19
 Auto Accidents: 1
 Assist to Residents (non-criminal matters): 60
 Assists to Other Police Departments: 31
 Dog/Animal Complaints: 6
 Fire Alarms: 2
 Loud Music: 9
 Sick or Injured Persons: 10
 Suspicious Vehicles: 11
 Suspicious Persons: 12

E-MAIL ADDRESSES:

Need a police report? E-mail: policereports@biscayneparkpolice.org
 Want the Newsletter sent to you monthly? E-Mail policenews@biscayneparkpolice.org
 Want to report something anonymously? E-mail: tips@biscayneparkpolice.org
 Want to complain about a police action? E-mail: complaints@biscayneparkpolice.org
 Some other issue or question? E-mail: police@biscayneparkpolice.org
 Want to e-mail the Chief? E-mail: policechief@biscayneparkpolice.org



The Village of Biscayne Park Police Department

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ASSISTS TO OTHER POLICE AGENCIES:

El Portal PD: two (2) suspicious persons, one (1) sex offense, one (1) violent disturbance, one (1) assist making arrest, one (1) suspicious open door, one (1) suspicious circumstances, one (1) suspicious person, two (2) loud music, two (2) burglary in progress

Miami-Dade PD: one (1) burglary to car, three (3) auto accidents with injuries, one (1) commercial burglary, one (1) establish perimeter reference shooting, one (1) assist on scene of shooting

Miami-Shores PD: one (1) language translation request

North Bay Village PD: one (1) assist arresting officer

North Miami PD: two (2) domestic incidents, one (1) burglary to car, one (1) traffic congestion from fire, one (1) injured person, two (2) crowd control reference shootings, one (1) officer in distress call, one (1) armed robbery

North Miami Beach PD: one (1) auto accident with serious injuries

CRIMINAL & NOTABLE INCIDENTS:

- Theft of a bicycle – resident of NE 121 St. left a bicycle in front of the house on October 3rd – no witness to the crime.
- Theft of Lawn Equipment – on October 4th, a landscaper cutting a lawn on NE 115th St by the Rec Center returned to his truck to learn an edger, weed eater, and a blower were stolen – no witness to the crime.
- Battery/Robbery – on October 4th police investigated a reported battery during a boyfriend/girlfriend dispute on NE 113th St – no injuries resulted. Police later in the day arrested the boyfriend for the strong arm robbery of cash from the girlfriend – no injuries resulted.
- On October 7th, a resident of NE 11th Place left his truck UNLOCKED and later found it had been ransacked – nothing taken – no witness to the crime.
- On October 7th, a motorist on NE 6th Ave was found to be in possession of cannabis – an arrest was made (Promise to Appear issued).
- On October 7th an alert resident on NE 8th Ave observed a suspicious person and flagged down a passing Biscayne Park Police Officer – this resulted in the arrest of a 15 year juvenile for Loitering and Prowling – officers had previously been warned by Lt. Pineda that he was suspected of breaking into UNLOCKED cars within Biscayne Park. The juvenile was taken to the Juvenile Assessment Center.
- On October 10th, a resident reported learning via mail that they were the victim of Identity Theft.
- On October 11th, an alert resident of NE 11th Place called 911 after seeing a suspicious vehicle. This led to the arrest of a career criminal Isvel Morera for the burglary of her neighbor's house.



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Isvel Morera – 40 Years Old, 5’8” tall, 170 pounds

- On October 12th, a resident of NE 121st reported that while out of the country, an invited guest took \$500 cash from her home, as well as pay check. This matter is under investigation by Captain Hector Pineda.
- On October 14th, a repossession of a Buick Enclave was made on NE 118th St.
- On October 14th, a repossession of a Kia Sorento was made on NE 5th Ave.
- On October 19th, the weight of a cement truck crushed a waterpipe under the median on NE 119th St. A small amount of water leaked until the North Miami Water Department made repairs. The truck had been trying to back into a driveway.
- On October 20th, a resident reported the theft of a campaign election sign.
- On October 29th, officers observed a traffic violation which led to the arrest of 26 year old Timothy Hines of Hollywood, FL for driving a stolen car. He also had a fully loaded handgun with him at the time of his arrest.
- On October 31st a resident reported being the victim of identity theft through bank fraud.

DRUG BURN: On October 20th, illegal drugs stored in our property room not needed for criminal cases were destroyed at an approved facility in Fort Lauderdale. Officer Britny Villazan (Property Officer) and Officer Michael Pupo were assisted by members of the Bay Harbor Islands PD and Surfside PD.



The Village of Biscayne Park Police Department

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MESSAGE FROM CHIEF:

Thefts from cars are greatly reduced if we remember to lock up our cars! Please do not leave valuables in your car (cash, computers, cell phones, pocketbooks, etc.) and please never leave a gun in your car. Please call 911 immediately if see something you believe is suspicious. If something or someone doesn't seem right, let us investigate.

CRIME WATCH:

Congratulations to Chuck Ross for being named Miami-Dade Chairperson of the Year!

POLICE STAFF:

Chief Rusty McKenna, Captain Hector Pineda, Commander Roy Camara, Corporal Nick Wollschlager, Detective Brad Kern, Officer Tom Grippaldi, Officer Mike Marchese, Officer Jeff Cutcher, Officer Michael Pupo, Officer Jason Santiago, Officer Leslie Llanos, Officer Omar Martinez, Officer Britny Villazan, Officer Alex Villazan, Officer Max Jean Charles, Officer Mark Tarr, Officer Kevin Lopez, Police Clerk Rafael Del Villar





INSIDE | OUT

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2017 Community Participation Request Form

Thank you for your interest in the Inside | Out program with the Pérez Art Museum Miami. By submitting this form, you are expressing interest in participating in an upcoming installation of Museum replicas throughout your community. Please complete and return this form to abraham@pamm.org by **November 11, 2016**. If you have any questions, please contact us at 786.345.5686.

Location (city, town or neighborhood): Village of Biscayne Park
Site Contact: Sharon P. Ragoonan, Village Manager
Contact Information: (phone) 305-899-8000 **(e-mail)** villagemanager@biscayneparkfl.gov

Preferred Installation Period: (Please circle one)

Spring 2017 (January-March)
Summer 2017 (May-July)

Events / festivals happening in your community (please include dates)

1. Installation of new mural on wall at the Ed Burke Recreation Center - December 2016
2. Call to Artist - Winner installs sculpture - January 2017
3. Art & Artisan Show and Farmer's Market - February 4, 2017
4. St. Patrick's Day Food and Tunes - March 11, 2017
5. Cinco de Mayo Food and Tunes - May 6, 2017
6. OctoBEERfest Food and Tunes - October 14, 2017

Desired Installation Sites (city parks, local businesses, community buildings, etc.):

1. Griffing Park aka Art Park
2. Landscaped medians (6 Ave & 114 St; 8 Ct & 109 and 113 St; 9 Ave & 116, 118, and 120 St; 7 Ave & 118, 120, and 122 St)
3. Village Hall
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



INSIDE | OUT

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Community collaborators (libraries, schools, community groups, etc.):

1. Biscayne Park Foundation
2. Biscayne Park Public Art Board
3. Biscayne Park Recreation Board
4. Biscayne Park Parks and Parkways Advisory Board
5. Miami Country Day School

Please list any new events of programs you plan to implement with Inside Out:

Host an opening reception for the PAMM collection with invitees from the seven neighboring communities and the Chambers of Commerce

What are your goals for this program? How would Inside I Out enhance your community events?

Our mission is to celebrate art and foster an art culture in the Village of Biscayne Park. The PAMM collection will enable us to show case an art collection and sculptures in an active community where people walk and bike throughout the neighborhood on a daily basis. It will also help us build relationships with surrounding neighborhoods by creating interactive places for visitors and residents to share their visual experiences with one another. It is an opportunity to expose children and youth in our town to beautiful artworks and open their minds to the appreciation of art. We are a small city, less than a square mile, and combine activities to attract a broader audience to our events to maximize marketing efforts and participation levels.

The PAMM collection would serve as an amenity to our community as well as a featured attraction to our local events.

How would you like to develop your community's relationship with PAMM?

We welcome any opportunity to participate in traveling art shows, and would recognize the Perez Art Museum Miami at special events, public engagements, and in our local newsletter.

Additional comments/concerns:

The Village of Biscayne Park is a designated bird sanctuary and aesthetically beautiful environment filled with crowned tree canopies, butterflies, artists, artisans, a historic log cabin and people who appreciate beauty and culture.

The Village of Biscayne Park offers large open public spaces to exhibit quality art, master pieces, and sculptures in our Art Park (which will evolve into a destination for art lovers), landscaped medians, and our new Village Hall.

We are excited about an opportunity to partner with the Perez Art Museum Miami to inspire others to experience, appreciate and create art.

Complete and return this form to abraham@pamm.org by **November 11, 2016**. If you have any questions, please contact us at 786.345.5686.



Richard Kuper, Esq.
 Executive Director

November 2, 2016

The Honorable David Coviello
 Mayor,
 Village of Biscayne Park
 640 NE 114th Street
 Biscayne Park, Fl 33161

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 Councilman, Homestead
Past Presidents
 Hon. Cindy Lerner
 Mayor, Pinecrest
 Hon. Luis Gonzalez
 Council Vice-President, City of Hialeah
 Hon. Isaac Salver
 Councilman, Town of Bay Harbor Islands
 Hon. R.S. Shiver
 Commissioner, City of Florida City
 Hon. Wifredo "Willy" Gort
 Commissioner, City of Miami

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 Hon. Nelson Rodriguez
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 Hon. Herta Holly
 Councilwoman, Miami Shores
 Hon. Xavier Garcia
 Mayor, Miami Springs
 Hon. Connie Leon-Kreps
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 Hon. Alix Desulme
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 Commissioner, South Miami
 Hon. Isaac Aelion
 Commissioner, Sunny Isles Beach
 Hon. Barry Cohen
 Vice Mayor, Surfside
 Hon. Orlando Lopez
 Mayor, Sweetwater
 Hon. Richard Block
 Councilman, Virginia Gardens
 Hon. Eduardo Muñiña
 Mayor, West Miami

Dear Mayor Coviello:

On behalf of President Francis X. Suarez and the Executive Board, I would like to invite you, as a member of the Board, to participate in the Miami-Dade County League of Cities' **10th Annual Thanksgiving Turkey Drive**, which will be held on **Wednesday, November 16, 2016**. Enclosed are **20 coupons** (each redeemable for one turkey and a bag of non-perishable food items), for you to distribute to those in need in your community. If you cannot use or distribute the coupons please return them immediately to the League office so we can redistribute them to those in need.

The League is setting up 4 locations (north, south, east & west) throughout the County where individuals can redeem their coupon. Please note that your constituents are assigned a specific location (see back of coupon) to redeem their turkey. It is our hope that you can join us in the distribution process. The times and locations are as follows:

Miami Gardens: 9:30 a.m. - 11:00 a.m.
 Dr. Lester Brown Park
 19405 N.W. 32nd Avenue
 Miami Gardens, FL 33056

Miami: 11:30 a.m. - 1:00 p.m.
 Robert King High Park
 7025 W. Flagler Street
 Miami, FL 33144

South Miami: 2:00 p.m. - 3:30 p.m.
 Jean Willis Park
 7220 SW 61st Court
 South Miami, FL 33143

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Miami Beach:
Public Parking lot
83rd Street and Collins Avenue

4:30 p.m. - 6:00 p.m.

As we all know, Thanksgiving is an occasion for families to gather around the table to enjoy some time together. The Miami-Dade County League of Cities hopes that this contribution during this special holiday will bring joy and peace to the families you choose.

We thank you in advance for participating in MDCLC's 10th Annual Thanksgiving Turkey Drive.

Sincerely,

Richard Kuper
Executive Director

RK/mr