



The Village of Biscayne Park

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

DATE: February 15, 2019
TO: Mayor and Commissioners
FROM: Krishan Manners, Village Manager
RE: Village Update

Mayor and Commissioners:

Below are a few items to note:

- **Village Hall will be closed on Monday, 2/18/19 in observance of President's Day.**
- **Commission Workshop to discuss swales is scheduled for 2/26/19 at 7p.m. at the Log Cabin.**
- **Movie Night in the Park is scheduled for March 9th, starting at 6 p.m.**

- **FINANCE:**

Finance and Village Staff have been providing information to the auditors for the 2018 Audit.

- **CODE:**

This week Code Officer Caserta has been training new administrative employee to do work for the Code Department. She follows up on emails, calls, and re-inspections on a daily basis. Assists residents who come in to the Village office. Enters new cases in the system for cited properties, complaints from residents, and closing cases that are in compliance. She has been conferring with staff and attending meetings regarding enhancing future operations. Continues to follow up on old paperwork and cases from previous officers. Organization continues and so do other daily duties. Several consuming lien searches have been processed. She continues to build a relationship with the community to educate them about violations and how to resolve them accordingly. Public works continues to assist with trash being placed out too early. She has been preparing for the forthcoming Code Board Hearing.

Enforcement PROCEDURAL TOTALS:

Closed cases: 13
Total new cases opened: 35
Administrative citations: 5
Landlord tenant inspections: 3

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CATEGORY BREAKDOWN Totals:

Address display:	1
Administrative citations:	5
Clear visibility triangle:	1
Fences:	2
Junk / abandoned items:	2
Lot maintenance:	1
Nuisance:	1
Objects on swale:	2
Overgrown grass:	5
Painting exterior req'd:	1
Parking on unapproved surface:	1
Permit required:	1
Pool barrier:	1
Property structure maintenance:	1
Roof cleaning req'd:	1
RV/trailers:	3
Signs prohibited:	1
Swale maintenance:	2
Trash, garbage cans:	2
Trailer/boat storage:	1

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 25

Total Cases by Category

Alarms:	3
Assists other Police Agencies:	4
Sick/Injured:	4
Suspicious Person/Vehicle:	1
Investigation:	4
Information/Non-Criminal Investigations:	8
Repossession:	0
Residential Burglary:	0
Traffic Crash:	0
Grand Theft:	0
Natural Deaths:	1



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- **PARKS & RECREATION:**

The Parks and Recreation Manager spread mulch to adequate levels in fall zones throughout playground areas, worked on Tot Lot clean up with Public Works. Meeting with Village Manager and Biscayne Park Foundation and follow up. Uniformed lighting throughout recreation center. Meeting with Public Works Director and Ball Park Maintenance to discuss ballfield and plan going forward. Weekly grounds and building maintenance. Preparations for refurbishing of outside picnic tables.

- **PUBLIC WORKS:**

Public Works completed the following this week:

Preparation for the Art Show and Farmers Market Saturday 2-9-2019. Setting Up Meeting for the Code Compliance Board on 2-11-2019. Setting Up Meeting for the Special Commission Meeting/ Construction Code Workshop 2-12-2019.

Met with FPL, COMCAST & ATT to coordinate efforts to begin the transfers of old facility to removed double poles. Identify piles for Waste Pro to be picked up by clamp truck on a timely bases.

Worked with Rec Manager on items that need repair at the Rec Center. Sprayed Rust Stain remover on Welcome Signs and surrounding fixtures as requested by Park and Parkways Advisory Board.

Daily Maintenance tasks: Mowing, Edging and Grubbing City Wide. Rec Center fixed broken Sprinkler Heads by the racquetball courts and replaced valves in a different location.

Re-wired electrical system for the irrigation due to roots which tore direct buried lines (ongoing). Remove dead tree at Griffing Park and at 472 NE 121 St. Coordinated with Rec Manager to removed leaves and scuffle weeds from the baseball diamond. Re-establish road sign located at 735 NE 113 St Median. Worked with Administration on Traffic Calming Devices. Coordinate and Work with Miami Dade County on repainting stop bars (ongoing).

- **ADMINISTRATION:**

Manager attended Code Board, Commission meeting and workshop and Public Art Advisory Board meetings. Assisted residents as needed. Met with staff as needed.

Wishing everyone a great weekend!