



## *The Village of Biscayne Park*

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

**DATE:** March 22, 2019  
**TO:** Mayor and Commissioners  
**FROM:** Krishan Manners, Village Manager  
**RE:** Village Update

Mayor and Commissioners:

Below are a few items to note:

- **Bullying Workshop for Parents – Saturday, March 23rd at 11:00 a.m. at the Ed Burke Recreation Center.**
- **The Biscayne Park Foundation's St. Patrick's Day event is scheduled for March 30<sup>th</sup>, at 7p.m. at the Ed Burke Recreation Center.**
- **Regular Commission Meeting is scheduled for April 2nd, at 7 p.m. in the Log Cabin.**
- 

- **FEMA:**

We received letters from FEMA declining payment on 3 of our projects. We are appealing their decision, as mistakes were made by FEMA regarding our submission. The Village Attorney and H2O Partners are preparing the appeal and we fully expect to be successful.

- **FINANCE:**

Finance and Village Staff have been providing information to the auditors for the 2018 Audit. Discussions and preparations for the FY 2020 budget have begun.

- **CODE:**

This week Code Officers have been following up on old cases to ascertain whether or not they need to go to the board. She has been preparing to send cases to the board. Admin Assistant is scanning in all case documents to attach to files in BS&A. They have been compiling data for public records request. I have also been investigating a landlord/ACLF case. Training for new employee is ongoing. They continue to follow up on emails, calls, and re-inspections on a daily basis. They assist residents who come in to the Village office. They have been entering new cases in the system for cited properties, complaints from residents, and closing multiple cases that are in compliance. Code Officer Caserta continues to follow up on old paperwork and cases from previous officers. Organization continues and so do our other daily duties. Lien searches have been



## *The Village of Biscayne Park*

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

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 visiting properties with variances and updating the list, and following up on open cases. She has issued numerous notices of violations. Prepared agenda & posted properties. They have been working on preparing code board cases. She worked on the building department program to enable ability to do revisions for reporting purposes.

### **Enforcement Procedural Totals:**

Closed cases:	10
Total new cases opened:	33
Landlord tenant inspections:	3
Notices to appear:	10

### **Category Breakdown Totals:**

Administrative citations:	5
Fences:	1
Inoperable vehicles:	5
Junk / abandoned items:	1
Objects on swale:	1
Overgrown grass:	2
Painting exterior req'd:	1
Parking on unapproved surface:	6
Permit required:	1
Property structure maintenance:	2
Storm shutters:	1
Trash, garbage cans:	4
Watercraft/trailer:	3

- **POLICE:**

### **Police Department's Statistics for the Period**

#### **Total Cases: 19**

#### Total Cases by Category

Alarms:	4
Assists to Police Agencies:	3
Sick/Injured/Vehicle:	2
Suspicious Person/Vehicle:	2
Investigation:	2
Information/Non-Criminal Investigations:	3



## *The Village of Biscayne Park*

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

Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	0
Domestic Battery:	0
Hit and Run:	0
Traffic Crash:	0
Grand Theft:	0
Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	2
Criminal Mischief:	0
Narcotics Arrest:	0
Identity Theft:	0
Traffic Arrest	1
Misdemeanor Arrest	0
Felony Arrest:	0

- **PARKS & RECREATION:**

The Parks and Recreation Manager worked on preparations for Bullying Workshop for Parents - Saturday March 23rd at 11:00 AM. Manager continued constructing policies for creating a “Bully Free Zone” within the park grounds.

Coordinated field treatment for mole crickets and insects. Irrigation system walk through and repair coordination. Repaired damaged fencing. Manager met with PW Manager in regards to sidewalk repairs. Spring Egg Hunt preparations. St. Patrick’s Day event preparations. Manager continued speaking with local businesses about sponsoring future community events. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works completed the following this week:

Marked Sprinklers heads on NE 6<sup>th</sup> Ave median, grubbed and cleaned up landscaping for new plant materials. Mowed, weeded and edged the Rec Center, removed weeds in in the baseball diamond as needed. Repaired pot holes as needed, trimmed tree limbs that were blocking road signs as it relates to traffic safety issues.

Repaired and replaced damaged sprinkler heads at the Rec Center and assisted Park and Parkways with mulch as needed. Installed delineator posts at NE 108 St and NE 10 Ave, and NE 11<sup>th</sup> Place between 111 St and 112 St as a test (pilot) run as directed.



## *The Village of Biscayne Park*

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

Set up Regular Commission Meeting and uploaded video to You Tube as requested by Commission. Assisted the Rec Manager with the setup for the weekend Bullying Prevention Workshop.

Identified nine piles that were oversized and worked with the homeowners to reduce them and with Waste Pro on the removal. Work with Administration and staff on Swale Ordinance

### **ADMINISTRATION:**

Manager continues to work with the Village Attorney, H2O and FEMA regarding debris reimbursement. Attended Commission meeting and Parks & Parkways Board meeting. Continuing to review Public Records requests. Assisted residents as needed.

**Wishing everyone a great weekend!**