



The Village of Biscayne Park

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

DATE: April 27, 2018
TO: Mayor and Commissioners
FROM: Krishan Manners, Village Manager
RE: Village Update

Mayor and Commissioners:

- **Comprehensive Annual Financial Report (CAFR):**
The 2016 audit is underway and the auditor is requesting information from various departments in the Village.
- **FINANCE:**
In addition to the information above, all payroll and payables are current. Worked on the Sanitation budget. Continuing to work with Auditors on the 2016 Audit. Work continues on preparing the 2017 books so we can begin the 2017 Audit as soon as 2016 is complete.
- **CODE:**
Officer Pinero has been on vacation this week. Officers have been entering new code cases, re-inspecting open cases for compliance, closing complied cases, filing and reviewing all open Administrative Citations, sending letters to residents for unpaid citations. Reviewing old board cases to ascertain if fines have been paid, if they've come into compliance, and ensuring they are filed in their designated locations. Sending out notices of violation for cases not in compliance. Assisting residents in person and on the phone with respect to the notices they receive or questions they have. Performing lien searches. Christina Caserta has performed Village Clerk duties at the Commission meeting and performing email blasts.

Enforcements by Category for this week:

Admin Citations Issued: 4
Closed Cases: 12
Notices to Appear: 0
Orders of Enforcement: 0
Total New Cases Opened: 33

Report Totals for this week:

Address display – 3
Animals/open feeding - 2
Admin citation – 4
Driveway / apron /swale paving - 2



The Village of Biscayne Park

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

Fences / walls – 1
High grass/weeds/shrubs - 1
Junk/dilapidated materials – 2
Objects in swale/r-o-w - 1
Painting exterior – 2
Parking on grass – 1
Permit required – 2
Pods – 1
Property maintenance – 1
Roof cleaning – 4
RV/trailers – 1
Store can out of public view - 1
Trash/garbage/yard waste on swale - 1
Unused/unsightly objects - 2

- **POLICE:**
Police Department's Statistics for the Period
Total Cases: 27

Total Cases by Category

Alarms: 4
Assists to Police Agencies: 5
Sick/Injured Person: 2
Suspicious Person/Vehicle: 5
Information/Non-Criminal Investigation: 10
Dog Complaint (Loose/Barking/Lost/Found): 1

Significant Activity: 0

There was no criminal activity reported during this time period.

- **PARKS & RECREATION:**
The Parks and Recreation Department performed weekly grounds and building maintenance. Manager Weekly building and ground maintenance. Treated the main field for goose grass and additional weeds. The Parks & Recreation Manager submitted an idea for the Public Space Challenge sponsored by The Miami Foundation. Began the application process for the State Surplus Property Program.
- **PUBLIC WORKS:**
Public Works staff completed their routine daily and weekly tasks. Planted new beach creepers at the 6th Avenue Bridge. Removed the trash pile on NE 6th Avenue, west side of the bridge. Cleaned up the debris on NE 116th Street & 9th Avenue. A stump grinder is needed to remove the remaining stump on NE 116



The Village of Biscayne Park

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

Street. Straightened a leaning oak tree in the median at NE 118th Street & 9th Avenue. Watered all community signs and newly planted palms on NE 118th Street. Watered new butterfly garden and oak trees on NE 114th street. Watered plants on both sides of the bridge NE 6th Avenue.

Public Works Supervisor finished all required information for the Tree City USA application. Waiting on the Mayor's signature and application will be delivered.

Contacted the County about repainting all stop bars at stop signs. The County confirmed that they will indeed repaint them as long as we provide a list of locations. We will start compiling that list week.

Also working with the County to locate and have approved viable locations for this year's Hurricane Season for debris sites. Since there have been some changes on the state level, there are a few steps that must be taken before a site can be approved.

- **ADMINISTRATION:**

Manager has worked with Finance and Auditors this week providing answers and materials to the Auditors to complete the 2016 audit. Manager attended Earth Day Event. Worked on Commission Agenda. Continuing to work with H2O and FEMA regarding our FEMA reimbursement, which is at the CRC Review level. Once approved there, it is sent to the State of Florida for approval and payment.

Have a great weekend!