



## *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:** May 17, 2019  
**TO:** Mayor and Commissioners  
**FROM:** Krishan Manners, Village Manager  
**RE:** Village Update

Mayor and Commissioners:

Below are a few items to note:

- **Waste Pro Special Pick Up – Saturday, May 18<sup>th</sup>**
- **Regular Commission Meeting, June 5<sup>th</sup>, 7PM at the Log Cabin**
- **MangoFest 2019, June 22<sup>nd</sup> from 2-5PM at the Ed Burke Recreation Center**
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- **FEMA:**

Appeals for all three projects have been submitted and we await response from FEMA for next steps.

- **FINANCE:**

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

- **CODE:**

Code Officer inspected cases to ascertain compliance. Worked with residents in the field. Answered emails and responded to calls. Posted various notices at properties. Scanned documents, sent out certified mailings. Sent out reminder notices for pending fines. Assisted residents who came in to the Village office with and without appointments. Entered new cases in the system for Officer's citing and complaints from residents. Daily organization of files to assure case files are up to date. Processed Lien searches. Continued 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. Creating and updating forms as needed. Taking photographs and uploading to case files. In addition, they researched property owners for contact information. Researched rental properties. Set appointments and performed landlord



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inspections. Issuing Orders of Enforcements. Compiled Minutes for May's meeting. Prepared agenda for forthcoming board meeting. Assisted with the Building Department as Administrator was absent.

### **Enforcement procedural totals:**

Closed cases:	9
Total new violations opened:	54
Landlord inspections:	2
Administrative Citations:	17
Orders of Enforcement:	12

### **New violation cases:**

Address display:	2
Administrative Citations:	17
Cans Storage:	1
Inoperable Vehicle:	2
Landlord permit required:	2
Objects on Swale:	6
Overgrown Property:	3
Paint Exterior Req'd:	1
Permit Required (Double Fee):	1
Property Maintenance:	2
Signs Prohibited:	2
Trash/Cans/Yard Waste Swale:	15

- **POLICE:**

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

**Total Cases: 18**

### **Total Cases by Category**

Alarms:	0
Assists to Police Agencies:	3
Sick/Injured/Vehicle:	1
Suspicious Person/Vehicle:	1
Investigation:	1
Information/Non-Criminal Investigations:	8
Repossession:	2
Residential Burglary:	0



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

- **PARKS & RECREATION:**

The Parks and Recreation Manager completed a Crowd Management Training sponsored by FRPA and received a Crowd Manager Certification (3 year). Met with Chess for Kids program Director to discuss possible programming options for summer. Storage evaluation and clean up. Summer supply and equipment ordering and preparations. Picnic table repair. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works handled IT and set-up for the Hurricane Preparedness Saturday workshop. Installed 16 reflectors along 108<sup>th</sup> Street & 10<sup>th</sup> Ave. Also installed a new delineator. Installed two key boxes as per the request of the Police Department. Planted approx. 50 Coco Plum trees along NE 121st between Griffing Blvd & NE 5 Ave. Removed all debris in the ally that resulted from PW trimming. Cleaned up Village-owned areas on the Northeast side of the Village, concentrating on 12<sup>th</sup> Ave between 119<sup>th</sup> Street & 121th Street as well the area along the railroad tracks on 118<sup>th</sup> Street. Provided scheduled maintenance of the Rec. Center including the Ballfield, Village Hall including the vacant lot next to Village Hall, the New Butterfly Garden and the Entrance Sign.

- **ADMINISTRATION:**

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Working on 2018 Audit. Attended Biscayne Park Foundation Meeting and Code Board Meeting. Met with National League of Cities representative to discuss their Service Line Warranty Program. Worked on Public Record requests. Held weekly staff meeting. Assisted residents as needed.

**Wishing everyone a great weekend!**

[www.biscayneparkfl.gov](http://www.biscayneparkfl.gov)