



The Village of Biscayne Park

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

DATE: May 18, 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 expected to be completed within the next week. Immediately following, we will begin the 2017 audit.
- **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:**
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. Also, we have been working together to get the department up to speed as this will be ongoing.

This week we have been working on preparing cases for the code board meeting which is being held on May 22, 2018.

Enforcements by Category for this week:

Admin Citations Issued: 6
Closed Cases: 11
Notices to Appear: 0
Orders of Enforcement: 0
Total New Cases Opened: 38



Report Totals for this week:

Address display – 1
Admin citation – 6
Dirty awnings – 1
Driveway/apron/swale – 1
Inoperable/abandoned vehicle – 1
Landlord/tenant permit – 1
Landscaping – 1
Objects in swale/r-o-w – 1
Painting exterior – 1
Permit expired – 6
Permit required – 8
Roof cleaning – 7
RV/trailers – 1
Watercraft storage – 2

- **POLICE:**
Police Department's Statistics for the Period
Total Cases: 31

Total Cases by Category

Alarms: 2
Assists to Police Agencies: 8
Suspicious Person/Vehicle: 1
Information/Non-Criminal Investigation: 15
Loud Music Complaint: 2
Vehicle Crash: 1 (113th Street & Griffing Blvd)
Identity Theft: 2

Significant Activity: 0

No significant criminal activity reported during this time frame.

- **PARKS & RECREATION:**
Parks and Recreation Manager updated vending machines to accept debit/credit cards and phone payments. Worked on Summer Camp prep with Golden gates. Met with vendor for recreation center painting quote. Sidewalk inspection by Sidewalk Solutions and quote. Newsletter formatting and prep. Weekly ground and building maintenance.



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FOLLOW THE LINK TO SEE OUR IDEA FOR THE MIAMI FOUNDATIONS PUBLIC SPACE CHALLENGE

<http://www.publicspacechallenge.org/place/529584>

DO NOT FORGET TO PRESS THE LIKE BUTTON and/or leave a comment in support!!! Thank you!

- **PUBLIC WORKS:**

Public Works staff completed their routine daily and weekly tasks. Performed some maintenance around the Public Works facility. Mowed the Rec. Center ball field, finished spreading the playground mulch to both the Tot Lot and the big playground. Village Hall, Griffing Park and all the medians were mowed, including around the Rec. Center. The hedges in the medians were trimmed, along with an over grown hedge at NE 12th Ave. All garbage cans and doggy litter cans in the medians have been emptied.

Repaired a damaged knob on the gate at the Rec. Center. Met with the County regarding the stop bars. They are creating their list to be either performed in-house or contracted out.

- **ADMINISTRATION:**

Manager has worked with Finance and Auditors this week providing answers and materials to the Auditors to complete the 2016 audit. Manager and Public Works Supervisor completed close out documents to submit for reimbursement for the Florida Forest Service's Urban and Community Forestry Grant Program. Attended Parks & Parkways meeting. Continuing to work with H2O and FEMA regarding our FEMA reimbursement, which is at the CRC Review level and is now being reviewed for final approval. Once approved, it is sent to the State of Florida for approval and payment.

Have a great weekend!