



The Village of Biscayne Park

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

DATE: May 24, 2019
TO: Mayor and Commissioners
FROM: Krishan Manners, Village Manager
RE: Village Update

Mayor and Commissioners:

Below are a few items to note:

- **HAPPY MEMORIAL DAY!** Village Hall will be closed on Monday, May 27th in observance of Memorial Day.
- **Regular Commission Meeting, June 4th, 7PM at the Log Cabin**
- **MangoFest 2019, June 22nd 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.



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In addition, they researched property owners for contact information. Researched rental properties. Set appointments and performed landlord inspections. Assisted with the Building Department as Administrator was absent.

Enforcement procedural totals:

Closed cases:	17
Total new violations opened:	68
Landlord inspections:	2
Administrative Citations:	12

New violation cases:

Address display:	1
Administrative Citations:	12
Cans Storage:	2
Clear Visibility Triangle:	1
Commercial Vehicles:	1
Construction Vehicles:	1
Fences:	1
Hurricane Shutters:	1
Inoperable Vehicle:	2
Junk Items:	2
Landlord permit required:	17
Objects on Swale:	2
Overgrown Property:	2
Parking on Grass:	2
Permit Required (Double Fee):	1
RV/Trailers:	3
Signs Prohibited:	1
Trash/Cans/Yard Waste Swale:	15
Watercraft/Trailer:	1

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 17

Total Cases by Category

Alarms:	1
Assists to Police Agencies:	5
Sick/Injured/Person:	1
Suspicious Person/Vehicle:	4



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Investigation:	0
Information/Non-Criminal Investigations:	4
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:	1
Criminal Mischief:	0
Narcotics Arrest:	0
Fraud:	0
Identity Theft:	0
Traffic Arrest	1
Misdemeanor Arrest	0
Felony Arrest:	0

- **PARKS & RECREATION:**

The Parks and Recreation Manager performed a detailed Parks and Recreation Budget evaluation. Inspected playground equipment for maintenance issues. Monitored a scheduled herbicide treatment for the main ballfield. Summer program transition scheduling and preparations. Requested quotes for building floor maintenance. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works mowed all village medians and Rec Center ballfield. Watered newly planted coco plums located on NE 121 St, Pentas along NE 6th Ave and sprayed the weeds on NE 6th Ave. Grubbing work in the alleys as needed. Grubbing and clearing weeds at all Welcome Signs Village wide. Removed low hanging trees limbs located at 11942 NE 8th Ave. Worked with North Miami on water leak repairs at 10th Ave ad NE 119th St. Assisted in conjunction with Waste Pro in removing large piles as needed. Rec Center Ballpark field was sprayed for weeds as needed.

- **ADMINISTRATION:**

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Working on 2018 Audit. Attended I-95 Corridor Meeting and Public Safety Advisory Board. Worked on Public Record requests. Held weekly staff meeting. Assisted residents and staff as needed.

Wishing everyone a great Memorial Day weekend!

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