



## *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 3, 2019  
**TO:** Mayor and Commissioners  
**FROM:** Krishan Manners, Village Manager  
**RE:** Village Update

Mayor and Commissioners:

Below are a few items to note:

- **Regular Commission Meeting, Tuesday, May 7<sup>th</sup> at 7pm at the Log Cabin**
- **Hurricane Preparedness Presentation, Saturday May 11<sup>th</sup>, 12:00 A.M. at the Ed Burke Recreation Center**
- **Waste Pro Special Pick Up – Saturday, May 18<sup>th</sup>**

- **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. Work is beginning on the FY 2020 sanitation budget. Discussions and preparations for the FY 2020 budget have begun. Met with Village Manager, Police Chief and Public Works Manager to review budget and financials.

- **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.



## *The Village of Biscayne Park*

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

In addition, they researched property owners for contact information. Researched rental properties. Set appointments and performed landlord inspections. Issuing Notice to Appear before the Code Board.

### **Enforcement procedural totals:**

Closed cases:	37
Total new violations opened:	29
Landlord inspections:	1
Notices to Appear	17

### **New violation cases:**

Address display:	1
Animals & open feeding:	1
Cans storage:	3
Hurricane shutters:	1
Inoperable vehicles:	2
Junk /Abandoned items:	2
Landlord permit required:	1
Nuisance:	1
Overgrown grass:	2
Parking on grass:	1
Permit required:	5
Property Maintenance:	3
Roof cleaning:	1
RV/watercraft/trailers:	1
Trash/Cans/Yard:	3
Trailer Storage:	1

- **POLICE:**

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

**Total Cases: 31**

### **Total Cases by Category**

Alarms:	3
Assists other Police Agencies:	6
Sick/Injured:	2
Suspicious Person/Vehicle:	2
Investigation:	1
Information/Non-Criminal Investigations:	10



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

- **PARKS & RECREATION:**

The Parks and Recreation Manager worked on Event promotion plan development meeting. Created spreadsheet for visitor tracking. Monitored sidewalk repair and construction. Worked on summer schedule preparation and meeting. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works mowed, weed eat and edged as part of the weekly maintenance in the right-of-way city wide. Watered the newly planted Pentas along NE 6<sup>th</sup> Avenue median as needed 3 days of the 5 day work week.

Grubbing and clean up along NE 12<sup>th</sup> Ave between 120<sup>th</sup> St and 121 St. Repaired broken sprinkler pipe at the Rec Center (Zone # 1) this work was done due to Sidewalk Repair near the tot lot.

Met with Parks and Parkways Chair Barbara Kuhl to identify potential locations for future tree planting. Repaired all major cracked, chipped and or broken and uplifted Sidewalk around the Rec Center. Placed a new pedestrian walkway concrete sidewalk entrance to the tot lot at the Rec Center. Assisted Rec Manager with the a/c drain pipe for repairs

Worked/retrofitted new vehicles that where given thru donation to the Police Department for City of Golden Beach



## *The Village of Biscayne Park*

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

### **ADMINISTRATION:**

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Working on 2018 Audit. Attended FAA meeting. Worked on Commission Agenda. Worked on Public Record requests. Held annual staff meeting to discuss hurricane preparation. Assisted residents as needed.

**Wishing everyone a great weekend!**