



The Village of Biscayne Park

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

DATE: May 31, 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, June 4th, 7PM at the Log Cabin**
- **MangoFest 2019, June 22nd from 2-5PM at the Ed Burke Recreation Center**

- **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. Assisted with the Building Department & Administrative Clerk Departments. Prepared Agenda and Cases for the Board.

Enforcement procedural totals:

Closed cases:	26
Total new violations opened:	32
Landlord inspections:	1
Administrative Citations:	11
Notices to Appear:	6

New violation cases:

Administrative Citations:	11
Hurricane Shutters:	1
Inoperable Vehicle:	1
Junk Items:	1
Minimum Housing:	1
Overgrown Property:	1
Painting:	1
Parking on Grass:	1
Permit Required (Double Fee):	2
Roof Cleaning:	1
Trash/Cans/Yard Waste Swale:	11

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 20

Total Cases by Category

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



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Traffic Crash:	0
Grand Theft:	0
Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	0
Criminal Mischief:	0
Narcotics Arrest:	0
Fraud:	1
Identity Theft:	0
Traffic Arrest	1
Misdemeanor Arrest	0
Felony Arrest:	0

- **PARKS & RECREATION:**

The Parks and Recreation Manager worked on 2019/20 department budget. Playground equipment maintenance. Painted picnic tables in multiple areas within park grounds. Manager scheduled a CPR/AED training course for two departments. Summer program transition scheduling and preparations. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works mowed Rec Center and ballfield as needed. Removed weeds/grubbing at to Village Hall. Removed weeds/grubbing and trimming on NE 6th Ave Green Island Ficus. Adjusted timer for irrigation along NE 6th Ave Median. Watered newly planted Coco Plums along NE 121 St and also the Pentas along NE 6th Ave. Worked the areas along the Log Cabin, Welcome Signs for typical trimming and maintenance. Put in place the sprinkler at NE 114th St Butterfly Garden (Please note it has been very dry this week, will keep irrigation on as needed).

Worked with the Rec Manager to paint and refurbish existing wood table benches. Working with Arborist from Trees Gone Wild for the removal of (4) Australian Pines as per Parks and Parkways motion request. Reviewed permits for proposed Driveways as request by building department. Worked with Police Department on future proposed installation for Speed Cushions

- **ADMINISTRATION:**

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Working on 2018 Audit. Worked on Public Record requests. Worked on Agenda. Held weekly staff meeting. Assisted residents and staff as needed.

Wishing everyone a great weekend!