



## *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:** July 13, 2018  
**TO:** Mayor and Commissioners  
**FROM:** Krishan Manners, Village Manager  
**RE:** Village Update

Mayor and Commissioners:

**Join us tomorrow for MangoFest on July 14<sup>th</sup>, from 2-4PM at the Ed Burke Recreation Center! This is a fun opportunity to meet your neighbors, share your mango harvest or share in your neighbor's bounty. Bring a food or dessert made with mangoes or come enjoy treats made by others. All donations will fund The Art Board's Mosaic Bench Project.**

- **FINANCE:**

All payroll and payables are current. Working on reconciliations for 2017, which should be complete by 7/31. Auditors have already presented the Village with a list of items they will need to produce the 2017 Audit.

- **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.

Additional Tasks: Minutes for the last code board hearing. Sending out Orders of Enforcements.

**Enforcements by Category for this week:**

Admin Citations Issued: 5  
Closed Cases: 4  
Notices to Appear: 0  
Orders of Enforcement: 10  
Total New Cases Opened: 28



**Report Totals for this week:**

Address Display 1  
Administrative Citations: 5  
Commercial vehicles: 1  
Driveway / apron /swale: 1  
Nuisance / Life Safety: 1  
Objects on Swale: 1  
Overgrown grass / weeds: 1  
Parking on unapproved surface: 1  
Property Maintenance: 1  
Signs: 1  
Trash / Garbage Cans: 14

- **POLICE:**  
**Police Department's Statistics for the Period**  
**Total Cases: 35**

**Total Cases by Category**

**Alarms: 7**

**Assists to Police Agencies: 7**

**Sick/Injured Person: 5**

**Suspicious Person/Vehicle: 0**

**Information/Non-Criminal Investigation: 12**

**Repossession: 1**

**Residential Burglary: 0**

**Vehicle Burglary: 0**

**Domestic Battery: 0**

**Hit and Run: 0**

**Traffic Crash: 1**

**Grand Theft: 0**

**Stolen Vehicle: 0**

**Petit Theft: 1**

**Missing Person: 1**

**Significant Activity:**

Petit Theft:

A report was made on July 6, 2018 reference a theft of a 2019 FL decal. Victim worked in City of Miami the prior night however, he didn't notice the decal missing until the next morning when he was home.



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### Traffic Crash:

A report was made on July 8, 2018 reference a minor traffic crash between a white in color Honda Civic and a black in color Range Rover that was side swiped and no injuries.

### Missing Person:

A report was made on July 9, 2018 reference a frequent juvenile runaway.

- **PARKS & RECREATION:**

Parks and Rec. Manager worked on newsletter formatting. Preparations for the Back to School / Children's Safety Day event. Removal of exposed concrete in picnic area, walked the grounds with Public Works. Follow up with potential vendors. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works staff completed their routine daily and weekly tasks. Trimming low tree limbs/lifting tree canopy over the road in the medians at NE 111th Street. Finished work at NE 12th Court (Tree trimming). Trimmed plants at the community signs. Mowed Village hall and church lot, Rec Center and ballfield. Resumed road patch repairs throughout the Village.

Handled a drainage issue at Village Hall. Found out that when the building was contracted a second clean out access was installed, however it was capped off and covered with sod. We opened it up and installed a screw on cover for easier access.

Did some touch up paint inside both Village Hall and the Police Department. Identified where all of the double poles that are within the Village and created a list of their location along with other identifying markers, such as pole numbers, etc.

- **ADMINISTRATION:**

Manager attended Code Board, Commission Meeting and Special Commission Meeting to hear presentations for new Village Attorney. John Herin of Gray/Robinson was appointed by the Commission as Village Attorney. Worked with CITT auditor to provide additional information for the audit. Worked on several legal matters this week. Continuing to work with H2O and FEMA regarding our FEMA reimbursement. One of our five claims has been approved and one other is currently at the State. The three remaining claims are being finalized at the CRC Review level.

**Wishing everyone a great weekend and see you tomorrow at MangoFest!**