



The Village of Biscayne Park

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

DATE: July 19, 2019
TO: Mayor and Commissioners
FROM: Krishan Manners, Village Manager
RE: Village Update

Mayor and Commissioners:

Below are a couple of items to note:

- **Special Commission Meeting, July 24th, 6:30PM at the Log Cabin**
- **Workshop – Commission Procedures, July 24th, 7:00PM at the Log Cabin**
- **Second Budget Workshop, July 30th, 7PM, location TBD**
- **Regular Commission Meeting, Tuesday, August 6th, 7PM at the Log Cabin**

- **FEMA:**

The Village received notice that the first of our three appeals has been obligated. We await response from FEMA regarding the remaining two appeals.

- **FINANCE:**

Prepared and presented initial 2020 Budget at First Budget Workshop. Changes are being added and prepared for the Second Budget Workshop.

- **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.

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.

Enforcement procedural totals:

Closed cases:	13
Total new violations opened:	29
Administrative Citations:	8

New violation cases:

Address	1
Administrative Citations:	8
Inoperable/Abandoned Vehicle	1
Overgrown Property:	4
Parking on Unapproved Surface:	1
Permit Required (Double Fee):	4
Property Maintenance:	1
Signs Prohibited:	1
Trash/Cans/Yard Waste Swale:	7
Watercraft/Trailer:	1

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

Total Cases: 30

Total Cases by Category

Alarms:	3
Assists other Police Agencies:	9
Sick/Injured:	1
Suspicious Person/Vehicle:	5
Investigation:	2
Information/Non-Criminal Investigations:	9
Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	0
Domestic Battery:	0
Hit and Run:	0
Traffic Crash:	1
Grand Theft:	0



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Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	0
Criminal Mischief:	0
Narcotics Arrest:	0
Fraud:	0
Identity Theft:	0
Misdemeanor Arrest	0
Felony Arrest:	0
Traffic Arrest:	0
Natural Deaths:	0

- **PARKS & RECREATION:**

The Parks and Recreation Manager connected with numerous organizations regarding donations for future events. Manger worked on Village website ADA compliance. Had air conditioner repaired for Game Room and office. Worked on Summer Art Project planning and preparation. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works mowed the remaining medians, alleyways and the village hall lots. Cleared and trimmed for vision clearance at 14 different intersections city wide. Began to clean up the Public Works facility. Watered Coco Plum trees on NE 121 St. Removed two Alexander Palms and Signs at NE 6th Ave due to and car accident. Replaced broken sprinkler heads at along NE 6th Ave. Reset timer for the sprinkler system at the Rec Center and replaced sprinkler heads as needed.

Worked with contractor to place tent on Log Cabin for fumigation. Removed oversized piles with the assistance with Waste Pro. Set up Meeting for the Budget Workshop. Reinstalled a delineator the was removed at NE 11th Place near 117th St. Cleaned and reorganized Public Works meeting area. Removed extra chairs stored at Public Works and relocated them to the Rec Center.

- **ADMINISTRATION:**

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Met with all department heads to complete initial budget. Attended the First Budget Workshop. Worked on agenda for Special Commission meeting and Workshop. Assisted residents and staff as needed.

Wishing everyone a great weekend!