



The Village of Biscayne Park

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

DATE: July 20, 2018
TO: Mayor and Commissioners
FROM: Krishan Manners, Village Manager
RE: Village Update

Mayor and Commissioners:

Below is the weekly update for the Village. Some of it is more visible, other parts internal, so an update is helpful.

- **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. In addition, we have submitted the solid waste assessment tax roll and trim notice. Prepared the rollback rate and preliminary revenue for 2019 budget.

- **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 and notices to appear for cases not in compliance. We assist residents in person, out in the field, and on the phone with respect to the notices they receive or questions they have and also performing lien searches.

Additional Tasks: We have been doing a lot of research concerning properties without permits that are being found as a result of lien searches being requested.

Enforcements by Category for this week:

Admin Citations Issued: 6
Closed Cases: 8
Notices to Appear: 0
Orders of Enforcement: 0
Total New Cases Opened: 39



Report Totals for this week:

Address display: 2
Admin citation: 6
Animals/open feeding: 1
Clear visibility: 3
Fences/walls: 2
Inoperable vehicles: 1
Nuisance / life safety: 1
Overgrown grass / weeds: 3
Parking on unapproved surface: 3
Permit required: 7
Property maintenance: 2
Roof cleaning: 5
RV / trailers: 1
Signs: 1
Unsafe structure: 1

- **POLICE:**
Police Department's Statistics for the Period
Total Cases: 28

Total Cases by Category

Alarms: 4
Assists to Police Agencies: 8
Sick/Injured Person: 1
Suspicious Person/Vehicle: 4
Information/Non-Criminal Investigation: 11
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: 0

Note: No significant activities



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- **PARKS & RECREATION:**

Parks and Rec. Manager met with Silver Sneakers instructor to discuss program options. Met with Mighty Kicks (Youth Soccer) Director to discuss youth soccer program. Worked on Children's Safety Day Preparations. Conducted playground inspection, field and sprinkler maintenance, weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works performed their daily and weekly tasks. Finished trimming the low tree canopies in the medians on NE 111th Street. Resumed trimming the low tree canopy that obstructs the view of road signs. (NE 10th Avenue and 112th street, NE 11th Avenue and 118th street.

Washed down the exterior walls of the log cabin. Met with exterminator to check/evaluate reports of termites at the Log Cabin; none were found. Mowed all Village medians, lots and grounds. Delivered supplies and files to Village Hall. Coordinated with Recreation Manager regarding the morning grounds routine. Fertilized the Recreation Center ballfield.

- **ADMINISTRATION:**

Manager attended Parks & Parkways Board. Final version of the agreement with Calvin Giordano was sent for signature. RFP's for both Debris Removal and Monitoring were completed and go live on Monday, 7/23, when the ad comes out. Working on agenda for 7/30 Special Commission Meeting. Received letter of engagement from Gray/Robinson for John Herin to begin as Village Attorney. Meeting with John Hearn and John Herin next week to facilitate handover of open items. Provided CITT Auditor with copies of payments to N. Miami from 2011 for the Circulator we shared at that time. The CITT Audit continues to move forward. 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. Received the Federally-Funded Sub-Award and Grant Agreement on Friday for review. The three remaining claims are being finalized at the CRC Review level.

Wishing everyone a great weekend!