



## *The Village of Biscayne Park*

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

**DATE:** August 25, 2017  
**TO:** Mayor and Commissioners  
**FROM:** Krishan Manners, Village Manager  
**RE:** Village Update

Mayor and Commissioners:

Following is an update of items underway this week in the Village.

- **Comprehensive Annual Financial Report (CAFR):** A Request for Proposal (RFP) has been prepared and advertised for a new audit firm to perform the 2016 CAFR. We have received and addressed additional questions from interested auditors. The deadline for questions was 8/24, now awaiting RFP responses due August 31. The Finance Director and I will review the responses and bring our recommendation to the Commission for approval at the next Commission meeting. We continue to communicate with and have relayed projected timelines with the State.
- **FINANCE:** The second Budget Workshop was held on Wednesday, August 23<sup>rd</sup>. More input was given by the Commission which will be included in what we are preparing for the first Budget Hearing on September 14<sup>th</sup> at 6:30pm at the Log Cabin. The second Budget Hearing is scheduled for September 21<sup>st</sup> at 6:30pm. Additionally, we met with another bank this week to go over a proposal on improved banking services for the Village and the associated cost savings. It is anticipated that we will have this ready for the Commission at our September 12<sup>th</sup> meeting. We received notification this week that FMIT (Florida Municipal Insurance Trust) is auditing the Village. This adds to the current audits underway by the FRS and CITT.
- **PUBLIC WORKS:** Public Works staff completed routine village maintenance this week. The trash enclosure behind Village Hall is nearing completion. The gate is being installed, then the enclosure will be stained and landscaping planted. The new flatbed truck was delivered today. We are working with our Police to have it properly lighted for safety and the Village Logo added to it, then it will go into service. We anticipate the old flatbed truck will be surplus in September. AT&T has begun addressing the low hanging lines on 113<sup>th</sup> Street at 7<sup>th</sup> Avenue but there is more work to be done. We will follow up to make sure it happens.



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- **PARKS & REC:**

Golden Gates After-Care had its first week with high numbers. Surveys are being sent to parents of registered children (After Care and Summer Camp) to get feedback on the program. To be submitted in a report once returned.

Met with contracted Pilates instructor, locked in class times and prices. Created flyer which has been posted on website. Classes will begin Monday August 28<sup>th</sup>.

Contacted our Miracle Playground Rep. Connie Brown. Scheduled a meeting for August 31<sup>st</sup> to do a full walkthrough of both playgrounds to address any/all concerns and or safety issues. Ordered new swing seats as the four on the main playground are in horrible shape, are a safety concern and need to be replaced ASAP.

Leveled the pull up bars, all are now in the correct positions.

Contacted ShadeFla (Margueritta Ramos) to get quote on shade structure repair. Scheduled to meet Saturday for a walk through and review of grounds for possible coverage of other areas.

Contacted Florida League of Cities to inquire about classes for staff – regarding playground and ground maintenance/upkeep, safety and inspection. For both Parks and Recreation and Public Works employees. Also scheduled a meeting with a rep (Johnathan Jaramillo) for a complete walkthrough (Free of charge) of our park grounds to inspect for any potential hazards and or liabilities.

Repaired broken sign on basketball court. Will look for quotes for replacement possibilities.

Met with soccer coach to discuss programming, awaiting proposal for possible contracted services.

- **CODE COMPLIANCE:** We continue to focus our efforts on: (1) cleaning up old code cases that have not been closed out or addressed, (2) organizing files, and (3) streamlining the administrative backend of the code processes.
- **BUILDING DEPT.:** The RFP for a Building Official and Inspectors has been sent to the Village Attorney for review. Awaiting comments and then we will post and publicize.



- **POLICE:** Traffic enforcement efforts continue (speeding, rolling stops, etc.). Significant activity:

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

**Total Cases: 38**

Total Cases by Category

Alarms: 7

Assists to Police Agencies: 5

Fraud / Identity Theft: 2

Sick/Injured Person: 5

Repossession: 1

Suspicious Person/Vehicle: 6

Information/Non-Criminal Investigation: 7

Dog Complaint (Loose/Lost/Found/Barking): 1

Parking Complaint: 4

**Tickets: 75**

Moving: 21

Non-Moving: 39

Speeding: 11

Criminal (NVDL/DWLS): 4

**Significant Activity: 0**

No significant activity this week.

- **ADMINISTRATION:** Began sending out reminders to residents who have not paid their invoices for oversized bulk trash pickups. There is quite a backlog that has not been collected, so the effort is being made to collect those payments. Attended the Area Managers Meeting this week. It was a good opportunity to meet with other local City Managers to share information. The Clerk and the Manager met with a website company to evaluate their ability to update/refresh the Village website. Met with all Commissioners regarding budget, etc. Meeting with the Mayor tomorrow.

Wishing you all a great weekend!