



## *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 4, 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 submitted for advertising/posting for a new audit firm to perform the 2016 CAFR. We are receiving additional questions from interested auditors which we will address. We continue to communicate with and have relayed projected timelines with the State.
- **FINANCE:** All known payables are up to date and all received funds deposited. Payroll is up to date as well. Beatrice and I will be here Saturday preparing the initial budget to be delivered to the Commission Saturday evening for review prior to next week's Budget Workshop. The Five Year CITT Audit is ongoing and we are preparing for the requested Florida Retirement System (FRS) Audit. We are reaching out to more banks for proposals regarding improving our banking service returns.
- **PUBLIC WORKS:** Public Works staff completed routine village maintenance this week, including mowing medians, Village Hall and the Rec Center. Trimmed low hanging limbs along 119<sup>th</sup> Street from Griffing Blvd to 11<sup>th</sup> Place, at the Rec Center, around 8<sup>th</sup> Court near Public Works and 115<sup>th</sup> Street & Griffing Blvd. Installed donated Little Free Library in front of Village Hall/Police Department. Removed plantings behind Village Hall in preparation for installation of enclosure for waste receptacles. Still waiting for Comcast to provide FPL with their plan of action for removing lines from double poles around the Village. Provided four quotes for new security cameras at Village –owned buildings, funded by FDLE grant. Getting quotes for installation of pervious pavers to be installed in the parking spaces on the West side of the Rec Center. Reached out to Miami-Dade County regarding the repainting of the Stop Bars at stop signs on each street. They will be sending someone in the next few weeks to conduct a survey and address the issues. We are also putting together a list of faded stop signs throughout the Village to send to the county for replacement.



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

**Police Department's Statistics for the Period - Total Cases: 31**

Total Cases by Category

Alarms: 4  
Assists to Police Agencies: 5  
Sick/Injured Person: 4  
Suspicious Person/Vehicle: 2  
Loud Music: 1  
Traffic Crash: 2  
Information/Non-Criminal Investigation: 7  
Vessel Burglary: 1  
Attempted Vehicle Burglary: 1  
Criminal Mischief: 1 (Domestic Related)  
Repossession: 1  
Cases Used For Arrests: 2

Total Arrests: 3

Narcotics: 1  
Disorderly Conduct/Battery LEO: 1  
Aggravated Fleeing and Eluding: 1

**Significant Activity:**

An attempted vehicle burglary occurred in the 11900 block of NE 6<sup>th</sup> Ave. Subject attempted to enter the vehicle by means of doors, but was unable to do so as all doors were locked. Video surveillance was provided to the Detective Bureau which is following up on the incident.

A burglary to a vessel occurred in the 11100 block of NE 11<sup>th</sup> Pl. Vessel was parked on trailer in the front yard which was entered by subject(s) and multiple items removed from onboard.

- 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. In addition to issuing courtesy notices and citations, Code Officer Pinero is preparing the agenda for the next code board meeting.



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- BUILDING DEPT.: We are preparing a detailed RFP to search for other service providers for a building official and inspectors. In addition, we are reaching out to other municipalities as well to evaluate the consolidation of our building official and inspectors. I am working expeditiously to prepare a detailed and appropriate RFP.
  
- PARKS & REC: Issa Thornell began this week as Recreation Manager and we're delighted to have him back. This week has been spent evaluating and organizing, specifically:
  - Complete inspection of building and park grounds. Creating a Wish/To Do list of necessary/proposed changes and improvements.
  
  - Review of current procedures and operations based on current staff input. Correction and or clarification of these items in staff meeting based on Village expectations.
  
  - Highlighted trip hazards/cracks in sidewalk on walkway surrounding park grounds as a safety and precautionary measure. Took pictures of major concerns, will look to get quotes and or request PW's assistance in resolving.
  
  - With the assistance of Public Works- removed dangerously low branches on trees within the secondary playground area. Some of these branches were as low as eye level and posed a serious safety concern, others were blocking camera views and resting on the building and playground equipment.
  
  - Met with Jade Bynum from A&S Total Cleaning, requested proposal for deep cleaning of building to coincide with stripping and waxing of floors. Tentatively scheduled for 8/14-8/15 pending approval.
  
  - Re-spread playground mulch, to secure fall areas were safely accounted for.

As noted earlier, the Little Free Library was installed in front of Village Hall this week, generously donated by resident Nancy Davis! We're excited to try this out and please stop by after Saturday and take or donate a book to enjoy.

Wishing you all a great weekend!