



The Village of Biscayne Park

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

DATE: September 1, 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. Please note Waste Pro will be collecting bulk trash (yard waste) on Monday as usual, even though it's Labor Day.

- **Comprehensive Annual Financial Report (CAFR):** The Request for Proposal (RFP) closing date was Thursday, August 31st. We received two proposals and the Finance Director and I will review the responses on September 5 at 4:30 at Village Hall in a public forum, and bring our recommendation to the Commission for approval at the September 12th Commission meeting. We continue to communicate with and have relayed projected timelines with the State and look forward to starting the 2016 CAFR immediately when the new Audit firm is in place.
- **FINANCE:** Work on the FY17-18 budget continues in preparation for the first Budget Hearing on September 14th at 6:30pm at the Log Cabin. The second Budget Hearing is scheduled for September 21st 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 we will have this ready for the Commission at our September 12th meeting. FMIT, FRS and CITT audits are underway.
- **PUBLIC WORKS:** Public Works staff completed routine village maintenance this week. The trash enclosure behind Village Hall has been installed and stained. Landscaping to meet code requirements will be installed next week. The new flatbed truck is having safety lights and Village logo decal added and will be in service next week. The old flatbed truck will be surplussed once approved at the September Commission Meeting. John Jenkins and Early McWilliams attended a training class this week for Chainsaw and Chipper Safety. All public works employees will complete this class the next time it is offered. AT&T has begun addressing the low hanging lines on 113th Street at 7th Avenue but there is more work to be done.



- **PARKS & REC:**

Parks & Rec. Manager represented the Village at the Barry University Student Job Fair, promoting available positions as well current programming. Revised the daily maintenance plan to include additional grounds walkthrough, with a detailed eye on Tot Lot upkeep and clean up. Contacted Green Source Landscape & Sports Turf for a consultation. Scheduled a meeting and walkthrough of the athletic field.

Removed existing and installed a new volleyball net. Met with vending company rep (Double R Vending) to discuss snack and beverage alternatives and or new or additional machines. Met with Kids Fitness rep to discuss possible contracted services. Awaiting proposal.

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

Police Department's Statistics for the Period

Total Cases: 46

Total Cases by Category

Alarms: 3

Assists to Police Agencies: 5

Sick/Injured Person: 5

Suspicious Person/Vehicle: 4

Identity Theft: 1

Information/Non-Criminal Investigation: 15

Theft: 1 (Package)

Parking Complaint: 7

Vehicle Crash: 5

Tickets: 51

Moving: 17

Non-Moving: 25

Speeding: 8

Criminal (NVDL/DWLS): 1

Significant Activity: 1

In the 11800 block of Griffing Blvd, a Federal Express package was removed from the front porch of a residence.



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- **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.
- **ADMINISTRATION:** Commissioner Bilt, Chief Wollschlager and the Manger met with FDOT to discuss traffic calming initiatives for 6th Avenue. The Village Attorney and the Manager met with the Manager of North Miami to discuss an interlocal agreement for Village water service. Attorney and Manager met for agenda review for the 9/12 Commission meeting. Met with representative from BBT Bank regarding merchant services so the Village can begin accepting credit cards for permits, fines, etc. This is part of the ongoing review of all banking services. Worked with the Mayor on Saturday to fill out the required forms for our Legislative requests and forwarded those to our Lobbyist. Met with all Commissioners this week.

Wishing you all a safe and happy Labor Day weekend!