



## *The Village of Biscayne Park*

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

**DATE:** March 13, 2020  
**TO:** Mayor and Commissioners  
**FROM:** David Hernandez, Acting Village Manager  
**RE:** Village Update

Mayor and Commissioners:

Below are a few dates to note:

- **Due to the COVID-19 concerns, Interim Village Manager released a Official Manager Statement on March 13, 2020 closing the Ed Burke Recreation Center BUILDING from March 16, 2020 indefinitely. Statement attached.**
- **Due to the COVID-19 concerns, Interim Village Manager released an Official Manager Statement on March 11, 2020 canceling all Special Events indefinitely. Statement attached.**
- **Commissioner Kennedy is happy to meet with residents at the Rec Center every Saturday from noon to 1:00PM. Additionally, on Wednesdays at 7:00 AM he invites all to join him for a morning "Walk & Talk."**
- **The Special Commission Meeting shall be held at 640 NE 114 ST, March 18, 2020, at the log cabin at 7:00PM.**

### **VILLAGE MANAGER:**

- The manager continues to work with the Village Attorney with items that were presented in the special commission meeting of March 3, 2020. Working with the clerk to prepare a draft for the upcoming commission meeting set forth on March 18, 2020.
- Met with Commissioners to review draft agenda items for the upcoming Special Commission meeting and other Village issues.
- Held staff meeting with different department heads.
- The manager has been in contact with various agencies in reference to the COVID-19 and continues to monitor with our Police Department and other outside agencies.
- The manager made a decision to cancel all special events within the Village until further notice due to the COVID-19 potential influence. The



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cancellation of the 3/28/2020, Irish Festival and the 4/11/2020, Spring Egg Hunt Event and any other future events until further notice.

- Communicating with CPA and JMS on the audit.
- Continues discussions with proposed FDOT NE 6 Avenue improvements.

### **VILLAGE CLERK:**

- Preparing for Special Commission meeting of March 18, 2020.
  - Agenda preparation.
  - Compiling the material to add to the agenda.
  - Drafting cover memos to agenda.
  - Working with Interim Village Attorney for the revision and insertion of documents on the Agenda.
- Preparing for the next Regular Commission meeting of April 07, 2020:
  - Commission selection of Board Members: Planning & Zoning Board  
Code Compliance BoardReceive applications of current board members and communicating with the residents, in general, that would like to apply to these boards.
- Sending e-mail blast to residents with an invitation to apply for Biscayne Park Foundation – two (2) vacant seats.
- Monitoring and in contact with Miami Dade Department of Elections regarding Presidential Primary Election scheduled for March 17, 2020.
- Working with Recreation Manager in preparation for Presidential Primary Election.
- Answered public records requests on a queue.  
To date: 2020-045
- Attended the Biscayne Park Foundation meeting.
- Working with Volunteer Linda Dillon on annual Watercraft and Recreation Vehicles permit.
- Continuously updating Village's website and sending e-mail blasts for the Village of Biscayne Park
  - Constant communication regarding coronavirus updates.



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- Regular personnel issues – FMIT/Workers Compensation, payroll processing, changing/updating employees' profile with payroll.

## **FINANCE:**

Working with auditors on preliminary requests for information for the 2019 audit.

## **CODE:**

### **Enforcement procedural totals:**

Closed cases:	42
New Cases opened:	16

### **New violation cases:**

Admin Citation:	1
Minimum Housing:	1
Overgrown Property:	2
Permit Required:	3
Property Maintenance:	1
Roof Cleaning:	7
Watercraft/Trailer Storage:	1

## **BUILDING:**

### **Total permits issued:**

Building:	6
Mechanical:	1
Electrical:	3

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

**Total Cases: 19**

### **Total Cases by Category:**

Alarms:	5
Assists other Police Agencies:	4
Sick/Injured/Vehicle:	0



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Suspicious Person/Vehicle:	1
Information/Non-Criminal Investigations:	5
Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	0
Domestic Battery:	0
Hit and Run:	0
Traffic Crash:	2
Grand Theft:	0
Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	0
Criminal Mischief: Vehicle	0
Narcotics Arrest:	0
Fraud:	0
Identity Theft:	0
Traffic Arrest:	2
Traffic Citation Issued	47
Traffic Warning	17

### Significant Activities:

No major incident or significant calls for service within this week.

Police Department is monitoring the Coronavirus via Miami - Dade County Mayors Office, in conjunction with Miami - Dade Health Department and their E.O.C staff. We are in constant communication and being updated on the issue.

Weekly traffic enforcement: Police officers continue to conduct "Traffic Enforcement / Speed Measuring traffic details" on NE 6 Avenue between NE 121-113 Street, between 940-942 on NE 108 Street (blind curve), and on NE 10 Avenue between NE 119-121 Street, to detour speeders within our village. The village has three motormen and several officers RADAR (speed measuring device) certified.

Continued directed patrol initiative for all our officers to proactively prevent vehicle larceny throughout our village. "No reported incidents"

Currently working on renewing a few mutual aid agreements with different police departments.



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Currently in the process of acquiring Taser's for full and part-time law enforcement personnel.

Began traffic detail on March 9, 2020. Location: Northeast 9th Avenue between 113 and 115th Street. Hours of operation 0500-0800. (Issued 22 moving violations, 2 non-moving and, 2 warning. Fourteen (14) out of the twenty-six (26) violators were village residents).

### **PARKS & RECREATION:**

- The Village Manager and Manger discussed precautionary action for the recreation center and grounds.
- The manager coordinated the delivery of voting equipment.
- The manager completed a wipe down of both playgrounds.
- The manager met with Domino's rep to discuss the youth sports fundraising program.
- The manager instituted daily disinfecting procedures for staff.
- Staff executed daily precautionary cleaning.
- Weekly grounds and building maintenance.

### **PUBLIC WORKS:**

- Installed new sound equipment at the log cabin for Commission Meeting.
- Assisted Building & Code with the inspection of the abandoned property at 826 NE 121st Street.
- Finished with the touch-up paint at the Police Department.
- Installed a door buzzard at Village Hall.
- Daily and weekly median maintenance.
- Sharpen the lawnmower blades and chainsaw blades.
- Grubbing work at all the community signs.
- Removed fallen tree in the swale location (1015 NE 119th street).
- Resumed stripping the parking lot lines at the Rec Center (Completed).
- Completed stripping the parking lot lines at Village hall.
- Removed weeds from the Penta location (NE 6th avenue) medians.
- Resumed trimming the oak tree limbs and branches in the tot lot at the Rec Center.
- (Watered) Village hall landscaping, landscape adjacent to Village hall, landscaped around the log cabin, NE 114th street butterfly park landscaping, NE 6th avenue landscaping at the bridge east and west side, all community signs throughout the Village.

**Wishing everyone a great weekend!**



March 11, 2020

## OFFICIAL MANAGER STATEMENT

As you are all aware, the Village of Biscayne Park has been working with Miami-Dade County's Emergency Management, as well as the Florida Department of Health and other municipal partners in monitoring the COVID-19 progression. On March 1<sup>st</sup> 2020, Governor DeSantis issued Executive Order 20-51 which directed Surgeon General Rivkees to declare a Public Health Emergency. On March 7<sup>th</sup> 2020, Governor DeSantis directed Emergency Management to activate to Level II in preparation for the predicted measures needed. On March 10<sup>th</sup> 2020, The Florida Department of Health announced new and increasing cases of confirmed COVID-19 throughout the State of Florida. On March 11<sup>th</sup> 2020, the Village of Bay Harbor Islands declared a State of Emergency due to an employee being under medical care as presumptive positive for COVID-19.

After careful deliberation with department heads within the Village of Biscayne Park as well as adjacent municipalities and state officials, I have decided to suspend all Village Special Events indefinitely. This decision is based on precautionary intervention methods recommended to alleviate an estimated rise in social gatherings and possible infection spreading. At this time, I urge all residents to continue to follow the Florida Department of Health's updates and recommendations in respect to increased precautionary measures.

Regards,

  
David Hernandez  
Interim Village Manager



March 13, 2020

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After careful deliberation with department heads within the Village of Biscayne Park as well as adjacent municipalities and state officials, I have decided to close the Ed Burke Recreation Center **BUILDING** as of March 16<sup>th</sup> 2020 indefinitely until further notice. This decision is based on precautionary intervention methods recommended to alleviate an estimated rise in social gatherings and possible infection spreading. At this time, I urge all residents to continue to follow the Florida Department of Health's updates and recommendations in respect to increased precautionary measures.

Regards,



David Hernandez  
Interim Village Manager