

# Manager's Report

## FINANCE

### June

- As of May 31, 2021, the Village should have spent \$10,561,976 on a straight-line basis. Actual expenditures were \$8,493,029 resulting in under expenditures of \$2,068,947 a savings of 13.06%.
- The Village is in the process of refinancing our 2010 bonds with estimated savings of \$3 million.
- Manager's Reportable Checks:

Check Transfer Date	Check Transfer #	Vendor Name	Description	Total Amount
6/11/2021	37243	KAILAS CORP.	1270 FPL CONNECTION - FRANJO ROAD PROJECT	\$45,000.00
6/11/2021	37232	METRO EXPRESS, INC.	VILLAGE WIDE SIDEWALK REPAIRS	\$35,750.00
6/11/2021	37227	CIVICPLUS, INC.	WEB - BLDG & PERMITS RE-VAMP, PARKS & RECREATION	\$13,042.26
6/18/2021	37266	CORRADINO GROUP	PHASE 1 PLANNING DIRECTOR/PROFESSIONAL SERVICES FOR CRS MAY 2021	\$13,350.00
6/18/2021	37284	FLORIDA MUNICIPAL INSURANCE	FOURTH INSTALLMENT FY 20/21	\$73,948.00

### July

- As of July 31, 2021, the Village should have spent \$13,202,470 on a straight-line basis. Actual expenditures were \$11,160,162 resulting in under expenditures of \$2,042,308 a savings of 12.89%.
- The Village had a bond rating review by S&P and our AAA was reaffirmed. The Bond refinancing took place on July 15 with final savings of 27% or \$3.1 million.
- The FY2022 Proposed operating budget at 2.4 mills is \$15,720,911 with a surplus of \$700,000.

- Manager's Reportable Checks:

Check Transfer Date	Check Transfer #	Vendor Name	Description	Total Amount
7/2/2021	37352	AQUATIC CONTROL GROUP, INC.	CLEANING OF CANALS	\$13,400.00
7/9/2021	37380	BEEFREE, LLC.	FREEBEE RIDES FOR JUNE 2021	\$34,180.76
7/9/2021	37400	E. RODRIGUEZ LANDSCAPING, INC.	LANDSCAPING MAINTENANCE FOR JUNE 2021	\$18,585.00
7/9/2021	37402	ENVIROWASTE SERVICES GROUP	STORM DRAIN CLEANING 2020-2021	\$71,417.50
7/15/2021	37440	MIAMI-DADE POLICE DEPARTMENT	3RD QTR FY 2020-2021 LOCAL POLICE/SCHOOL CROSSING GUARD	\$1,914,022.93
7/23/2021	37481	KAILAS CORP.	FRANJO ROAD PROJECT - VARIABLE WALL & DR	\$66,163.70
7/23/2021	37494	REP SERVICES, INC.	PICNIC SHELTER FOR CRP	\$56,891.20

## IT DEPARTMENT

### June

- Took advantage of pricing opportunities to increase internet bandwidth at PBP, CRP, THL and PS. Monthly costs remain the same while bandwidth more than doubled. This improves site-to-site VPN performance when accessing resources at Village Hall.
- Increased the security of our SSL-VPN connections for remote work and work-from-home staff to prevent unauthorized access to the Village Hall network.
- Community Development CentralSquare project: Scheduled and conducted project planning sessions with Building, Code, Zoning and Planning groups. Also conducted data migration sessions with the CentralSquare migration team.
- GoGov CRM (Street By Street): Commenced training all departments on creating, managing, and closing-out CRM requests.
- Help desk statistics: 137 new tickets created, 133 closed.

### July

- GoGov CRM (Street By Street): Departmental training complete. System already being used for inter-departmental work orders.
- Community Development CentralSquare project: Continuation of project planning sessions with each group.

- RFP for Public Wi-Fi services at Coral Reef Park finalized. Scheduled for release in August.
- Help desk statistics: 150 new tickets created, 150 closed.

## September Upcoming Events

- Strengthening of network security at Village Hall.
- Continuation of CentralSquare project.
- Selection of a provider and platform for the Coral Reef Park Public wi-Fi RFP and project.
- Release of the Public Building Data Interconnect RFP.

## HUMAN RESOURCES

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### June

- 1 Recruitment Ads
- 18 Applications Review
- 0 Interviews scheduled
- 1 Pre-Employment Meetings
- 6 New Hire
- 9 Job vacancies
- 0 Training Sessions

### July

- 1 Recruitment Ads
- 10 Applications Review
- 3 Interviews scheduled
- 0 Pre-Employment Meetings
- 1 New Hire
- 10 Job vacancies
- 0 Training Sessions

## COMMUNICATIONS

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### June

- 81 FB/Twitter Postings (including event postings)
- 7390 FB Followers (likes)
- 2,316 Constant Contact Contacts
- 4 Your Village @ Work Editions

- 35 Promotional/Informational Campaigns
- 2 Videos

## July

- 95 FB/Twitter Postings (including event postings)
- 7410 FB Followers (likes)
- 2,317 Constant Contact Contacts
- 5 Your Village @ Work Editions
- 30 Promotional/Informational Campaigns
- 6 Videos

## GRANTS

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### June

- 1 New FMIT quarterly reimbursement grant submission
- 6 Reports filed
  - 1-Department report
  - 1-Hurricane Irma project closing (Debris Period 2)
  - 2-SRTS project updates providing more information to receive concurrence
  - 1-DOJ-JAG grant closing at end of month
  - 1-DOJ -JAG grant request for additional information
- Attended trainings for FDOT's new GAP program
- Attended training for LWCF grant funding agency for upcoming opportunities
- Completed grab bar grant program development and launched program details
- Preparing closeout of Franjo Road Phase I project
- Held 2 meetings for Thalatta Estate Park Pier project for planning
- Submitted request for quote to survey Coral Reef Park for grants pending closure and for village records needed to be updated
- Video shoot for Historic preservation grant took place on the 28<sup>th</sup>

### July

- 1 New FMIT quarterly reimbursement grant submission
- 6 Reports filed
  - 1-Department report
  - 1-Closed Coral Reef Project (LW646)
  - 1-SRTS priority 3 request for extension
  - Quarterly report submitted for Multi-Use Trail Study
- 3 Pending Applications with future due dates of 2022 identified for parks
- Continuing work on Historic Tour Project with completing videos and placing site signs
- Received concurrence to move forward with SRTS priority 2

## September Upcoming Events

- Continuing to gather invoices for COVID-19 reimbursable items
- Continuing work on active grants
- Preparing for 2<sup>nd</sup> Multi-Use Trail Study Public Workshop on the 22<sup>nd</sup>

## **PARKS & RECREATION**

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### June

- Scott Miller's Palmetto Bay Farmers Market- Saturdays
- American Cancer Society-Relay for Life Miami Fusion - June 5, 2021
- Hurricane Preparedness Webinar - June 1, 2021
- 8<sup>th</sup> annual Kick CF Celebrity Kickball Tournament - June 12, 2021
- Summer SMASH by the Bay Gaming Tournament - April 24, 2021
- **Monthly Programs/Activities:**
  - Yoga by the Bay at Thalatta – June 6 & 13, 2021
  - Artsy Tuesdays for Seniors (Virtual) – June 15, 2021
  - Senior Game Day Bingo (Virtual) – June 3, 2021

### **Private Weddings/Rentals at Thalatta - May**

- 7 Photoshoot
- 0 Weddings/Events

### July

- Scott Miller's Palmetto Bay Farmers Market- Saturdays
- Community Vigil for Surfside – July 7, 2021
- **Monthly Programs/Activities:**
  - Yoga by the Bay at Thalatta- July 11 & 18, 2021
  - Artsy Tuesdays for Seniors (Virtual)- July 13, 2021

### **Private Weddings/Rentals at Thalatta - April**

- 2 Photoshoots
- 1 Weddings/Events

### **Private Weddings/Rentals at Thalatta - May**

- 2 Photoshoot
- 1 Weddings/Events

## September Upcoming Events

- Scott Miller's Palmetto Bay Farmers Market- Saturdays
- Larry Barfield Street Unveiling – September 18, 2021, at 10am (160st & 82 Ave)

- **Monthly Programs/Activities:**
  - Yoga by the Bay at Thalatta
  - Senior Game Day Virtual Bingo

### **Private Weddings/Rentals at Thalatta for July**

- 0 Photoshoots
- 0 Weddings/Events

### **Capital Projects and Park Improvements**

#### **Palmetto Bay Park**

- Palmetto Bay Park Pine Rockland Restoration
  - 8/11/2021 - 8/12/2021: Sod Removal and site preparation – Completed.
  - 8/23/2021: Seed acquisition and distribution to local nursery for contract growing - Completed.
  - 8/23/2021 - 10/23/2021: Contract growing of selected pine Rockland species. 10/23/2021 (tentative): Installation of 520 pine Rockland plants.
  - Watering to be provided by Palmetto Bay for approximately 6 months to establish plants. After this time no additional watering will be necessary.
  - 12/23/21 (tentative): First follow-up treatment for weeds in restoration area. 2/23/22 (tentative): Second follow-up treatment for weeds in restoration area.

#### **Coral Reef Park**

- Coral Reef Park Field Renovations Completed and in use
- Coral Reef Picnic Pavilion Completed
- Parks Master Plan RFP- Three Bids Received on August 18, 2021
  - Review and Presentations - September 2021
  - To Council for Award and approval October 2021

## **PUBLIC SERVICES**

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### **June**

- Freebee Ridership:
  - 1144 Completed Rides
  - 1450 Total Passengers
- IBus Ridership:
  - 198 A.M. Route
  - 212 P.M. Route
- Facilities Maintenance Division:
  - 29 Open Work Orders
  - 26 Closed Work Orders

- Public Works:
  - 7 Signs Repaired/Installed
  - 0 Graffiti Removal
  - 0 Pothole/Shoulder Repairs
  - 3 Tree/Shrub Trimming, Removal, Install
  - 32.25 Tons of Debris/Trash Removal
  - 293 Linear feet of sidewalks installed
  - 14 Sidewalks inspected
  - 0 Drainage Inspection
  - 41 Trees & Landscaping inspections

## July

- Freebee Ridership:
  - 1319 Completed Rides
  - 1683 Total Passengers
- IBus Ridership:
  - 261 A.M. Route
  - 262 P.M. Route
- Facilities Maintenance Division:
  - 87 Open Work Orders
  - 79 Closed Work Orders
- Public Works:
  - 7 Signs Repaired/Installed
  - 0 Graffiti Removal
  - 2 Pothole/Shoulder Repairs
  - 15 Tree/Shrub Trimming, Removal, Install
  - 30.86 Tons of Debris/Trash Removal
  - 160 Linear feet of sidewalks installed
  - 12 Sidewalks inspected
  - 4 Drainage Inspection
  - 15 Trees & Landscaping inspections

## September Upcoming Events

- Village-wide Storm Drain Cleaning
- Village-wide Sidewalk Repairs
- Park View Apartments SW 174<sup>th</sup> Street Reconstruction

## **POLICE**

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### June

- Attended the South Florida Crime Prevention Association Meeting
- Attended the Citizens Crime Watch Meeting
- Attended the Citizens Executive Board Meeting
- Attended the Florida Crime Prevention Meeting
- Crimes/Calls for Service:

- 3 Auto Thefts
- 0 Commercial Burglaries
- 2 Residential Burglaries
- 12 Vehicle Burglaries
- 1 Robbery
- 20 Domestic Dispute/Disturbance
- 12 Baker Acts
- 84 Crashes

## July

- Attended the South Florida Crime Prevention Association Meeting
- Attended the Citizens Crime Watch Meeting
- Attended the Citizens Executive Board Meeting
- Attended the Florida Crime Prevention Meeting
- Participated in all Parks & Recreations scheduled events for July
- Attended meetings at Coral Reef, Howard Drive and Perrine Elementary Schools regarding the 2021-2022 school year
- Crimes/Calls for Service:
  - 2 Auto Thefts
  - 0 Commercial Burglaries
  - 1 Residential Burglaries
  - 0 Vehicle Burglaries
  - 0 Robbery
  - 20 Domestic Dispute/Disturbance
  - 16 Baker Acts
  - 57 Crashes

## September Upcoming Events

- D.A.R.E. classes begin at Howard Drive and Coral Reef Elementary schools
- Officer Friendly begins at Perrine and Howard Drive Elementary schools
- Youth Crime Watch begins at Howard Drive and Coral Reef Elementary schools
- Palmetto Bay Business Association meeting
- Citizen Crime Watch meeting
- South Florida Crime Prevention meeting

## **PLANNING & ZONING**

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### June

- AIPP Franjo circle piece submissions
- Budget workshop meetings
- Building Software Systems Workshops/ Meetings



- NCP next steps Noise
- Zoning Hearing Items Coordination
- Meeting with Developers
- Art swap at Village Hall
- Land Purchase Feasibility Coordination
- Business Tax:
  - 5 New
  - 2 Renewals
  - 31 Closed
- Meetings with Baptist Medical Site plan

## July

- AIPP Franjo circle piece submissions
- Budget workshop meetings
- Building Software Systems Workshops/ Meetings
- NCP next steps Light
- Zoning Hearing Items
- Meeting with Developers
- South Motors TDR resolution for Veteran's Park
- Kendall Hyundai Meeting
- Land Purchase Feasibility Coordination
- Business Tax:
  - 5 New
  - 11 Renewals
  - 31 Closed
- Meetings with Baptist Medical

## September Upcoming Events

- Eight (8) Zoning items on September Hearing
- CRS PPI program Meeting # 3 on September 9, 2021
- CRS Verification Visit is scheduled for October 6, 2021

## **BUILDING & CODE COMPLIANCE**

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### June

- Permits:
  - 531 Building Permits
  - 3 New Commercial

- 1,208 Building & Roofing
- Code Compliance:
  - 74 New Cases
  - 15 Civil Violations
  - 16 Special Master Cases
  - 317 Active Cases

## July

- Permits:
  - 360 Building Permits
  - 0 New Commercial
  - 1,199 Building & Roofing
- Code Compliance:
  - 96 New Cases
  - 12 Civil Violations
  - 21 Special Master Cases
  - 316 Active Cases