

Manager's Report

FINANCE

September

- As of the date of this report the Village should have spent \$15,842,969 on a straight-line basis. Actual operating expenditures were \$12,940,668 resulting in under expenditures of \$2,902,300 a savings of 18.32%. However, as this is the fiscal year end for the Village approximately \$2,780,000 for Police and other expenditures have not been posted as of this time. The estimated annual expenditures are \$15,720,888, that would result in 1% savings. Excluded from operating expenditures above is the Village refinancing of their 2010 bonds which resulted in a one-time receipt and disbursement of \$10,299,735, resulting in savings of \$3,000,000 over the remaining life of the bonds.
- Also excluded from operating expenditures above is the Village refinancing of their 2010 bonds which resulted in a one-time receipt and disbursement of \$10,478,652, resulting in savings of \$3,000,000 over the remaining life of the bonds.
- The Budget to Actual FY2021 4th quarter report has an estimated annual shortfall of \$436,590 instead of the budgeted \$1,634,269, a \$1,197,679 improvement.
- Manager's Reportable Checks:

Check Transfer Date	Check Transfer #	Vendor Name	Description	Total Amount
9/3/2021	37739	BEEFREE, LLC.	FREEBEE SERVICES FOR AUGUST 2021	\$34,096.26
9/3/2021	37766	E. RODRIGUEZ LANDSCAPING, INC.	VILLAGE WIDE/FRANJO RD/PARKS LANDSCAPE MAINTENANCE	\$15,720.00
9/3/2021	37770	LEHTINEN SCHULTZ, PLLC.	LITIGATION	\$14,737.03
9/3/2021	37775	PLANT PROFESSIONALS, INC.	MEDIAN BEAUTIFICATION PROJECT 144TH ST	\$17,112.50
9/10/2021	37810	PLANT PROFESSIONALS, INC.	MEDIAN BEAUTIFICATION PROJECT 144TH ST	\$132,275.00
9/17/2021	37822	CORRADINO GROUP	PHASE 1 PLANNING DIRECTOR	\$88,412.50
9/17/2021	37853	FLORIDA MUNICIPAL INSURANCE	FIRST INSTALLMENT FY 21/22	\$88,294.00

9/7/2021	37856	H & R PAVING, INC.	2020-21 ROADWAY RESURFACING	\$24,760.00
9/17/2021	37857	MARLIN ENGINEERING, INC.	PROFF. CONSULTANTS- MULTI-USE TRAIL & SMART PLAN AUGUST/2021	\$15,542.66
9/24/2021	37890	HANCOCK BANK	09/01/21 LIBRARY LOAN PAYMENT	\$87,811.53

IT DEPARTMENT

September

- Building CentralSquare project – all implementation workbooks were delivered on time to CS. CS programmers are building and customizing the system based on our workbooks.
- Clerk’s electronic agenda project – attended numerous electronic agenda platform demonstrations and gathered proposals for the Clerk’s Office. We hope to have a platform selected before the year ends.
- Help desk statistics: 127 tickets received, 123

November Upcoming Events

- Due to the global chip shortage our infrastructure-related projects scheduled for November and December will be delayed until further notice. Backorders on Wi-Fi access points and network switches already ordered are taking over 4 months to fulfill.
- Building CentralSquare project - Due to the holidays and essential project personnel going on leave, testing and training on the fully built system has been rescheduled to January 2022. Go live is scheduled for June 2022.

HUMAN RESOURCES

September

- 1 Recruitment Ads
- 5 Applications Review
- 4 Interviews scheduled
- 2 Pre-Employment Meetings
- 1 New Hire
- 8 Job vacancies
- 0 Training Sessions

COMMUNICATIONS

September

- 98 FB/Twitter Postings (including event postings)
- 7180 FB Followers (likes)
- 1589 Instagram Followers
- 630 Following both social media accounts (FB & IG)
- 2,296 Constant Contact Contacts
- 4 Your Village @ Work Editions
- 40 Promotional/Informational Campaigns
- 2 Videos

GRANTS

September

- 1 New Application: The Villagers, Inc. for Perrine Community House Historic Sign
- 3 Reports filed
 - 1-Department report
 - 1-DOJ quarterly report
 - 1-DOJ JAGC (Outreach Equipment funding) report
- 4 Extensions requested
 - SRTS Project 431503 approved through December 31, 2022
 - SRTS Project 431507 approved through December 31, 2022
 - SRTS Project 438160 approved through December 31, 2022
 - Thalatta Pier project approved through September 30, 2022
- 3 Pending Applications with future due date

November Upcoming Events

- Begin application for Florida Forever Burch Property purchase Due April 30, 2022
- Continuing to gather and request reimbursement for COVID-19 allowable expenditures
- Continuing work on active grants: Thalatta Pier Project, Feasibility Study, SRTS,
- Continue processing reimbursements for Village grant program (Bathroom grab bars)
- Continuing work on closing Direct Administrative Costs for FEMA (Hurricane Irma)
- Submit application to Urban Community Forestry for Phase 1 Tree Inventory

PARKS & RECREATION

September

- Scott Miller's Palmetto Bay Farmers Market- Saturdays
- Palmetto Bay Soccer – Season Began September 24th – Games on Fridays and Saturdays
- Bay Lions Soccer Club – Season Bagan on September 25th – Games on Saturdays and Selected Sundays
- USTA Tennis League Games Began on September 25th- Games on Saturdays
- Special Olympics Softball Skills Competition - September 13
- Ballet At the Park Fall Season Began on September 13
- I9 Sports Summer Season Ended on September 26
- **Monthly Programs/Activities:**
 - Yoga by the Bay at Thalatta – September 12 & 26, 2021
 - Street Dedication – Larry Barfield – September 18, 2021

Private Weddings/Rentals at Thalatta – September

- 6 Photoshoot
- 0 Weddings/Events

November Upcoming Events

- Coral Reef Park Scott Miller's Palmetto Bay Farmers Market- Saturdays
- Palmetto Bay Park Softball Fall League playoffs and championship game will take place on November 8th and 10th
- Palmetto Bay Park Rec League Registration closes on November 19th
- I9 Sports Fall Season will end on November 21st
- Ballet at the Park Fall Season will end on November 25
- **Special Events**
 - Veterans Day Breakfast & Assembly-November 11, 2021
 - First Responders Appreciation Day-November 10, 2021
 - State of the Village Address-November 18, 2021
 - Menorah Lighting & Celebration-November 28, 2021
- **Monthly Programs/Activities**
 - Yoga by the Bay at Thalatta – November 7 & 14, 2021
 - Senior Game Day Bingo (Virtual) – November 18, 2021
 - Kast Away Kids
 - Nature Postings-Kast Away Kids-November 27, 2021
 - Artsy Tuesday for Seniors-Virtual October (Date TBD)

Private Weddings/Rentals at Thalatta - August

- 5 Photoshoot
- 7 Weddings
- 2 Parties/Events

Palmetto Bay Park

- Palmetto Bay Park Pine Rockland Restoration
 - 8/23/2021 - 10/23/2021: Contract growing of selected pine Rockland species. 10/23/2021 (scheduled): 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.
 - 12/23/2021 (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 and open for use
- Holiday Décor RFP- Bids Received on August 25, 2021
Reviewed on September 14, 2021
Council Approved on October 4, 2021- Christmas Designers, LLC
- RFP's for Thursday night (Food Truck) and Sunday (Artisan Fair)- **NO BIDS Received**
- Parks Master Plan RFP- Three Bids Received on August 18, 2021
 - Review and Presentations - September 2021
 - Council approved on October 4, 2021

PUBLIC SERVICES

September

- Freebee Ridership:
 - 1128 Completed Rides
 - 1381 Total Passengers
- IBus Ridership:
 - 577 A.M. Route
 - 424 P.M. Route
- Facilities Maintenance Division:
 - 80 Open Work Orders
 - 72 Closed Work Orders
- Public Works:
 - 0 Signs Repaired/Installed
 - 0 Graffiti Removal
 - 5 Pothole/Shoulder Repairs
 - 40 Tree/Shrub Trimming, Removal, Install
 - 29.83 Tons of Debris/Trash Removal
 - 5 Drain Cleaning/Repairs (inlet tops)
 - 0 Linear feet of sidewalks installed
 - 0 Sidewalks inspected

- 5 Drainage Inspection
- 40 Trees & Landscaping inspections

November Upcoming Events

- ITB for Drainage Sub-Basin
- Identification/Selection of this FY's Village-wide Resurfacing Sites
- Identification/Selection of this FY's Storm Drain Maintenance Maps
- Identification/Selection of this FY's Sidewalk Repairs & Construction Location
- Consultant Continuing Services Award (this will be used for Design of Proposed Drainage Sub-Basins, Bicycle & Pedestrian Master Plan Update, Survey of SW 82ND Avenue, and Design for US-1/SW 148TH Street Complete Street)

POLICE

September

- Attended the South Florida Crime Prevention Association Meeting
- Attended the Citizen Crime Watch Meeting
- Attended the Palmetto Bay Business Association Meeting
- Conducted D.A.R.E. classes at Howard Drive and Coral Reef Elementary schools
- Conducted Officer Friendly classes at Perrine and Howard Drive Elementary schools
- Conducted Youth Crime Watch classes at Howard Drive and Coral Reef Elementary schools
- Crimes/Calls for Service:
 - 5 Auto Thefts
 - 2 Commercial Burglaries
 - 2 Residential Burglaries
 - 6 Vehicle Burglaries
 - 3 Robbery
 - 21 Domestic Dispute/Disturbance
 - 17 Baker Acts
 - 33 Crashes

November Upcoming Events

- D.A.R.E. class at Coral Reef Elementary
- Officer Friendly classes at Perrine, Howard Drive and Coral Reef Elementary schools
- radKIDS re-certification Training
- Citizen Crime Watch meeting
- Neighborhood Crime Watch meeting
- Be Strong Turkey Drive
- Veterans Breakfast

PLANNING & ZONING

September

- AIPP Franjo circle piece invitation for maquette
- NCP light recommendation
- South Motors TDR resolution for Veteran's Park Draft Research
- Kendall Hyundai Project Initial Meeting
- Audi Project coordination
- Land Purchase Feasibility Coordination
- Business Tax:
 - 0 New
 - 289 Renewals
 - 28 Closed

November Upcoming Events

- Four (4) Zoning items on November Agenda including continuation of VMU

BUILDING & CODE COMPLIANCE

September

- Permits:
 - 359 Building Permits
 - 0 New Commercial
 - 1,205 Building & Roofing
- Code Compliance:
 - 152 New Cases
 - 10 Civil Violations
 - 18 Special Master Cases
 - 392 Active Cases