

Manager's Report

FINANCE

June

- The expenditures in June 2024 were \$ 908,810, 4.17% of the total budget, compared to budgeted expenditures of \$1,816,316, a surplus of 4.16% for the month. Please note that this analysis is based on a straight-line allocation of the budget for the year, which is \$1,816,316 or 8.33% per month. This does not consider the timing of expenditures such as Police, which is billed quarterly, annual bond payment or seasonal events such as Summer Camp or Village events.
- YTD the Village has spent \$12,944,692 or 59.39% compared to budgeted expenditures of \$ 16,346,844 or 75%. The third quarter Police invoice in the amount of \$2,490,161 is not included, which would bring total expenditures to \$15,434,853 or 70.81%. The 4.19% under expenditures of funds represents an approximate \$913,244 surplus.

Manager's Reportable Checks:

Check Transfer Date	Check Transfer #	Vendor Name	Description	Total Amount
6/7/2024	44612	BEEFREE, LLC.	MAY FREEBEES RIDERSHIP	\$24,582.00
6/7/2024	44652	VMECH, INC.	A/C SYSTEM VILLAGE HALL	\$73,101.60
6/7/2024	44654	WAYPOINT CONTRACTING, INC.	DESIGN-BUILD-MULTIPURPOSE RECREATIONAL FACILITY-CORAL REEF PARK	\$170,722.00
6/14/2024	44660	FLORIDA MUNICIPAL INSURANCE	FMIT 1028 4TH INSTALLMENT FY 23/24	\$223,030.00
6/14/2024	44700	LIGHT F/X PROS, LLC.	FIREWORKS SHOW AT INDEPENDENCE DAY CELEBRATION AT VH ON 07-04-24	\$20,500.00
6/14/2024	44719	RAPID BARRICADES LLC	RENTAL OF BARRICADES, MESSAGE BOARDS, & SIGNS FOR 4TH OF JULY AT VH 7-4-24	\$13,800.00
6/14/2024	44728	WEISS SEROTA HELFMAN	006-7 YACHT CLUB BY LUXCOM LLC- CHALLENGE MARINE OPERATING PERMIT	\$25,064.14

6/21/2024	44743	CROSSHAIR CONSTRUCTION LLC	PALMETTO BAY PARK WALKWAY REPAIRS	\$20,583.05
6/21/2024	44743	CROSSHAIR CONSTRUCTION LLC	SKATE PARK/ BASKETBALL SIDEWALK	\$20,245.46
6/21/2024	44743	CROSSHAIR CONSTRUCTION LLC	GOLF CART ENTRANCE (EAST SIDE PBP) AND SHARED USE PATH	\$13,929.35
6/28/2024	44837	UNIVERSITY FOUNDATION, INC., FLORIDA INTERNATIONAL	DONATION TO FIU RE: RESOLUTION # 2024-PBF-01	\$15,000.00
6/28/2024	44787	CALVIN GIORDANO & ASSOCIATES	PUBLIC SERVICE PERMITTING AND INSPECTIONS FY 23/24 (JANUARY)	\$56,819.67
6/28/2024	44787	CALVIN GIORDANO & ASSOCIATES	PUBLIC SERVICE PERMITTING AND INSPECTIONS MAR 24	\$53,479.82
6/28/2024	44808	Kimley-Horn and Associates, In	DESIGN SERVICES - VETERANS PARK	\$19,281.00
6/28/2024	44773	Miami-Dade Police Department	3RD QTR FY 2023-2024 SCHOOL CROSSING GUARD	\$24,990.56

July

- The expenditures in July 2024 were \$ 3,212,065, 14.74% of the total budget, compared to budgeted expenditures of \$1,816,316, a deficit of 6.41% for the month, due to the 3rd quarter police payment. Please note that this analysis is based on a straight-line allocation of the budget for the year, which is \$1,816,316 or 8.33% per month. This does not consider the timing of expenditures such as Police, which is billed quarterly, annual bond payment or seasonal events such as Summer Camp or Village events.
- YTD the Village has spent \$ 16,158,273 or 74.13 % compared to budgeted expenditures of \$18,163,160 or 83.33%. The Auditors will start planning for the FY2024 audit on September 9-13.

Manager's Reportable Checks:

Check Transfer Date	Check Transfer #	Vendor Name	Description	Total Amount
7/3/2024	44841	Metro Express, Inc.	VILLAGE WIDE SIDEWALK IMPROVEMENTS	\$31,492.50
7/3/2024	44849	PIMENTEL CONSTRUCTION GROUP	SW 148TH COMPLETE STREET IMPROVEMENTS	\$86,422.45
7/10/2024	44858	VILLAGE OF PALMETTO BAY	PPE 07/12/2024	\$149,305.61

7/12/2024	44903	VMECH, INC.	HVAC REPLACEMENT AT VILLAGE HALL	\$30,364.20
7/19/2024	44922	BEATO GROUP, INC.	REPAIR RUBBERIZED TRAILS INSTALLATION	\$82,626.89
7/19/2024	44922	BEATO GROUP, INC.	REPAIR RUBBERIZED TRAILS INSTALLATION	\$39,284.00
7/19/2024	44908	BEEFREE, LLC.	JUNE FREEBEE RIDERSHIP	\$19,882.50
7/19/2024	44937	HERC RENTALS INC.	VH PORTABLE AC	\$13,203.00
7/19/2024	44941	Lott & Levine	LEGAL SERVICES - VETERANS PARK	\$20,672.50
7/19/2024	44941	Lott & Levine	LEGAL SERVICES-ACQUISITION OF TANGLEWOOD LINEAR PARK	\$13,665.75
7/19/2024	44966	V & G CONSTRUCTION SOLUTIONS	REPAIR AND INSTALLATION OF TRAILS -CRP	\$17,330.52
7/19/2024	44968	WAYPOINT CONTRACTING, INC.	DESIGN-BUILD-MULTIPURPOSE RECREATIONAL FACILITY-CORAL REEF PARK	\$72,860.25
7/26/2024	44984	AQUATIC CONTROL GROUP, INC.	CANAL MAINTENANCE - 2024	\$12,700.00
7/26/2024	44985	C.A.P. GOVERNMENT, INC	PLAN REVIEW AND INSPECTION SERVICES FOR CRP MULTIPURPOSE ROOM	\$12,500.00
7/26/2024	44996	JORGE LUIS LOPEZ LAW FIRM, LLC	GOVERNMENTAL AFFAIR LEGAL SERVICES JUNE 2024	\$45,000.00
7/26/2024	44976	Miami-Dade Police Department	3RD QTR FY 2023-2024 LOCAL POLICE SERVICES	\$2,490,161.42

IT DEPARTMENT

June

- Help desk statistics: 135 tickets created, **137 work orders closed**.
- Migrated Communications Division, Finance, Parks, Planning Division, Zoning Division, Public Services, Manager's Office, and Clerk's Office unstructured data (aka, files & folders) to SharePoint.
- Implemented new specialized on-premises file server for Communications Division video editing workloads which require higher performance levels not attainable via SharePoint.
 - (a) These files can only be accessed within the Village network. VPN is possible but not recommended.

July

- Help desk statistics: 129 tickets created, **176 work orders closed**.
- Evaluated modern, web-based, AI-enhanced help desk & IT support solutions.
- Evaluated modern, web-based project management solutions.

Upcoming Goals

- Continue eliminating work orders. Only 36 pending as of 8/23/24
- Implementing our new, AI-enhanced help desk platform ([Atera](#)).
- Implementing our new Project Management platform ([Asana](#)).
 - a. Can be used in other departments should they express interest.
- Project management: ComDev Civic Plus project: Certificate of Use and Permitting.
 - b. Certificate of Use online process will be live by 9/30/2024.
- Continue migrating remaining departmental files and folders to SharePoint.
 - a. Building Division
 - b. Human Resources.

HUMAN RESOURCES

June

- 0 Recruitment Ads
 - 2 Applications Reviewed
 - 0 Interview scheduled
 - 1 Pre-Employment Meetings
 - 23 New Hires
 - 10 New Hires/13 Rehires (Seasonal)
 - 16 Job vacancies (as of 6/30/2024)
 - 14 Vacancies
- Full-time positions:**

- Village Clerk- Administrative Assistant; Hold by Department Director
- 2 - Parks & Recreation - Parks & Recreation Supervisor; Hold by Department Director
- Parks & Recreation - Parks & Recreation Supervisor; Hold by Department Director
- 2 - Parks & Recreation – Maintenance Worker II – Parks
- OCED – Code Compliance Officer
- OCED – Planning & Division Manager
- Public Services – Tree Trimmer
- Public Services – Maintenance Worker I - Grounds
- Public Services – Maintenance Worker II
- Public Services – Maintenance Worker I – Facilities (2)
- Public Services – Office Manager
- HR & Communications – Grant Administrator

Part-time positions:

- 2 - Parks & Recreation – Park Service Aide
- 3 Training Sessions
- 2 Separations of Employment
- 1 Transfers/Updates/Evaluations

July

- 2 Recruitment Ads
- 1 – Grant Administrator (5/17- 31/2024; reopened until July 5, 2024)
 - 1 – Maintenance Worker I - Grounds (7/26 - 8/9/2024)
- 11 Applications Reviewed
- 4 Interviews scheduled
- Park Service Aide
- 0 Pre-Employment Meetings
- 0 New Hires
- 16 Vacancies (as of 7/31/2024)
- 14 Vacancies

Full-time positions:

- Village Clerk- Administrative Assistant; Hold by Department Director
- 2 - Parks & Recreation - Parks & Recreation Supervisor; Hold by Department Director
- Parks & Recreation - Parks & Recreation Supervisor; Hold by Department Director
- 2 - Parks & Recreation – Maintenance Worker II – Parks
- OCED – Code Compliance Officer
- OCED – Planning & Division Manager
- Public Services – Tree Trimmer
- Public Services – Maintenance Worker I - Grounds
- Public Services – Maintenance Worker II
- Public Services – Maintenance Worker I – Facilities (2)
- Public Services – Office Manager
- HR & Communications – Grant Administrator

Part-time positions:

- 2 - Parks & Recreation – Park Service Aide

- 2 Training Sessions
- 19 Separations of Employment (Seasonals Only)
- 24 Transfers/Updates/Evaluations

COMMUNICATIONS

June

- 82 FB/Twitter Postings (including event and meeting postings)
- 9,295 FB Followers
- 339 New FB followers
- 5,546 Instagram Followers
- 110 New IG Followers
- 2,646 Email Subscribers
- 14 Video Produced
 - Mayor's Minute (Storm Season)
 - Inside Palmetto Bay promotion
 - Inside Palmetto Bay June 2024
 - 2 Summer Camp Reels
 - 4 Inside Palmetto Bay Reels
 - 2 Veteran's Park Reels
 - 2 Emergency Preparedness Reels
 - 1 Palmetto Bay Connect Reel
- 2 Village Vibes Bi-Weekly E-Newsletters
 - 6/8 Village Vibes
 - 6/22 Village Vibes
- 10 Promotional/Informational Campaigns:
 - 4th of July Promotion – 2 Posts
 - Golf Cart Parade Promotion – 2 Posts
 - Flood Watch and Street-by-Street = 3 Posts
 - Veterans Park Appropriation Ceremony – 4 Posts
 - Summer Camp – 4 Posts
 - Elections 2024 – 2 Posts
 - Inside Palmetto Bay Promotion – 6 Posts
 - Tri-City Emergency Prep Event – 6 Posts
 - Manatee and Boater Safety – 2 Posts
 - Palmetto Bay Connect – 1 Post
- Meetings Broadcast: 3
 - 6/3 Regular Council Meeting
 - 6/17 Zoning Hearing
 - 6/20 Budget Workshop
- Events Attended/Promoted: 8
 - 6/5 ChamberSouth Legislative Updates
 - 6/6 PBBA Business Luncheon
 - 6/8 South Dade Veterans Alliance

- 6/8 Miami-Dade County League of Cities – Mayor Cunningham Swearing-In Ceremony
- 6/15 Tri-City Preparedness
- 6/18 Veteran’s Park Appropriation Ceremony
- 6/20 Ladies of Legacy Leadership Luncheon
- 6/21 Miami-Dade County League of Cities Impervious Are Ordinance Meeting
- Baybot User Interactions: 143

July

- 93 FB/Twitter Postings (including event and meeting postings)
- 9,338 FB Followers
- 43 New FB followers
- 5,691 Instagram Followers
- 145 New IG Followers
- 2,661 Email Subscribers
- 17 Video Produced
 - A Message from Mayor Cunningham
 - July Inside Palmetto Bay
 - Mayor’s Minute (Budget)
 - Dottie Barton Condolence Reel
 - 4th of July Reel
 - 4 Summer Camp Reels
 - 6 Inside palmetto Bay reels
 - 2 Safer Together
- 2 Village Vibes Bi-Weekly E-Newsletters
 - 7/1 Village Vibes
 - 7/20 Village Vibes
- 13 Promotional/Informational Campaigns – 40 Posts
 - 4th of July Promotion – 11 Posts
 - Golf Cart Parade Promotion – 1 Post
 - Safer Together promotion – 2 Post
 - Inside Palmetto Bay Promotion – 7 Posts
 - Call-To-Artists – 4 Posts
 - Manatee and Boater Safety – 2 Posts
 - Summer Camp – 4 Posts
 - Elections 2024 – 3 Posts
 - Street-by-Street - 1 Post
 - Fertilizer – 1 Post
 - A-rated Public Schools – 1 Post
 - Mosquito Safety – 1 Post
 - Sales Tax Holidays – 2 Posts
- Meetings Broadcast: 3
 - 7/1 Regular Council Meeting
 - 7/15 Zoning Hearing
 - 7/31 Budget Workshop
- Events Attended/Promoted: 5
 - 7/4 Fourth of July Celebration

- 7/9 County Infrastructure, Operations, and Innovations Committee
 - 7/19 Mayor's Coalition Meeting
 - 7/19 Miami-Dade County Youth Governance Day
 - 7/25 Seniors Day Out at Marlins Game
- Baybot User Interactions: 126

GRANTS

June

- New Grant Applications (2)
 - Hazard Mitigation Grant Program for sub-basin 11 & 41
 - FDOT grant funding for on-demand/local transit project.
- Closed Grants (0)
- Grants Approved (0)
- 12 Active grants list with updates:
 - Sub-Basin 61 (Hazard Mitigation Grant Program) – Agreement #4337-370
 - Sub-Basin 61 (State Appropriation) – Agreement # LPA0202
 - Palmetto Bay Park Improvements, Phase 1-Florida Recreation Development Assistance Program (FRDAP)
 - Sub-Basin 43 (State Appropriation)
 - Sub-Basin 43 (Hazard Mitigation Grant Program)
 - Sub-basin 44 (State Appropriation)
 - Tree inventory, Phase 1 (Urban & Community Forestry Program)
 - Coral Reef Park Trail Renovations-Recreational Trails Program (RTP)
 - JAG (Justice Assistance Grant) – Community – Project # 8C088 – D.A.R.E Program Work-book Purchase
 - Safe Street 4 All (SS4A) – VOPB Street Safety Action Plan Development
 - Assessment and Planning for a Resilient Palmetto Bay (comprehensive vulnerability assessment)
 - Sub-Basin 57/96 (State Appropriation) – Agreement #LPA0359

July

- New Grant Applications (0)
- Closed Grants (1)
 - Sub-Basin 61 (Hazard Mitigation Grant Program) – Agreement #4337-370
- 0 Grants Approved.
- 13 Active grants list with updates:
 - Sub-Basin 61 (State Appropriation) – Agreement # LPA0202

- Palmetto Bay Park Improvements, Phase 1-Florida Recreation Development Assistance Program (FRDAP)
- Sub-Basin 43 (State Appropriation)
- Sub-Basin 43 (Hazard Mitigation Grant Program)
- Sub-basin 44 (State Appropriation)
- Tree Inventory, Phase 1 (Urban & Community Forestry Program)
- Coral Reef Park Trail Renovations-Recreational Trails Program (RTP)
- JAG (Justice Assistance Grant)-Community – Project # 8C088 – D.A.R.E. Program Workbook Purchase.
- Safe Street 4 All (SS4A) – VOPB Street Safety Action Plan Development
- Assessment and Planning for a Resilient Palmetto Bay (comprehensive vulnerability assessment)
- Sub-Basin 57/96 (State Appropriation) – Agreement #LPA0359
- Hazard Mitigation Grant Program for sub-basin 11 & 41
- FDOT grant funding for on-demand/local transit project.

PARKS & RECREATION

June & July

Palmetto Bay Park

- Ballet At the Park: Mondays - Thursday 3:30pm-8pm
- I9 Sports: on Saturdays and Sundays 8am-2pm
- MJ Hoops: Tuesdays, Wednesdays, and Thursdays 5:45pm & 8:30pm
- Juventus Soccer Club: Mondays & Wednesdays 4pm-6pm
- Bay Lions Soccer Club: Tuesday & Thursdays 4pm-6pm
- Weekend PE: Pickleball Lessons: Tuesday/Thursday and Saturdays 4:30pm - 5:30pm, 8am, 9am.
- Travel Softball: Stingrays, Rock Gold, Contenders, Lady Canes, Miami Waves: Monday/Friday 4pm, 6pm & 8pm
- Pickleball Reservations: 2
- Baptist Health Senior Stretch Exercise Class: Mondays 10:30am & 11:30am
- Senior Trip to the Baseball Game: Thursday, July 25
- 4th of July Celebration

Coral Reef Park

- Palmetto Bay Soccer games on Fridays and Saturdays
- Bay Lions Soccer Club games on Saturdays and Sundays
- Miami Palmetto Baseball – 54
- Pickleball Reservations – 324
- Tennis Summer Camp 9am – 12pm

Perrine Community

- 22 Programs
- 1 rental

Ludovici Park

- 1 Programs
- 2 Rental
- 35 Discovery Summer Camp

Thalatta Estate

- 9 Programs
- 4 Rentals
- 9 Photoshoot

Fee Waivers- Requested and Granted in June & July 2024

Group Name	Date	Time	Location	Type of Event	Total Value Granted	Date of Request
Coral Reef Elementary Kindergarten Class	Thursday, June 6, 2024	9:30am-12pm	Coral Reef Park West Gazebo	End of the Year Celebration	\$185.00	6/3/2024
Jack & Jill of America	Sunday, September 15, 2024	8:30am-3:30pm	EAF Community Room	Planning Meeting	\$653.00	6/13/2024
Dr. Henry E. Perrine Elementary	Tuesday, August 13, 2024	8am-3pm	EAF Community Room	Opening of Schools Meeting	\$678.00	6/27/2024
Volunteering Miami	Saturdays, July 28, 2024	9am-12:30pm	Pickleball Court at PBP	Charity Pickleball Tournament	\$250.00	7/9/2024
Palmetto Branch Library	Thursday, October 31, 2024	5pm-7pm	EAF Community Room	Halloween Event	\$218.00	7/22/2024

2024 Upcoming Events/Programs/Projects

Palmetto Bay Park

- Ballet At the Park: Summer Camp July 29 thru August 9,2024
- I9 Sports: Saturdays & Sundays 8am-2pm
- MJ Hoops: Tuesdays, Wednesdays, Thursdays 5:45pm-8:30pm
- Weekend PE: Pickle Classes: Tuesdays, Wednesdays, Saturdays 4:30-5:30pm, 8am & 9am
- Travel Softball: Stingrays, Rock Gold, Contenders Lady Canes, Miami Waves: Monday-Friday 6pm & 8pm
- Baptist Health Senior Stretch Exercise Class: Mondays 10:30am & 11:30am

- Senior Trip: Vizcaya Museum & Gardens, September 18, 10am – 2pm

Coral Reef Park

- Palmetto Bay Soccer – Starts August 26 Monday – Friday; Games on Friday and Saturday
- Bay Lions Soccer Club – Starts August 5 Monday – Friday; Games on Saturday and Sunday
- Howard Palmetto Tball Fall Season, games on Saturdays: 72 participants
- Baurball Soccer Training
- Orange ball and Green ball – Starts September 3 – September 29

Perrine Community House

- Senior Fun Day – Thursday, September 5 at 11am
- Art Exhibit – Saturday, September 14 at 6:30pm
- DMV FLOW – Thursday, September 19 at 10am

Thalatta Estate

- 0 – Rental
- 0 – Rehearsals
- 5 – Photoshoot
- 4 – Programs

Ludovici Park

- Baptist Health Core & Stretch Class: Wednesday at 10:30am
- VPB Library Teen Advisory – Wednesday, July 3, 10, 17, 24 and 31 Amphitheater at 4pm
- PBBA Luncheon – First Thursday at 11am
- Cutler Bay Community Theater – every other Monday at 7pm EAF Community Room
- Jack and Jill – Sunday, September 15 at 8:30pm
- VPB Library Adult Book Club – Thursday, September 18 EAF Community Room
- Garden Club – Last Tuesday at 6pm EAF Community Room
- Teen Talks – September 28, at 10am EAF Community Room

Park Projects

- **Repair/Replacement of Rubberized Trail at Coral Reef Park**
Repair Asphalt Trails at Coral Reef Park
 - 100% of deteriorated walkway removed
 - 100% of linear feet of walkway curbing installed
 - 100% of linear feet of subbase installed in newly curbed walkways
 - 100% of linear feet of rubberized material installed over newly installed subbase
 - Still pending repair sod, clean all areas, relocate boulders/stones, pressure wash parking lot and add fill to outside areas
- **Palmetto Bay Park Irrigation Redesign** – Calvin Giordano
 - 9/24 submittal package for building department review
 - 10/24 Release RFP

- 12/24 Bid evaluation and recommendation
- 1/25 Village Council for approval
- 3/25 Installation
- **Palmetto Bay Park Playground Refurbishing**
 - All identified refurbishing project items have with exception of playground perimeter fencing for the west side
 - Contract awarded and permitting in process
- **Coral Reef Park – Design-Build Multi-Purpose Facility**
 - Perform U/G Electrical work- In progress
 - Install new Rack and equipment
 - FPL Meter Install
 - Rough Inspections
 - Demo existing Electrical Building
 - Relocation of Art Structure/Apollo Climber
 - Excluding the concession building, the park will be without electrical power for approximately eleven (11) days; August 28 through September 7, 2024
 - Tennis and Pickleball courts will close at sunset (as determined by Park Supervisor), no play after this time
 - Court rental transactions must be processed via QR code
 - Reservation requests/transactions for party rentals, for both Palmetto Bay Park and Coral Reef Park will not be possible during the dates without electrical power; August 28 through September 7, 2024
 - The official park hours of operation from August 28 through September 7, 2024, shall be sunrise to sunset.
 - Multipurpose Recreational Facility Project
- **Coral Reef Park Pineland and The Woods**
 - **Institute for Regional Conservation - Completed Scope of Work for Restoration and Management Plan- RFP**
 - Approved by Village Council September 11, 2023
 - Execution and Notice to Proceed December 2023
 - Task 1: Oak Hammock removal – IRC began January 8, 2024: completed March 29, 2024
 - Task 2: Invasives/Quarterly return intervals February (5 days). April-May 2024 (3 days); August 2024 (2 days) June-July (3 days); August-September (2 days)
 - Task 3: Year One- Bi-annual treatment (January-April-reduce palm cover by 30%; May-September another 30%.
 - Task 4: Continue management of rock pineland.
 - Prescribed burn: earliest anticipated timeframe is after task 3.
- **The Woods**
 - **IRC – Working on plan as approved.**
 - IRC presented a plan to Tree Board; approved Phase/Year 1 for issuance of Invitation to Bid
 - Working on possible grant opportunity.
 - Working on Invitation to Bid specifications

2023-2024 Capital Projects:

Veteran's Park

- Veteran's Park Phase 1 Plan approved and funded.
- Kimley Horn on 50% construction drawings received 12/21.

- Plans are in the Building Dept. for a progress set (50%) dry run.
- Final Plat Approval – March 11, 2024.

Thalatta Estate Parking Lot (resealing/restriping)

- Project Completed

Thalatta Estate Paver Replacements

- Project Completed

Palmetto Bay Park Scoreboards

- Meetings with Scoreboards Company reps to develop specifications / selection November 2023
- Investigate any changes in code that would require modifications to existing structures December 2023 / January 2024. Under review of Village Building Official
- Development of RFP April-May 2024 (Cooperative Purchasing a possibility)
- Release RFP July 2024
 - No Bids Received, currently rewriting specifications
 - Release of new RFP in September

Palmetto Bay Park – New Mower

- Approved by Village Council April 2024
- Purchase Order issued April 2024 anticipated manufacturing-delivery: approximately 18 months.

Palmetto Bay Park Golf Cart Access

- Re-routed path, and golf cart access has been completed.
- Bollards installed and signage in progress

Coral Reef Park Dumpster Enclosure

- Site selection (accessibility, code, etc.) February 2024
- Investigate possible piggy-back work August 2024
- Design / specifications / bid process if needed October 2024
- RFP if needed October 2024
- Recommendation to Village Council November 2024
- Issuance of Purchase Order / Notice to Proceed November 2024
- Commencement/completion January 2025

Pickleball Center

- Scope of work developed for bidding process for design Build April-May 2024
- Solicitation of Bids May-June 2024
- Bid review, evaluations and negotiations July - August 2024
- Presentation if needed September 2024
- Recommendation to Village Council September 2024.

PUBLIC SERVICES

June

- **Freebee Ridership:**
1345 Completed Rides (C.R.)
1581 Total Passengers

Ridership has increased by 118 C.R since April and increased by 28 C.R. since May

- **IBus Ridership:**

489 A.M. Route
610 P.M. Route

Total: 1099 Riders

Ridership has decreased by -679 since April and decreased by -518 since May

- **Facilities Maintenance Division**

117 Open Work Orders –
121 Closed Work Orders –

-54 less than April
-58 less than April

- 12 less than May
- 12 less than May

- **Public Works**

13 - Signs Repaired/Installed	4 more than April	2 more than May
0 - Graffiti Removal	-3 less than April	-2 less than May
5 - Pothole/Shoulder Repairs	-2 less than April	5 more than May
5.62 - Tons of Debris/Trash Removal	-19.58 less than April	2.02 more than May
76 - Drain Cleaning/Repairs (inlet tops)	-63 less than April	-31 less than May
1,071 - Linear feet of sidewalks installed	-212 less than April	-9,144 less than May
0.00 - Paving Linear	0.00 same as April	-240.00 less than May
7 - Sidewalks inspected	-3 less than April	-1 less than May
0 - Drainage Inspection	0 same as April	0 Same as May
36 - Catch Basin	-49 less than April	-19 less than May
0 - Outfalls	-6 less than April	-1 less than May
240 - Linear Feet Pipe	-2804 less than April	-1533 less than May
0 - Canal Cleaning/ Clearing	0 same as April	0 same as May
0 - Flooding Investigations & Resolutions	0 same as April	0 same as May
2 - Complaints Reported to MDC	-1 same as April	0 same as May
103 - Trees/Shrub Trimming/Removal	-70 less than April	-125 less than May
256 - Tree & Landscaping Inspections	-100 less than April	-98 less than May

2023-2024 Capital Projects

N. Cartee Road Water Main Project

- 100% Plans submitted to submit to Miami Dade Water and Sewer Department May 2024. Awaiting receipt of stamped/approved plans and bid documents to work with procurement on advertisement for invitation to Bid.

SW 92 Avenue Complete Streets (Design)

- Will hold project till next fiscal year, FY 24-25 due to budgetary reasons.

SW 148th Street Complete Street Project (CONSTRUCTION)

- Construction underway. Final Completion expected 09-25-2024. Status: same, no changes.

Sub-Basin 57/96 (CONSTRUCTION)

- Update: Mobilization started last week, construction to start week of July 15, 2024.

SW 143 Street Water Main Project (CONSTRUCTION)

- Had several agencies delays with HRS Miami-Dade Water and Sewer Department. Most recently, issues have come up requiring a tap of existing water main (not previously identified in the plans).

- Miami-Dade Water and Sewer Department forces will no longer perform taps. Jormak is currently coordinating outside vendors to perform tap. Once complete, the water main loop will be completed, and R/W restored.

Canal Maintenance Services (CONSTRUCTION)

- Completed to advertise Invitation to Bid July 2024

Drainage Sub Basin 44 (CONSTRUCTION)

- Plan to advertise Invitation to Bid July 2024.

Public Services Lot Improvements (DESING)

- 60% of plans received and reviewed. Consultant working on 100% Plans for November 2024.

HVAC Replacement Village Hall

- Update: 1st Floor (except Council Chamber) and 2nd Floor Main HVAC system replacement complete. In August will complete mini splits and 1st Floor Chamber area.

Drainage Sub Basin 12 (DESIGN) Kimley Horn

- Consultant working on 90% Plans/Permit Drawings.

Drainage Sub Basin 39 (DESING) Civil Works

- 30% of Plans received April 25, 2024. Update: Consultant working on 60% drawings.

Drainage Sub Basin 42 (DESING) Calvin Giordano

- Consultant working on 60% drawings

Drainage Sub Basin 11 (DESIGN)

- Working with permitting with USAGE and Miami Dade Water and Sewer Department.

Drainage Sub Basin 43 (CONSTRUCTION)

- Advertise Bid July 2024.

Drainage Sub Basin 11& 41 (CONSTRUCTION)

- Pursuing HMGP Grant Funding for Future Construction.

New Projects

FY23-24 Traffic Calming

- Installation to be completed prior to the start of school mid-August.

SW 174th Street Complete Streets

- Receiving documents, need permit and issue NTP late July 2024.

Localized Drainage Improvement Project

- Receiving Contract documents, need permit and issue NTOP late July 2024.

July

- **Freebee Ridership:**

1605 Completed Rides (C.R.)

1970 Total Passengers

Ridership has increased by 288 C.R. since May and increased by 260 C.R. since June

- **IBus Ridership:**

599 A.M. Route

592 P.M. Route

Total: 1191 Riders

Ridership has decreased by -426 since May and increased by 92 since June

- **Facilities Maintenance Division**

111 Open Work Orders –

-18 less than May

- 6 less than June

114 Closed Work Orders –

-19 less than May

- 2 less than June

- **Public Works**

6 - Signs Repaired/Installed	-5 less than May	-7 less than June
0 - Graffiti Removal	-2 less than May	0 same as June
6 - Pothole/Shoulder Repairs	2 more than May	6 more than June
8.49 - Tons of Debris/Trash Removal	4.91 more than May	2.87 more than June
115 - Drain Cleaning/Repairs (inlet tops)	8 more than May	39 more than June
0 - Linear feet of sidewalks installed	-10,215 less than May	-1,071 less than June
0.00 - Paving Linear	-240.00 less than May	0.00 same as June
7 - Sidewalks inspected	-1 less than May	0 same as June
10 - Drainage Inspection	10 more than May	10 more than June
84 - Catch Basin	29 more than May	48 more than June
3 - Outfalls	2 more than May	3 more than June
2557 - Linear Feet Pipe	782 more than May	2317 more than June
2 - Canal Cleaning/ Clearing	2 more than May	2 more than June
0 - Flooding Investigations & Resolutions	0 same as May	0 same as June
1 - Complaints Reported to MDC	-1 less than May	-1 less than June
51 - Trees/Shrub Trimming/Removal	-177 less than May	-52 less than June
325 - Tree & Landscaping Inspections	-29 less than May	69 more than June

2023-2024 Capital Projects

N. Cartee Road Water Main Project

- Awaiting receipt of stamped/approved plans and bid documents to work with procurement on advertisement for Invitation to Bid (tentatively in September)

SW 92 Avenue Complete Streets (Design)

- Will hold project till next fiscal year, FY 24-25 due to budgetary reasons.

SW 148th Street Complete Street Project (CONSTRUCTION)

- Construction underway. Final Completion expected 09-25-2024. Status: same, no changes.

Sub-Basin 57/96 (CONSTRUCTION)

- Update: Work is on-going, Drainage Installation along SW 157 Street (between SW 92 Avenue – SW 89 Avenue).

SW 143 Street Water Main Project (CONSTRUCTION)

- R/W Restoration is complete, pending only Thermoplastic Pavement Markings. Final with complete, need to Complete Conveyance.

Canal Maintenance Services (CONSTRUCTION)

- Completed cycle for June 2024.

Drainage Sub Basin 44 (CONSTRUCTION)

- Invitation to Bid complete, recommendation for Award of contract to be heard during September Regular Council Meeting.

Public Services Lot Improvements (DESING)

- Status quo, Consultant working on 100% Plans for November 2024.

HVAC Replacement Village Hall

- The week of August 19 is scheduled for completion of installation for mini splits and 1st Floor Chamber area.

Drainage Sub Basin 12 (DESIGN) Kimley Horn

- Consultant working on 90% Plans/Permit Drawings.

Drainage Sub Basin 39 (DESING) Civil Works

- Consultant working on 90% Permit Set drawings.

Drainage Sub Basin 42 (DESING) Calvin Giordano

- Consultant working on 60% drawings

Drainage Sub Basin 11 (DESIGN)

- Working with permitting with USAGE and Miami Dade Water and Sewer Department. Update: status quo.

Drainage Sub Basin 43 (CONSTRUCTION)

- Advertise Invitation to Bid July 2024 (Placed on hold while we secure additional funding opportunities)

Drainage Sub Basin 11& 41 (CONSTRUCTION)

- Pursuing HMGP Grant Funding for Future Construction.

New Projects

FY23-24 Traffic Calming

- Installation Scheduled to finish by end of August.

SW 174th Street Complete Streets

- Receiving documents, need permit and issue Notice to Proceed late August 2024.

Localized Drainage Improvement Project

- Received Contract documents, need permit and issue Notice to Proceed late August 2024.

POLICE

June

- Citizen's Crime Watch Community Meeting
- South Florida Crime Prevention Association Meeting
- Coral Reef Summer Camp Field Trips
- Waffles at the Coral Reef Summer Camp
- radKIDS classes at Coral Reef Summer Camp
- Howard Drive Elementary School 5th Grade Field Trip
- Coral Reef Elementary School 5th Grade graduation at Rusty Pelican
- Hot Dos at Coral Reef Summer Camp
- 4th of July Celebration at Village of Palmetto Bay Village Hall
- Crimes/Calls for Service:

June

- 1 Auto Thefts
- 0 Commercial Burglaries
- 1 Residential Burglaries
- 2 Vehicle Burglaries
- 0 Robbery
- 12 Domestic Dispute/Disturbance
- 7 Baker Acts
- 60 Crashes

July

- 2 Auto Thefts
- 0 Commercial Burglaries
- 4 Residential Burglaries
- 4 Vehicle Burglaries
- 0 Robbery
- 15 Domestic Dispute/Disturbance
- 10 Baker Acts
- 47 Crashes

August Upcoming Events

- South Florida Crime Prevention Association Meeting
- Citizen's Crime Watch Meeting
- Florida Crime Prevention Association Meeting
- National Night Out
- School Safety Luncheon
- First Day of Miami-Dade County School
- Blood Drive

September Upcoming Events

- South Florida Crime Prevention Association Meeting
- Citizen's Crime Watch of Miami-Dade County Meeting
- Florida Crime Prevention Association Meeting
- Start DARE at Howard Drive Elementary and Coral Reef Elementary
- Open House at Howard Drive Elementary
- Family Night at Fuddruckers for Howard Drive Elementary

PLANNING & ZONING

June

Department Highlights

- Met with various property owners and applicants.

FY2024 Budgeted Projects

- Coral Reef Park Multipurpose Building
 - 65% of plans received and reviewed by staff.
 - Public Art component approved in July 11 Art in Public Places Meeting.
 - LEED building requirements review underway.
 - Project remains on-time and on-budget (for the month of May).
- Village Branding
 - Community outreach is underway.
- Business Improvement Grants
 - Staff continue to promote this program through social media posts and Code Compliance information flyers.
 - No applications in June.
- Historic Markers
 - Grants explored. Village does not qualify.
- Geographic Information Systems (GIS) Mapping Support
 - Updates underway.
- CRS
 - Double modification paperwork submitted, awaiting results from ISO.
- Resiliency Plan
 - Conducting and gathering background data: awaiting data form SFWMD

- Steering Committee Meeting #2 to take place in Summer 2024

- Village Hall Butterfly Garden
 - Construction taking place week of July 15
 - Receipts will be submitted to MDC UFIFAS for Village reimbursement of \$2,850

- AIPP
 - SW 152 Street & Old Cutler Road call to Artist
 - Application closes September 4, 2024, at 5:00pm
 - Over 20 applications received
 - CRP Multipurpose Building Art approved by AIPP on July 11, 2024 AIPP Meeting.

- Recycling Drive
 - Saturday, November 2, 2024
 - All vendors confirmed!

- Building Division Software
 - Business Tax Receipt software was launched October 30.
 - Building Permit and Inspection software building is underway. Expected to launch by the end of fall.

Reviews, Applications, and Public Meetings

- Administrative Review Applications received:
 - None

- Zoning Hearing Applications Received:
 - V-24-003 / iGlass Properties (Palmetto Bay Academy) / 9055 SW 158 Street / Variance requesting relief of interior side setbacks
 - SU-24-002 / iGlass Properties (Palmetto Bay Academy) / 9055 SW 158 Street / Establishment of a microschool
 - V-24-002 / SW 152 ST LLC / SW 152 Street & SW 71 Avenue / Variance of lot depth

- June 3rd, 2024 - Regular Council Meeting Items
 - Coral Reef Park Concession Mural: Passed 3-2

- June 17, 2024 – Zoning Hearing
 - V-23-008 (REV) Baptist Sign Variance: Passed 4-1 (Amended)
 - RZ-24-001 Notice Requirements: Moved to July 17, 2024, COW
 - RZ-24-002 RTZ: Passed 4-1

- Business Tax:
 - Renewal: 28
 - New: 0

- Building Division
 - Received 266 permits applications.

- 344 residents and contractors visited the Division.
- Inspections completed:
 - Building: 762
 - Mechanical: 53
 - Electrical: 233
 - Plumbing: 108
 - Zoning: 116

Total: 1272
- Code Compliance Division
 - Common violations: property maintenance residential and commercial signage
 - New cases: 52
 - Special Master Cases: 0

Upcoming Events

- July 11, 2024, AIPP Meeting
- July 15, 2024, Zoning Hearing
- July 30, 2024, Special Master Hearing
- September 3-6: Florida APA Planning Conference
- September 4, 2024, Closing Date for AIPP Call to Artist SW 152 Street & Old Cutler Road Traffic Circle
- September 16, 2024, Zoning Hearing
- September 18, 2024, Resiliency Committee Meeting
- November 2, 2024, Fall Recycling Drive

July

FY2024 Budgeted Projects

- Coral Reef Park Multipurpose Building
 - 65% of plans received and reviewed by staff.
 - Public Art component approved in July 11 Art in Public Places Meeting.
 - LEED building requirements review underway.
 - Project remains on-time and on-budget (for the month of May).
- Village Branding
 - Community outreach is underway.
- Business Improvement Grants
 - Staff continue to promote this program through social media posts and Code Compliance information flyers.
 - 3 applications process in July.

- Historic Markers
 - Grants explored. Village does not qualify.
- Geographic Information Systems (GIS) Mapping Support
 - Updates underway.
- CRS
 - Double modification paperwork submitted, awaiting results from ISO.
- Resiliency Plan
 - Steering Committee Meeting #2 took place on Tuesday, July 30, 2024, at 5:30pm.
 - Gathering more data from the County for stormwater percolation for final analysis.
- Village Hall Butterfly Garden
 - Community plantings will take place on Tuesday, August 13, 9am-11am
 - Receipts will be submitted to MDC UFIFAS for Village reimbursement of \$2,850
- AIPP
 - SW 152 Street & Old Cutler Road call to Artist
 - Application closes September 4, 2024, at 5:00pm
 - Over 40 applications received
 - CRP Multipurpose Building Art approved by AIPP on July 11, 2024 AIPP Meeting; will be going for final Council Approval on September 9, 2024.
- Recycling Drive
 - Saturday, November 2, 2024
 - All vendors confirmed!
- Building Division Software
 - Business Tax Receipt software was launched October 30.
 - Building Permit and Inspection software building is underway. Expected to launch by the end of fall.

Reviews, Applications, and Public Meetings

- Administrative Review Applications received:
 - None
- Zoning Hearing Applications Received:
 - PL-24-003 / SW 152 ST LLC / SW 152 Street & SW 71 Avenue / Tentative plat
 - V-24-002 / SW 152 ST LLC / SW 152 Street & SW 71 Avenue / Variance of lot depth
- July 1st, 2024 - Regular Council Meeting Items

- Addison Townhomes AIPP Mural: Passed 4-0
- July 15th, 2024, Zoning Hearing
 - SU-24-002-Palmetto Bay Academy: Continued to September 16, 2024, Zoning Hearing
 - V-24-0030- Palmetto Bay Academy: Continued to September 16, 2024, Zoning Hearing
 - V-24-002-Bravo Estates: Passed 5-0
 - PL-24-003-Bravo Estates: Passed 5-0
 - RZ-24-002 RTZ (2nd Reading): Passed 4-1
 - RZ-23-008-Medical Marijuana - Failed 2-3
 - RZ-24-003-Home Offices BTR: Failed for lack of a second
 - RZ-24-004-Vacation Rentals: Passed 5-0
- Business Tax:
 - Renewal: 15
 - New: 2
- Building Division
 - Received 265 permits applications.
 - 355 residents and contractors visited the Division.
 - Inspections completed:
 - Building: 858
 - Mechanical: 45
 - Electrical: 207
 - Plumbing: 103
 - Zoning: 99

Total: 1311
- Code Compliance Division
 - Common violations: property maintenance residential and commercial signage
 - New cases: 48
 - Special Master Cases: 37

Upcoming Events

- August 13, 2024, Butterfly Garden Community Plantings
- September 4, 2024, Closing Date for AIPP Call to Artist SW 152 Street & Old Cutler Road Traffic Circle
- September 12, 2024, AIPP Meeting
- September 16, 2024, Zoning Hearing
- September 17, 2024, Special Master Hearing
- September 18, 2024, Committee of the Whole Workshop
- September 19, 2024, Resiliency Committee Hearing
- November 2, 2024, Fall Recycling Drive.