



CITY MANAGER'S REPORT
OCTOBER 16, 2024
REPORTING MONTHS – AUGUST 2024
Edward Silva, R.A.

MANAGER'S REPORT OCTOBER 16, 2024

FINANCE DEPARTMENT

August


Please be informed that the latest financial entry has been successfully posted to the Budget Book.

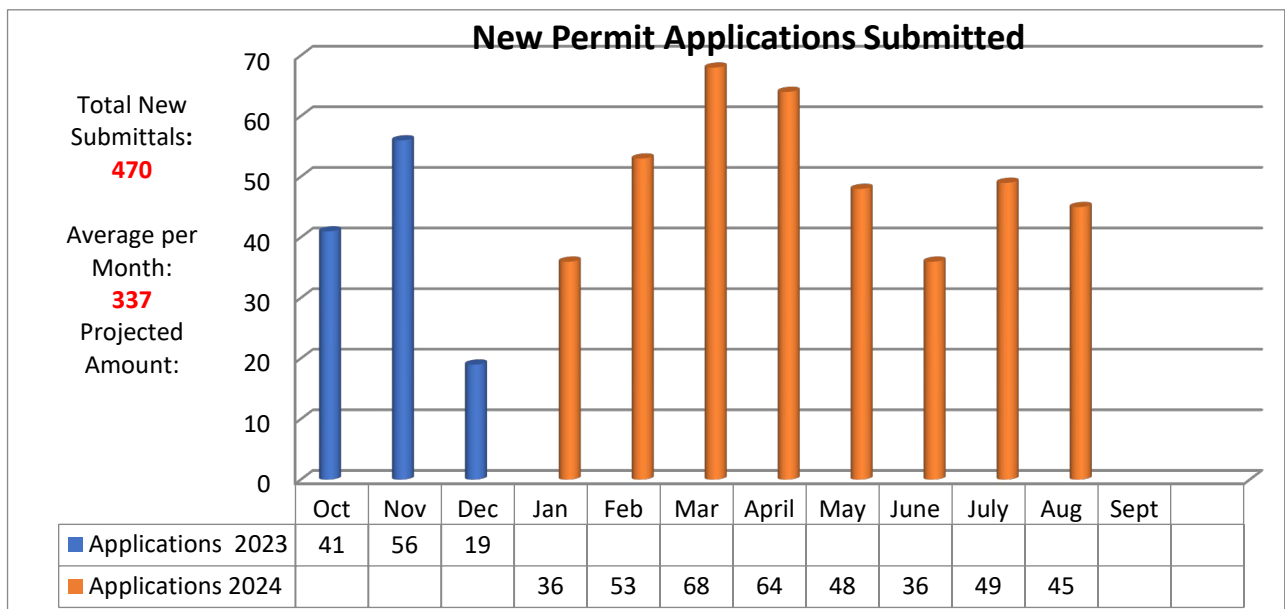
DATE	CHECK NO.	VENDOR	AMOUNT
08/01/24	2807	MIAMI-DADE SOLID WASTE MANAGEMENT	\$10,702.34
08/01/24	2808	MIAMI-DADE SOLID WASTE MANAGEMENT	\$10,338.67
08/02/24	1539	AMERICAN TRAFFIC SOLUTIONS INC	\$22,284.00
08/05/24	17943	SANTA BARBARA NURSERY	\$13,023.00
08/07/24	1031	MAGGOLC INC	\$113,274.00
08/12/24	888	V&G CONSTRUCTION SOLUITONS	\$39,200.00
08/12/24	889	FREEBEE	\$12,020.00
08/14/24	5869	MIAMI-DADE WATER & SEWER DEPT	\$66,753.44
08/15/24	2810	MIAMI-DADE SOLID WASTE MANAGEMENT	\$12,597.05
08/16/24	1836	TURNING POINT AIR CONDITIONING INC	\$10,000.00
08/19/24	2811	MIAMI-DADE SOLID WASTE MANAGEMENT	\$12,111.89
08/20/24	17946	WEX BANK	\$12,729.92
08/21/24	1835	FIREPOWER FIREWORKS DISPLAYS	\$16,500.00
08/26/24	1842	GREATER MIAMI CATERER INC	\$18,469.78
08/27/24	17984	FLORIDA MUNICIPAL INS TRUST	\$122,346.80
08/27/24	17980	WEX BANK	\$14,204.52
08/27/24	5882	MIAMI-DADE WATER & SEWER DEPT	\$84,871.84
08/28/24	1032	JOHN BELL CONSTRUCTION INC	\$433,554.62
08/30/24	17981	AKERMAN LLP	\$25,000.00

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BUILDING DEPARTMENT

August

 Service Description	Prior Month	Prior Month	Prior Month	Prior Month	Prior Month	Prior Month	Fiscal Year to Date FY 2023-24
	OCTOBER - DECEMBER 2023	JANUARY - MARCH 2024	APRIL - JUNE 2024	JULY 2024	AUGUST 2024		
PERMITS ISSUED							
Building Permits	103	115	150	37	47		452
TOTAL PERMITS	103	115	150	37	47		452
Permits for New Houses	0	0	0	0	0		0
Permits for New Commercial	0	0	0	0	0		0
INSPECTIONS							
Building & Roofing	300	416	474	153	151		1,494
Zoning (Building)	32	42	69	13	13		169
TOTAL INSPECTIONS	332	458	543	166	164		1,663
CASES							
New Cases Open	77	136	14	20	12		259
Special Master (Hearing) Cases	29	45	15	0	15		104
Active Cases	162	208	317	119	120		926
TOTAL CASES	268	389	346	139	147		1,289
CERTIFICATES							
Certificates of Occupancy	1	0	0	0	0		1
Certificates of Use	117	34	14	4	6		175
TOTAL CERT. OF OCCUPANCY/ USE	118	34	14	4	6		176



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COMMUNICATIONS

August

- 06 FB Postings (including event and meeting postings)
- 169 FB Followers (new Facebook Account)
- 03 Twitter Postings
- 495 Twitter Followers
- 2,202 Instagram Followers
- 44 New IG Followers
- 1,372 Constant Contact Contacts

Meetings:

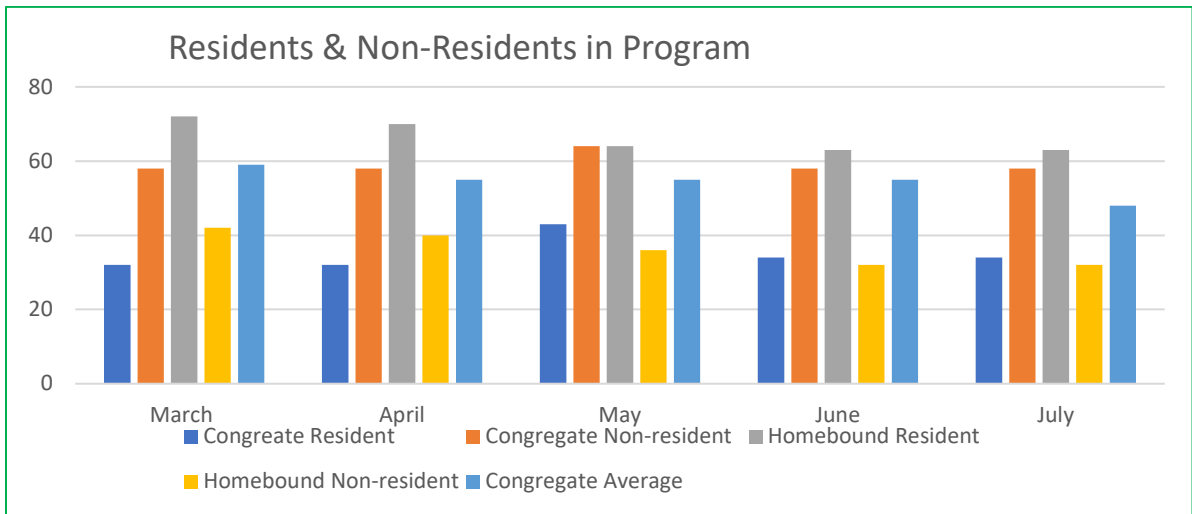
- 08/20/24 – Red Light Camera Hearing
- 08/26/24 – Code Enforcement Meeting
- 08/28/24 – Planning & Zoning Meeting
- 08/28/24 – Regular City Commission Meeting

Events:

- None in August

COMMUNITY CENTER

August



Congregate	Homebound	Monthly Average
90 Total Registered	114 Total Registered	59 Congregate in March
90 Total Registered	110 Total Registered	55 Congregate in April
107 Total Registered	100 Total Registered	55 Congregate in May
107 Total Registered	100 Total Registered	55 Congregate in June
92 Total Registered	95 Total Registered	48 Congregate in July
90 Total Registered	98 Total Registered	58 Congregate in August

GRANTS

August

- 2 New grant applications submitted in August
- Main Street America/T-Mobile Hometown Grant – Purchase 2 LED information Kiosks
- Building Resilient Infrastructure & Communities (BRIC) – Submitted Notice of Intent to apply
- Active grants list with updates:
 - Vulnerability Assessment – In-Progress
 - Cooper Park Exercise Equipment – In-Progress
 - EPA – Potable Watermain Improvements Project (Phase II) – Agreement received, In-Progress
 - FDEP-Potable Water System Improvements (Phase III) – Pending Solicitation Advertisement
 - GREEN Neat Streets – Shading West Miami 2024 – Planting is completed and preparing the final report
 - FDOT Public Transit Development Program – West Miami SMART Plan On-Demand – Pending Agreement
 - U.S. Soccer Foundation Mini-Pitch Soccer Field – West Miami Mini-Pitch Soccer parks – Pending season start in late August/early September
 - Safe Streets & Road for All (SS4A) – West Miami Transportation Action Plan – preparing Solicitation to be advertised
 - FRDAP – Cooper Park Walking Path Widening – Pending Agreement
 - FRDAP – Recreation Center & Park Development – Pending Agreement
 - TPO – West Miami's Complete Streets Bicycle & Pedestrian Safety Plan - Pending Agreement
 - Florida Department of Commerce – General Appropriation Act (GAA) – West Miami Senior Activity Center Phase I – Pending Agreement

October Upcoming Events

- Preparing application for Alliance for Aging
- Preparing application for The Children's Trust
- Preparing application for Transportation Alternative Grant
- Complete F-ROC renewal of Disaster Readiness Assessment
- Prepare to complete Quarterly reports for active grants

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IT

August

- Tickets Opened: 37
Tickets Closed: 35
- Upgraded all Wi-Fi for City Hall, Public Services, and Community Center
- New SSIDs with the Fortinet APs, WMPUBLIC, WMPRIVATE, WMSTAFF, WMIOT
- Monitor Upgrades across City Hall
- Dedicated Fiber Circuit Upgraded to 400 MBPS + reduced costs
- Upgraded Users to Laptop/Monitor Combo for mobility and efficiency + added docks

PARKS

August

Rentals

- 4 Multipurpose facility events
- 3 Pavilion events

Field Rental

- Monday & Wednesday – Miami Pro Baseball
- Tuesday & Friday – Dan Cabeda Soccer Academy
- Thursday – Adult Softball

Community Center

- 3 rentals

Cooper Park

- 1 rentals

Garden Club

- 0 rentals

Events

- Early Voting for Primary Election (Community Center)
- Primary Election (Multipurpose Facility)

PASSPORT ACCEPTANCE FACILITY

August

- Passport Applications 350 x \$35 = \$ 12,250.00
129 less than July/\$4,515.00 less than July
- Passport Photos 382 x \$17 = \$6,494.00
102 less than July/\$1,734.00 less than July

POLICE

August

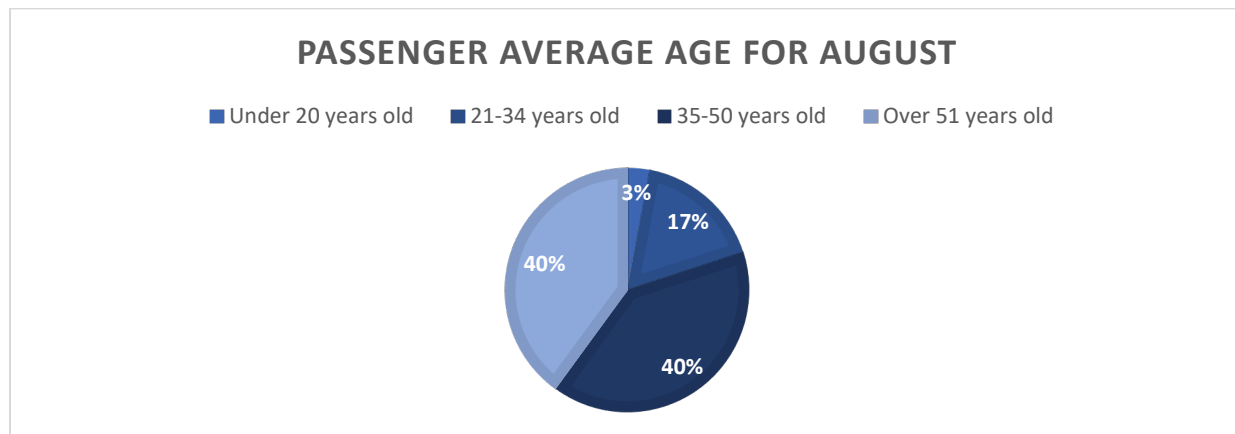
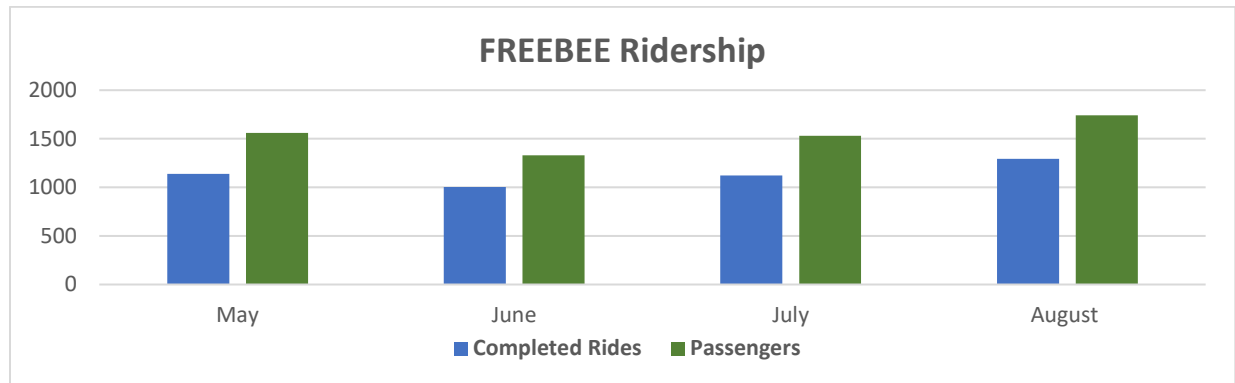
- MDCACP Zoom Executive Luncheon
- MDCACP Dinner Doral
- LGBTQ Kick-off June 4th
- Shield Quarterly Meeting at Sysco in Medley, June 5th
- Summer Block Party, June 8th
- EOY luncheon, June 11th
- Father's Day Breakfast, June 12th
- Dade Chief's Dinner, June 27th
- Crimes/Calls for Service:
 - 00 Robbery
 - Burglary
 - 0 Dwelling/Structure
 - 2 Conveyance
 - 02 Auto Theft
 - 05 Theft
 - 16 Disturbances
 - 02 Baker Act
 - 00 Assault/Battery
 - 00 Agg. Battery/Agg Assault
 - 21 Traffic Arrests
 - 21 Traffic Crashes
 - 300 Traffic Citations
 - 69 Parking Citations
 - 250 Total Calls
 - 37 Total Crimes
 - 12,386 Patrol Miles

PUBLIC SERVICES

August

FREEBEE Ridership

- Completed Rides: 1,292
- Total Passengers: 1,743



There was an overall 169 increase in Completed Rides and a 212 increase in Total Passengers from July to August.

FACILITIES MAINTENANCE DIVISION

- Assisting John Bell Construction with RFI's and submittal of questions pertaining to the construction of the New Recreation Center
- Algae removal of playgrounds at Cooper Park
- Painted front of City Hall walkway

FLEET MAINTENANCE

- Vac Truck is out of service – Still accessing.

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- Met with Enterprise to evaluate Fleet Maintenance service with them.

Landscape Maintenance

- Performed maintenance at all traffic circles and applied herbicide
- Repairs to Cooper Park and Rec Center
- Fertilized all landscaped areas at City Hall
- Conducted landscape maintenance at all Parks

Preparations of City Events

- None

Work Orders

- There were 21 tickets closed for tree-trimming requests
- There were 1 ticket closed for root problems request
- There were 6 tickets closed for pressure cleaning request
- There were 5 tickets closed for damaged/diseased trees
- There were 3 tickets closed for clogged storm drain request
- There were 2 tickets closed for replacing garbage container

Storm Water

- Drain clearing by hand – removing leaves and trash from the grates for better filtration.
- Starting preventive hurricane preparedness by inspecting the drains.
- Brought in a vendor to jet wash and clean catch basins in problematic areas.
- De-Rooted catch basins (3).

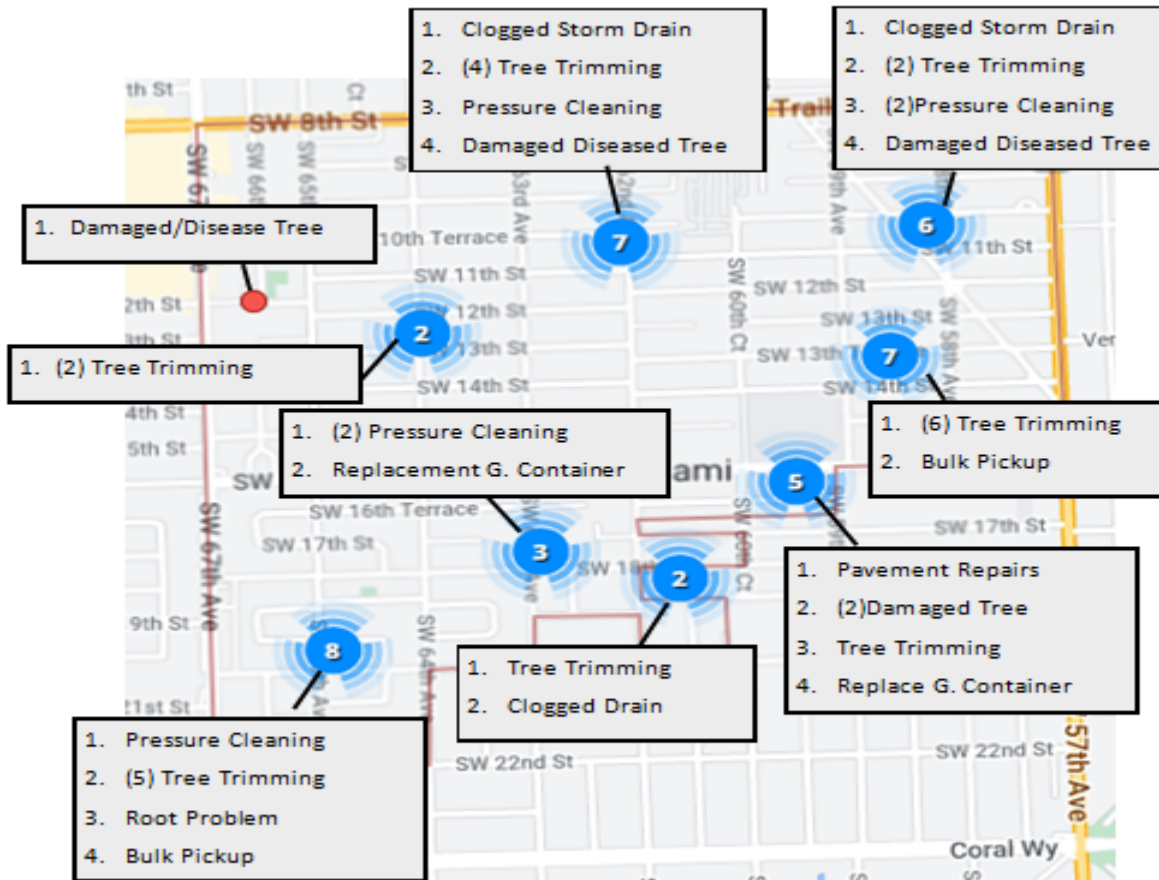
Sanitation

- Regular pick-up schedule continues.

Code Enforcement

○ Overgrown Lot	4
○ Blight Commercial	2
○ Blight Residential	1
○ C Use Regulations	1
○ Construction no Permit	1
○ General R-1 Regulations	1
○ Off-street Parking	1
○ Trash and Debris Nuisance	1

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Resolutions

August

- Resolution #2024-62 – Lien Mitigation 5831 SW 13 Street
- Resolution #2024-63 – Change Order – John Bell Rec Center
- Resolution #2024-64 – Exercise Equipment Cooper Park
- Resolution #2024-65 – Change Order Maggloc Phase II Water Main Project
- Resolution #2024-66 – Planning Consultant
- Resolution #2024-67 – Adopting Preliminary Budget FY2024-2025
- Resolution #2024-68 – Water Ent Fund-Prelim FY2024-2025
- Resolution #2024-69 – JustFOIA CWM for Public Records Requests Management