



The Village of Biscayne Park

640 NE 114th St., Biscayne Park, FL 33161

Telephone: 305 899 8000 Facsimile: 305 891 7241

AGENDA
SPECIAL COMMISSION MEETING
Ed Burke Recreation Center - 11400 NE 9th Court
Biscayne Park, FL 33161
Tuesday, November 18, 2014 at 6:30pm



Indicates back up documents are provided.

1 Call to Order

2 Roll Call

3 Pledge of Allegiance

4 Additions, Deletions or Withdrawals to the Agenda

At this time, any member of the Village Commission or the Village Manager may request to add, change, or delete items from the agenda.

5 Public Comments Related to Agenda Items / Good & Welfare

Comments from the public relating to topics that are on the agenda, or other general topics.

6 Ordinances

FIRST READING

< None >

SECOND READING:



6.a Ordinance 2014-11

AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, PURSUANT TO SECTION 166.041, FLORIDA STATUTES, TO AMEND ORDINANCE 2013-12 ADOPTED ON NOVEMBER 20, 2013, **FINALIZING AND ADOPTING THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2013-2014, BY AMENDING VARIOUS PARTS OF THE BUDGET** CONSISTENT WITH EXHIBIT "A", ATTACHED HERETO; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

7 Old Business

These items are generally discussion items that have been previously discussed by the Commission and new information or updates are available by either a member of the Commission or the Administration.

8 New Business

These items are generally discussion items that have been requested by members of the Commission or the Administration.



8.a Board Member applications - Recreation Advisory Board

9 Announcements

Tuesday, November 18th - Crime Watch Meeting at 7:00pm

Wednesday, November 19th - Parks & Parkway Advisory Board at 6:00pm

Wednesday, November 19th - Code Review Board at 7:00pm

Tuesday, November 25th - Recreation Advisory Board at 7:00pm

Thursday, November 27th and Friday, November 28th - All Village Departments are closed for Thanksgiving

Monday, December 1st - Planning & Zoning Board at 6:30pm

Our next regular Commission meeting is Tuesday, December 2, 2014, at 7:00pm

10 Adjournment

In accordance with the provisions of F.S. Section 286.0105, should any person seek to appeal any decision made by the Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceedings is made; which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation to participate in the proceedings should call Village Hall at (305) 899 8000 no later than four (4) days prior to the proceeding for assistance.

DECORUM - All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks, or who becomes boisterous while addressing the Commission, shall be barred from further audience before the Commission by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the Commission members present. No clapping, applauding, heckling or verbal outbursts in support or in opposition to a speaker or his/her remarks shall be permitted. No signs or placards shall be allowed in the Commission Chambers. Please mute or turn off your cell phone or pager at the start of the meeting. Failure to do so may result in being barred from the meeting. Persons exiting the Chamber shall do so quietly.



Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date: November 18, 2014

Subject: Ordinance 2014-11
Final Budget Amendments

Prepared By: Irwin Williams, Finance Director

Sponsored By: Staff

Background

Based on actual data through September 30, 2014, for each department's line items, the following final amendments are required to the adopted budget for fiscal year 2013-14. Ordinance 2014-11 was presented at the November 6, 2014 commission and was approved at first reading.

Fiscal/Budget Impact

EXPENDITURES:

1. Village Commission - \$0
2. Administration - (\$6,000) decrease
 - a. Village Manager started later in the year than budgeted
 - b. Assistant to Manager position vacation for one month
 - c. Over budgeted election costs

November 18, 2014

Commission Agenda Report

Ordinance 2014-11

3. Finance - \$0
4. Planning - (\$4,000) decrease
 - a. Annexation process over budgeted
5. General Government - (\$5,000) decrease
 - a. \$1,500 increase for late billing of pre-employment testing for Golden Gates Staff (reimbursed to the Village)
 - b. Over budgeted legal services
 - c. Over budgeted telephone service costs due to transition to lower cost State Communication Services
 - d. Over budgeted IT Project
 - e. Grant for log cabin of \$20,000 transferred to capital improvements
6. Police Department - \$56,500 increase
 - a. Unbudgeted pay of accruals for resigning officers
 - b. Under budgeted overtime due to staff shortages
 - c. Court overtime over budgeted at minimum 4 hours and actual is minimum 3 hours (decrease)
 - d. FRS contributions over budgeted for higher paid officers that resigned (decrease)
 - e. FMIT assessment for prior year was not budgeted
7. Building Department - (\$15,000) decrease
 - a. Over budgeted cost sharing due to lower permit revenues
8. Code Compliance - \$0
9. Public Works - (\$14,000) decrease
 - a. Unbudgeted departure of public services director
10. Parks & Recreation - (\$12,000) decrease
 - a. Vacant position
 - b. Re-assignment of staff

November 18, 2014

Commission Agenda Report

Ordinance 2014-11

Based on these amendments to the budget, and the actual expenditures to date, we project to add \$28,000 to the contingency line item which was originally budgeted at \$51,348, for a total of \$79,348 expected to be added to reserves once the audit is completed for fiscal year 2013-14.

Recommendation

Approval of Ordinance 2014-11 at second reading.

Attachments

- Ordinance 2014-11
- Exhibit A: Summary all departments and line item expenditures

1 **Section 2.** That the Annual Operating Budget Fiscal Year 2013-2014, approved by
2 the Village Commission on November 20, 2013, is amended as designated in Exhibit “A”,
3 attached hereto.

4 **Section 3.** The Village Commission hereby ratifies and confirms all other provisions
5 of Ordinance 2013-12

6 **Section 4.** **Conflicts.** That all Ordinances or parts of Ordinances, Resolutions or
7 parts thereof in conflict herewith, are and the same are hereby repealed to the extent of such
8 conflict.

9 **Section 5.** **Severability.** The provisions of this Ordinance are declared to be
10 severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be
11 held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining
12 sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it
13 being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any
14 part.

15 **Section 6.** **Effective Date.** This Ordinance shall be effective upon adoption at
16 second reading.

17
18 The foregoing Ordinance was offered by _____ who moved its
19 adoption. The motion was seconded by _____ and upon being put to a vote, the
20 vote was as follows:

21 PASSED AND ADOPTED upon first reading this 6th day of November, 2014.

22 PASSED AND ADOPTED upon second reading this ____ day of _____, 2014

23

**The foregoing ordinance upon being put
to a vote, the vote was as follows:**

Mayor Coviello: ____
Vice Mayor Ross: ____
Commissioner Anderson: ____
Commissioner Jonas: ____
Commissioner Watts: ____

1
2
3
4
5 _____
6 David Coviello, Mayor
7
8
9

10
11
12 Attest:
13
14
15

16 _____
17 Maria C. Camara, Village Clerk
18
19
20
21

22 Approved as to form:
23
24
25

26 _____
27 John J. Hearn, Village Attorney
28
29

FISCAL YEAR 2013-2014
PERIOD ENDING 09/30/2014
% Fiscal Year Completed: 100.00

| ACCOUNT | DESCRIPTION | 2013-14 AMENDED BUDGET | Final Budget Amendment | | 2013-2014 Revised Final Budget | YTD BALANCE 09/30/2014 | VARIANCE |
|---------|-------------|------------------------------|------------------------------|--|--------------------------------------|------------------------------|----------|
|---------|-------------|------------------------------|------------------------------|--|--------------------------------------|------------------------------|----------|

Dept 511-Village Commission
Village Commission

| | | | | | | | |
|--|-------------------------|---------------|----------|--|---------------|---------------|------------|
| 5110000.000 | Commission Compensation | 12,000 | | | 12,000 | 10,385 | 1,615 |
| 5210000.000 | Fica/Medicare | 918 | | | 918 | 794 | 124 |
| 5240000.000 | Workman Compensation | 30 | | | 30 | 28 | 2 |
| 5310000.000 | Professional Fees | 2,500 | | | 2,500 | 2,500 | 0 |
| 5400000.000 | Travel & Per diem | 3,475 | | | 3,475 | 2,654 | 821 |
| 5480000.000 | Promotional Activities | 5,000 | | | 5,000 | 2,970 | 2,030 |
| 5490000.150 | Misc Special Events | 0 | | | 0 | 269 | (269) |
| 5490000.410 | VOBP 80th Anniversary | 0 | | | 0 | 3,122 | (3,122) |
| 5540000.200 | MEMBERSHIPS | 1,650 | | | 1,650 | 1,894 | (244) |
| 5550000.000 | Education & Training | 0 | | | 0 | 50 | (50) |
| Total Dept 511-Village Commission | | 25,573 | 0 | | 25,573 | 24,666 | 907 |

Dept 512-Administration
Administration

| | | | | | | | |
|-------------|---------------------------|--------|---------|--|--------|--------|---------|
| 5110000.000 | Administrative Salaries | 73,242 | (2,000) | Village Manager started later in year than budgeted | 71,242 | 70,460 | 782 |
| 5120000.000 | Regular Salaries | 66,412 | (1,500) | Assistant to Manager left, position vacant for a month | 64,912 | 64,287 | 625 |
| 5210000.000 | Fica/Medicare | 10,684 | | | 10,684 | 10,338 | 346 |
| 5220000.000 | Florida Retirement System | 18,027 | | | 18,027 | 19,682 | (1,655) |
| 5230000.000 | Life & Health Insurance | 10,811 | | | 10,811 | 10,561 | 250 |
| 5240000.000 | Workman Compensation | 394 | | | 394 | 368 | 26 |
| 5310000.000 | Professional Fees | 1,500 | | | 1,500 | 4,401 | (2,901) |
| 5400000.010 | Car Allowance | 4,000 | | | 4,000 | 3,625 | 376 |
| 5400000.200 | Travel & Per Diem | 1,500 | | | 1,500 | 1,385 | 115 |
| 5410000.000 | Telephone/Communiations | 2,880 | | | 2,880 | 2,460 | 420 |
| 5450000.150 | Liability Insurance | 8,094 | | | 8,094 | 8,094 | 0 |

| ACCOUNT | DESCRIPTION | 2013-14 AMENDED BUDGET | Final Budget Amendment | | 2013-2014 Revised Final Budget | YTD BALANCE 09/30/2014 | VARIANCE |
|--------------------------------------|------------------------|------------------------------|------------------------------|-----------------------------|--------------------------------------|------------------------------|--------------|
| 5450000.210 | Insurance-Property | 1,549 | | | 1,549 | 1,930 | (381) |
| 5490000.100 | Legal Advertising | 5,000 | | | 5,000 | 4,798 | 202 |
| 5490000.300 | Municipal Elections | 15,000 | (2,500) | Overbudgeted election costs | 12,500 | 10,285 | 2,215 |
| 5520000.000 | Operating Supplies | 300 | | | 300 | 12 | 288 |
| 5520000.210 | Gasoline | 0 | | | 0 | 308 | (308) |
| 5540000.200 | Memberships | 2,350 | | | 2,350 | 1,978 | 372 |
| 5550000.000 | Education and Training | 1,250 | | | 1,250 | 765 | 486 |
| Total Dept 512-Administration | | 222,993 | (6,000) | | 216,993 | 215,735 | 1,258 |

Dept 513-Finance
Finance

| | | | | | | | |
|-------------------------------|--|----------------|----------|--|----------------|----------------|--------------|
| 5120000.000 | Regular Salaries | 32,105 | | | 32,105 | 32,264 | (159) |
| 5140000.000 | Overtime | 2,500 | | | 2,500 | 607 | 1,893 |
| 5210000.000 | Fica/Medicare | 2,648 | | | 2,648 | 2,515 | 133 |
| 5220000.000 | Florida Retirement System | 2,405 | | | 2,405 | 2,363 | 42 |
| 5230000.000 | Life & Health Insurance | 5,220 | | | 5,220 | 5,420 | (200) |
| 5240000.000 | Workman Compensation | 80 | | | 80 | 75 | 5 |
| 5300000.000 | Bank Service Charges | 500 | | | 500 | 1,764 | (1,264) |
| 5320000.000 | Professional Services-Audit Fees | 18,000 | | | 18,000 | 17,500 | 500 |
| 5340000.010 | Payroll Processing Fees | 4,000 | | | 4,000 | 3,219 | 781 |
| 5340000.100 | Contract Services-Finance | 72,000 | | | 72,000 | 72,000 | 0 |
| 5450000.150 | Liability Insurance | 5,435 | | | 5,435 | 5,438 | (3) |
| 5450000.210 | Insurance-Property | 1,040 | | | 1,040 | 1,296 | (256) |
| 5540000.200 | Memberships | 320 | | | 320 | 195 | 125 |
| 5550000.000 | Education & Training | 500 | | | 500 | 114 | 386 |
| 5630000.100 | Accounting Software | 1,395 | | | 1,395 | 2,000 | (605) |
| 5640000.100 | Capital Acquisitions-Accounting & Permit | 3,334 | | | 3,334 | 3,332 | 2 |
| Total Dept 513-Finance | | 151,482 | 0 | | 151,482 | 150,101 | 1,381 |

Dept 515-Planning & Zoning
Planning & Zoning

| | | | | | | | |
|---|--|---------------|----------------|----------------------------------|---------------|---------------|------------|
| 5310000.000 | Professional Fees | 0 | | | | 0 | 0 |
| 5310000.317 | Professional Services Engineering /Plann | 15,000 | (4,000) | Annexation process over budgeted | 11,000 | 10,453 | 548 |
| Total Dept 515-Planning & Zoning | | 15,000 | (4,000) | | 11,000 | 10,453 | 548 |

| ACCOUNT | DESCRIPTION | 2013-14 AMENDED BUDGET | Final Budget Amendment | | 2013-2014 Revised Final Budget | YTD BALANCE 09/30/2014 | VARIANCE |
|---------|-------------|------------------------------|------------------------------|--|--------------------------------------|------------------------------|----------|
|---------|-------------|------------------------------|------------------------------|--|--------------------------------------|------------------------------|----------|

Dept 519-General Government

General Government

| | | | | | | | |
|-------------|-----------------------------------|--------|---------|---|--------|--------|---------|
| 5120000.000 | Regular Salaries | 22,880 | | | 22,880 | 30,655 | (7,775) |
| 5210000.000 | Fica/Medicare | 1,751 | | | 1,751 | 2,357 | (606) |
| 5220000.000 | Florida Retirement System | 1,590 | | | 1,590 | 2,144 | (554) |
| 5230000.000 | Life & Health Insurance | 5,471 | | | 5,471 | 6,436 | (965) |
| 5240000.000 | Workman Compensation | 57 | | | 57 | 53 | 4 |
| 5310000.101 | Professional Services-Medical | 1,450 | 1,500 | Late billing for pre-employment testing for Golden Gates staff. All costs reimbursed back to the Village. | 2,950 | 3,160 | (210) |
| 5310000.102 | Professional Services-IT | 0 | | | 0 | 2,950 | (2,950) |
| 5310000.135 | Professional Sevices-Lobbyist | 7,000 | | | 7,000 | 7,500 | (500) |
| 5310000.150 | Professional Services-Legal | 75,000 | (6,000) | Over budgeted legal services | 69,000 | 68,264 | 736 |
| 5310000.160 | Professional Services-Other Legal | 2,500 | | | 2,500 | 9,200 | (6,700) |
| 5340000.750 | Other Contractual Services-OPEB | 0 | | | 0 | 3,000 | (3,000) |
| 5410000.100 | Telephone/Communiations | 13,500 | (6,000) | Transitioned to State Communication Services-Lower Rates | 7,500 | 6,974 | 526 |
| 5420000.000 | Postage | 3,000 | | | 3,000 | 4,127 | (1,127) |
| 5430000.301 | Electric-Village Hall | 0 | | | 0 | (0) | 0 |
| 5440000.100 | Leased Equipment | 3,000 | | | 3,000 | 2,914 | 86 |
| 5440000.420 | Rental Storage Facility | 1,800 | | | 1,800 | 6,070 | (4,270) |
| 5450000.100 | Insurance-Liability | 9,874 | | | 9,874 | 10,852 | (978) |
| 5450000.210 | Insurance-Property | 3,111 | | | 3,111 | 4,695 | (1,584) |
| 5450000.300 | Insurance-Vehicles | 650 | | | 650 | 672 | (22) |
| 5460000.200 | Repairs & Maintenance-Equipment | 3,000 | | | 3,000 | 4,943 | (1,943) |
| 5470000.000 | Printing | 1,000 | | | 1,000 | 5,013 | (4,013) |
| 5480000.000 | Promotional Activities | 0 | | | 0 | 225 | (225) |
| 5480000.100 | Promotional Activities-Newletter | 3,600 | | | 3,600 | 4,155 | (555) |
| 5490000.000 | Other Charge For Services | 0 | | | 0 | 250 | (250) |
| 5490000.200 | Filing Fees-Liens | 1,500 | | | 1,500 | 120 | 1,381 |
| 5510000.000 | Office Supplies | 3,500 | | | 3,500 | 5,289 | (1,789) |
| 5520000.000 | Operating Supplies | 1,500 | | | 1,500 | 1,869 | (369) |
| 5540000.420 | MEMBERSHIPS | 2,375 | | | 2,375 | 1,860 | 515 |
| 5550000.000 | Education & Training | 50 | | | 50 | 0 | 50 |
| 5640000.200 | Capital Acquisitions-IT Project | 13,500 | (3,000) | Over budgeted | 10,500 | 10,377 | 123 |

| ACCOUNT | DESCRIPTION | 2013-14 AMENDED BUDGET | Final Budget Amendment | | 2013-2014 Revised Final Budget | YTD BALANCE 09/30/2014 | VARIANCE |
|--|------------------------------|------------------------------|------------------------------|------------------------------------|--------------------------------------|------------------------------|---------------|
| 5690000.000 | General Contingencies | 51,348 | 28,000 | | 79,348 | 0 | 79,348 |
| 5800000.000 | Grant Log Cabin | 20,000 | (20,000) | Transferred to capital improvemnts | 0 | | |
| 5820000.100 | Aid to Private Organizations | 2,500 | | | 2,500 | 2,500 | 0 |
| Total Dept 519-General Government | | 256,507 | (5,500) | | 251,007 | 208,623 | 42,384 |

**Dept 521-Police
Public Safety**

| | | | | | | | |
|-------------|--|---------|----------|--|---------|---------|---------|
| 5120000 | Regular Salaries | 474,004 | 50,000 | Unbudgeted pay of accruals for resigning officers | 524,004 | 522,858 | 1,146 |
| 5130000.000 | Other Salaries & Wages | 18,943 | | | 18,943 | 18,943 | 0 |
| 5130000.100 | Other Salaries & Wages-Part Time Salarie | 16,406 | | | 16,406 | 16,917 | (511) |
| 5140000.000 | Overtime | 21,000 | 12,515 | Under budgeted due to staff shortages | 33,515 | 33,515 | (0) |
| 5150000.000 | Special Pay | 4,380 | | | 4,380 | 3,335 | 1,045 |
| 5160000.000 | Court Pay | 32,000 | (18,000) | Originally budgeted for 4 hours minimum and current minimum is now 3 hours; overbudgeted initially | 14,000 | 13,682 | 318 |
| 5210000.000 | Fica/Medicare | 43,356 | | | 43,356 | 46,952 | (3,596) |
| 5220000.000 | Florida Retirement System | 105,820 | (6,500) | Due to higher paid officers that resigned | 99,320 | 98,501 | 819 |
| 5230000.000 | Life & Health Insurance | 56,120 | | | 56,120 | 54,695 | 1,425 |
| 5240000.000 | Workman Compensation | 32,752 | | | 32,752 | 34,044 | (1,292) |
| 5310000.170 | Professional Services/Other | 0 | | | 0 | 800 | (800) |
| 5340000.800 | Contractual Services-Iterim Police Chief | 22,605 | | | 22,605 | 23,305 | (700) |
| 5340000.900 | Other Conctractual Services | 7,500 | (6,515) | | 985 | 0 | 985 |
| 5400000.200 | Travel & Per Diem | 1,479 | | | 1,479 | 2,456 | (978) |
| 5410000.100 | Telephone Stipends & Air Cards | 6,000 | | | 6,000 | 4,485 | 1,515 |
| 5430000.302 | Electric-Police | 800 | | | 800 | 1,208 | (408) |
| 5440000.200 | Rent Storage Facility | 3,960 | | | 3,960 | 4,128 | (168) |
| 5450000.100 | Insurance-Liability | 35,054 | 25,000 | FMIT final assessment prior year | 60,054 | 59,787 | 267 |
| 5450000.210 | Insurance-Property | 6,709 | | | 6,709 | 8,361 | (1,652) |
| 5450000.300 | Insurance-Vehicles | 11,500 | | | 11,500 | 11,746 | (246) |
| 5460000.200 | Repairs & Maintenance-Equipment | 2,021 | | | 2,021 | 1,689 | 333 |
| 5460000.225 | Repairs & Equipment-Radios | 2,000 | | | 2,000 | 285 | 1,716 |

| ACCOUNT | DESCRIPTION | 2013-14 AMENDED BUDGET | Final Budget Amendment | | 2013-2014 Revised Final Budget | YTD BALANCE 09/30/2014 | VARIANCE |
|------------------------------|----------------------------------|------------------------------|------------------------------|--|--------------------------------------|------------------------------|--------------|
| 5460000.250 | Repairs & Maintenance-Vehicles | 28,000 | | | 28,000 | 31,684 | (3,684) |
| 5490000.250 | Prosecution/Police Arrest Forms | 2,000 | | | 2,000 | 1,221 | 779 |
| 5520000.000 | Miscellaneous Operating Supplies | 3,500 | | | 3,500 | 2,378 | 1,122 |
| 5520000.201 | Gas/Oil/Grease | 8,000 | | | 8,000 | 0 | 8,000 |
| 5520000.202 | Unreconciled Gas Inventory | 0 | | | 0 | 3,079 | (3,079) |
| 5520000.205 | Uniforms & Cleaning | 6,000 | | | 6,000 | 4,506 | 1,494 |
| 5520000.210 | Gasoline | 50,000 | | | 50,000 | 53,946 | (3,946) |
| 5520000.300 | Vests and Non-Leathal Weapons | 11,000 | | | 11,000 | 11,967 | (967) |
| 5520000.400 | K-9 Operating Supplies | 2,500 | | | 2,500 | 1,789 | 711 |
| 5540000.200 | Memberships | 750 | | | 750 | 845 | (95) |
| 5550000.000 | Education & Training | 2,000 | | | 2,000 | 997 | 1,003 |
| 5701000.000 | Debt Serving-Principal | 7,125 | | | 7,125 | 4,986 | 2,139 |
| 5720500.000 | Debt Serving-Interest | 1,725 | | | 1,725 | 827 | 898 |
| 5800000.100 | Byrne Grant | 1,950 | | | 1,950 | 1,906 | 44 |
| Total Dept 521-Police | | 1,028,959 | 56,500 | | 1,085,459 | 1,081,823 | 3,636 |

Dept 524-Building Department
Building

| | | | | | | | |
|---|--|----------------|-----------------|---|----------------|----------------|--------------|
| 5120000.000 | Regular Salaries | 43,940 | | | 43,940 | 47,792 | (3,852) |
| 5210000.000 | Fica/Medicare | 3,361 | | | 3,361 | 3,329 | 32 |
| 5220000.000 | Florida Retirement System | 3,054 | | | 3,054 | 3,075 | (21) |
| 5230000.000 | Life & Health Insurance | 5,993 | | | 5,993 | 4,651 | 1,342 |
| 5240000.000 | Workman Compensation | 110 | | | 110 | 104 | 6 |
| 5310000.120 | Professional Services-Inspectors | 86,032 | (15,000) | Over budgeted cost sharing due to lower permit revenues | 71,032 | 65,166 | 5,866 |
| 5450000.100 | Insurance-Liability | 3,754 | | | 3,754 | 4,155 | (401) |
| 5450000.210 | Insurance-Property | 705 | | | 705 | 879 | (174) |
| 5550000.000 | Education & Training | 50 | | | 50 | 250 | (200) |
| 5630000.100 | Accounting Software | 1,396 | | | 1,396 | 1,000 | 396 |
| 5640000.100 | Capital Acquisitions-Accounting & Permit | 3,333 | | | 3,333 | 3,334 | (1) |
| Total Dept 524-Building Department | | 151,728 | (15,000) | | 136,728 | 133,735 | 2,993 |

| ACCOUNT | DESCRIPTION | 2013-14 AMENDED BUDGET | Final Budget Amendment | | 2013-2014 Revised Final Budget | YTD BALANCE 09/30/2014 | VARIANCE |
|---------|-------------|------------------------------|------------------------------|--|--------------------------------------|------------------------------|----------|
|---------|-------------|------------------------------|------------------------------|--|--------------------------------------|------------------------------|----------|

Dept 529-Code Enforcement

Code Enforcement

| | | | | | | | |
|-------------|--|--------|--|--|--------|--------|-------|
| 5120000.000 | Regular Salaries | 45,812 | | | 45,812 | 44,156 | 1,656 |
| 5210000.000 | Fica/Medicare | 3,504 | | | 3,504 | 3,341 | 163 |
| 5220000.000 | Florida Retirement System | 3,184 | | | 3,184 | 3,112 | 72 |
| 5230000.000 | Life & Health Insurance | 5,742 | | | 5,742 | 5,865 | (123) |
| 5240000.000 | Workers Compensation | 115 | | | 115 | 107 | 8 |
| 5400000.000 | Telephone/Communiations | 360 | | | 360 | 340 | 20 |
| 5450000.100 | Insurance-Liability | 1,649 | | | 1,649 | 1,825 | (176) |
| 5450000.210 | Insurance-Property | 310 | | | 310 | 386 | (76) |
| 5450000.300 | Insurance-Vehicles | 450 | | | 450 | 460 | (10) |
| 5460000.250 | Repairs & Maintenance-Vehicles | 900 | | | 900 | 692 | 208 |
| 5520000.000 | Operating Supplies | 200 | | | 200 | 0 | 200 |
| 5520000.205 | Uniforms & Cleaning | 250 | | | 250 | 250 | 0 |
| 5520000.210 | Gasoline | 600 | | | 600 | 691 | (91) |
| 5540000.200 | Memberships | 0 | | | 0 | 70 | (70) |
| 5550000.000 | Education & Training | 700 | | | 700 | 1,222 | (522) |
| 5630000.100 | Accounting Software | 1,396 | | | 1,396 | 1,000 | 396 |
| 5640000.100 | Capital Acquisitions-Accounting & Permit | 3,333 | | | 3,333 | 3,334 | (1) |

Total Dept 529-Code Enforcement

68,505

0

68,505

66,851

1,654

Dept 539-Public Works

Public Works

| | | | | | | | |
|-------------|--|--------|---------|---|--------|--------|-------|
| 5120000.000 | Regular Salaries | 78,000 | (9,000) | Unbudgeted departure public services director | 69,000 | 67,793 | 1,207 |
| 5210000.000 | Fica/Medicare | 5,967 | | | 5,967 | 5,225 | 742 |
| 5220000.000 | Florida Retirement System | 5,421 | | | 5,421 | 4,638 | 783 |
| 5230000.000 | Life & Health Insurance | 7,830 | | | 7,830 | 7,591 | 239 |
| 5240000.000 | Workman Compensation | 4,187 | | | 4,187 | 3,907 | 280 |
| 5410000.100 | Telephone Stipend & Other Communications | 3,000 | | | 3,000 | 1,667 | 1,333 |
| 5430000.301 | Electric-Village Hall | 3,900 | | | 3,900 | 3,891 | 9 |
| 5430000.303 | Electric-Public Works | 3,000 | | | 3,000 | 2,618 | 382 |
| 5430000.304 | Electric-Entrance Sign | 225 | | | 225 | 211 | 14 |
| 5430000.305 | Electric-Street Lights | 400 | | | 400 | 0 | 400 |

| ACCOUNT | DESCRIPTION | 2013-14 AMENDED BUDGET | Final Budget Amendment | | 2013-2014 Revised Final Budget | YTD BALANCE 09/30/2014 | VARIANCE |
|------------------------------------|--|------------------------------|------------------------------|-------------------------------------|--------------------------------------|------------------------------|--------------|
| 5430000.315 | Water & Sewer | 6,000 | | | 6,000 | 5,753 | 247 |
| 5440000.100 | Leased Equipment | 2,000 | | | 2,000 | 1,683 | 317 |
| 5450000.100 | Insurance-Liability | 10,620 | | | 10,620 | 11,652 | (1,032) |
| 5450000.210 | Insurance-Property | 2,500 | | | 2,500 | 3,079 | (579) |
| 5450000.300 | Insurance-Vehicles | 500 | | | 500 | 511 | (11) |
| 5460000.100 | Repairs & Maintenance-Landscaping | 24,000 | | | 24,000 | 26,058 | (2,058) |
| 5460000.160 | Repairs & Maintenace-Log Cabin | 4,000 | | | 4,000 | 2,950 | 1,050 |
| 5460000.200 | Repairs & Maintenance-Equipment | 10,500 | (5,000) | Over budgeted Equipment Maintenance | 5,500 | 4,457 | 1,043 |
| 5460000.275 | Repairs & Maintenaince-Buildings | 3,000 | | | 3,000 | 3,885 | (885) |
| 5460000.300 | Repairs & Maintenance-Sidewalks & Median | 27,000 | | | 27,000 | 25,457 | 1,543 |
| 5520000.000 | Miscellaneous Operating Supplies | 2,900 | | | 2,900 | 2,987 | (87) |
| 5520000.205 | Uniforms & Cleaning | 500 | | | 500 | 1,057 | (557) |
| 5520000.210 | Gasoline | 1,400 | | | 1,400 | 400 | 1,000 |
| 5540000.200 | Memberships | 500 | | | 500 | 90 | 410 |
| 5550000.000 | Education and Training | 1,200 | | | 1,200 | 209 | 991 |
| 5640000.000 | Capital Acquisitions-Equipment | 4,000 | | | 4,000 | 3,734 | 266 |
| Total Dept 539-Public Works | | 212,550 | (14,000) | | 198,550 | 191,502 | 7,048 |

Dept 572-Parks and Recreation

Parks & Rec

| | | | | | | | |
|-------------|--|--------|----------|--|--------|--------|-------|
| 5120000.000 | Regular Salaries | 68,863 | (18,000) | Vacant position; reassignment of staff | 50,863 | 50,490 | 373 |
| 5130000.100 | Other Salaries & Wages-Part Time Salarie | 26,584 | | | 26,584 | 22,369 | 4,215 |
| 5140000.000 | Overtime | 1,000 | | | 1,000 | 801 | 199 |
| 5210000.000 | Fica/Medicare | 7,378 | | | 7,378 | 5,617 | 1,761 |
| 5220000.000 | Florida Retirement System | 6,703 | | | 6,703 | 5,138 | 1,565 |
| 5230000.000 | Life & Health Insurance | 10,440 | | | 10,440 | 7,430 | 3,010 |
| 5240000.000 | Workman Compensation | 3,359 | | | 3,359 | 3,134 | 225 |
| 5340000.125 | Contractual Services-Janitorial Services | 3,500 | | | 3,500 | 2,580 | 920 |
| 5340000.900 | Other Conctractual Services | 0 | | | 0 | 721 | (721) |

| ACCOUNT | DESCRIPTION | 2013-14 AMENDED BUDGET | Final Budget Amendment | | 2013-2014 Revised Final Budget | YTD BALANCE 09/30/2014 | VARIANCE |
|--|-----------------------------------|------------------------------|------------------------------|---|--------------------------------------|------------------------------|---------------|
| 5400000.000 | Telephone & other communiations | 1,800 | | | 1,800 | 2,191 | (391) |
| 5410000.110 | Telephone Stipend | 0 | | | 0 | 40 | (40) |
| 5430000.120 | Utilities-Recreation Center | 5,400 | | | 5,400 | 7,088 | (1,688) |
| 5440000.100 | Leased Equipment | 750 | | | 750 | 641 | 109 |
| 5450000.100 | Insurance-Vehicles | 0 | | | 0 | 421 | (421) |
| 5450000.150 | Liability Insurance | 4,947 | | | 4,947 | 4,947 | 0 |
| 5450000.210 | Insurance-Property | 1,612 | | | 1,612 | 2,022 | (410) |
| 5450000.300 | Insurance-Vehicles | 1,000 | | | 1,000 | 601 | 399 |
| 5460000.100 | Repairs & Maintenance-Landscaping | 14,000 | | | 14,000 | 14,262 | (262) |
| 5460000.200 | Repairs & Maintenance-Equipment | 4,000 | | | 4,000 | 1,605 | 2,395 |
| 5460000.250 | Repairs & Maintenance-Vehicles | 2,300 | | | 2,300 | 368 | 1,932 |
| 5460000.275 | Repairs & Maintenaince-Buildings | 3,000 | 6,000 | Unbudgeted Bathroom renovations (offset by sale of vehicle) | 9,000 | 8,718 | 282 |
| 5460000.400 | Repairs & Maintenaince-Irrigation | 500 | | | 500 | 451 | 49 |
| 5490000.905 | Concession Expenses | 750 | | | 750 | 148 | 602 |
| 5490000.915 | Miscellaneous Special Events | 7,500 | | | 7,500 | 7,597 | (97) |
| 5520000.000 | Miscellaneous Operating Supplies | 1,000 | | | 1,000 | 648 | 352 |
| 5520000.205 | Uniforms & Cleaning | 800 | | | 800 | 613 | 187 |
| 5520000.210 | Gasoline | 1,650 | | | 1,650 | 1,259 | 391 |
| 5520000.215 | Janitorial Supplies | 1,000 | | | 1,000 | 0 | 1,000 |
| 5540000.200 | Memberships | 300 | | | 300 | 0 | 300 |
| 5550000.000 | Education and Training | 850 | | | 850 | 141 | 709 |
| Total Dept 572-Parks and Recreation | | 180,986 | (12,000) | | 168,986 | 152,040 | 16,946 |



Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date: November 18, 2014

Subject: Board Appointments

Prepared By: Maria C. Camara

Sponsored By: Staff

Background

Recreation Advisory Board:

On October 29th, board member Walter Pettis submitted his resignation from this board. Additionally, board member Charly McDonald has been absent five (5) consecutive months. This leaves the Board with only two (2) active members.

Board member applications have been received for this board for the Commission's consideration to fill the three (3) open seats, as well as an application for an alternate.

Fiscal/Budget Impact:

None.

Staff Recommendation:

The Village Commission to consider the attached board applications.

November 18, 2014

Commission Agenda Report

Board Appointments

Attachments

- Board Application - Ivette Corredero
- Board Application - Elizabeth Goldmann
- Board Application - Dan Rodriguez
- Board Application (alternate) - Rosemary Wais



Village of Biscayne Park Board Member Application

| | | | | |
|--|------------------------------------|------------------------------|---|--------------------------|
| Last Name CORREDERO | | First Name IVETTE | | M.I. L |
| Home Address 1045 NE 119th STREET | | City Biscayne Park | State FL | Zip Code 33161 |
| Principal Business Address SAME AS ABOVE | | City | State | Zip Code |
| Home Telephone Number 305-671-3367 | Cell Number 305-300-0125 | Work Number | | |
| E-Mail Address ivette09@aol.com | | | Are you a registered voter? Yes or No Y | |

What Board(s) are you interested in serving? (All Village Boards are listed on the reverse side of this form.) Please list in order of preference.

Parks and Recreation **ADVISORY BOARD**

List all Village Boards on which you are currently serving or have previously served. Please include dates.

None

Educational qualification.

Bachelors in Mass Communications and Journalism

List any related professional certifications and licenses which you hold.

Give your present, or most recent employer, and position.

Self-employed. Owner of Eventology Miami and Three Heads Marketing Group

Describe experiences, skills or knowledge which qualify you to serve on this board. (Please feel free to attach a brief resume.)

First and foremost, I am a mom. I was a teacher for 2 years and a camp counselor for six years. While teaching, I started a Girl Scout Troop at my school and was the leader.

- I understand that in accordance with Florida Sunshine Law, this information becomes public and may be subject to public review.
- I understand that, once appointed and annually thereafter, I may be required to complete a Financial Disclosure Affidavit in compliance with Florida Statutes.

Ivette Corredero
Signature

11/14/14
Date

VILLAGE OF BISCAYNE PARK
11/14/14



Village of Biscayne Park Board Member Application

| | | | | |
|--|-------------|--------------------------------|--|--------------------------|
| Last Name Goldmann | | First Name Elizabeth | | M.I. S |
| Home Address 11950 NE 6th Avenue | | City Biscayne Park | State FL | Zip Code 33161 |
| Principal Business Address | | City | State | Zip Code |
| Home Telephone Number 305 764 4145 | Cell Number | Work Number | | |
| E-Mail Address lizziel2g@gmail.com | | | Are you a registered voter? Yes or No No | |

What Board(s) are you interested in serving? (All Village Boards are listed on the reverse side of this form.) Please list in order of preference.

Parks Recreation

List all Village Boards on which you are currently serving or have previously served. Please include dates.

None

Educational qualification.

BA Hons. Degree, Graphic Design

List any related professional certifications and licenses which you hold.

Give your present, or most recent employer, and position.

Publicis Kaplan Thaler. New York. Senior Art Producer.

Describe experiences, skills or knowledge which qualify you to serve on this board. (Please feel free to attach a brief resume.)

**I have worked in advertising and marketing for 17 years, working with various companies and brands.
I have produced photographic shoots, working with crews and marketing teams.
I advise companies implementing the production of ad campaigns and managed large production budgets.
I have worked with large companies who have specific processes and procedures**

I understand that in accordance with Florida Sunshine Law, this information becomes public and may be subject to public review.

I understand that, once appointed and annually thereafter, I may be required to complete a Financial Disclosure Affidavit in compliance with Florida Statutes.



 Signature

VILLAGE OF BISCAYNE PARK
 11/13/14
 11/13/2014

 Date



Village of Biscayne Park Board Member Application

| | | |
|-------------------------------|-----------------------------|----------------------------------|
| Last Name RODRIGUEZ | First Name DANIEL | M.I. <input type="checkbox"/> |
|-------------------------------|-----------------------------|----------------------------------|

| | | | |
|--|------------------------------|--------------------|--------------------------|
| Home Address 890 NE 113 STREET | City Biscayne Park | State FL | Zip Code 33161 |
|--|------------------------------|--------------------|--------------------------|

| | | | |
|---|------------------------------|--------------------|--------------------------|
| Principal Business Address 305-542-1724 | City BISCAYNE PARK | State FL | Zip Code 33161 |
|---|------------------------------|--------------------|--------------------------|

| | | |
|---|-------------------------------------|-------------------------------------|
| Home Telephone Number <input type="text"/> | Cell Number <input type="text"/> | Work Number <input type="text"/> |
|---|-------------------------------------|-------------------------------------|

| | |
|--|---|
| E-Mail Address <input type="text"/> | Are you a registered voter? (Yes or No) YES |
|--|---|

What Board(s) are you interested in serving? (All Village Boards are listed on the reverse side of this form.) Please list in order of preference.

PARK RECREATION BOARD

List all Village Boards on which you are currently serving or have previously served. Please include dates.

MARKETING B.B.A.

Educational qualification.

SAFESERVE

List any related professional certifications and licenses which you hold.

**TEACHER MIAMI DADE COUNTY - K-12
ASSISTANT SOCCER/FOOTBALL/BASEBALL COACH**

Give your present, or most recent employer, and position.

**3 years experience with ALLINGTON VIRGINIA PRO VS
AS A PARK CONSULTOR FOR SUMMER PARKWAY PROGRAMS**

Describe experiences, skills or knowledge which qualify you to serve on this board. (Please feel free to attach a brief resume.)

I understand that in accordance with Florida Sunshine Law, this information becomes public and may be subject to public review.

I understand that, once appointed and annually thereafter, I may be required to complete a Financial Disclosure Affidavit in compliance with Florida Statutes.

Daniel Rodriguez
Signature

VILLAGE OF BISCAYNE PARK 11/5/14
Date

11/6/14



Village of Biscayne Park Board Member Application

| | | | | |
|--|-------------|------------------------|--|-------------------|
| Last Name Wais | | First Name Rosemary | | M.I. J. |
| Home Address 1010 N.E. 116th St. | | City Biscayne Park | State FL | Zip Code 33161 |
| Principal Business Address | | City | State | Zip Code |
| Home Telephone Number 305-895-2837 | Cell Number | | Work Number | |
| E-Mail Address rwais@bellsouth.net | | | Are you a registered voter? Yes or No Yes | |
| What Board(s) are you interested in serving? (All Village Boards are listed on the reverse side of this form.) Please list in order of preference. Recreation Advisory Board (alternate) | | | | |
| List all Village Boards on which you are currently serving or have previously served. Please include dates. None | | | | |
| Educational qualification. 1 1/2 yrs College | | | | |
| List any related professional certifications and licenses which you hold. | | | | |
| Give your present, or most recent employer, and position. Retired | | | | |
| Describe experiences, skills or knowledge which qualify you to serve on this board. (Please feel free to attach a brief resume.) No particular skills but many years as a Retail Store Manager, Southeast Sales Representative for a Major company and a lifetime of practical life experience in dealing with stuff. :) and hopefully a lot of common sense. | | | | |

- I understand that in accordance with Florida Sunshine Law, this information becomes public and may be subject to public review.
- I understand that, once appointed and annually thereafter, I may be required to complete a Financial Disclosure Affidavit in compliance with Florida Statutes.

Rosemary Wais
Signature

11/4/2014
Date

VILLAGE OF BISCAYNE PARK
11/4/14