



## North Bay Village

Administrative Offices

1666 Kennedy Causeway, Suite 300 North Bay Village, FL 33141

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### **NORTH BAY VILLAGE**

**DATE:** October 15, 2021

**TO:** Angela Atkinson, CFO

**FROM:** Helen Roldan, Director of Communications & Special Events

**SUBJECT:** Budget Amendment for National Night Out Volunteers

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Pursuant to the applicable Village Code, Section §35.21, Village Staff is requesting a budget amendment to transfer funds allocated for Youth Services Community Programs approved in the FY2021-2022 budget, and reassign it to Regular Salaries and FICA. To pay volunteers Mailin Planas Diaz, Alma Ricaurte and Alexis Suarez for National Night out Event.



North Bay Village  
Budget Amendment Form

Department	Recreation Department	Date	10/14/2021
Fund(s) to be changed:			

GL Account	GL Line Item	Transfer to:	Transfer from:
001.71.574.1200	Regular Salaries	\$ 290.00	\$ -
001.71.574.2100	FICA	\$ 22.18	
001.71.571.5489	Youth Services Community Programs	\$ -	\$ 312.18
<b>TOTAL (Columns must be equal)</b>		<b>\$ 312.18</b>	<b>\$ 312.18</b>

**Description:**

Transfer funds from operating budget to personnel budget to pay volunteers for National Night Out. Mailin Planas Diaz, Alma Ricaurte and Alexis Suarez.

**APPROVED BY:**

Department Director: Helen Roldan Date: 10/15/2021

Chief Financial Officer: Angela Atkinson Date: 10/15/2021

Village Manager: for Carl J. King Date: 10/15/2021

## Drill Down Report

**Client:** NBVILLAGE - CITY OF NORTH BAY VILLAGE **Account #:** 001.71.574.1200  
**G/L File Name:** BWK 1001 FY 2022.csv **Payroll Fields and Filters/Values:** Employee  
**Completion Date/Time:** 2021-10-13 11:19:20 Name=any,Pay  
**Last Download Attempt Date/Time:** 2021-10-14 14:55:14 Date=any  
**File Specification:** INCODE North Bay Village  
**CoA Map:** INCODE

Employee Name	Pay Date	Description	Amount
PLANAS DIAZ,MAILIN	10/14/2021	Regular Earnings	145.00
RICAURTE,ALMA	10/14/2021	Regular Earnings	72.50
SUAREZ,ALEXIS ANNE	10/14/2021	Regular Earnings	72.50
			290.00