



## North Bay Village Memorandum

1666 Kennedy Causeway, Suite 300 North Bay Village, FL 33141  
Tel: (305) 756-7171 Fax: (305) 756-7722 Website: [www.northbayvillage-fl.gov](http://www.northbayvillage-fl.gov)

**NORTH BAY VILLAGE**  
EST. 1945

**Date:** February 27, 2023

**To:** Angela Atkinson, Chief Financial Officer

**From:** Marlon Lobban, Director Public Works

**Subject:** Budget Amendment Memorandum

---

Operation discovered flooding along Adventure Ave. Upon inspection, a water service line was found to be leaking badly. The property owner was contacted, and confirmed he was experiencing low water pressure. Emergency call was made to Jormak, who came out to the site on the same day to repair the leak and restored the roadway.



**Budget Amendment Form**

<b>Department</b> Water Department	<b>Date</b> 2/27/2023
---------------------------------------	--------------------------

**Fund(s) to be changed: Utility Fund**

GL Account	GL Line Item	Transfer to:	Transfer from:
<a href="#">430.31.533.5231</a>	Special Department Supplies		\$ 5,945.36
<a href="#">430.31.533.4609</a>	Repair & Maintenance of Water Lines	\$ 5,945.36	
<b>TOTAL (Columns must be equal)</b>		<b>\$ 5,945.36</b>	<b>\$ 5,945.36</b>

**Description:**

Funds needed to pay invoice for emergency water line repair as resident had no water. Water line was repaired on 1/27 and the trench and road work of 2/24. The fund was short.

Department Director: Marlon Lobban Date: 2/27/2023

Chief Financial Officer: Angela Atkinson Date: 02/27/23

Village Manager: [Signature] Date: 2/27/2023



## North Bay Village

1666 Kennedy Causeway, Suite 300 North Bay Village, FL 33141  
Tel: (305) 756-7171 Fax: (305) 756-7722 Website: [www.northbayvillage-fl.gov](http://www.northbayvillage-fl.gov)

**NORTH BAY VILLAGE**  
EST. 1945

DATE: February 24, 2023  
FROM: Marlon Lobban, Director of Public Works *ML*  
SUBJECT: Emergency Repair – Broken Service Line

---

JORMAK EQUIPMENT & CONSULTIG INC. Invoice#1-2023 \$12,300.00

Broken service line at 7509 Adventure Ave. Resident had no water.

Line was repaired same day and paved 50 ft. of road per code. Work performed 1/27.

Approved By: *Ralph Rosado*  
Ralph Rosado, PhD, AICP  
Village Manager

02/24/2023  
Date



**pwdocuments**

---

**From:** Meagan Cook  
**Sent:** Friday, February 24, 2023 6:23 AM  
**To:** pwdocuments  
**Subject:** Fwd: Invoice #1-2023 7509 Adventure Ave  
**Attachments:** image001.png; Invoice #1 2023 7509 Adventure Ave.pdf

Emergency repair broken service line ,resident had no water. JORMACK repaired same day and paved 50ft of road per our Code

Meagan Cook  
Public Works Superintendent  
North Bay Village

---

**From:** Jorge Olivero <jorge@jormakeequipment.com>  
**Sent:** Friday, February 24, 2023 12:23:22 AM  
**To:** Meagan Cook <MCook@nbvillage.com>  
**Cc:** pwdocuments <pwdocuments@nbvillage.com>  
**Subject:** [External] Invoice #1-2023 7509 Adventure Ave

Good morning Meagan,

Attached is the invoice for the emergency water service repair that was made to 7509 Adventure Ave.

Regards



Jorge L Olivero  
President  
Jormak Equipment and Consulting Inc.  
Cell 786 282 5020  
Philippians 4:13  
[jorge@jormakeequipment.com](mailto:jorge@jormakeequipment.com)

---

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.