



North Bay Village

Administrative Offices

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NORTH BAY VILLAGE

DATE: October 12, 2021

TO: Angela Atkinson, CFO

FROM: Carla Maglio, Deputy Village Manager/HR Director

SUBJECT: Budget Amendment for Part-Time Code Enforcement Contractual Services

Pursuant to the applicable Village Code, Section §35.21, Village Staff is requesting a budget amendment to transfer funds allocated for a part-time Code Enforcement position approved in the FY2021-2022 budget, and reassign it to Temporary Services. Given the need for Code Enforcement to obtain immediate clerical and administrative assistance, we are requesting to utilize the funds for temporary personnel. The highly competitive employment market has demonstrated significant challenges with recruiting and retaining a competitive workforce. Utilizing temporary staffing will assist Code Enforcement with the immediate needs while we recruit for a permanent candidate.



**North Bay Village
Budget Amendment Form**

Department	Police Department	Date	10/12/21
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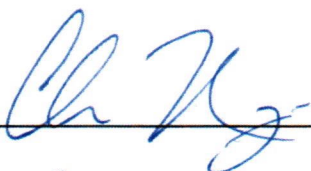
Fund(s) to be changed:

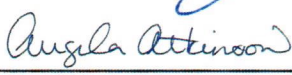
GL Account	GL Line Item	Transfer to:	Transfer from:
001-21-521-3136	Contract Services	\$ 4,950.00	\$ -
001-21-521-1200	Regular Salaries	\$ -	\$ 3,400.00
001-21-521-2100	FICA	\$ -	\$ 260.10
001-21-521-2200	Retirement	\$ -	\$ 340.00
001-21-521-2400	Workers Compensation	\$ -	\$ 949.90
TOTAL (Columns must be equal)		\$ 4,950.00	\$ 4,950.00

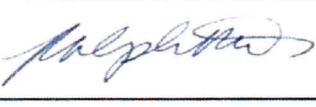
Description:

Budget was approved to hire a PT Code Enforcement officer, but we will Hire a PT from Robert Half. Therefore we are amending the budget to allocate the funds from Personnel to Operating to pay Robert Half.

APPROVED BY:

Department Director:  Date: 10/13/21

Chief Financial Officer:  Date: 10/13/2021

Village Manager:  Date: 10-13-2021