



V I L L A G E O F K E Y B I S C A Y N E

Office of the Village Manager

Village Council

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Gary R. Gross
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DATE: April 12, 2016
TO: Honorable Mayor and Members of the Village Council
FROM: John C. Gilbert, Village Manager
RE: Monthly Exceptions Report: February 2016

Village Manager
John C. Gilbert

During the month of February 2016 the following **Operational/Budget Exceptions** by Department were noted:

Administration Department:

I. Operational Exceptions:

No operational exceptions are noted.

II. Budget Exceptions:

No budget exceptions are noted.

Building, Zoning & Planning Department:

I. Operational Exceptions:

Public Works Division- The Village had 2 Water Main Breaks in the month of February. These events occurred in the same property within two different locations, the corners of Knollwood/Crandon Blvd. and Knollwood/Island Dr.

II. Budget Exceptions:

Building, Planning & Zoning

- Operating Supplies
 - The remaining balance of 29% is due to the purchasing of most supplies during the first quarter of FY16.

- Membership and Dues
 - The remaining budget of 15% is due to the payment of most annual memberships in the first quarter of FY16.

Public Works Division

- Repairs and Maintenance – Electrician
 - The Village has been upgrading its lighting systems and adding new efficient lights which need to be maintained. It is anticipated the remaining 36% of the budget will be applied to repair the older systems as needed.
- Subscriptions and Memberships
 - The remaining budget is 28% due to the payment of annual memberships in the first quarter of FY16.

Fire Rescue Department:

I. Operational Exceptions:

No operational exceptions are noted.

II. Budget Exceptions:

- Continuing Education Stipend:
 - This line item is a benefit paid annually to personnel to maintain continuing education hours to meet state minimum for renewal of Paramedic Certifications. In addition, it is contractual as part of the CBA. The payment was made in October to all personnel eligible and it reflects that 91% of this line item has been spent.

Parks & Recreation Department:

I. Operational Exceptions:

The Department continues to manage operational impacts related to the Community Center's vertical expansion.

II. Budget Exceptions:

Athletics Division

- Adult Softball:
 - The season is complete but exceeded the budget by 5.3%. The proposed FY 17 budget will be amended accordingly.
- Rentals & Leases: Crandon Park:
 - The line items is 91% encumbered. This line item will be amended to reflect actual annual expenses in the proposed FY 17 budget.

Police Department:

I. Operational Exceptions:

The department enhanced staffing for the Miami International Boat Show that took place February 11th – 15th, 2016. The amount paid in overtime for enhanced staffing was \$18,897.04.

II. Budget Exceptions:

- Overtime:
 - The department enhanced staffing for the Miami International Boat Show that took place February 11th – 15th, 2016. The amount paid in overtime for enhanced staffing was \$18,897.04. This expense was not budgeted for based on a promise from the NMMA to reimburse police for any traffic related expenses incurred. The expense was submitted to the NMMA and we have yet to receive word regarding the reimbursement.