



## North Bay Village

Administrative Offices

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To: Mayor and Commission  
From: Bert Wrains, Acting Village Manager  
Date: July 21, 2013  
Re: Interim Village Manager Agreement

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I was reviewing the July 22 agenda item on the Interim Village Manager agreement for professional services. I prepared the agenda item after Mr. Frank Rollason and I finalized the agreement that was published for the Commission agenda. This agreement was reviewed by Mr. David Miller, of Bryant Miller Oliver, the Village's labor firm.

The standard agenda form has 5 sections that are prepared by staff for the Commissioner's information. The form I used excluded the section on budget impact and I did not realize that it at the time.

I am sending this memo to incorporate the Budget Impact section into the agenda documents.

### **Budget Impact :**

The termination agreement with the previous Village Manager provided for a severance payment. The expense was equal to the budgeted salary and benefit costs for the Village Manager through August 2, 2013. The remaining budget for the Village Manager position salary and benefits through September 30, 2013 is \$25,870. The proposed Interim Village Manager agreement has an expense of \$8,500 per month. The only other Village expense would be for FICA costs. If the agreement is approved by the Commission on July 22, 2013, the total Village cost through September 30, 2013 would be \$21,320. This will have a \$4,550 savings from the projected expenses through September 30, 2013.

cc: Yvonne Hamilton, Village Clerk

Mayor  
Connie Leon-Kreps

Vice Mayor  
Eddie Lim

Commissioner  
Dr. Richard Chervony

Commissioner  
Wendy Duvall

Commissioner  
Jorge Gonzalez