

# MEMORANDUM

To: Rasha Cameau, MBA, FRA-RP, City Manager  
From: Roy Brown, Interim Assistant Budget Director *RB*  
Date: January 12, 2024  
RE: Budget Amendment – Discretionary Expense Account's Increase

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## Summary

Please approve a Budget Amendment resulting from the attached memo. The Mayor and Council received donations from Private Sources to increase the Discretionary Expense Account in the amount of \$1,787.35.

The request to amend the budget has been reviewed by the Budget Department.

|                           |            |
|---------------------------|------------|
| 001-01-400002-511-315-001 | \$1,000    |
| 001-01-400004-511-315-001 | \$5,732.35 |
| 001-01-400005-511-315-001 | \$3,555    |
| 001-01-400006-511-315-001 | \$1,500    |

The corresponding revenue account numbers are:

001-01-366000-002 / 001-01-366000-004 / 001-01-366000-005 / 001-01-366000-006

  
\_\_\_\_\_  
Approve

01/19/24  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Disapprove

\_\_\_\_\_  
Date

**Torres, Eliseo**

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**From:** Brown, Roy  
**Sent:** Wednesday, January 10, 2024 4:07 PM  
**To:** Torres, Eliseo  
**Subject:** FW: increase budget for discretionary accounts  
**Attachments:** 001-01-366000-002.pdf; 001-01-366000-004.pdf; 001-01-366000-005.pdf; 001-01-366000-006.pdf

Good afternoon Eliseo –

Please see the request below. Let me know if you need any assistance.

Regards,  
RB



**Roy Brown, FRA-RA**  
Office of Management & Budget  
776 NE 125<sup>th</sup> Street  
North Miami, FL 33161  
305.893.6511 ext. 12803  
[www.northmiamifl.gov](http://www.northmiamifl.gov)

 Please print only if necessary

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**From:** Jean-Baptiste, Abel <[ajeانبaptiste@northmiamifl.gov](mailto:ajeانبaptiste@northmiamifl.gov)>  
**Sent:** Tuesday, January 9, 2024 3:26 PM  
**To:** Brown, Roy <[rbrown@northmiamifl.gov](mailto:rbrown@northmiamifl.gov)>  
**Cc:** Nicolas, Serge <[snicolas@northmiamifl.gov](mailto:snicolas@northmiamifl.gov)>  
**Subject:** increase budget for discretionary accounts

Good afternoon Roy.

Please increase the budget the discretionary accounts below. See attached.

|            |                               |          |                     |                   |
|------------|-------------------------------|----------|---------------------|-------------------|
|            |                               |          |                     |                   |
|            | Discretionary Expense account |          |                     | revenue           |
|            |                               |          |                     |                   |
| Mayor      | 001-01-400002-511-315-001     | 1,000.00 | Turkey distribution | 001-01-366000-002 |
|            |                               |          |                     |                   |
|            |                               |          |                     |                   |
| District 2 | 001-01-400004-511-315-001     | 5,232.35 | Business summet     | 001-01-366000-004 |
|            |                               | 500.00   | Turkey distribution |                   |
|            |                               |          |                     |                   |
| District 3 | 001-01-400005-511-315-001     | 1,000.00 | Turkey distribution | 001-01-366000-005 |
|            |                               | 2,555.00 | Winter wonderland   |                   |
|            |                               |          |                     |                   |
| District 4 | 001-01-400006-511-315-001     | 1,500.00 | Turkey distribution | 001-01-366000-006 |
|            |                               |          |                     |                   |



## Abel Jean Baptiste

Accountant

Finance Department

776 NE 125 Street

North Miami, FL 33161

305-893-6511 – Ext. 12411

[www.northmiamifl.gov](http://www.northmiamifl.gov)

Please print only if necessary.

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Account Information  
City of North Miami

gjAlnq

1/9/2024 2:27:16PM

Fiscal Year: 2024

Title: DONATIONS PRIVATE SOURCES-MAYOR

Account No: R 001-01-366000-002

Debit / Credit: C      Account Class:      Cash / Inv Code:      Locked: N  
Status Code: 0      Report Group 1:      Nominal / Real:      Budget Account:  
JC Required: N      Report Group 2:      Budgeted: Y      Year End Estimate: 0.00  
Standard Acct: Y      Account Type:      Allotment: N

| Account History |              |           |           |
|-----------------|--------------|-----------|-----------|
| Year            | Total Budget | Revenues  | Balance   |
| 2024            | 0.00         | 1,000.00  | 1,000.00- |
| 2023            | 86,000.00    | 86,000.00 | 0.00      |
| 2022            | 16,000.00    | 16,000.00 | 0.00      |
| 2021            | 23,225.00    | 16,475.00 | 6,750.00  |
| 2020            | 0.00         | 2,100.00  | 2,100.00- |
| 2019            | 0.00         | 5,000.00  | 5,000.00- |
| 2018            | 0.00         | 4,050.00  | 4,050.00- |

| Account Activity |              |          |           |
|------------------|--------------|----------|-----------|
| Period           | Total Budget | Revenue  | Balance   |
| 1                | 0.00         | 0.00     | 0.00      |
| 3                | 0.00         | 1,000.00 | 1,000.00- |
| Totals:          | 0.00         | 1,000.00 | 1,000.00- |

| Transaction Detail |      |          |           |           |                                |
|--------------------|------|----------|-----------|-----------|--------------------------------|
| Period             | Jrnl | Doc Type | Doc Date  | Post Date | Reference                      |
| 3                  | CR   | CR       | 12/6/2023 | 12/6/2023 | ajeambapti 5398                |
|                    |      |          |           |           | TURKEY DISTRIB - MCDEARMAID AN |
|                    |      |          |           |           | 1,000.00 C                     |

Activity: 1,000.00

Budget Adjustments: 0.00

Account Information  
City of North Miami

gjlInq  
1/9/2024 2:28:26PM

Fiscal Year: 2024

Title: DONATIONS PRIVATE SOURCES-DISTRICT 2

Account No: R 001-01-366000-004

Debit / Credit: C      Account Class:      Cash / Inv Code:      Locked: N  
Status Code: 0      Report Group 1:      Nominal / Real:      Budget Account:  
JC Required: N      Report Group 2:      Budgeted: Y      Year End Estimate: 0.00  
Standard Acct: Y      Account Type:      Allotment: N

| Account History |              |           | Balance   |
|-----------------|--------------|-----------|-----------|
| Year            | Total Budget | Revenues  | Balance   |
| 2024            | 0.00         | 5,732.35  | 5,732.35- |
| 2023            | 16,000.00    | 16,000.00 | 0.00      |
| 2022            | 0.00         | 4,441.00  | 4,441.00- |
| 2021            | 10,250.00    | 10,250.00 | 0.00      |
| 2020            | 0.00         | 0.00      | 0.00      |
| 2019            | 0.00         | 1,150.00  | 1,150.00- |
| 2018            | 0.00         | 0.00      | 0.00      |

| Account Activity |              |          | Balance   |
|------------------|--------------|----------|-----------|
| Period           | Total Budget | Revenue  | Balance   |
| 1                | 0.00         | 4,500.00 | 4,500.00- |
| 2                | 0.00         | 1,232.35 | 5,732.35- |
| 3                | 0.00         | 0.00     | 5,732.35- |

Totals: 0.00 5,732.35 5,732.35-

| Transaction Detail |      |          |            |            | Description | Amount    | D/C                            |
|--------------------|------|----------|------------|------------|-------------|-----------|--------------------------------|
| Period             | Jrnl | Doc Type | Doc Date   | Post Date  | Group       | Reference |                                |
| 1                  | CR   | CR       | 10/5/2023  | 10/5/2023  | ajeانبapti  | 5337      | BUSINESS SUMMIT - OLETA PARTN  |
| 1                  | CR   | CR       | 10/11/2023 | 10/11/2023 | ajeانبapti  | 5343      | BUSINESS SUMMIT - RONALD BOOK  |
| 1                  | CR   | CR       | 10/25/2023 | 10/25/2023 | ajeانبapti  | 5352      | BUSINESS SUMMIT - JOHN PAUL C  |
| 1                  | CR   | CR       | 10/25/2023 | 10/25/2023 | ajeانبapti  | 5353      | BUSINESS SUMMIT - MCDEARMAID   |
| 1                  | GJ   | GJ       | 10/25/2023 | 11/16/2023 | ajeانبapti  | RECLASS   | RECL BUSINESS SUMMIT MCDEAR    |
| 1                  | GJ   | GJ       | 10/25/2023 | 11/16/2023 | ajeانبapti  | RECLASS   | RECL BUSINESS SUMMIT JOHN PA   |
| 2                  | CR   | CR       | 11/9/2023  | 11/9/2023  | ajeانبapti  | 5376      | EVENTBRITE - BUSINESS SUMMIT   |
| 2                  | CR   | CR       | 11/27/2023 | 11/27/2023 | ajeانبapti  | 5390      | TURKEY DISTRIB - PSN CONTRACTI |

Account No: R 001-01-366000-004

Title: DONATIONS PRIVATE SOURCES-DISTRICT 2

Fiscal Year: 2024

Budget Adjustments:

0.00

Activity:

5,732.35

Account Information  
City of North Miami

gjAlnq

1/9/2024 2:30:03PM

Fiscal Year: 2024

Title: DONATIONS PRIVATE SOURCES-DISTRICT 3

Account No: R 001-01-366000-005

Debit / Credit: C      Account Class:  
Status Code: 0      Report Group 1:  
JC Required: N      Report Group 2:  
Standard Acct: Y      Account Type:  
Cash / Inv Code:      Locked: N  
Nominal / Real:      Budget Account:  
Budgeted: Y      Year End Estimate: 0.00  
Allotment: N

| Account History |              |            |
|-----------------|--------------|------------|
| Year            | Total Budget | Revenues   |
| 2024            | 0.00         | 3,555.00   |
| 2023            | 26,708.00    | 26,708.91  |
| 2022            | 49,000.00    | 49,000.00  |
| 2021            | 32,750.00    | 44,500.00  |
| 2020            | 0.00         | 0.00       |
| 2019            | 0.00         | 3,200.00   |
| 2018            | 0.00         | 1,675.00   |
| Balance         |              |            |
|                 |              | 3,555.00-  |
|                 |              | 0.91-      |
|                 |              | 0.00       |
|                 |              | 11,750.00- |
|                 |              | 0.00       |
|                 |              | 3,200.00-  |
|                 |              | 1,675.00-  |

| Account Activity |              |           |
|------------------|--------------|-----------|
| Period           | Total Budget | Revenue   |
| 1                | 0.00         | 0.00      |
| 2                | 0.00         | 1,000.00  |
| 3                | 0.00         | 2,555.00  |
| 4                | 0.00         | 0.00      |
| Totals:          | 0.00         | 3,555.00  |
| Balance          |              |           |
|                  |              | 0.00      |
|                  |              | 1,000.00- |
|                  |              | 3,555.00- |
|                  |              | 3,555.00- |

| Transaction Detail  |      |          |            |            | Description | Amount    | D/C                            |
|---------------------|------|----------|------------|------------|-------------|-----------|--------------------------------|
| Period              | Jrnl | Doc Type | Doc Date   | Post Date  | Group       | Reference |                                |
| 2                   | CR   | CR       | 11/27/2023 | 11/27/2023 | ajeانبapti  | 5389      | TURKEY DISTRIB - RONALD L BOOK |
| 3                   | CR   | CR       | 12/27/2023 | 12/28/2023 | ajeانبapti  | 5432      | WINTER WONDERLAND - MCDEARMID  |
| 3                   | CR   | CR       | 12/27/2023 | 12/28/2023 | ajeانبapti  | 5433      | WINTER WONDERLAND - MR FROSTY  |
| Budget Adjustments: |      |          |            |            |             |           | Activity:                      |
|                     |      |          |            |            |             |           | 0.00                           |
|                     |      |          |            |            |             |           | 3,555.00                       |

Account Information  
City of North Miami

glAlnq  
1/9/2024 2:31:10PM

Fiscal Year: 2024

Title: DONATIONS PRIVATE SOURCES-DISTRICT 4

Account No: R 001-01-366000-006

Debit / Credit: C      Account Class:      Cash / Inv Code:      Locked: N  
Status Code: 0      Report Group 1:      Nominal / Real:      Budget Account:  
JC Required: N      Report Group 2:      Budgeted: Y      Year End Estimate: 0.00  
Standard Acct: Y      Account Type:      Allotment: N

| Account History |              |           |
|-----------------|--------------|-----------|
| Year            | Total Budget | Revenues  |
| 2024            | 0.00         | 1,500.00- |
| 2023            | 18,500.00    | 0.00      |
| 2022            | 0.00         | 0.00      |
| 2021            | 0.00         | 0.00      |
| 2020            | 0.00         | 0.00      |
| 2019            | 0.00         | 700.00-   |
| 2018            | 0.00         | 800.00-   |

| Account Activity |              |           |
|------------------|--------------|-----------|
| Period           | Total Budget | Revenue   |
| 1                | 0.00         | 0.00      |
| 3                | 0.00         | 1,500.00  |
| Totals:          | 0.00         | 1,500.00- |

| Transaction Detail  |      |          |            |            |            |           |                                |          |           |
|---------------------|------|----------|------------|------------|------------|-----------|--------------------------------|----------|-----------|
| Period              | Jrnl | Doc Type | Doc Date   | Post Date  | Group      | Reference | Description                    | Amount   | D/C       |
| 3                   | CR   | CR       | 12/14/2023 | 12/14/2023 | ajeانبapti | 5412      | TURKEY DISTRIB - MCDEARMAID AN | 500.00   | C         |
| 3                   | CR   | CR       | 12/14/2023 | 12/14/2023 | ajeانبapti | 5413      | TURKEY DISTRIB - REDWOOD CP DE | 1,000.00 | C         |
| Budget Adjustments: |      |          |            |            |            |           |                                | 0.00     | Activity: |
|                     |      |          |            |            |            |           |                                | 1,500.00 |           |