

City Of Albany

Board of Estimate & Apportionment

Tuesday, April 20, 2021

1:30 P.M.

Regular Meeting via Zoom Video Conference

Dr. Dorcey Applyrs
Chief City Auditor

Darius Shahinfar - **MOVED**
Treasurer

Nick Blais
Deputy Budget Director

Marisa Franchini
Corporation Counsel

Corey Ellis - **SECONDED**
Common Council President

PASSED (5-0)

The next regular meeting of the Board of Estimate & Apportionment will be on Tuesday, May 4, 2021

Offered the following:

Budget Transfers

2020

Department	Transfer From Account	Transfer From Amount	Transfer To Account	Transfer To Amount	Explanation
DGS	Contracted Services (Waste Collection & Recyc.) A.1493.8160.7440	\$ 5,574.58	Contracted Services (Landfill) A.1494.8161.7440	\$ 5,574.58	To cover final 2020 invoices
Law	Contracted Services A.1420.7440	\$ 500.00	Miscellaneous A.1420.7460	\$ 500.00	To cover 2020 invoices

Budget Transfers

2021

Department	Transfer From Account	Transfer From Amount	Transfer To Account	Transfer To Amount	Explanation
Buildings & Code	Salaries A.3620.7000	\$ 10,000.00	Temp Help A.3620.7170	\$ 10,000.00	To cover the creation of a temp line. Temp needed for crucial vacancy until the position is filled
Mayor	Contingency Account A.1900.7448	\$ 5,000.00	Contracted Services A.1210.7440	\$ 5,000.00	To cover outstanding and upcoming Equity Agenda items

CITY OF ALBANY
BUDGET TRANSFER REQUEST FORM (Revised 6/2018)

Department:
 Contact Person:
 Budget Year for this Transfer:
 Date Submitted:

TRANSFER FROM:
 Account Name:
 Account Number:
 Amount to Transfer:
 Current Account Balance:

TRANSFER TO:
 Account Name:
 Account Number:
 Amount to Receive in Transfer:
 Current Account Balance:

TRANSFER FROM:
 Account Name:
 Account Number:
 Amount to Transfer:
 Current Account Balance:

TRANSFER TO:
 Account Name:
 Account Number:
 Amount to Receive in Transfer:
 Current Account Balance:

TRANSFER FROM:
 Account Name:
 Account Number:
 Amount to Transfer:
 Current Account Balance:

TRANSFER TO:
 Account Name:
 Account Number:
 Amount to Receive in Transfer:
 Current Account Balance:

TRANSFER FROM:
 Account Name:
 Account Number:
 Amount to Transfer:
 Current Account Balance:

TRANSFER TO:
 Account Name:
 Account Number:
 Amount to Receive in Transfer:
 Current Account Balance:

TOTAL TRANSFER AMOUNT =

Reason for Transfer:

Back-up information included?
 Is this a Salary Change Request?

If this is a salary change, fill out the below information:

SALARY CHANGE INFORMATION

Title of Employee Receiving Salary Change:

Reason for Salary Change:

Department Head e-Signature:

Budget Office e-Signature:

Date:

Please return this form to: budgettransfers@albany.ny.gov

CITY OF ALBANY

BUDGET TRANSFER REQUEST FORM (Revised 6/2018)

Department: Law Department
 Contact Person: _____
 Budget Year for this Transfer: 2020
 Date Submitted: 4-13-2021

TRANSFER FROM:

Account Name: Contracted Services ✓
 Account Number: A.1426.7440 ✓
 Amount to Transfer: \$500.00
 Current Account Balance: 4,986.98 ✓

TRANSFER TO:

Account Name: Miscellaneous ✓
 Account Number: A.1420.7460 ✓
 Amount to Receive in Transfer: \$500.00
 Current Account Balance: 447.65 ✓

TRANSFER FROM:

Account Name: _____
 Account Number: _____
 Amount to Transfer: _____
 Current Account Balance: _____

TRANSFER TO:

Account Name: _____
 Account Number: _____
 Amount to Receive in Transfer: _____
 Current Account Balance: _____

TRANSFER FROM:

Account Name: _____
 Account Number: _____
 Amount to Transfer: _____
 Current Account Balance: _____

TRANSFER TO:

Account Name: _____
 Account Number: _____
 Amount to Receive in Transfer: _____
 Current Account Balance: _____

TRANSFER FROM:

Account Name: _____
 Account Number: _____
 Amount to Transfer: _____
 Current Account Balance: _____

TRANSFER TO:

Account Name: _____
 Account Number: _____
 Amount to Receive in Transfer: _____
 Current Account Balance: _____

TOTAL TRANSFER AMOUNT \$500.00 \$0 = \$500.00 \$0

Reason for Transfer:

Two invoices need to be paid & no funds

Back-up information included?
 Is this a Salary Change Request?

If this is a salary change, fill out the below information:

SALARY CHANGE INFORMATION

Title of Employee Receiving Salary Change: _____

Reason for Salary Change: _____

Department Head e-Signature:

[Signature]

Budget Office e-Signature: _____

Date: _____

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CITY OF ALBANY
BUDGET TRANSFER REQUEST FORM (Revised 6/2018)

Department:
 Contact Person:
 Budget Year for this Transfer:
 Date Submitted:

<p>TRANSFER FROM:</p> <p>Account Name: <input type="text" value="Salaries"/> ✓</p> <p>Account Number: <input type="text" value="A.3620.7000"/> ✓</p> <p>Amount to Transfer: <input type="text" value="\$10,000"/> ✓</p> <p>Current Account Balance: <input type="text" value="\$859,694.00"/> ✓</p>	<p>TRANSFER TO:</p> <p>Account Name: <input type="text" value="Temp Help"/> ✓</p> <p>Account Number: <input type="text" value="A.3620.7170"/> ✓</p> <p>Amount to Receive in Transfer: <input type="text" value="\$10,000"/> ✓</p> <p>Current Account Balance: <input type="text" value="\$0.00"/> ✓</p>
<p>TRANSFER FROM:</p> <p>Account Name: <input type="text"/></p> <p>Account Number: <input type="text"/></p> <p>Amount to Transfer: <input type="text"/></p> <p>Current Account Balance: <input type="text"/></p>	<p>TRANSFER TO:</p> <p>Account Name: <input type="text"/></p> <p>Account Number: <input type="text"/></p> <p>Amount to Receive in Transfer: <input type="text"/></p> <p>Current Account Balance: <input type="text"/></p>
<p>TRANSFER FROM:</p> <p>Account Name: <input type="text"/></p> <p>Account Number: <input type="text"/></p> <p>Amount to Transfer: <input type="text"/></p> <p>Current Account Balance: <input type="text"/></p>	<p>TRANSFER TO:</p> <p>Account Name: <input type="text"/></p> <p>Account Number: <input type="text"/></p> <p>Amount to Receive in Transfer: <input type="text"/></p> <p>Current Account Balance: <input type="text"/></p>
<p>TRANSFER FROM:</p> <p>Account Name: <input type="text"/></p> <p>Account Number: <input type="text"/></p> <p>Amount to Transfer: <input type="text"/></p> <p>Current Account Balance: <input type="text"/></p>	<p>TRANSFER TO:</p> <p>Account Name: <input type="text"/></p> <p>Account Number: <input type="text"/></p> <p>Amount to Receive in Transfer: <input type="text"/></p> <p>Current Account Balance: <input type="text"/></p>

TOTAL TRANSFER AMOUNT =

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 Is this a Salary Change Request?

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SALARY CHANGE INFORMATION

Title of Employee Receiving Salary Change:

Reason for Salary Change:

Department Head e-Signature:

Budget Office e-Signature:

Date:

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CITY OF ALBANY
BUDGET TRANSFER REQUEST FORM (Revised 6/2018)

Department:
 Contact Person:
 Budget Year for this Transfer:
 Date Submitted:

<p>TRANSFER FROM: Account Name: <input type="text" value="Contingency"/> Account Number: <input type="text" value="A.1900.7448"/> Amount to Transfer: <input type="text" value="\$5,000"/> Current Account Balance: <input type="text" value="\$242,500.00"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="Contracted Services"/> Account Number: <input type="text" value="A.1210.7440"/> Amount to Receive in Transfer: <input type="text" value="\$5,000"/> Current Account Balance: <input type="text" value="\$2,135.20"/></p>
<p>TRANSFER FROM: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>	<p>TRANSFER TO: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Receive in Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>
<p>TRANSFER FROM: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>	<p>TRANSFER TO: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Receive in Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>
<p>TRANSFER FROM: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>	<p>TRANSFER TO: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Receive in Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>

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