

City Of Albany

Board of Estimate & Apportionment

Tuesday, May 18, 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, June 8, 2021

Offered the following:

2021

Budget Transfers

Department	Transfer From Account	Transfer From Amount	Transfer To Account	Transfer To Amount	Explanation
Audit and Control	Contracted Services A.1320.7440	\$ 300.00	Training Fund A.1320.7442	\$ 300.00	To cover the cost of a two week training opportunity
	Miscellaneous A.1420.7460	\$ 1,180.00	Expense of Litigation A.1420.7436	\$ 1,180.00	To cover outstanding invoices
Water	Vehicles (Source of Supply) BW.8320.7230	\$ 45,412.00	Vehicles (Transmission & Dist.) BW.8340.7230	\$ 74,412.00	To cover the purchase of two electric vehicles (Chevy Bolt for the Metering Dept.)
	Vehicles (Purification) BW.8330.7230	\$ 29,000.00	Total	\$ 74,412.00	
Police	Contracted Services A.3120.2920.21.7440	\$ 2,999.00	Supplies & Materials A.3120.2920.21.7410	\$ 2,999.00	To cover supplies for South and Center stations
Buildings and Reg Compliance	Zombie 2.0 Grant A.1000.2750	\$ 30,000.00	Contracted Services A.3620.7440	\$ 30,000.00	To cover software, training, and drone as per Zombie Grant
Increase Appropriation 2021					
Water	Water Charges BW.1000.2140	\$ 750,000.00	Vehicles BW.8340.7230	\$ 130,000.00	To recognize additional revenue expected to fund operations. Operating funds will be used to pay for vehicles and equipment.
			Other Equipment BW.8340.7250	\$ 55,000.00	
			Motor Vehicle Expense BW.8340.7429	\$ 15,000.00	
			Contingency Account BW.1900.7448	\$ 550,000.00	
	Total	\$ 750,000.00	Total	\$ 750,000.00	

**Common Council Resolutions &
Ordinances**

2021

- Resolution Number 33.41.21R
- Resolution Number 34.41.21R

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

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

TRANSFER FROM: Account Name: <input type="text" value="Contracted Services"/> Account Number: <input type="text" value="A.1320.7440"/> Amount to Transfer: <input type="text" value="\$300"/> Current Account Balance: <input type="text" value="\$777.82"/>	TRANSFER TO: Account Name: <input type="text" value="Training Fund"/> Account Number: <input type="text" value="A.1320.7442"/> Amount to Receive in Transfer: <input type="text" value="\$300"/> Current Account Balance: <input type="text" value="\$3,500.00"/>
TRANSFER FROM: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/>	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"/>
TRANSFER FROM: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/>	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"/>
TRANSFER FROM: Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/>	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"/>

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@albanyny.gov

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

Department: Law Department
 Contact Person: _____
 Budget Year for this Transfer: 2021
 Date Submitted: 5/6/2021

TRANSFER FROM:
 Account Name: Miscellaneous
 Account Number: A.1420.7460
 Amount to Transfer: 1,186.00
 Current Account Balance: 4,426.00

TRANSFER TO:
 Account Name: Expense of Litigation
 Account Number: A.1420.7436
 Amount to Receive in Transfer: 1,180.00
 Current Account Balance: 3,822.57

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 1,180.00 \$0

= 1,180.00 \$0

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: [Signature]

Budget Office e-Signature: _____

Date: _____

Please return this form to: budgettransfers@albanyny.gov

CITY OF ALBANY

BUDGET TRANSFER REQUEST FORM (Revised 6/2018)

Department: Water
 Contact Person: Tom Dufresne
 Budget Year for this Transfer: 2021
 Date Submitted: 5/5/2021

TRANSFER FROM:

Account Name: Source of Supply - Vehicles
 Account Number: BW.8320.7230
 Amount to Transfer: \$45,412
 Current Account Balance: \$45,412.50

TRANSFER TO:

Account Name: T&D Vehicles
 Account Number: BW.8340.7230
 Amount to Receive in Transfer: \$74,412
 Current Account Balance: \$4,030.58

TRANSFER FROM:

Account Name: Purification - Vehicles
 Account Number: BW.8330.7230
 Amount to Transfer: \$29,000
 Current Account Balance: \$29,000.00

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:

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

\$74,412

=

\$74,412

Reason for Transfer: To fund purchase of two electric vehicles - Chevy Bolt for the Metering Department.

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:

Tom Dufresne

Budget Office e-Signature:

Date:

Please return this form to: budgettransfers@albanyny.gov

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="Contracted Services"/></p> <p>Account Number: <input type="text" value="A.3120.2920.21.7440"/></p> <p>Amount to Transfer: <input type="text" value="\$2,999.00"/></p> <p>Current Account Balance: <input type="text" value="\$53,555.81"/></p>	<p>TRANSFER TO:</p> <p>Account Name: <input type="text" value="Supplies and Materials"/></p> <p>Account Number: <input type="text" value="A.3120.2920.21.7410"/></p> <p>Amount to Receive in Transfer: <input type="text" value="\$2,999.00"/></p> <p>Current Account Balance: <input type="text" value="-532.32"/></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 =

Reason for Transfer:

Back-up information included?

Is this a Salary Change Request? *If this is a salary change, fill out the below information:*

flex cuffs & megaphone

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@albanyny.gov

CITY OF ALBANY

BUDGET TRANSFER REQUEST FORM (Revised 6/2018)

Department: Buildings & Regulatory Compliance

Contact Person: Valerie Scott

Budget Year for this Transfer: 2021

Date Submitted: 5/14/2021

TRANSFER FROM:

Account Name: Zombie Grant
Account Number: A1000.2750
Amount to Transfer: \$30,000
Current Account Balance:

TRANSFER TO:

Account Name: Contracted Services
Account Number: A3620.7440
Amount to Receive in Transfer: \$30,000
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 \$30,000

=

\$30,000

Reason for Transfer: Grant monies needed to for software, training and drone as per Zombie Grant

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

- checkboxes

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:

Handwritten signature

Budget Office e-Signature:

Date:

Please return this form to: budgettransfers@albanyny.gov

CITY OF ALBANY
INCREASE APPROPRIATION REQUEST (Revised 6/2018)

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

INCREASE REVENUE	INCREASE EXPENSE
Account Name: <input type="text" value="Water Revenues"/> <i>changes</i>	Account Name: <input type="text" value="T&D Vehicles"/>
Account Number: <input type="text" value="BW.1000.2140"/>	Account Number: <input type="text" value="BW.8340.7230"/>
Increase Revenue Amount: <input type="text" value="\$750,000"/>	Amount to Receive from Revenue Acct: <input type="text" value="\$130,000"/>
Current Account Balance: <input type="text" value="\$22,413,408.19"/>	Current Account Balance: <input type="text" value="\$4,030.58"/>
INCREASE REVENUE	INCREASE EXPENSE
Account Name: <input type="text"/>	Account Name: <input type="text" value="T&D Other Equipment"/>
Account Number: <input type="text"/>	Account Number: <input type="text" value="BW.8340.7250"/>
Increase Revenue Amount: <input type="text"/>	Amount to Receive from Revenue Acct: <input type="text" value="\$55,000"/>
Current Account Balance: <input type="text"/>	Current Account Balance: <input type="text" value="\$0.00"/>
INCREASE REVENUE	INCREASE EXPENSE
Account Name: <input type="text"/>	Account Name: <input type="text" value="T&D Motor Vehicle Expense"/>
Account Number: <input type="text"/>	Account Number: <input type="text" value="BW.8340.7429"/>
Increase Revenue Amount: <input type="text"/>	Amount to Receive from Revenue Account: <input type="text" value="\$15,000"/>
Current Account Balance: <input type="text"/>	Current Account Balance: <input type="text" value="\$27,870.10"/>
INCREASE REVENUE	INCREASE EXPENSE
Account Name: <input type="text"/>	Account Name: <input type="text" value="Contingency"/>
Account Number: <input type="text"/>	Account Number: <input type="text" value="BW.1900.7448"/>
Increase Revenue Amount: <input type="text"/>	Amount to Receive from Revenue Acct: <input type="text" value="\$550,000"/>
Current Account Balance: <input type="text"/>	Current Account Balance: <input type="text" value="\$0.00"/>

TOTAL INCREASE REVENUE AMOUNT =

Reason for Transfer:

Back-up information included?

Department Head e-Signature:

Budget Office e-Signature: **Date:**

Please return this form to: budgettransfers@albanyny.gov



City of Albany

BOARD OF ESTIMATE & APPORTIONMENT

May 18, 2021

RESOLVED, that the following Local Laws, Ordinances and/or Resolution passed by the Common Council on May 17, 2021 is hereby approved by the Board of Estimate and Apportionment.

RESOLUTION NUMBER 33.41.21R

A RESOLUTION OF THE COMMON COUNCIL CONSENTING TO THE ELIMINATION OF TWO FULL TIME POSITIONS AND THE CREATION OF TWO OTHERS, WHICH WILL AFFECT SALARY TOTALS FOR THE 2021 BUDGET (OFFICE OF THE TREASURER)

Eliminate	Account Clerk	1325.7000	\$36,050
Eliminate	Administrative Assistant	1325.7000	\$36,050
Decrease	Postage	1325.7470	\$14,420
Total			\$86,520

Create	Accountant	1325.7000	\$43,260
Create	Accountant	1325.7000	\$43,260
Total			\$86,520

Affirmative 15 Negative Abstain Present

RESOLUTION NUMBER 34.41.21R

A RESOLUTION OF THE COMMON COUNCIL CONSENTING TO THE ELIMINATION OF ONE FULL TIME POSITION AND THE CREATION OF ANOTHER, WHICH WILL AFFECT SALARY TOTALS FOR THE 2021 BUDGET (DEPARTMENT OF BUILDINGS AND REGULATORY COMPLIANCE)

Eliminate	Clerk/Typist I	3620.7000	\$32,019
Decrease	Permit Technician	3620.7000	\$4,181
Total			\$36,200

Create	Permit Technician	3620.7000	\$36,200
Total			\$36,200

Affirmative 15 Negative Abstain Present