



City of Albany

Board of Estimate & Apportionment

Friday, July 8, 2022

1:30 P.M.

Regular Meeting via Zoom Conference

Dr. Dorsey Applyrs
Chief City Auditor

Darius Shahinfar
Treasurer

Joel Stetson
Chief Financial Manager

Sonia Frederick
Common Council

Corey Ellis
Common Council President

The next regular meeting of the Board of Estimate & Apportionment will be on Tuesday, July 19, 2022

2022

Budget Transfers

Department	Transfer From Account	Transfer From Amount	Transfer To Account	Transfer To Amount	Explanation
Fire	Contracted Services A.3410.7440	\$ 2,000.00	Training Fund A.3410.7442	\$ 2,000.00	To cover outstanding invoices
	Total	\$ 2,000.00			
Cultural Affairs	Festivals & Other Act. A.7560.7424	\$ 5,000.00	Tulip Festival A.7560.7302	\$ 10,000.00	To replenish Tulip Fest account and cover costs from 2022 Tulip Fest event
	Contracted Services A.7560.7440	\$ 5,000.00			
	Total	\$ 10,000.00	Total	\$ 10,000.00	
Police	Contracted Services A.3120.2940.43.7440	\$ 6,630.00	Furniture & Fixtures A.3120.2940.43.7210	\$ 6,630.00	To cover purchase of new desk chairs for the Community response Unit's office
	Contracted Services A.3120.2940.43.7440	\$ 3,620.00	Other Equipment A.3120.2940.43.7250	\$ 3,620.00	To cover purchase of electronic equipment to aid investigative operations
	Total	\$ 102,170.00	Total	\$ 102,170.00	
Youth & Workforce Services	Summer Help A.7310.7160	\$ 102,170.00	Temporary Help A.7310.7170	\$ 54,170.00	To cover the increased costs of the Summer Youth Employment Program (SYEP) Reconciliation event
			Uniforms A.7310.7412	\$ 10,000.00	
			Contracted Services A.7310.7440	\$ 35,000.00	
			Miscellaneous A.7310.7460	\$ 3,000.00	
	Total	\$ 102,170.00	Total	\$ 102,170.00	
DGS	Contracted Services (Waste Collection) A.1493.8160.7440	\$ 50,000.00	Gasoline A.1492.1640.7413	\$ 75,000.00	To cover purchase of gasoline, fertilizer for the golf course, and various supplies and materials for the department.
	Processing Fee A.1493.8160.7475	\$ 75,000.00	Supplies & Materials (Capital Hills at Albany) A.1492.3800.7410	\$ 40,000.00	
	Post Closure Care Landfil A.1494.8161.7477	\$ 30,000.00	Contracted Services (Parks Maintenance) A.1492.3600.7440	\$ 30,000.00	

Meeting of Board of Estimate and Apportionment
 Friday July 8, 2022

Supplies & Materials (Snow Removal)				
A.1492.5142.7410	\$	40,000.00	Motor Vehicle Expense	\$
			A.1492.1640.7429	50,000.00
Total	\$	195,000.00	Total	\$ 195,000.00

Supplies & Materials (Snow Removal)	\$	15,000.00	Supplies & Materials (Park Maintenance)	\$	15,000.00	To cover supplies for the parks department.
A.1492.5142.7410			A.1492.3600.7410			

DGS

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

IVC

Department: FIRE
 Contact Person: Joseph W. Gregory, Chief
 Budget Year for this Transfer: 2022
 Date Submitted: 6-29-2022

<p>TRANSFER FROM: Account Name: <u>Contracted Services</u> ✓ Account Number: <u>A3410-7440</u> Amount to Transfer: <u>\$ 2,000.00</u> Current Account Balance: <u>\$ 280,663.14</u></p>	<p>TRANSFER TO: Account Name: <u>TRAINING</u> ✓ Account Number: <u>A3410-7442</u> Amount to Receive in Transfer: <u>\$ 2,000.00</u> Current Account Balance: <u>\$ 1,127.62</u> ✓</p>
<p>TRANSFER FROM: Account Name: _____ Account Number: _____ Amount to Transfer: _____ Current Account Balance: _____</p>	<p>TRANSFER TO: Account Name: _____ Account Number: _____ Amount to Receive in Transfer: _____ Current Account Balance: _____</p>
<p>TRANSFER FROM: Account Name: _____ Account Number: _____ Amount to Transfer: _____ Current Account Balance: _____</p>	<p>TRANSFER TO: Account Name: _____ Account Number: _____ Amount to Receive in Transfer: _____ Current Account Balance: _____</p>
<p>TRANSFER FROM: Account Name: _____ Account Number: _____ Amount to Transfer: _____ Current Account Balance: _____</p>	<p>TRANSFER TO: Account Name: _____ Account Number: _____ Amount to Receive in Transfer: _____ Current Account Balance: _____</p>

TOTAL TRANSFER AMOUNT 2,000.00 \$0 = 2,000.00 \$0

Reason for Transfer: Outstanding invoices ✓

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: Joseph W. Gregory

Budget Office e-Signature: [Signature]

Date: 6/29/2022

Please return this form to: budgettransfers@albanyny.gov

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

Department: Office of Cultural Affairs
Contact Person: Alay Medina, Director
Budget Year for this Transfer: 2022
Date Submitted: 6/2/2022

TRANSFER FROM:
Account Name: Festivals & Other Activities
Account Number: A.7560.7424
Amount to Transfer: \$5,000
Current Account Balance: \$9,849.00

TRANSFER TO:
Account Name: Tulip Fest
Account Number: A.7560.7302
Amount to Receive in Transfer: \$5,000
Current Account Balance: -\$1,989.51

TRANSFER FROM:
Account Name: Contracted Services
Account Number: A.7560.7440
Amount to Transfer: \$5,000
Current Account Balance: \$16,996.02

TRANSFER TO:
Account Name: Tulip Fest
Account Number: A.7560.7302
Amount to Receive in Transfer: \$5,000
Current Account Balance: -\$1,989.51

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 \$10,000 = \$10,000

The above transfer request is for cost increases to the 2022 Tulip Fest event.

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: Alay Medina

Budget Office e-Signature: Joel [Signature]

Date: 07/05/2022

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: Account Name: <input type="text" value="Contracted Services"/> Account Number: <input type="text" value="A.3120.2940.43.7440"/> Amount to Transfer: <input type="text" value="\$6,630"/> Current Account Balance: <input type="text" value="\$26,765.80"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="Furniture and Fixtures"/> Account Number: <input type="text" value="A.3120.2940.7210"/> Amount to Receive in Transfer: <input type="text" value="\$6,630"/> Current Account Balance: <input type="text" value="\$2,100.00"/></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>

43.7210

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)

24

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

<p>TRANSFER FROM: Account Name: <input type="text" value="Contracted Services"/> Account Number: <input type="text" value="A.3120.2940.43.7440"/> Amount to Transfer: <input type="text" value="\$3,620"/> Current Account Balance: <input type="text" value="\$26,765.80"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="Other Equipment"/> Account Number: <input type="text" value="A.3120.2940.7250"/> Amount to Receive in Transfer: <input type="text" value="\$3,620"/> Current Account Balance: <input type="text" value="\$7,621.97"/></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>

43,7250

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: *Eric Hawkins*

Budget Office e-Signature: *Joel [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: Account Name: <input type="text" value="SYEP Summer Help"/> Account Number: <input type="text" value="A.7310.7160"/> Amount to Transfer: <input type="text" value="\$102,170"/> Current Account Balance: <input type="text" value="\$1,080,000.00"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="SYEP Temp Help"/> Account Number: <input type="text" value="A.7310.7170"/> Amount to Receive in Transfer: <input type="text" value="\$54,170"/> Current Account Balance: <input type="text" value="\$53,729.12"/></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" value="SYEP Uniform"/> Account Number: <input type="text" value="A.7310.7412"/> Amount to Receive in Transfer: <input type="text" value="\$10,000"/> Current Account Balance: <input type="text" value="\$5,000.00"/></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" value="SYEP Contracted Services"/> Account Number: <input type="text" value="A.7310.7440"/> Amount to Receive in Transfer: <input type="text" value="\$35,000"/> Current Account Balance: <input type="text" value="\$10,040.30"/></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" value="SYEP Miscellaneous"/> Account Number: <input type="text" value="A.7310.7460"/> Amount to Receive in Transfer: <input type="text" value="\$3,000"/> Current Account Balance: <input type="text" value="\$5,026.89"/></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:

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="Contracted Services"/> Account Number: <input type="text" value="1493.8160.7440"/> Amount to Transfer: <input type="text" value="\$50,000.00"/> Current Account Balance: <input type="text" value="\$118,112.02"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="Gasoline"/> Account Number: <input type="text" value="1492.1640.7413"/> Amount to Receive in Transfer: <input type="text" value="\$75,000.00"/> Current Account Balance: <input type="text" value="\$20,000.00"/></p>
<p>TRANSFER FROM: Account Name: <input type="text" value="Processing Fees"/> Account Number: <input type="text" value="1493.8160.7475"/> Amount to Transfer: <input type="text" value="\$75,000"/> Current Account Balance: <input type="text" value="\$100,594.00"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="Supplies and Materials"/> Account Number: <input type="text" value="1492.3800.7410"/> Amount to Receive in Transfer: <input type="text" value="\$40,000"/> Current Account Balance: <input type="text" value="\$1,878.06"/></p>
<p>TRANSFER FROM: Account Name: <input type="text" value="Post Closure Care Landfill"/> Account Number: <input type="text" value="1494.8161.7477"/> Amount to Transfer: <input type="text" value="\$30,000"/> Current Account Balance: <input type="text" value="\$86,012.58"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="Contracted Services"/> Account Number: <input type="text" value="1492.3600.7440"/> Amount to Receive in Transfer: <input type="text" value="\$30,000"/> Current Account Balance: <input type="text" value="\$10,037.00"/></p>
<p>TRANSFER FROM: Account Name: <input type="text" value="Supplies and Materials"/> Account Number: <input type="text" value="1492.5142.7410"/> Amount to Transfer: <input type="text" value="\$40,000"/> Current Account Balance: <input type="text" value="\$120,000.00"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="Motor Vehicle Expense"/> Account Number: <input type="text" value="1492.1640.7429"/> Amount to Receive in Transfer: <input type="text" value="\$50,000"/> Current Account Balance: <input type="text" value="\$27,955.17"/></p>

TOTAL TRANSFER AMOUNT =

Reason for Transfer:

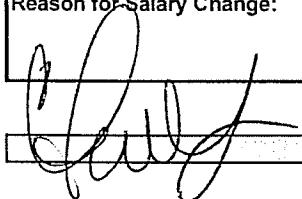
Back-up information included?
 Is this a Salary Change Request?


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

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

<p>TRANSFER FROM: Account Name: <input type="text" value="Supplies and Materials"/> Account Number: <input type="text" value="1492.5142.7410"/> Amount to Transfer: <input type="text" value="\$15,000.00"/> Current Account Balance: <input type="text" value="\$120,000.00"/></p>	<p>TRANSFER TO: Account Name: <input type="text" value="Supplies and Materials"/> Account Number: <input type="text" value="1492.3600.7410"/> Amount to Receive in Transfer: <input type="text" value="\$15,000.00"/> Current Account Balance: <input type="text" value="\$1,931.63"/></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>

TOTAL TRANSFER AMOUNT =

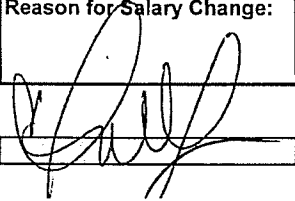
Reason for Transfer:


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