



City of Albany

Board of Estimate & Apportionment

Friday, July 8, 2022

1:30 P.M.

Regular Meeting via Zoom Conference

Dr. Dorcey Applyrs
Chief City Auditor

Darius Shahinfar - **MOVED**
Treasurer

Joel Stetson
Chief Financial Manager

Sonia Frederick
Common Council

Corey Ellis - **SECONDED**
Common Council President

PASSED (5-0)

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

Offered the following:

Budget Transfers 2022

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	\$ 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
	Total	\$ 6,630.00			
Police	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	\$ 3,620.00			
Youth & Workforce Services	Summer Help A.7310.7160	\$ 102,170.00	Temporary Help A.7310.7170	\$ 54,170.00	To cover the increased cost of the SYEP (Summer Youth Employment Program), including the end of the year Recognition Event
			Uniforms A.7310.7412	\$ 10,000.00	
			Contracted Services A.7310.7440	\$ 35,000.00	
Total	\$ 102,170.00	\$ 102,170.00	Miscellaneous A.7310.7460 Total	\$ 3,000.00 \$ 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 Landfill 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	A.1492.1640.7429	\$	50,000.00
Total	\$	195,000.00	Total	\$	195,000.00

Supplies & Materials (Snow Removal)					
A.1492.5142.7410	\$	15,000.00	Supplies & Materials (Park Maintenance)	\$	15,000.00
			A.1492.3600.7410		

To cover supplies for the parks department.

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

✓

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

TRANSFER FROM:	TRANSFER TO:
Account Name: <u>Contracted Services</u> ✓	Account Name: <u>TRAINING</u> ✓
Account Number: <u>A3410-7446</u> ✓	Account Number: <u>A3410-7442</u> ✓
Amount to Transfer: <u>\$ 2,000.00</u>	Amount to Receive in Transfer: <u>\$ 2,000.00</u>
Current Account Balance: <u>\$ 280,663.14</u>	Current Account Balance: <u>\$ 1,127.62</u> ✓

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

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

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

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: JW

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:

Date: 07/05/2022

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

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:

43.72-10

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.gov

CITY OF ALBANY

BUDGET TRANSFER REQUEST FORM (Revised 6/2018)

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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: ✓

43,7250

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:

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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:
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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:

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Summer Recognition Ceremony 2022

Bobby K entertainment	2,440.00
Generators	1,011.40
Food truck	5,500.00
Ice Cream truck	1,200.00
Water Juice etc..	1,000.00
DJ	300.00
T Shirts	6,500.00
Big Top Tent	4,519.50
Ballon	650.00
TOTAL	

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:

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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

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

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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