



**City of Albany**

**Board of Estimate & Apportionment**

**Tuesday, May 3, 2022**

**1:30 P.M.**

**Regular Meeting via Zoom Video Conference**

Dr. Dorcey Applrys  
Chief City Auditor

Darius Shahinfar  
Treasurer

Nick Blais  
Acting Budget Director

Sonia Frederick  
Common Council

Corey Ellis  
Common Council President

*The next regular meeting of the Board of Estimate & Apportionment will be on Tuesday, May 17, 2022*

Offered the following:

**Budget Transfers**

**2021**

Department	Transfer From Account	Transfer From Amount	Transfer To Account	Transfer To Amount	Explanation
Treasurer's Office	Supplies & Materials		Professional Audit		
	A.1325.7410	\$ 4,287.00	A.1325.7451	\$ 12,500.00	To cover 2020 UHY annual audit (services completed in Dec 2021)
	Miscellaneous	\$ 2,958.00			
	A.1325.7460				
Postage	A.1325.7470	\$ 5,255.00			
	<b>Total</b>	<b>\$ 12,500.00</b>	<b>Total</b>	<b>\$ 12,500.00</b>	
Recreation	Utilities		Uniforms (Facility Ops)		
	A.7180.4200.7420	\$ 360.00	A.7180.4200.7412	\$ 360.00	To cover uniform expenses for 2021
Recreation	Supplies & Materials		Uniforms (Field Ops)		
	A.7180.9100.7410	\$ 614.00	A.7180.9100.7412	\$ 614.00	To cover uniform expenses for 2021

**Budget Transfers**

**2022**

Department	Transfer From Account	Transfer From Amount	Transfer To Account	Transfer To Amount	Explanation
Cultural Affairs	Festivals & Other Act.		Other Equipment		
	A.7560.7424	\$ 500.00	A.7560.7250	\$ 500.00	To cover equipment costs for the new stage
Recreation	Replacement Equipment		Office Equipment		
	A.7110.7258	\$ 5,000.00	A.7110.7220	\$ 5,000.00	To allocate funds to match purchasing criteria
Water	Supplies (Trans. & Dist.)		Supplies & Materials (Purification)		
	BW.8340.7408	\$ 25,000.00	BW.8330.7410	\$ 25,000.00	To replenish supplies account for remainder of year
Water	Vehicles		Other Equipment (Purification)		
	BW.8340.7230	\$ 34,500.00	BW.8330.7250	\$ 11,300.00	To cover the purchase of three charging stations for proposed electric vehicle purchases
	<b>Total</b>	<b>\$ 34,500.00</b>	<b>Total</b>	<b>\$ 34,500.00</b>	

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

Department: Treasurer's Office  
 Contact Person: Ken Bennett  
 Budget Year for this Transfer: 2021  
 Date Submitted: 4/28/2022

<p><b>TRANSFER FROM:</b>                  Account Name: <u>Suplies &amp; Materials</u>                  Account Number: <u>A.1325.7410</u>                  Amount to Transfer: <u>\$4,287</u>                  Current Account Balance: <u>\$5,557.65</u></p>	<p><b>TRANSFER TO:</b>                  Account Name: <u>Professional Audit</u>                  Account Number: <u>A.1325.7451</u>                  Amount to Receive in Transfer: <u>\$12,500</u>                  Current Account Balance: <u>\$0.00</u></p>
<p><b>TRANSFER FROM:</b>                  Account Name: <u>Miscellaneous</u>                  Account Number: <u>A.1325.7460</u>                  Amount to Transfer: <u>\$2,958</u>                  Current Account Balance: <u>\$3,958.00</u></p>	<p><b>TRANSFER TO:</b>                  Account Name: _____                  Account Number: _____                  Amount to Receive in Transfer: _____                  Current Account Balance: _____</p>
<p><b>TRANSFER FROM:</b>                  Account Name: <u>Postage</u>                  Account Number: <u>A.1325.7470</u>                  Amount to Transfer: <u>\$5,255</u>                  Current Account Balance: <u>\$5,255.00</u></p>	<p><b>TRANSFER TO:</b>                  Account Name: _____                  Account Number: _____                  Amount to Receive in Transfer: _____                  Current Account Balance: _____</p>
<p><b>TRANSFER FROM:</b>                  Account Name: _____                  Account Number: _____                  Amount to Transfer: _____                  Current Account Balance: _____</p>	<p><b>TRANSFER TO:</b>                  Account Name: _____                  Account Number: _____                  Amount to Receive in Transfer: _____                  Current Account Balance: _____</p>
<p><b>TRANSFER FROM:</b>                  Account Name: _____                  Account Number: _____                  Amount to Transfer: _____                  Current Account Balance: _____</p>	<p><b>TRANSFER TO:</b>                  Account Name: _____                  Account Number: _____                  Amount to Receive in Transfer: _____                  Current Account Balance: _____</p>
<p><b>TRANSFER FROM:</b>                  Account Name: _____                  Account Number: _____                  Amount to Transfer: _____                  Current Account Balance: _____</p>	<p><b>TRANSFER TO:</b>                  Account Name: _____                  Account Number: _____                  Amount to Receive in Transfer: _____                  Current Account Balance: _____</p>

TOTAL TRANSFER AMOUNT \$12,500 = \$12,500

Reason for Transfer: To pay UHY the final invoice for the 2020 annual audit which was completed in December 2021.

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: 4-28-22

Please return this form to: [budgettransfers@albanyny.gov](mailto:budgettransfers@albanyny.gov)

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

2021

Department: Recreation  
Contact Person: Jonathan Jones  
Budget Year for this Transfer: 2021  
Date Submitted: 4/27/2022

<b>TRANSFER FROM:</b> Account Name: FACILITY OPS/UTILITIES Account Number: A.7180.4200.7420 Amount to Transfer: \$359.90 Current Account Balance: \$6,558.84	<b>TRANSFER TO:</b> Account Name: FACILITY OPS/UNIFORMS Account Number: A.7180.4200.7412 Amount to Receive in Transfer: \$359.90 Current Account Balance: \$59.60
<b>TRANSFER FROM:</b> Account Name: Account Number: Amount to Transfer: Current Account Balance:	<b>TRANSFER TO:</b> Account Name: Account Number: Amount to Receive in Transfer: Current Account Balance:
<b>TRANSFER FROM:</b> Account Name: Account Number: Amount to Transfer: Current Account Balance:	<b>TRANSFER TO:</b> Account Name: Account Number: Amount to Receive in Transfer: Current Account Balance:
<b>TRANSFER FROM:</b> Account Name: Account Number: Amount to Transfer: Current Account Balance:	<b>TRANSFER TO:</b> Account Name: Account Number: Amount to Receive in Transfer: Current Account Balance:

TOTAL TRANSFER AMOUNT \$359.90 = \$359.90

Reason for Transfer: Reallocate funds to cover Invoice 167341 for Uniform Expenses

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: Jonathan P. Jones

Budget Office e-Signature:

Date: 4/28/22

Please return this form to: budgettransfers@albanyny.gov

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

2021

Department: Recreation  
Contact Person: Jonathan Jones  
Budget Year for this Transfer: 2021  
Date Submitted: 4/27/2022

**TRANSFER FROM:**  
Account Name: FIELD OPS - SUPS & MATS  
Account Number: A.7180.9100.7410  
Amount to Transfer: \$614.00  
Current Account Balance: \$4,629.88

**TRANSFER TO:**  
Account Name: FIELD OPS - UNIFORMS  
Account Number: A.7180.9100.7412  
Amount to Receive in Transfer: \$614.00  
Current Account Balance: \$0.00

**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 \$614.00 = \$614.00

Reason for Transfer: Reallocate funds to cover Invoice 163396 for Uniform Expenses

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: Jonathan P Jones

Budget Office e-Signature:

Date: 4/28/22

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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><b>TRANSFER FROM:</b>                  Account Name: <input type="text" value="Festivals &amp; Other Activities"/>                  Account Number: <input type="text" value="A.7560.7424"/>                  Amount to Transfer: <input type="text" value="\$500"/>                  Current Account Balance: <input type="text" value="\$10,484.00"/>  <span style="margin-left: 100px;">110,749</span></p>	<p><b>TRANSFER TO:</b>                  Account Name: <input type="text" value="Other Equipment"/>                  Account Number: <input type="text" value="A.7560.7250"/>                  Amount to Receive in Transfer: <input type="text" value="\$500"/>                  Current Account Balance: <input type="text" value="\$20.42"/></p>
<p><b>TRANSFER FROM:</b>                  Account Name: <input type="text"/>                  Account Number: <input type="text"/>                  Amount to Transfer: <input type="text"/>                  Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b>                  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><b>TRANSFER FROM:</b>                  Account Name: <input type="text"/>                  Account Number: <input type="text"/>                  Amount to Transfer: <input type="text"/>                  Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b>                  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><b>TRANSFER FROM:</b>                  Account Name: <input type="text"/>                  Account Number: <input type="text"/>                  Amount to Transfer: <input type="text"/>                  Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b>                  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  =

The above transfer requests is for cost increases due to equipment needed for the new stage that we will be using in 2022 and beyond.

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><b>TRANSFER FROM:</b> Account Name: <input type="text" value="Rec.Admin.&gt;Repl. Equip"/> Account Number: <input type="text" value="A.7110.7258"/> Amount to Transfer: <input type="text" value="\$5,000.00"/> Current Account Balance: <input type="text" value="\$5,500.00"/></p>	<p><b>TRANSFER TO:</b> Account Name: <input type="text" value="Rec.Admin&gt;Office Equip"/> Account Number: <input type="text" value="A.7110.7220"/> Amount to Receive in Transfer: <input type="text" value="\$5,000.00"/> Current Account Balance: <input type="text" value="\$237.40"/></p>
<p><b>TRANSFER FROM:</b> Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b> 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><b>TRANSFER FROM:</b> Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b> 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><b>TRANSFER FROM:</b> Account Name: <input type="text"/> Account Number: <input type="text"/> Amount to Transfer: <input type="text"/> Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b> 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:

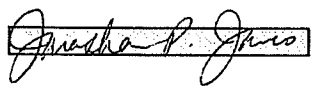
Back-up information included?  
Is this a Salary Change Request?

*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:

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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><b>TRANSFER FROM:</b>                  Account Name: <input type="text" value="T&amp;D - Supplies"/> ✓                  Account Number: <input type="text" value="BW.8340.7408"/> ✓                  Amount to Transfer: <input type="text" value="\$25,000"/>                  Current Account Balance: <input type="text" value="\$84,295.19"/> ✓</p>	<p><b>TRANSFER TO:</b>                  Account Name: <input type="text" value="Purification - Supplies"/> ✓                  Account Number: <input type="text" value="BW.8330.7410"/> ✓                  Amount to Receive in Transfer: <input type="text" value="\$25,000"/>                  Current Account Balance: <input type="text" value="\$1,068.94"/> ✓</p>
<p><b>TRANSFER FROM:</b>                  Account Name: <input type="text"/>                  Account Number: <input type="text"/>                  Amount to Transfer: <input type="text"/>                  Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b>                  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><b>TRANSFER FROM:</b>                  Account Name: <input type="text"/>                  Account Number: <input type="text"/>                  Amount to Transfer: <input type="text"/>                  Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b>                  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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<p><b>TRANSFER FROM:</b>                  Account Name: <input type="text"/>                  Account Number: <input type="text"/>                  Amount to Transfer: <input type="text"/>                  Current Account Balance: <input type="text"/></p>	<p><b>TRANSFER TO:</b>                  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  =

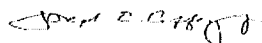
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**SALARY CHANGE INFORMATION**

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Reason for Salary Change:

Department Head e-Signature: 

Budget Office e-Signature:  Date:

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