

**Board of Finance Transfer Request
Operating Budget
FY 2024**

TO: Board of Finance
FROM: Caroline Simmons, Mayor
DATE: 9/28/2023
PURPOSE: SEASONAL TO PERM PART TIME
DEPT: 1011 - Office of Policy & Management
REQUEST AMOUNT: \$45,800.00

Part A - Description of Request




Request Budget Transfer from OPM Salaries to Seasonal and Permanent Part Time line items, to reallocate Seasonal Junior Analyst to PPT.

Part B - Account Information

Ref #	Description	Prior Year's Expenditure	Approved by BOR	Revised Budget	Projected Exp	From	To
1000-1011-519203	OPM/ Seasonal	45,588	10,000	10,000	19,800	0.00	9,800.00
1000-1011-522200	OPM/ FICA	54,281	64,923	64,923	65,423	0.00	500.00
1000-1011-511100	OPM/ Salaries	599,701	708,403	693,403	647,603	45,800.00	0.00
1000-1011-519202	OPM/ Perm Part-time	0	0	0	35,500	0.00	35,500.00
Total						\$45,800.00	\$45,800.00

Part C - Approvals

In accordance with the City Charter Section C8-30-11, Control of Appropriations, transfers of appropriations (excluding administrative transfers) may, with the approval of the Board of Finance, be made in proper cases from one item to another. Please review above transactions.

Elda Sinani, Dept Head / OPM Director  <small>Elda Sinani (Oct 30, 2023 12:40 EDT)</small>	Date Oct 30, 2023	Ben Barnes, Admin Director  <small>Benjamin Barnes (Oct 30, 2023 12:48 EDT)</small>	Date Oct 30, 2023
Caroline Simmons, Mayor  <small>Caroline Simmons (Oct 30, 2023 13:34 EDT)</small>	Date Oct 30, 2023		