

# City Of Torrington



FINANCE DEPARTMENT  
140 Main St.  
Torrington, CT 06790

Tel: (860) 489-2205  
Fax: (860) 489-2582

Date: September 13, 2017

To: Mayor Carbone, City Council, Board of Finance  
From: Alice Proulx, City Comptroller *AP*

Re: Transfer Request

I respectfully request authorization to complete the following budget amendments/transfers.

## Fiscal Year 2016/2017 Year End Transfers

To:	From:		
0311.8888.4900.0112	0010.0005.5970.0000	\$25,000.00	To: Capital Reserve
Capital Reserve-Public Works	Capital Outlay-City Real Estate		From: GF-City Real Estate
0311.8888.4900.0112	0010.0005.5970.0000	\$99,785.84	To: Capital Reserve
Capital Reserve-Public Works	Capital Outlay-City Real Estate		From: GF-City Real Estate
0310.8888.4900.0105	0010.0031.5816.0019	\$10,000.00	To: Capital Projects
Capital Projects-Street	Detention Ponds		From: GF-Street
0310.8888.4900.0105	0010.0031.5816.0032	\$13,040.00	To: Capital Projects
Capital Projects-Street	Naugatuck River Levee		From: GF-Street
0310.8888.4900.0105	0010.0031.5818.0000	\$886,441.46	To: Capital Projects
Capital Projects-Street	Drainage Improvements		From: GF-Street
0310.8888.4900.0105	0010.0031.5820.0000	\$6,874.00	To: Capital Projects
Capital Projects-Street	Phase II Stormwater		From: GF-Street
0310.8888.4900.0128	0010.0047.5651.0000	\$80,000.00	To: Capital Projects
Capital Projects-SW School Demo	Contingent Expense		From: GF-Contingency
0311.8888.4900.0107	0010.0032.5274.0000	\$22,077.01	To: Capital Reserve
Capital Reserve-Parks	Park Improvements-Minor		From: GF-Parks
0311.8888.4900.0112	0010.0035.5229.0000	\$14,560.00	To: Capital Reserve
Capital Reserve-Public Works	Health - Equipment		From: GF-Health
0010.0044.5991.0001	0010.0047.5651.0000	\$63,708.65	To: Pension & Benefits
Year End Budget Adjustments	Contingent Expense		From: Contingency
<b>Total Transfer Requests</b>		<b>\$1,221,486.96</b>	

## Fiscal Year 2016/2017 Year End Budget Amendments

Increase Revenue	Increase Expense	
0010.0073.4087.0000	0010.0019.5114.0000	\$419,222.20
Police-Outside Duty	Outside Duty Police	
0010.0073.4085.0001	0010.0023.0024.5267.0002	\$406.97
School Bus Violation Fees	School Bus Violation Monitoring Fees	
<b>Total Budget Amendments</b>		<b>\$419,629.17</b>

**Total Transfer/Amendment Requests** **\$1,641,116.13**

Thank you for your consideration in this matter.

2017 OCT 12 PM 1:14

RECEIVED FOR RECORD  
TORRINGTON, CT 06790

# City Of Torrington

Torrington Parks and Recreation  
153 South Main Street  
Torrington, CT 06790



Tel: (860) 489-2274  
Fax: (860) 489-2588  
[www.torringtonct.org](http://www.torringtonct.org)

## MEMORANDUM

To: Alice Proulx, Comptroller  
From: J. Brett Simmons, Superintendent of Parks and Recreation  
CC: Jerry Rollett  
Date: August 22, 2017 - Revised  
Re: FY 16/17 – Budget Transfer

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I would like to request transferring the balance of funds from Fiscal Year 2016-17 that remain in our Parks Improvement – Minor Account into the Parks Improvements Major - Capital Reserve:

**From:** Park Improvements Minor – 0010.0032.5274.0000

**To:** Park Improvements Major (Capital Reserve) – 0311.8888.5900.0107  
(107A)

These funds will continue to be used for future capital improvement projects in the parks. Projects recently completed with funds from this capital reserve account include:

- Infield Renovation Project at Fuessenich Park
- Plaza Improvement Project at Fuessenich Park.

In addition, I would also like to request transferring the balance of several FY 16/17 PO's for capital projects that will be completed in FY 17/18 – as noted on the attached spreadsheet. New PO's have been issued as noted on the attached spreadsheet.

**From:** Park Improvements Minor – 0010.0032.5274.0000

**To:** Park Improvements Major (Capital Reserve) – 0311.8888.5900.0107  
(107A)

Please let me know if you have any questions or require additional information. Thank you.

**From:** Jerry Rollett  
**Sent:** Tuesday, July 25, 2017 2:39 PM  
**To:** Alice Proulx  
**Cc:** Bill Mayers; Ed Fabbri  
**Subject:** FY-17 Fund Transfers

Hi Alice:

Please arrange the following transfers from FY-17 accounts:

10.05.5970,      \$25,000 Capital Outlay  
Transfer to Roof Fund 0311, Acct# 112C

10.05.5970,      \$99,785.84 Capital Outlay  
Transfer to Sidewalk Fund 0311, Acct# 112B

10.35.5229,      \$14,560 Equipment  
Transfer to Refuse Equipment Fund 0311, Acct# 112A

10.31.5816.0019,      \$10,000 Detention Ponds  
Transfer to Street Fund 0310, Acct# 0105

10.31.5816.0032,      \$13,040 Naugatuck River Levee  
Transfer to Street Fund 0310, Acct# 0105

10.31.5818,      \$874,786.47 Drainage Improvements – Available Balance - \$886,441.46  
Transfer to Street Fund 0310, Acct# 0105

10.31.5820,      \$8,974 Phase II Stormwater – Available Balance - \$6,874.00  
Transfer to Street Fund 0310, Acct# 0105

0010.0047.5651.0000      \$80,000 FY-17  
Transfer to Southeast Demo Fund 0310, Acct# 0128

Thanks,

Jerry

Jerry Rollett  
Public Works Director  
City of Torrington

## City of Torrington Request For Transfer

Fiscal Year: 2016/2017

**Transfer From:**

Account Number	Account Name	Amount
0010.0047.5651.0000	Contingency	\$63,708.65
** Total:		\$63,708.65

**Transfer To:**

Account Number	Account Name	Amount
0010.0044.5991.0001	Year End Budget Adjustments	\$63,708.65
** Total:		\$63,708.65

\*\* Total transferred "from" and "to" must equal.

**Reason for Request:**

Additional Costs related to H.S.A. contributions due to changes  
in enrollments - \$46,166.66

Additional Costs related to DC plan contributions due to changes  
in contribution rates and earnings - \$34,039.10

Department Head Signature: \_\_\_\_\_

*Alice T. Drury*

Date of Request: \_\_\_\_\_

*9/13/17*

Comptroller Signature: \_\_\_\_\_

*AP*