

**TOWN OF BRIGHTON TOWN BOARD
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
MEETING AGENDA**

**Meeting Date: Tuesday, June 20, 2017 (8:30 am)
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the June 7, 2017 meeting.
2. Budget Transfers (Finance Dept.) – Request from Suzanne Zaso for Town Board action to approve various budget transfers within the 2017 budget (see letter from S. Zaso).
3. Executive Session – Employment of particular people.

The next regularly scheduled meeting of the FASC will be held **Wednesday, July 5, 2017 at 8:30 a.m.** in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.

Zaso

Finance Department



Town of

Brighton

Suzanne Zaso
Director of Finance

June 19, 2017

Honorable Town Board
Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

RE: 2017 Budget Transfers

Dear Board Members:

I am requesting Town Board authorization to record the attached 2017 budget transfers. These requested transfers reflect changes that have occurred since the adoption of the 2017 budget (see attached).

I would be happy to respond to any questions that members of the Committee or other members of the Town Board may have regarding this matter.

Sincerely,

Suzanne Zaso
Director of Finance

Attachment

DRAFT

Transfers			FROM	TO	
			(DEBIT)	(CREDIT)	Notes
General Fund (A)					
New Part-Time Parks Cleaner Position:					
Meridian Centre Park	A.PARKS.7115 1.20	Part-Time Wages	\$7,470		move seasonal laborer wages to Parks Admin for new PT Cleaner position (approved by TB on 2/8/17)
Parks Admin	A.PARKS.7021 1.20	Part-Time Wages		\$7,470	
Replace Chairs at Senior Center:					
Senior Citizens Program	A.REC.6772 4.41	Maintenance/Repair Services	\$2,500		to move funding to replacement of office chairs to correct budgetary account
Senior Citizens Program	A.REC.6772 4.18	Program Supplies	\$100		
Senior Citizens Program	A.REC.6772 2.12	Office Furniture		\$2,600	
Brakes & Misc. Repairs to Cargo Van:					
Contingent Fund	A.UNDST.1990 4.90	Contingent Fund	\$1,500		2005 DPW cargo van in need to repairs to pass inspection
Public Works	A.DPW.1490 4.08	Vehicle Parts		\$1,500	
Debt Payments for Parks:					
Parks Development Debt Service	A.PARKS.7100 7.10	Interest on Bonds	\$18,490		Parks refunding bonds resulting in a greater principal payment but less interest for 2017. Actual bond for Highland Xing trail was for 10 years instead of the projected 15 years
Contingent Fund	A.UNDST.1990 4.90	Contingent Fund	\$4,840		
Parks Development Debt Service	A.PARKS.7100 6.10	Principal on Bonds		\$23,330	
Fees for Compass Services for HDHP Participants:					
Undistributed	A.UNDST.9000 8.50	FSA Program Admin Fees	\$800		This is a new benefit that was put in place after the adoption of the 2017 budget.
Undistributed	A.UNDST.9000 4.49	Contracted Services		\$800	

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