

**City of Bridgeport  
Office of Policy and Management  
Budget Transfer Request**

DEPARTMENT: **LIBRARY** **12/21/22**

TRANSFER REQUEST: (Please provide a detailed statement of the reasons surrounding the transfer request, the exact account numbers and names of the accounts which will be affected, the dollar amount involved, and a statement which confirms that the re-allocated funds of the accounts which you affect are sufficient for all anticipated expenditures for the remainder of the fiscal year.)

|   |                               |     |                        |
|---|-------------------------------|-----|------------------------|
| Transfer \$8,000 <b>FROM</b> Line 56998 SPECIAL SERVICES FREEZE <b>TO</b> Line 56180 OTHER SERVICES |                               |     |                        |
|   |                               |     |                        |
|   |                               |     |                        |
|   | From: Special Services Freeze | To: | Equipment Rental/Lease |
|   | \$ 535,759.00                 |     | \$ 6,353.00            |
|   | <u>-\$ 15,692.00</u>          |     | <u>+\$ 15,692.00</u>   |
|   | \$ 520,067.00                 |     | \$ 22,045.00           |
|   |                               |     |                        |
|   |                               |     |                        |
| Additional Comments: To cover the increase cost of the new vehicle and Cintas First Supplies.       |                               |     |                        |
|   |                               |     |                        |
|   |                               |     |                        |
|   |                               |     |                        |

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| This transfer is to implement the action of the Library Board of Directors under the authority granted by Connecticut General Statutes §11-33. |
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Department Head Signature: Elaine Braithwaite, City Librarian

Date: \_\_\_\_\_