

RESOLUTION NO. 368-22

9-27-22

COL Amend Transfer of Funds Policy

Amending the Cayuga County Transfer of Funds within Departments Contractual Accounts Policy

By: Christopher Petrus, Chair, Government Operations

WHEREAS, The County Legislature has adopted numerous policies and procedures for conducting County business and others which are mandated by Federal and State governments; and,

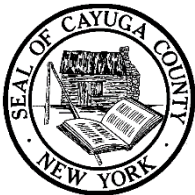
WHEREAS, The County wishes to amend the Transfer of Funds within Departments Contractual Accounts Policy, removing the word Administrator and replacing it with Chair of the Legislature or his/her designee, increasing the amount departments can transfer within their .400 contractual accounts up to \$15,000, adding transfer of up to \$15,000 within equipment lines in a department's budget and transfer up to \$15,000 between equipment lines and contractual lines, and removing the amendment of 9-17-17; now therefore be it

RESOLVED, The Cayuga County Legislature does hereby amend The Transfer of Funds within Departments Contractual Accounts Policy; and be it further

RESOLVED, That the policy be posted to the County Website, and e-mailed to Department Heads by the Clerk of the Legislature Office; and it is further

RESOLVED, That each Department will review their policies annually and all changes/revisions will be brought by Resolution through the Government Operation Committee to the Legislature for its consideration; and it is further

RESOLVED, That this resolution will take effect immediately upon its adoption.



State of New York }
County of Cayuga }

I do hereby certify, that I have compared the forgoing copy of a Resolution duly passed and adopted by the Cayuga County Legislature at a meeting held on the 27th day of September 2022 with the original Resolution, and that the same is a true and correct copy and transcript thereof, and the whole thereof.

Given under my hand and official seal September 28th, 2022

Shula P. Smith
CLERK, CAYUGA COUNTY LEGISLATURE

CAYUGA COUNTY POLICY

DEPARTMENT: Legislature

POLICY TITLE: Transfer of Funds within Departments Contractual Accounts

EFFECTIVE DATE: 9/27/22

RESOLUTION NO.: 368-22

SUPERSEDES POLICY OF: 5-10-22 Resolution 255-10 and 12-19-06, Resolution 688-06

Objective: To authorize the *County Chairperson or his/her designee*, who functions as the County Budget Officer, to approve the annualized transfer of funds within departments' contractual accounts (.400) up to ***\$15,000.00***.

Policy: The *County Chairperson or his/her designee* is hereby authorized to approve or deny the transfer of funds within a department's .400 Contractual Accounts up to ***\$15,000.00*** and transfer up to ***\$15,000*** between ***equipment lines and contractual lines***, Any amount over \$15,000.00 goes to the appropriate committee by Resolution for approval.

(REMOVED 9-27-22)

Amended 9-26-17

POLICY: "The County Administrator is hereby authorized to approve or deny the transfer of funds within a department's .400 Contractual Accounts up to \$5,000.00. **The County Administrator is further authorized to approve or deny the transfer of funds within the .400 Contractual Accounts up to \$5,000 between the various departments managed by the Superintendent of Buildings and Grounds.** Any amount over \$5,000.00 goes to the appropriate committee by resolution for approval."

AMENDED 9-27-22

Objective: To authorize the *County Chairperson or his/her designee*, who functions as the County Budget Officer, to approve the annualized transfer of funds within departments' contractual accounts (.400) up to \$5,000.00.

Policy: The *County Chairperson or his/her designee* is hereby authorized to approve or deny the transfer of funds within a department's .400 Contractual Accounts up to \$15,000.00 and transfer up to \$15,000 between equipment lines and contractual lines, Any amount over \$15,000.00 goes to the appropriate committee by Resolution for approval.

Policy shall be reviewed annually by the Clerk of the Legislature. Revisions must be in Resolution form, go through the Government Operations Committee and approved by the Legislature.