



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 24-3018, **Version:** 1

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### **PROPOSED TRANSFER OF FUNDS**

**Department:** Budget and Management Services

**Request:** Transfer Funds

**Reason:** Unexpected purchase of new equipment not covered by warranty.

**From Account(s):** 11000.1014.11030.501010 Salary and Wages, \$10,000.00

**To Account(s):** 11000.1014.10155.530605 Office Supplies, \$10,000.00

**Total Amount of Transfer:** \$10,000.00

**On what date did it become apparent that the receiving account would require an infusion of funds in order to meet current obligations? What was the balance in the account on that date, and what was the balance 30 days prior to that date?**

DBMS had about \$1,500 in the Office Supplies account past a few months. Budget transfer is necessary to replace a laptop that has become obsoleted and replace AV equipment in multiple rooms in the office that had been unstable and not consistently functional, as well as to afford other supply needs in the department.

**How was the account used for the source of transferred funds identified? List any other accounts that were also considered (but not used) as the source of the transferred funds.**

We identified the salary account because there will be a surplus in this account due to the backlog we have experienced in hiring. DBMS does not have non-personnel budget other than office supplies and trainings which we plan to spend for the remaining of the fiscal year.

**Identify any projects, purchases, programs, contracts, or other obligations that will be deferred, delayed, or canceled as a result of the reduction in available spending authority that will result in the account that funds are transferred from.**

DBMS proposes to take funds from the payroll salvage that is actualized due to attrition and a delay in hiring. There are no project delays caused by the proposed budget transfer.

**If the answer to the above question is “none” then please explain why this account was originally budgeted in a manner that caused an unobligated surplus to develop at this point in the fiscal year.**

N/A. Funds are coming out of higher than anticipated turnover saving.