



Office of the West Seneca Town Supervisor
Hon. Gary A. Dickson

Memorandum

To: Honorable Town Board

From: Brendon Najm, Secretary to the Supervisor

Date: April 8, 2020

Subject: Budget Transfer for Association of Towns Conference

Kindly authorize the Director of Finance to present the attached budget transfer for expenses associated with the Supervisor's NYC trip for the Association of Town's Conference in the amount of \$567.88 from the Finance Professional Services line 1131000.50451 to the Supervisor Continuing Education and Training line 1122000.50414.

Town of West Seneca Budgetary Transfer Request

The following budgetary transfers are requested as indicated below.

From:

Account Number	Description	Amount
1131000.50451	Finance - Professional Services	567.88

To:

Account Number	Description	Amount
1122000.50414	Supervisor - Continuing Edu	567.88

Justification:

Supervisor NYC Association of Towns Training


 DEPARTMENT HEAD APPROVAL

Availability to Appropriation Checked
Finance Office

INITIAL

DATE
