

# City of Everett, Massachusetts



## City Council

### **An Ordinance – C0086-14**

**Sponsored by: Councilor Michael Marchese, as President**

Be it Ordained by the CITY COUNCIL OF THE CITY OF EVERETT, as follows:

*That the Revised Ordinances of the City of Everett, Massachusetts be amended by adding new sections to be numbered 7-6 and 7-7, which said sections read as follows:*

*Section 7-6 . Transfers of funds*

*a) Whenever it is deemed necessary by any department of the city to request a transfer of funds, such request shall be made in writing and addressed to the mayor.*

*b) Upon approval of the mayor, all such transfer requests shall be forwarded to the city council for their consideration.*

*c) A copy of all such transfer request shall be delivered to each member of the city council at least seventy-two (72) hours prior to the meeting at which such request will be considered.*

*d) When all such transfer request are received by the city council, they shall additionally include:*

*1) The primary reason for the transfer including any expenditures or shortfalls not addresses in the department's operating budget.*

*2) The correct designation of the actual accounts from and to which each such transfer is being proposed, including their account numbers.*

*3) The current balances of the accounts involved in each such transfer as certified by the city council.*

*e) The city council shall consider each such transfer request in*

*accordance with the rules of the city council.*

*Section 7-7. Additional requirements for transfers of appropriated funds.*

*a) Definitions*

*When used in this section, the following words, terms and phrases shall have the meanings ascribed by them in this section, except where the context clearly indicates a different meaning:*

*1) Interdepartmental transfer: The transfer of an amount in an operating budget approved for a specific department and use in such budget to another department in the same operating budget.*

*b) Reasons for the transfer of appropriated funds*

*The reasons for the transfer of budgeted funds include, but are not limited to:*

*1) Avoiding a situation where a department shall incur liabilities in excess of an annual appropriation approved for such department.*

*2) Increasing an appropriation included in the annual appropriation order to other funds.*

*3) Properly allocating funds approved in the annual appropriation order to other funds.*

*c) When all such transfer requests are received by the city council, they shall additionally include:*

*1) A written statement of approval from the department having control of the appropriation from which each such transfer is proposed to be made that the current appropriation is sufficient to support such transfer of funds and all other expenditures anticipated from that appropriation for the remainder of the fiscal year.*

*2) When such transfer is requested from a school department's appropriation to a city department appropriation, a copy of the vote of the school committee approving the amount of such transfer.*

*d) Within the last two (2) months of any fiscal year, or during the first fifteen (15) days of the new fiscal year to apply to the previous fiscal year, the city council may only approve interdepartmental transfers that do not exceed, in the aggregate, three (3%) of the annual appropriation of the department from which the transfer is being requested.*

*State law reference – Transfer of appropriations, MGL c 44, § 33B.*

*January 27, 2014*

*Enrolled in the City Council  
11 Yeas 0 Nays*

*February 10, 2014*

*Ordained in the City Council  
11 Yeas 0 Nays*

*February 11, 2014*

*Approved: Mayor Carlo DeMaria, Jr.*



*Michael Matarazzo*

A true copy Attest: Michael Matarazzo, City Clerk