

Mayor
David R. Martin



CITY OF STAMFORD
OFFICE OF POLICY & MANAGEMENT
STAMFORD GOVERNMENT CENTER
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CT 06901-2152

MEMORANDUM

To: The Board of Finance
From: Lee Berta, Assistant OPM Director
Subject: FY16/17 YTD Board of Finance and Administrative Transfers
Date: November 28, 2016

Attached is a general fund Board of Finance and Administrative Transfer detail report. This information is being provided at the request of the Board of Finance in reference to the City Charter Sec. C8-30-11.

- *All appropriations in the operating budget for the ensuing fiscal year made by the Board of Representatives shall be made by items, specifying the amount of money appropriated therein and the purpose for which the amount is appropriated. Except as specifically set forth in this section, no money appropriated for any item shall be used for any other purpose, but transfers of appropriations may, with the approval of the Board of Finance, be made in proper cases from one item to another. Notwithstanding the foregoing, with the approval of the Director of Administration (or the Mayor, in the case of the Office of Administration), (1) a transfer or transfers between non-salary line item accounts within an office, department, board, commission, authority or agency not to exceed (a) in the case of any single transfer, the greater of \$50,000 or 5% of the budget of said office, department, board, commission, authority or agency and (b) in the case of all such transfers during any fiscal year, the greater of \$100,000 or 10% of the budget of said office, department, board, commission, authority or agency, may be made in any one fiscal year, and (2) transfers of up to 10% of the annual appropriation from salary accounts to overtime accounts and/or from overtime accounts to salary accounts. At the end of each fiscal year, any unencumbered balance in any group of appropriations in the current operating budget not necessary to meet liabilities already incurred with respect to such group shall cease to be available for the purpose for which they were appropriated, with the exception of grants which have been extended by federal or state authority into the next fiscal year.*

- *(Referendum 11-6-1979; Referendum 11-3-1987; Referendum 11-7-1995)*

Please feel free to contact me if you require any additional information.

Thank you,

Lee Berta

City of Stamford
 Budget Transfer/Adjustment Report
 as of 11/28/16

Category	Category Description	Bur.Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFA	Transfer - Administrative	01301013691991	Use of Fund Balance	000000000268158	7,093,110.00	BOR ADAP 10/05/2016
				Bureau TOTAL	7,093,110.00	
101	01410116610 OPM/Software Mainten			000000000267469	1,520.00-	To Central Services/Offic
	01410203001 Assessor/Professiona			000000000266321	3,000.00-	To Assessor/Copying & Pri
	01410205500 Assessor/Copying & P			000000000266321	3,000.00	Fr Assessor/Professional
	01410416100 Mail & Dup/Office Su			000000000267469	1,520.00	Fr OPM/Software Maint
				Bureau TOTAL	.00	
102	01412003001 Econ Dev/Prof Consul			000000000268012	801.00-	To Econ Dev/Office Suppli
	01412005101 Econ Dev/Gasoline			000000000268012	1,500.00-	To Econ Dev/Office Suppli
	01412006710 Econ Dev/Non Cap Com			000000000268012	2,301.00	Fr Econ Dev/Gas & Prof Co
				Bureau TOTAL	.00	
201	01421163601 Stormwater Mgmt/Cont			000000000267426	10,000.00	Fr Stormwater Mgmt/Vehicl
	01421165500 Stormwater Mgmt/Copy			000000000267792	300.00	Fr Stormwater MGMT/Vehicl
	01421166601 Stormwater Mgmt/Vehi			000000000267792	300.00-	To Stormwater MGMT/Copyin
	01421166601 Stormwater Mgmt/Vehi			000000000267426	10,000.00-	To Stormwater Mgmt/Contra
	01421236615 Police Vehicle Mnt/T			000000000266986	500.00-	To Police Vehicle Mnt/Pro
	01421236901 Police Vehicle Mnt/P			000000000266986	500.00	Fr Police Vehicle Mnt/Tow
	01421285400 Maintenance Admin/Ad			000000000265098	1,500.00	Fr Maintenance Admin/Offi
	01421286100 Maintenance Admin/Of			000000000265098	1,500.00-	To Maintenance Admin/Adve
	01421286100 Maintenance Admin/Of			000000000261868	2,795.00-	To Parks&Maint/Dues&Fees/
	01421343202 Parks Maintenance/Co			000000000261868	1,400.00	Fr Maintenance Admin/Offi
	01421348100 Parks Maintenance/Du			000000000261868	805.00	Fr Maintenance Admin/Offi
	01421353202 Facilities Mtn/Conf			000000000261868	170.00	Fr Maintenance Admin/Offi
	01421358100 Facilities Mtn/Dues			000000000261868	420.00	Fr Maintenance Admin/Offi
	01421373601 Building Insp/Contra			000000000268606	1,245.00-	To Building Insp/Facility
	01421374401 Building Insp/Facili			000000000268606	1,245.00	Fr Building Insp/Contract
	01421375500 Building Insp/Copyin			000000000265106	2,451.00-	To BuildingInsp/Software
	01421376610 Building Insp/Softwa			000000000265106	2,451.00	Fr Building Insp/Copying
				Bureau TOTAL	.00	
335	01433503001 Emer Comm/Profession			000000000268104	8,000.00	Fr Emer Comm/Radio Mainte
	01433506606 Emer Comm/Radio Main			000000000268104	8,000.00-	To Emer Comm/Professional
				Bureau TOTAL	.00	

City of Stamford
 Budget Transfer/Adjustment Report
 as of 11/28/16

Category	Category Description	Bur.Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFA	Transfer - Administrative	370 01437103001 01437103601	Smith House/Prof Con Smith House/Contract	000000000265992 000000000265992	10,000.00- 10,000.00	To Smith House/Contracted Fr Smith House/Prof Consu
				Bureau TOTAL	.00	
		400 01440203001 01440203001 01440203009 01440203009 01440203009 01440204401	HR/Prof Consultant HR/Prof Consultant HR/Actuarial Service HR/Actuarial Service HR/Actuarial Service HR/Facility Rental	000000000261220 000000000268405 000000000261220 000000000268405 000000000268014 000000000268014	70,000.00- 30,000.00 70,000.00 30,000.00- 1,000.00- 1,000.00	To HR/Actuarial Services Fr HR/Actuarial Services Fr HR/Prof Consultant To HR/Prof Consultant To HR/Facility Rental Fr HR/Actuarial Services
				Bureau TOTAL	.00	
		500 01450708808 01450708810	Reg of Voters/Local Reg of Voters/Electi	000000000268105 000000000268105	34,000.00- 34,000.00	To Reg of Voters/Election Fr Reg of Voters/Local Pr
				Bureau TOTAL	.00	
				Category TOTAL	7,093,110.00	
TRFF	Transfer - Finance Board	380 01438101100 01438223003	Health Dir/Salaries Comm Nurse/Prof Medi	000000000268811 000000000268811	7,000.00- 7,000.00	BOF TRFF 11/10/2016 BOF TRFF 11/10/2016
				Bureau TOTAL	.00	
		500 01450501100 01450501203	Town Clerk/Salaries Town Clerk/Seasonal	000000000265258 000000000265258	47,000.00- 47,000.00	BOF TRFF 08/11/2016 BOF TRFF 08/11/2016
				Bureau TOTAL	.00	
				Category TOTAL	.00	
				FINAL TOTALS TOTAL	7,093,110.00	

*** END OF REPORT ***