

Mayor
David R. Martin



CITY OF STAMFORD
OFFICE OF POLICY & MANAGEMENT
STAMFORD GOVERNMENT CENTER
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CT 06904-2152

MEMORANDUM

To: The Board of Finance

From: Lee Berta, Assistant OPM Director

Subject: Board of Finance and Administrative Transfers

Date: December 29th, 2014

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. 8-30-11.

Non-Salary to Non-Salary Transfers: No single transfer may exceed the greater of \$50,000 or 5% within an office's revised budget. Cumulative transfers during a fiscal year may not exceed the greater of \$100,000 or 10% during any fiscal year.

Salary to Overtime Transfers: Salary transfers may not exceed 10% of the office's annual salary appropriation during any fiscal year.

As of December 29th, 2014, there were nineteen (19) Administrative Transfers and twelve (12) Board of Finance Transfers.

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

Thank you


Lee Berta

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Category	Category Description	Bur.Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFA	Transfer - Administrative	101 01410326100 01410326610	Controller/Office Su Controller/Software	000000000232036 000000000232036	900.00- 900.00	TO CONTROLLER/SOFTWARE MA FR CONTROLLER/OFFICE SUPP
			Bureau TOTAL		.00	
201	01421296603 01421296604 01421296700 01421335500 01421336603 01421336603 01421353601 01421353603 01421353603 01421356603 01421356911 01421356911 01421411100 01421411301 01421445910 01421445911	Leased Facilities/Bu Leased Facilities/Gr Leased Facilities/Sm Gov't Ctr/Copying & Gov't Ctr/Building M Gov't Ctr/Building M Maintenance/Contract Maintenance/Contract Maintenance/Contract Maintenance/Building Maintenance/Housekee Maintenance/Housekee Maintenance/Housekee Transf Station/Salar Transf Station/Overt Haulaway/Brush Haulaway/Leaves	000000000234814 000000000232078 000000000232078 000000000230854 000000000230854 000000000233693 000000000233694 000000000234814 000000000234813 000000000233694 000000000234813 000000000233693 000000000234463 000000000234463 000000000234933 000000000234933	6,170.00 2,500.00- 2,500.00 92.00 92.00- 4,000.00- 3,000.00 6,170.00- 6,170.00- 3,000.00- 6,170.00 4,000.00 35,000.00- 35,000.00 15,000.00- 15,000.00	FR MAINTENANCE/CONTRACT-S TO LEASED FACILITIES/SM T FR LEASED FACILITIES/GROU FROM GOV'T CTR/BUILDING M TO GOV'T CTR/COPYING & PR TO MAINTENANCE/HOUSEKEEPI FR MAINTENANCE/BUILDING M TO LEASED FACILITIES/BUIL TO MAINTENANCE/HOUSEKEEPI TO MAINTENANCE/CONTRACTED FR MAINTENANCE/CONTRACT-S FR GOV'T CTR/BUILDING MAI TO TRANSFER STATION/OVERT FR TRANSFER STATION/SALAR TO HAULAWAY/LEAVES FR HAULAWAY/BRUSH	
			Bureau TOTAL		.00	
205	01425373601 01425376603	Kweskin Theater/Cont Kweskin Theater/Buil	000000000226354 000000000226354	5,000.00 5,000.00-	Fr Kweskin Theater/Buili To Kweskin Theater/Contra	
			Bureau TOTAL		.00	
206	01426001100 01426001301	Ops Adm/Salaries Ops Adm/Overtime	000000000226353 000000000226353	8,000.00- 8,000.00	To Ops Adm/Overtime Fr Ops Adm/Salaries	
			Bureau TOTAL		.00	
320	01432309024 01432309024	Other Grants/Transfe Other Grants/Transfe	000000000228207 000000000228227	41,020.00- 41,020.00	TRFA PSHW Year End Transf TRFA PSHW Year End Transf	
			Bureau TOTAL		.00	
330	01433003302 01433003305 01433005500	Police/Recruit & Hir Police/EAP Program Police/Copying & Pri	000000000234885 000000000234885 000000000228227	10,000.00 10,000.00- 150.00-	Fr Police/EAP Program To Police/Recruit & Hirin TRFA PSHW Year End Transf	

Category	Category Description	Bur. Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFA	Transfer - Administrative	330	Police/Copying & Pri	000000000228207	150.00	TRFA PSHW Year End Transf
			Police/Small Tools &	000000000234765	37,000.00	Fo Police SS/Vehicle Mnt
			Police/Investigation	000000000228207	1,985.00	TRFA PSHW Year End Transf
			Police/Investigation	000000000228207	1,985.00	TRFA PSHW Year End Transf
			Police SS/Communicat	000000000228207	920.00	TRFA PSHW Year End Transf
			Police SS/Communicat	000000000228207	920.00	TRFA PSHW Year End Transf
			Police SS/Vehicle Ma	000000000234765	37,000.00	To Police/Small Tools & R
				Bureau TOTAL	.00	
		350	Fire/Postage	000000000228227	171.00	TRFA PSHW Year End Transf
			Fire/Postage	000000000228207	171.00	TRFA PSHW Year End Transf
			Fire/Vehicle Maint	000000000228207	182.00	TRFA PSHW Year End Transf
			Fire/Vehicle Maint	000000000228207	182.00	TRFA PSHW Year End Transf
			Fire/Equipment Maint	000000000228207	10,541.00	TRFA PSHW Year End Transf
			Fire/Equipment Maint	000000000228207	10,541.00	TRFA PSHW Year End Transf
				Bureau TOTAL	.00	
		370	Smith House/Prof Con	000000000228227	12,030.00	TRFA PSHW Year End Transf
			Smith House/Prof Con	000000000228207	12,030.00	TRFA PSHW Year End Transf
			Smith House/Prof Con	000000000234472	6,000.00	To Recreation/Recreation
			Smith House/Edu Trai	000000000228207	2,600.00	TRFA PSHW Year End Transf
			Smith House/Edu Trai	000000000228207	2,600.00	TRFA PSHW Year End Transf
			Smith House/Conf & T	000000000228207	732.00	TRFA PSHW Year End Transf
			Smith House/Conf & T	000000000228207	732.00	TRFA PSHW Year End Transf
			Smith House/Copying	000000000228207	1,345.00	TRFA PSHW Year End Transf
			Smith House/Copying	000000000228207	1,345.00	TRFA PSHW Year End Transf
			Smith House/Office S	000000000228207	1,007.00	TRFA PSHW Year End Transf
			Smith House/Office S	000000000228207	1,007.00	TRFA PSHW Year End Transf
			Smith House/Subscrip	000000000228207	100.00	TRFA PSHW Year End Transf
			Smith House/Subscrip	000000000228207	100.00	TRFA PSHW Year End Transf
			Smith House/Dues & F	000000000228207	4,000.00	TRFA PSHW Year End Transf
			Smith House/Dues & F	000000000228207	4,000.00	TRFA PSHW Year End Transf
			Smith House/Nursing	000000000228207	5,044.00	TRFA PSHW Year End Transf
			Smith House/Nursing	000000000228207	5,044.00	TRFA PSHW Year End Transf
			Recreation/Recreatio	000000000228207	384.00	Fr Smith House/Prof Consu
			Recreation/Recreatio	000000000234472	6,000.00	TRFA PSHW Year End Transf
			Recreation/Recreatio	000000000228207	384.00	TRFA PSHW Year End Transf
			Housekeeping/Houseke	000000000228207	5,684.00	TRFA PSHW Year End Transf
			Housekeeping/Houseke	000000000228207	988.00	TRFA PSHW Year End Transf
			Housekeeping/Houseke	000000000228207	988.00	TRFA PSHW Year End Transf
			Housekeeping/Houseke	000000000228207	5,684.00	TRFA PSHW Year End Transf
			Maintenance/Contract	000000000228207	606.00	TRFA PSHW Year End Transf
			Maintenance/Contract	000000000228207	606.00	TRFA PSHW Year End Transf

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Category	Category Description	Bur.Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFA	Transfer - Administrative	400 01440205500	HR/Copying & Printin	000000000231954	2,000.00-	TO HR/RECRUIT & HIRING
		01440206610	HR/Software Maintena	000000000229865	1,000.00-	Fr HR/Cap Out-Equip
		01440207301	HR/Cap Out - Equip	000000000229865	1,000.00	To HR/Software Maint
			Bureau TOTAL		.00	
		500 01450708808	Reg of Voters/Local	000000000232925	103,263.76-	TO REG OF VOTERS/ELECTION
		01450708808	Reg of Voters/Local	000000000226337	85,000.00	To Reg of Voters/Election
		01450708810	Reg of Voters/Electi	000000000232925	103,263.76	FR REG OF VOTERS/LOCAL PR
		01450708810	Reg of Voters/Electi	000000000226337	85,000.00-	Fr Reg of Voters/Primary
		01450928811	Patriotic Comm/Memor	000000000233763	352.15-	TO PATRIOTIC COMM/VETERAN
		01450928812	Patriotic Comm/Veter	000000000233763	352.15	FR PATRIOTIC COMM/MEMORIA
			Bureau TOTAL		.00	
			Category TOTAL		.00	
			FINAL TOTALS		.00	

*** END OF REPORT ***

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Category	Category Description	Bur. Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFF	Transfer - Finance Board	101				
		01410111100	OPM/Salaries	000000000228268	8,400.00-	BOF TRFF 07/10/14
		01410111202	OPM/Permanent Part-T	000000000231904	6,339.00	BOF TRFF 10/09/14
		01410111203	OPM/Seasonal	000000000228268	8,400.00	BOF TRFF 07/10/14
		01410111203	OPM/Seasonal	000000000231904	12,540.00	BOF TRFF 10/09/14
		01410111200	OPM/Social Security	000000000231904	1,445.00	BOF TRFF 10/09/14
		01410121100	Grants/Salaries	000000000232058	23,562.00-	BOF TRFF 08/14/14
		01410121203	Grants/Seasonal	000000000232058	23,562.00	BOF TRFF 08/14/14
		01410201100	Assessor/Salaries	000000000231904	20,324.00-	BOF TRFF 10/09/14
				Bureau TOTAL	.00	
		201				
		01421371202	Building Insp/Perman	000000000233237	17,628.00	BOF TRFF 11/13/14
		01421371203	Building Insp/Season	000000000233237	17,628.00-	BOF TRFF 11/13/14
		01421371203	Building Insp/Season	000000000231904	12,540.00	BOF TRFF 10/09/14
		01421372200	Building Insp/Social	000000000231904	960.00	BOF TRFF 10/09/14
		01421411100	Transf Station/Salar	000000000231904	13,500.00-	BOF TRFF 10/09/14
		01421431202	Collection/Permanent	000000000233237	27,453.00	BOF TRFF 11/13/14
		01421431203	Collection/Seasonal	000000000233237	27,453.00-	BOF TRFF 11/13/14
		29421391202	Parking/Permanent Pa	000000000233237	97,338.00	BOF TRFF 11/13/14
		29421391202	Parking/Permanent Pa	000000000231904	46,067.00	BOF TRFF 10/09/14
		29421391203	Parking/Seasonal	000000000233237	97,338.00-	BOF TRFF 11/13/14
		29421392200	Parking/Social Secur	000000000231904	3,524.00	BOF TRFF 10/09/14
		29421399002	Parking/Transfer to	000000000231904	49,591.00-	BOF TRFF 10/09/14
				Bureau TOTAL	.00	
		204				
		33424111100	Process Control/Sala	000000000233237	12,473.00-	BOF TRFF 11/13/14
		33424231202	PumpStation Mnt/Perm	000000000233237	12,473.00	BOF TRFF 11/13/14
				Bureau TOTAL	.00	
		205				
		01425311202	Aquatics/Permanent P	000000000233237	28,582.00	BOF TRFF 11/13/14
		01425311203	Aquatics/Seasonal	000000000233237	28,582.00-	BOF TRFF 11/13/14
				Bureau TOTAL	.00	
		320				
		24401731100	Educ Thru Adventure/	000000000234864	54,529.00	BOF TRFF 12/17/14
		24401731202	Educ Thru Adventure/	000000000234864	54,529.00-	BOF TRFF 12/17/14
		24402101100	Cost Sharing/Salarie	000000000233241	3,322.00-	BOF TRFF 11/13/14
		24402101202	Cost Sharing/Permane	000000000233241	6,333.00-	BOF TRFF 11/13/14
		24402101203	Cost Sharing/Seasona	000000000233241	12,061.00	BOF TRFF 11/13/14
		24402102100	Cost Sharing/Medical	000000000233241	9,796.00-	BOF TRFF 11/13/14
		24402102200	Cost Sharing/Social	000000000233241	190.00	BOF TRFF 11/13/14

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Category	Category Description	Bur.Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFF	Transfer - Finance Board	320 24402103001	Cost Sharing/Prof Co	000000000233241	7.000.00	BOF TRFF 11/13/14
			Bureau TOTAL		.00	
330	01433001100	Police/Salaries	000000000233237	25.291.00-	BOF TRFF 11/13/14	8
	01433001202	Police/Permanent Par	000000000233237	25.291.00	BOF TRFF 11/13/14	
			Bureau TOTAL		.00	
370	01437101202	Smith House/Permanen	000000000233237	10.442.00	BOF TRFF 11/13/14	9,10
	01437101203	Smith House/Seasonal	000000000233237	10.442.00-	BOF TRFF 11/13/14	
	01437801201	Nursing Svs/Part-Tim	000000000233237	179.803.00-	BOF TRFF 11/13/14	
	01437801202	Nursing Svs/Permanen	000000000233237	179.803.00	BOF TRFF 11/13/14	
			Bureau TOTAL		.00	
400	01440101100	Law/Salaries	000000000228268	4.200.00-	BOR TRFF 07/10/14	11,12
	01440101203	Law/Seasonal	000000000228268	4.200.00	BOR TRFF 07/10/14	
	01440201100	HR/Salaries	000000000230821	10.000.00-	To HR/Seasonal	
	01440201203	HR/Seasonal	000000000230821	10.000.00	Fr HR/Salaries	
			Bureau TOTAL		.00	
			Category TOTAL		.00	
			FINAL TOTALS		.00	

*** END OF REPORT ***