

Mayor
David R. Martin



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

MEMORANDUM

To: The Board of Finance
From: Lee Berta, Assistant OPM Director
Subject: FY17/18 YTD Board of Finance and Administrative Transfers
Date: Nov 9, 2017

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

Category	Category Description	Bur.Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFA	Transfer - Administrative	101	Dir of Admin/Prof Co	000000000301972	600.00	Fr Dir of Admin/Office Su
		01410106100	Dir of Admin/Office	000000000301972	600.00-	To Dir of Admin/Prof Cons
		01410406100	Purchasing/Office Su	000000000302702	104.00-	To Purchasing/Subscriptio
		01410406401	Purchasing/Subscript	000000000302702	104.00	Fr Purchasing/Office Supp
			Bureau TOTAL		.00	
		102	Econ Dev/Prof Consul	000000000301885	13.000.00-	To Special Events/Firewor
			Bureau TOTAL		13.000.00-	
201		01421296501	Leased Facilities/Su	000000000302807	1.100.00	Fr Facilities Mtn/Supplie
		01421296506	Leased Facilities/OS	000000000301921	500.00	Fr Leased Facilities/Hous
		01421296605	Leased Facilities/Eq	000000000303539	800.00-	To Leased Facilities/SmTo
		01421296700	Leased Facilities/Sm	000000000303539	800.00	Fr Leased Facilities/Equi
		01421296911	Leased Facilities/Ho	000000000301921	500.00-	To Leased Facilities/OSHA
		01421334400	Gov't Ctr/Equipment	000000000300516	507.60	Fr Gov't Ctr/Office Suppl
		01421336100	Gov't Ctr/Office Sup	000000000300516	507.60-	To Gov't Ctr/Equipment Re
		01421336501	Gov't Ctr/Supplies -	000000000302414	500.00-	To Govt Ctr/Equipment Mai
		01421336605	Gov't Ctr/Equipment	000000000302414	500.00	Fr Gov't Ctr/Supplies - L
		01421344400	Parks Maintenance/Eq	000000000303534	2.000.00-	To Parks Maintenance/SmTo
		01421346700	Parks Maintenance/Sm	000000000303534	2.000.00	Fr Parks Maintenance/Equi
		01421356501	Facilities Mtn/Suppl	000000000302807	1.100.00-	To Leased Facilities/Supp
			Bureau TOTAL		.00	
205		01425388844	Spec Events/Firework	000000000301885	13.000.00	Fr Econ Dev/Prof Consulta
			Bureau TOTAL		13.000.00	
500		01450708808	Reg of Voters/Local	000000000302503	35.000.00	Fr Reg of Voters/Election
		01450708810	Reg of Voters/Electi	000000000302503	35.000.00-	To Reg of Voters/Local Pr
			Bureau TOTAL		.00	
			Category TOTAL		.00	
TRFF	Transfer - Finance Board	101	Application Supp/Sal	000000000303434	111.034.00	BOF TRFF 09/15/17
			Bureau TOTAL		111.034.00	

11/09/17 09:47:11

City of Stamford
Budget Transfer/Adjustment Report
as of 11/09/17

PAGE 2

Category	Category Description	Bur.Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFF	Transfer - Finance Board	335 01433501100	Emer Comm/Salaries	000000000303434	111.034.00-	BOF TRFF 09/15/17
				Bureau TOTAL	111.034.00-	
				Category TOTAL	.00	
				FINAL TOTALS TOTAL	.00	

*** END OF REPORT ***