

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: Board of Finance

From: Lee Berta, Assistant OPM Director

Subject: FY18/19 YTD Board of Finance and Administrative Transfers

Date: March 14, 2019

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	201				
		01421286100	Maintenance Admin/Of	000000000335368	1,000.00	Fr Maintenance Admin/Misc
		01421286100	Maintenance Admin/Of	000000000337167	2,000.00	Fr Maintenance Admin/Laun
		01421286801	Maintenance Admin/La	000000000337258	2,000.00	To Maintenance/Office Sup
		01421288400	Maintenance Admin/Mi	000000000337258	50,000.00	Fr Govt Ctr/Cont Svcs - C
		01421288400	Maintenance Admin/Mi	000000000335368	28,015.00	To Facilities Dept/Variou
		01421288400	Maintenance Admin/Mi	000000000337167	19,106.00	To Maintenance/Contracted
		01421288909	Maintenance Admin/Du	000000000335368	15.00	Fr Maintenance Admin/Misc
		01421293601	Leased Facilities/Co	000000000332901	6,500.00	Fr Leased Facilities/Cont
		01421293624	Leased Facilities/Co	000000000332901	12,000.00	To Leased Facilities/Var1
		01421296506	Leased Facilities/OS	000000000332245	500.00	Fr Leased Facilities/Var1
		01421296506	Leased Facilities/Bu	000000000332901	500.00	To Leased Facilities/OSHA
		01421296603	Leased Facilities/Bu	000000000332901	5,000.00	Fr Leased Facilities/Cont
		01421296700	Leased Facilities/Sm	000000000332901	500.00	Fr Leased Facilities/Cont
		01421333601	Gov't Ctr/Contracted	000000000335368	4,000.00	Fr Maintenance Admin/Misc
		01421333601	Gov't Ctr/Cont Svcs	000000000337167	450.00	Fr Maintenance Admin/Misc
		01421333622	Gov't Ctr/Cont Svcs	000000000332758	50,000.00	To Maintenance Admin/Misc
		01421336501	Gov't Ctr/Supplies -	000000000332901	2,000.00	To Govt Ctr/Small Tools &
		01421336700	Gov't Ctr/Small Tool	000000000332901	2,000.00	Fr Gov't Ctr/Supplies - L
		01421343601	Parks Maintenance/Co	000000000331433	5,000.00	Fr Parks Maintenance/Supp
		01421346501	Parks Maintenance/Su	000000000331433	5,000.00	To Parks Maintenance/Cont
		01421346501	Parks Maintenance/Su	000000000332568	7,000.00	Fr Maintenance Admin/Misc
		01421346601	Parks Maintenance/Ve	000000000332245	2,700.00	To Parks Maintenance/Smto
		01421346601	Parks Maintenance/Ve	000000000332901	1,000.00	To Parks Maintenance/Smto
		01421346605	Parks Maintenance/Eq	000000000335368	1,000.00	Fr Maintenance Admin/Misc
		01421346700	Parks Maintenance/Sm	000000000332245	2,700.00	Fr Parks Maintenance/Ven1
		01421346700	Parks Maintenance/Sm	000000000332901	1,000.00	Fr Parks Maintenance/Ven1
		01421353601	Facilities Mtn/Contr	000000000335368	15,000.00	Fr Maintenance Admin/Ven1
		01421353601	Facilities Mtn/Contr	000000000337167	18,656.00	Fr Maintenance Admin/Misc
		01421356506	Facilities Mtn/OSHA	000000000332245	1,000.00	Fr Facilities Mtn/Buildin
		01421356603	Facilities Mtn/Build	000000000335368	1,000.00	To Facilities Mtn/OSHA Sa
		01421415500	Transf Station/Copy	000000000336582	128.00	To Transf Station/Buildin
		01421416603	Transf Station/Build	000000000336582	128.00	Fr Transf Station/Copying
		01421416604	Transf Station/Equip	000000000338308	780.00	To Transf Station/Equip M
		01421425500	Recycling/Copying &	000000000336984	1,000.00	Fr Recycling/Office Suppl
		01421426100	Recycling/Office Sup	000000000336984	1,000.00	Fr Recycling/Copying & Pr
		01421443402	Haulaway/Recycling P	000000000336582	4,500.00	Fr Haulaway/Miscellaneous
		01421445903	Haulaway/Garbage	000000000334779	100,000.00	To Haulaway/Brush
		01421445903	Haulaway/Garbage	000000000334779	100,000.00	Fr Haulaway/Garbage
		01421445907	Haulaway/Miscellaneous	000000000336582	4,500.00	To Haulaway/Recycling Pro
			Bureau TOTAL		.00	
205		01425281203	Star Center/Seasonal	000000000331611	220,338.00	Fr Fee-Supp/Seasonal
		01425281301	Star Center/Overtime	000000000331611	900.00	Fr Fee-Supp/Overtime
		01425282200	Star Center/Social S	000000000331611	11,730.00	Fr Fee-Supp/Social Secur

Category	Category Description	Bur. Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFA Transfer - Administrative	205	01425283601	Star Center/Contract	000000000331611	40,000.00	Fr Fee-Supp/Contracted Se
		01425284401	Star Center/Facility	000000000331611	95,522.00	Fr Fee-Supp/Facility Rent
		01425284401	Star Center/Facility	000000000334056	53,228.00	Fr Fee-Supp/Facility Rent
		01425285405	Star Center/Postage	000000000331611	100.00	Fr Fee-Supp/Postage
		01425285500	Star Center/Copying	000000000331611	300.00	Fr Fee-Supp/Copying & Pri
		01425286204	Star Center/Electric	000000000331611	25,014.00	Fr Fee-Supp/Electric-Utl
		01425286204	Star Center/Electric	000000000334056	4,986.00	Fr Fee-Supp/Electric-Utl
		01425286902	Star Center/Uniforms	000000000331611	1,000.00	Fr Fee-Supp/Uniforms
		01425286903	Star Center/Medical	000000000331611	500.00	Fr Fee-Supp/Medical Supp
		01425286904	Star Center/Recreation	000000000331611	5,000.00	Fr Fee-Supp/Recreation Su
		01425286911	Star Center/Housekee	000000000331611	3,000.00	Fr Fee-Supp/Recreation Su
		01425288833	Star Center/Busing	000000000331611	1,500.00	Fr Fee-Supp/Busing
		01425341203	Fee-Supp/Seasonal	000000000331611	220,338.00	To Star Center/Seasonal
		01425341301	Fee-Supp/Overtime	000000000331611	900.00	To Star Center/Overtime
		01425342200	Fee-Supp/Social Secu	000000000331611	11,730.00	To Star Center/Social Sec
		01425343601	Fee-Supp/Contracted	000000000331611	40,000.00	To Star Center/Contracted
		01425344401	Fee-Supp/Facility Re	000000000331611	95,522.00	To Star Center/Facility R
		01425344401	Fee-Supp/Facility Re	000000000334056	53,228.00	To Star Center/Facility R
		01425345405	Fee-Supp/Postage	000000000331611	100.00	To Star Center/Postage
		01425345500	Fee-Supp/Copying & P	000000000331611	300.00	To Star Center/Copying & P
		01425346204	Fee-Supp/Electric-Ut	000000000331611	25,014.00	To Star Center/Electric-U
		01425346204	Fee-Supp/Electric-Ut	000000000334056	4,986.00	To Star Center/Electric-U
		01425346902	Fee-Supp/Uniforms	000000000331611	1,000.00	To Star Center/Uniforms
		01425346903	Fee-Supp/Medical Sup	000000000331611	500.00	To Star Center/Medical Su
		01425346904	Fee-Supp/Recreation	000000000331611	8,000.00	To Star Center/Rec & Hous
		01425348833	Fee-Supp/Busing	000000000331611	1,500.00	To Star Center/Busing
			Bureau TOTAL		.00	
	330	01433006204	Police/Electric - Ut	000000000330816	20,000.00	To Patrol/Comm Utl
		01433006204	Police/Electric - Ut	000000000336577	20,000.00	Fr Patrol/Communication U
		01433015303	Patrol/Communication	000000000330816	20,000.00	Fr Police/Electric - Utl
		01433015303	Patrol/Communication	000000000336577	20,000.00	To Police Admin/Electric-
			Bureau TOTAL		.00	
	335	01433503001	Emer Comm/Profession	000000000336581	8,000.00	To Emer Comm/Education &
		01433503201	Emer Comm/Educ & Tra	000000000336581	8,000.00	Fr Emer Comm/Professional
		01433506606	Emer Comm/Radio Main	000000000330986	1,550.00	To Emer Med Svs/Radio Mai
		01439606606	Emer Med Svs/Radio M	000000000330986	1,550.00	Fr Emer Comm/Radio Maint
			Bureau TOTAL		.00	
340	01434105301	Volunteer Fire/Telep	000000000331807	500.00	Fr Fire/Telephone	

Category	Category Description	Bur. Account #	Description	Group Number	Transaction Amount	Transaction Description
TRFA	Transfer - Administrative	340	Volunteer Fire/Volun	000000000335746	83,707.00-	To Volunteer Fire/Long Ri
		01434108843	Volunteer Fire/Long	000000000335746	83,707.00	Fr Volunteer Fire/Volunte
		01434108846				
				Bureau TOTAL	500.00	
		350	Fire/Telephone	000000000331807	18,400.00-	To Fire/Various Telephone
		01435105301	Suppression/Telephon	000000000331807	12,500.00	Fr Fire/Telephone
		01435215301	Suppression/Protecti	000000000337392	50,000.00-	To Vehicle & Equip/Vehicl
		01435216901	Fire Training/Teleph	000000000331807	2,000.00	Fr Fire/Telephone
		01435335301	Fire Marshal/Telepho	000000000331807	2,400.00	Fr Fire/Telephone
		01435405301	Vehicle & Equip Mnt/	000000000331807	1,000.00	Fr Fire/Telephone
		01435505301	Vehicle & Equip Mnt/	000000000337392	50,000.00	Fr Suppression/Protective
		01435506601				
				Bureau TOTAL	500.00-	
		380	Health Dir/Prof Cons	000000000337588	1,400.00-	To PS Health/Prof Consult
		01438103001	PS Health/Classified	000000000337588	7,000.00-	To PS Health/Prof Consulta
		01438202600	PS Health/Prof Consu	000000000337588	8,400.00	Fr Health/Various
		01438203001				
				Bureau TOTAL	.00	
		400	HR/Civil Service Exa	000000000338254	7,000.00-	To HR/Employment Agency
		01440203203	HR/Employment Agency	000000000338254	7,000.00	Fr HR/Civil Service Exams
		01440203320	HR/Contracted Servic	000000000335367	5,000.00	Fr Emp1 Ben/Prof Consulta
		01440203601	Emp1 Ben/Prof Consu	000000000335367	5,000.00-	To HR/Contracted Services
		01440223001				
				Bureau TOTAL	.00	
		500	Town Clerk/Contracte	000000000337587	5,600.00-	To Town Clerk/Equipment R
		01450503601	Town Clerk/Equipment	000000000337587	5,600.00	Fr Town Clerk/Contracted
		01450504400	Reg of Voters/Local	000000000338123	2,000.00-	To Reg of Voters/Election
		01450708808	Reg of Voters/Electi	000000000338123	2,000.00	Fr Reg of Voters/Local Pr
		01450708810				
				Bureau TOTAL	.00	
TRFF	Transfer - Finance Board	203	EPB/Salaries	000000000330301	25,000.00-	BOF TRFF 07/12/18
		01423401100	EPB/Seasonal	000000000330301	25,000.00	BOF TRFF 07/12/18
		01423401203				
				Category TOTAL	.00	

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Category	Category Description	Bur.Account #	Description	Group Number	Transaction Amount	Transaction Description
				Bureau TOTAL	.00	
				Category TOTAL	.00	
				FINAL TOTALS TOTAL	.00	

*** END OF REPORT ***