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Comptroller's Office | Phone: 860.584.6130 | Fax: 860.584.3827

September 23, 2020

RECEIVED  
2020 SEP 28 AM 8:43  
TOWN AND CITY CLERK  
BRISTOL, CT

Mayor Ellen Zoppo-Sassu  
Chairman  
City Hall  
111 North Main Street  
Bristol, Connecticut 06010

Dear Mayor Zoppo-Sassu:

At the Regular Board of Finance Meeting held on **September 22, 2020** it was voted as part of the consent agenda and referred to a Joint Meeting of the City Council and Board of Finance, "to make an additional appropriation of \$325 within the Special Grants and Donations Fund for the Arts and Culture Commission funded by donations."

Sincerely,

Diane M. Waldron  
Board of Finance Clerk

cc: Therese Pac

**City of Bristol**  
111 North Main Street  
Bristol, CT 06010  
www.bristolct.gov



**CITY OF BRISTOL  
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Arts & Culture Commission  
(Requesting Department)

Date: August 28, 2020  
(Submission Date)

For the September 22, 2020 Board of Finance Meeting Agenda  
(Date of Meeting)

This request is for:  
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation \$ 325
- Transfer from Contingency \$ \_\_\_\_\_
- Transfer(s) \$ \_\_\_\_\_
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other

**Approval:**

This request was approved by the \_\_\_\_\_  
(governing Board of your department)  
at its meeting held on \_\_\_\_\_  
(date)

Ellen Zapp-Sacco

(Department Head's signature)

**All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.**

Board of Finance Agenda Request Form

Reason for request:

Appropriate donations received for the Arts & Culture Commission.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
1061034-470022	Community Promotions – Contributions – Arts & Culture	\$325
1061034-581770	Mayor’s Community Promotions	\$325

Transfer(s) complete the following:

<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____

Grants:

Total Amount: Grant \$ \_\_\_\_\_

City Share \$ \_\_\_\_\_ %

Federal/State Share \$ \_\_\_\_\_ %