



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

September 23, 2020

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

RECEIVED
2020 SEP 28 AM 8:44
TOWN AND CITY CLERK
BRISTOL, CT

Dear Mayor Zoppo-Sassu:

At the regular Board of Finance Meeting held on **September 22, 2020** the following motion was passed and referred to a Joint Meeting of the City Council and Board of Finance for action:

“To make transfers totaling \$1,270,055 from the General Fund Contingency Account as of June 30, 2020.”

Sincerely,

A handwritten signature in black ink, appearing to read 'Diane M. Waldron', is written over a light blue horizontal line.

Diane M. Waldron
Board of Finance Clerk

cc: Therese Pac



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

To: Board of Finance Commissioners

From: Comptroller's
(Requesting Department)

Date: September 16, 2020
(Submission Date)

For the September 21, 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 \$ 720,055

Transfer from Contingency \$ 1,270,055

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)

 9/16/2020
(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:

To allocate funds to set aside reserves for future budget years as of 6/30/20 as described below:

-Transfer \$720,055 to replenish Sinking Fund for FY2021 capital and an additional appropriation to Sinking Fund Contingency.

-Transfer \$550,000 to Health Benefits Fund to replenish reserves

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

Account		Account Name	Amount
1011018-490001	Rev	Sinking Fund – Transfer In GF	\$720,055
1018106-589000	Exp	Sinking Fund Contingency	\$720,055

Transfer(s) complete the following:

From: 0018106-589000 General Fund Contingency	To: 0018108-591100 Operating Transfer Out Special Revenue	Amount: \$720,055
From: 0018106-589000 General Fund Contingency	To: 0018108-591500 Operating Transfer Out – Internal Service	Amount: \$550,000
From: _____	To: _____	Amount: _____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____