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111 North Main Street | Bristol, Connecticut 06010 | Phone: 860.584.6130

December 20, 2023

Mayor Jeffrey Caggiano
Chairman
City Hall
111 North Main Street
Bristol, Connecticut 06010

RECEIVED
2023 DEC 20 PM 2:55
TOWN AND CITY CLERK
BRISTOL, CT

Dear Mayor Caggiano:

At the Regular Board of Finance Meeting held on **December 19, 2023** it was voted as part of the consent agenda and referred to a Joint Meeting of the City Council and Board of Finance, "to transfer \$27,670 within the Special Grants and Donations Fund for Professional Fees."

Sincerely,

Diane M. Waldron
Board of Finance Clerk

cc: City Clerk



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

To: Board of Finance Commissioners

From: Fire Department
(Requesting Department)

Date: December 11, 2023
(Submission Date)

For the January 23, 2023 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 \$ _____

Transfer from Contingency \$ _____

Transfer(s) \$ 27,670.00 _____

Grant \$ _____

Carry-over(s) \$ _____

Other

Approval:

This request will be approved by the Board of Fire Commissioners' _____
(Governing Board of your department)

at its meeting held on 12/28/2023

(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.

Reason for request:

Please transfer funds from the grant overtime account into program supplies to cover instructor fees.

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

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

Transfer(s) complete the following:

From: 1062211-515100-23G23 Overtime	To: 1062211-531000-23G23 Professional Fees	Amount: \$27,670.00
From: _____	To: _____	Amount: _____
From: _____	To: _____	Amount: _____
From: _____	To: _____	Amount: _____

Grants:

Total Amount: Grant \$ _____
City Share \$ _____ %
Federal/State Share \$ _____ %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____