



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

To: Board of Finance Commissioners

From: Mayor's Office  
(Requesting Department)

Date: July 13, 2021  
(Submission Date)

For the July 27, 2021 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) \$ 25,000
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other

**Approval:**

This request was approved by the \_\_\_\_\_  
(governing Board of your department)

at its meeting held on \_\_\_\_\_  
(date)

*Ellen Zappo-Sass*  
(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:

Transfer of \$25,000 from the Community Promotions budget to a new account for the Arts & Culture Committee. In the past this has been combined for use of the Mayor's Community Promotions and the Arts & Culture Committee. The new Arts & Culture Supervisor will work with the Arts & Culture Committee to manage this budget segregating the two accounts. This amount is for the entire budget allocation, and a carryover of funds will be requested in August to support the Mayor's Community Promotions for FY2022. The increase in the Arts & Culture budget is to support a downtown mural.

Transfer(s) complete the following:

<b>From:</b>	0011034 581770 Community Promotions	<b>To:</b>	<del>0017021</del> -583120 Mayor's Arts & Culture Commission	<b>Amount:</b>	\$25,000
<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>	_____