



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

To: Board of Finance Commissioners

From: Public Works  
(Requesting Department)

Date: July 9, 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) \$ 23,691
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other \$ \_\_\_\_\_

**Approval:**

This request was approved by the Board of Public Works  
at its meeting held on July 15, 2021.

---

(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

1. Reason for request:

Transfer request utilizing excess DPW Admin Reg Wages account funds to cover additional Admin OT. The referenced overtime is overtime other than budget OT associated with supporting scheduled evening meetings and includes OT resulting from vacancies and Covid related employee absentee.

Excess DPW Admin Reg Wages account funds associated with Division personnel vacancies.

**From:** 0013010-514000      **To:** 0013010-515100      **Amount:** \$2,691

2. Reason for request:

Transfer request utilizing excess Land Use overtime funds to cover additional expenses associated with public Land Use board legal notices (required per CT statute to be published in local newspapers).

**From:** 0013012-515100      **To:** 0013012-557700      **Amount:** \$2,000

3. Reason for request:

Transfer request utilizing excess Fleet Service account to fund an Affordable Housing Report required per Public Act 21-29 by June 2022. The Act was signed by the Governor Lamont on June 10, 2021.

**From:** 0013017-543100      **To:**      **Amount:** \$19,000