



3g.

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

To: Board of Finance Commissioners

From: Personnel Department
(Requesting Department)

Date: April 12, 2019
(Submission Date)

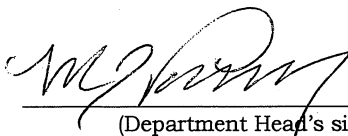
For the April 22, 2019 Board of Finance Meeting Agenda
(Date of Meeting)

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

- Additional Appropriation \$ _____
- New Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ \$16,000
- Grant \$ _____
- Carry-over(s) \$ _____

Approval:

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



(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 6:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request: Unanticipated costs for employee wage differential, costs for employments exams, tuition reimbursement requests and new hires.

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

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

Transfer(s) complete the following:

From: 0011021-514000 Wages	To: 0011021-517000 Other Wages	Amount: \$1,300
From: 0011021-514000 Wages	To: 0011021-531000 Professional Fees	Amount: \$9,000
From: 0011021-514000 Wages	To: 0011021-581135 Schooling & Education	Amount: \$5,000
From: 0011021-514000 Wages	To: 0011021-531300 Pre-employment exams	Amount: \$700

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____