



5a.
5b.

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

To: Board of Finance Commissioners

From: Probate Court
(Requesting Department)

Date: April 15, 2020
(Submission Date)

For the April 28, 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 \$ 3,175
- Transfer from Contingency \$ _____
- Transfer(s) \$ 15,505
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the _____
(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 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

To purchase security enhancements for Probate, including security glass (\$17,680) and panic buttons (\$1,000). Plymouth will pay 17% of the project cost.

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

Account	Account Name	Amount
1011012 470000 20019	Plymouth Contribution	\$3,175
1011012 570200 20019	Probate Security Enhancements	\$3,175
_____	_____	_____
_____	_____	_____

Transfer(s) complete the following:

From:	To:	Amount:
From: 1018106-589000 EBSF – Contingency	To: 1011012 570200 20019 Probate Security Enhancements	Amount: \$15,505
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
_____	_____	_____
_____	_____	_____
_____	_____	_____