



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

To: Board of Finance Commissioners

From: Fire Department
(Requesting Department)

Date: May 13, 2020
(Submission Date)

For the May 26, 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 \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ 10,000.00
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the Board of Fire Commissioners at its meeting held on April 23, 2020.

Chief [Signature]
(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:

Fire Department would like to transfer out \$10,000.00 From Professional Fees (0012211-531000) and allocate the funds to the accounts listed below. These funds will not be utilized in Professional Fees as all training/seminars have been canceled due to the virus. The primary reason for the transfer is to cover anticipated overages in the accounts listed below. Repairs & Maintenance and Maintenance supplies need to be increased due to the additional spending for COVID-19. As for moving funds from Professional fees to Natural Gas account, MV Parts and Loose Equipment is to reflect what's more in line with actual costs incurred. Tower 2 and Engine 3 had significant repairs such as the outrigger needed maintenance and the injectors where needed. These were very costly repairs.

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

| Account | Account Name | Amount |
|----------------|---------------------|---------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Transfer(s) complete the following:

| | | |
|---|---|--------------------|
| From: 0012211-531000 Professional Fees | To: 0012211-543000 Repairs & Maintenance | Amount: \$2,000.00 |
| From: 0012211-53100 Professional Fees | To: 0012211-561400 Maintenance supplies | Amount: \$2,000.00 |
| From: 0012211-53100 Professional Fees | To: 0012211-562200 Natural Gas | Amount: \$3,500.00 |
| From: 0012211-53100 Professional Fees | To: 0012211-563000 MV Parts | Amount: \$1,500.00 |
| From: 0012211-53100 Professional Fees | To: 0012211-570902 Loose Equipment | Amount: \$1,000.00 |

Grants:

Total Amount: Grant \$ _____