

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
Mayor's	FROM:	0011011 561800	Program Supplies	\$ 461	TO:	0011011 515100	Overtime	\$ 461
Mayor's	FROM:	0011011 589100	Miscellaneous	\$ 314	TO:	0011011 515100	Overtime	\$ 314
Mayor's	FROM:	0011011 553000	Telephone	\$ 65	TO:	0011011 517000	Other Wages	\$ 65
Mayor's	FROM:	0011011 515200	Part Time Wages	\$ 3,320	TO:	0011011 561800 COVID	Program Supplies	\$ 3,320
Mayor's	FROM:	0011011 555000	Printing & Binding	\$ 1,642	TO:	0011011 561800 COVID	Program Supplies	\$ 1,642
Mayor's	FROM:	0011011 553100	Postage	\$ 204	TO:	0011011 561800 COVID	Program Supplies	\$ 204
Probate	FROM:	0011012 531000	Professional Fees	\$ 248	TO:	0011012 553100	Postage	\$ 248
Probate	FROM:	0011012 555000	Printing/Binding	\$ 119	TO:	0011012 553100	Postage	\$ 119
Probate	FROM:	0011012 569000	Office Supplies	\$ 245	TO:	0011012 553100	Postage	\$ 245
Probate	FROM:	0011014 561800	Program Supplies	\$ 533	TO:	0011012 561800 COVID	Program Supplies	\$ 533
ROV	FROM:	0011013 515200	Part Time Wages	\$ 4	TO:	0011013 514000	Regular Wages	\$ 4
ROV	FROM:	0011013 561400	Maint Supplies	\$ 1,200	TO:	0011013 561800 COVID	Program Supplies	\$ 1,200
Assessor	FROM:	0011014 561800	Program Supplies	\$ 200	TO:	0011014 561800 COVID	Program Supplies	\$ 200
Tax Collector	FROM:	0011016 514000	Tax Reg Wages	\$ 24	TO:	0011016 544400	Rents & Leases	\$ 24
Tax Collector	FROM:	0011016 514000	Tax Reg Wages	\$ 432	TO:	0011016 555000	Printing & Binding	\$ 432
Comptroller's	FROM:	0011018 515100	Comptroller's Overtime	\$ 847	TO:	0011018 514000	Regular Wages	\$ 847
Comptroller's	FROM:	0011018 515100	Comptroller's Overtime	\$ 1,181	TO:	0011018 517000	Other Wages	\$ 1,181
Comptroller's	FROM:	0011018 557000	Comptroller's Adversiting	\$ 125	TO:	0011018 561800 COVID	Program Supplies	\$ 125
Treasurer	FROM:	0011019 515200	Part Time Wages	\$ 645	TO:	0011019 514000	Regular Wages	\$ 645
Treasurer	FROM:	0011019 569000	Office Supplies	\$ 55	TO:	0011019 561800 COVID	Program Supplies	\$ 55

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
IT	FROM:	0011020 514000	Regular Wages	\$ 10,547	TO:	0011020 543000	Repairs & Maintenance	\$ 10,547
IT	FROM:	0011020 543010	Fiber Line	\$ 3,950	TO:	0011020 543000	Repairs & Maintenance	\$ 3,950
IT	FROM:	0011020 515100	Overtime	\$ 265	TO:	0011020 543000	Repairs & Maintenance	\$ 265
IT	FROM:	0011020 553000	Telephone	\$ 1,198	TO:	0011020 543000	Repairs & Maintenance	\$ 1,198
IT	FROM:	0011020 581120	Conf & Memberships	\$ 6,041	TO:	0011020 543000	Repairs & Maintenance	\$ 6,041
IT	FROM:	0011020 581120	Conf & Memberships	\$ 1,108	TO:	0011020 561800	Program Supplies	\$ 1,108
IT	FROM:	0011020 581120	Conf & Memberships	\$ 230	TO:	0011020 554000	Travel Reimbursement	\$ 230
IT	FROM:	0011020 569000	Office Supplies	\$ 133	TO:	0011020 554000	Travel Reimbursement	\$ 133
IT	FROM:	0011020 531140	Traing	\$ 7,187	TO:	0011020 561800 COVID	Program Supplies	\$ 7,187
IT	FROM:	0011020 543110	Major Repairs	\$ 96	TO:	0011020 561800 COVID	Program Supplies	\$ 96
IT	FROM:	0011020 553100	Postage	\$ 50	TO:	0011020 561800 COVID	Program Supplies	\$ 50
IT	FROM:	0011020 569000	Office Supplies	\$ 117	TO:	0011020 561800 COVID	Program Supplies	\$ 117
IT	FROM:	0011031 531000	Youth Professional Fees	\$ 16,126	TO:	0011020 561800 COVID	Program Supplies	\$ 16,126
Human Resoucd	FROM:	0011021 517000	Other Wages	\$ 182	TO:	0011021 515100	Overtime	\$ 182
Human Resoucd	FROM:	0011021 561800	Program Supplies	\$ 1,383	TO:	0011021 531300	Employment Exams	\$ 1,383
Corp Counsel	FROM:	0011022 515200	Part Time Wages	\$ 1,501	TO:	0011022 517000	Other Wages	\$ 1,501
City Clerk	FROM:	0011023 531000	Professional Fees	\$ 38	TO:	0011023 514000	Regular Wages	\$ 38
HCBOA	FROM:	0011026 553100	HCBOA Postage	\$ 16	TO:	0011026 515100	Overtime	\$ 16
Aging	FROM:	0011027 585028	Dial A Ride	\$ 2,363	TO:	0011027 514000	Regular Wages	\$ 2,363
Aging	FROM:	0011027 585028	Dial A Ride	\$ 3,537	TO:	0011027 561800 COVID	Program Supplies	\$ 3,537
Aging	FROM:	0011027 562200	Natural Gas	\$ 1	TO:	0011027 553100	Postage	\$ 1
Aging	FROM:	0011027 562200	Natural Gas	\$ 104	TO:	0011027 553000	Telephone	\$ 104

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
Boards	FROM:	0013010 515100	PW Admin Overtime	\$ 700	TO:	0011041 515100	Boards & Com Overtime	\$ 700
Police	FROM:	0012110 561800	Admin Program Supplies	\$ 1,817	TO:	0012110 553100	Postage	\$ 1,817
Police	FROM:	0012111 514000	Traffic Reg Wages	\$ 1,301	TO:	0012111 515100	Overtime	\$ 1,301
Police	FROM:	0012111 561400	Traffic Maint Supplies	\$ 441	TO:	0012111 570400	Traf Equipment	\$ 441
Police	FROM:	0012112 514000	Patrol Regular Wages	\$ 70,343	TO:	0012112 515100	Patrol Overtime	\$ 70,343
Police	FROM:	0012112 514000	Patrol Regular Wages	\$ 70,941	TO:	0012112 517000	Patrol Other Wages	\$ 70,941
Police	FROM:	0012113 514000	CID Reg Wages	\$ 16,000	TO:	0012113 517000	CID Other Wages	\$ 16,000
Police	FROM:	0012113 515100	CID Overtime	\$ 7,500	TO:	0012113 517000	CID Other Wages	\$ 7,500
Police	FROM:	0012115 514000	Comm Reg Wages	\$ 3,849	TO:	0012115 515100	Comm Overtime	\$ 3,849
Police	FROM:	0012115 514000	Comm Reg Wages	\$ 25,181	TO:	0012115 517000	Comm Other Wages	\$ 25,181
Police	FROM:	0012112 514000	Patrol Regular Wages	\$ 14,290	TO:	0012312 514000	ACO Regular Wages	\$ 14,290
Police	FROM:	0012112 514000	Patrol Regular Wages	\$ 245	TO:	0012312 515100	ACO Overtime	\$ 245
Police	FROM:	0012112 514000	Patrol Regular Wages	\$ 3,653	TO:	0012312 517000	ACO Other Wages	\$ 3,653
Police	FROM:	0012312 561800	ACO Program Supplies	\$ 148	TO:	0012312 541100	ACO Water & Sewer	\$ 148
Police	FROM:	0012110 543000	Admin Repairs & Maint	\$ 8,000	TO:	0012110 561800 COVID	Program Supplies	\$ 8,000
Police	FROM:	0012110 544400	Admin Rents & Leases	\$ 2,445	TO:	0012110 561800 COVID	Program Supplies	\$ 2,445
Police	FROM:	0012112 514000	Patrol Regular Wages	\$ 120,135	TO:	0012112 515100 COVID	Patrol Overtime COVID	\$ 120,135
Police	FROM:	0012110 514000	Admin Regular Wages	\$ 5,040	TO:	0012112 515100 COVID	Patrol Overtime COVID	\$ 5,040
Police	FROM:	0012115 514000	Comm Reg Wages	\$ 22,837	TO:	0012115 515100 COVID	Comm Overtime COVID	\$ 22,837
Police	FROM:	0012115 543000	Comm Repairs & Maint	\$ 4,965	TO:	0012115 515100 COVID	Comm Overtime COVID	\$ 4,965
Police	FROM:	0012115 555000	Comm Printing & Binding	\$ 79	TO:	0012115 561800 COVID	Comm Program Supplies	\$ 79

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
Fire	FROM:	0012211 541000	Utilities	\$ 1,605	TO:	0012211 541100	Water/Sewer	\$ 1,605
Fire	FROM:	0012211 562600	Motor Fuels	\$ 49	TO:	0012211 543000	Repairs & Maint	\$ 49
Fire	FROM:	0012211 562600	Motor Fuels	\$ 2,571	TO:	0012211 561806	Training Div	\$ 2,571
Fire	FROM:	0012211 562600	Motor Fuels	\$ 2,313	TO:	0012211 562200	Natural Gas	\$ 2,313
Fire	FROM:	0012211 562600	Motor Fuels	\$ 875	TO:	0012211 561800 COVID	Program Supplies	\$ 875
Fire	FROM:	0012211 563100	Tires	\$ 1,970	TO:	0012211 561800 COVID	Program Supplies	\$ 1,970
Fire	FROM:	0012211 563000	Motor Vehicles Parts	\$ 3,915	TO:	0012211 561800 COVID	Program Supplies	\$ 3,915
Fire	FROM:	0012211 561400	Maint Supplies	\$ 588	TO:	0012211 561800 COVID	Program Supplies	\$ 588
Fire	FROM:	0012211 561800	Program Supplies	\$ 4,636	TO:	0012115 517000	Other Wages	\$ 4,636
Fire	FROM:	0012211 515100	Overtime	\$ 16,394	TO:	0012211 515100 COVID	COVID Overtime	\$ 16,394
Emg Mgmt	FROM:	0012413 561800	Program Supplies	\$ 573	TO:	0012413 554000	Travel Reimbursement	\$ 573
Emg Mgmt	FROM:	0012413 561800	Program Supplies	\$ 15	TO:	0012413 561800 COVID	COVID Program Supplies	\$ 15
Emg Mgmt	FROM:	0012413 561800	Program Supplies	\$ 5	TO:	0012413 561825	CERT	\$ 5

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
Building	FROM:	0012615 553100	Postage	\$ 85	TO:	0012615 561800 COVID	COVID Program Supplies	\$ 85
PW	FROM:	0013010-514000	Admin Reg Wages	\$ 1,320	TO:	0013010-515200	Admin Part Time Wages	\$ 1,320
PW	FROM:	0013010-514000	Admin Reg Wages	\$ 260	TO:	0013010-553100	Admin Postage	\$ 260
PW	FROM:	0013010-514000	Admin Reg Wages	\$ 20	TO:	0013010-569000	Admin Office Supplies	\$ 20
PW	FROM:	0013012-514000	Land Use Reg Wages	\$ 80	TO:	0013012-531000	Land Use Prof Fees	\$ 80
PW	FROM:	0013012-514000	Land Use Reg Wages	\$ 50	TO:	0013012-553100	Land UsePostage	\$ 50
PW	FROM:	0013013-562200	Natural Gas	\$ 4,555	TO:	0013013-514000	Build Maint Reg Wages	\$ 4,555
PW	FROM:	0013013-562200	Natural Gas	\$ 3,745	TO:	0013013-515100	Build MaintOvertime	\$ 3,745
PW	FROM:	0013013-562200	Natural Gas	\$ 770	TO:	0013013-531000	Build Maint Prof Fees	\$ 770
PW	FROM:	0013021-541000	Utilities	\$ 1,395	TO:	0013021-543000	Other City Build Repairs	\$ 1,395
PW	FROM:	0013018-515100	Snow OT	\$ 1,015	TO:	0013018-543000	Snow Rep & Maintenance	\$ 1,015
PW	FROM:	0013018-515100	Snow OT	\$ 1,015	TO:	0013018-563100	Snow Chains	\$ 1,015
PW	FROM:	0013016-514000	Solid Waste Reg Wages	\$ 2,705	TO:	0013016-517000	Solid Waste Other Wages	\$ 2,705
PW	FROM:	0013016-514000	Solid Waste Reg Wages	\$ 2,400	TO:	0013016-561800	SW Program Supplies	\$ 2,400
PW	FROM:	0013017-514000	Fleet Reg Wages	\$ 5	TO:	0013017-517000	Fleet Other Wages	\$ 5
PW	FROM:	0013017-514000	Fleet Reg Wages	\$ 105	TO:	0013017-541100	Fleet Water/Sewer	\$ 105
PW	FROM:	0013017-514000	Fleet Reg Wages	\$ 800	TO:	0013017-543000	Fleet Rep & Maintenance	\$ 800
PW	FROM:	0013017-514000	Fleet Reg Wages	\$ 2,135	TO:	0013017-561400	Fleet Maintenance Supplies	\$ 2,135
PW	FROM:	0013017-514000	Fleet Reg Wages	\$ 735	TO:	0013017-561800	Fleet Program Supplies	\$ 735
PW	FROM:	0013019-543000	Repairs & Maintenance	\$ 4,650	TO:	0013019-515100	Roads Overtime	\$ 4,650
PW	FROM:	0013027-531000	Prof Fees	\$ 875	TO:	0013027-561800	Program Supplies	\$ 875
PW	FROM:	0013015-514000	Streets Reg Wages	\$ 31,460	TO:	0013010-531000 COVID	COVID Prof Fees	\$ 31,460
PW	FROM:	0013015-514000	Streets Reg Wages	\$ 9,910	TO:	0013010-561800 COVID	COVID Program Supplies	\$ 9,910

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
School Readi	FROM:	0014654 531000	Professional Fees	\$ 468	TO:	0011654 514000	Regular Wages	\$ 468
Library	FROM:	0016010 543000	Repairs & Maintenance	\$ 20	TO:	0016010 561400	Maint Supplies	\$ 20
Library	FROM:	0016010 541000	Public Utilities	\$ 214	TO:	0016010 562200	Natural Gas	\$ 214
Library	FROM:	0016012 515100	Manross Overtime	\$ 3	TO:	0016012 514000	Regular Wages	\$ 3
Library	FROM:	0016010 531000	Professional Fees	\$ 11,845	TO:	0016010 561800 COVID	Program Supplies	\$ 11,845
Library	FROM:	0016010 541000	Public Utilities	\$ 8,160	TO:	0016010 561800 COVID	Program Supplies	\$ 8,160
Parks	FROM:	0011031 531115	JRB Coordination	\$ 1,531	TO:	0011031 531125	Juvenile Diverson	\$ 1,531
Parks	FROM:	0011031 541000	Public Utilities	\$ 39	TO:	0011031 541100	Water/Sewer	\$ 39
Parks	FROM:	0017021 514000	Admin Regular Wages	\$ 7,250	TO:	0017021 561800 COVID	Program Supplies	\$ 7,250
Parks	FROM:	0017022 515100	Grounds Overtime	\$ 2,003	TO:	0017022 515100 COVID	Overtime	\$ 2,003
Parks	FROM:	0017022 541100	Grounds Water/Sewer	\$ 3,731	TO:	0017022 543000	Repairs & Maintenance	\$ 3,731
Parks	FROM:	0017022 562600	Motor Fuels	\$ 1,150	TO:	0017022 543000	Repairs & Maintenance	\$ 1,150
Parks	FROM:	0017022 563000	Grounds MV Parts	\$ 550	TO:	0017022 543100	MV Service & Repair	\$ 550
Parks	FROM:	0017022 563000	Grounds MV Parts	\$ 11	TO:	0017022 561400	Maint Supplies & Materials	\$ 11
Parks	FROM:	0017023 515200	Recreation PT Wages	\$ 5,276	TO:	0017023 514000	Regular Wages	\$ 5,276
Parks	FROM:	0017024 515200	Aquatics PT Wages	\$ 444	TO:	0017024 515100	Overtime	\$ 444
Parks	FROM:	0014012 581240	Welfare Evictions	\$ 226	TO:	0014012 581745	Nonreimburseable	\$ 226

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
Insurance	FROM:	0018105 552010	Auto Insurance	\$ 401	TO:	0018105 552000	Property Insurance	\$ 401
Emp Benefits	FROM:	0018102 520750	Medicare	\$ 4,520	TO:	0018102 520700 COVID	FICA	\$ 4,520
Emp Benefits	FROM:	0018102 520750	Medicare	\$ 3,140	TO:	0018102 520750 COVID	Medi	\$ 3,140
Emp Benefits	FROM:	0018102 520750	Medicare	\$ 870	TO:	0018102 520800	EAP	\$ 870
Emp Benefits	FROM:	0018102 520750	Medicare	\$ 9,625	TO:	0018102 521200	Unemployment Insurance	\$ 9,625
Emp Benefits	FROM:	0012211 514000	Fire Regular Wages	\$ 223,000	TO:	0018102 521050	Compensated Absences	\$ 223,000
Emp Benefits	FROM:	0012615 514000	Building Regular Wages	\$ 20,000	TO:	0018102 521050	Compensated Absences	\$ 20,000
Emp Benefits	FROM:	0013011 514000	Engineering Regular Wages	\$ 90,000	TO:	0018102 521050	Compensated Absences	\$ 90,000
Emp Benefits	FROM:	0013012 514000	Land Use Regular Wages	\$ 26,000	TO:	0018102 521050	Compensated Absences	\$ 26,000
Emp Benefits	FROM:	0013015 514000	Streets Regular Wages	\$ 43,000	TO:	0018102 521050	Compensated Absences	\$ 43,000
Emp Benefits	FROM:	0013016 514000	Solid Waste Regular Wages	\$ 84,000	TO:	0018102 521050	Compensated Absences	\$ 84,000
Emp Benefits	FROM:	0013016 515100	Solid Waste Overtime	\$ 20,000	TO:	0018102 521051	Compensated Absences	\$ 20,000
Emp Benefits	FROM:	0013017 514000	Fleet Maint Regular Wages	\$ 55,000	TO:	0018102 521050	Compensated Absences	\$ 55,000
Emp Benefits	FROM:	0016010 514000	Main Library Regular Wages	\$ 29,000	TO:	0018102 521050	Compensated Absences	\$ 29,000
Emp Benefits	FROM:	0017022 514000	Parks Grounds Regular Wages	\$ 132,000	TO:	0018102 521050	Compensated Absences	\$ 132,000
Emp Benefits	FROM:	0017024 514000	Parks Aquatics Regular Wages	\$ 20,000	TO:	0018102 521050	Compensated Absences	\$ 20,000
Emp Benefits	FROM:	0018102 520700	FICA	\$ 140,000	TO:	0018102 521050	Compensated Absences	\$ 140,000
				\$ 1,497,023				\$ 1,497,023



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

To: Board of Finance Commissioners

From: Mayor's Office
(Requesting Department)

Date: August 3, 2020
(Submission Date)

For the August 25, 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) \$ 6,006
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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

Oliver Zappo-Sasson
(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 to cover overages:

Overtime - Executive Assistant to work additional hours due to special projects

Other Wages - Due to split week of final payroll

COVID Program Supplies - Masks for distribution to businesses and for employees

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

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

Transfer(s) complete the following:

From: 0011011 561800 Program Supplies	To: 0011011 515100 Overtime	Amount: \$461
From: 0011011 589100 Misc	To: 0011011 515100 Overtime	Amount: \$314
From: 0011011 553000 Telephone	To: 0011011 517000 Other Wages	Amount: \$65
From: _____	To: _____	Amount: _____
From: 0011011 515200 Part Time Wages	To: 0011011 561800 COVID Program Supplies	Amount: \$3,320
From: 0011011 555000 Printing & Binding	To: 0011011 561800 COVID Program Supplies	Amount: \$1,642
From: 0011011 553100 Postage	To: 0011011 561800 COVID Program Supplies	Amount: \$204



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

To: Board of Finance Commissioners

From: Probate Court
(Requesting Department)

Date: August 3, 2020
(Submission Date)

For the August 25, 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) \$ 1,145 _____
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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

X [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:

Transfer to cover overages in postage due to increased volume and COVID program supplies.

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

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

Transfer(s) complete the following:

From: 0011012 531000 Professional Fees	To: 0011012 553100 Postage	Amount: \$248
From: 0011012 555000 Printing/Binding	To: 0011012 553100 Postage	Amount: \$119
From: 0011012 569000 Office Supplies	To: 0011012 553100 Postage	Amount: \$245
From: _____	To: _____	Amount: _____
From: 0011014-561800 Assessor Program Supplies	To: 0011012 561800 COVID Program Supplies	Amount: \$533
From: _____	To: _____	Amount: _____
From: _____	To: _____	Amount: _____



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

To: Board of Finance Commissioners

From: Registrars of Voters
(Requesting Department)

Date: July 21, 2020
(Submission Date)

For the August 25, 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) \$ 1204.00
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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

Sharon Kravitz (date)
[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:

Transfers-To cover overage in Regular Wages & Program Supplies accounts.

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

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

Transfer(s) complete the following:

From: Part Time Wages & Salaries 0011013-515200	To: Regular Wages 0011013-514000	Amount: 4.00
From: Maint Supplies & Materials 0011013-561400	To: Program Supplies 0011013-561800	Amount: 1200.00
From:	To:	Amount:
From:	To:	Amount:

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

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



CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Assessor
(Requesting Department)

Date: 8/10/2020
(Submission Date)

For the 8/18/2020 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) \$ 200.00
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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


Tom DeNoto (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: Cover COVID-19 customer contact, surface cleaning and personal protective supplies.

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

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

Transfer(s) complete the following:

From: Program supplies 0011014-561800	To: Program supplies – COVID 0011014-561800	Amount: \$ 200.00
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
_____	_____	_____
_____	_____	_____
_____	_____	_____



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

To: Board of Finance Commissioners

From: TAX OFFICE
(Requesting Department)

Date: 8/4/2020
(Submission Date)

For the August 25, 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) \$ 455.78 456
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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

Ann V. Bodman
(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: My request for \$365.00 was reduced to \$340.00, PO Box rental is \$182/6 months.

My original request for \$27,200.00 was decreased to \$22,000.00. Increase in pricing for envelopes, sending delinquent notices and printing of bills.

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

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

Transfer(s) complete the following:

From: 514000 REG WAGES	To: 544400 RENTS & LEASE PO BOX	Amount: \$24.00
514000 REG WAGES	555000 PRINT/BINDING-BILLS	\$431.78 432
From: _____	To: _____	Amount: _____
From: _____	To: _____	Amount: _____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

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



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

To: Board of Finance Commissioners

From: Comptroller's Office
(Requesting Department)

Date: August 10, 2020
(Submission Date)

For the August 25, 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) \$ 2,153
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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

Jodi McGrane 8/10/2020
(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 to cover overage in Other Wages due to vacation buyback allowed per union contract by employees, excess funds available in Overtime due to employees not attending as many budget hearings. COVID program supplies to purchase cleaning supplies and hand sanitizer.

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

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

Transfer(s) complete the following:

From: 0011018 515100 Overtime	To: 0011018 514000 Regular Wages	Amount: \$847
From: 0011018 515100 Overtime	To: 0011018 517000 Other Wages	Amount: \$1,181
From: 0011018 557700 Advertising	To: 0011018 561800 COVID Program Supplies	Amount: \$125
From:	To:	Amount:
From:	To:	Amount:

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

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



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

To: Board of Finance Commissioners

From: Information Technology
(Requesting Department)

Date: 08/10/2020
(Submission Date)

For the 08/25/2020 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) \$ 30,922.00
- 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:

- Repairs and Maintenance account was overdrawn due to a budgeted item being moved and not accounted for in the line item during budget time.
- Telephone account was slightly over due to increase in pricing for cable services
- Program Supplies is over due to unanticipated expenses during the last half of the fiscal year
- I transferred every other positive budget line item to cover the COVID expenses. After these transfers, the COVID budget item will still be \$16,125.23 short.

Transfer(s) complete the following:

From:	001-1020-514000	To:	001-1020-543000	Amount:	10547
From:	001-1020-543010	To:	001-1020-543000	Amount:	3950
From:	001-1020-515100	To:	001-1020-543000	Amount:	265
From:	001-1020-553000	To:	001-1020-543000	Amount:	1198
From:	001-1020-581120	To:	001-1020-543000	Amount:	6041
From:	001-1020-581120	To:	001-1020-561800	Amount:	1108
From:	001-1020-581120	To:	001-1020-554000	Amount:	230
From:	001-1020-569000	To:	001-1020-554000	Amount:	133
From:	001-1020-531140	To:	001-1020-561800-COVID	Amount:	7187
From:	001-1020-543110	To:	001-1020-561800-COVID	Amount:	96
From:	001-1020-553100	To:	001-1020-561800-COVID	Amount:	50
From:	001-1020-569000	To:	001-1020-561800-COVID	Amount:	117



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

To: Board of Finance Commissioners

From: Human Resources
(Requesting Department)

Date: August 11, 2020
(Submission Date)

For the August 25, 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 \$ _____
- New Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ 1,565
- 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: EOY

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

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

Transfer(s) complete the following:

From: 0011021-517000 Other Wages	To: 0011021-515100 Overtime	Amount: \$182
From: 0011021-561800 Program Supplies	To: 0011021-531300 Pre-employment exams	Amount: \$1383.00
From: _____	To: _____	Amount: _____
_____	_____	_____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____



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

To: Board of Finance Commissioners

From: Corporation Counsel
(Requesting Department)

Date: 8/10/2020
(Submission Date)

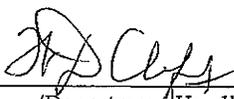
For the 8/25/2020 Board of Finance Meeting
Agenda
(Date of Meeting)

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

- Additional Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ 1,501
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the _____
(governing Board of your department)
at its meeting held on 08-11-2020
(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:

\$1,500.00 was a buy back of the Legal Administrator's vacation week.

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

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

Transfer(s) complete the following:

From:	To:	Amount:
_____	_____	_____
From: 0011022-515200	To: 0011022-517000	Amount: \$1,501.00
From: Part Time Wages	To: Other Wages	Amount:
From:	To:	Amount:

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

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



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

To: Board of Finance Commissioners

From: City Clerk
(Requesting Department)

Date: August 10, 2020
(Submission Date)

For the August 25, 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) \$ 38 _____
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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

Chessa Bee, Town Clerk
(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

There is an overexpenditure in Regular Wages of \$38.

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

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

Transfer(s) complete the following:

From: <u>From:</u> Professional Fees and Services 0011023- 531000 \$38	To: Regular Wages 0011023- 514000 \$38	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
_____	_____	_____
_____	_____	_____
_____	_____	_____



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut 06010
(860) 584-6200

August 10, 2020

Board of Finance
Ms. Diane Waldron, Clerk
City Hall
111 North Main Street
Bristol, Connecticut 06010

RE: Transfer of \$38

Dear Members:

I respectfully request a transfer of \$38 from Professional Fees and Services for an overexpenditure in Regular Wages. The transfer requested is as follows:

From:

Professional Fees and Services 0011023-531000 \$38

To:

Regular Wages 0011023-514000 \$38

Thank you for your kind consideration.

Very truly yours,

A handwritten signature in cursive script that reads "Therese Pac".

Therese Pac
Town/City Clerk, MCTC, MMC



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

To: Board of Finance Commissioners

From: Department of Aging
(Requesting Department)

Date: 8/10/2020
(Submission Date)

For the August 25, 2020 Board of Finance Meeting Agenda
(Date of Meeting)

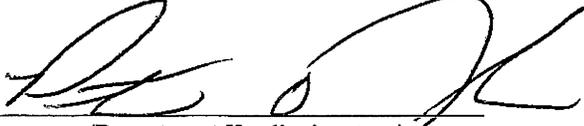
This request is for:
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation \$ _____
- New Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ 6,005.00
- Grant \$ _____
- Carry-over(s) \$ _____

Approval:

This request was approved by the Board of NA
(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 6:00 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

Transfer to cover year end account overages

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

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

Transfer(s) complete the following:

From: 0011027-562200 Natural Gas	To: 0011027-553100 Postage	Amount: \$1.00
From: 0011027-562200 Natural Gas	To: 0011027-553000 Telephone	Amount: \$104.00
From: 0011027-585028 Dial A Ride	To: 0011027-514000 Regular Wages	Amount: \$2,363
From: 0011027-585028 Dial A Ride	To: 0011027-561800 Program Supplies COVID	Amount: \$3,537
From: _____	To: _____	Amount: _____
From: _____	To: _____	Amount: _____

Grants:

Total Amount: Grant \$ _____



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

To: Board of Finance Commissioners

From: Bristol Police Department
(Requesting Department)

Date: August 14, 2020
(Submission Date)

For the August 25, 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) \$379,210
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the Board of Police Commissioners
(governing Board of your department)
at its meeting held on August 18, 2020.
(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:

Postage overage due to mailing of late payment letters for alarms and parking tickets.

Traffic Maint Overtime Wages –

Traffic Division Equipment – overage due to repairs needed for traffic light boxes

Patrol Overtime – overage due to contractual raises and open positions

Patrol Other Wages – overage due to contractual raises

CID Other Wages – overage due to contractual raises

Communications Overtime – Contractual raise for Lt. and open dispatch position

Communication Other Wages – overage due to contractual raise in shift diff and open positions

Animal Control Regular Wages – overage due to contractual raises

Animal Control Overtime Wages – overage due to contractual raises

Animal Control Other Wages – overage due to contractual raise in shift diff

Animal Control Water & Sewer Charges – overage due to water use

COVID Admin Program Supplies – overage due to COVID

COVID Patrol overtime – overage due to COVID pandemic

COVID Communications overtime – overage due to COVID pandemic

COVID Communications program supplies – overage due to COVID pandemic

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

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____

Transfer(s) complete the following:

From:	0012110-561800 ADMIN PROGRAM SUPPLIES	To:	0012110-553100 ADMIN POSTAGE	Amount:	\$1,817
From:	0012111-514000 TRAFFIC MAINT REG WAGES	To:	0012111-515100 MAINT OVERTIME WAGES	Amount:	\$1,301
From:	0012111-561400 TRAFFIC MAINT SUPPLIES & MATERIALS	To:	0012111-570400 TRAFFIC DIVISION EQUIPMENT	Amount:	\$441
From:	0012112-514000 PATROL REGULAR WAGES	To:	0012112-515100 PATROL OVERTIME	Amount:	\$70,343

From:	0012112-514000 PATROL REGULAR WAGES	To:	0012112-517000 PATROL OTHER WAGES	Amount:	\$70,941
From:	0012113-514000 CID REG WAGES	To:	0012113-517000 CID OTHER WAGES	Amount:	\$16,000
From:	0012113-515100 CID OVERTIME WAGES	To:	0012113-517000 CID OTHER WAGES	Amount:	\$7,500
From:	0012115-514000 COMMUNICATIONS REG WAGES	To:	0012115-515100 COMMUNICATIONS OVERTIME	Amount:	\$3,849
From:	0012115-514000 COMMUNICATIONS REG WAGES	To:	0012115-517000 COMMUNICATIONS OTHER WAGES	Amount:	\$25,181
From:	0012112-514000 PATROL REG WAGES	To:	0012312-514000 ANIMAL CONTROL REGULAR WAGES	Amount:	\$14,290
From:	0012112-514000 PATROL REG WAGES	To:	0012312-515100 ANIMAL CONTROL OVERTIME WAGES	Amount:	\$245
From:	0012112-514000 PATROL REG WAGES	To:	0012312-517000 ANIMAL CONTROL OTHER WAGES	Amount:	\$3,653
From:	0012312-561800 ANIMAL CONTROL PROGRAM SUPPLIES	To:	0012312-541100 ANIMAL CONTROL WATER & SEWER CHARGES	Amount:	\$148
From:	0012110-543000 ADMIN REPAIRS & MAINT	To:	0012110-561800-COVID ADMIN PROGRAM SUPPLIES	Amount:	\$8,000
From:	0012110-544400 ADMIN RENTS & LEASES	To:	0012110-561800-COVID ADMIN PROGRAM SUPPLIES	Amount:	\$2,445
From:	0012112-514000 PATROL REG WAGES	To:	0012112-515100-COVID PATROL OVERTIME	Amount:	\$120,135
From:	0012110-514000 ADMIN REGULAR WAGES	To:	0012112-515100-COVID PATROL OVERTIME	Amount:	\$5,040
From:	0012115-514000 COMMUNICATIONS REGULAR WAGES	To:	0012115-515100 COVID COMMUNICATIONS OVERTIME	Amount:	\$22,837
From:	0012115-543000 COMMUNICATIONS REPAIRS & MAINT	To:	0012115-515100 COVID COMMUNICATIONS OVERTIME	Amount:	\$4,965
From:	0012115-555000 COMMUNICATIONS PRINTING & BINDING	To:	0012115-561800-COVID COMMUNICATIONS PROGRAM SUPPLIES	Amount:	\$79

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

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



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

To: Board of Finance Commissioners

From: Fire Department
(Requesting Department)

Date: August 12, 2020
(Submission Date)

For the 8/25/, 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) \$ _____ 34,916 _____
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the Board of Fire Commissioners at its meeting held on August 20, 2020.


(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:

Allocate funds to the accounts listed below.

FROM:	0012211 541000	Utilities	\$1,605	TO:	0012211 541100	Water/Sewer	\$ 1,605
FROM:	0012211 562600	Motor Fuels	\$ 49	TO:	0012211 543000	Repairs & Maint	\$ 49
FROM:	0012211 562600	Motor Fuels	\$ 2,571	TO:	0012211 561806	Training Div	\$ 2,571
FROM:	0012211 562600	Motor Fuels	\$ 2,313	TO:	0012211 562200	Natural Gas	\$ 2,313
FROM:	0012211 562600	Motor Fuels	\$875	TO:	0012211 561800 COVID	Program Supplies	\$ 875
FROM:	0012211 563100	Tires	\$ 1,970	TO:	0012211 561800 COVID	Program Supplies	\$ 1,970
FROM:	0012211 563000	Motor Vehicles Parts	\$3,915	TO:	0012211 561800 COVID	Program Supplies	\$3,916
FROM:	0012211 561400	Maint Supplies	\$ 588	TO:	0012211 561800 COVID	Program Supplies	\$ 588
FROM:	0012211 561800	Program Supplies	\$ 4,636	TO:	0012115 517000	Other Wages	\$ 4,636
FROM:	0012211 515100	Overtime	\$ 16,394	TO:	0012211 515100 COVID	COVID Overtime	\$16,394



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

To: Board of Finance Commissioners

From: Emergency Management
(Requesting Department)

Date: July 23, 2020
(Submission Date)

For the August 25, 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) \$ 595
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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

at its meeting held on _____
(date)

Harland Greene

(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 cover year end overages in Travel Reimbursement and COVID supplies.
Increased travel due to related Emergency Management meetings.

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

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

Transfer(s) complete the following:

From: 0012413 561800 Program Supplies	To: 0012413 554000 Travel Reimbursement	Amount: \$575
From: 0012413 561800 Program Supplies	To: 0012413 561800 COVID COVID Supplies	Amount: \$15
From: 0012413 561800 Program Supplies	To: 0012413 561825 CERT	Amount: \$5
From:	To:	Amount:



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

To: Board of Finance Commissioners

From: Building Department
(Requesting Department)

Date: August 6, 2020
(Submission Date)

For the August 25, 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) \$ 85
- 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:

Purchase of hand sanitizer for Building Inspectors for sanitizing.

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

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

Transfer(s) complete the following:

From: 0012615 553100 Postage	To: 0012615 561800 COVID COVID Program Supplies	Amount: \$85
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
_____	_____	_____
_____	_____	_____
_____	_____	_____



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: 07/29/2020
(Submission Date)

For the August 25, 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)

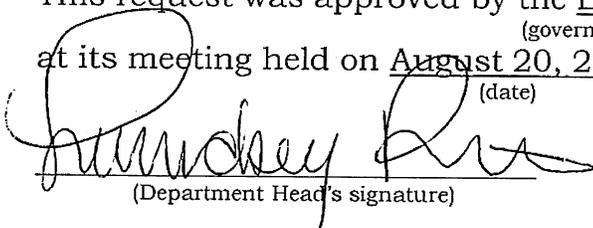
- Additional Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ 70,005
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)

at its meeting held on August 20, 2020.

(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: Year End Transfers

Transfer(s) complete the following: **See attached Sheet**

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
PW	FROM:	0013010-514000	Admin Reg Wages	\$1,320.00	TO:	0013010-515200	Parttime	\$1,320.00
PW	FROM:	0013010-514000	Admin Reg Wages	\$260.00	TO:	0013010-553100	Postage	\$260.00
PW	FROM:	0013010-514000	Admin Reg Wages	\$20.00	TO:	0013010-569000	Office Supplies	\$20.00
PW	FROM:	0013012-514000	Land Use Reg Wages	\$80.00	TO:	0013012-531000	Prof Fees	\$80.00
PW	FROM:	0013012-514000	Land Use Reg Wages	\$50.00	TO:	0013012-553100	Postage	\$50.00
PW	FROM:	0013013-562200	Natural Gas	\$4,555.00	TO:	0013013-514000	Reg Wages	\$4,555.00
PW	FROM:	0013013-562200	Natural Gas	\$3,745.00	TO:	0013013-515100	Overtime	\$3,745.00
PW	FROM:	0013013-562200	Natural Gas	\$770.00	TO:	0013013-531000	Prof Fees	\$770.00
PW	FROM:	0013021-541000	Utilities	\$1,395.00	TO:	0013021-543000	Rep & Maintenance	\$1,395.00
PW	FROM:	0013018-515100	Snow OT	\$1,015.00	TO:	0013018-543000	Rep & Maintenance	\$1,015.00
PW	FROM:	0013018-515100	Snow OT	\$1,015.00	TO:	0013018-563100	Chains	\$1,015.00
PW	FROM:	0013016-514000	Solid Waste Reg Wages	\$2,705.00	TO:	0013016-517000	Other Wages	\$2,705.00
PW	FROM:	0013016-514000	Solid Waste Reg Wages	\$2,400.00	TO:	0013016-561800	Program Supplies	\$2,400.00
PW	FROM:	0013017-514000	Fleet Reg Wages	\$5.00	TO:	0013017-517000	Other Wages	\$5.00
PW	FROM:	0013017-514000	Fleet Reg Wages	\$105.00	TO:	0013017-541100	Water/Sewer	\$105.00
PW	FROM:	0013017-514000	Fleet Reg Wages	\$800.00	TO:	0013017-543000	Rep & Maintenance	\$800.00
PW	FROM:	0013017-514000	Fleet Reg Wages	\$2,135.00	TO:	0013017-561400	Maintenance Supplies	\$2,135.00
PW	FROM:	0013017-514000	Fleet Reg Wages	\$735.00	TO:	0013017-561800	Program Supplies	\$735.00
PW	FROM:	0013019-543000	Repairs & Maintenance	\$4,650.00	TO:	0013019-515100	Overtime	\$4,650.00
PW	FROM:	0013027-531000	Prof Fees	\$875.00	TO:	0013027-561800	Program Supplies	\$875.00
PW	FROM:	0013015-514000	Streets Reg Wages	\$31,460.00	TO:	0013010-531000 COVID	Covid Prof Fees	\$31,460.00
PW	FROM:	0013015-514000	Streets Reg Wages	\$9,910.00	TO:	0013010-561800 COVID	Covid Program Supplies	\$9,910.00
	FROM:				TO:			\$0.00
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	FROM:				TO:			\$0.00
				\$70,005.00				\$70,005.00



3g.

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

To: Board of Finance Commissioners

From: Library
(Requesting Department)

Date: 7/27/20
(Submission Date)

For the 8/25/20 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) \$ 20,005
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

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

Debrah Prozzo
(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:

Transfers for COVID-19 expenses to ensure proper safety protocols were in place for safely opening both the Libraries to staff and patrons due to sector rules set forth by the Governor including but not limited to PPE, directional signage, remote access software, plexi-glass, water fountain accommodations and additional disinfecting products.

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

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

Transfer(s) complete the following:

From: 0016010-531000 Professional Fees	To: 0016010-561800-COVID COVID Supplies	Amount: 11,845.00
From: 0016010-541000 Public Utilities	To: 0016010-561800-COVID COVID Supplies	Amount: 8,160
From: _____	To: _____	Amount: _____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

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



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

To: Board of Finance Commissioners

From: Library
(Requesting Department)

Date: 7/27/20
(Submission Date)

For the 8/25/20 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) \$ 237.00
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

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 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

Transfers for being over budget in Main Library Natural Gas line item due to usage and in Maintenance Supplies for last minute maintenance purchase. Over budget in Manross Regular wages due to staff salaries.

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

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

Transfer(s) complete the following:

From: 0016010-541000 Public Utilities	To: 0016010-562200 Natural Gas	Amount: 214.00
From: 0016010-543000 Repairs & Maintenance	To: 0016010-561400 Maintenance Supplies	Amount: 20.00
From: 0016012-515100 Overtime Wages	To: 0016012-514000 Regular Wages	Amount: 3.00

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

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



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

To: Board of Finance Commissioners

From: Parks, Recreation, Youth & Community Services
(Requesting Department)

Date: 8/3/2020
(Submission Date)

For the 8/25/2020 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) \$ 22,211
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

This request was approved by the Board of Park Commissioners at its meeting held on August 19, 2020.

Approval


(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.

FISCAL YEAR END TRANSFERS

DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
0017021 Parks Administration	FROM:	514000	Regular Wages & Salaries	\$ 7,250.00	TO:	561800	COVID Program Supplies	\$ 7,250.00
0017022 Parks Grounds & Facilities	FROM:	515100	Overtime Wages & Salaries	\$ 2,003.00	TO:	515100	COVID Overtime Wages	\$ 2,003.00
0017022 Parks Grounds & Facilities	FROM:	541100	Water & Sewer Charges	\$ 3,731.00	TO:	543000	Repairs & Maintenance	\$ 3,731.00
0017022 Parks Grounds & Facilities	FROM:	562600	Motor Fuels	\$ 1,150.00	TO:	543000	Repairs & Maintenance	\$ 1,150.00
0017022 Parks Grounds & Facilities	FROM:	563000	Motor Vehicle Parts	\$ 550.00	TO:	543100	Motor Vehicle Service & Repair	\$ 550.00
0017022 Parks Grounds & Facilities	FROM:	563000	Motor Vehicle Parts	\$ 11.00	TO:	561400	Maintenance Supplies & Materials	\$ 11.00
0017023 Recreation	FROM:	515200	Parttime Wages & Salaries	\$ 5,276.00	TO:	514000	Regular Wages & Salaries	\$ 5,276.00
0017024 Aquatics	FROM:	515200	Parttime Wages & Salaries	\$ 444.00	TO:	515100	Overtime Wages & Salaries	\$ 444.00
0011031 Youth Services	FROM:	531115	JRB Coordination	\$ 1,531.00	TO:	531125	Juvenile Diversion	\$ 1,531.00
0011031 Youth Services	FROM:	541000	Public Utilities	\$ 39.00	TO:	541100	Water & Sewer Charges	\$ 39.00
0014012 Community Services	FROM:	581240	Welfare Evictions & Auctions	\$ 226.00	TO:	581745	Nonreimbursable Incidentals	\$ 226.00
	FROM:				TO:			\$ -
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	FROM:				TO:			\$ -
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	FROM:				TO:			\$ -
	FROM:				TO:			\$ -
	FROM:			\$ 22,211	TO:			\$ 22,211