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

To: Board of Finance Commissioners

From: Economic and Community Development
(Requesting Department)

Date: March 12, 2021
(Submission Date)

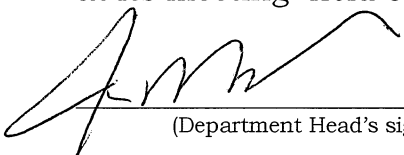
For the March 23, 2021 Board of Finance Meeting Agenda
(Date of Meeting)

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

- Additional Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ 20,000
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the Board of Economic and Community
Development
(governing Board of your department)
at its meeting held on March 4, 2021.
(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. The ECD is requesting that \$15,000 be transferred from the primary Economic Development Expenses account to an account utilized to work with a vendor to produce and, more importantly, promote a short documentary film highlighting four new businesses opening in Bristol during 2021. This video will build on the success of three recent videos showcasing Bristol small businesses including JR and Leanne Rusgrove and their three restaurants: Main Street Pint & Plate, Parkside Café, and Pure Foods; Firefly Hollow Brewing; and Real Café. These videos promote local companies but more importantly promote the City of Bristol as an ideal place to run a business.
2. The ECD is requesting that \$5,000 be transferred from the primary Economic Development Expenses account to help fund the 2021 Farmers Market season. The funding is used to pay for marketing expenses, musical entertainment, and other necessary costs.

Transfer(s) complete the following:

From:	1044109-589300 Economic Development Expenses	To:	1044109-589315 Marketing Video Project	Amount:	\$15,000.00
From:	1044109-589300 Economic Development Expenses	To:	1044109-589325 Farmers Market Activities	Amount:	\$, 5,000.00