



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

To: Board of Finance Commissioners

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

Date: December 20, 2023
(Submission Date)

For the January 23, 2024 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) \$ _____
- Grant \$ _____
- Carry-over(s) \$ _____
- Other \$ 50.00

(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:

Request an increase in Petty Cash by \$50.00 from the Revolving Arts & Culture Account (\$100 total – see August 2022 request) for making change during the sale of tickets and concessions at Downtown Live performance.

Other:

Account	Account Name	Amount
1067033-584145	Arts & Culture Revolving	\$50.00