

City of Annapolis

Budget Revision Request

Control Number GT-16-17

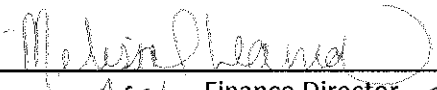
Department:

FINANCE DEPARTMENT

Date 30-Jun-2017

Account Name	Transfer TO	Transfer FROM
SALARIES		50,000.00
ACCOUNTING SERVICES	50,000.00	

To move funds from Salaries to Accounting Services to pay for the services of two temporary employees that performed during staffing shortages.



 Asst. Finance Director *EM*

Department Director

Approved by:

Mayor _____

Finance Committee _____

City Council _____

City Manager _____

City of



Annapolis

FINANCE OFFICE
MUNICIPAL BUILDING
160 DUKE OF GLOUCESTER STREET
ANNAPOLIS, MARYLAND 21401

BRUCE T. MILLER
FINANCE DIRECTOR

MEMORANDUM

TO: Finance Committee, Annapolis City Council
FROM: Bruce T. Miller, Finance Director
DATE: June 30, 2017
SUBJECT: GT-16-17

The Finance Department contracted the services of a temporary employment agency to cover staffing shortages during the fiscal year. As a result, the Salary budget was under used (vacancies) and the Accounting Service budget was over used (contract with Temp Agency.) This budget revision would reduce the Salary budget and increase the budget for Accounting Services.