

## City of Annapolis Supplemental Appropriation from Surplus Funds

**Fund:** General **Control Number:** SA-3-24  
**Department:** Department of Transportation **Date:** 08/29/2023  
**Source of Surplus Funds:** Reserve for One-Time Uses

Account Name	Allocation of Appropriation for
Revenue:	
Reserve for One-Times Uses	\$32,000
Transfer from General Fund (Transportation Fund)	\$32,000
Expenditure:	
Transportation - Salaries and Benefits	\$28,000
Transportation - R & M Vehicles	\$4,000
Transfer to Transportation Fund (General Fund)	\$32,000

**Explanation:**  
 This supplemental allocation appropriates \$32,000 from the Reserve for One-Time Uses to the Department of Transportation. This will provide funds to operate and maintain two electric carts in Eastport and on Maryland Avenue .

In Process

**Approved by:**

\_\_\_\_\_  
**Finance Director**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**City Manager**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Department Director**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Finance Committee**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**City Council**

\_\_\_\_\_  
**Date**

**CM:** City Manager approved transfers of appropriations of \$25,000 or less from one line item to another within a fund.

CM's do no increase the total budget or the budget for any fund.

**FT:** Fund Transfers of appropriations greater than \$25,000 from one line item to another within a fund.

These are also used for fund transfers from the contingency account, bond proceeds, or from one fund to another, regardless of the amount. FT's do not increase the total budget.

**SA:** Supplemental Appropriations from revenue not anticipated in the budget or in excess of that anticipated in the budget.

SA's increase the total budget.