

City of Annapolis
Budget Revision Request
(City Council Budget Revision > \$25,000)

Fund: General Fund
Department: Various

Control Number: FT-13-25
Date: 6/5/2025

Dept/Division	Account Name	Transfer From	Transfer To
Central Services-Facilities	Salaries and Benefits	162,000	
Central Services-Facilities	Contractual Services		162,000
Finance	Contractual Services	40,000	
Finance	Salaries and benefits		40,000
Planning and Zoning	Salaries and benefits	115,000	
Fire	Salaries and benefits		85,000
Fire	Contractual Services		30,000
NonAllocated	Contingency	81,000	
Dept. of Public Works - Snow	Salaries and benefits		81,000
Recreation and Parks- Parks	Salaries and benefits	35,000	
Recreation and Parks- Pip Moyer	Salaries and benefits		35,000
Recreation and Parks - Camps and Classes	Salaries and benefits	97,000	
Recreation and Parks -Health	Salaries and benefits		72,000
Recreation and Parks -Pool	Salaries and benefits		25,000
NonAllocated	Compensation Contingency	163,000	
Finance	Salaries and benefits		12,000
Planning and Zoning	Salaries and benefits		32,000
Recreation and Parks- Admin	Salaries and benefits		6,000
Recreation and Parks- Parks	Salaries and benefits		12,500
Recreation and Parks - Camps and Classes	Salaries and benefits		9,000
Office of Emergency Management	Salaries and benefits		33,700
Fire	Salaries and benefits		16,100
Office of Community Services	Salaries and benefits		9,700
Harbormaster	Salaries and benefits		16,800
Human Resources	Salaries and benefits		15,200
Transportation- Operations	Salaries and benefits	34,000	
Transportation- Operations	Supplies and Other		34,000

Explanation:
This budget revision reflects the fourth quarter transfer for the following:

1. It transfers funding from Facilities salaries and benefits to contractual services to allow the Division to install blinds in Chamber's and clean ducts in City buildings. The division had salary savings due to vacancies.
2. It transfers funding from contractual services to salaries and benefits to pay for contractual employees hired by the City.
3. It transfers funding from Planning and Zoning salaries and benefits to Fire salaries and benefits and contractual services. Planning and Zoning has salary savings due to vacancies and the Fire Department is experiencing overages in overtime due to soft vacancies. The Fire department's electricity account is trending over budget. The City's energy consultant is analyzing this trend.
4 It transfers funding from Contingency to Snow salaries and benefits to cover personnel costs associated with Winter Storm Blair.
5. It reallocates funding within Recreation and Parks. The Parks division experienced savings due to vacancies and the Camps division will not expended its budget. Seasonal salaries for Pip Moyer, Health, and the Pool are trending higher than anticipated.
6. It reallocates funding from the Compensation Contingency account to various divisions for the classification and compensation study results.
7. It reallocates funding within Transportation to pay for the increase cost of fuel and oil.

Approved by:

Finance Director

City Manager

Date

Date

Approved by:

Department Director

Mayor

Finance Committee

City Council

Date

Date

Date

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 not 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 Allocations from revenue not anticipated in the budget or in excess of that anticipated in the budget.
SA's increase the total budget.