

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

Fund: General Fund _____
Department: DPW _____

Control Number: FT-4-20 _____
Date: 3/2/2020 _____

Dept/Division	Account Name	Transfer From	Transfer To
DPW/Facilities	Salaries and Benefits	134,500	
DPW/Facilities	Contractual Services		134,500

Explanation:
 This transfer moves \$134,500 from salaries and benefits to contractual services. This will pay for an increase in rent for 145 Gorman Street that was erroneously missed during the budget process and pays for unanticipated contractual services for mold remediation and emergency repairs. There are unused appropriations in salaries and benefits due to vacancies.

Approved by:

 Finance Director

 Date

 Department Director

 Date

Approved by:

 City Manager

 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 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.