City of Annapolis

Budget Revision Request

(City Council Budget Revision > $25,000)

Fund: General & Fleet

Department: Elections, Fleet, & Non-Allocated

Control Number: FT 5-22

Date: 3/6/2022

Department/Division	Account Name	Transfer From	Transfer To
Fleet	Salaries and benefits	120,000	
Fleet	Supplies and Other		120,000
Elections	Supplies and Other	60,000	
NonAllocated	Interfund Transfers		60,000

Explanation:

This transfers $120,000 from Salaries and Benefits to Supplies and Other within the Fleet fund and $60,000 from Elections Supplies and Other to Non-Allocated Interfund Transfers. Fuel prices have significantly increased and this transfer will allow Fleet to purchase fuel for City vehicles. This fund transfer will be accompanied by SA19-22, which appropriates the revenue received from the General Fund (Non-Allocated Interfund Transfer) in the Fleet Operations Fund.

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.