

City of Annapolis Budget Revision Request

Control number GT-28-15

Department: Public Works

Date 11-Jun-2015

Account Name Only	Transfer FROM	Transfer TO
Pump Station Replacement	9,000.00	
Sewer Rehab and Improvements	57,000.00	
PW Engineering & Construction Salaries		66,000.00

This transfer request is to move funds from CIP accounts to salary account to pay contractual Capital Project Assistant.

Approved for Financial & Accounting Sufficiency:


Finance Director


Department Director


Approved by:

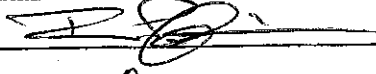
Mayor

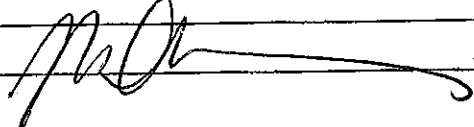
Finance Committee

City Council

City Manager










City of Annapolis
Department of Public Works

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June 11, 2015

MEMORANDUM

TO: Ian Pfeiffer, Chair
City Council Finance Committee

FROM: David Jarrell, P.E. 
Director of Public Works

Re: Employment Contract for Capital Project Assistant
CIP – Pump Station Rehab and Sewer Rehab and Improvements

A Capital Project Assistant has been working on the Pump Station Rehab and Sewer Rehab and Improvements capital projects for several years. In previous years, this individual has been hired as an independent contractor. To comply with State and Federal employment laws, the Capital Project Assistant needs to be a contractual employee.

Estimated costs for the Capital Project Assistant are not expected to exceed \$66,000.

*Note:
There is no increase in cost
from previous years, this is
simply a change in the way we
contract with Ms. Doyan.*