

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

Fund: General Fund  
 Department: Various

Control Number: FT-18-22  
 Date: 6/20/2022

Dept	Account Name	Transfer From	Transfer To
Contingency	Contingency	183,000	
Finance	Salaries	27,500	
Police	Salaries	256,749	
Non-Allocated	Other	124,000	
Purchasing	Salaries and benefits		27,500
MIT	Contractual Services		68,000
OOI	Contract Services		89,000
P&Z	Supplies and Other		5,000
P&Z	Programs		239,749
Police	Contract Services		44,000
Police	Supplies and Other		53,000
Police	Capital Outlay		10,000
Stanton Center	Salaries and benefits		55,000
		591,249	591,249

**Explanation:**  
 Purchasing: Benefits were higher than anticipated due to VEBA chop program. Purchasing Officer retired with significant leave payout.  
 MIT: Paid for Amazon Workspaces that should have been charged to Police.  
 Office of Law: Paid for union negotiation services of Jackson Lewis. The amount was more than originally anticipated.  
 P&Z: Needs \$5,000 for Forest Drive business maps printed in FY22 and \$239,749 for the City's cash contribution to the Choice Neighborhood Initiative.  
 Police: Requesting transfer within its budget \$44,000 for contract services, \$53,000 for supplies, and \$10,000 for capital outlay.  
 R&P: Stanton Center overspending for staff salaries. Hourly staff are working more than budgeted.

**Approved by:**

_____ Finance Director	_____ Date
_____ Department Director	_____ Date
<b>Approved by:</b>	
_____ 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.