

City of



Annapolis

FINANCE OFFICE
MUNICIPAL BUILDING
160 DUKE OF GLOUCESTER STREET
ANNAPOLIS, MARYLAND 21401

BRUCE T. MILLER
FINANCE DIRECTOR

MEMORANDUM

TO: Finance Committee, Annapolis City Council
FROM: Bruce T. Miller, Director of Finance
DATE: July 19, 2016
SUBJECT: GT-2-17

The fleet mechanic that specializes in fire apparatus will be retiring in early FY 2017. This transfer will allow Fleet to employ the departing employee and the replacement fleet mechanic concurrently, to provide time for the new hire to train with the fire apparatus specialist prior to his retirement.

City of Annapolis Budget Revision Request


Control number GT-2-17

Department:
Public Works / Fleet Maintenance4


Date June 25, 2016

Account Name Only	Transfer FROM	Transfer TO
Salaries		9,000.00
R & M Equipment	9,000.00	

Funding is requested for a short term contract for a fleet mechanic with familiarity with fire equipment.

Approved for Financial & Accounting Sufficiency:


 Finance Director



 Department Director

Approved by:
 Mayor
 Finance Committee
 City Council
 City Manager

