

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

**Fund:** General Fund - Contingency Account  
**Department:** Department of Public Works- Buildings

**Control Number:** FT 7-22  
**Date:** 4/18/2022

Dept	Account Name	Transfer From	Transfer To
DPW-Buildings	Salaries and benefits	44,500	
DPW-Buildings	Contractual Services		44,500

**Explanation:**  
 This transfers \$44,500 in appropriations from salaries and benefits to contractual services within the Department of Public Works - Buildings budget. This division has savings from an unfilled position and the budget revision will allow a contractor to perform repair and maintenance work that would have been performed by the position.

**Approved by:**

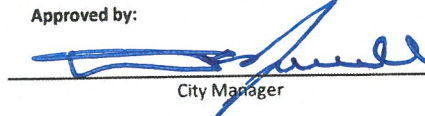
  
 \_\_\_\_\_  
 Finance Director

4/18/22  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Department Director

\_\_\_\_\_  
 Date

**Approved by:**

  
 \_\_\_\_\_  
 City Manager

4/19/22  
 \_\_\_\_\_  
 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.