

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

Fund: Capital Fund
Department: Department of Public Works

Control Number: FT-5-26 Amended
Date: 10/9/2025

Dept/Division	Account Name	Transfer From	Transfer To
	Revenue		
DPW/CIP	General Roadways - Capital Reserve	330,000	
DPW/CIP	Capital Reserve Fund Balance (General Fund)	300,000	
DPW/CIP	Fourth Street Oil Tank Removal - Capital Reserve		630,000
	Expenditure		
DPW/CIP	General Roadways - Construction	315,000	
DPW/CIP	General Roadways - City Overhead	15,000	
DPW/CIP	Transfer to Capital Projects (General Fund)	300,000	
DPW/CIP	Fourth Street Oil Tank Removal - Construction		600,000
DPW/CIP	Fourth Street Oil Tank Removal - City Overhead		30,000

Explanation:

This fund transfer moves \$330,000 of funding from the General Roadways project and \$300,000 from the Capital Reserve Fund to the Fourth Street Oil Tank Removal project. This will enable DPW to remove existing oil tanks and monitor groundwater within the Fourth Street right-of-way to ensure compliance with the MDE Oil Control Program. Funding will be reallocated from the General Roadways project, as approved by the Director of Public Works. **If Council approves amended version of budget revision, revision would classify as Supplemental Appropriation versus Fund Transfer.**

Approved by:

Finance Director

Date

City Manager

Date

Approved by:

Department Director

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.