

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

Fund: General Control Number: FT-1-26
Department: Central Services Department/ City Manager Date: 07/10/2025

Dept/Division	Account Name	Transfer From	Transfer To
City Manager	Salaries and Benefits	\$109,580	
Central Services	Salaries and Benefits		\$109,580

Explanation:
This budget revisions transfers \$109,580 of appropriations from the City Manager Salaries and Benefits account to the Central Services Department Salaries and Benefits account. This will re-allocate funding of the vacant, Administrative Assistant, position and transfer this position to the Central Services Department as the department has a greater need for the position at this time. This position change will carry forward into future budget years unless otherwise reallocated.

In Process

Approved by:

7/14/2025 | 12:14 PM EDT

Bucklin
Finance Director

Date

7/14/2025 | 1:11 PM EDT

Victoria Buckland
City Manager

Date

7/14/2025 | 4:32 PM EDT

Victoria Buckland
Department Director

Date

7/14/2025 | 4:46 PM EDT

Mayor Gavin Buckley
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 no 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 Appropriations from revenue not anticipated in the budget or in excess of that anticipated in the budget. SA's increase the total budget.