

## City of Annapolis Supplemental Appropriation from Surplus Funds

**Fund:** General **Control Number:** SA-28-23  
**Department:** Fire **Date:** 04/24/2023  
**Source of Surplus Funds:** Various Checks from Outside Agencies

Account Name	Allocation of Appropriation for
<b>Revenue:</b>	
Miscellaneous Revenue	\$6,468.00
<b>Expenditure:</b>	
Salaries/Benefits	\$4,788.00
Supplies	\$1,680.00

In Process

**Explanation:**  
 This supplemental allocation appropriates \$6,468 to the Fire Department allowing the department to spend miscellaneous revenue received during the fiscal year. The revenue reimbursed the Fire Department for CPR/First Aid/AED Training to various outside organizations. 800  
tC

**Approved by:**

*Joanna D. Dickinson*

4/24/2023 | 1:47 PM PDT

**Finance Director**

**Date**

*Michael Mallinoff*

4/24/2023 | 4:53 PM EDT

**City Manager**

**Date**

*Fire Chief Douglas M. Remaley*

4/25/2023 | 8:59 AM EDT

**Department Director**

**Date**

*Mayor Gavin Buckley*

4/25/2023 | 9:19 AM EDT

**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 Appropriations from revenue not anticipated in the budget or in excess of that anticipated in the budget.

SA's increase the total budget.

**City of Annapolis  
Supplemental Allocation from Surplus Funds**

Fund: \_\_\_\_\_ Control Number: \_\_\_\_\_  
 Department: FIRE - FY 2023 Date: 03.16.2023

Source of Surplus Funds: Payment for CPR Training

Account Name		Allocation of Appropriation for
<b>Revenue:</b>		
CPR/First Aid/AED Training	01042-434061	2310.00
<b>Expenditure:</b>		
FIRE SUPPLIES	01220-542010	600.00
FIRE OVERTIME	01220-512000	1710.00

**Explanation:**  
 BUDGET FOR FUNDS RECEIVED FROM PROVIDING CPR/FIRST AID/AED TRAINING TO SINGLES ON SAILBOATS ON 3.11.23.

Approved by:

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

  
 Department Director

Approved by:

City Manager	_____	Date	_____
Mayor	_____	Date	_____
Finance Committee	_____	Date	_____
City Council	_____	Date	_____

**City of Annapolis**  
**Supplemental Allocation from Surplus Funds**

Fund: \_\_\_\_\_ Control Number: \_\_\_\_\_  
 Department: FIRE - FY 2023 Date: 03.31.2023

Source of Surplus Funds: Payment for CPR Training

Account Name		Allocation of Appropriation for
<b>Revenue:</b>		
CPR/First Aid/AED Training	01042-434061	1155.00
<b>Expenditure:</b>		
FIRE SUPPLIES	01220-542010	300.00
FIRE OVERTIME	01220-512000	855.00

**Explanation:**  
 BUDGET FOR FUNDS RECEIVED FROM PROVIDING CPR/FIRST AID/AED TRAINING TO PENTAGON SAILING CLUB ON 3.19.23.

Approved by: \_\_\_\_\_  
 Finance Director

  
 Department Director

Approved by:

City Manager	_____	Date	_____
Mayor	_____	Date	_____
Finance Committee	_____	Date	_____
City Council	_____	Date	_____

**INVOICE**DATE: 3/19/2023  
DATE OF SERVICE: 3/19/2023**To:**  
Pentagon Sailing Club**SHIP TO:**  
Annapolis Fire Department  
1790 Forest Drive  
Annapolis, MD 21401  
Phone: 410-263-7975

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
15	CPR/AED/First Aid with certification card	\$77.00	\$1155.00

<b>SUBTOTAL</b>	\$1155.00
<b>TOTAL DUE</b>	\$1155.00

Make all checks payable to "Annapolis Fire Department"  
 If you have any questions concerning this invoice please contact:  
 Capt. Zapata - [bizapata@annapolis.gov](mailto:bizapata@annapolis.gov)

THANK YOU FOR YOUR BUSINESS!

**City of Annapolis**  
**Supplemental Allocation from Surplus Funds**

Fund: \_\_\_\_\_ Control Number: \_\_\_\_\_  
 Department: FIRE - FY 2023 Date: 12.30.2022

Source of Surplus Funds: Payment for CPR Training

Revenue:	Account Name	Allocation of Appropriation for
CPR/First Aid/AED Training	01042-434061 CPRREV	924.00
Expenditure:		
FIRE SUPPLIES	01220-542010	240.00
FIRE OVERTIME	01220-512000	684.00

In Process

**Explanation:**  
 BUDGET FOR FUNDS RECEIVED FROM PROVIDING CPR/FIRST AID/AED TRAINING TO ST JOHN'S COLLEGE STAFF ON 11.19.22.

Approved by:

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

  
 Department Director

Approved by:

City Manager \_\_\_\_\_ Date \_\_\_\_\_  
 Mayor \_\_\_\_\_ Date \_\_\_\_\_  
 Finance Committee \_\_\_\_\_ Date \_\_\_\_\_  
 City Council \_\_\_\_\_ Date \_\_\_\_\_

**City of Annapolis**  
**Supplemental Allocation from Surplus Funds**

Fund: \_\_\_\_\_ Control Number: \_\_\_\_\_  
 Department: FIRE - FY 2023 Date: 11.08.2022

Source of Surplus Funds: Payment for CPR Training

Account Name		Allocation of Appropriation for
<b>Revenue:</b>		
CPR/First Aid/AED Training	01042-434061	2079.00
<b>Expenditure:</b>		
FIRE SUPPLIES	01220-542010	540.00
FIRE OVERTIME	01220-512000	1539.00

In Process

**Explanation:**  
 BUDGET FOR FUNDS RECEIVED FROM PROVIDING CPR/FIRST AID/AED TRAINING TO ST ANNE'S EPISCOPAL CHURCH STAFF ON 10.11.22.

Approved by:

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

Approved by:

City Manager \_\_\_\_\_ Date \_\_\_\_\_  
 Mayor \_\_\_\_\_ Date \_\_\_\_\_  
 Finance Committee \_\_\_\_\_ Date \_\_\_\_\_  
 City Council \_\_\_\_\_ Date \_\_\_\_\_

**INVOICE**DATE: 10/11/2022  
DATE OF SERVICE: 10/11/2022**To:**  
St. Anne's Episcopal Church  
199 Duke of Gloucester  
Annapolis, MD 21401**SHIP To:**  
Annapolis Fire Department  
1790 Forest Drive  
Annapolis, MD 21401  
Phone: 410-263-7975

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
27	CPR/First Aid with certification card	\$77.00	\$2079.00

**SUBTOTAL** \$2079.00**TOTAL DUE** \$2079.00

Make all checks payable to "Annapolis Fire Department"  
 If you have any questions concerning this invoice please contact:  
 Capt. Zapata - [bizapata@annapolis.gov](mailto:bizapata@annapolis.gov)

**THANK YOU FOR YOUR BUSINESS!**

**Certificate Of Completion**

Envelope Id: B356C449216E472AB0C858F0D3F23E26

Status: Sent

Subject: SA-28-23 Please DocuSign: Supplemental Appropriation from Surplus Funds Form

Source Envelope:

Document Pages: 7

Signatures: 4

Envelope Originator:

Certificate Pages: 6

Initials: 2

Kapri' Turner

AutoNav: Enabled

160 Duke of Gloucester St

Envelopeld Stamping: Enabled

Annapolis, MD 21401

Time Zone: (UTC-05:00) Eastern Time (US &amp; Canada)

klturner@annapolis.gov

IP Address: 96.244.10.66

**Record Tracking**

Status: Original

Holder: Kapri' Turner

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4/24/2023 3:08:34 PM

klturner@annapolis.gov

**Signer Events****Signature****Timestamp**

Katie Connolly

kconnolly@annapolis.gov

Senior Accountant

Security Level: Email, Account Authentication  
(None)Signature Adoption: Pre-selected Style  
Using IP Address: 96.244.10.66

Sent: 4/24/2023 3:16:33 PM

Resent: 4/24/2023 4:47:43 PM

Viewed: 4/24/2023 4:51:15 PM

Signed: 4/24/2023 4:51:58 PM

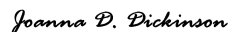
**Electronic Record and Signature Disclosure:**

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Joanna D. Dickinson

jddickinson@annapolis.gov

Finance Director

Security Level: Email, Account Authentication  
(None)Signature Adoption: Pre-selected Style  
Using IP Address: 96.244.10.66

Sent: 4/24/2023 3:19:21 PM

Viewed: 4/24/2023 4:44:55 PM

Signed: 4/24/2023 4:47:40 PM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Michael Mallinoff

mmallinoff@annapolis.gov

City Manager

Security Level: Email, Account Authentication  
(None)Signature Adoption: Pre-selected Style  
Using IP Address: 96.244.10.66

Sent: 4/24/2023 4:52:00 PM

Viewed: 4/24/2023 4:53:21 PM

Signed: 4/24/2023 4:53:28 PM

**Electronic Record and Signature Disclosure:**

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Fire Chief Douglas M. Remaley

dremaley@annapolis.gov

Security Level: Email, Account Authentication  
(None)Signature Adoption: Pre-selected Style  
Using IP Address: 96.244.10.66

Sent: 4/24/2023 4:53:30 PM

Viewed: 4/24/2023 6:07:43 PM

Signed: 4/25/2023 8:59:58 AM


**Electronic Record and Signature Disclosure:**

Accepted: 1/17/2023 3:08:16 PM

ID: 2187b625-d709-4f8f-9b9d-bcc9da1c884f

Company Name: City of Annapolis



Signer Events	Signature	Timestamp
Mayor Gavin Buckley mayorbuckley@annapolis.gov Mayor Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 96.244.10.66	Sent: 4/25/2023 9:00:00 AM Viewed: 4/25/2023 9:19:30 AM Signed: 4/25/2023 9:19:43 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Ald. Eleanor Tierney aldtierney@annapolis.gov Alderperson - Ward 1 Security Level: Email, Account Authentication (None)	Sent: 4/25/2023 9:19:46 AM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Regina Watkins-Eldridge  
 rceldridge@annapolis.gov  
 Security Level: Email, Account Authentication (None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Julie Donnelly  
 jpdonnelly@annapolis.gov  
 Security Level: Email, Account Authentication (None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

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In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>

Kaly Jackson kajackson@annapolis.gov City Council Associate City of Annapolis Security Level: Email, Account Authentication (None)	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; font-size: 24px; color: blue;">COPIED</div>	Sent: 4/25/2023 9:19:45 AM Viewed: 4/25/2023 9:27:42 AM
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/24/2023 3:16:33 PM
Envelope Updated	Security Checked	4/24/2023 3:19:20 PM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Updated	Security Checked	4/24/2023 4:47:41 PM
<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
<b>Electronic Record and Signature Disclosure</b>		

In Process

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [saconner@annapolis.gov](mailto:saconner@annapolis.gov)

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To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [saconner@annapolis.gov](mailto:saconner@annapolis.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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- ii. send us an email to [saconner@annapolis.gov](mailto:saconner@annapolis.gov) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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- Until or unless you notify City of Annapolis as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by City of Annapolis during the course of your relationship with City of Annapolis.