VILLAGE OF OAKWOOD FINANCE MEETING MINUTES November 8, 2022

ATTENDED
Elaine Gaither-Council at Large
Eloise Hardin-Ward 2
Paggie Matlock-Ward 3
Mary Davis-Ward 4
Candace Williams-Ward 5

Brian Thompson-Finance Gary Gottschalk-Mayor (late)

ABSENT Johnnie Warren-President Chris Callender-Ward 1 Jim Climer-Law Director

Meeting opened approximately 6:15 by Gaither

Pledge of Allegiance and attendance taken.

(This additional finance meeting was on the agenda to discuss the Clerk/Council budget as part of the budget hearing process through the rest of the year.)

Hardin: You heard what I asked and his response. Morgan: Right. Hardin: Why are we doing 3%? Morgan: Right. Hardin: And his response? Morgan: I did not hear his response. Thompson: Just looking at the economic things going on anticipated through next year. First of all, it's just affordability for me to look at. We historically have been doing 2% so, adding that extra 1%. Just kind of looking at the revenue stream that has been coming in after we went through COVID in 2020 and the revenue stream seemed to be moving at a little higher pace than our normal conservative amount for next year. That is some of the surrounding factors why we kicked it up a percent. Hardin: I would like to know the dollar amount for the 3% and the dollar amount for the 2%. Thompson: I can give you a pretty rough estimate on the amounts. Davis: As a newbie, do we always go up 2%? Thompson: That is historically what it's been over the last 6 years because we negotiated in with the FOP. Davis: For all employees? Williams: It's not all employees. It's negotiated for the FOP employees, right? Thompson: Yeah. Williams: But that doesn't cover all employees. Thompson: No, that does follow suit for all employees. We usually follow suit.... Williams: But it's not under contract for all employees. Thompson: No, definitely not. We only have one contract in the village and that is police. Our firefighters are all part time. They work for different cities and villages. Once we get the final negotiation from FOP, even though we are not under their contract, the Mayor follows suit for employees under the contract. Davis: Okay, so we have always done it but traditionally you have done 2%. Thompson: Yes. Davis: Did you do the last 2 years with COVID? Thompson: Yes. Actually, during COVID, we didn't get any increase. '20 no increase; '21 we did (2%), '22 we did (2%). Davis: So, 2020, you had no increase. Was that January? Because COVID didn't come till March. So, you still didn't do it? That doesn't make any sense. Thompson: Yeah, I think '20 we had temporary budget, and we didn't have everything in place. So, we didn't put the raises in until April for that year. So, knowing we were going into COVID, we didn't do an increase. But when we come into '22, we did it January 1st and then back in '19 also at the beginning of the year. Hardin: Say it again... Thompson: Let me back up.... '20 we did (2%), '19 was 2%, '21 after COVID we did not. Sorry about that. '22 we did the 2%. Hardin: When you said that it looks like things are going well and blah, blah, I kind of beg to differ with you. We have been waiting to see what is going to happen with the Kroger project. Thompson: I am just saying what we have concrete now in terms of our companies, not including Kroger or Interstate McBee. We just started seeing an uptick in the companies that we do have here. We have always stayed conservative in our projections for revenue between 1-3%, which is very conservative. Hardin: So, my question is, why wouldn't we do the 2% initially, forget about the FOP because they are doing that because folks are leaving them. That's my theory on that. But again, give me the difference in dollar amounts. Maybe it's not worth fighting about. Williams: My question would be, we always seem to talk about spending money in these departments when part of the larger budget and we talked about 1) contingency budget and 2) making sure we have a certain balance at the end of every year. So, are you able to do this 3% and make sure we can do that contingency budget and also end the year at whatever balance that we determine we want the accounts left at? So, are you able to do all of it and do you know that for sure? **Thompson:** I know for sure in terms of doing the 3% because I looked at it and.... *Clerk moved the recorder to

better pick up (meeting in firehouse)* When I was evaluating, we paid off a couple of debt obligations where I won't have any.... I don't have so much additional cash flow but it's about \$150,000 we ended up paying off this year that I know we don't have to pay off next year. That was a factor as well. Between the debt we won't have to pay next year because I paid off some things and in combination with the additional 1% and kind of getting a somewhat general outlook on the projections for revenues, that would suffice the areas you are seeing in terms of moving the balance where we need it to be (the general fund balance at the end of the year) and still be able to afford the additional 1% going into 2023. Williams: What document can you provide us that shows us projections on what that 3% looks like, what it would look like to have some contingency budget whether it's \$1,000, \$5,000, \$250, a line item for that and what it would look like if we ended the year with \$25,000 or whatever we said that threshold was that council was going to set. Can you give us some type of projection on that? **Thompson**: Most of the time, our projections are always looking at the million dollars which I know we won't end the year this year with a million. I think, when I discussed it, it was between \$300,000 and \$500,000 that I had looked at for the end of this year. In terms of you saying some type of mechanism or document showing the increased revenues... Williams: No. Well, it could also include that. But what I am saying is you just said we definitely won't end the year with \$1 million, so we can likely end the year with either \$300,000 or \$500,000, can you provide us that? What you think we can end the year with including a contingency budget and also showing that 3%? Can we afford to do all 3 of those things? You follow me? Thompson: yeah, I follow you. Hardin: This \$300,000, are you saving that is the contingency amount or are you saying that as ending balance in the general fund? What are you saying? Thompson: I think we are talking about the same. In the general fund, that is where we are going to have the ending balance that we carry over to the next year. Hardin: I got that part. So, what ending balance are you.... Thompson: The general fund. Hardin: General fund, ending balance stay the same. Thompson: Yes. Hardin: But what is it? What dollar amount are you saying? Thompson: \$300,000 to \$500,000 I am projecting by the end of this year. I think last year we ended at \$72,000. Williams: That is the general fund but that is not a contingency budget. There is a separate line item that needs to be made for that. Are you saying, within that \$300,000 to \$500,000, we could find funds for this contingency budget to start it within those monies? Thompson: You could take \$50,000 out of the \$300,000 to \$500,000. The contingency budget is surrounded around potentially the rainy-day fund but also to get some of the bigger things accomplished like a new city hall. Williams: No, that is a whole other line item because a contingency budget should be for whatever you don't know will happen. If we plan to build a facility, we know that is happening. So, that should have a line item. A contingency budget is for whatever emergency you don't know may arise. **Thompson**: That is pretty much the total general fund balance we have. It wouldn't be a totally separate.... Williams: But it shouldn't be. It should be a totally separate line item. It absolutely should be. If you have it in the general revenue fund, you can always touch unless we say this money in this fund can only be touched when council approves it, because it's for.... Thompson: So, it wouldn't be a line item. It would have to create a fund. Williams: Okay, Whatever you call it specifically, it just needs to be separated. Matlock: So, are we talking basically a rainy-day fund in case something happens or an emergency and we have this fund to dip into that would help provide us with something? Thompson: I think it's all similar language with the rainy-day fund and contingency budget. Williams: Do we have a rainy-day fund already? Thompson: No. I don't have anything.... Hardin: Surprise, surprise. Now that is a question. That is the issue. We have been running around and around the maypole with this for the last couple of years. It's not a question of how much. We have asked for it.... Thompson: You have to establish a separate fund. A lot of times I see places that do it, you have to make sure it's not too restrictive where if you get it in a fund, something happens, and you can't really get it out. We probably have to.... Williams: It's not that you can't get it out. It's just likely you have to go through your council to get it out. Thompson: Yeah, but you can pass the original legislation and put the wording in there that it's only for certain things. Then, we would have to come back and meet before the council. We create the budget.... Williams: That's what you will have to do. That is the purpose of it. Thompson: I am just thinking in the preamble of the language when you do create the fund, don't make it too restrictive where you can't go back in. Hardin: How come we have not done that before because we have been talking about this now for 3 years. Thompson: I know with just the resources, our debt obligations that we had, it just hasn't been there. Hardin: To afford to do it. Davis: Just an idea of mine, if we are getting this extra money that we are getting from commercial businesses (not Kroger or Interstate McBee), why couldn't we put these extras into this rainy-day fund? We weren't expecting that amount, so it's not part of our budget. It's extra money so it accumulated because of whatever the benefit is, but then start the rainy-day fund with that money because we weren't planning on that money. Thompson: That is a good concept. Instead of relying on what's projected, we have to get something concrete in place to know what is really coming in and then we could allocate those funds.... Hardin: But where are we getting those numbers from.... Williams: ...that's why we haven't started it because we always go through this conversation of 'well we need to wait till this money comes in to do it.' But the whole purpose is not to spend everything so that you have the money to do this and that you're more conservative. What we have been

saying is, 'let's wait for this project to get done and then do it,' and it never happens. So, now if we do that based off what comes in from Kroger, we are again doing the same thing we have been doing for the last 6 years. 'Let's do a contingency budget.' 'Oh, no let's wait till this project gives us the money,' and it never happens. We should be starting to come out of our ending balance, creating legislation that says the ending balance can't go lower than such and such and there is a line or a fund where we don't touch this money unless you come to council, and we approve a specific emergency. Thompson: That can be done with a separate fund. Williams: Okay. Davis: For example, you said we paid off \$150,000 debt. That extra money that was paid could also go since it is already budgeted for this amount for the debt that we had and put that toward the rainy fund. Start it with that. Thompson: Start it in 2023. Hardin: Does this make sense to you? Thompson: Yes. Hardin: Let's talk real. I don't know what your instructions are with the Mayor and he's not here. But we don't want you to say yes because I think we thought we were doing it earlier and we haven't. We are saying to you tonight and you might want to go get him because this is what you're hearing that this is it. Thompson: Let's get the legislation drafted. I think if we stay conservative in building that rainy day fund. I think \$400,000 is projected with the upcoming Kroger which he has to share back some of his CRA agreements and TIF dollars. But I am not against the idea. We should start out a little conservative put in the fund. We can talk to our law director and put together saying that we want to create that fund and start off conservative. Williams: ...start off somewhat conservative. Give me a dollar range. Thompson: \$50,000 to \$100,000? Williams: What Mary is saying to me, I think the point that we are missing in this is if we paid off \$150,000, we didn't have that money. It was allocated to something, right? Thompson: Right. Williams: You paid it off and somehow, we find a way to just spend it. When really, it was already gone. We didn't have it so why are we being more conservative to make a plan for things like this. **Thompson**: You still have to balance out your revenue and expenses. Like even if we put in place the raises or different things when we get through the budgets with the different departments. Everything eventually goes up. Especially in dealing with everything in the economy today. The \$150,000 may not be fully there if we increase our salaries depending on where the revenue is going to be for next year and evaluate that against our general fund expenses. It's a combination of all those variables. Williams: And that is why I am asking if you can give us something to show that we can afford 3% plus a contingency budget plus this ending balance. You do need to balance it out, but we can't always balance it out and say we are not going to start the contingency budget and we are not going to have this specific amount for an ending balance. We can't always etch those out of the picture. And that's what we have been doing since I have been here in 2016. We are always etching out the ability to reserve our funds and be conservative. Thompson: I think we should take a serious step toward getting the legislation, creating the fund and I will start making those entries as we end the year. Then we can start seeing that fund build for what we need it for. Davis: My question was, and I'm new, I know everything is going up so high all around everywhere. Not that I don't think everybody deserves whatever they can get for a raise, but to go 2% and not knowing what is going on with our government or world right now, and everything going up so high, I am afraid to do to say it. If you can show me for sure that we have the 2%, that would be okay under all the money that we are supposed to be having is one thing. Do they do this before, like if we find out everything regulates and we finally get some money from Interstate McBee or we get money from Kroger, then can we go back and.... Do they do a mid? You can get a raise at any time, correct? Matlock: Let me ask you a question, the FOP is that a contract? Thompson: Yes. Matlock: So, under this contract they say this 2% raise, correct? Thompson: Yes. Matlock: At a certain time? Thompson: Yes. Matlock: So, at that time, we are obligated to pay that 2% raise if you both agree to that if it's a contract? Thompson: Yes. Matlock: So, really with a 2% raise, you're really not going to have too much of a choice if it stays on this date, they get a 2% raise and it's a contract binding.... *inaudible-multiple voices* Hardin: That's not the question... Williams: The contract is 3%. Everybody doesn't fall under the FOP contract. Matlock: Oh. *inaudible-multiple voices* Matlock: So, the rest of them are not under a contract? Just normal employees. Thompson: You only have 35-40 people under that contract. Hardin: To your last statement, in all fairness, personally I wouldn't consider not giving them anything. So, I will end it by saying 2% would be the minimum. But the reason I am asking, I willing to give them the 3% if we can. Gaither: Dollar amount may not be that significant. Hardin: Right. **Thompson**: The dollar amount with 2% is like \$90,000 to \$100,000 and 3% is about \$135,000 to \$140,000. **Hardin**: I just wanted to address we are going to give them a raise. That is not fair. Davis: I would never say not to give them. Hardin: That is just as we go through this. Thompson: Some known key points, I will be dialoging with Climer to see about some samples or crafting some legislation for creation of a fund. We will put something together for you showing this raise, ending the general fund balance where we anticipate it being projected and also able to initiate.... Hardin: Where do you think that is, just off the top of your head? **Thompson**: \$300,000 to \$500,000. Hardin: You think we're going to be there? **Thompson**: Yep. I am pretty confident. **Hardin**: That is still not a lot of money. That's no money. I hate to say it but I think, and I'm not rich, you can run a household on that little bit of change. Thompson: If you want to move that budget, it will have to be a combination of things. The fusion, new revenue, a combination of, lowering your

expenses. Pretty much 60-65% of your expenses are your salaries so you really have to take that into account. Williams: Well, that is what I was going to ask. How much are the salaries for one month? **Thompson**: \$174,000 per pay. Williams: If we have a crisis, we could only run payroll for 2-3 months. Thompson: \$300 and some thousand dollars. Williams: That's kind of scary. Thompson: If there was a plug that you would get no more revenue. That would mean all the businesses would go out of business, nobody paying their property taxes. I get the concept of what you're saying. Williams: ...planning for an emergency in your home. You would say, 'what would I do if I didn't have money in the home for 2 months or 6 months?' We literally after a month and a half or 2 months, we wouldn't make payroll. **Davis**: And that is without the 2% or 3%, right? Thompson: Just kind of looking at a projection on what the payroll cost per month. Davis: That is with the PERS? Thompson: That is everything. Hardin: Have we ever.... That's a scary thought and think how we ended last year. Davis: With \$72,000. Hardin: And we're in the midst of a pandemic. Thompson: Last year definitely had a big impact from waiting on those reimbursements from the county. We got them in February of this year. Hardin: What reimbursement was that? Thompson: Where Ed said, we weren't spending any money; we're getting reimbursed from the county for materials.... Hardin: Gotcha. *inaudible* Thompson: ...slow last till the end of the year. We didn't get those on the books till the following year. So that definitely had an impact on the general fund balance, being low last year. Hardin: That's where we got that \$76---. Thompson: Yes. Hardin: And then, once it came in, it wasn't all that great either. Thompson: We got the reimbursements. Mayor: Over \$300,000, I think. Hardin: Well Gary, you heard what we just said. Mayor: No, I have been on the phone. Hardin: Let me make the comment about payroll.... Williams: You were waiting on one single payment.... Thompson: It was a couple, total of \$300,000. Williams: A couple. All from the same place. Thompson: All from the county. Williams: All from the county which left us in the situation where we only had about \$70 some thousand in our.... Thompson: ...down to the street fund so we wouldn't have a negative fund balance at the end of the year. Williams: But you see what I'm saying. Just in that situation because we were waiting on one entity, then what situation did that put our accounts in because it was so low. Hardin: Gary, have you been listening? Mayor: No, I've been on calls. Hardin: Okay, here's what's happened. Council members here came in with these ideas for a rainy-day fund. We've come to that point now where we have to have one. Mayor: Call it what you want. I'm just talking about a general surplus in the general fund. I don't care if it's a rainy-day fund. We have never had the luxury of having enough cash flow because of particularly roadwork to be able to... Like other cities, they have a Ford Motor, they have a... Hardin: We got that part. The statement was made, and numbers don't lie. The question was how much is payroll each month and that was what, \$175,000? Thompson: Over \$300,000. \$175,000 per pay. Williams: Oh, that's per pay? Thompson: And the topic came up not only the general fund balance ending in a positive aspect but a real restricted new fund that will start accumulating like a rainy-day fund. Instead of the general fund ending at \$350,000, the council passes legislation they want \$50,000 or whatever at the end of the year, put it in this rainy-day fund and move forward like that. So, that has been the discussion to actually come up with something in legislative form... Mayor: Well, what you can get in legislative form are 2 factors. One is hopefully I will have word in the next 10 days from Northern Haserot. We won't be losing a half million a year; we may be losing \$100,000/year. More importantly within the next week or maybe 2 weeks, I will be back with Kroger. Interstate McBee is fine. They are already going to be starting in the middle of August of next year. We have Kroger coming in with the guarantees that are there and then we can put in place some kind of reserve. Hardin: How about this? We put the legislation in place and then based on those numbers, we can increase them or adjust them. The point is to get it started. It was councilwoman Williams who brought up the idea quite a while back. I think we are at a point now where I think we got scared. Mayor: Well, quit looking elsewhere.... Hardin: No, no, no. We are talking about the \$76,000 that we ended with this year. We are talking about OV and we don't want to get caught like that again. Mayor: Well, that is one of the point of getting this legislation passed tonight, which is the ARPA money which is \$375,000 (actual legislation noted \$250,000). They will be having their final meeting for approval for the 3rd reading before the end of November. So, that will be great getting that into our fund as well rather than having to wait around until the early part of next year. Hardin: But that is already spent. Mayor: No, it hasn't been spent yet. Hardin: It's proposed to be spent. Mayor: Yeah, but versus.... But it's much nicer to be only paying a quarter million dollars out rather than a half million dollars. Hardin: We get that and it's working good. But we are still and I think candace has brought up something, we keep waiting for a little bit of a safety net fund started. That's what we're going to ask the administration to understand what has to happen here. Mayor: The 2 keys are Northern Haserot and more importantly, getting Kroger finally rolling. *Mayor continued with all the OV businesses and the monies they will be bringing to OV as he has in other meeting minutes. * Hardin: Well, Mayor those numbers would sound even better if we had this fund in place. *Council at Large Gaither reminded this meeting was to discuss Clerk/Council budgets* *Mayor reminded of the expansion at Sam's Club* Williams: We need to make sure that the money is restricted in some way so that it is not spent on whatever. But we agree it's a rainy-day use. Two, it does not need to come at the back end of a

project. If we think we'll have \$300,000 to \$500,000 at the end of this year, that's what we need to use and if we need to start small, then we need to start small. It doesn't need to be tied to when this project happens. Hardin: Right. Mayor, do you understand what we're saying? All that news is excellent, but we need to know we have got something in reserve. Mayor: If we didn't, not only would the auditors have an issue with where we are right now, but more importantly, our bank would be saying that as well. Hardin: That makes sense. Mayor: The key is having all that working together. But at the same time, we have been able to expand as we have because we aren't doing what is the normal. We are not doing what these other cities are doing. I am hearing what you're saying, and I believe the Kroger thing will really establish us to where we will have to be secure, and we can have this rainy-day fund and reserves you can count on versus this second. But believe me, if there had been an issue, the state auditors would already have problems. Gaither: We are down to 10 minutes for our budget. Brian is going to get with the attorney to draw up some legislation for us that we can bring back.... Thompson: The creation of a fund. Gaither: How soon? Thompson: I am not sure of the timeline, but I can discuss it with Jim. Gaither: We do have this to do. Davis: What would give us the increase in income coming to us in order to approve any kind of increase in people's budget? Thompson: Pretty much looking at the projected income tax which we usually communicate with RITA to give us a projection for next year, coupled with the things that we know are coming down the pike on the economic side. We look at all that holistically. Especially on the income tax. Davis: Is there an increase.... Thompson: Over the years we have modestly and conservatively put like a 3% or under increase on the projection of the income tax from the net profits, the holdings and the individuals. Mayor: When was the last time we had an increase in payroll? Thompson: I explained to them the timeline ('19-2%, '20-2%, '21 we did not, 22-2%.). This year was the last 2%. Hardin: And you are proposing 3% this year. Thompson: Yes. Hardin: Okay. I'm not saying the difference and we as a council will talk about it. Are we going to talk about it further tonight? **Davis**: I would like that. Mine would be to have the other 2 members know our goal. I want to hear their opinions, too. Williams: You have 5 minutes. Any of these (budgets) are you able to start? Thompson: We can look over the numbers. *see attached which includes the historical numbers which included the payout to separation pay to previous clerk* On the clerk, there wasn't much of an increase. Just the percentage increase for the salary. Overall.... **Hardin**: At what percent? Thompson: 3%. Everybody's budgets to be discussed will be calculated at 3% this year. *see attached for council. Nothing to change as council is not expected to get a raise until 2024* Hardin: The administration of the youth council.... Thompson: Yes, it was passed in this year's budget but we're not going to spend that money. That youth council thing is kind of debunked. Hardin: Well, we won't say that. You had \$8,000 and that was mostly Deb that was paid out of that fund, correct? Thompson: When she first initially projected it, it was mostly Deb. I don't think she had any additional help. Hardin: Any council member who participated got \$50. Did it come out of that line? Thompson: Yes. Hardin: So, you're changing it by taking it all out. Thompson: Right because there is no program. Hardin: Hold on. I think the council didn't agree not to do it and no one else. I think it is still open for someone to step up and do it. This is my suggestion. Not \$8,000 but I would leave it open for \$2,000 in case the council decides to start it up again. Remember, we didn't get rid of it. If somebody wants to start it up again, at least there will be something there to work with. That's my suggestion. Gaither: The money would be for what purpose? Hardin: It was salary for Deb. Thompson: Salary and expenses to get to the meetings and stuff like that. Williams: It was for the youth as well, right? If you are going to leave them, I wouldn't cut it totally out and then you leave them with no monies to spend. If you don't spend it, then it's still there. Either way, it doesn't hurt.... Thompson: And if you look down a little farther, there is another line item. **Thompson**: So, \$4,000 for the administrative and \$2,300 for the other. **Hardin**: Does the rest of council think that is reasonable? Gaither: The \$2,300 would be for what purpose? Davis: That is the money to use for the kids. Hardin: One is for the administration, and one was to facilitate. Both will be used when it's active. Thompson: I noted \$4,000 for admin and \$2,300. *Legal ads are Ed's projects, codification is updating the book to be reduced to \$7,000, any other discussion to include Warren & Callender who were absent*

MOTION TO ADJOURN by Hardin; Seconded by Davis

VOTE YES: Gaither, Callender, Hardin, Matlock, Davis, Williams

MÉETING ADJOURNED @ 7:07pm

Christine Morgan, Clerk of Council

Adopted

Johnnie A Warren, President of Council

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TOTAL STRONG CONTENTS AND THE	6,728,99	11,861.23	4,616.08	7,000.00	2,356.54	4,000.00	(3,000.00
FOILD 1500 CODUIT CALLOIN	8,080.46	4,750.96	5,044.23	9,000.00	5,935.76	9,000.00	
TOTAL LEGICA LITTON							
TOTAL REGISLATION	140,764.30	118,005.95	101,420.48	175,785.59	114,831.76	160,335.59	(15,450.00)

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