

# Indian Valley Community Services District

## Indian Valley Community Services District **AGENDA**

### Regular Meeting

August 28, 2024 05:30 AM

127 Crescent St., Suite 5, Greenville, CA 95947

<https://www.indianvalleycsd.com/>

### Board of Directors

Director Wanda Carpenter • Vice-Chair Susan Doran • Chair Kristine Gorbet • Director Mary Cronin • Director Andy Meyers

## **RULES AND PROCEDURES OF THIS BOARD**

### **Public Comment: Non-Agenda Items**

The board cannot take action on comments regarding non-agenda items. We do, however, value public input and will consider comments for future action. **Comments on non-agenda items are not accepted at special meetings.**

### **Public Comment: Agenda Items**

The chairperson or presiding officer shall have the exclusive authority to recognize speakers from the public during the point of discussion and before is taken for each agenda item within the agenda. Although there is no time limit, comments are respectfully requested to be within 3 minutes per speaker per agenda item.

## **REASONABLE ACCOMMODATIONS**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the clerk of the Board at 530-284-7224. Notification 72 hours prior to the meeting will enable the IVCSD to make reasonable arrangements to ensure accessibility {28 CFR 35.102.35.104 ADA Title II}

### **1. Call to Order**

A. Roll Call

B. Pledge of Allegiance

### **2. Approve the Agenda**

Discussion  Possible Action  [Comment](#)

### **3. Public Comments**

Discussion  [Comment](#)

The board cannot take action on comments regarding non-agenda items. We do, however, value

public input and will consider comments for future action. The chairperson or presiding officer shall have the exclusive authority to recognize speakers from the public during the point of discussion and before is taken for each agenda item within the agenda. Although there is no time limit, comments are respectfully requested to be within 3 minutes per speaker per agenda item.

**4. Approve Meeting Minutes**

Discussion  Possible Action  [Comment](#) [View Item](#)

Approve Minutes from July 24, 2024 Board Meeting and August 14, 2024 Special Board Meeting

**5. Financials Review: July 2024 Financials**

Discussion  Possible Action  [Comment](#)

**6. General Manager Report: By Adam Cox**

Discussion  [Comment](#)

**7. Utility Operations Manager Report: By Mike Sundby**

Discussion  [Comment](#) [View Item](#)

**8. Fire Chief Report: By Bob Orange**

Discussion  [Comment](#) [View Item](#)

**9. New Job Description: Administrative Supervisor**

Discussion  Possible Action  [Comment](#) [View Item](#)

Approve the creation of the Administrative Supervisor position and adopt the job description and salary schedule. Effective September 2nd, 2024, the Business Manager position will be vacated due to retirement and the position will be eliminated. In order to provide for continued leadership of the front office, it is proposed to create a new mid-management position of Administrative Supervisor.

**10. Appoint 2 Board Members to an Ad Hoc Committee to Discuss a Potential Annexation of Indian Valley Recreation and Parks District**

Discussion  Possible Action  [Comment](#)

IVCSD and IVRPD have each expressed interest in a closer working relationship, including the possibility of an annexation of the Rec district by IVCSD. In order to advance the discussion, it's recommended that IVCSD appoint an ad hoc committee to meet with IVRPD board members and discuss a path forward.

**11. Review Draft Final Budget for FY 2024-25**

Discussion  [Comment](#) [View Item](#)

In June, the Board approved an initial/placeholder budget for FY 2024-25. This allowed the District to continue operating and paying employees and vendors while District administration continued to refine the budget and re-classify transactions from the 2023-24 fiscal year. The initial budget projected a total net loss of **\$1.16 million** across all funds. Since June and as a result of additional work, the total operating net loss across all funds has been reduced to approximately **\$438,000**.

Nearly half of this operational deficit is due to the Fire Department. Future revenue streams to operate the Fire Department must be explored.

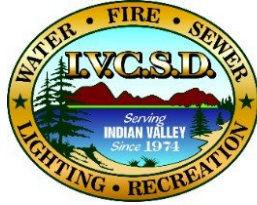
This draft operating budget - which will return to the Board for approval on September 25 - anticipates that all pre-fire water and sewer rates will return to normal (from a 50% discount) in October. One-time capital expenditures have also been removed from this operating budget and will instead be approved by the board in a separate capital projects and fixed assets budget.

**12. Update Plumas Bank Signature Card and Umpqua Bank Signature Card**

Discussion  Possible Action  [Comment](#)

Remove Business Manager Jennifer Ayres and replace her with Administrative Supervisor Jessica Johnson for read-only access to all bank accounts.

**13. Adjournment**



# Indian Valley Community Services District

Indian Valley Community Services District  
Minutes

Regular Meeting

July 24, 2024 05:30 PM

127 Crescent St., Suite 5, Greenville, CA 95947

<https://www.indianvalleycsd.com/>

## 1. Call to Order

The meeting was called to order at 5:35 pm by Vice-Chair Susan Doran.

Director Gorbet participated remotely from 2380 Cabra Street, Lincoln, CA

### A. Roll Call

Present: Vice-Chair Susan Doran, Chair Kristine Gorbet, Director Mary Cronin, Director Andy Meyers

Absent: Director Wanda Carpenter

Staff Present: GM - Adam Cox, Board Clerk - Jennifer Ayres, Project Utility Manager - Mike Sundby and Fire Chief - Bob Orange

### B. Pledge of Allegiance

Led by Vice-Chair Susan Doran

## 2. Approve the Agenda

Director Mary Cronin motioned to approve. A second was made by Director Andy Meyers.

The motion passed with the following vote:

4 In Favor   0 Opposed  
   Abstained   1 Absent      Recused

## 3. Public Comments

There were no public comments.


## 4. Approve Meeting Minutes



Director Mary Cronin motioned to approve. A second was made by Director Andy Meyers.

The motion passed with the following vote:

4 In Favor   0 Opposed  
   Abstained   1 Absent      Recused

5. **Financials Review: June 2024 Financials**  Director Mary Cronin motioned to approve.  
A second was made by Chair Kristine Gorbet.

The motion passed with the following vote:

4 In Favor   0 Opposed  
   Abstained   1 Absent      Recused

6. **General Manager Report: By Adam Cox**

GM Cox has made progress on the resolutions for annexing the Taylorsville Cemetery District and the Indian Valley Parks and Recreation District. They will be reviewed at the August 28th Board Meeting.

Update on the Greenville Cemetery - IVCSO submitted a third version of our proposal to their board. They are still insisting that the old water line that ran down from Round Valley Lake be rebuilt, even though we have given them other options for water. We will write a final offer and if it is refused we will no longer negotiate with them.

GM Cox plans on holding a mandatory staff meeting in the near future that will include the volunteer firefighters. Food will be provided. Our employees are our best asset and can serve as ambassadors for IVCSO. The meeting will be held later this summer.

We have assisted IVRPD in executing an amendment with California State Parks for a \$171,000 grant. The state granted an amendment extending the grant performance period from 6/30/24 to 6/30/28 for the Greenville Park to include a toddler playground and a water splash pad or water feature.

Greenville Park's well is in need of a new pump.

The designs for the signs we are placing on each of the Greenville should be ready by the end of August.

Projects that we currently working on include:

The Dam Safety Plan needs updating.

The BRIC Grant for \$500,000 to plan for future use of the reservoir.

Finishing design of the Public Safety Center and getting it submitted to the County for approval.

We submitted an application for the PG&E microgrid project. PG&E did have a few questions after their initial application review but we are hopeful it will be awarded. The total amount requested was approximately \$17 million.

7. **Utility Operations Manager Report: By Mike Sundby** 

8. **Fire Chief Report: By Bob Orange** 

9. **New Job Description: Customer Service Supervisor**

Item was tabled until 8-28-24 Board Meeting

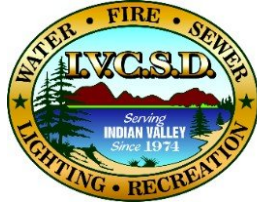
10. **Greenville Public Safety Center - Updated Plan**



The plans were reviewed and no action was taken.

11. **Adjournment**

Motion to adjourn was made by Director Cronin and a second by Director Meyers. Meeting was adjourned at 7:20 pm



# Indian Valley Community Services District

Indian Valley Community Services District  
Minutes

Special Meeting

August 14, 2024 05:30 PM

127 Crescent St., Suite 5, Greenville, CA 95947

<https://www.indianvalleycsd.com/>

## 1. Call to Order

The meeting was called to order at 5:30 pm by Chair Kristine Gorbet.


### A. Roll Call

Present: Director Wanda Carpenter, Vice-Chair Susan Doran, Chair Kristine Gorbet, Director Mary Cronin, Director Andy Meyers

Staff Present: GM - Adam Cox, Board Clerk - Jennifer Ayres

### B. Pledge of Allegiance

Led by Chair Kristine Gorbet

2. **Approve the Agenda**  Vice-Chair Susan Doran motioned to approve. A second was made by Director Wanda Carpenter.

The motion passed with the following vote:

5 In Favor   0 Opposed  
   Abstained      Absent      Recused

## 3. Public Comments

There was no public comment.

4. **Approve Proposal from Arcadis to Engage Funding Services for EPA Community Change Grant**

Director Mary Cronin motioned to approve. A second was made by Director Andy Meyers.

The motion passed with the following vote:

4 In Favor      Opposed  
1 Abstained      Absent      Recused

5. **Authorize the General Manager to Engage NST Engineering and Surveying for Map Creation and Legal Description Services for the Proposed Annexation of Indian Valley Recreation and Parks District and the Taylorsville Cemetery District**

Chair Kristine Gorbet motioned to approve. A second was made by Director Mary Cronin.

The motion passed with the following vote:

  5   **In Favor**     0   **Opposed**  
    **Abstained**       **Absent**       **Recused**

## 6. **Adjournment**

A motion to adjourn was made by Director Gorbet and a second was provided by Director Cronin. Meeting was adjourned at 6:30 pm.



**AUGUST 2024 BOARD MEETING**  
**UTILITIES MANAGER MIKE SUNDBY**

1. WE HAVE RECEIVED THE 20 HP BACKUP GREENVILLE WATER PLANT WELL PUMP.
2. WE HAVE REPLACED THE WELL PUMP AND CONTROLLER AT GREENVILLE PARK.
3. DIG IT WON THE CONTRACT TO REPLACE THE RAW WATER PIPELINE.
4. GETTING BIDS TO PAINT THE GREENVILLE WATER TANKS.
5. GETTING BIDS TO INSPECT AND CLEAN ALL THREE WATER TANKS.
6. INSTALLED A NEW SODIUM HYPOCHLORITE FEED LINE TO THE LARGE WELL. THE WAY THE SYSTEM IS DESIGNED, THE SMALL WELL HAS TO BE RUNNING IN ORDER TO FEED THE SODIUM HYPOCHLORITE.
7. WE HAVE BEGUN TO CLEAN THE DISTRIBUTION VALVE BOXES.
8. WE HAVE BEGUN TO MAP AND EXERCISE THE DISTRIBUTION VALVE BOXES.
9. I HAVE BEGUN TO CREATE A BACKFLOW REQUIREMENT PROGRAM FOR GREENVILLE AND CRESCENT MILLS.
10. WE ARE BUILDING A SODIUM HYPOCHLORITE BUILDING.
11. WE ARE AVERAGING OVER 30 USA DIGS PER DAY. THESE DIGS ARE FOR US TO LOCATE OUR WATER AND WASTEWATER MAINS AND LATERALS.

## **Indian Valley Fire Department, August 2024**

### **Fire Chiefs Report, Bob Orange**

As is standard practice, report period consisted of weekly training/meetings on Tuesday evenings alternating between Greenville and Taylorsville.

Drafting and pump evolutions were done with North Arm, Genesee and Tville Engines using the Taylorsville Ditch. Engine and pump operation training was done with the new volunteers. Drafting was tried again with the Genesee Engine but still need new suction hose which was ordered through Cascade Fire Supply in Oregon and has been on backorder.

Wildland fire training was a focus during this period with major concerns of fires in the district considering the heat and wind. Held a training where we went through our fire packs and met with local USFS Engine. Copied the USFS standard pack complement. Ordered personal first aid kits to be attached to the packs and a major medical kit to be part of the complement on the Hummer (7662).

Videos and training was held in the IVCSO office where we watched handling electrical car fires, wildland fire vehicle escapes, Hummer operations and deployment of emergency fire shelters.

Information report was written for LAFCO and Chief Orange attended the Aug. 12 LAFCO Board meeting at the Quincy Courthouse. Public comment will be accepted until Sept. 11 and decision will be made at the Oct. 21 LAFCO meeting for consolidation.

Two more prospective volunteers are joining the IVFD. In the process of ordering gear to outfit them and they will go through the LiveScan process of fingerprinting although zero issues are expected. The applicants are Wade Neer and Adrian Hugo. In the past four months have added five new volunteers.

Participated in the Gold Diggers parade.

Expect to hear from CalFire of approval for requested equipment for the 50/50 grant any day.

New 25' sections of mobile attack fire hose was received and installed on the front bumper valves on wildland engines in Gville, Genesee and North Arm Engines.

Kitchen counter, faucet and sink was installed in Taylorsville Station. We now have water there.

Cleaning was performed at Tville Station and water/Gatorade was rotated out of Engines to keep supplies fresh.

On a medical call on North Valley Road in IVFD jurisdiction there was an incident with Crescent Mills FD. CMFD Chief Hawkins went to the wrong residence and drove through the children's slip & slide swimming pool which had water in it. Essentially destroyed it. Homeowner requested reparations from the IVFD. I met with the homeowner, took photographs and explained that IVFD was not involved. It was CMFD and requested she make a report with Plumas County Sheriff on the incident which she stated she would.

On the same incident a lady fell who had a amputated leg. CMFD arrived first and lifted her up by the shoulders and put into bed without performing a basic medical examination. This was done as the ambulance was pulling into the residence and four (4) IVFD volunteers were arriving. The CMFD volunteer canceled the ambulance and our volunteers. This violates our standard practice of having the patient examined and evaluated by accredited medical personnel. Our practice would be to place into a megamover and carried into bed. The husband contacted Chief Orange the next day to complain about how his wife was treated & handled. She was very sore and hurting from the night before. Also at issue was CMFD dismissed our personnel on a call in our assigned jurisdiction.

Spoke with PDH ambulance supervisor Blesse and they are no longer going to follow CMFD's direction and continue to the call to evaluate using their policy.

# Administrative Supervisor / Clerk of the Board

## **Position Summary**

Under general supervision of the General Manager or the Controller/HR Manager, the Administrative Supervisor and Clerk of the Board will perform a wide variety of responsible administrative, secretarial, and technical duties for the General Manager and the Board of Directors using office computer equipment and software. The Administrative Supervisor will oversee the District's front office operations and will supervise subordinate positions such as Account Clerks and Billing Specialists. Responds to inquiries and provides information and assistance to the public relating to District policies, procedures, and activities; provides assistance to staff and customers regarding complex customer service or billing issues; and performs related work as assigned. Acting as the Clerk of the Board, this position will be responsible for maintaining accurate District records, complying with the Ralph M. Brown Act, and will be the custodian of Board meeting agendas and minutes.

## **Essential Job Functions**

*The following are the typical duties performed by employees in this classification. However, this job specification is intended to identify essential functions and requirements of the job and should not be considered all-inclusive.*

### **ADMINISTRATIVE SUPERVISOR**

- Provide staff assistance to the General Manager for professional, technical, and legislative activities.
- Provide support and supervision for all front-office activities, ensuring that customers are treated well and that customer accounts are kept in good order.
- Transmit information and requests; make travel arrangements; carry out and monitor activities initiated by the General Manager; keep informed of pertinent matters relating to District Administration; and represent the General Manager, as appropriate.
- Prepare detailed and often confidential correspondence, reports, forms, invitations, graphic materials, and specialized documents from drafts, notes, brief instructions, or corrected copy, proofread materials for accuracy, completeness, compliance with District policies, format, and English usage, including grammar, punctuation, and spelling.
- Receive, review, and coordinate the District's response to requests for public records; provide certified copies of documents as required in compliance with applicable law.
- Serve as custodian of the District Seal and official District records and documents, work with District Department Heads to keep records properly indexed for reference; oversee District records management and records retention schedules and maintain associated policies and documents.
- Preserve confidentiality of sensitive material routinely encountered as part of work assignments.
- Participate in various committees and special projects and attend staff, team, and special meetings.
- Provide customer service by telephone, email, and at the counter; explain District services, policies, and procedures; and respond to inquiries and complaints.
- Perform other related duties and responsibilities as required.

### **BOARD CLERK**

- Perform activities associated with the production, publication, and maintenance of District records, agendas, minutes, and Public Hearing Notices relating specifically to the Board of Directors; prepares and reviews staff reports, resolutions, and ordinances.
- Attends board meetings and public hearings which may be out of normal working hours.
- Take and maintain an accurate record of the proceedings of the Board of Directors; follows up on Board actions to ensure timely preparation, indexing, and filing of letters, agreements, contracts, resolutions, ordinances, and other vital records.
- Compile a variety of internal reports for submission to the Board of Directors.

- Provide administrative support to the Board, such as preparing correspondence, scheduling, responding to questions, making travel arrangements, and serving as a liaison for the Board of Directors.
- Coordinate and schedule Board meetings, workshops, committee meetings, and required training sessions, ensuring all posting deadlines are met in accordance with the Brown Act.
- Coordinate updates to the District's conflict-of-interest code; coordinate annual Statement of Economic Interests Form 700 filings as required by the Fair Political Practices Commission, transmit designated original Form 700 filings to the County Elections Office, and maintain copies and original Form 700 filings as required.
- Coordinate with the County of Plumas to plan for District elections; oversee the distribution and completion of required election forms and ensure their submission to the County Administration Department.
- Administers Oath of Office to elected officials and employees.

## **Qualifications**

### ***Knowledge of:***

- Organization and function of public agencies, including the role of an elected Board of Directors and appointed boards and commissions.
- Principles, practices, and procedures of public administration in a special district setting.
- Sources of information related to a broad range of programs, services, and administration.
- Regulatory requirements regarding proper documentation of meeting minutes and edits to agendas or reports for public meetings.
- California laws pertaining to public agency governing boards and special districts, freedom of information requests, public elections, Public Records Act, Brown Act requirements, Fair Political Practices Commission regulations and filing procedures for campaign statements and conflict of interest statements.
- Public relations techniques.
- Recordkeeping principles and procedures.
- Research and reporting methods, techniques, and procedures.
- Principles and practices of effective customer service.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and for program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software) to conduct research, assess information, and/or prepare documentation.
- Records retention and destruction requirement and procedures.
- Health Insurance Portability and Accountability Act (HIPAA) (42 USC § 201 et seq.)

### ***Skills and Abilities to:***

- Perform technical and administrative work.
- Provide varied, confidential, and responsible secretarial and office administrative work requiring the use of independent judgment, tact, and discretion.
- Interpret and implement policies, procedures, technical processes, and computer applications related to the District and to the Board of Directors and their functions.
- Schedule and maintain calendars.
- Exercise independent judgment in determining the appropriate routing and level of reference appropriate for a variety of phone, in-person, and written contacts.
- Maintain confidentiality of privileged or sensitive information.
- Analyze and resolve office administrative and procedural concerns and make process improvement changes to streamline procedures.
- Establish and maintain a records management system.
- Read, understand, interpret, and explain services, policies, procedures, and technical terminology related to administrative and secretarial functions, and apply them to specific situations.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Compose technical reports, summaries, and written materials.

- Update and maintain a variety of hard copy and/or electronic records.
- Establish and maintain cooperative working relationships with those contacted in the course of business, including other employees, managers and executives, vendors, consultants, contractors, and the public.
- Effectively use computer systems, applications, and modern business equipment to perform a variety of work tasks.

### **Education and Experience Requirements:**

*Any combination of education and/or experience and training that would likely provide the required knowledge and abilities is qualifying. The General Manager reserves the right to waive any minimum requirements. A typical way to obtain the knowledge and abilities would be:*

#### **Education/Training**

Equivalent of an Associate of Arts degree with major course work in business/public administration, communications or a related field.

#### **Experience**

Any combination of coursework and experience which provide the necessary knowledge and ability to effectively perform the duties of the position are qualifying.

- At least four (4) years increasingly responsible administrative or secretarial experience. Experience working with a Board and in the Public Sector preferred. Master's Degree substitutes two years of experience.
- Experience may be considered as a substitute for the education requirement if the knowledge and experience are substantial and significant enough to indicate that the knowledge, skills, and abilities outlined above have been acquired.

#### **License or Certificate:**

The following license and certificate are required to be maintained throughout the internship and are not subject to waiver:

- Possession of a valid California Class C Driver License is required at time of appointment.
- Notary Public is highly desirable.

### **Physical Profile**

Work is performed in a typical office environment with the following characteristics:

- Mobility – frequent use of keyboard; frequent sitting, standing, kneeling, walking, and climbing stairs; occasional bending or squatting.
- Lifting – frequently up to 10; and exerting up to 20 pounds of force occasionally.
- Vision – constant use of overall vision; frequent reading and close-up work; occasional color and depth vision.
- Dexterity – frequent repetitive motion; frequent writing; frequent grasping, holding, and reaching.
- Hearing/Talking – frequent hearing and talking, in person and on the phone.
- Emotional/Psychological – frequent decision-making and concentration; frequent public and/or co-worker contact; occasional working alone.
- Environmental – frequent exposure to computer screens.

**FLSA Status:**                    **Non-Exempt**

**Compensation**

		Hourly		Annual
Administrative Supervisor/Clerk of the Board	<b>A</b>	33.79		70,281.12
	<b>B</b>	35.48		73,795.18
	<b>C</b>	37.25		77,484.93
	<b>D</b>	39.11		81,359.18
	<b>E</b>	41.07		85,427.14

					Admin	Fire	Water	Sewer	Lighting	Park	TOTAL OPERATING
Ordinary Income/Expense											
Income											
			30304 · Service Charge Sewer					187,000.00			187,000.00
			30314 · Service Charges Water				462,000.00				462,000.00
			30314.3 · Water Connection				10,000.00				10,000.00
			30320 · Administrative Service Income								
			31321 · Property Tax Revenue	212,000.00				20,000.00			232,000.00
			31326 · Interest Revenue	400,000.00							400,000.00
			31330 · Misc. Revenue	10,000.00						265,000.00	275,000.00
			31427 · Grant Revenue		20,000.00						20,000.00
			31428 · Glatfelter Claims Pumps								
			31450 · Past Due balances Pd w/Grant \$								
			<b>Total Income</b>	622,000.00	20,000.00	472,000.00	207,000.00			265,000.00	1,586,000.00
<b>Gross Profit</b>				622,000.00	20,000.00	472,000.00	207,000.00			265,000.00	1,586,000.00
Expense											
			40010 · Salaries and Wages - ST	384,240.56	55,567.20	185,351.18	158,360.16			265,410.76	1,048,929.86
			40011 · Salaries and Wages - OT								
			40015 · EE Benefits								
			40016 · Workers Compensation								
			40017 · Mapping & CAD & GIS	1,500.00				1,500.00			3,000.00
			40018 · Advertising/Legal Notices								
			40020 · Software	9,500.00	250.00						9,750.00
			40022 · Interest			54,000.00	7,000.00				61,000.00
			40023 · Insurance	114,000.00	70,000.00						184,000.00
			40024 · Communication								
			40025 · Office Expense	7,500.00	1,500.00	1,000.00	1,000.00				11,000.00
			40026 · Rent/Lease	19,800.00	2,500.00		20,000.00				42,300.00
			40027 · Memberships	2,500.00	250.00						2,750.00
			40028 · Food & Household Items	7,500.00							7,500.00
			40030 · Bank Fees	1,400.00							1,400.00
			40031 · Professional Service	25,000.00		180,000.00	67,000.00			3,500.00	275,500.00
			40032 · Prof Svc/Equip Rep/Maint		2,000.00	10,000.00	5,000.00				17,000.00
			40033 · Customer Payments/Refunds								
			40035 · Travel, Education and Training	7,500.00	10,000.00	500.00	500.00				18,500.00
			40037 · Job Related Licenses/Permits								
			40040 · Vehicle Expenses		20,000.00	20,000.00	20,000.00			1,000.00	61,000.00
			40050 · Utilities	7,300.00	14,000.00	12,000.00	10,000.00	7,000.00			50,300.00
			40055 · Small Tools		5,000.00	4,000.00	3,000.00			2,000.00	14,000.00
			40056 · Supplies		10,000.00	40,000.00	5,000.00			10,000.00	65,000.00
			40057 · Postage	1,000.00	-	2,475.00	2,475.00				5,950.00
			40058 · Minor Equipment		-	15,000.00	25,000.00				40,000.00
			40061 · Repairs and Maintenance		-	15,000.00	15,000.00			500.00	30,500.00
			40062 · State Required Eng. Reports		3,000.00	15,000.00	15,000.00			500.00	33,500.00
			40068 · Permits and Inspections		-	15,000.00				1,000.00	16,000.00
			40075 · Safety		22,500.00	2,500.00					25,000.00
			40078 · Property Tax								
			66001 · *Payroll Expenses								
			66002 · Retirement Benefits								
			<b>Total Expense</b>	588,740.56	216,567.20	571,826.18	355,835.16	7,000.00		283,910.76	2,023,879.86
<b>Net Ordinary Income</b>				33,259.44	(196,567.20)	(99,826.18)	(148,835.16)	(7,000.00)		(18,910.76)	(437,879.86)