KENT COUNTY WATER AUTHORITY

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

August 15, 2024

A meeting of the Board of Directors of the Kent County Water Authority was held on the 15th day of August, 2024, at 3:30 p.m. at the offices of the Authority 35 Technology Way, West Greenwich, RI, in the Robert B. Boyer Board Room.

Vice Chairman Jeff Giusti opened the meeting at 3:30 p.m., Treasurer Scott Duckworth, board members, Geoff Rousselle, Brian Kortz and Ken Mason were all in attendance along with Executive Director/Chief Engineer David L. Simmons, Chief of Administration John Duchesneau, Richard Burns, Chief of Operations, Legal Counsel Patrick J. Sullivan, Esq., Director of Human Resources and Finance Michael Lanfredi.

Mr. Lanfredi led the room in the pledge of allegiance.

Approval Of The Minutes

The minutes of the board meetings held on May 16, 2024, were presented for approval. Mr. Duckworth moved the approval, seconded by Mr. Rousselle. The minutes were approved unanimously.

Legal Matters

Center of New England Receivership (CONE)

Mr. Sullivan updated the board on the CONE receivership. He indicated that the latest action was the court approving the financing of the wetlands crossover and the new resurfacing project. There was nothing more to report.

PFAS Litigation

Mr. Sullivan updated the board on the status of this litigation. He said there was nothing new to report as several deadlines were approaching regarding the special needs fund. Mr. Sullivan explained that this fund was designed to compensate public water authorities for money spent

mitigating PFAS contamination. Mr. Sullivan indicated that Mr. Simmons had completed this task. There was some back-and-forth with our consultant but we believe they have everything they need now.

Director of Finance Report:

Closing Report/ Cash Report June 2024

Mr. Lanfredi, Finance Director, explained and submitted the financial report. He reported on the Cash Receipts and Disbursements and Statement of Cash Location FY 2024-2025 as of July 2024 and Statement of Revenues, Expenditures, and Changes in Fund Balance as of July 2024, attached as exhibit "A", and a thorough discussion ensued with regard to the sales and revenue.

Mr. Lanfredi discussed the delinquencies, payment plans and shutoffs. He discussed the revenue.

Mr. Lanfredi advised the board that there were 378 accounts delinquent in excess of \$100 and of that there were 129 accounts delinquent in excess of \$150.

He said they were set up for shut offs next week.

He went on to say that they were 10 payment plans, three were revoked, and four paid in full.

Mr. Lanfredi went on to say that 1,600 customers are on auto pay, and that 14,500 customers were signed up for the portal.

Mr. Rousselle moved, seconded by Mr. Duckworth, to accept the reports and attach the same as an exhibit and that the same be incorporated by reference and be made a part of these minutes.

Upon Motion duly made and seconded, it was unanimously,

VOTED: That the Cash Receipts and Disbursements and Statement of Cash Location FY 2024-2025 as of July 2024 and Statement of Revenues, Expenditures, and Changes in Fund Balance as of July 2024, attached as exhibit "A", be approved as presented and be incorporated herein and are made a part hereof.

Personal Privilege and Communication

Mr. Duckworth asked for an update on the open house ribbon-cutting ceremony. Mr. Simmons said that he wanted to do that at the end of August but that would be too soon. He said they are having some issues with the gas pressure powering the heating system. Mr. Simmons said

there still remains a lot of property at the old office, so he'd like to have the ribbon-cutting in late October or November so that job is fully complete and we are settled. Mr. Giusti said that the authority needed the building to be complete before the ribbon-cutting ceremony. He said he didn't see any rush. Mr. Duckworth agreed.

EXECUTIVE DIRECTOR/CHIEF ENGINEER'S REPORT

ONGOING PROJECTS

IFR 2021-22: Update IFR 22 – Update Cowesett Ave

ACTION ITEM: IFR2021 CO#13 Emergency Replacement of 16-inch AC and temporary bypass on Greenbush Rd in West Warwick

Mr. Simmons updated the board on the Cowesett Avenue paving project. Mr. Simmons said the project is on schedule. He said phase 2 consists of night work. There have been complaints from some residents, but there is only one month left of night work. He said the final overlay with a full overlay from Coit Avenue to New London Turnpike should begin around September 2. Mr. Simmons discussed the difficulty with utility conflicts in the depth of the asphalt, it being a state road.

Mr. Burns added that the drainage is in extremely poor condition.

Mr. Simmons presented change order number 13 for IFR 2021 for emergency work bypass at Greenbush Road. He said they submitted it to the Town of West Warwick so they can include it in their FEMA submission.

Mr. Giusti asked whether the 5 million was included in our budget. Mr. Simmons replied yes that a large part of that sum is associated with the emergency Bald Hill water main extension project from Toll Gate Rd to the Staples Plaza being reimbursed to the Authority by the plaza owner. The other element that expanded on in the IFR contract was the partnership with the Town of West Warwick in and around Carlson Circle to reservice areas of traditionally lower pressure prior to the Town repaving those roads.

Mr. Duckworth moved approval of the change order in the amount of \$288,310.80. Mr. Mason seconded the motion.

VOTED: that the Kent County Water Authority board of Directors approves Change Order number 13 - emergency work bypass at Greenbush Road.

KCWA IFR Update - KCWA IFR work Mapledale St. & Albro Ln. Coventry

Mr. Burns notified the board that this project was completed. He said they did some drainage work on Albro Lane and one employee was injured. There was a brief discussion about the conditions of the injury.

Office and Maintenance Facility: Construction update. Punchlist and Project closeout items

Mr. Simmons discussed the punch list items with the board. He also indicated that the power to the sign on Hopkins Hill Road needs to be moved. He indicated that there are a lot of little things that need to be shored up.

There was a brief discussion of the old facility and the authority's options to lease, sell or otherwise. Mr. Simmons reminded the board that West Warwick has a right of first refusal upon a sale. The board discussed that in any case an official appraisal should be performed to have the necessary paperwork and information to base a decision on in the future. The board directed Mr. Simmons to have an appraisal completed for review and discussion at a future meeting.

<u>Bald Hill Conversion Project Bald Hill Rd (Staples Plaza) Update – KCWA portion of project complete with the exception of final paving</u>

Mr. Simmons said that the authority was done with the work it promised to do. He said they were waiting on the Staples Plaza to connect to the new main.

East Greenwich Well Treatment Plant Updated PFAS design, pilot study, and funding

Mr. Simmons indicated that he had numerous conversations with the Quonset Development Corporation on many occasions regarding the facility that KCWA was building for iron and manganese removal and preparation to changes in PFAS regulations. He said that over several years of negotiation we finalized legislation, petitioned the PUC and received a wholesale rate to service the park all to help QDC meet their requirements of reducing the impact on the Hunt River Basin and provide the necessary water a fair cost to onboard new customers in the park . In addition to providing water, there were discussions back-and-forth about building the treatment plant and that it makes sense to run the water from their wells abutting the Authority property through this plant to remove the PFAS. Otherwise, they would have to build their own. He indicated that QDC recently sent out an RFP to explore blending Kent County provided water with a consolidation of their wells to a common point within the park and also look at building a separate plant.

Mr. Simmons went on to discuss the conversations he's had with North Kingstown regarding sharing the PFAS cleanup and potentially expand the water service there. Mr. Mason asked if the final design will have capacity for North Kingstown even if they're not committed. Mr. Simmons indicated that it will, and discussed other stormwater issues, such as wastewater, backwash water into the sewer system, and potential issues with discharge permits that are not insurmountable but need to be considered in the new design. He also stated that KCWA will be

building a pilot testing skid and performing the pilot testing to meet the requirements of RIDOH for approval of the treatment technologies that will be employed in the final design.

Mr. Duckworth asked if it was the first plant like this in Rhode Island. Mr. Simmons said that the University of Rhode Island has one in the works. Mr. Mason asked about North Kingston and/or Quonset paying for a portion of the treatment plant. Mr. Simmons explained about the wholesale rate that was approved by the PUC for Quonset could be applied to North Kingstown via a separate interconnection agreement. He said the same model can be used for both to properly allocate cost and meet the revenue requirements that are currently enforced under the most recent rate order.

There being no further business before this board, on motion duly made by Mr. Duckworth, seconded by Mr. Donovan, and carried, the meeting was adjourned at 4:45 p.m.

Dated: September ________, 2024

Patrick J. Sullivan Legal Counsel

KENT COUNTY WATER AUTHORITY CASH LOCATION FISCAL YEAR 2024-2025

JUNE			æ	14,436,840 (14,436,840)
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MAY			(1)	14,436,840 (14,436,840)
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	Washington Trust - Deposit Washington Trust - Checking Washington Trust - Sald Hill Rd Escrow BNYM - 2022B Debt Svc Fund (112326) BNYM - 2022B Debt Svc Res (112328) BNYM - CIP (11254) BNYM - ER (11254) BNYM - Revenue Fund (112549) BNYM - Cap Equipment (112552) BNYM - Cap Equipment (112552) BNYM - Cap Equipment (112553) BNYM - Cap Equipment (112554) BNYM - O&M Reserve (112554) BNYM - OO Rev Allow (112591) BNYM - 2022A Debt Svc Res (112554) BNYM - OD Rev Allow (112591) BNYM - 2022A Debt Svc Res (112597) RIIB - SDW 2022A Fund			L.
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		•		-

KENT COUNTY WATER AUTHORITY CASH RECEITTS & DISBURSEMENTS FISCAL YEAR 2024-2025

	JULY	AUGUSI	AUGUSI SEPTEMBER OCTOBER		NOVEMBER DECEMBER		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	FY2024	П	FY2025
BEGINNING BALANCE	\$ 17,365,921		\$ 14,436,840 \$ 14,436,810 \$ 14,436,840	1 1	\$ 14,436,840 \$ 14,436,840 \$ 14,436,840 \$ 14,436,840	\$ 14,436,840	\$ 14,436,840	\$ 14,436,840		\$ 14,436,840 \$	\$ 14,436,840 \$	5 14,436,840	ATE REVE	944	\$ 2,344,538
CASH RECEIPTS: Collections Tabout Tabout	1,980,248													2,346,542 2,262,084 1,830,175	
TOTAL CASH RECEIPTS	19,413,373	14,436,840	14,436,840	14,436,840	14,436,840	14,436,840	14,436,840	14,436,840	14,436,840	14,436,840	14,436,840	14,436,840	NOV 1,546 DEC 1,519 JAN 1,438	1,546,772 1,515,988 1,435,348	
CASH DISBURSEMENTS:														1,540,136	
Purchased Water Purchased Power	695,037													1,127	
Payroll	313,765												MAY 1,482,759	2,759	
Operations	487,188												*	5,010 7,08 &	2 344 520
Employee Benefits	77,255														000,44,00
Legal	14,122														
Materials	46,397														
Insurance	257,548														
Sales Tax	22,780														
Bank Service Charge	2,336														
Refunds	29														
Outside Services	2,866														
Reg Commission Exp															
Capital Expenditures	4,803														
/2021															
	291 521,143														
DFR2024	294 460,330														
Office & Maint Facility 2															
EG Well Refurbishment 2															
Debt Service (P & 1)															
Water Protection	89,737														
TOTAL DISBURSEMENTS	4,976,533		•	•											
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BALAINCE END OF MONTH	019,930,540	5 14,436,840 5 14,436,840 5 14,436,840 5 14,436,840	5 14,430,890	5 14,436,540	514,436,840 5 14,436,840	5 14,436,840	\$14,436,840	514,436,840 5 14,436,840 5 14,436,840	5 14,436,840	5 14,436,840 5	S 14,436,840 S 14,436,840 S 14,436,840	14,436,840			

KENT COUNTY WATER AUTHORITY MONTHLY FINANCE REPORT FOR THE MONTH ENDING JULY 31, 2024

		Jul 2024		Jul 2023
Cash Receipts & Disbursements	•			
Washington Trust-Deposit Account	\$	866,126	\$	3,128,513
Washington Trust-Checking Account	7	99,238	Y	64,996
Washington Trust-Bald Hill Escrow Acct		601,906		04,990
RIIB-Revenue Bond Fund		33,120		12,342,307
BNYM Restricted Accounts		12,836,450		19,031,402
BNTW Restricted Accounts	\$	14,436,840	\$	34,567,218
	<u> </u>	14,430,840	Ą	34,307,216
Collections	ċ	2,047,452	\$	2,395,355
Disbursements	\$ \$	4,976,533	۶ \$	
Dispuisements	Ą	4,970,333	Ą	2,515,434
Revenues				
Monthly Budgeted	\$	1,822,917	\$	2,518,083
Monthly Actual		2,433,425		1,812,570
Over/(Under) Budget	\$	610,508	\$	(705,513)
YTD Budgeted	\$	1,822,917	\$	2,518,083
YTD Actual		2,433,425		1,812,570
Over/(Under) Budget	\$	610,508	\$	(705,513)
	-			
Expenditures				
Monthly Budgeted	\$	1,701,917	\$	1,538,333
Monthly Actual		1,531,018		1,176,356
(Over)/Under Budget	\$	170,898	\$	361,977
YTD Budgeted	\$	1,701,917	\$	1,538,333
YTD Actual		1,531,018		1,176,356
(Over)/Under Budget	\$	170,898	\$	361,977
YTD Budgeted Surplus/(Deficit)	\$	781,406	\$	(343,536)
Sales	\$	2,435,065	\$	1,796,198
Open Receivables				
0-30 Days	\$	2,806,989	\$	1,696,955
31-60 Days	•	86,031	•	457,456
61-90		(3,053)		(9,898)
Over 90 Days		53,088		57,876
· · · · · · · · · · · · · · · · · · ·	\$	2,943,055	\$	2,202,389
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Kent County Water Authority STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

AS OF 07/2024

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ACCOUNT DESCRIPTION REVENUES	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET
1-4190 INTEREST & DIVIDEND INC.	77083.33	67203.85	-9879.48	77083.33	67203.85	-9879,48
1-4210 1 AISCELLANEOUS INCOME	8333.33	4792.65	-3540.68	8333.33	4792.65	-3540.68
1	750	750.		750.0	50.0	
TOTALS FOR OTHER INCOME	9.99	72746.50	-13420.16	86166.66	72746.50	-13420.16
1-1184 MISC BILLABLE WORK	416,66	-1601,10	-2017.76	416.66	-1601.10	-2017.76
METERED SALES - GC	1200000.00	1699147.94	499147.94	1200000.00	1699147.94	499147.94
TATERED SALES - IC	250000.00	328590.34	78590.34	250000.00	328590.34	78590.34
PRIVATE FIRE PROTECTION	30000.00	30268.90	268.90	30000.00	30268.90	268.90
	131250.00	131373,26	123.26	131250.00	131373.26	123.26
ן נטין	55000.00	78813,35	23813.35	55000.00	78813.35	23813.35
- 1	60000.00	76344.54	16344.54	60000.00	76344.54	16344.54
ן משיו	3000.00	6981.61	3981.61	3000.00	6981.61	3981.61
	3333.33	5435.00	2101.67	3333.33	5435.00	2101.67
¹ O	750	5324	N	750.0	5324.2	1574.22
TOTALS FOR OPERATING REVENUE ACCTS.	1736749.99	2360678.06	623928.07	1736749.99	2360678.06	623928.07
TOTALS FOR REVENUES	1822916,65	2433424.56	610507.91	1822916.65	2433424.56	610507.91
EXPENDITURES						
1-6020 PURCHASED WATER	50000.0	6.888.9	36988.	650000.0	686988.9	و
TOTALS FOR SOURCE OF SUPPLY EXPENSES	650000.00	686988.94	-36988.94	650000.00	686988.94	-36988,94
1-6210 FUEL FOR PUMPING	11666.66	10618.39	1048.27	11666.66	10618.39	1048,27
POWER PURCHASED	99.99999	77889.04	-11222.38	99:99999	77889.04	-11222.38
PUMPING LABOR	17500.00	18720.40	-1220.40	17500.00	18720.40	-1220.40
PUMPING EXPENSES	833.33		833.33	833.33		833,33
	18750.00	56819.64	-38069.64	18750.00	56819.64	-38069.64

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Kent County Water Authority STATEMENT OF REVENUES, EXPENDITURES AND CHANGES

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1-663A
T & D LINE LABOR
1-663A
T & D SUPPLIES & EXP
1-6650
T & D METER LABOR
1-6650
T & D MESERVOIR & STANDPIPE
1-6730
MAINT T & D MAINS
1-6750
SERVICE & CURB BOX
1-6760
METER REPAIRS COMMUNICATIONS EXPENSE ACCOUNT DESCRIPTION 1-6770 HYDRANT MAINTENANCE 1-902A METER READING LABOR 1-903A OFFICE ADMIN LABOR 1-9090 SHIPPING & FREIGHT 1-9100 1-9160 PROPERTY TAXES

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j		AS OF 07/	07/2024			
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1-9170	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET
COMPUTER EXPENSE	128000.00	130525.87	-2525,87	128000.00	130525.87	-2525.87
LICENSES & PERMITS	416.66	500.00	-83,34	416.66	500.00	-83.34
BANK CHARGES	27083.33	24831.59	2251.74	27083.33	24831.59	2251.74
OFFICE SALARY LABOR	44166.66	36042.09	8124.57	44166,66	36042,09	8124.57
OFFICE SUPPLIES & EXP	4166.66	9972.12	-5805.46	4166.66	9972.12	-5805.46
OUTSIDE SERVICES	17000.00	60200.29	-43200.29	17000.00	60200.29	-43200.29
INSURANCE EXPENSE	21666.66	21414.84	251.82	21666.66	21414.84	251.82
EMPLOYEE BENEFITS	60000.00	71060.90	-11060.90	60000.00	71060.90	-11060.90
REGULATORY COMM EXP	4000.00		4000.00	4000.00		4000.00
MISC GENERAL EXPENSE	83,33		83.33	83.33		83.33
MISC-BOD EXPENSE	1750.00	1750.00		1750.00	1750.00	
GENERAL PLANT LABOR	16666.66	16678.49	-11.83	16666.66	16678.49	-11.83
	8333.33	7378.73	954.60	8333.33	7378.73	954.60
PAID TIME OFF	17000.00	-193210.42	210210,42	17000.00	-193210.42	210210.42
	416.6			416.66		416.66
TOTALS FOR ADM. & GENERAL EXPENSES	366083.28	249301.91	116781.37	366083.28	249301.91	1.3
1-4030 DEPRECIATION EXPENSE 1-4080	337500.00	334855,84	2644.16	337500,00	334855.84	2644,16
PAYROLL TAXES	17500.00	-366,37	17866.37	17500.00	-366.37	17866.37
INTEREST EXPENSE		-135200.4	35200.		-135200,4	5200.4
TOTALS FOR OTHER EXPENSES	35500	ļ —	155711.01	355000.00	199288.99	155711.01
TOTALS FOR EXPENDITURES	1701916.54	1531018.38	170898.16	1701916.54	1531018.38	170898.16
EXCESS OF REVENUE OVER EXPENDITURES FOR general	121000.11	902406.18	781406.07	121000.11	902406.18	781406.07
OTHER ADJUSTMENTS TO FUND BALANCE					00.00	
FUND BALANCES - JULY 1 FUND BALANCES - JULY 31					178344818,12 179247224.30	