

KENT COUNTY WATER AUTHORITY

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS

December 19, 2024

A meeting of the Board of Directors of the Kent County Water Authority was held on the 19<sup>th</sup> day of December 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.

Treasurer Scott Duckworth opened the meeting at 3:30 p.m. 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, Legal Counsel Patrick J. Sullivan, Esq., Sr. Director of Finance and HR Michael Lanfredi, Sr. Director of Technical Services Nicole Campagnone, and Chief of Operations Richard Burns were also in attendance.

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

**Approval Of The Minutes**

The minutes of the board meeting held on November 21, 2024, were presented for approval. Mr. Rousselle moved the approval, seconded by Mr. Mason. 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 since last meeting, there was nothing more to report. He continues to monitor the situation, and it appears to be moving on its way to being dismissed.

**D'Ambra litigation**

Mr. Sullivan updated the board on the status of this litigation. Mr. Sullivan said that this is on the agenda for executive session but he said it wasn't needed to go into executive session. He said he expects settlement discussions to commence soon.

**Director of Finance Report:**

Closing Report/ Cash Report October 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 November 2024 and Statement of Revenues, Expenditures, and Changes in Fund Balance as of November 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 said delinquencies over \$100.00 were 750. He said ones over \$150.00 were 334.

He said they were doing no shutoffs for the remainder of the year because of the holidays.

Mr. Lanfredi went on to say that 6900 customers are on auto pay, and that 14,800 customers were signed up for the portal.

Mr. Lanfredi said they were \$758,000.00 ahead of last year's revenue.

Mr. Rousselle moved, seconded by Mr. Mason, 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 November 2024 and Statement of Revenues, Expenditures, and Changes in Fund Balance as of November 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 commended KCWA staff and executives for the professional ribbon cutting ceremony at the new facility.

**EXECUTIVE DIRECTOR/CHIEF ENGINEER'S REPORT**

**ONGOING PROJECTS**

**Chairman Report 2024 Annual report to all cities, towns, and regulators.**

Mr. Simmons said he had done the report, and a copy of the report was on the dais for the board members to peruse.

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

Update - IFR 2022 - Update - Cowesett Ave.

Mr. Simmons and Mr. Burns said the water work was completed over a month ago and the only work being conducted was road restoration which required a complete rebuild in many cases. He said the paving was complete with a full depth trench patch for this season and will properly allow for settlement before next Spring. This is what was recommended by our engineers to provide the best finished road with correspondence sent to RIDOT on behalf of the board. He said they would resume in April 2025 with a final mill and overlay that is to be coordinated with the Balise job at the intersection of Cowesett and Quaker Lane. Mr. Simmons went on to say that despite the volume of communication to all stakeholders and the DOT, Director Alviti continues to present inaccurate information regarding the job on Gene Valecenti's talk radio show, Ask the DOT, when responding to callers questions on which Mr. Simmons had to call in to the show again to clarify the facts and defend KCWA on the air.

Mr. Rousselle said hopefully we will have a different winter than last year.

Mr. Simmons said last winter's failing temporary asphalt was primarily the result of a neglected RIDOT drainage system that covered the entire project from Cowesett Inn to the top of the hill. He said KCWA paid for a full reconstruction of the entire road, which in extremely poor condition to begin with. Furthermore, Mr. Simmons stated the job was additionally delayed so RIDOT could repair the drainage. He went onto say that he did not mention that on the radio, but he wished he had because the Director was focused on duration and not the complexity of the overall job for critical water service and time needed to perform the correct rebuilding of the road that will be long lasting.

PWSB General Rate Filing KCWA Motion to Intervene - Providence Water Supply Board - Docket No. 24-51-WW

Mr. Simmons described the motion to intervene on the PWSB rate case. He said that it looks like KCWA is getting a rate decrease on wholesale purchased water. The filing displays a methodology on which there are varying wholesale rates depending on the infrastructure required to distribute the water to the various wholesalers. He said that basically, to be the most fair to the wholesale customers, the cost is split between high and low service areas based on where they are geographically. He said they are aiming to implement gradualism with this rate application, giving KCWA less of a decrease in year 1 and increasing it over time. It appears to be a 2.4% decrease in year one if approved. It was originally going to be a 7% decrease, but systems like Greenville, Smithfield and Lincoln would be hit with a 30% increase if the gradualism is not enacted in this case.

Mr. Kortz asked if we were just looking to have a seat at the table. Mr. Simmons said yes. He said he wanted to monitor the fairness and ensure that any factors that should only affect retail rates stay out of the wholesale rate.

East Greenwich Well Treatment Plant Update - RIIB application, RIDEM pre application meeting, Pilot skid buildout, final design and progress toward RIDOH (Certificate of Approval)

Mr. Simmons introduced the topic. He said that he had received good news from the Rhode Island Infrastructure Bank that we have received a \$5 million principal forgiveness in connection with the loan to build the East Greenwich well. He said that would be a significant decrease in our debt service on this project. He said we've received consideration for not only getting our application in early, but also because it will treat an emerging contaminant in the PFAS remediation.

Secondly, Mr. Simmons said the pre application meeting with RIDEM went very well. He said DEM was receptive to the idea. He said that the 2010 flood United States geological service map showed a 28-foot floodplain which was good news for us. Would be considered an insignificant alteration. He said he didn't see any hang ups and it appears to line up with the Rhode Island Department of Health approvals to move forward with the project.

EPA Revised Lead and Copper Rule

Ms. Campagnone introduced the agenda item to the board. She said the lead service inventory was submitted to the Department of Health as required. She discussed service appointments regarding people who did not know what type of service they had. She said they had given out 32 sets of water pitchers and filter cartridges to any affected customers. She said that they had a good system ongoing.

Mr. Kortz cited news stories about the situation and third parties creating a confusing discussion.

Mr. Simmons said that the initial boilerplate language from the EPA was scary, but KCWA adopted the language with additional information to allow all affected customers with a positive outreach message on the program and its benefits

Office and Maintenance Facility: Punchlist and Project closeout items.

Mr. Duchesneau and Mr. Simmons had a general discussion regarding some punch list items. There was a discussion regarding some minor HVAC and solar issues. They said the hot water tank was replaced under the warranty. When asked, Mr. Duchesneau said they had not yet received any operational manuals but expect them in the future.

1072 Main Street Update on listing for sale of the old office on Main Street in West Warwick.

Mr. Simmons discussed the listing agreement received for the sale of 1072 Main St., the former headquarters. Mr. Simmons said he had sent the agreement to the members. He said he's going to meet representatives from the Town of West Warwick to do a walkthrough of the facility on Monday.

Mr. Sullivan advised the board on how the property would be marketed and ultimately giving the Town of West Warwick the right of first refusal, according to the Rhode Island general laws.

There being no further business before this board, on motion duly made by Mr. Rousselle, seconded by Mr. Kortz, and carried, the meeting was adjourned at 4:20 p.m.

Dated: January 15, 2025



Patrick J. Sullivan  
Legal Counsel



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

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE		
BEGINNING BALANCE	\$ 17,365,921	\$ 14,436,840	\$ 13,859,142	\$ 12,805,941	\$ 11,623,551	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750		
<b>CASH RECEIPTS:</b>														
Collections	1,980,248	2,503,422	2,192,786	2,262,210	2,237,523	40,125								
Interest Income	67,204	60,725	52,717	44,435	40,125									
<b>TOTAL CASH RECEIPTS</b>	<b>19,413,373</b>	<b>17,000,967</b>	<b>16,104,664</b>	<b>15,112,486</b>	<b>13,901,199</b>	<b>11,016,750</b>	<b>11,016,750</b>	<b>11,016,750</b>	<b>11,016,750</b>	<b>11,016,750</b>	<b>11,016,750</b>	<b>11,016,750</b>		
<b>CASH DISBURSEMENTS:</b>														
Purchased Water	695,037	686,989	701,928	606,621	584,323									
Purchased Power	67,256	77,952	705	217,023	49,507									
Payroll	313,765	236,020	296,996	300,115	239,733									
Operations	487,188	213,627	239,553	218,844	175,470									
Employee Benefits	77,255	77,837	364,536	75,227	78,578									
Legal	14,122	12,387	9,970	8,314	9,192									
Materials	46,397	68,397	55,287	23,409	44,332									
Insurance	257,548	(7)	9,326	(448)	6,028									
Sales Tax	22,780	22,761	21,803	23,371	21,665									
Bank Service Charge	2,336	2,491	2,597	2,708	2,512									
Refunds	67	1,434	921	522	534									
Outside Services	2,866	1,260	1,715	4,965	22,555									
Reg. Commission Exp					705									
Capital Expenditures					195,719									
DIR 2016/2021	290	4,803	6,388	329,204	36,247									
IFR 2022	291	846,744	235,635	24,658	36,247									
IFR2024	294	521,143	520,223	1,007,590	994,210									
Office & Maint Facility	298	460,330	99,686	6,012	5,780									
EG Well Reburishment	299	999,490	767,888	39,317	584,366									
Maple Dale	301	15,262	2,976	7,140	12,492									
Debt Service (P & J)		38,407	35,810	1,035	12,692									
Water Protection		89,737	72,122	1,098,263	62,198									
<b>TOTAL DISBURSEMENTS</b>	<b>4,976,533</b>	<b>3,141,845</b>	<b>3,256,803</b>	<b>3,488,935</b>	<b>2,884,449</b>									
BALANCE END OF MONTH	\$ 14,436,840	\$ 13,859,142	\$ 12,805,941	\$ 11,623,551	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750	\$ 11,016,750		

	FY2024	FY2025
JUL	\$ 1,724,944	\$ 2,344,538
AUG	2,346,542	2,066,988
SEP	2,262,084	2,218,269
OCT	1,830,175	2,069,060
NOV	1,586,772	1,769,666
DEC	1,515,988	
JAN	1,435,348	
FEB	1,540,136	
MAR	1,332,843	
APR	1,491,127	
MAY	1,482,759	
JUN	2,064,010	
	\$ 20,572,728	\$ 10,468,521

**KENT COUNTY WATER AUTHORITY  
MONTHLY FINANCE REPORT  
FOR THE MONTH ENDING NOVEMBER 30, 2024**

	Nov 2024	Nov 2023
<b>Cash Receipts &amp; Disbursements</b>		
Washington Trust-Deposit Account	\$ 935,185	\$ 3,385,463
Washington Trust-Checking Account	9,061	180,939
Washington Trust-Bald Hill Escrow Acct	606,796	-
RIB-Revenue Bond Fund	9,465,709	6,598,878
BNYM Restricted Accounts	11,016,750	17,706,405
<b>Collections</b>	\$ 2,237,523	\$ 2,006,616
<b>Disbursements</b>	\$ 2,884,449	\$ 3,267,711
<b>Revenues</b>		
Monthly Budgeted	\$ 1,618,917	\$ 1,607,083
Monthly Actual	1,857,426	1,689,371
Over/(Under) Budget	\$ 238,510	\$ 82,288
<b>YTD Budgeted</b>	\$ 10,182,583	\$ 11,177,417
<b>YTD Actual</b>	\$ 10,850,750	\$ 10,238,500
Over/(Under) Budget	\$ 668,167	\$ (938,917)
<b>Expenditures</b>		
Monthly Budgeted	\$ 1,416,417	\$ 1,395,333
Monthly Actual	1,363,843	1,518,775
Over/(Under) Budget	\$ 52,574	\$ (123,441)
<b>YTD Budgeted</b>	\$ 8,107,583	\$ 7,822,424
<b>YTD Actual</b>	\$ 8,451,411	\$ 7,735,219
Over/(Under) Budget	\$ (343,828)	\$ 87,205
<b>YTD Budgeted Surplus/(Deficit)</b>	\$ 324,339	\$ (851,711)
<b>Sales</b>		
	\$ 1,836,861	\$ 1,607,743
<b>Open Receivables</b>		
0-30 Days	\$ 1,780,983	\$ 1,868,423
31-60 Days	366,454	127,671
61-90	121,426	(12,647)
Over 90 Days	61,292	53,280
	\$ 2,330,156	\$ 2,036,727



ACCOUNT DESCRIPTION	CURRENT MONTH		YEAR TO DATE	
	BUDGET	ACTUAL	BUDGET	ACTUAL
REVENUES				
1-4190 INTEREST & DIVIDEND INC.	77083.33	40125.24	385416.65	265206.24
1-4210 MISCELLANEOUS INCOME	8333.33	341.73	41666.65	11417.38
1-4750 OTHER REVENUE-SAMPLES	750.00	450.00	3750.00	3900.00
TOTALS FOR OTHER INCOME	86166.66	40916.97	430833.30	280523.62
1-1184 MISC BILLABLE WORK	416.66	12106.50	2083.30	1914.33
1-461A METERED SALES - GC	1000000.00	1207834.08	6700000.00	7400786.74
1-461B METERED SALES - IC	250000.00	278409.80	1535000.00	1570797.34
1-4620 PRIVATE FIRE PROTECTION	30000.00	30268.90	150000.00	151268.16
1-4630 PUBLIC FIRE PROTECTION	131250.00	131591.98	656250.00	657194.38
1-4640 SALES -PUBLIC AUTHORITIES	45000.00	54672.29	305000.00	338421.68
1-4660 SALES FOR RESALE	60000.00	66889.04	334000.00	350053.08
1-4710 SERVICE AND LATE CHARGE	9000.00	14765.54	34000.00	40205.18
1-4730 OTHER REVENUE-INSPECTIONS	3333.33	16170.00	16666.65	36312.40
1-4740 OTHER REVENUES & W.P.6.9%	3750.00	3801.33	18750.00	23273.23
TOTALS FOR OPERATING REVENUE ACCTS.	1532749.99	1816509.46	9751749.95	10570226.52
TOTALS FOR REVENUES	1618916.65	1857426.43	10182583.25	10850750.14
EXPENDITURES				
1-6020 PURCHASED WATER	400000.00	364440.26	2700000.00	2944301.76
TOTALS FOR SOURCE OF SUPPLY EXPENSES	400000.00	364440.26	2700000.00	2944301.76
1-6210 FUEL FOR PUMPING	11666.66	6031.84	58333.30	32693.78
1-6230 POWER PURCHASED	66666.66	45893.42	333333.30	351068.17
1-624A PUMPING LABOR	17500.00	17463.63	87500.00	92593.31
1-624B PUMPING EXPENSES	833.33	833.33	4166.65	4166.65
1-6310 STRUCTURE/IMPROVE LABOR	18750.00	7793.44	93750.00	162829.40
TOTALS FOR SOURCE OF SUPPLY EXPENSES	400000.00	364440.26	2700000.00	2944301.76

ACTUAL OVER/UNDER BUDGET

ACTUAL OVER/UNDER BUDGET

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ACTUAL OVER/UNDER BUDGET

ACCOUNT DESCRIPTION	C U R R E N T B U D G E T	M O N T H A C T U A L	A C T U A L O V E R / U N D E R B U D G E T	Y E A R B U D G E T	T O D A Y A C T U A L	A C T U A L O V E R / U N D E R B U D G E T
1-6330 PUMPING EQUIPMENT LABOR	10000.00	6854.29	3145.71	50000.00	27849.39	22150.61
TOTALS FOR PUMPING EXPENSES	125416.65	84036.62	41380.03	627083.25	667034.05	-39950.80
1-6410 CHEMICALS	10416.66	1429.85	8986.81	52083.30	19918.78	32164.52
1-642A WATER TREATMENT LABOR	16666.66	15194.15	1472.51	83333.30	70792.34	12540.96
1-642B OPERATION EXPENSES	7500.00	43232.17	-35732.17	37500.00	78191.59	-40691.59
1-6510 MAINT STRUCT & IMPROVE	2083.33		2083.33	10416.65	48455.02	-38038.37
1-6520 TREATMENT EQUIPMENT	4166.66	388.01	3778.65	20833.30	6484.81	14348.49
TOTALS FOR WATER TREATMENT EXPENSES	40833.31	60244.18	-19410.87	204166.55	223842.54	-19675.99
1-662A T & D LINE LABOR	1250.00		1250.00	6250.00	13158.24	-6908.24
1-662B T & D SUPPLIES & EXP	5416.66	4167.09	1249.57	27083.30	13667.88	13415.42
1-663A T & D METER LABOR	3333.33	4817.02	-1483.69	16666.65	22297.98	-5631.33
1-6650 T & D MISC	1250.00	9810.66	-8560.66	6250.00	15270.76	-9020.76
1-6720 RESERVOIR & STANDPIPE	6250.00	6642.87	-392.87	31250.00	24196.16	7053.84
1-6730 MAINT T & D MAINS	75000.00	100966.21	-25966.21	375000.00	491890.95	-116890.95
1-6750 SERVICE & CURB BOX	20833.33	45944.44	-25111.11	104166.65	98403.20	5763.45
1-6760 METER REPAIRS	10416.66	9093.44	1323.22	52083.30	56242.90	-4159.60
1-6770 HYDRANT MAINTENANCE	4166.66	24034.43	-19867.77	20833.30	50436.65	-29603.35
TOTALS FOR TRANS. & DISTR. EXPENSES	127916.64	205476.16	-77559.52	639583.20	785564.72	-145981.52
1-902A METER READING LABOR	3333.33	1738.90	1594.43	16666.65	15279.75	1386.90
1-903A OFFICE ADMIN LABOR	18333.33	16739.11	1594.22	91666.65	95602.91	-3936.26
1-903B CUSTOMER BILLING SUPPORT	15000.00	14223.97	776.03	75000.00	70899.23	4100.77
TOTALS FOR CUSTOMER ACCT. EXPENSES	36666.66	32701.98	3964.68	183333.30	181781.89	1551.41
1-9090 SHIPPING & FREIGHT	750.00	3121.38	-2371.38	3750.00	5014.42	-1264.42
1-9100 COMMUNICATIONS EXPENSE	10000.00	11921.69	-1921.69	50000.00	59543.62	-9543.62
1-9160 PROPERTY TAXES	4583.33		4583.33	22916.65	51467.32	-28550.67

ACCOUNT DESCRIPTION	CURRENT MONTH			YEAR TO DATE		
	BUDGET	ACTUAL	ACTUAL OVER/UNDER BUDGET	BUDGET	ACTUAL	ACTUAL OVER/UNDER BUDGET
1-9170 COMPUTER EXPENSE	12500.00	30975.86	-18475.86	214000.00	279268.54	-65268.54
1-9180 LICENSES & PERMITS	416.66	650.00	-233.34	2083.30	2050.00	33.30
1-9190 BANK CHARGES	27083.33	2880.36	24202.97	135416.65	134793.31	623.34
1-9200 OFFICE SALARY LABOR	44166.66	36754.98	7411.68	220833.30	222426.08	-1592.78
1-9210 OFFICE SUPPLIES & EXP	4166.66	2593.44	1573.22	20833.30	31246.64	-10413.34
1-9230 OUTSIDE SERVICES	17000.00	13770.97	3229.03	85000.00	128643.51	-43643.51
1-9240 INSURANCE EXPENSE	21666.66	21462.34	204.32	108333.30	122170.18	-13836.88
1-9260 EMPLOYEE BENEFITS	60000.00	69324.37	-9324.37	590000.00	642472.47	-52472.47
1-9270 O.P.E.B. EXPENSE	80000.00		80000.00	80000.00		80000.00
1-9280 REGULATORY COMM EXP	4000.00		4000.00	20000.00	705.00	19295.00
1-930A MISC GENERAL EXPENSE	83.33		83.33	416.65		416.65
1-930B MISC-BOD EXPENSE	1750.00		1750.00	8750.00	7000.00	1750.00
1-9310 LOSS ON DISPOSAL OF ASSET					931.60	-931.60
1-932A GENERAL PLANT LABOR	16666.66	22374.62	-5707.96	83333.30	125512.48	-42179.18
1-932B GARAGE/TRUCK LABOR	8333.33	13951.71	-5618.38	41666.65	51962.30	-10295.65
1-9330 PAID TIME OFF	17000.00	36129.14	-19129.14	85000.00	-32460.76	117460.76
1-9340 UNCOLLECTIBLE (WRITE OFF)	416.66		416.66	2083.30		2083.30
TOTALS FOR ADM. & GENERAL EXPENSES	330583.28	265910.86	64672.42	1774416.40	18322746.71	-58330.31
1-4030 DEPRECIATION EXPENSE	337500.00	334855.84	2644.16	1687500.00	16742279.20	13220.80
1-4080 PAYROLL TAXES	17500.00	16176.78	1323.22	87500.00	74259.74	13240.26
1-4270 INTEREST EXPENSE				204000.00	67600.21	136399.79
TOTALS FOR OTHER EXPENSES	355000.00	351032.62	3967.38	1979000.00	1816139.15	162860.85
TOTALS FOR EXPENDITURES	1416446.54	1363842.68	52573.86	8107582.70	8451410.82	-343828.12
EXCESS OF REVENUE OVER EXPENDITURES FOR general	202500.11	493583.75	291083.64	2075000.55	2399339.32	324338.77

REPORT DATE 12/16/2024  
 SYSTEM DATE 12/16/2024  
 FILES ID Z

Kent County Water Authority  
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
 AS OF 11/2024

PAGE 4  
 TIME 08:08:38  
 USER MLANFREDDI

ACCOUNT DESCRIPTION

OTHER ADJUSTMENTS TO FUND BALANCE

FUND BALANCES - JULY 1  
 FUND BALANCES - NOVEMBER 30

C U R R E N T M O N T H		Y E A R - T O - D A T E	
BUDGET	ACTUAL	BUDGET	ACTUAL
		ACTUAL OVER/ UNDER BUDGET	
			0.00
	178962773.08		
	181362112.40		
=====			