JOHNSTOWN
Established 1813

Finance Committee Meeting
Tuesday, October 20, 2020 - 5:00 PM
AGENDA

1. Call to Order
2. Approval of Minutes
   a. September 15, 2020
   b. Special Finance September 22, 2020
   c. Special Finance October 13, 2020
3. Finance Director Report / Bank-to-Book Reconciliation
   a. Finance Director Report
4. Review / Approval of Community Cares Applications - Mayor and Staff Recommendations
5. CARES Act Funding Round 3 Budget
   a. CARES Act Tracker
6. Continued Review 2021 Budget (Pick up where left off - PD Operating Expenses)
7. Other Business
8. Adjourn

Vision Statement: The Village of Johnstown is dedicated to providing a secure community environment that fosters cultural, recreational, educational and economic opportunities while preserving our unique historical character

Finance Committee
Tuesday, September 15, 2020 - 5:00 PM
MINUTES

1. Call to Order

   Committee Chair Benjamin Lee called the Finance Committee meeting for September 15, 2020 to order at 5:25 pm (Notable audio complication delayed the start of the meeting and continued throughout)

   Members Present - Ben Lee, Mayor Chip Dutcher, Cheryl Robertson
   Absent - None

   Staff present - Jim Lenner, Dana Steffan, Jack Liggett, Chief Haroon, Carol Van Deest, Teresa Monroe.

   Public present - None

2. Action on Minutes

   a. August 18, 2020

ACTION:	Benjamin Lee moved to Approve; Cheryl Robertson seconded and all were in favor
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

3. Review Director Report - August

   a. September 15, 2020

   Ms. Steffan reviewed her report provided in the packet.

4. Review Bank-to-Book Reconciliation - August

   Report provided to committee; nothing to call out.

5. Budget Update - COVID-19 Estimated available funds - Projection sheet

   Mr. Lenner provided a Budget Tracker spreadsheet for the committee. Mayor Dutcher said he will hold spending discussion until next meeting.

6. Bonded and Borrowed Monies - Updated Project Spreadsheet (Jim)

   Mr. Lenner said needed discussion for tonight is the paving program and reallocation of ten thousand dollars from the ED plan for upgrading internet connection.

2021 Road Paving Program handout provided showing four street packages:

1. E. Jersey Street
2. Paving Project (mill and fill on multiple streets)
3. Street Maintenance (crack sealing and pavement preservation etc.)
4. Project Mastodon (best guess assuming success in getting funding)

Mr. Lenner reviewed spreadsheet and cost estimates, Mr. Liggett reviewed project details of each.

Discussion of projects by committee and staff resulted in direction to continue with E. Jersey Street as the number one project and the Village Paving Project number two.

ACTION:	Chip Dutcher moved to approve these two; Cheryl Robertson seconded and all were in favor
AYES:	Dutcher, Robertson, Lee
NOES:	None
ABSTAIN:	None
	3 - 0

Mr. Lenner provided spreadsheet to committee and reviewed bonded and borrowed monies. Mr. Lee said committee should start putting together scenarios of where to extend water lines now that 310 is off the table; agenda item for next meeting.

7. CARES Act Funding (Current "Spend" status / Important dates per disbursement round)

   Mr. Lenner provided a CARES Act Budget Tracker spreadsheet showing funds budgeted and spending plan for all three rounds; also that

   a. Round 1 - Disbursement Status (by line item)

   b. Round 2 - Total for Village. It was noted the Incubator Feasibility Study budgeted for Round 2 will be put on hold.

   c. Round 3 - Total Expected after House passage. Round 3 is still to be determined as it has not been voted on in the House yet. Mr. Lenner said more will need to be learned, but organizations the village sub-grants to need to ensure the funds are being used for COVID related expenses; not including revenue replacement.

8. Other Committee's Finance Line Items for review

   a. Parks and Rec

   Jack Liggett said the only outstanding items for the Trailhead Park are the picnic tables and grading/gravel work; he does not have prices at this time.

   There is $9,000 left over from money set aside for Trailhead cleanup and $15,000 not transferred from the Hannahs Park restroom money for a total of $24,000.

Mayor Dutcher moved to buy tables. Mr. Lee asked the motion be to use the $9,000 left for grading, $8,000 unencumbered toward grading, $5,000 of the unencumbered toward purchase of thermoplastic machine and strips, and the balance of $2,000 toward picnic tables for the shelter house.

ACTION:	Chip Dutcher moved; Cheryl Robertson seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

b. Safety and Service

Jack Liggett said five thousand dollars will buy the thermoplastic equipment and a lot of the striping.

9. Delinquent Water Accounts - Update

Mr. Lee noted earlier discussion with staff on delinquent accounts; there are a number of people on payment plans in effort to help them catch up.

10. Other Business

11. Adjourn

ACTION:	Cheryl Robertson moved to Adjourn; Chip Dutcher seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

The meeting ended at 6:23 p.m.

Special Finance Committee
Tuesday, September 22, 2020 - 5:30 PM
MINUTES

1. Call to Order

   Committee Chair Benjamin Lee called the Special Finance Committee meeting for September 22, 2020 to order at 5:31pm

   Members Present - Ben Lee, Mayor Chip Dutcher, Cheryl Robertson
   Absent - None

   Staff present - Jim Lenner, Dana Steffan, Bailey Klimchak, Chief Haroon, Marvin Block, Teresa Monroe.

   Public present - None

2. Design Proposal - Admin

   a. Quote / Committee discussion & approval

   Proposal presented; $9,400 to asses the cost for design on rehab of the Administration offices. Primary reasoning for rehab is COVID-19 and safety precaution with security being secondary. $9,000 left in CARES Act phase two money to be put toward this proposal.

ACTION:	Cheryl Robertson moved to go forward with the entirety coming from round two; Chip Dutcher seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

3. CARES Act Community Assistance Program

Jim Lenner said in discussion with another municipality concern arose on sub grantees accounting for the money that is granted to them by the village so he created a program for tracking. Chip Dutcher expressed concern on the complexity of the program for the sub grantees; discussion on the possibility of a form that would provide details of their plan for the money but not be overly complicated, possibly having just a notarized statement of what the money is for. Finance Director opinion is that it is good to have the strict stipulations in place and they are cumbersome but it should not prohibit us from sub-granting; she is more than willing to provide a guideline for applicants to help them and this will provide a record if there were ever an audit.

Phase three money allocation discussion; village could receive $183,000. Discussion on using funds for 1) online permitting software estimating $25,000; 2) Admin building lobby rehab $49,999; 2) Community Assistance Program $75,000.

a. Assistance Program Review

Committee reviewed the program draft, discussions on policy and wording within and made edits as necessary.

Finance Committee recommended approval by Resolution of Council.

Mr. Lee summarized action for motion: creation of a simple form for tracking and notarization for application; $75,000 is the number being assigned internally to this program contingent upon $183,000 being the sum received in round three; removing the individual aspect and keeping it limited to non-profits, community organizations, businesses etc. and to move it to a resolution and council for approval.

ACTION:	Mayor Dutcher moved to Approve as summarized; Ben Lee seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None
	Passed 3 - 0

4. Other Business

1. Trees are budgeted for planting on US 62; n
2. Bailey has a form drafted for the Memorial Tree Fund.

5. Adjourn

ACTION:	Cheryl Robertson moved to Adjourn; Chip Dutcher seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

Meeting adjourned at 6:16 p.m.

Special Finance Committee
Tuesday, October 13, 2020 - 5:00 PM
MINUTES

1. Call to Order

   Committee Chair Benjamin Lee called the Special Finance Committee meeting for October 13, 2020 to order at 5:06 pm

   Members Present - Ben Lee, Mayor Chip Dutcher, Cheryl Robertson
   Absent - None

   Staff present - Jim Lenner, Jack Liggett, Dana Steffan, Bailey Klimchak, Chief Haroon, Marvin Block, Carol Van Deest, Teresa Monroe.

   Public present - None

2. Budget 2021 Line Items

   Finance Director Dana Steffan reviewed line item edits made at the October 6th meeting for Budget 2021 version two. Committee continued review of budget line items and projected available funds; updates/edits discussed for version three.

3. Other Business

4. Adjourn

   Meeting adjourned abruptly due to a power outage approximately 6:00 pm. Left off at discussion on Operating Supplies for Police Department.

Village of Johnstown
Administrative Offices
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VILLAGE OF JOHNSTOWN, OHIO

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JOHNSTOWN

Finance Director's Report to Council
October 20th, 2020

1. Tax Revenue. Total Income Tax revenue collected through September 2020 was $1,614,821. This represents 73% of 2020 Budgeted Income Tax revenue of $2,205,000, and a 3.7% decrease from 2019 collections for the same period.

   The largest source of the Village's income tax revenue, withholding taxes derived from individuals working in Johnstown, increased 2.6% while individual returns decreased 9.8%, and business net profits decreased by 11.2% as compared to the same period in 2019. The larger gaps in collections are beginning to close as compared to earlier in the year.

   The graph below illustrates the Village's YTD income tax revenue through September 30 each year from 2016 through 2020:

	2016	2017	2018	2019	2020
Withholding	$ 667,708	$ 715,925	$ 768,383	$ 848,220	$ 869,962
Individual	$ 497,200	$ 518,068	$ 623,689	$ 692,822	$ 624,888
Net Profit	$ 87,142	$ 158,524	$ 120,224	$ 135,115	$ 119,971
Total	**$ 1,252,049**	**$ 1,392,517**	**$ 1,512,296**	**$ 1,676,158**	**$ 1,614,821**

   Withholding taxes continue to increase every year since 2015; this can be attributed to an increase in the number of jobs and increased pay rates in Johnstown. While several companies have reported withholding decreases from the prior year (e.g., Landmark Global $12k, Defense Finance $8k, Tech Int'l $5.5k, Bleckmann $5k), there were many that reported increases (e.g., Crow Works $8K, Apeks $7k, Ghostwriter $6k, ODOT $5k). Overall, the increases outweighed the decreases when compared with 2019.

   Individual income tax collections are higher when compared with 2016, 2017 & 2018, but down compared to 2019. Increases are related to both population and economic growth. The current year decrease is likely related to the COVID-19 pandemic and the delay of 2019 tax filing deadline.

   The 2020 Net Profit revenue is down primarily due to several companies reporting losses, including an $18K refund for Thirty-One Gifts, a $21k decrease at Porter Pizza Box, and a $13K decrease reported by Atrium Apparel Corp. These and other losses were partially offset by increases reported by: Apeks $21k, Key Cuts $6k, Continental Office Furniture $3k, and numerous others.

2. Revenues and Expenditures. See attached spreadsheets for 2020 year-to-date revenue collections and expenditures.

   Notes on Revenue:

General Fund, Permits Fines & Licenses – $37K was received in September for engineering deposits on various construction projects (CRC Metals, Johnstown Pointe, & Raccoon Creek Preserve).

Street Construction & Repair and State Highway & Improvement Funds are both slightly lower than budget. This is expected given the COVID-19 pandemic and related economic decline, as well as the temporary closure of the Bureau of Motor Vehicles. In the past two months, the Gas tax and motor vehicle registration revenues have significantly increased as compared to disbursements earlier in the year, which is a sign that these are ramping back up to pre-pandemic collections. I am projecting a $37,000 shortfall in this account by year-end.

Sewer Operating Fund $842,277, or 109% of the revenue budget has been collected through September. Of this, $240,195 was related to bulk sewer hauling for New Day Farms and Trillium Farms. Without these collections, we have received 78% of revenue budget.

Water/Sewer Improvements Fund has collected 100%+ of their respective budgets due primarily to Bond proceeds and sixty-one (61) new homes permitted YTD through September. Of the Bond proceeds, $5.77M was for Water Projects and $1.5M for Sewer Projects.

Enterprise Deposit Fund has collected 115% of budget due to a higher number of home sales/rental activity than was budgeted.

Notes on Expense:

General Fund, Public Health is 100% spent as this is paid via the real estate tax distribution, which is now 100% completed.

General Fund, Recreation Dept is only 36% spent. $8k was budgeted for a ped counter which hasn't been purchased (this will be rolled into 2021 and re-appropriated), $5k was budgeted for river clean up and Raccoon Creek planning, $0 has been spent of those items. $6K was budgeted for miscellaneous expenses and none was spent. All unspent funds will roll into the 2020 carryover and will be available to appropriate in 2021.

General Fund, Zoning is 57% spent. $50k was budgeted for Design regs of which only $23,400 was spent to-date. $10K budgeted for Tree City, $0 spent.

General Fund, Economic Development is 60% spent. The remaining appropriated amount is slated for the Johnstown Community Improvement Corporation.

Debt Service Fund. The bulk of these payments are scheduled to occur in December.

Capital Projects. Only 10% spent due to the increase in revenue for the Bond issuance. This increased the budgeted revenue by $1,360,000, and these funds will be spent throughout the year or re-appropriated in 2021.

Water & Sewer Replacement & Improvement Funds are barely spent due to the appropriations related to the new enterprise center on Duncan Plains Road. $360k is appropriated for Water lines, $930k is appropriated for sewer lines. Additionally, $5,75M in water projects and $1.5M in sewer projects were bonded and appropriated, to be spent in 2020 or re-appropriated in 2021.

3. 2021 Budget. Budget season is in full swing. Discussions are being held during Finance Committee, which met this evening (October 20th).

4. BWC Rebate. The Ohio Bureau of Workers' Compensation Board approved Governor Mike DeWine's proposal to send Ohio employers up to $1.5 billion in dividends to ease the impact of COVID-19 on Ohio's economy and business community.
   BWC will start sending checks to up to 200,000 private and public employers in its system in late October. The dividend follows a similar dividend in April, where the average check size was $8,500. In April the Village of Johnstown received $18,347.53.

5. Employer withholding and COVID-19, suit filed against City of Columbus. There have been no additional updates at the time of this writing.

9-15-2020 UPDATE: *A motion to dismiss was filed asking that the Columbus city Auditor be dismissed from the lawsuit, however no response or ruling has occurred as of yet.*

Respectfully Submitted,

Dana Steffan

Dana Steffan, CPA
Finance & Human Resources Director

Village of Johnstown Financial Report

Revenues

as of *9/30/2020*

A/C	Sub-Fund	2020 Expected Revenues	Actual Revenues	
1000	Real Estate Tax	$ 265,000	$ 263,070	99.27%
1000	Income Tax	$ 2,205,000	$ 1,614,821	73.23%
1000	Shared Taxes	$ 90,300	$ 67,110	74.32%
1000	Charges for Services	$ 150	$ 170	113.33%
1000	Permits, Fines, & Licenses	$ 218,700	$ 203,557	93.08%
1000	Interest	$ 9,000	$ 27,420	304.66%
1000	Miscellaneous	$ 66,348	$ 109,237	164.64%
1000	Other Financing Sources	$ -	$ -	
1000	**Total General Fund**	**$ 2,854,498**	**$ 2,285,386**	80.06%
2011	**Total Street Construction & Repair**	$ 373,500	$ 253,829	67.96%
2021	**State Highway & Improvement**	$ 23,890	$ 15,640	65.47%
2101	**Permissive Motor License Fund**	$ 45,000	$ 45,000	100.00%
2901	**Mayor's Court - Computer**	$ 1,000	$ 500	50.00%
2906	**Restricted Police Grants**	$ 2,000	$ -	0.00%
2907	**Right-of-Way Fund**	$ 30,000	$ -	0.00%
2909	**CARES Act Fund**	$ 74,432	$ 74,432	100.00%
5101	**Water Operating**	$ 765,375	$ 583,757	76.27%
5201	**Sewer Operating**	$ 769,375	$ 842,277	109.48%
5701	**Water Replacements & Improvements**	$ 5,933,000	$ 6,116,507	103.09%
5702	**Sewer Replacements & Improvements**	$ 1,720,000	$ 194,867	11.33%
5721	**Water Debt Service**	$ 227,833	$ 180,037	79.02%
5722	**Sewer Debt Service**	$ 381,151	$ 270,892	71.07%
5781	**Enterprise Deposit**	$ 40,500	$ 46,615	115.10%
9101	**Unclaimed Monies**	$ -	$ -	
9904	**Mayor's Court**	$ 80,000	$ 49,203	61.50%
	TOTAL ALL FUNDS	**$ 13,321,553**	**$ 10,958,942**	82.26%
	# Amended Appropriations			
			82.26%	
		percentage received to date		

	A	B	C	D	E	J
1	**Village of Johnstown Financial Report**					
2						
3	Expenditures					
4						
5	*as of*	*9/30/2020*				
6				**2020**	**Actual**	
7	A/C	**Sub-Fund**		**Appropriations**	**Expenditures**	
8	110	Police		$ 1,082,477	$ 745,459	68.87%
9	130	Street Lighting		$ 65,000	$ 47,560	73.17%
10	210	Public Health		$ 18,500	$ 18,500	100.00%
11	310	Recreation Department		$ 50,620	$ 18,207	35.97%
12	410	Zoning		$ 175,759	$ 100,822	57.36%
13	490	Economic Development		$ 27,000	$ 16,190	59.96%
14	710	Administration		$ 421,104	$ 269,709	64.05%
15	715	Legislative Activities		$ 91,636	$ 75,704	82.61%
16	720	Mayors Court		$ 83,828	$ 58,343	69.60%
17	725	Finance Department		$ 81,301	$ 61,450	75.58%
18	730	Lands & Buildings		$ 93,700	$ 78,888	84.19%
19	740	County Auditor (Property Tax Collection)		$ 7,000	$ 4,779	68.27%
20	745	State Auditor		$ 6,000	$ 6,000	100.00%
21	755/760	Income Tax Administration		$ 72,000	$ 50,466	70.09%
22		Other Uses of Funds & Transfers		$ 761,000	$ 583,588	76.69%
23	1000	**Total General Fund**		**$ 3,036,925**	**$ 2,135,666**	**70.32%**
24						
25		Street Maintenance & Repair		[redacted]		
26		Street Cleaning, Snow Removal				
27		Traffic Signs & Signals				
28		Sidewalks (Capital outlay)				
29	2011	**Total Street Construction & Repair**		**$ 456,803**	**$ 303,625**	**66.47%**
30						
31		State Highway Maintenance		[redacted]		
32		Street Cleaning, Snow & Removal				
33		Traffic Signs & Signals				
34	2021	**State Highway & Improvement**		**$ 13,700**	**$ 9,654**	**70.47%**
35						
36	2101	**Permissive Motor License**		**$ 45,000**	**$ 44,659**	**99.24%**
37						
42	2901	**Mayor's Court Computer**		**$ 1,200**	**$ 1,049**	**87.42%**
43						
46	2903	**Budget Stabilization Fund**		**$ 20,000**	**$ 18,084**	**90.42%**
47						
50	2905	**Leafy Dell Traffic Improvement Fund**		**$ 10,000**	**$ -**	**0.00%**
51						
52	2906	**Restricted Police Grant Fund**		**$ 1,000**	**$ 1,000**	**100.00%**
53						
54	2907	**Right of Way Fund**		**$ 38,000**	**$ 34,396**	**90.52%**
55						

Village of Johnstown Financial Report

Expenditures

A	B	C	D	E	J
as of	*9/30/2020*				
			2020	Actual	
A/C	Sub-Fund		Appropriations	Expenditures	
2909	**CARES Act Fund**		**$ 49,621**	**$ 21,642**	**43.61%**
3101	**Debt Service Fund**		**$ 448,000**	**$ 71,570**	**15.98%**
4901	**Capital Projects**		**$ 1,475,000**	**$ 219,086**	**14.85%**
4902	**Capital Projects - US62**		**$ 182,883**	**$ 29,483**	**16.12%**
5101	**Water Operating**		**$ 800,013**	**$ 519,010**	**64.88%**
5201	**Sewer Operating**		**$ 797,529**	**$ 512,636**	**64.28%**
5701	**Water Replacements & Improvements**		**$ 6,460,000**	**$ 587,406**	**9.09%**
5702	**Sewer Replacements & Improvements**		**$ 2,690,000**	**$ 449,639**	**16.72%**
5721	**Water Debt Service**		**$ 479,000**	**$ 25,819**	**5.39%**
5722	**Sewer Debt Service**		**$ 395,100**	**$ 177,021**	**44.80%**
5781	**Enterprise Deposit**		**$ 36,000**	**$ 23,596**	**65.54%**
9101	**Unclaimed Monies**		**$ -**	**$ -**	
9904	**Mayor's Court**		**$ 85,000**	**$ 45,371**	**53.38%**
	TOTAL ALL FUNDS		**$ 17,520,775**	**$ 5,230,411**	**29.85%**

Bank / Account	Balance
Fifth Third Securities	3,199,474.57
Park General X9082	250,000.00
Park Payroll X9085	70,196.22
Water & Sewer X2587	732.97
Park Sweep X2608	12,985,583.90
Mayor's Court X9848	18,365.90
Total All Bank Accounts	**16,524,353.56**
Outstanding Checks	(53,825.13)
BALANCE PER BANK	**16,470,528.43**
Book Balance:	16,451,199.75
Variance:	**(19,328.68)**

Reconciling Items

Q3 Unbooked Investment Income			
Fifth/Third Securities	$	8,810.34	*to be booked in October 2020*
Park National Bank	$	2,617.47	*to be booked in October 2020*
Water & Sewer Variances:			
Various posted receipts, did not clear bank	$	(430.98)	*timing*
Lockbox receipt cleared bank, not posted	$	732.71	*timing*
Batch #6984 received in bank, not posted	$	1,178.73	*will be posted in October*
Water Deposit received, not posted	$	150.00	*will be posted in October*
General Variances:			
check clearing variances	$	1.40	
Payroll Variances:			
OPERS employee deductions, will clear bank in next month	$	3,815.03	*timing*
OP&F employee deductions, will clear bank in next month	$	2,453.98	*timing*
Total Reconciling Items	**$**	**19,328.68**	
unidentifed variance	*$*	*0.00*	

Outstanding Checks	Check No.	Check Amount	Check Date	
payroll	5808	$461.35	9/18/2020	
payroll	5810	$113.44	9/18/2020	
payroll	5813	$150.00	9/18/2020	
payroll	5814	$39.76	9/18/2020	
payroll	5815	$256.92	9/18/2020	
	13035	$134.51	1/10/2020	reverse in Oct
	13133	$103.04	2/5/2020	reverse in Oct
	13596	$134.51	7/13/2020	reverse in Oct (returned check)
	13598	$134.51	7/13/2020	
	13693	$134.51	8/4/2020	
	13702	$134.51	8/4/2020	
	13783	$9.90	9/8/2020	
	13792	$70.17	9/8/2020	
	13835	$21,910.62	9/9/2020	
	13846	$380.66	9/9/2020	
	13877	$850.00	9/17/2020	
	13885	$10,954.86	9/24/2020	
	13889	$1,604.06	9/24/2020	
	13890	$100.00	9/24/2020	
	13891	$5,750.00	9/24/2020	
	13893	$9,429.00	9/24/2020	
	13894	$442.65	9/24/2020	
	13895	$526.15	9/24/2020	

Total O/S Checks at 9/30/20:
$53,825.13

CARES ACT BUDGET TRACKER

ROUND 1	$49,629.00		
Description	*Budget*	*Planned*	*Paid*
Supplies/Chromebooks	$7,000.00	$7,000.00	$7,000.00
AV Council	$11,500.00	$12,000.00	$6,000.00
~~ED Plan~~	~~$10,000.00~~	~~$0.00~~	~~$0.00~~
Server Upgrade	$10,000.00	$10,000.00	$0.00
Fogger/Solution/Mask/Gloves	$1,000.00	$1,000.00	$750.00
Donations	$3,000.00	$3,000.00	$3,000.00
CAD	$10,000.00	$10,000.00	$0.00
AV Water	$5,000.00	$5,000.00	$0.00
Civic Ready	$1,500.00	$1,500.00	$1,500.00
Total	$49,000.00	$49,500.00	$18,250.00

ROUND 2	$24,000.00		
Description	*Budget*	*Planned*	*Paid*
Incubator Feasibility Study	$10,000.00	$10,000.00	
Staff Tech Upgrade	$5,000.00	$5,000.00	
Admin Office Design	$9,000.00	$9,000.00	
Total	$24,000.00	$24,000.00	$0.00

ROUND 3	$183,000.00		
Description	*Budget*	*Planned*	*Paid*
Admin Lobby	$50,000.00	$50,000.00	
Permitting Software	$25,000.00	$25,000.00	
Community Assistance Program	$75,000.00	$75,000.00	
Total	##########	$150,000.00	$0.00

UPDATED: 9.23.2020