QUINTANA, TEXAS

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED SEPTEMBER 30, 2021





Quintana, Texas

Annual Financial Report For the Year Ended September 30, 2021

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Independent Auditor's Report

To The Honorable Mayor and Members of Town Council Town of Quintana Quintana, Texas

We have audited the accompanying financial statements of the general fund - modified cash basis, of the Town of Quintana, State Texas, as of and for the year ended September 30, 2021, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting as described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. The management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



To The Honorable Mayor and Members of Town Council Town of Quintana Page 2

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the general fund of the Town of Quintana, as of September 30, 2021, and the changes in financial position thereof for the year then ended in accordance with the modified cash basis of accounting as described in Note 1.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Quintana's basic financial statements. The statement of revenue, expenditures and change in fund balance - budget and actual presented for purposes of additional analysis and is not a required part of the basic financial statements.

The statement of revenue, expenditures and change in fund balance - budget and actual is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, The statement of revenue, expenditures and change in fund balance budget and actual is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles accepted in the United States of America. Our opinion is not modified with respect to this matter.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the general fund and do not purport to, and do not present fairly the financial position of the Town of Quintana, Texas, as of September 30, 2021, the changes in its financial position, or, where applicable, its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

KM&L, LLC

Lake Jackson, Texas March 11, 2022



Quintana, Texas

BALANCE SHEET - MODIFIED CASH BASIS - GENERAL FUND

September 30, 2021

ASSETS	
Cash and cash equivalents	\$ <u>6,682,178</u>
Total assets	\$ <u>6,682,178</u>
LIABILITIES AND FUND BALANCE Liabilities:	
Refundable deposits	\$1,940
Total liabilities	1,940
Fund Balance: Restricted for public improvements Unassigned	273,702 6,406,536
Total fund balance	6,680,238
Total liabilities and fund balance	\$ <u>6,682,178</u>

The notes to the financial statements are an integral part of this statement.

Quintana, Texas

STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE - MODIFIED CASH BASIS - GENERAL FUND

For the Year Ended September 30, 2021

REVENUES: Taxes Property	\$ 1,167
Sales Franchise	23,462 106
Industrial district payments	1,388,536
Water services	10,029
Investment earnings	3,859
Other	14,184
Total revenues	1,441,343
EXPENDITURES:	
Administration	837,584
Legal & engineering	34,713
Parks	11,353
Projects	1,361
Public service	61,839
Roads	10,012
Town hall	115,915
Water system	145,940
Total expenditures	1,218,717
Net change in fund balance	222,626
Fund balance - beginning	6,457,612
Fund balance - ending	\$ <u>6,680,238</u>

The notes to the financial statements are an integral part of this statement.



Quintana, Texas

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended September 30, 2021

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Quintana, Texas

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended September 30, 2021

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Town of Quintana, Texas (the Town) is a political subdivision of the State of Texas, incorporated as a General Law Municipality, and is governed by an elected mayor and five-member council.

Basis of Accounting

The Town prepares its financial statements on the modified cash basis of accounting. This is an accounting method that is different from generally accepted accounting principle which is on the accrued basis. The cash basis of accounting recognizes revenues when cash is received versus the accrual basis which records revenues when earned, regardless of the time of receipt of cash. Expenditures under the cash basis are generally recognized when cash is disbursed versus the accrual basis which recognizes expenditures when liabilities are incurred, regardless of the timing of the cash disbursement.

The Town's financial statements are prepared with a modification to the cash basis of accounting, in that liabilities that arise from cash transactions are included in the financial statements, when applicable. These liabilities include items associated with payroll transactions that have resulted in a cash disbursement. Another liability arising from cash collection would be the collection of security deposits from Town residents for bottled water dispensers. These cash collections do not reflect revenue as they are payable back to the residents upon return of the bottled water dispensers. The Town's financial statements do not reflect other accrual basis type accounts such as receivables, other liabilities, or any capital assets or long-term liabilities.

Reporting Entity

The Town is considered an independent entity for financial reporting purposes and is considered a primary government. These basic financial statements have been prepared, based on considerations regarding the potential for inclusion of other entities, organizations, or functions, as part of the Town's financial reporting entity. Based on these considerations, the Town's basic financial statements do not include any other entities. Additionally, as the Town is considered a primary government for financial reporting purposes, its activities are not considered a part of any other governmental or other type of reporting entity.

Considerations regarding the potential for inclusion of other entities, organizations, or functions in the Town's financial reporting entity are based on criteria prescribed by generally accepted accounting principles. These same criteria are evaluated in considering whether the Town is part of any other governmental or other type of reporting entity. The overriding elements associated with prescribed criteria considered in determining that the Town's financial reporting entity status is that of a primary government are: that it has a separately elected governing body; it is legally separate; and it is fiscally independent of other state and local governments.

Additionally prescribed criteria under generally accepted accounting principles include considerations pertaining to organizations for which the primary government is financially accountable; and considerations pertaining to other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Quintana, Texas

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended September 30, 2021

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Major Governmental Fund

The Town has one governmental fund:

The General Fund is the Town's only fund. It accounts for all financial resources of the Town. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges and capital improvement costs are paid from the general fund.

The financial statements present only the general fund and do not include other funds and governmentwide financial statements.

Budgetary Data

The Town adopts annual budgets for the general fund. The budget is prepared in accordance with the modified cash basis of accounting. The appropriated budget is prepared for the general fund by function and classification.

Encumbrances

The Town does not employ a complete purchase order system for all expenditures and therefore does not utilize encumbrance accounting. Appropriations lapse at the end of the fiscal year.

Cash and Cash Equivalents and Investments

Cash and cash equivalents include amounts in demand deposits and short-term investments with a maturity date within three months of the date acquired by the Town. Investments are stated at fair value. State statutes authorize the government to invest in obligations of the U. S. Treasury, commercial paper, corporate bonds and repurchase agreements, and other such securities or obligations as allowed in the Public Funds Investment Act (PFIA) as approved by the Town's Council. The Town's management believes it has complied with the requirements of the PFIA and the Town's investment policy.

Fund Balance

The reported fund balance represents the excess of cash and cash equivalents over the reported liabilities as of the balance sheet date. Unassigned fund balance represents amount available for future years. The Town reports a restricted fund balance which represents an amount legally or contractually obligated for certain purposes. During the 2015 fiscal year, Freeport LNG, provided funding for public improvements to the Town in the amount of \$ 1,000,000. The amount remaining in the restricted fund balance was \$ 273,702 as of September 30, 2021.

Quintana, Texas

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended September 30, 2021

NOTE 2 - INDUSTRIAL DISTRICT PAYMENTS AND RISK CONCENTRATION

The Town is receiving payments from one entity that has substantial operating facilities within the Town's taxable jurisdiction. This entity has a contractual agreement with the Town that stipulates annual payments in lieu of property taxes. For the year ended September 30, 2021 these payments totaled \$ 1,310,477 which represents approximately 90.9% of the Town's annual revenues.

NOTE 3 - DEPOSITS AND INVESTMENTS

The Town classifies deposits and investments for financial statement purposes as cash and cash equivalents, and investments based upon both liquidity (demand deposits) and maturity date (deposits and investments) of the asset at the date of purchase. For this purpose a cash equivalent is one that when purchased had a maturity date of three months or less. Investments are classified as either current investments or non-current investments. Current investments have maturity of one year or less and non-current investments are those that have a maturity of more than one year.

Cash and cash equivalents and investments, as reported on the balance sheet-modified cash basis at September 30, 2021 are as follows:

	10tal
Cash and Cash Equivalents: Demand deposits Texpool	\$ 4,501,817
Total cash and temporary investments	\$ <u>6,681,178</u>

Deposits

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a financial institution failure, the Town's deposits may not be returned to them. The Town requires that all deposits with financial institutions be collateralized in an amount equal to 100 percent of uninsured balances.

Under Texas state law, a bank serving as the depository must have a bond or in lieu thereof, deposited or pledged securities (or other security) with the Town or an independent third party agent, an amount equal to the highest daily balance of all deposits the Town may have during the term of the depository contract, less any applicable FDIC insurance.

At September 30, 2021, the carrying amount of the Town's cash, savings, and time deposits was \$ 4,501,817. The financial institutions balances were \$4,548,290 at September 30, 2021. Bank balances of \$250,000 were covered by federal depository insurance, \$4,298,290 was covered by collateral pledged in the Town's name.

Quintana, Texas

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended September 30, 2021

NOTE 3 - DEPOSITS AND INVESTMENTS - Continued

Investments

Chapter 2256 of the Texas Government Code (the Public Funds Investment Act) authorizes the Town to invest its funds under written investment policy (the "investment policy") that primarily emphasizes safety of principal and liquidity, addresses investment diversification, yield, and maturity and addresses the quality and capability of investment personnel. This investment policy defines what constitutes the legal list of investments allowed under the policies.

The Town's investment policy authorizes investments governed by the Public Funds Investment Act (PFIA). The Town's management believes it complied with the requirements of the PFIA and the Town's investment policy.

The Town participates in a Local Government Investment Pools (LGIPs): TexPool. The State Comptroller oversees TexPool and Federated Investors managing the daily operations of the pool under a contract with the State Comptroller.

The Town invests in TexPool to provide its liquidity needs. TexPool is local government investment pool that was established in conformity with the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code and the Public Funds Investment Act, Chapter 2256 of the Code. TexPool is 2(a)7 like funds, meaning that they are structured similar to a money market mutual fund. Such funds allow shareholders the ability to deposit or withdraw funds on a daily basis. Interest rates are also adjusted on a daily basis. TexPool is rated AAAm and must maintain a dollar weighted average maturity not to exceed 60 days, which is the limit.

At September 30, 2021 TexPool had a weighted average maturity of 37 days. Although TexPool had a weighted average maturity of 37 days, the Town considers holdings in these funds to have a one day weighted average maturity. This is due to the fact that the share position can usually be redeemed each day at the discretion of the shareholder, unless there has been a significant change in value.

The following table includes the portfolio balances of all investment types of the Town at September 30, 2021.

Weighted

			Average
	Investment Type	Fair Value	Maturity (Days)
Texpool		\$ <u>2,180,361</u>	37

Quintana, Texas

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended September 30, 2021

NOTE 3 - DEPOSITS AND INVESTMENTS - Continued

Investments - Continued

Credit Risk - The Town's policy requires that the investment pool must maintain a rating no lower than AAA, AAA-m or an equivalent rating by at least one nationally recognized rating agency. As of September 30, 2021, the LGIP's (which represent approximately 100.00% of the portfolio are rated AAAm by Standard and Poor's.

Interest Rate Risk - 100% of the Town's investment is in TexPool which can usually be redeemed each day at the discretion of the shareholder, and meets the Town's cash flow requirements.

Fair Value

The Town categorizes its fair value measurements within the fair value hierarchy based on the valuation inputs used to measure the fair value of the asset. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are described below:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Plan has the ability to access.

Level 2 Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The Town had no assets or liabilities that were required to be reported as a part of the investment hierarchy at September 30, 2021.

Quintana, Texas

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended September 30, 2021

NOTE 4 - EVALUATION OF SUBSEQUENT EVENTS

The Town has evaluated subsequent events through March 11, 2022, the date which the financial statements were available to be issued.

NOTE 5 - OTHER DISCLOSURES

The following disclosure is not required for general fund financial reporting but is presented because of its significance to Town's financial reporting, and for the purposes of providing additional information to financial statement users.

Employee Retirement Plan

The Town participates as one of 895 plans in the defined benefit cash-balance plan administered by the Texas Municipal Retirement System (TMRS). TMRS is a statewide public retirement plan created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for employees of Texas participating cities. The TMRS Act places the general administration and management of TMRS with a six-member, Governor-appointed Board of Trustees; however, TMRS is not fiscally dependent on the State of Texas. TMRS issues a publicly available Comprehensive Annual Financial Report (Annual Report) that can be obtained at *tmrs.com*.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the Town, within the options available in the state statutes governing TMRS.

Employees covered by benefit terms

At the December 31, 2020 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	0
Inactive employees entitled to but not yet receiving benefits	8
Active employees	<u>10</u>
	18

Governments reporting under generally accepted accounting principles, began reporting net pension asset/liabilities, and related note disclosures during the 2015 fiscal year in governmental-wide financial statements. The TMRS measurement date is December 31st of each year, and information provided does not match with the Town's fiscal year-end. As of December 31, 2020, The Town's total pension lability exceeded the plan fiduciary net position in the amount of \$ 17,034 resulting in a net pension liability. This net pension liability is not included in general fund financial statements.





Quintana, Texas

STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE - MODIFIED CASH BASIS BUDGET AND ACTUAL For the Year Ended September 30, 2021

Variance with

		Budgeted Amounts Original Final				Final Budget Positive	
	-				Actual		(Negative)
Revenues:	-	Original					
Taxes:							
Property	\$	2,200	\$	2,200	\$ 1,167	\$(1,033)
Sales		7,500		7,500	23,462		15,962
Franchise		500		500	106	(394)
Industrial district payments		1,435,000		1,435,000	1,388,536	(46,464)
Water services		12,000		12,000	10,029	(1,971)
Investment earnings		5,500		5,500	3,859	(1,641)
Other		1,500		1,500	14,184		12,684
Total revenues		1,464,200		1,464,200	1,441,343	1	22,857)
Expenditures:	-						
Administration:							
Advertising		2,500		2,500	152		2,348
Auditing/Bookkeeping		18,000		18,000	20,316	(2,316)
Bank charges		200		200	225	(25)
Capital outlay		15,000		15,000	21,413	į	6,413)
Contingency		5,000		5,000	8,007	į	3,007)
Education		1,500		1,500	-	•	1,500
Election		5,000		5,000	1,759		3,241
EMC/Emergency		25,000		25,000	35,586	(10,586)
Equipment purchase		5,000		5,000	-	•	5,000
Equipment repair		4,000		4,000	490		3,510
Internet provider services		28,000		28,000	13,645		14,355
Legal notice		750		750			750
Insurance – liability		24,000		24,000	7,159		16,841
Mayor/Council		93,400		93,400	89,739		3,661
Council health insurance		140,000		140,000	182,837	(42,837)
Memberships		40,000		40,000	32,891	·	7,109
Mileage		7,500		7,500	2,473		5,027
Office supplies		5,000		5,000	9,696	(4,696)
Postage		750		750	-	•	750
Vehicle maintenance		3,500		3,500	8		3,492
Contract labor/police services		55,000		55,000	27,485		27,515
Payroll city administrator		114,000		114,000	137,981	(23,981)
Payroll hourly assistant		43,500		43,500	63,903	ì	20,403)
Payroll hourly maintenance		43,500		43,500	47,944	ì	4,444)
Payroll overtime		1,000		1,000	257	`	743
Other payroll		15,000		15,000	6,261		8,739
Payroll taxes		34,000		34,000	26,018		7,982
Retirement		34,576		34,576	26,633		7,943
Employee health insurance		45,000		45,000	46,954	(1,954)
Other administration		2,500		2,500	27,752	(25,252)
Total administration	-	812,176		812,176	837,584	(25,408)
	-						continued

Quintana, Texas

STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE - MODIFIED CASH BASIS BUDGET AND ACTUAL - Continued For the Year Ended September 30, 2021

Variance with

	Budgeted Amounts				Final Budget Positive			
		Original		Final		Actual		(Negative)
Expenditures:	-							
Legal and Engineering:								
Appraisal	\$	500	\$	500	\$	7	\$	493
Attorney		60,000		60,000		34,641		25,359
Engineering		40,000		40,000		-		40,000
Ordinances		5,000		5,000		-		5,000
Tax assessor collector fees		100		100		65		35
Total legal and engineering		105,600		105,600		34,713	***************************************	70,887
Parks:								
Trees and plants		5,000		5,000		3,247		1,753
Bird sanctuary		15,000		15,000		407		14,593
Capital outlay		10,000		10,000		7,699		2,301
Morrison park		3,000		3,000		-		3,000
Pavilion		2,000		2,000		-		2,000
Park signs		1,000		1,000		-		1,000
Playground maintenance		3,000		3,000		-		3,000
Xeriscape		1,000		1,000				1,000
Total parks		40,000	,	40,000	_	11,353		28,647
Projects:								
Lamar Road		50,000		50,000		-		50,000
Beach cleanup - county interlocal		95,000		95,000		-		95,000
Beach cleanup food		2,000		2,000		-		2,000
Beach cleanup supplies		500		500		-		500
Beach improvement				<u>-</u>		1,361	(1,361)
Total projects	-	147,500		147,500	_	1,361		146,139
Public service:								
Garage pickup		20,000		20,000		2,501		17,499
Dumpster service		7,500		7,500		8,76 6	(1,266)
Port-a-potty		7,000		7,000		7,601	(601)
Public safety City of Freeport		42,000		42,000		40,000		2,000
Street lights		3,500		3,500		2,971		529
Capital outlay		10,000	2	10,000			-	10,000
Total public service		90,000		90,000	_	61,839	-	28,161
Roads:								
Landscaping		15,000		15,000		7,717		7,283
Repair		40,000		40,000		-		40,000
Signs	/	3,000		3,000		2,295	_	705
Total roads		58,000		58,000		10,012		47,988
								continued

Quintana, Texas

STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE - MODIFIED CASH BASIS BUDGET AND ACTUAL - Continued For the Year Ended September 30, 2021

Variance with

		Budgeted	l Ama	unte				Final Budget Positive	
	Original		AIIIO	Final		Actual		(Negative)	
Expenditures:		Original	-	Tillul	-	7101001	9	(Hoganvo)	
Town Hall:									
Beautification	\$	5,000	\$	5,000	\$	-	\$	5,000	
Electric	·	3,500		3,500		3,423		77	
Insurance - property		22,000		22,000		35,101	(13,101)	
Landscaping/mowing		20,000		20,000		20,895	(895)	
Maintenance/repairs		15,000		15,000		17,258	(2,258)	
Supplies		5,000		5,000		853		4,147	
Fuel		7,500		7,500		3,021		4,479	
Other supplies		2,500		2,500		194		2,306	
Telephone		5,000		5,000		5,522	(522)	
Capital outlay		20,000		20,000		-	•	20,000	
Contingency		1,005,000		1,005,000		26,987		978,013	
Other		5,000	9	5,000		2,661	-	2,339	
Total town hall		1,115,500	_	1,115,500		115,915	_	999,585	
Water System:									
BCGCD fees		2,500		2,500		1,000		1,500	
WIFI/Security		10,000		10,000		878		9,122	
Electric		7,000		7,000		5,162		1,838	
Lab fees		5,000		5,000		6,364	(1,364)	
Repairs and maintenance operator		50,000		50,000		42,049		7,951	
Parts and material		10,000		10,000		48,379	(38,379)	
Other		10,000		10,000		3,858		6,142	
Penalties		1,000		1,000		-		1,000	
Capital outlay	-	250,000	V	250,000	_	38,250	-	211,750	
Total water system	-	345,500		345,500	-	145,940	-	199,560	
Total expenditures		2,714,276	_	2,714,276	_	1,218,717	_	1,495,559	
Net change in fund balance	(1,250,076) (1,250,076)		222,626		1,472,702	
Fund balance - beginning		6,457,612	_	6,457,612	_	6,457,612	-		
Fund balance - ending	\$	5,207,536	\$	5,207,536	\$	6,680,238	\$	1,472,702	