

SUPPORT SERVICES COMMITTEE  
COUNTY ADMINISTRATOR AGENDA  
SEPTEMBER 23, 2019

*Committee Members: Supervisors Loeb, Leggett, Sokol, Hyde, Magowan, Hogan, Wild, Driscoll, and Dickinson*

- I. Committee meeting called to order by Chairman
- II. Motion to approve the minutes of the prior meeting
- III. Action Agenda/New Business Items:
  1. Review of 2020 Budget Requests.
  2. Review of Payroll Rules Policy amendments.
- IV. Referrals/Pending Items:

None.
- V. Discussion Items:

None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

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Attachments:

- 1.) County Administrator 2020 Budget Request.
- 2.) Mailroom 2020 Budget Request.
- 3.) Print Shop 2020 Budget Request.
- 4.) Public Nursing Home 2020 Budget Request.
- 5.) Resolution Request Form No. 20 – Amending the Payroll Rules Policy.

# RESOLUTION REQUEST FORM NO. 20

## MISCELLANEOUS

*\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: County Administrator

DATE: 9/23/2019

- (a) Purpose of Request:  
AMENDING RESOLUTION NO. 391 of 2016 WHICH AMENDED  
RESOLUTION 267 of 2015, APPROVING THE WARREN COUNTY PAYROLL  
RULES POLICY, TO REMOVE REFERENCE TO HALF DAY VACATION.
  
- (b) Details:  
Amending the Payroll rules policy to reflect the current bargaining agreement  
which allows employees to utilize vacation leave in 1 hour increments in lieu of  
half-day and full-day blocks.
  
- (c) Previous Resolution Number:  
391 of 2016, 267 of 2015
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and  
Amount:  
n/a

Sample: A.8021 470 Planning & Community Development – Contract

\* as listed in budget and LOGOS

## SCHEDULE "A"

### PAYROLL RULES POLICY

#### PURPOSE:

The purpose of the Payroll Rules Policy is to provide clarification and standardization of rules that are not stipulated by union contracts or County policies. This Policy will identify payroll issues and create uniform written policies that will provide consistency and guidance to Warren County Departments.

#### POLICY RULES:

1. Sick leave will be earned and posted on the last Friday of the month.
2. Civil Service no longer will request a 426 form for an employee removed from the payroll for one day or less per pay period. Instead of the 426, the department head or designee must report any reduction in normal hours by email to the Payroll Supervisor and Payroll Technician in the Treasurer's Office, and Human Resources Executive Assistant before submission of payroll hours.
3. A lunch period will be paid after an employee completes at least a half day of work. For instance, if an employee normally works eight (8) hours, the employee must work four (4) hours in order to receive a paid lunch period. The hours worked during the day do not have to be consecutive.
4. An employee must hold a position as of January 1<sup>st</sup> of any given year in order to receive applicable annual accruals.
5. Countryside Adult Home will pay per diem employees who work on a holiday, over eight (8) hours per shift, or in excess of forty (40) hours per week at time and one half of their hourly rate.

#### EFFECTIVE DATE:

This policy includes all employees, union and non-bargaining, excluding PBA members, and will be effective beginning May 18, 2015. Amended to add delete Policy Rule #4, re-number Policy Rule #5 as Policy Rule #4 and add Policy Rule #5 effective September 16, 2016. Amended Policy Rule #3 effective October 18, 2019.

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2020 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: County Administrator  
BUDGET ACCOUNT CODE: A.1011

OBJECT CODES	2018 EXPENDITURES	2019 ADOPTED	2019 AMENDED	2020 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$245,530.10	\$237,563.00	\$237,563.00	\$237,563.00
200's EQUIPMENT	\$821.43			\$0.00
400's CONTRACTUAL	\$5,194.40	\$2,998.00	\$2,998.00	\$3,212.00
800's EMPLOYEE BENEFITS	\$103,491.86	\$114,346.00	\$114,346.00	\$118,927.00
TOTALS	\$355,037.79	\$354,907.00	\$354,907.00	\$359,702.00

SIGNED:



DEPARTMENT HEAD

TITLE:

County Administrator

DATE:

9/11/19

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund A - General						
EXPENSE						
Department 1011 - County Administrator						
Personal Services						
110	Salaries - Regular	213,966.81	237,263.00	237,263.00	158,686.35	237,263.00
120	Salaries - Overtime	123.18	300.00	300.00	.00	300.00
130	Salaries - Part Time	31,440.11	.00	.00	.00	.00
<i>Personal Services Totals</i>		<u>\$245,530.10</u>	<u>\$237,563.00</u>	<u>\$237,563.00</u>	<u>\$158,686.35</u>	<u>\$237,563.00</u>
Equipment						
220.1	Office Equipment - Reserve	821.43	.00	.00	.00	.00
<i>Equipment Totals</i>		<u>\$821.43</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Contractual Expense						
410	Supplies	524.33	400.00	200.00	57.93	200.00
423	Telephone	417.68	300.00	790.00	489.14	800.00
424	Postage	61.62	50.00	50.00	21.59	50.00
427	Memberships & Dues	.00	400.00	400.00	400.00	400.00
428	Data Processing & Internet Fees	198.00	198.00	198.00	198.00	162.00
439	Misc Fees & Expenses	283.25	150.00	150.00	.00	100.00
444	Travel/Education/Conference	502.00	1,500.00	1,210.00	.00	1,500.00
470	Contract	3,207.52	.00	.00	.00	.00
<i>Contractual Expense Totals</i>		<u>\$5,194.40</u>	<u>\$2,998.00</u>	<u>\$2,998.00</u>	<u>\$1,166.66</u>	<u>\$3,212.00</u>
Employee Benefits						
810	Retirement	18,573.65	31,496.00	31,496.00	21,706.17	32,683.00
830	Social Security	14,506.78	14,729.00	14,729.00	9,273.65	14,729.00
831	Medicare Contribution	3,392.75	3,443.00	3,443.00	2,168.89	3,443.00
860	Hospitalization	30,278.46	33,065.00	33,065.00	22,890.96	33,891.00
865	Dental Insurance	593.62	864.00	864.00	609.66	864.00
<i>Employee Benefits Totals</i>		<u>\$67,345.26</u>	<u>\$83,597.00</u>	<u>\$83,597.00</u>	<u>\$56,649.33</u>	<u>\$85,610.00</u>
Other Benefits						
840	Workmen's Compensation	1,147.37	1,179.00	1,179.00	1,178.22	1,352.00
861	Retirees Hospitalization	34,999.23	29,570.00	29,570.00	20,790.08	31,965.00
<i>Other Benefits Totals</i>		<u>\$36,146.60</u>	<u>\$30,749.00</u>	<u>\$30,749.00</u>	<u>\$21,968.30</u>	<u>\$33,317.00</u>
Department 1011 - County Administrator Totals		<u>\$355,037.79</u>	<u>\$354,907.00</u>	<u>\$354,907.00</u>	<u>\$238,470.64</u>	<u>\$359,702.00</u>
EXPENSE TOTALS		<u>\$355,037.79</u>	<u>\$354,907.00</u>	<u>\$354,907.00</u>	<u>\$238,470.64</u>	<u>\$359,702.00</u>
Fund A - General Totals						
EXPENSE TOTALS		<u>\$355,037.79</u>	<u>\$354,907.00</u>	<u>\$354,907.00</u>	<u>\$238,470.64</u>	<u>\$359,702.00</u>

# Budget Worksheet Report

Budget Year 2020

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
	Fund A - General Totals	(\$355,037.79)	(\$354,907.00)	(\$354,907.00)	(\$238,470.64)	(\$359,702.00)
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	EXPENSE GRAND TOTALS	\$355,037.79	\$354,907.00	\$354,907.00	\$238,470.64	\$359,702.00
	Net Grand Totals	(\$355,037.79)	(\$354,907.00)	(\$354,907.00)	(\$238,470.64)	(\$359,702.00)

2020 Salary Schedule (Position Budgeting)  
Administrative Fiscal Services

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan 1 Grade & Rate	Ann. Grade & Rate				
9508	DeLorenzo, Tamara	Assist to County Administrator	\$74,223.00	Full Time	Appointed F/T	6/23/1997
	N/A / \$40.78	N/A / \$40.78				
12719	Miller, Kristy	Conf Secr to Cty Administrator	\$43,814.00	Full Time	Out of UnitFT	1/12/2015
	N/A / \$21.06	N/A / \$21.06				
13170	Moore, Ryan	County Administrator	\$112,860.00	Full Time	Appointed F/T	4/9/2018
	N/A / \$62.01	N/A / \$62.01				
		Fiscal Asst to Co Administrator	\$6,366.00			
	N/A / \$3.06	N/A / \$3.06				
		Overtime - County Administrator	\$300.00			
	N/A / \$0.00	N/A / \$0.00				
		<b>5</b>	<b>\$237,563.00</b>			

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2020 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mail Room  
 BUDGET ACCOUNT CODE: A.1670

OBJECT CODES	2018 EXPENDITURES	2019 ADOPTED	2019 AMENDED	2020 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$39,380.63	\$40,017.00	\$40,017.00	\$40,017.00
400's CONTRACTUAL	\$1,635.86	\$1,716.00	\$1,716.00	\$1,655.00
800's EMPLOYEE BENEFITS	\$16,618.54	\$17,390.00	\$17,390.00	\$17,742.00
<b>TOTALS</b>	<b>\$57,635.03</b>	<b>\$59,123.00</b>	<b>\$59,123.00</b>	<b>\$59,414.00</b>

2018 REVENUES	2019 ADOPTED REVENUES	2019 AMENDED REVENUES	2020 DEPARTMENT REQUESTS
\$1.05			\$0.00

SIGNED:   
 DEPARTMENT HEAD  
 TITLE: County Administrator  
 DATE: 9/11/19

# Budget Worksheet Report

Budget Year 2020

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund A - General						
	EXPENSE					
	Department 1670 - Mail Room					
	Personal Services					
110	Salaries - Regular	39,380.63	40,017.00	40,017.00	26,780.35	40,017.00
	<i>Personal Services Totals</i>	<u>\$39,380.63</u>	<u>\$40,017.00</u>	<u>\$40,017.00</u>	<u>\$26,780.35</u>	<u>\$40,017.00</u>
	Contractual Expense					
410	Supplies	45.92	50.00	50.00	17.40	50.00
424	Postage	.00	100.00	100.00	.00	50.00
428	Data Processing & Internet Fees	66.00	66.00	66.00	66.00	55.00
439	Misc Fees & Expenses	1,523.94	1,500.00	1,500.00	906.00	1,500.00
	<i>Contractual Expense Totals</i>	<u>\$1,635.86</u>	<u>\$1,716.00</u>	<u>\$1,716.00</u>	<u>\$989.40</u>	<u>\$1,655.00</u>
	Employee Benefits					
810	Retirement	5,306.88	6,283.00	6,283.00	4,345.84	6,483.00
830	Social Security	2,325.20	2,481.00	2,481.00	1,573.13	2,481.00
831	Medicare Contribution	543.79	580.00	580.00	367.91	580.00
860	Hospitalization	5,519.98	7,524.00	7,524.00	5,209.02	7,712.00
865	Dental Insurance	287.45	288.00	288.00	199.44	288.00
	<i>Employee Benefits Totals</i>	<u>\$15,283.30</u>	<u>\$17,156.00</u>	<u>\$17,156.00</u>	<u>\$11,695.34</u>	<u>\$17,544.00</u>
	Other Benefits					
840	Workmen's Compensation	1,335.24	234.00	234.00	233.14	198.00
	<i>Other Benefits Totals</i>	<u>\$1,335.24</u>	<u>\$234.00</u>	<u>\$234.00</u>	<u>\$233.14</u>	<u>\$198.00</u>
	Department 1670 - Mail Room Totals	<u>\$57,635.03</u>	<u>\$59,123.00</u>	<u>\$59,123.00</u>	<u>\$39,698.23</u>	<u>\$59,414.00</u>
	EXPENSE TOTALS	<u>\$57,635.03</u>	<u>\$59,123.00</u>	<u>\$59,123.00</u>	<u>\$39,698.23</u>	<u>\$59,414.00</u>
	Fund A - General Totals	<u>\$57,635.03</u>	<u>\$59,123.00</u>	<u>\$59,123.00</u>	<u>\$39,698.23</u>	<u>\$59,414.00</u>
	EXPENSE TOTALS	<u>\$57,635.03</u>	<u>\$59,123.00</u>	<u>\$59,123.00</u>	<u>\$39,698.23</u>	<u>\$59,414.00</u>
	Fund A - General Totals	<u>(\$57,635.03)</u>	<u>(\$59,123.00)</u>	<u>(\$59,123.00)</u>	<u>(\$39,698.23)</u>	<u>(\$59,414.00)</u>
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	EXPENSE GRAND TOTALS	<u>\$57,635.03</u>	<u>\$59,123.00</u>	<u>\$59,123.00</u>	<u>\$39,698.23</u>	<u>\$59,414.00</u>
	Net Grand Totals	<u>(\$57,635.03)</u>	<u>(\$59,123.00)</u>	<u>(\$59,123.00)</u>	<u>(\$39,698.23)</u>	<u>(\$59,414.00)</u>

2020 Salary Schedule (Position Budgeting)  
Mail Room

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan. Grade & Rate	Ann. Grade & Rate				
11230	VanNess, Connie	Messenger	\$40,017.00	Full Time	CSEA/FT	1/2/2007
	06-12 / \$19.24	06-13 / \$19.24				
		1	\$40,017.00			

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2020 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Print Shop  
BUDGET ACCOUNT CODE: A.1671

OBJECT CODES	2018 EXPENDITURES	2019 ADOPTED	2019 AMENDED	2020 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$71,853.64	\$73,450.00	\$73,450.00	\$73,450.00
TOTALS	\$71,853.64	\$73,450.00	\$73,450.00	\$73,450.00

2018 REVENUES	2019 ADOPTED REVENUES	2019 AMENDED REVENUES	2020 DEPARTMENT REQUESTS
\$118,391.76	\$73,450.00	\$73,450.00	\$73,450.00

SIGNED:

  
DEPARTMENT HEAD

TITLE:

County Administrator

DATE:

9/11/19

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund A - General						
REVENUE						
Department 1671 - Print Shop						
<i>Departmental Income</i>						
1272	Printshop Fees	2,440.00	2,400.00	2,400.00	1,180.00	2,400.00
1273	Printing/Copying Fees	115,693.01	71,050.00	71,050.00	66,748.44	71,050.00
<i>Departmental Income Totals</i>		\$118,133.01	\$73,450.00	\$73,450.00	\$67,928.44	\$73,450.00
<i>Sale of Property And Compensation for Loss</i>						
2658	Minor Sales - Printshop	258.75	.00	.00	106.50	.00
<i>Sale of Property And Compensation for Loss Totals</i>		\$258.75	\$0.00	\$0.00	\$106.50	\$0.00
Department 1671 - Print Shop Totals		\$118,391.76	\$73,450.00	\$73,450.00	\$68,034.94	\$73,450.00
REVENUE TOTALS		\$118,391.76	\$73,450.00	\$73,450.00	\$68,034.94	\$73,450.00

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund A - General						
EXPENSE						
Department 1671 - Print Shop						
<i>Contractual Expense</i>						
410	Supplies	8.34	240.00	240.00	31.55	240.00
421	Equipment Rental	71,845.30	73,210.00	73,210.00	48,328.60	73,210.00
<i>Contractual Expense Totals</i>		<u>\$71,853.64</u>	<u>\$73,450.00</u>	<u>\$73,450.00</u>	<u>\$48,360.15</u>	<u>\$73,450.00</u>
Department 1671 - Print Shop Totals		<u>\$71,853.64</u>	<u>\$73,450.00</u>	<u>\$73,450.00</u>	<u>\$48,360.15</u>	<u>\$73,450.00</u>
EXPENSE TOTALS		<u>\$71,853.64</u>	<u>\$73,450.00</u>	<u>\$73,450.00</u>	<u>\$48,360.15</u>	<u>\$73,450.00</u>
Fund A - General Totals						
REVENUE TOTALS		\$118,391.76	\$73,450.00	\$73,450.00	\$68,034.94	\$73,450.00
EXPENSE TOTALS		\$71,853.64	\$73,450.00	\$73,450.00	\$48,360.15	\$73,450.00
Fund A - General Totals		<u>\$46,538.12</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$19,674.79</u>	<u>\$0.00</u>
Net Grand Totals						
REVENUE GRAND TOTALS		\$118,391.76	\$73,450.00	\$73,450.00	\$68,034.94	\$73,450.00
EXPENSE GRAND TOTALS		\$71,853.64	\$73,450.00	\$73,450.00	\$48,360.15	\$73,450.00
Net Grand Totals		<u>\$46,538.12</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$19,674.79</u>	<u>\$0.00</u>

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2020 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Public Nursing Home  
 BUDGET ACCOUNT CODE: A.4530

OBJECT CODES	2018 EXPENDITURES	2019 ADOPTED	2019 AMENDED	2020 DEPARTMENT REQUESTS
100's PERSONAL SERVICES		\$24,778.00	\$24,778.00	\$24,779.00
400's CONTRACTUAL	\$9,029.52	\$7,600.00	\$56,564.95	\$5,000.00
800's EMPLOYEE BENEFITS	\$385,127.68	\$296,475.00	\$296,475.00	\$291,196.00
<b>TOTALS</b>	<b>\$394,157.20</b>	<b>\$328,853.00</b>	<b>\$377,817.95</b>	<b>\$320,975.00</b>

2018 REVENUES	2019 ADOPTED REVENUES	2019 AMENDED REVENUES	2020 DEPARTMENT REQUESTS
\$1,791.81	\$0.00	\$0.00	\$0.00

SIGNED:   
 DEPARTMENT HEAD  
 TITLE: County Administrator  
 DATE: 9/11/19

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund A - General						
	REVENUE					
	Department 4530 - Public Nursing Home					
	<i>Use of Money &amp; Property</i>					
2401	Interest & Earnings	1,191.82	.00	.00	73,750.21	.00
	<i>Use of Money &amp; Property Totals</i>	\$1,191.82	\$0.00	\$0.00	\$73,750.21	\$0.00
	<i>Miscellaneous &amp; Local Source</i>					
2701	Refund of Prior Year Expense	599.99	.00	.00	.00	.00
	<i>Miscellaneous &amp; Local Source Totals</i>	\$599.99	\$0.00	\$0.00	\$0.00	\$0.00
	Department 4530 - Public Nursing Home Totals	\$1,791.81	\$0.00	\$0.00	\$73,750.21	\$0.00
	REVENUE TOTALS	\$1,791.81	\$0.00	\$0.00	\$73,750.21	\$0.00

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund A - General						
EXPENSE						
Department 4530 - Public Nursing Home						
<i>Personal Services</i>						
130	Salaries - Part Time	.00	24,778.00	24,778.00	.00	24,779.00
<i>Personal Services Totals</i>		\$0.00	\$24,778.00	\$24,778.00	\$0.00	\$24,779.00
<i>Contractual Expense</i>						
439	Misc Fees & Expenses	.00	.00	48,964.95	48,964.95	.00
440	Legal/Transcript Fees	4,036.30	3,500.00	3,500.00	53,482.47	3,500.00
470	Contract	4,993.22	4,100.00	4,100.00	1,546.72	1,500.00
<i>Contractual Expense Totals</i>		\$9,029.52	\$7,600.00	\$56,564.95	\$103,994.14	\$5,000.00
<i>Employee Benefits</i>						
810	Retirement	102.00	.00	.00	.00	.00
830	Social Security	.00	.00	.00	.00	1,536.00
831	Medicare Contribution	.00	.00	.00	.00	359.00
<i>Employee Benefits Totals</i>		\$102.00	\$0.00	\$0.00	\$0.00	\$1,895.00
<i>Other Benefits</i>						
840	Workmen's Compensation	71,652.05	69,542.00	69,542.00	69,541.84	56,932.00
861	Retirees Hospitalization	313,373.63	226,933.00	226,933.00	148,320.20	232,369.00
<i>Other Benefits Totals</i>		\$385,025.68	\$296,475.00	\$296,475.00	\$217,862.04	\$289,301.00
Department 4530 - Public Nursing Home Totals		\$394,157.20	\$328,853.00	\$377,817.95	\$321,856.18	\$320,975.00
EXPENSE TOTALS		\$394,157.20	\$328,853.00	\$377,817.95	\$321,856.18	\$320,975.00
Fund A - General Totals						
REVENUE TOTALS		\$1,791.81	\$0.00	\$0.00	\$73,750.21	\$0.00
EXPENSE TOTALS		\$394,157.20	\$328,853.00	\$377,817.95	\$321,856.18	\$320,975.00
Fund A - General Totals		(\$392,365.39)	(\$328,853.00)	(\$377,817.95)	(\$248,105.97)	(\$320,975.00)
Net Grant Totals						
REVENUE GRAND TOTALS		\$1,791.81	\$0.00	\$0.00	\$73,750.21	\$0.00
EXPENSE GRAND TOTALS		\$394,157.20	\$328,853.00	\$377,817.95	\$321,856.18	\$320,975.00
Net Grand Totals		(\$392,365.39)	(\$328,853.00)	(\$377,817.95)	(\$248,105.97)	(\$320,975.00)