

OFFICIAL BUDGET FORMS

CITY OF HOLBROOK

Fiscal Year 2021

CITY OF HOLBROOK

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Fiscal Year 2021

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CITY OF HOLBROOK

Resolution for the Adoption of the Budget

Fiscal Year 2021

WHEREAS, in accordance with the provisions of Title 42, Ch. 17, Art. 1-5, Arizona Revised Statutes (A.R.S.), the City/Town Council did, on _____, _____, make an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year, also an estimate of revenues from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property of the City/Town of _____, and

WHEREAS, in accordance with said chapter of said title, and following due public notice, the Council met on _____, _____, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses or tax levies, and

WHEREAS, it appears that publication has been duly made as required by law, of said estimates together with a notice that the City/Town Council would meet on _____, _____, at the office of the Council for the purpose of hearing taxpayers and making tax levies as set forth in said estimates, and

WHEREAS, it appears that the sums to be raised by taxation, as specified therein, do not in the aggregate exceed that amount as computed in A.R.S. §42-17051(A), therefore be it

RESOLVED, that the said estimates of revenues and expenditures/expenses shown on the accompanying schedules, as now increased, reduced, or changed, are hereby adopted as the budget of the City/Town of _____ for the fiscal year _____.

Passed by the _____ City/Town Council, this _____ day of _____.

APPROVED:

Mayor

ATTEST:

Clerk

CITY OF HOLBROOK
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2021

Fiscal Year	S c h	FUNDS								
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds	
2020	Adopted/Adjusted Budgeted Expenditures/Expenses*	E 1	4,997,266	6,587,025	0	279,052	0	2,359,440	0	14,222,783
2020	Actual Expenditures/Expenses**	E 2	4,877,124	4,384,921	0	124,351	0	2,405,775	0	11,792,171
2021	Fund Balance/Net Position at July 1***									0
2021	Primary Property Tax Levy	B 4	101,315							101,315
2021	Secondary Property Tax Levy	B 5								0
2021	Estimated Revenues Other than Property Taxes	C 6	5,137,209	1,663,874	0	356,096	0	1,832,119	0	8,989,298
2021	Other Financing Sources	D 7	0	0	0	0	0	0	0	0
2021	Other Financing (Uses)	D 8	0	0	0	0	0	0	0	0
2021	Interfund Transfers In	D 9	0	0	0	0	0	0	0	0
2021	Interfund Transfers (Out)	D 10	0	0	0	0	0	0	0	0
2021	Reduction for Amounts Not Available:									
2021	LESS: Amounts for Future Debt Retirement:									0
2021	Future Capital Projects									0
2021	Maintained Fund Balance for Financial Stability									0
2021	_____									0
2021	_____									0
2021	Total Financial Resources Available		5,238,524	1,663,874	0	356,096	0	1,832,119	0	9,090,613
2021	Budgeted Expenditures/Expenses	E 13	5,254,132	1,727,861	0	356,075	0	1,906,164	0	9,244,232

EXPENDITURE LIMITATION COMPARISON

1	Budgeted expenditures/expenses
2	Add/subtract: estimated net reconciling items
3	Budgeted expenditures/expenses adjusted for reconciling items
4	Less: estimated exclusions
5	Amount subject to the expenditure limitation
6	EEC expenditure limitation

	2020	2021
1	\$ 14,222,783	\$ 9,244,232
2		
3	14,222,783	9,244,232
4		
5	\$ 14,222,783	\$ 9,244,232
6	\$	\$

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

CITY OF HOLBROOK
Tax Levy and Tax Rate Information
Fiscal Year 2021

	2020	2021
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ <u>100,000</u>	\$ <u>103,332</u>
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ <u>100,000</u>	\$ <u>101,315</u>
B. Secondary property taxes		
C. Total property tax levy amounts	\$ <u>100,000</u>	\$ <u>101,315</u>
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ <u>85,578</u>	
(2) Prior years' levies		
(3) Total primary property taxes	\$ <u>85,578</u>	
B. Secondary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	\$ _____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ <u>85,578</u>	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	<u>0.5115</u>	<u>0.5022</u>
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	<u>0.5115</u>	<u>0.5022</u>
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating _____ special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

CITY OF HOLBROOK
Revenues Other Than Property Taxes
Fiscal Year 2021

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
GENERAL FUND			
Local taxes			
City Sales Tax 1%	\$ 920,432	\$ 1,000,642	\$ 1,000,000
City Sales Tax 2%	1,830,375	2,052,668	2,000,000
Franchise Fees	106,363	112,173	112,000
Lodgers	160,645	104,231	119,387
Licenses and permits			
Building Permits	12,000	10,096	12,000
Intergovernmental			
State Sales Tax	524,681	476,939	474,040
Urban Revenue Sharing	658,598	658,598	726,575
Vehicle License Tax	360,791	337,479	373,021
Navajo Flood Control District	50,000	50,000	50,000
Charges for services			
Golf Revenues	40,000	47,652	48,000
Abatements	2,000	3,475	3,550
Cemetery	25,000	17,847	20,000
Airport Revenues	50,000	28,575	35,000
Dog Pound	18,000	14,415	15,000
Recreation			
	51,500	49,920	50,000
Fines and forfeits			
Court Fines	40,000	26,166	26,000
Library Fines	1,000	275	500
Police	5,500	9,500	6,000
Interest on investments			
Interest Earnings	14,000	23,172	22,000
In-lieu property taxes			
Contributions			
Voluntary contributions			
Miscellaneous			
Auction Proceeds	53,460	51,474	20,000
Employee	21,156	17,542	18,136
Contingencies			
Other			
Miscellaneous	12,000	22,581	6,000
Total General Fund	\$ 4,957,501	\$ 5,115,420	\$ 5,137,209

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**CITY OF HOLBROOK
Revenues Other Than Property Taxes
Fiscal Year 2021**

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
SPECIAL REVENUE FUNDS			
Water Adjudication fee	\$ 165,633	\$ 162,991	\$ 163,000
	\$ 165,633	\$ 162,991	\$ 163,000
HURF	\$ 752,617	\$ 765,765	\$ 784,963
HURF OTHER		197,802	
HURF Miscellaneous	197,802		
	\$ 950,419	\$ 963,567	\$ 784,963
Impound	\$ 27,501	\$ 2,200	\$ 32,180
	\$ 27,501	\$ 2,200	\$ 32,180
Grants	\$ 5,399,895	\$ 3,569,551	\$ 624,300
	\$ 5,399,895	\$ 3,569,551	\$ 624,300
JCEF	\$ 39,187	\$ 935	\$ 39,640
State Fill The Gap	20,023	548	19,791
	\$ 59,210	\$ 1,483	\$ 59,431
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Total Special Revenue Funds	\$ 6,602,658	\$ 4,699,792	\$ 1,663,874

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

CITY OF HOLBROOK
Revenues Other Than Property Taxes
Fiscal Year 2021

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
DEBT SERVICE FUNDS			
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
Total Debt Service Funds	\$ _____	\$ _____	\$ _____
CAPITAL PROJECTS FUNDS			
Wastewater	\$ 156,398	\$ 52,662	\$ 198,158
Water	122,654	82,297	157,938
_____	_____	_____	_____
_____	\$ 279,052	\$ 134,959	\$ 356,096
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
Total Capital Projects Funds	\$ 279,052	\$ 134,959	\$ 356,096

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

CITY OF HOLBROOK
Revenues Other Than Property Taxes
Fiscal Year 2021

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
PERMANENT FUNDS			
	\$ _____	\$ _____	\$ _____
	_____	_____	_____
	_____	_____	_____
	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____
	_____	_____	_____
	_____	_____	_____
	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____
	_____	_____	_____
	_____	_____	_____
	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____
	_____	_____	_____
	_____	_____	_____
	\$ _____	\$ _____	\$ _____
Total Permanent Funds	\$ _____	\$ _____	\$ _____
ENTERPRISE FUNDS			
Sanitation Fee	\$ 565,512	\$ 582,774	\$ 489,438
Sanitation Station Revenue	16,000	22,201	22,000
Sanitation Curbside Pickup	6,500		
Sanitation Miscellaneous	14,988	1,387	1,000
	\$ 603,000	\$ 606,362	\$ 512,438
Wastewater Fee	\$ 666,383	\$ 589,175	\$ 596,000
Wastewater Connection Charges	3,150		
Wastewater Miscellaneous	15,500	523	
	\$ 685,033	\$ 589,698	\$ 596,000
Water Fee	\$ 650,679	\$ 641,571	\$ 654,000
Water Charges			
Water Connection Charges	1,225		
Sun Valley		19,578	19,681
Water Miscellaneous	15,500	47,325	50,000
	\$ 667,404	\$ 708,474	\$ 723,681
	\$ _____	\$ _____	\$ _____
	_____	_____	_____
	_____	_____	_____
	\$ _____	\$ _____	\$ _____
Total Enterprise Funds	\$ 1,955,437	\$ 1,904,534	\$ 1,832,119

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

CITY OF HOLBROOK
Revenues Other Than Property Taxes
Fiscal Year 2021

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
INTERNAL SERVICE FUNDS			
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____
_____	\$ _____	\$ _____	\$ _____
Total Internal Service Funds	\$ _____	\$ _____	\$ _____
TOTAL ALL FUNDS	\$ <u>13,794,648</u>	\$ <u>11,854,705</u>	\$ <u>8,989,298</u>

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

CITY OF HOLBROOK
Other Financing Sources/(Uses) and Interfund Transfers
Fiscal Year 2021

FUND	OTHER FINANCING 2021		INTERFUND TRANSFERS 2021	
	SOURCES	(USES)	IN	(OUT)
GENERAL FUND				
To Waster Water	\$ _____	\$ _____	\$ _____	\$ _____
Grants	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total General Fund	\$ _____	\$ _____	\$ _____	\$ _____
SPECIAL REVENUE FUNDS				
Grants	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Special Revenue Funds	\$ _____	\$ _____	\$ _____	\$ _____
DEBT SERVICE FUNDS				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Debt Service Funds	\$ _____	\$ _____	\$ _____	\$ _____
CAPITAL PROJECTS FUNDS				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Capital Projects Funds	\$ _____	\$ _____	\$ _____	\$ _____
PERMANENT FUNDS				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Permanent Funds	\$ _____	\$ _____	\$ _____	\$ _____
ENTERPRISE FUNDS				
Waste Water	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Enterprise Funds	\$ _____	\$ _____	\$ _____	\$ _____
INTERNAL SERVICE FUNDS				
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Internal Service Funds	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL ALL FUNDS	\$ _____	\$ _____	\$ _____	\$ _____

CITY OF HOLBROOK
Expenditures/Expenses by Fund
Fiscal Year 2021

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2020	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2020	ACTUAL EXPENDITURES/ EXPENSES* 2020	BUDGETED EXPENDITURES/ EXPENSES 2021
GENERAL FUND				
City Council	\$ 67,113	\$	\$ 36,540	\$ 53,899
Administration	629,159		632,747	648,604
Community Development	96,168		85,213	97,687
Library	264,968		231,795	273,819
Cemetery, Parks, Recreation	394,879		372,629	404,864
Golf Course	293,351		280,817	330,163
Police	2,267,431		2,398,110	2,197,313
Fire	146,193		151,955	160,764
Facilities	90,518		95,253	97,402
Animal Control	94,349		93,718	106,983
Contingency	100,000			359,147
Fleet Maintenance	146,765		141,577	153,131
Airport	100,272		46,734	79,004
Magistrate	73,544		73,538	73,540
Senior Center	78,958		77,900	82,820
Lodgers	153,598		158,598	134,992
Capital				
Total General Fund	\$ 4,997,266	\$	\$ 4,877,124	\$ 5,254,132
SPECIAL REVENUE FUNDS				
Water adjudication	\$ 150,000	\$	\$ 150,000	\$ 111,000
HURF	950,419		674,174	886,626
Impound	27,501		1,960	29,980
Grants	5,399,895		3,558,787	640,824
JCEF	39,187			39,640
State Fill The Gap	20,023			19,791
Total Special Revenue Funds	\$ 6,587,025	\$	\$ 4,384,921	\$ 1,727,861
DEBT SERVICE FUNDS				
Contingency	\$	\$	\$	\$
Total Debt Service Funds	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS				
Wastewater	\$ 156,398	\$	\$ 42,055	\$ 198,158
Water	122,654		82,296	157,917
Total Capital Projects Funds	\$ 279,052	\$	\$ 124,351	\$ 356,075
PERMANENT FUNDS				
Contingency	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Sanitation	\$ 603,000	\$	\$ 660,509	\$ 512,438
Wastewater	1,089,036		1,068,121	670,045
Water	667,404		677,145	723,681
Total Enterprise Funds	\$ 2,359,440	\$	\$ 2,405,775	\$ 1,906,164
INTERNAL SERVICE FUNDS				
Contingency	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$ 14,222,783	\$	\$ 11,792,171	\$ 9,244,232

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

CITY OF HOLBROOK
Expenditures/Expenses by Department
Fiscal Year 2021

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED	ACTUAL EXPENDITURES/ EXPENSES*	BUDGETED EXPENDITURES/ EXPENSES
	2020	2020	2020	2021
City Clerk:				
General Fund	\$ _____	\$ _____	\$ _____	\$ _____
List other funds	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Department Total	\$ _____	\$ _____	\$ _____	\$ _____

List Department:

General Fund	\$ _____	\$ _____	\$ _____	\$ _____
List other funds	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Department Total	\$ _____	\$ _____	\$ _____	\$ _____

List Department:

General Fund	\$ _____	\$ _____	\$ _____	\$ _____
List other funds	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Department Total	\$ _____	\$ _____	\$ _____	\$ _____

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

CITY OF HOLBROOK
Full-Time Employees and Personnel Compensation
Fiscal Year 2021

FUND	Full-Time Equivalent (FTE)	Employee Salaries and Hourly Costs	Retirement Costs	Healthcare Costs	Other Benefit Costs	Total Estimated Personnel Compensation
	2021	2021	2021	2021	2021	2021
GENERAL FUND	36	\$ 1,713,815	\$ 1,077,437	\$ 424,859	\$ 192,471	\$ 3,408,582
SPECIAL REVENUE FUNDS						
HURF	6	\$ 212,834	\$ 26,008	\$ 68,453	\$ 39,179	\$ 346,474
Total Special Revenue Funds	6	\$ 212,834	\$ 26,008	\$ 68,453	\$ 39,179	\$ 346,474
DEBT SERVICE FUNDS						
		\$	\$	\$	\$	\$
Total Debt Service Funds		\$	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS						
		\$	\$	\$	\$	\$
Total Capital Projects Funds		\$	\$	\$	\$	\$
PERMANENT FUNDS						
		\$	\$	\$	\$	\$
Total Permanent Funds		\$	\$	\$	\$	\$
ENTERPRISE FUNDS						
Sanitation	4	\$ 124,317	\$ 15,192	\$ 49,125	\$ 17,643	\$ 206,277
Wastewater	4	212,236	24,921	54,648	23,024	314,829
Water	4	178,301	21,788	49,280	19,025	268,394
Total Enterprise Funds	12	\$ 514,854	\$ 61,901	\$ 153,053	\$ 59,692	\$ 789,500
INTERNAL SERVICE FUND						
		\$	\$	\$	\$	\$
Total Internal Service Fund		\$	\$	\$	\$	\$
TOTAL ALL FUNDS	54	\$ 2,441,503	\$ 1,165,346	\$ 646,365	\$ 291,342	\$ 4,544,556