

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

**ADMINISTRATIVE CONTROL BOARD
2024 BUDGET PROPOSAL – PUBLIC HEARING – MEETING MINUTES**

November 15, 2023

**NEW HARMONY FIRE STATION
1388 South Old Hwy 91**

Meeting Minutes

I. Open Hearing: Scott Pace

- a. Meeting called to order 7:00 pm.

II. Attendance:

- a. Board Members Present: Clay Huckaby, Chairperson (via telephonically from the hospital); Scott Pace, Vice Chairperson; Darren Adair, Treasurer, Eric Kerns, Member; John Southwick, Member; Cathye Huckaby, Board Clerk/Office Manager.
- a. Fire Department Personnel Present: Jim Banks, Fire Chief, Richard Carter, Fire Lieutenant.
- b. New Harmony Fire Association Personnel: Sonia Steere, President; Tamra Banks, Member; Mary Ellen Southwick, Member.
- c. Community Members: Korina Dorins, Shirley Solomon, Stan Solomon, DeNese Beam, Tim Beam, Patrick Fleckenstein, Doneva Hecker.
- d. Hinton & Burdick Accounting Firm Representative: Kipp Lewis CPA.

III. Presentation of the 2024 Proposed Budget: Kip Lewis, Cathye Huckaby, Jim Banks.

- a. Kip Lewis, Hinton & Burdick CPA (contracted with NHVSSD) assisted Office Manager Cathye Huckaby in preparing the 2024 Proposed Budget for the NHVSSD. He took the lead on presenting the information to the Board. Highlighted points are as follows:
 - Budget vs Actuals FY 2023, January – December, dated 11-15-2023 (See Attachment) was reviewed in detail. The conclusion being that the district did a good job staying within the 2023 budget.
 - Balance Sheet as of 11-15-2023 (See Attached). A discussion occurred about moving the money from the Impact Fee Account to a higher interest yielding account. It was decided to table the discussion until the first of the year 2024.
 - Budget line items and categories have been updated to show a clearer picture in next year's budget. (See Attachment).
 - The 2024 Proposed Budget (See Attachment) was presented and thoroughly reviewed.

IV. Board Follow-up Questions.

- a. Having just been through the mid-year budget review process in August the Board was familiar with the numbers and what was being presented.
- b. Clarification was provided as to the logic behind listing more line items in the budget/QuickBooks which was to further identify specific areas and not as subcategory listings.
- c. It was noted that the increase in revenue, resulting from mill rate increase through the TNT process, will not be received until December of 2024.

V. Community Members Comments.

- a. Members of the community were given an opportunity to ask questions. No questions or comments were offered. The Board thanked those present for their attendance.

VI. Motion:

Motion: A motion was made by Treasurer Darren Adair that the Board adopt the 2024 Budget as proposed and presented. The motion was seconded by John Southwick. Motion passed unanimously by all present.

VII. Meeting Adjourned at 7:31pm

Motion: A motion was made by John Southwick to adjourn the Public Hearing. The motion was seconded by Eric Kerns. Motion carried unanimously by all present.

Institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, and reprisal. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write USAD, Assistant Secretary for Civil Rights Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, S.W., Stop 9410 Washington, DC 20250-9410 Or call toll-free at (866) 632-9992 (English) or (800) 877-8339 (TTD or (866) 377-8642 (English Federal-relay) or (800) 845-6136 (Spanish Federal-relay). USDA is an equal opportunity provider and employer.”

Attachments:

ACB-FB Public Hearing Agenda 11-15-2023

Utah Public Notice of Meeting 11-15-2023

Spectrum 10-27-2023

Community Attendance Sheet

Budget vs Actuals FY 2023, January – December, dated 11-15-2023.

Balance Sheet as of 11-15-2023

NHVSSD Proposed Budget 2024

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

**ADMINISTRATIVE CONTROL BOARD – PUBLIC HEARING
2024 BUDGET REVIEW HEARING**

November 15, 2023

**NEW HARMONY FIRE STATION
1388 South Old Hwy 91**

- I. Meeting Call to Order: R C. Huckaby**
- II. Roll Call/Attendance: C. Huckaby**
- III. Presentation 2024 NHVSSD Budget Proposal: Proposal Presentation: C. Huckaby/Kip Lewis/Jim Banks**
- IV. Board Follow-up Questions:**
- V. Community Comments:**
- VI. Motion: R C. Huckaby**
- VII. Meeting Adjourned:**

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Public Notice for New Harmony Administrative Control Board



From <support@utah.gov>
To <cathye.huckaby@newharmonyfire.org>
Date 2023-10-27 15:23

Utah Public Notice

[New Harmony Administrative Control Board](#)

[NHVSSD -Administrative Control Board - 2024 Budget Review - Public Hearing](#)

Notice Date & Time: 11/15/23 7:00 PM -11/15/23 7:30 PM

Description/Agenda:

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD - PUBLIC HEARING
2024 BUDGET REVIEW HEARING

November 15, 2023

NEW HARMONY FIRE STATION
1388 South Old Hwy 91

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Notice of Special Accommodations:

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Cathye Huckaby at 435 767-1893

Notice of Electronic or telephone participation:

NA

Other information:

Location:

1388 S. Old HWY 91, NEW HARMONY, 84757

Contact information:

Cathye Huckaby , cathye.huckaby@newharmonyfire.org, (435)767-1893

To stop receiving email notifications for this public body, please click this link:

[Unsubscribe](#)

RE: 9460610 11/1 SPECTRUM Public Hearing Add For New Harmony Valley Special Service District



From Gannett Legals Public Notices 3 <ganlegpubnotices3@gannett.com>
To cathye.huckaby@newharmonyfire.org <cathye.huckaby@newharmonyfire.org>
Date 2023-10-27 14:58

Order_Confirmation_Liners - 2023-10-27T175800.035.pdf (~872 KB)

Hello [CATHY],

Please find your order confirmation and proof of ad attached.

Your ad is set to run in [SPECTRUM] on [11/1] for [\$24.26].

The total cost is [\$24.26] which includes an affidavit that can be mailed to you 7-10 business days after the last day of the ad printing. Please reply by [12:00 P.M. MT - MONDAY 10/30] with any changes for the ad.

Your notice is scheduled to run, per your request, and will publish unless you advise otherwise.

In the future, be on the lookout for access to our online self-serve ads portal in your local publication to conveniently place future legal notices.

Thanks,
Joanne Harris
Public Notice Representative

Office: 866-301-5578

-----Original Message-----

From: cathye.huckaby@newharmonyfire.org <cathye.huckaby@newharmonyfire.org>
Sent: Thursday, October 26, 2023 7:06 PM
To: Legal Notices <stg-legal@smgpo.gannett.com>
Subject: 9460610 11/1 SPECTRUM Public Hearing Add For New Harmony Valley Special Service District

Please place the following legal notice on November 1, 2023

PUBLIC HEARING NOTICE
THE NEW HAMONY VALLEY SPECIAL SERVICE DISTRICT - BUDGET REVIEW HEARING The NHVSSD will hold a Public Hearing to review and adoption of the 2024 Budget proposal:
November 15, 2023
7:00
Kolob Fire Station
1388 S. Old Hwy 91 84757
Station 1.435.867.1398 et 1.
The public is welcome to attend

Thank you,

Cathye Huckaby
Office Manager
NHVSSD
1.435.867.1398 ext. 1



Nevada/Utah
GANNETT

Order Confirmation

Not an Invoice

Account Number:	1118969
Customer Name:	New Harmony Special Svc. Dist.
Customer Address:	New Harmony Special Svc. Dist. Po Box 655 New Harmony UT 84757-0655
Contact Name:	CIAL SVC. DIST. NEW HARMONY SPE
Contact Phone:	
Contact Email:	
PO Number:	

Date:	10/27/2023
Order Number:	9460610
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	23.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
STG St George Spectrum	1	11/01/2023 - 11/01/2023	Public Notices
STG thespectrum.com	1	11/01/2023 - 11/01/2023	Public Notices

Order Confirmation Amount

\$24.26

**PUBLIC HEARING
NOTICE**

**THE NEW HAMONY
VALLEY SPECIAL
SERVICE DISTRICT -
BUDGET REVIEW HEAR-
ING** The NHVSSD will hold
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**Kolob Fire Station
1388 S. Old Hwy 91 84757
Station 1.435.867.1398 et 1.**
The public is welcome to
attend

**PUB#9460610
Published
November 1, 2023
The Spectrum
UPAXLP**

New Harmony Valley Special Service District

Budget vs. Actuals: FY 202310000 - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Charge for Services	4,988.16	13,000.00	-8,011.84	38.37 %
Dividend	46.03		46.03	
Donations	250.00	5,000.00	-4,750.00	5.00 %
Grants	18,030.00	10,000.00	8,030.00	180.30 %
Impact Fee Revenue	44,427.50	35,000.00	9,427.50	126.94 %
Property Tax	17,822.89	121,400.00	-103,577.11	14.68 %
Refunds	244.45		244.45	
Sales of Product Income	-383.41		-383.41	
Uncategorized Income		13,000.00	-13,000.00	
Total Income	\$85,425.62	\$197,400.00	\$ -111,974.38	43.28 %
GROSS PROFIT	\$85,425.62	\$197,400.00	\$ -111,974.38	43.28 %
Expenses				
Administration		37,000.00	-37,000.00	
Accounting (HintonBurdick)	9,383.48		9,383.48	
Bank service Charge	20.00		20.00	
Chief Banks	3,160.00		3,160.00	
Office Manager	9,000.00		9,000.00	
Postage	553.57		553.57	
Printing	1,295.51		1,295.51	
Total Administration	23,412.56	37,000.00	-13,587.44	63.28 %
Call out reimbursement	23,640.00	21,000.00	2,640.00	112.57 %
Contracted Services		6,000.00	-6,000.00	
Drug Testing	150.00		150.00	
E Dispatches	792.00		792.00	
ESO	1,738.33		1,738.33	
Lexipol	922.32		922.32	
Other	625.61		625.61	
Professional Organizations/ Dues	661.98		661.98	
Streamline Web Services	800.00		800.00	
Total Contracted Services	5,690.24	6,000.00	-309.76	94.84 %
Debt Service	1,415.00		1,415.00	
Election Costs		2,000.00	-2,000.00	
Emergency Medical Response	2,964.30	1,000.00	1,964.30	296.43 %
Insurance		15,000.00	-15,000.00	
Auto	5,419.53		5,419.53	
Bonding	175.00		175.00	
Liability Insurance	1,152.31		1,152.31	
Property	3,500.00		3,500.00	
Workers Comp	952.00		952.00	
Total Insurance	11,198.84	15,000.00	-3,801.16	74.66 %
Operations Maintenance & Repair	113.63	27,500.00	-27,386.37	0.41 %

New Harmony Valley Special Service District

Budget vs. Actuals: FY 202310000 - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Equipment Repair	24,259.65		24,259.65	
Fuel	3,437.67		3,437.67	
Total Operations Maintenance & Repair	27,810.95	27,500.00	310.95	101.13 %
Purchase of Fixed Assets	210.73	5,000.00	-4,789.27	4.21 %
Purchase Buildings and Improve	13,427.50		13,427.50	
Purchase Machinery and Equip	8,250.00		8,250.00	
Total Purchase of Fixed Assets	21,888.23	5,000.00	16,888.23	437.76 %
Safety Equipment		10,000.00	-10,000.00	
Turn-Outs	9,881.00		9,881.00	
Wildland Uniforms	866.92		866.92	
Total Safety Equipment	10,747.92	10,000.00	747.92	107.48 %
Station Supplies	143.48	14,800.00	-14,656.52	0.97 %
Bay Station Supplies	846.34		846.34	
Office Supplies	821.44		821.44	
Small Machinery & Equipment	2,765.72		2,765.72	
Truck Supplies	42.56		42.56	
Total Station Supplies	4,619.54	14,800.00	-10,180.46	31.21 %
Training	8,062.42	11,100.00	-3,037.58	72.63 %
Travel, Meals, Mileage	1,071.96	1,000.00	71.96	107.20 %
Hotels	371.48		371.48	
Meals	97.12		97.12	
Total Travel, Meals, Mileage	1,540.56	1,000.00	540.56	154.06 %
UTILITIES	715.00	12,000.00	-11,285.00	5.96 %
Gas and Electric	4,114.36		4,114.36	
Internet Access	1,523.55		1,523.55	
Telephone	1,300.00		1,300.00	
Waste Dumpster	3,541.69		3,541.69	
Total UTILITIES	11,194.60	12,000.00	-805.40	93.29 %
Total Expenses	\$154,185.16	\$163,400.00	\$ -9,214.84	94.36 %
NET OPERATING INCOME	\$ -68,759.54	\$34,000.00	\$ -102,759.54	-202.23 %
Other Income				
Interest Income	5,364.14	1,000.00	4,364.14	536.41 %
Total Other Income	\$5,364.14	\$1,000.00	\$4,364.14	536.41 %
Other Expenses				
Contingency Fund	-1.00		-1.00	
Contribution to Fund Balance		35,000.00	-35,000.00	
Interest Expense	4.38		4.38	
Total Other Expenses	\$3.38	\$35,000.00	\$ -34,996.62	0.01 %
NET OTHER INCOME	\$5,360.76	\$ -34,000.00	\$39,360.76	-15.77 %
NET INCOME	\$ -63,398.78	\$0.00	\$ -63,398.78	0.00%

New Harmony Valley Special Service District

Balance Sheet

As of November 15, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
State Bank - Building Fund	576.46
State Bank - Capital Projects	4.48
State Bank - Contingency Fund	23,047.40
State Bank - General Fund	10,800.11
State Bank - Impact Fees	256,528.96
Total Bank Accounts	\$290,957.41
Other Current Assets	
Due from other governments	12,278.43
Total Other Current Assets	\$12,278.43
Total Current Assets	\$303,235.84
Fixed Assets	
General Fixed Assets	6,725.09
Buildings and Improvements	335,373.53
Emergency Vehicles	439,249.00
Land	8,750.00
Machinery and Equipment	347,324.17
Total General Fixed Assets	1,137,421.79
Total Fixed Assets	\$1,137,421.79
Other Assets	
Construction in Progress	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$1,440,657.63
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
*Accounts Payable	93.11
Total Accounts Payable	\$93.11
Other Current Liabilities	
Accounts Payable	0.00
Accrued Interest Payable	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$93.11

BUDGET LINE ITEMS AND CATEGORIES

ACCOUYNING

- Hinton & Burdick

ADMINISTRATION

- Postage
- Printing

CALL-OUT

- Stipend for responding to a call

CAPITL OUTLAY

-

CONTRACTED / PROFESSIONAL SERVICES

- Lexipol
- Streamline Web Services
- E Dispatches
- ESO
- Professional Organizations/Dues (NFDA UHA, Fire Chief, UASD)
- Drug Testing
- Background
- Other

DEBT SERVICE

-

DEPRECIATION

-

ELECTION COST

- Washington County

EMERGENCY MEDICAL RESPONSE

-

INSURANCE

- WCH
- Utah Local Trust

INTEREST

-

FIRE CHIEF

-

MISCELLANEOUS

- Impact Fee Study

OFFICE MANAGER

-

OPERATIONS/MAINTENEANCE AND REPAIR

- Vehicle/Equipment Maintenance/Repair
- Building Repair
- Fuel
- Other

PURCHASE OF FIXED ASSESTS (Land, buildings, machinery, vehicles, leasehold improvements. Any Asset that is expected to be in use for more than one year is considered a fixed asset.)

- Land
- Buildings
- Machinery
- Vehicles
- Leasehold Improvements
-

STATION SUPPLIES

- Bay Station Supplies
- Truck Supplies
- Office Supplies
- Machinery/Equipment
- Rental Equipment
- Other

SAFETY EQUIPMENT -

- Turn-Outs
- SCBAs
- Wildland Equipment
- Wildland Uniforms
- Class A/B Uniforms
- Safety Vests
- Helmets
- Flashlights
- Miscellaneous
- Inspections
- Other

SALARIES AND BENEFITS

-

TRAINING

- Outside Training Source
- Fire School
- UVFA
-

TRAVEL/MEALS/MILEAGE

- Mileage
- Meals
- Hotels
- Miscel. Reimbursement

UTLITILES

- Trash
- Gas
- Electric
- Internet
- Pest Control
- Telephone

Local and Special Service Districts Proposed Budget

Name: **New Harmony Valley Special Service District**
Fiscal Year: **2024**

Form: SD-BUD-1-2012

Part I General and Enterprise Fund Project Fund

	General Fund			Enterprise Fund		
	Actual Expenses			Actual Expenses		
	Prior Year 2022	Current Year 2023	Budget 2024	Prior Year 2022	Current Year 2023	Budget 2024
(a)						
Revenues						
1.1 Taxes: Property Tax	111,633.00	17,822.00	110,000.00			
1.2 Other:						
1.3 Fee in Lieu of Taxes						
1.4 Charges for Services	13,216.00	4,988.00	7,500.00			
1.5 Interest Income	1,312.00	5,410.00	6,000.00			
1.6 Impact Fee	59,250.00	44,428.00	35,000.00			
1.7 Donations	52,252.00	250.00	2,000.00			
1.8 Grants		18,030.00	10,000.00			
Other Financing Sources:						
1.9 Transfers from Other Funds	-	-	-			
1.10 Contribution from Fund Balance		59,712.00	49,385.00			
1.11						
1.12	237,663.00	150,640.00	219,885.00	0	0	0
Total Revenues						
Expenses						
2.1 Salaries and Benefits	-	-	-			
2.2 Other Operating Expenses	-	-	-			
2.3 Depreciation	-	-	-			
2.4 Capital Outlay	-	-	-			
2.5 Debt Service	-	-	33,000.00			
2.6 Contracted Service (Drug testing, e Dispatches)	-	5,505.00	8,965.00			
2.7 Administration (printing, postage, bank charges)	3,729.00	1,712.00	1,600.00			
2.8 Call - Out	20,932.00	23,640.00	26,000.00			
2.9 Election Cost	1,721.00	-	-			
2.11 Emerg. Med. Response	-	2,965.00	3,500.00			
2.12 Insurance	14,175.00	11,200.00	15,000.00			
2.13 Operations/Maintenance/Repair	29,867.00	27,810.00	27,500.00			
2.14 Purchase of Fixed Assets	32,430.00	21,900.00	5,000.00			
2.15 Station Supplies	9,550.00	4,620.00	14,800.00			
2.16 Training	10,353.00	8,065.00	9,800.00			
2.15 Travel, Meals, Mileage	305.00	1,540.00	1,400.00			
2.17 Safety Equipment	1,660.00	10,750.00	10,000.00			
2.17 Utilities	12,275.00	10,200.00	12,000.00			
2.18 Miscellaneous (impact fee study)	-	-	4,000.00			
2.19 Interest	35.00	1,420.00	11,320.00			
2.2 Fire Chief		2,160.00	12,000.00			
2.21 Accounting Services	11,645.00	9,383.00	12,000.00			
2.22 Office Manager	10,750.00	7,770.00	12,000.00			
Other Financing Uses:						
2.2 Transfers to Other Funds						
2.21 Contribution to Fund Balance	78,236.00	-	-			
2.22						
2.23						
Total Expenditures / Expenses	237,663.00	150,640.00	219,885.00	0	0	0
Net Income / (Loss)	-	-	-	0	0	0

**Local and Special Service Districts
Proposed Budget**

Name: **New Harmony Valley Special Service District**
Fiscal Year: **2024**

Form: SB-BUD-1-2012

Part I General and Enterprise Fund Project Fund

	General Fund			Enterprise Fund		
	Actual Expenses	Current Year	Budget	Actual Expenses	Current Year	Budget
	Prior Year	2023	2024	Prior Year	2023	2024
(a)						
Revenues						
1.1 Taxes: Property Tax	111,633.00	17,822.00	110,000.00			
1.2 Other:						
1.3 Fee in Lieu of Taxes						
1.4 Charges for Services	13,216.00	4,988.00	7,500.00			
1.5 Interest Income	1,312.00	5,410.00	6,000.00			
1.6 Impact Fee	59,250.00	44,428.00	35,000.00			
1.7 Donations	52,252.00	250.00	2,000.00			
1.8 Grants		18,030.00	10,000.00			
Other Financing Sources:						
1.9 Transfers from Other Funds	-	-	-			
1.10 Contribution from Fund Balance		59,712.00	49,385.00			
1.11						
1.12	237,663.00	150,640.00	219,885.00	0	0	0
Total Revenues						
Expenses						
2.1 Salaries and Benefits	-	-	-			
2.2 Other Operating Expenses	-	-	-			
2.3 Depreciation	-	-	-			
2.4 Capital Outlay	-	-	-			
2.5 Debt Service	-	-	33,000.00			
2.6 Contracted Service (Drug testing, e Dispatches)	-	5,505.00	8,965.00			
2.7 Administration (printing, postage, bank charges)	3,729.00	1,712.00	1,600.00			
2.8 Call - Out	20,932.00	23,640.00	26,000.00			
2.9 Election Cost	1,721.00	-	-			
2.11 Emerg. Med. Respose	-	2,965.00	3,500.00			
2.12 Insurance	14,175.00	11,200.00	15,000.00			
2.13 Operations/Maintenance/Repair	29,867.00	27,810.00	27,500.00			
2.14 Purchase of Fixed Assets	32,430.00	21,900.00	5,000.00			
2.15 Station Supplies	9,550.00	4,620.00	14,800.00			
2.16 Training	10,353.00	8,065.00	9,800.00			
2.15 Travel, Meals, Mileage	305.00	1,540.00	1,400.00			
2.17 Safety Equipment	1,660.00	10,750.00	10,000.00			
2.17 Utilities	12,275.00	10,200.00	12,000.00			
2.18 Miscellaneous (impact fee study)	-	-	4,000.00			
2.19 Interest	35.00	1,420.00	11,320.00			
2.2 Fire Chief		2,160.00	12,000.00			
2.21 Accounting Services	11,645.00	9,383.00	12,000.00			
2.22 Office Manager	10,750.00	7,770.00	12,000.00			
Other Financing Uses:						
2.2 Transfers to Other Funds						
2.21 Contribution to Fund Balance	78,236.00	-	-			
2.22						
2.23						
Total Expenditures / Expenses	237,663.00	150,640.00	219,885.00	0	0	0
Net Income / (Loss)	-	-	-	0	0	0