

NOTICE OF MEETING LOCATION CHANGE

The Hastings City/Barry County Airport Commission will be holding their regular meeting at **10:00 AM on Wednesday, June 24, 2020** in Hanger M located to the north-west of the terminal building in response to the concerns of COVID-19 to allow for proper social distancing. This is a regular meeting of the Airport Commission. Please park in the main parking lot.

AGENDA
HASTINGS CITY / BARRY COUNTY AIRPORT COMMISSION
REGULAR MEETING
June 24, 2020

1. Call to Order at 10:00 a.m. at Hanger M to the Northwest of the Airport Terminal Building.
2. Pledge of Allegiance
3. Roll Call
4. *Approval of Agenda
5. **Limited Public Comment
6. *Approval of the minutes of the April 22, 2020 Regular Meeting of the Airport Commission.
7. Financial Reports
 - A. *Consider approval of the April and May 2020 Financial Reports
8. Old Business
 - A. Lease for Affordable Metals
9. New Business
 - A. Open and receive bids for Tractor.
 - B. Discuss \$30,000 Cares Act Grant.
 - C. Discuss fencing for the Airport.
10. Airport Manager's Report
11. Board Comments
12. ** Limited Public Comment
13. Adjournment

* Indicates Attachment

**** Guidelines for Public Comment**

Public Comments is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

Hastings City / Barry County Airport Commission
Draft Meeting Minutes
April 22, 2020

1. **Call to Order.** The meeting was called to order by Chairperson Holley at 10:00 a.m.
2. **Pledge of Allegiance.** Holley led those present in the recitation of the Pledge of Allegiance.
3. **Roll Call.** Roll was taken. Present: Smelker, Conner, Bowers, Tossava, and Holley. Absent: None.
4. **Approval of Agenda.** Holley asked for any additions or amendments to the agenda. None presented.

Motion by Smelker, second by Conner to approve the agenda for today's meeting as presented.

In favor: Conner, Smelker, Bowers, Tossava, and Holley.
Opposed: None.

Motion carried.

5. **Approval of Minutes.** Holley asked for comments regarding the draft minutes of the February 26, 2020 regular meeting of the Airport Commission.

Motion by Smelker, second by Bowers to approve the minutes of the February 26, 2020 regular meeting of the Airport Commission.

In favor: Conner, Smelker, Bowers, Tossava, and Holley.
Opposed: None.

Motion carried.

6. **Financial Reports.** Holley introduced discussion regarding the March 2020 Airport Fund financial report. Brown gave a summary.

Conner asked about donated legal fees, will it be a reimbursement, are over budget? Noteboom noted money was received, budget amendment will be needed.

Motion by Smelker, second by Tossava to accept and place on file the financial reports for March 2020.

In favor: Conner, Smelker, Bowers, Tossava, and Holley.
Opposed: None.

Motion carried.

7. **New Business.** Holley introduced new business.

Approve compliance letter to the State of Michigan.

Bowers announced that he did not agree with the letter, 3 years is too long at most should be 1 year. Also feels that the fees for the lease should go to the General Fund for the Airport. Holley noted that 3 years is not unreasonable when you take into account that building of a new facility.

Tossava noted that the focus should be on the violation of a non-aeronautical business, the eviction notice and length of 3 years, and the chairperson and manager have the ability to draft this letter.

Bowers noted that the Board should have been in on the decision. Conner noted that this should have been a Board decision. Holley noted that there was a deadline and as chairperson was told by Board members to take action and create a plan to tentatively move forward. This plan will go back to the State once the Board approves.

Noteboom noted that 2 years ago when the same complaint was brought by VanLiere the Board instructed the Manager to handle with the Chairperson. Bowers noted still should be Board decision because of the magnitude of the situation.

Motion by Tossava, second by Smelker to approve compliance letter to the State of Michigan. Smelker noted that he agreed with letter but possible to remove 3 year lease. Tossava asked about taxes because of federal land. Noteboom noted there is not property tax. Larry Watson noted that personal property tax is not assessed if under \$80,000 in assets. Smelker called other airports to see if any had similar situations. The quicker airport gets past having non-aeronautical businesses the better. Conner stated that she wished the Board would get information from State to be able to reference. Holley noted that all Board members received the letter from Bryan Budds. Bowers noted it was received too late and should change from 3 years to 1 year. Noteboom noted it would be more than fair to have no less than 2 years for the business to move and the current letter was drafted by the former compliance officer for Board approval. Tossava noted that he would amend motion to be 2 years, there was no second.

In favor: Tossava and Holley

Opposed: Conner, Smelker, and Bowers

Motion failed.

Motion by Bowers, second by Tossava to approve compliance letter with 1 year extension of lease.

In favor: Bowers

Opposed: Conner, Smelker, Tossava, and Holley

Motion failed.

Motion by Smelker, second by Tossava to approve compliance letter to the State of Michigan with 18 month extension on lease.

In favor: Smelker, Bowers, Tossava, and Holley
Opposed: Conner

Motion carried.

Approve amendment to Noteboom Lease.

Noteboom stated that he would rewrite lease and bring back to Board.

Smelker noted that if lease was rewritten with contract end date 18-months from now, the Board should be able to approve immediately.

Motion by Smelker, second by Bowers to approve the amendment to Noteboom Lease with an October 31, 2021 end date. Conner noted that documents should be given to the Board for approval.

In favor: Smelker, Bowers, Tossava, and Holley
Opposed: Conner

Motion carried.

8. **Airport Manager's Report.** Holley introduced discussion regarding the Airport Manger's Report. Noteboom presented and explained the Airport Manager's report. Conner questioned if the grant application that was referenced in the report was signed by the Manager. Noteboom stated it came in yesterday and needed to be out in a short time, this is something that has always been handled by the Manager. Conner stated that correspondences need to be seen by the Board.

9. **Board Comments.** Holley asked for additional comments from the Airport Commission.

Smelker asked for a report on the deer population and hunting permits. Noteboom noted that it is not currently an issue. The herd appears to have moved on.

10. **Limited Public Comment.** Holley asked for limited comment from the public.

Randy VanLiere asked if Noteboom and Larry Baum were still moving forward to privatize the airport. It was noted that this is time for Public Comment, not questions. VanLiere than asked when is the appropriate time for public questions. Noteboom agreed to respond, not his plan, up to City and County for discussion.

VanLiere then questioned how leases are done with buildings that are leasing airport property?

Michael Dantuma stated that the previous owner did not sell the buildings to Noteboom. Any sale of buildings on airport property must go through grant assurances.

Matt Spencer noted that the lease amount listed was very low and Board should renegotiate the lease. Smelker clarified that the lease is per square foot of land. Spencer made a formal request to have a discussion on Board agreement for leases on airport property. Noted that Holley and Czarnecki will work to make sure on next agenda.

Brenda Velmoor noted that there should be the ability for the public to ask questions.

11. **Adjournment.** Motion by Bowers, second by Smelker to adjourn at 11:05 a.m.

Motion carried.

Submitted by: Jerry Czarnecki, Administrative Secretary

Revenue Status Report

BARRY COUNTY
 4/1/2020 through 4/30/2020

295 AIRPORT FUND

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
000 DEPT					
000-580-000 CONTRIBUTIONS FROM LOCAL UNITS CONT	0.00	0.00	0.00	0.00	0.00
000-608-000 HANGER RENT & TIE DOWN FEES	130,000.00	14,327.30	61,977.50	68,022.50	47.68
000-608-010 NEW HANGER RENT	0.00	0.00	0.00	0.00	0.00
000-609-050 OTHER	1,000.00	0.00	0.00	1,000.00	0.00
000-648-000 SALE OF GAS	182,784.00	5,575.37	33,772.76	149,011.24	18.48
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	3,500.00	0.00	4,953.97	-1,453.97	141.54
000-679-010 MISC REIMBURSEMENT	0.00	0.00	26.97	-26.97	0.00
Total AIRPORT FUND	317,284.00	19,902.67	100,731.20	216,552.80	31.75
Grand Total	317,284.00	19,902.67	100,731.20	216,552.80	31.75

Expenditure Status Report

BARRY COUNTY
 4/1/2020 through 4/30/2020

295 AIRPORT FUND

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
895 AIRPORT						
895-708-000 CONTRACTUAL SALARIES	79,000.00	6,583.33	26,333.32	0.00	52,666.68	33.33
895-727-000 OFFICE SUPPLIES	550.00	0.00	101.39	0.00	448.61	18.43
895-729-000 POSTAGE	180.00	0.00	165.00	0.00	15.00	91.67
895-734-000 SALES TAX	10,200.00	208.38	855.35	0.00	9,344.65	8.39
895-745-000 GAS & OIL	300.00	0.00	0.00	0.00	300.00	0.00
895-748-000 OTHER SUPPLIES	400.00	206.01	259.00	0.00	141.00	64.75
895-802-010 ARCHITECT/ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00
895-806-000 LEGAL FEES	500.00	4,676.86	19,091.86	0.00	-18,591.86	3,818.37
895-807-000 DUES-SUBSCRIPTIONS	50.00	0.00	985.00	0.00	-935.00	1,970.00
895-808-000 CONTRACTUAL SERV/SNOW PLOWING	0.00	0.00	0.00	0.00	0.00	0.00
895-809-000 SERVICE CONTRACTS	1,250.00	0.00	0.00	0.00	1,250.00	0.00
895-816-000 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
895-851-000 TELEPHONE & FAX	1,680.00	0.00	281.13	0.00	1,398.87	16.73
895-910-000 INSURANCE	6,600.00	0.00	1,554.35	0.00	5,045.65	23.55
895-921-000 UTILITIES	10,000.00	840.65	4,146.36	0.00	5,853.64	41.46
895-925-000 TRASH PICKUP	700.00	50.00	200.00	0.00	500.00	28.57
895-931-000 BUILDING REPAIRS & MAINTENANCE	2,500.00	0.00	0.00	0.00	2,500.00	0.00
895-932-000 EQUIPMENT REPAIRS & MAINT	3,000.00	1,189.50	2,229.84	0.00	770.16	74.33
895-960-000 MISCELLANEOUS EXPENSES	500.00	0.00	0.00	0.00	500.00	0.00
895-960-100 BANK OR CREDIT CARD FEES	8,400.00	140.23	902.93	0.00	7,497.07	10.75
895-974-000 CAPITAL OUTLAY/LAND IMPROVEMENTS	3,500.00	0.00	0.00	0.00	3,500.00	0.00
895-975-000 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00
895-976-000 CAPITAL OUTLAY/5 YEAR MATCH	3,500.00	0.00	0.00	0.00	3,500.00	0.00
895-977-000 CAPITAL OUTLAY/MACHINERY & EQUIPMENT	3,000.00	0.00	0.00	0.00	3,000.00	0.00
895-979-000 CAPITAL OUTLAY/YARD & BUILDING	7,000.00	0.00	0.00	0.00	7,000.00	0.00
895-979-010 GAS TANK	154,000.00	13,528.81	45,915.09	0.00	108,084.91	29.81
895-990-000 AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	296,810.00	27,423.77	103,020.62	0.00	193,789.38	34.71

ACCUMULATED PAID LIST
Period Ending 4/2020 Fiscal Period 4 Year 2020

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date	
295 AIRPORT FUND							
895 AIRPORT							
295-895-708-000							
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	243 04/01/2020	295-895-708-000	AIRPORT/APRIL	\$6,583.33	315761	04/02/2020 C
				ACCOUNT TOTAL	6,583.33		
				DEPARTMENT TOTAL	\$6,583.33		
023425	STATE OF MICHIGAN	2020/3 04/01/2020	295-895-734-000	STATE WITHHOLDING/APRIL	\$208.38	315770	04/02/2020 C
				ACCOUNT TOTAL	208.38		
				DEPARTMENT TOTAL	\$208.38		
048744	TRACTOR SUPPLY CO., HASTINGS AIRPORT	873472 04/01/2020	295-895-748-000	AIRPORT/STEEL PADLOCKS	\$19.99	315776	04/02/2020 C
034865	HASTINGS ACE HARDWARE	1939761 04/08/2020	295-895-748-000	AIRPORT/PIPE CONNECTOR	\$7.99	315820	04/09/2020 C
034865	HASTINGS ACE HARDWARE	1942055 04/08/2020	295-895-748-000	AIRPORT/LIGHT BULBS	\$11.98	315820	04/09/2020 C
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	257 04/08/2020	295-895-748-000	AIRPORT/REIMBURSE/SUPPLIES	\$89.06	315834	04/09/2020 C
048744	TRACTOR SUPPLY CO., HASTINGS AIRPORT	874595 04/08/2020	295-895-748-000	AIRPORT/FERTILIZER	\$76.99	315856	04/09/2020 C
				ACCOUNT TOTAL	206.01		
				DEPARTMENT TOTAL	\$206.01		
053876	HONIGMAN LLP	1566660 04/22/2020	295-895-806-000	AIRPORT/#458482	\$190.00	316026	04/23/2020 C
053876	HONIGMAN LLP	1566659 04/22/2020	295-895-806-000	AIRPORT/#457258	\$4,486.86	316026	04/23/2020 C
				ACCOUNT TOTAL	4,676.86		
				DEPARTMENT TOTAL	\$4,676.86		
008300	CONSUMERS ENERGY, PAYMENT CENTE	203053024449 04/15/2020	295-895-921-000	AIRPORT	\$57.69	315954	04/16/2020 C
014546	GREAT LAKES ENERGY	23 04/22/2020	295-895-921-000	AIRPORT	\$782.96	316022	04/23/2020 C
				ACCOUNT TOTAL	840.65		
				DEPARTMENT TOTAL	\$840.65		
051099	JIM'S PICKUP SERVICE	256 04/08/2020	295-895-925-000	AIRPORT/APRIL/JCOM0050	\$50.00	315824	04/09/2020 C
				ACCOUNT TOTAL	50.00		
				DEPARTMENT TOTAL	\$50.00		
024748	HASTINGS AUTO SUPPLY	031463 04/01/2020	295-895-932-000	AIRPORT/COMMERCIAL BATTERY	\$123.04	315753	04/02/2020 C
012605	FIRE PROS INC	1787449 04/08/2020	295-895-932-000	AIRPORT/FIRE EXTINGUISHERS	\$457.00	315815	04/09/2020 C
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	296 04/29/2020	295-895-932-000	AIRPORT/REIMBURSE REBUILD KIT	\$263.46	316177	04/30/2020 C
053616	TURBINE CONVERSIONS LTD.	31-2094 04/29/2020	295-895-932-000	AIRPORT/REPLACE CABLES ON HAN	\$346.00	316195	04/30/2020 C
				ACCOUNT TOTAL	1,189.50		
				DEPARTMENT TOTAL	\$1,189.50		
046076	AVFUEL CORP.	013412618 04/01/2020	295-895-979-010	AIRPORT/FUEL	\$13,528.81	315725	04/02/2020 C
				ACCOUNT TOTAL	13,528.81		

BARRY COUNTY
06/10/2020

ACCUMULATED PAID LIST
Period Ending 4/2020 Fiscal Period 4 Year 2020

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date
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295 AIRPORT FUND

FUND TOTAL	\$27,283.54
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Add Bank/credit card fees	<u>140.23</u>
TOTAL	\$24,423.77

Revenue Status Report

BARRY COUNTY
 5/1/2020 through 5/31/2020

295 AIRPORT FUND

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
000 DEPT					
000-580-000 CONTRIBUTIONS FROM LOCAL UNITS CONT	0.00	0.00	0.00	0.00	0.00
000-608-000 HANGER RENT & TIE DOWN FEES	130,000.00	8,027.50	70,005.00	59,995.00	53.85
000-608-010 NEW HANGER RENT	0.00	0.00	0.00	0.00	0.00
000-609-050 OTHER	1,000.00	0.00	0.00	1,000.00	0.00
000-648-000 SALE OF GAS	182,784.00	10,842.94	44,615.70	138,168.30	24.41
000-675-000 DONATIONS	0.00	0.00	0.00	0.00	0.00
000-679-000 MISC REVENUE	3,500.00	1,900.00	6,853.97	-3,353.97	195.83
000-679-010 MISC REIMBURSEMENT	0.00	0.00	26.97	-26.97	0.00
Total AIRPORT FUND	317,284.00	20,770.44	121,501.64	195,782.36	38.29
Grand Total	317,284.00	20,770.44	121,501.64	195,782.36	38.29

Expenditure Status Report

BARRY COUNTY
 5/1/2020 through 5/31/2020

295 AIRPORT FUND

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
895 AIRPORT						
895-708-000 CONTRACTUAL SALARIES	79,000.00	6,583.33	32,916.65	0.00	46,083.35	41.67
895-727-000 OFFICE SUPPLIES	550.00	0.00	101.39	0.00	448.61	18.43
895-729-000 POSTAGE	180.00	0.00	165.00	0.00	15.00	91.67
895-734-000 SALES TAX	10,200.00	336.47	1,191.82	0.00	9,008.18	11.68
895-745-000 GAS & OIL	300.00	0.00	0.00	0.00	300.00	0.00
895-748-000 OTHER SUPPLIES	400.00	0.00	259.00	0.00	141.00	64.75
895-802-010 ARCHITECT/ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00
895-806-000 LEGAL FEES	500.00	760.00	19,851.86	0.00	-19,351.86	3,970.37
895-807-000 DUES-SUBSCRIPTIONS	50.00	0.00	985.00	0.00	-935.00	1,970.00
895-808-000 CONTRACTUAL SERV/SNOW PLOWING	0.00	0.00	0.00	0.00	0.00	0.00
895-809-000 SERVICE CONTRACTS	1,250.00	0.00	0.00	0.00	1,250.00	0.00
895-816-000 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
895-851-000 TELEPHONE & FAX	1,680.00	0.00	281.13	0.00	1,398.87	16.73
895-910-000 INSURANCE	6,600.00	0.00	1,554.35	0.00	5,045.65	23.55
895-921-000 UTILITIES	10,000.00	953.26	5,099.62	0.00	4,900.38	51.00
895-925-000 TRASH PICKUP	700.00	50.00	250.00	0.00	450.00	35.71
895-931-000 BUILDING REPAIRS & MAINTENANCE	2,500.00	62.00	62.00	0.00	2,438.00	2.48
895-932-000 EQUIPMENT REPAIRS & MAINT	3,000.00	0.00	2,229.84	0.00	770.16	74.33
895-960-000 MISCELLANEOUS EXPENSES	500.00	91.94	91.94	0.00	408.06	18.39
895-960-100 BANK OR CREDIT CARD FEES	8,400.00	254.82	1,157.75	0.00	7,242.25	13.78
895-974-000 CAPITAL OUTLAY/LAND IMPROVEMENTS	3,500.00	0.00	0.00	0.00	3,500.00	0.00
895-975-000 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00
895-976-000 CAPITAL OUTLAY/5 YEAR MATCH	3,500.00	0.00	0.00	0.00	3,500.00	0.00
895-977-000 CAPITAL OUTLAY/MACHINERY & EQUIPMENT	3,000.00	0.00	0.00	0.00	3,000.00	0.00
895-979-000 CAPITAL OUTLAY/YARD & BUILDING	7,000.00	0.00	0.00	0.00	7,000.00	0.00
895-979-010 GAS TANK	154,000.00	0.00	45,915.09	0.00	108,084.91	29.81
895-990-000 AIRPORT LOAN PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total AIRPORT FUND	296,810.00	9,091.82	112,112.44	0.00	184,697.56	37.77

Invoice #	Inv. Date	Account Number	Description	Invoice Amount	Check Number	Check Date	
295 AIRPORT FUND							
895 AIRPORT							
295-895-708-000							
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	1029 05/05/2020	295-895-708-000	AIRPORT/MAY	\$6,583.33	316257	05/07/2020 C
				ACCOUNT TOTAL	6,583.33		
				DEPARTMENT TOTAL	\$6,583.33		
023425	STATE OF MICHIGAN	300017796337 05/06/2020	295-895-734-000	TREASURY/STATE WITHHOLDING	\$162.10	316275	05/07/2020 C
023425	STATE OF MICHIGAN	10029707465 05/27/2020	295-895-734-000	COUNTY OF BARRY/AIRPORT FUEL	\$174.37	316577	05/28/2020 C
				ACCOUNT TOTAL	336.47		
				DEPARTMENT TOTAL	\$336.47		
053876	HONIGMAN LLP	1572800 05/12/2020	295-895-806-000	AIRPORT/PROFESSIONAL SERVICE	\$760.00	316386	05/14/2020 C
				ACCOUNT TOTAL	760.00		
				DEPARTMENT TOTAL	\$760.00		
044500	ANDERSON, MARK	1147 05/13/2020	295-895-921-000	AIRPORT/REIMBURSEMENT WATER F	\$129.99	316335	05/14/2020 C
008300	CONSUMERS ENERGY, PAYMENT CENTER	26078777369 05/12/2020	295-895-921-000	AIRPORT/GAS CHARGES	\$42.85	316362	05/14/2020 C
014546	GREAT LAKES ENERGY	1156 05/20/2020	295-895-921-000	AIRPORT/METERS	\$42.13	316437	05/21/2020 C
014546	GREAT LAKES ENERGY	1156 05/20/2020	295-895-921-000	AIRPORT/METERS	\$98.03	316437	05/21/2020 C
014546	GREAT LAKES ENERGY	1156 05/20/2020	295-895-921-000	AIRPORT/METERS	\$640.26	316437	05/21/2020 C
				ACCOUNT TOTAL	953.26		
				DEPARTMENT TOTAL	\$953.26		
051099	JIM'S PICKUP SERVICE	1146 05/12/2020	295-895-925-000	AIRPORT/TRASH PICKUP	\$50.00	316391	05/14/2020 C
				ACCOUNT TOTAL	50.00		
				DEPARTMENT TOTAL	\$50.00		
041972	NOTEBOOM CONSTRUCTION &, MANAGEM	1149 05/06/2020	295-895-931-000	AIRPORT/REIMBURSEMENT FOR PAR	\$62.00	316257	05/07/2020 C
				ACCOUNT TOTAL	62.00		
				DEPARTMENT TOTAL	\$62.00		
029050	REMINDER, THE	331022 05/06/2020	295-895-960-000	AIRPORT	\$70.47	316267	05/07/2020 C
048744	TRACTOR SUPPLY CO., HASTINGS AIRPORT	605285 05/12/2020	295-895-960-000	AIRPORT/POISON PELLETS/SUPPLIES	\$21.47	316418	05/14/2020 C
				ACCOUNT TOTAL	91.94		
				DEPARTMENT TOTAL	\$91.94		
				FUND TOTAL	\$8,837.00		
				Add Bank/credit card fees	254.82		
				TOTAL	\$9,091.82		