

# MANCHESTER UNION ELEMENTARY SCHOOL DISTRICT

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Tuesday, December 14, 2021

Manchester School Library

4:00 p.m.

### NOTICE TO THE PUBLIC

Due to the social distancing and shelter in place orders, Public may attend this meeting via zoom.

Please call 882-2374 to obtain the link to zoom.

\* Members of the School Board have an opportunity to review Agenda information prior to the meeting. Audience participation is welcome and encouraged. The Chair will recognize those members of the audience who wish to speak and may set a time limit on each person's remarks if he/she feels it necessary. Each person wishing to speak will be asked to identify himself/herself prior to speaking. Generally, the Chair will ask the public for their remarks after individual Board Members have had an opportunity to speak. At the President's discretion, Agenda items may be considered in other than numerical order.

\* Written materials distributed to the Board within 72 hours of the Board meeting are available for public inspection immediately upon distribution at the Manchester School District Office, 19550 S. Hwy 1, Manchester.

\* In compliance with Government Code 54954.2(a), the Manchester School Board of Education, will, on request make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Alexander N. Brittain, Board Secretary, Manchester Union Elementary School, 19550 S. Hwy 1, Manchester, CA 95459. Telephone (707) 882-2374

### AGENDA

1.0 Call to order

1.1 Establishment of a quorum

2.0 Approval of Agenda

ACTION

3.0 Public comment on non-agenda items

INFORMATION

Items not on the Agenda may be introduced by members of the audience: however, no discussion or formal action will be taken by the Board at this time.

#### Annual Organization

4.0 Organization and Election of Officers

4.1 Nominations for, and Election of, Board President

The Board President will assume her duties and chair the remainder of the meeting

4.2 Nominations for, and Election of, Board Clerk

4.3 District Authorized Signatures for the Mendocino County Superintendent of Schools

4.4 Determination and Approval of 2022 Board Regular meeting dates and times

4.5 Approval of 2022 Board Activities Calendar

4.6 Affirmation of Board Goals

4.7 Approve Superintendent/Principal, Alexander Brittain, as Secretary to the Board

5.0 Consent Calendar

ACTION

The following items presented under the consent calendar are considered by the Board to be routine and will be enacted upon by the board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff or public request specific items to be discussed and/or removed from the consent calendar. This must be done prior to the approval of the agenda.

5.1 Approval of the Minutes of the Regular meeting of November 9, 2021

5.2 Payroll and Expenditures

5.3 Accept resignation of Cheryl Suddith as classroom instructional aide

# MANCHESTER UNION ELEMENTARY SCHOOL DISTRICT

## REGULAR MEETING OF THE BOARD OF TRUSTEES

Tuesday, November 9, 2021

Manchester School Library

4:00 p.m.

Due to the social distancing and shelter in place orders, public may attend this meeting via zoom.  
Please call 882-2374 to obtain the link for zoom.

### MINUTES

- 1.0 Call to order  
Board President Don Crusier called the meeting to order at 4:01 p.m.
  - 1.1 Establishment of a quorum
    - Board attendees: Don Crusier, Frances Robbings, (Erin Piper after being sworn in)
    - Administration: Alexander Brittain, Elsie Piper
    - Others present: Rick Barton, Erin Piper, Avis Anderson
- 2.0 Approval of Agenda  
MSP Franny, Don to approve as presented. Passed 2-0
- 3.0 Public comment on non-agenda items  
None
- 4.0 Consent Calendar
  - 4.1 Approval of the Minutes of the Regular Meeting of October 12, 2021
  - 4.2 Payroll and Expenditures  
MSP, Franny, Don to approve as presented, passed 2-0

### INFORMATION ITEMS

- 5.0 Communications  
None
- 6.0 Reports:
  - 6.1 Board: MCOE Board are happy students are back, and schools are desperate for teachers. Mendocino, Sonoma and Lake counties have a program to help recruit teachers.
  - 6.2 Business Manager:
  - 6.3 Staff: Avis talked about the emphasis teachers are making with teaching kindness and respect.
  - 6.4 Superintendent/Principal: Considering applying for Educator Effectiveness Grant

### ACTION ITEMS

- 7.0 Appointment of Board member:
  - Interview & Consideration of Candidate for open seat
  - Appointment of Candidate to open seat
  - MSP Franny, Don to appoint Erin Piper to the open seat. Passed 2-0
- 8.0 Approve ongoing adherence to AB 361 rules for Board Meetings  
MSP Franny, Erin to approve as moved. Passed 3-0

*PAYROLL*

| 76 - WARRANT/PASS-THROUGH |                          |                  | Fiscal Year 2021/22 |                 |
|---------------------------|--------------------------|------------------|---------------------|-----------------|
| JE #                      | Description              | Debits           | Credits             | Running Balance |
|                           | **Balance Forward        |                  |                     | 54,149.19       |
| 11/10/21                  | CT22-00317               |                  | 4,662.12            | 49,487.07       |
| 11/10/21                  | PR22-00022               | 15,282.38        | 7,186.88            | 57,582.57       |
| 11/10/21                  | PR22-00023               |                  | 251.60              | 57,330.97       |
| 11/30/21                  | CT22-00362               |                  | 15,390.94           | 41,940.03       |
| 11/30/21                  | PR22-00025               | 53,708.23        | 24,526.17           | 71,122.09       |
| 11/30/21                  | PR22-00026               |                  | 1,385.37            | 69,736.72       |
|                           | <b>Total for 11/2021</b> | <b>68,990.61</b> | <b>53,403.08</b>    |                 |
|                           | <b>Net Change</b>        | <b>15,587.53</b> |                     |                 |

| Recap by Resource |                  |                  |                  |                  |                       |
|-------------------|------------------|------------------|------------------|------------------|-----------------------|
| Rsrc-PY           | Bal Forward      | Debit            | Credit           | Ending Bal       | Resource Description  |
| -                 | 54,108.53        | 68,990.61        | 53,403.08        | 69,696.06        |                       |
| 0000-0            | 40.66            |                  |                  | 40.66            | NO REPORTING REQUIREM |
|                   | <b>54,149.19</b> | <b>68,990.61</b> | <b>53,403.08</b> | <b>69,736.72</b> |                       |

AGENDA ITEM # 5.2

Checks Dated 12/09/2021

| Check Number                  | Check Date | Pay to the Order of  | FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST | Comment          | Expensed Amount | Check Amount    |
|-------------------------------|------------|----------------------|-----------------------------------|------------------|-----------------|-----------------|
| 725050                        | 12/09/2021 | APPTEGY, INC.        | 01-3182-0-5800-001-1110-1000-0000 | THRILLSHARE      |                 | 4,000.00        |
| 725051                        | 12/09/2021 | DEEP VALLEY SECURITY | 01-0000-0-5800-001-0000-8110-0000 | MONITORING FEE   |                 | 62.95           |
| 725052                        | 12/09/2021 | P G & E              | 01-0000-0-5510-001-0000-8200-0000 | NOVEMBER         |                 | 9.53            |
| 725053                        | 12/09/2021 | S & B MARKET         | 01-0000-0-4300-001-0000-8110-0000 | MAINT SUPPLIES   |                 | 243.28          |
| VCH-00000093                  | 12/09/2021 | JONES, LAUREN        | 67-0000-0-5800-000-0000-6000-0000 | HEALTH REIMB     |                 | 638.16          |
| VCH-00000094                  | 12/09/2021 | PIPER, ELSIE         | 01-0000-0-4300-001-0000-2700-0000 | SUPPLIES MILEAGE | 12.99           |                 |
|                               |            |                      | 01-0000-0-4300-001-0000-7200-0000 | SUPPLIES MILEAGE | 5.57            |                 |
|                               |            |                      | 01-0000-0-5200-001-0000-2700-0000 | SUPPLIES MILEAGE | 53.20           |                 |
|                               |            |                      | 01-0000-0-5200-001-0000-7200-0000 | SUPPLIES MILEAGE | 22.80           |                 |
|                               |            |                      | 01-0740-0-4300-001-0000-3600-0000 | SUPPLIES MILEAGE | 111.20          |                 |
|                               |            |                      | 01-1100-0-4300-001-1110-1000-0000 | SUPPLIES MILEAGE | 342.99          |                 |
|                               |            |                      | 01-3212-0-4300-001-0000-8200-0000 | SUPPLIES MILEAGE | 63.19           | 611.94          |
| <b>Total Number of Checks</b> |            |                      |                                   |                  | <b>6</b>        | <b>5,565.86</b> |

Fund Recap

| Fund                      | Description             | Check Count | Expensed Amount |
|---------------------------|-------------------------|-------------|-----------------|
| 01                        | GENERAL FUND            | 5           | 4,927.70        |
| 67                        | SELF-INSURANCE (health) | 1           | 638.16          |
| Total Number of Checks    |                         | 6           | 5,565.86        |
| Less Unpaid Tax Liability |                         |             | .00             |
| <b>Net (Check Amount)</b> |                         |             | <b>5,565.86</b> |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 12/02/2021

| Check Number                  | Check Date | Pay to the Order of          | FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST | Comment        | Expensed Amount | Check Amount    |
|-------------------------------|------------|------------------------------|-----------------------------------|----------------|-----------------|-----------------|
| 724741                        | 12/02/2021 | DELTA DENTAL PLAN OF CALIF.  | 01-0000-0-9514-000-0000-0000-0000 | DECEMBER       |                 | 1,565.85        |
| 724742                        | 12/02/2021 | OFFICE DEPOT                 | 01-1100-0-4300-001-1110-1000-0014 | CLASS SUPPLIES |                 | 125.40          |
| 724743                        | 12/02/2021 | SOLID WASTES OF WILLITS INC. | 01-0811-0-5540-001-0000-8200-0000 | NOVEMBER       |                 | 474.19          |
| 724744                        | 12/02/2021 | VISION SERVICE PLAN          | 01-0000-0-9514-000-0000-0000-0000 | DECEMBER       |                 | 262.80          |
| VCH-00000092                  | 12/02/2021 | PIPER, ELSIE                 | 67-0000-0-5800-000-0000-6000-0000 | HEALTH REIMB   |                 | 543.70          |
| <b>Total Number of Checks</b> |            |                              |                                   |                | <b>5</b>        | <b>2,971.94</b> |

Fund Recap

| Fund                      | Description             | Check Count | Expensed Amount |
|---------------------------|-------------------------|-------------|-----------------|
| 01                        | GENERAL FUND            | 4           | 2,428.24        |
| 67                        | SELF-INSURANCE (health) | 1           | 543.70          |
| Total Number of Checks    |                         | 5           | 2,971.94        |
| Less Unpaid Tax Liability |                         |             | .00             |
| <b>Net (Check Amount)</b> |                         |             | <b>2,971.94</b> |

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**Checks Dated 11/29/2021**

| Check Number                  | Check Date | Pay to the Order of                            | FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST | Comment           | Expensed Amount | Check Amount    |
|-------------------------------|------------|--|-----------------------------------|-------------------|-----------------|-----------------|
| 724348                        | 11/29/2021 | ARTIE BELLS MOBILE MECH SERV                   | 01-0740-0-5800-001-0000-3600-0000 | 45 DAY INSPECTION |                 | 339.97          |
| 724349                        | 11/29/2021 | AT&T   | 01-0000-0-5903-001-0000-8200-0000 | 11 17 21 BILLING  |                 | 66.65           |
| 724350                        | 11/29/2021 | KYOCERA DOCUMENT SOLUTIONS<br>NOR THERN CA INC | 01-0000-0-5800-001-0000-2700-0000 | SERVICE CONTRACT  | 38.40           |                 |
|                               |            |  | 01-0000-0-5800-001-0000-7200-0000 | SERVICE CONTRACT  | 16.45           |                 |
|                               |            |  | 01-0000-0-5800-001-1110-1000-0000 | SERVICE CONTRACT  | 54.86           | 109.71          |
| 724351                        | 11/29/2021 | OFFICE DEPOT                                   | 01-1100-0-4300-001-1110-1000-0000 | CLASS SUPPLIES    |                 | 107.96          |
| 724352                        | 11/29/2021 | S & B MARKET                                   | 01-1100-0-4300-001-1110-1000-0000 | SUPPLIES          | 66.97           |                 |
|                               |            |  | 01-3182-0-4300-001-0000-8110-0000 | SUPPLIES          | 52.06           | 119.03          |
| VCH-00000091                  | 11/29/2021 | PIPER, ELSIE                                   | 67-0000-0-5800-000-0000-6000-0000 | HEALTH REIMB      |                 | 284.27          |
| <b>Total Number of Checks</b> |            |  |                                   |                   | <b>6</b>        | <b>1,027.59</b> |

**Fund Recap**

| Fund | Description               | Check Count | Expensed Amount |
|------|---------------------------|-------------|-----------------|
| 01   | GENERAL FUND              | 5           | 743.32          |
| 67   | SELF-INSURANCE (health)   | 1           | 284.27          |
|      | Total Number of Checks    | 6           | 1,027.59        |
|      | Less Unpaid Tax Liability |             | .00             |
|      | <b>Net (Check Amount)</b> |             | <b>1,027.59</b> |

**Checks Dated 11/18/2021**

| Check Number | Check Date | Pay to the Order of  | FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST | Comment                       | Expensed Amount | Check Amount     |
|--------------|------------|----------------------|-----------------------------------|-------------------------------|-----------------|------------------|
| 723755       | 11/18/2021 | JTF BUSINESS SYSTEMS | 01-0000-0-4400-001-1110-1000-0000 | SMART BOARDS                  | 23,207.20       | 21,548.88        |
|              |            |                      |                                   | Unpaid Tax                    | 1,658.32-       |                  |
| 723756       | 11/18/2021 | S & B MARKET         | 01-0000-0-4300-001-0000-8110-0000 | MAINT AND CUST SUPPLIES       | 8.82            |                  |
| VCH-00000088 | 11/18/2021 | BRITTAIN, ALEXANDER  | 01-3212-0-4300-001-0000-8200-0000 | MAINT AND CUST SUPPLIES       | 34.51           | 43.33            |
| VCH-00000089 | 11/18/2021 | ERWIN, LAURA         | 01-0000-0-5200-001-0000-2700-0000 | SUPPLIES MILEAGE              | 61.60           |                  |
|              |            |                      | 01-0000-0-5200-001-0000-7200-0000 | SUPPLIES MILEAGE              | 26.40           |                  |
|              |            |                      | 01-1100-0-4300-001-1110-1000-0000 | SUPPLIES MILEAGE              | 41.95           |                  |
|              |            |                      | 01-3212-0-4300-001-0000-8200-0000 | SUPPLIES MILEAGE              | 19.58           | 149.53           |
| VCH-00000090 | 11/18/2021 | PIPER, ELSIE         | 01-0000-0-4300-001-0000-2700-0000 | POSTAGE                       | 5.35            |                  |
|              |            |                      | 01-0000-0-4300-001-0000-7200-0000 | POSTAGE                       | 2.29            | 7.64             |
|              |            |                      | 01-0000-0-4300-001-0000-8200-0000 | CUST CLASS SUPPLIES           | 37.00           |                  |
|              |            |                      | 01-1100-0-4300-001-1110-1000-0000 | CUST CLASS SUPPLIES           | 94.70           |                  |
|              |            |                      | 01-3212-0-4300-001-0000-8200-0000 | CUST CLASS SUPPLIES           | 26.10           | 157.80           |
|              |            |                      |                                   | <b>Total Number of Checks</b> | <b>5</b>        | <b>21,907.18</b> |

**Fund Recap**

| Fund | Description               | Check Count | Expensed Amount  |
|------|---------------------------|-------------|------------------|
| 01   | GENERAL FUND              | 5           | 23,565.50        |
|      | Total Number of Checks    | 5           | 23,565.50        |
|      | Less Unpaid Tax Liability |             | 1,658.32         |
|      | <b>Net (Check Amount)</b> |             | <b>21,907.18</b> |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

**Checks Dated 11/12/2021**

| Check Number | Check Date | Pay to the Order of         | FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST | Comment                       | Expensed Amount | Check Amount  |
|--------------|------------|-----------------------------|-----------------------------------|-------------------------------|-----------------|---------------|
| 723255       | 11/12/2021 | DEEP VALLEY SECURITY        | 01-0000-0-5800-001-0000-8110-0000 | MONITORING FEE                |                 | 62.95         |
| 723256       | 11/12/2021 | LEISER, TANSY               | 01-1100-0-4300-001-1110-1000-0000 | SCHOOL SUPPLIES               |                 | 220.35        |
| 723257       | 11/12/2021 | MENDOCINO COMMUNITY NETWORK | 01-0000-0-5800-001-0000-2700-0000 | ACCT 6511                     | 6.27            |               |
| 723258       | 11/12/2021 | POINT ARENA GAS             | 01-0000-0-5800-001-0000-7200-0000 | ACCT 6511                     | 2.68            | 8.95          |
| 723259       | 11/12/2021 | S & B MARKET                | 01-0740-0-4300-001-0000-3600-0000 | TAG 5807 6 DIESEL GAS         |                 | 343.30        |
| VCH-00000086 | 11/12/2021 | BARTON, RICK                | 01-0000-0-4300-001-0000-8110-0000 | SUPPLIES                      | 30.18           |               |
| VCH-00000087 | 11/12/2021 | PIPER, ELSIE                | 01-1100-0-4300-001-1110-1000-0000 | SUPPLIES                      | 56.81           |               |
|              |            |                             | 01-3212-0-4300-001-0000-8200-0000 | SUPPLIES                      | 12.06           | 99.05         |
|              |            |                             | 01-3212-0-4300-001-0000-8200-0000 | CLEANING SUPPLIES             |                 | 55.04         |
|              |            |                             | 01-3212-0-4300-001-0000-8200-0000 | CLEANING SUPPLIES             |                 | 22.84         |
|              |            |                             |                                   | <b>Total Number of Checks</b> | <b>7</b>        | <b>812.48</b> |

**Fund Recap**

| Fund | Description               | Check Count | Expensed Amount |
|------|---------------------------|-------------|-----------------|
| 01   | GENERAL FUND              | 7           | 812.48          |
|      | Total Number of Checks    | 7           | 812.48          |
|      | Less Unpaid Tax Liability |             | .00             |
|      | <b>Net (Check Amount)</b> |             | <b>812.48</b>   |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



Annual Accounting of Developer Fee & Public Disclosure

7/1/20 - 6/30/21

The Manchester Union Elementary School District levies the following fees upon any development project within the boundaries of the District, for the construction or reconstruction of school facilities:

- a. \$1.26 per square foot of all assessable residential space as defined by Government Code Section 65995 (b) (1); and
- b. \$.30 per square foot for all assessable residential space for senior citizen housing, as defined by Government Code Section 65995.1 (a).

Annual Accounting of Developer Fee & Public Disclosure  
7/1/20 – 6/30/21

Balance as of 7/1/20 \$ 25,981.42

Income

Developer Fees Received \$ 2,480.94

Interest \$ 133.40

Total Revenue & Beg. Bal. \$ 28,595.76

Expense

Total Expense \$ 12,512.99

\$ 16,082.77 Balance as of 6/30/21



Detail for Dates 07/01/2020 through 06/30/2021

| Ref#   | Pay To Name            | Journal #  | Description   | Trans Date | Adopted Budget | Revised Budget | Debit     | Credit    | Account Balance |
|--|------------------------|------------|---|------------|----------------|----------------|-----------|-----------|-----------------|
| <b>Fund 25 - CAP/DEV</b>   |                        |            |   |            |                |                |           |           |                 |
| 25-0000-0-9791-  | - - - UNR/NO R,FBEGBAL |            |   |            |                |                |           |           |                 |
|  | BB21-00003             |            | Starting Balance From (9791 , BE                    | 07/01/20   |                |                | 13,061.45 |           | 13,061.45       |
|  | BB21-00003             |            | Starting Balance From (9790 , FU                    | 07/01/20   |                |                | 13,061.45 |           | .00             |
|  |                        |            | Account Total                                       | 06/30/21   | .00            | .00            | 13,061.45 | 13,061.45 |                 |
| <b>25-9011-0-9791- - - RESLOCAL,FBEGBAL</b>                            |                        |            |   |            |                |                |           |           |                 |
|  | BB21-00003             |            | Starting Balance From (9790 , FU                    | 07/01/20   |                |                | 25,981.42 |           | 25,981.42       |
|  | BR21-00002             |            | UPDATE BUDGET                                       | 10/31/20   |                | 25,981.42      |           |           | 25,981.42       |
|  |                        |            | Account Total                                       | 06/30/21   | .00            | 25,981.42      | .00       | 25,981.42 |                 |
|  |                        |            | Total for Starting Balance Accounts and Object 9791 |            | .00            | 25,981.42      | 13,061.45 | 39,042.87 | 25,981.42       |
| <b>25-9011-0-8660-000-0000-0000 RESLOCAL,INTEREST</b>                  |                        |            |   |            |                |                |           |           |                 |
|  | CT21-00342             |            | 20/21 1ST Q INTEREST 0.9460%                        | 10/01/20   |                |                | 50.31     |           | 50.31-          |
|  | BR21-00002             |            | UPDATE BUDGET                                       | 10/31/20   |                | 50.31          |           |           | .00             |
|  | CT21-00581             |            | 20/21 2ND Q INTEREST 0.7606%                        | 01/01/21   |                |                | 31.86     |           | 31.86-          |
|  | BR21-00005             |            | UPDATE BUDGET                                       | 01/31/21   |                | 31.86          |           |           | .00             |
|  | CT21-00924             |            | 20/21 3RD Q INTEREST 0.8039%                        | 04/01/21   |                |                | 30.76     |           | 30.76-          |
|  | CT21-01160             |            | 20/21 4TH Q INTEREST 0.5279%                        | 06/30/21   |                |                | 20.47     |           | 51.23-          |
|  |                        |            | Account Total                                       | 06/30/21   | .00            | 82.17          |           | 133.40    |                 |
| <b>25-9011-0-8681-000-0000-0000 RESLOCAL,DEV FEES</b>                  |                        |            |   |            |                |                |           |           |                 |
|  | AR21-00008             |            | DEV. FEE - PULLEN                                   | 08/11/20   |                |                | 1,755.18  |           | 1,755.18-       |
|  | BR21-00002             |            | UPDATE BUDGET                                       | 10/31/20   |                | 1,755.18       |           |           | .00             |
|  | AR21-00030             |            | DEV FEE - WRIGHT                                    | 06/09/21   |                |                | 725.76    |           | 725.76-         |
|  |                        |            | Account Total                                       | 06/30/21   | .00            | 1,755.18       |           | 2,480.94  |                 |
| <b>25- -9840- - - ,REVENUE</b>   |                        |            |   |            |                |                |           |           |                 |
|  | CL21-00003             |            | Resource: 9011, Year: 0                             | 06/30/21   |                |                |           |           | .00             |
|  |                        |            | Total for Revenue Accounts                          |            | .00            | 1,837.35       |           | 2,614.34  | 776.99-         |
| <b>25-9011-0-4300-000-0000-8100-0000 RESLOCAL,SUPPLIES,MNT &amp; O</b> |                        |            |   |            |                |                |           |           |                 |
|  | BARTON, RICK           | EX21-00019 | SUPPLIES  | 07/09/20   |                |                | 330.03    |           | 330.03-         |
|  | BARTON, RICK           | EX21-00030 | SUPPLIES  | 07/23/20   |                |                | 123.45    |           | 453.48-         |
|  |                        | GJ21-00002 | TO 2019-2020 PAYABLE BARTOI                         | 07/28/20   |                |                | 330.03-   |           | 123.45-         |
|  | S & B MARKET           | EX21-00034 | MAINT SUPPLIES                                      | 07/30/20   |                |                | 13.35     |           | 136.80-         |

Detail for Dates 07/01/2020 through 06/30/2021

| Ref#   | Pay To Name                           | Journal #  | Description                       | Trans Date | Adopted Budget | Revised Budget | Encumbered | Expenditure | Account Balance |
|--|---------------------------------------|------------|-----------------------------------|------------|----------------|----------------|------------|-------------|-----------------|
| <b>Fund 25 - CAP/DEV (continued)</b>                               |                                       |            |                                   |            |                |                |            |             |                 |
| 25-9011-0-4300-000-8100-0000                                       | RESLOCAL,SUPPLIES,MNT & O (continued) |            |                                   |            |                |                |            |             |                 |
|  | S & B MARKET                          | EX21-00041 | CABLE                             | 08/06/20   |                |                |            | 13.07       | 149.87-         |
|  | S & B MARKET                          | EX21-00049 | CABLE                             | 08/13/20   |                |                |            | 17.87       | 167.74-         |
|  |                                       | BR21-00002 | UPDATE BUDGET                     | 10/31/20   |                | 167.74         |            |             | .00             |
|  |                                       |            | Account Total                     | 06/30/21   | .00            | 167.74         | .00        | 167.74      |                 |
| <b>25-9011-0-4400-000-8100-0000 RESLOCAL,NC EQUIP,MNT &amp; O</b>  |                                       |            |                                   |            |                |                |            |             |                 |
| PO21-00002   | PROTELESIS CORPOF                     | EN21-00002 | COMMUNICATION                     | 07/06/20   |                |                | 12,758.66  |             | 12,758.66-      |
| PO21-00002   | PROTELESIS CORPOF                     | EN21-00003 | COMMUNICATION                     | 07/09/20   |                |                | 5,865.00-  |             | 6,893.66-       |
| PO21-00002   | PROTELESIS CORPOF                     | EX21-00015 | COMMUNICATIONS                    | 07/09/20   |                |                | 5,865.00   |             | 12,758.66-      |
| PO21-00002   | PROTELESIS CORPOF                     | EN21-00062 | COMMUNICATION                     | 10/22/20   |                |                | 6,480.25-  |             | 6,278.41-       |
| PO21-00002   | PROTELESIS CORPOF                     | EX21-00132 | COMMUNICATION                     | 10/22/20   |                |                | 6,480.25   |             | 12,758.66-      |
| PO21-00002   | PROTELESIS CORPOF                     | BR21-00002 | UPDATE BUDGET                     | 10/31/20   |                | 12,345.25      |            |             | 413.41-         |
| PO21-00002   | PROTELESIS CORPOF                     | EN21-00078 | Year End Closing                  | 06/30/21   |                |                | 413.41-    |             | .00             |
|  |                                       |            | Account Total                     | 06/30/21   | .00            | 12,345.25      | .00        | 12,345.25   |                 |
| <b>25-9011-0-5800-000-8100-0000 RESLOCAL,OTHER OP.,MNT &amp; O</b> |                                       |            |                                   |            |                |                |            |             |                 |
|  |                                       | BR21-00002 | UPDATE BUDGET                     | 10/31/20   |                | 15,273.92      |            |             | 15,273.92       |
|  |                                       | BR21-00005 | UPDATE BUDGET                     | 01/31/21   |                | 31.86          |            |             | 15,305.78       |
|  |                                       |            | Account Total                     | 06/30/21   | .00            | 15,305.78      | .00        | .00         |                 |
| <b>25- -9850- - - ,EXPEND</b>                                      |                                       |            |                                   |            |                |                |            |             |                 |
|  |                                       | CL21-00003 | Resource: 9011, Year: 0           | 06/30/21   |                |                |            |             | .00             |
|  |                                       |            | Total for Expense Accounts        |            | .00            | 27,818.77      | .00        | 12,512.99   | 15,305.78       |
| <b>25- -9720- - - ,ENCUMBRANCES</b>                                |                                       |            |                                   |            |                |                |            |             |                 |
| PO21-00002   | PROTELESIS CORPOF                     | EN21-00002 | COMMUNICATION                     | 07/06/20   |                |                |            | 12,758.66   | 12,758.66       |
| PO21-00002   | PROTELESIS CORPOF                     | EN21-00003 | COMMUNICATION                     | 07/09/20   |                |                | 5,865.00   |             | 6,893.66        |
| PO21-00002   | PROTELESIS CORPOF                     | EN21-00062 | COMMUNICATION                     | 10/22/20   |                |                | 6,480.25   |             | 413.41          |
| PO21-00002   | PROTELESIS CORPOF                     | EN21-00078 | Year End Closing                  | 06/30/21   |                |                | 413.41     |             | .00             |
|  |                                       |            | Account Total                     | 06/30/21   | .00            | .00            | 12,758.66  | 12,758.66   |                 |
| <b>25-9011-0-9790- - - RESLOCAL,FB UNAPP</b>                       |                                       |            |                                   |            |                |                |            |             |                 |
|  |                                       | CL21-00003 | Year End Closing                  | 06/30/21   |                |                | 9,898.65   |             | 9,898.65-       |
|  |                                       |            | Total for Ending Balance Accounts |            | .00            | .00            | 22,657.31  | 12,758.66   | 9,898.65-       |

Total for Org 042 and Fund CAP/DEV

|          | Starting Balance | + Revenues | - Encumbrances | - Expenditures | = Calculated Ending Balance |
|----------|------------------|------------|----------------|----------------|-----------------------------|
| Budgeted | 25,981.42        | 1,837.35   |                | 27,818.77      |                             |
| Actuals  | 25,981.42        | 2,614.34   |                | 12,512.99      | 16,082.77                   |