

# **STEVENS PLANTATION**

Community Development District

## ***Annual Operating and Debt Service Budget***

**Fiscal Year 2020**

Version 3 - Adopted Budget  
(Adopted at 6/6/19 Meeting)

Prepared by:



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**Stevens Plantation**  
Community Development District

**Operating Budget**  
Fiscal Year 2020

**STEVENS PLANTATION**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2020 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	BUDGET FY 2019	THRU FEB-2019	MAR- SEP-2019	PROJECTED FY 2019	BUDGET FY 2020
<b>REVENUES</b>						
Interest - Investments	\$ 9,378	\$ 1,500	\$ 5,686	\$ 2,500	\$ 8,186	\$ 1,500
Interest - Tax Collector	283	-	174	-	174	-
Special Assmnts- Tax Collector	446,181	458,152	294,470	163,682	458,152	458,152
Special Assmnts- Other	179,025	137,872	88,615	49,257	137,872	-
Special Assmnts- Discounts	(10,793)	(23,841)	(15,188)	-	(15,188)	(18,326)
Other Miscellaneous Revenues	25,773	-	10,226	-	10,226	-
<b>TOTAL REVENUES</b>	<b>649,847</b>	<b>573,683</b>	<b>383,983</b>	<b>215,439</b>	<b>599,422</b>	<b>441,326</b>

**EXPENDITURES****Administrative**

ProfServ-Arbitrage Rebate	700	700	-	700	700	700
ProfServ-Engineering	6,284	3,000	1,705	2,387	4,092	3,000
ProfServ-Legal Services	61,120	25,000	19,829	27,761	47,590	25,000
ProfServ-Mgmt Consulting Serv	57,893	59,630	24,846	34,784	59,630	61,419
ProfServ-Property Appraiser	256	593	218	-	218	593
Auditing Services	3,800	3,846	-	3,846	3,846	3,846
Postage and Freight	611	500	160	224	384	500
Insurance - General Liability	16,053	18,000	16,293	-	16,293	18,000
Printing and Binding	1,610	1,700	774	1,084	1,858	1,700
Legal Advertising	652	500	185	259	444	500
Misc-Assessmnt Collection Cost	8,184	11,920	7,358	4,259	11,617	9,163
Misc-Contingency	652	600	299	419	718	600
Office Supplies	193	300	83	116	199	300
Captial Outlay - ADA Compliance	-	-	-	-	-	12,000
Annual District Filing Fee	175	175	175	-	175	175
<b>Total Administrative</b>	<b>158,183</b>	<b>126,464</b>	<b>71,925</b>	<b>79,438</b>	<b>151,363</b>	<b>137,496</b>

**Field**

ProfServ-Field Management	7,000	7,210	3,004	8,750	11,754	15,000
Contracts-Fountain	2,090	2,280	950	1,330	2,280	2,280
Contracts-Landscape	101,516	101,516	42,298	78,495	120,793	134,562
Utility - General	27,912	35,000	20,065	28,091	48,156	35,000
Electricity - Streetlighting	102,162	100,000	42,884	58,475	101,359	100,000
R&M-Common Area	2,064	5,000	353	4,647	5,000	5,000
R&M-Fountain	5,588	8,000	249	4,751	5,000	5,000
R&M-Irrigation	26,790	5,000	-	5,000	5,000	5,000
R&M-Lake	11,220	11,400	6,925	9,695	16,620	16,620
R&M-Plant Replacement	952	16,000	-	16,000	16,000	10,000
Misc-Contingency	11,965	20,000	16,614	3,386	20,000	20,000
Reserves - Irrigation System	-	28,000	-	-	-	28,000
<b>Total Field</b>	<b>299,259</b>	<b>339,406</b>	<b>133,342</b>	<b>218,620</b>	<b>351,962</b>	<b>376,462</b>

**STEVENS PLANTATION**

Community Development District

General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2020 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	BUDGET	THRU	MAR-	PROJECTED	BUDGET
		FY 2019	FEB-2019	SEP-2019	FY 2019	FY 2020
<b>Other Communities</b>						
Utility - General	1,669	2,500	567	1,102	1,669	2,500
R&M-Grounds	16,979	16,979	7,075	7,081	14,156	12,138
Misc-Internet Services	165,376	129,600	69,388	55,511	124,899	-
<b>Total Other Communities</b>	<b>184,024</b>	<b>149,079</b>	<b>77,030</b>	<b>63,693</b>	<b>140,723</b>	<b>14,638</b>
<b>TOTAL EXPENDITURES</b>	<b>641,466</b>	<b>614,949</b>	<b>282,297</b>	<b>361,751</b>	<b>644,048</b>	<b>528,596</b>
Excess (deficiency) of revenues						
Over (under) expenditures	8,381	(41,266)	101,686	(146,312)	(44,626)	(87,270)
<b>OTHER FINANCING SOURCES (USES)</b>						
Contribution to (Use of) Fund Balance	-	(41,266)	-	-	-	(87,270)
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>(41,266)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(87,270)</b>
Net change in fund balance	8,381	(41,266)	101,686	(146,312)	(44,626)	(87,270)
<b>FUND BALANCE, BEGINNING</b>	<b>674,926</b>	<b>683,307</b>	<b>683,307</b>	<b>-</b>	<b>683,307</b>	<b>638,681</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 683,307</b>	<b>\$ 642,041</b>	<b>\$ 784,993</b>	<b>\$ (146,312)</b>	<b>\$ 638,681</b>	<b>\$ 551,411</b>

**Budget Narrative**  
Fiscal Year 2020

**REVENUES**

**Interest-Investments**

The District earns interest on the monthly average collected balance for each of their operating accounts.

**Special Assessment-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

**Special Assessment-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES**

***Administrative***

**Professional Services-Arbitrage Rebate**

The District contracted with Amtec to annually calculate the District's Arbitrage Rebate Liability on the Series 2003 Special Assessment Revenue Bonds. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter.

**Professional Services-Engineering**

The District's engineer will provide general engineering services to the District, i.e, attendance and preparation for Board meetings, review of invoices, and other specifically requested assignments.

**Professional Services-Legal Services**

The District's legal counsel will provide general legal services to the District, i.e, attendance and preparation for Board meetings, review of operating and maintenance contracts, and other specifically requested assignments.

**Professional Services-Management Consulting Services**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement with a projected 3% increase.

**Professional Services-Property Appraiser**

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The budget for property appraiser costs is based on a unit price per parcel.

**Budget Narrative**  
Fiscal Year 2020

**Expenditures- Administrative (Continued)**

**Postage & Freight**

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

**Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Public Risk Insurance Agency, Inc. They specialize in providing insurance coverage to governmental agencies. The budgeted amount for the fiscal year is based on prior year premium, plus an anticipated increase (based on market estimates).

**Printing & Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects. The budgeted amount is based on prior year spending plus contingency.

**Legal Advertising**

The District is required to advertise various notices for Board meetings and other public hearings in a newspaper of general circulation.

**Misc. -Assessment Collection Costs**

The District reimburses the Osceola County Tax Collector for applicable necessary administrative costs. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs is based on a maximum of 2% of the anticipated assessment collections.

**Misc.-Contingency**

This category provides funds for administrative expenses that may not have been budgeted anywhere else.

**Office Supplies**

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

**Capital Outlay – ADA Compliance**

Provides for the District's website to comply with the ADA (Americans with Disabilities Act) accessibility requirements.

**Annual District Filing Fee**

The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity.

**Budget Narrative**  
Fiscal Year 2020

**FIELD**

**Professional Services-Field Management** **\$ 15,000**  
Payroll and overhead costs associated with the services provided under a management consulting contract with Inframark.

**Contracts-Fountain** **\$ 2,280**  
Contract with Churchill Group for fountain maintenance.

**Contracts-Landscape** **\$134,562**

**(Includes contingency for bank and unscheduled maintenance)**

- **Tree Care**  
Scheduled maintenance consists of pruning, fertilizing, mulching, and applying pest and disease control chemicals for trees in common areas. Unscheduled maintenance consists of major repairs and replacement of plant material.
- **Turf Care**  
Scheduled maintenance consists of mowing, edging, trimming, weed and disease control, fertilizing, pest control and blowing. Unscheduled maintenance consists of major repairs and replacement of turf areas.
- **Shrubs/Ground Cover Care**  
Scheduled maintenance consists of pruning, weeding, applying fertilizer and pest and disease control chemicals. Unscheduled maintenance consists of major repairs and replacement of plant material.
- **Litter Removal**  
Removal of trash at receptacles, landscape areas and road right-of-way, ponds, and parks.

**Utility-General (Water)** **\$ 35,000**  
Water cost of all areas maintain by the District

**Electricity-Streetlighting** **\$100,000**  
Maintenance and electricity for all street lighting, feature lighting and fountain lighting as billed by OUC.

**R&M Common Area** **\$ 5,000**  
The cost of any maintenance expenses that are incurred during the year such as painting, pressure washing, repairs, maintenance of water pumps, cleaning of the main entrance, repair for banner and signs.

**R&M Fountain** **\$ 5,000**  
Unscheduled maintenance of fountain

**R&M Irrigation** **\$ 5,000**  
This includes irrigation repairs outside the scope of the contract.



**Budget Narrative**  
Fiscal Year 2020

**Expenditures- Field (Continued)**

<b><u>R&amp;M Lake</u></b>	<b>\$ 16,620</b>
Scheduled maintenance consists of monthly inspections and treatment of aquatic weeds, algae and midge control within CDD storm water ponds and canals. Herbicide will consist of chemical treatments. Algae control will include hand removal, grass carp, and chemical treatments. Maintenance consists of mowing, litter removal, and overgrowth control (trimmed and/or thinned to mimic natural succession).	
<b><u>R&amp;M Plant replacement</u></b>	<b>\$ 10,000</b>
Replacement of dead plants, maintenance of plants and enhancements of entry features, plant beds and littoral shelf plants.	
<b><u>Miscellaneous-Contingency</u></b>	<b>\$ 20,000</b>
This represents any additional unanticipated expenditures, or any other miscellaneous expenditures that are incurred during the year that may not have been provided for in the other budget categories.	
<b><u>Reserves – Irrigation System</u></b>	<b>\$ 28,000</b>
This represents reserves for future irrigation enhancements and replacements.	

**Expenditures- Other Communities**

<b><u>Other Communities</u></b>	<b>\$ 14,638</b>
Utility- General	\$ 2,500
R&M Grounds	12,138

**Exhibit "A"**  
Allocation of Fund Balances

**AVAILABLE FUNDS**

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2020	\$ 638,681
Net Change in Fund Balance - Fiscal Year 2020	(87,270)
Reserves - Fiscal Year 2020 Additions	28,000
<b>Total Funds Available (Estimated) - 9/30/2020</b>	<b>579,411</b>

**ALLOCATION OF AVAILABLE FUNDS**

***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital		125,149 <sup>(1)</sup>
Reserves- Irrigation System	70,226	
Reserves- Irrigation System (FY19)	28,000	
Reserves- Irrigation System (FY20 Proposed)	28,000	126,226
Reserves- Landscape/Hardscape		31,794
Reserves- Water System		71,585
	Subtotal	<u>354,754</u>
<b>Total Allocation of Available Funds</b>		<b>354,754</b>

<b>Total Unassigned (undesignated) Cash</b>	<b>\$ <u>224,657</u></b>
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**Notes**

(1) Represents approximately 3 months of operating expenditures net of reserves.

**Stevens Plantation**  
Community Development District

**Debt Service Budget**  
Fiscal Year 2020

# STEVENS PLANTATION

Community Development District

Series 2003 Debt Service Fund

## Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2020 Adopted Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU FEB-2019	PROJECTED MAR- SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
<b>REVENUES</b>						
Interest - Investments	\$ 29,602	\$ 500	\$ 31,620	\$ 1,000	\$ 32,620	\$ 500
Special Assmnts- Tax Collector	557,356	572,309	367,843	204,466	572,309	572,309
Special Assmnts- Prepayment	1,527,120	-	44,647	-	44,647	-
Special Assmnts- Discounts	(9,622)	(22,892)	(14,584)	-	(14,584)	(22,892)
<b>TOTAL REVENUES</b>	<b>2,104,456</b>	<b>549,917</b>	<b>429,526</b>	<b>205,466</b>	<b>634,992</b>	<b>549,917</b>
<b>EXPENDITURES</b>						
<i>Administrative</i>						
ProfServ-Dissemination Agent	1,500	1,500	1,500	-	1,500	1,500
ProfServ-Legal Services	46,049	10,000	45,681	-	45,681	10,000
ProfServ-Special Assessment	7,725	7,725	7,725	-	7,725	7,725
ProfServ-Trustee Fees	-	5,500	-	-	-	5,500
Misc-Assessmnt Collection Cost	7,296	11,446	7,065	4,089	11,154	11,446
<b>Total Administrative</b>	<b>62,570</b>	<b>36,171</b>	<b>61,971</b>	<b>4,089</b>	<b>66,060</b>	<b>36,171</b>
<i>Debt Service</i>						
Debt Retirement Series A	170,000	185,000	-	185,000	185,000	195,000
Interest Expense Series A	418,190	406,120	-	406,120	406,120	392,985
<b>Total Debt Service</b>	<b>588,190</b>	<b>591,120</b>	<b>-</b>	<b>591,120</b>	<b>591,120</b>	<b>587,985</b>
<b>TOTAL EXPENDITURES</b>	<b>650,760</b>	<b>627,291</b>	<b>61,971</b>	<b>595,209</b>	<b>657,180</b>	<b>624,156</b>
Excess (deficiency) of revenues						
Over (under) expenditures	1,453,696	(77,374)	367,555	(389,743)	(22,188)	(74,239)
<b>OTHER FINANCING SOURCES (USES)</b>						
Other NonOperating Uses	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	(77,374)	-	-	-	(74,239)
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>(77,374)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(74,239)</b>
Net change in fund balance	1,453,696	(77,374)	367,555	(389,743)	(22,188)	(74,239)
<b>FUND BALANCE, BEGINNING</b>	<b>(6,772,310)</b>	<b>(5,318,614)</b>	<b>(5,318,614)</b>	<b>-</b>	<b>(5,318,614)</b>	<b>(5,340,802)</b>
<b>FUND BALANCE, ENDING</b>	<b>\$(5,318,614)</b>	<b>\$(5,395,988)</b>	<b>\$(4,951,059)</b>	<b>\$(389,743)</b>	<b>\$(5,340,802)</b>	<b>\$(5,415,041)</b>

**STEVENS PLANTATION**

Community Development District

*Series 2003 Debt Service Fund*

**Amortization Schedule  
Series 2003 A Special Assessment Bonds**

Date	Regular Principal	Interest Expense	Outstanding Principal	Annual
11/1/2019		\$196,493	\$5,535,000	
5/1/2020	\$195,000	\$196,493	\$5,340,000	\$587,985
11/1/2020		\$189,570	\$5,340,000	
5/1/2021	\$210,000	\$189,570	\$5,130,000	\$589,140
11/1/2021		\$182,115	\$5,130,000	
5/1/2022	\$225,000	\$182,115	\$4,905,000	\$589,230
11/1/2022		\$174,128	\$4,905,000	
5/1/2023	\$245,000	\$174,128	\$4,660,000	\$593,255
11/1/2023		\$165,430	\$4,660,000	
5/1/2024	\$260,000	\$165,430	\$4,400,000	\$590,860
11/1/2024		\$156,200	\$4,400,000	
5/1/2025	\$280,000	\$156,200	\$4,120,000	\$592,400
11/1/2025		\$146,260	\$4,120,000	
5/1/2026	\$300,000	\$146,260	\$3,820,000	\$592,520
11/1/2026		\$135,610	\$3,820,000	
5/1/2027	\$325,000	\$135,610	\$3,495,000	\$596,220
11/1/2027		\$124,073	\$3,495,000	
5/1/2028	\$345,000	\$124,073	\$3,150,000	\$593,145
11/1/2028		\$111,825	\$3,150,000	
5/1/2029	\$370,000	\$111,825	\$2,780,000	\$593,650
11/1/2029		\$98,690	\$2,780,000	
5/1/2030	\$400,000	\$98,690	\$2,380,000	\$597,380
11/1/2030		\$84,490	\$2,380,000	
5/1/2031	\$430,000	\$84,490	\$1,950,000	\$598,980
11/1/2031		\$69,225	\$1,950,000	
5/1/2032	\$460,000	\$69,225	\$1,490,000	\$598,450
11/1/2032		\$52,895	\$1,490,000	
5/1/2033	\$495,000	\$52,895	\$995,000	\$600,790
11/1/2033		\$35,323	\$995,000	
5/1/2034	\$530,000	\$35,323	\$465,000	\$600,645
11/1/2034		\$16,508	\$465,000	
5/1/2035	\$465,000	\$16,508	\$0	\$498,015
<b>Totals</b>	<b>\$5,535,000</b>	<b>\$3,877,665</b>		<b>\$9,412,665</b>

\*\*Bond is in Default. The last distribution to Bondholders was June 29, 2016.

**Amortization Schedule  
Series 2003 B Special Assessment Bonds**

<b>Date</b>	<b>Principal Prepayments</b>	<b>Interest Expense</b>	<b>Outstanding Principal</b>
11/1/2018	-	283,528	7,630,000
5/1/2019	-	283,528	7,630,000
	<u>\$ -</u>	<u>\$ 567,056</u>	<u>\$ 7,630,000</u>

\*\*Bond is in Default. The last distribution to Bondholders was June 29, 2016.

**Budget Narrative**  
Fiscal Year 2020

**REVENUES**

**Interest-Investments**

The District earns interest income on their trust accounts with US Bank.

**Special Assessment-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the debt service expenditures during the Fiscal Year.

**Special Assessment-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES**

**Expenditures - Administrative**

**Professional Services-Dissemination Agent**

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

**Professional Services-Legal Services**

Legal fees related to Series 2003 Bond default.

**Professional Services-Special Assessment**

The District has contracted with Inframark to prepare the district's Special Assessment Roll.

**Professional Services-Trustee Fees**

The District pays US Bank an annual fee for trustee services on the Series 2003 Special Revenue Assessment Bond.

**Misc. -Assessment Collection Cost**

The District reimburses the Osceola County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs is based on a maximum of 2% of the anticipated assessment collections.

**Budget Narrative**  
Fiscal Year 2020

<b>Expenditures - Debt Service</b>
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**Principal Debt Retirement Series A**

The District pays regular principal payments annually in order to pay down/retire the debt service.

**Interest Expense Series A**

The District pays interest expense on the debt service twice a year.



**Stevens Plantation**  
Community Development District

**Supporting Budget Schedule**  
Fiscal Year 2020

**STEVENS PLANTATION**  
**Community Development District**

*All Funds*

**Comparison of Assessment Rates**  
**Fiscal Year 2020 vs. Fiscal Year 2019**

Pod	General Fund			Embarq Assessment			Debt Service			Total Assessments per Unit w/out Embarq			Total Assessments per Unit w/Embarq			Units	Embarq Units
	FY 2020	FY 2019	Percent Change	FY 2020	FY 2019	Percent Change	FY 2020	FY 2019	Percent Change	FY 2020	FY 2019	Percent Change	FY 2020	FY 2019	Percent Change		
North	\$634.16	\$634.16	0.00%	\$0.00	\$290.87	n/a	\$490.00	\$490.00	0%	\$1,124.16	\$1,124.16	0.00%	\$1,124.16	\$1,415.03	-20.56%	120	120
Center	\$634.13	\$634.13	0.00%	\$0.00	\$290.87	n/a	\$490.00	\$490.00	0%	\$1,124.13	\$1,124.13	0.00%	\$1,124.13	\$1,415.00	-20.56%	151	151
East	\$634.39	\$634.39	0.00%	\$0.00	\$290.87	n/a	\$490.00	\$490.00	0%	\$1,124.39	\$1,124.39	0.00%	\$1,124.39	\$1,415.26	-20.55%	150	150
West	\$950.79	\$950.79	0.00%	\$0.00	\$290.87	n/a	\$573.00	\$573.00	0%	\$1,523.79	\$1,523.79	0.00%	\$1,523.79	\$1,814.66	-16.03%	89	53
Neigh Comm	\$984.48	\$984.48	0.00%	\$0.00	\$0.00	n/a	\$3,214.29	\$3,214.29	0%	\$4,198.77	\$4,198.77	0.00%	\$4,198.77	\$4,198.77	0.00%	16.8	0
Corp Comm	\$1,153.35	\$1,153.35	0.00%	\$0.00	\$0.00	n/a	\$3,260.87	\$3,260.87	0%	\$4,414.22	\$4,414.22	0.00%	\$4,414.22	\$4,414.22	0.00%	46	0
Future Comm	\$123.09	\$123.09	0.00%	\$0.00	\$0.00	n/a	\$490.00	\$490.00	0%	\$613.09	\$613.09	0.00%	\$613.09	\$613.09	0.00%	300	0
																<b>873</b>	<b>474</b>