

**PINE TREE WATER
CONTROL DISTRICT**

MAY 2, 2019

AGENDA PACKAGE



Pine Tree Water Control District

April 25, 2019

Board of Supervisors
Pine Tree Water Control District

Dear Board Member:

The regular meeting of the Board of Supervisors of the Pine Tree Water Control District will be held Thursday, May 2, 2019 at 6:00 p.m. at the Parkland City Hall, 6600 North University Drive, Parkland, Florida. Following is the advance agenda for this meeting:

- 1. Roll Call**
- 2. Audience Comments**
- 3. Approval of Minutes of the April 4, 2019 Meeting**
- 4. District Manager's Report**
 - A. Distribution of the Proposed FY2020 Budget
 - B. Consideration of Resolution 2019-02, Approving the Budget and Setting the Public Hearing
 - C. Number of Registered Voters – 10,648
- 5. Attorney's Report**
- 6. Engineer's Report**
- 7. Supervisor's Requests**
- 8. Approval of Financials Dated March 2019 and Check Registers**
- 9. Adjournment**

Any items not included in the agenda package will be distributed under separate cover. The balance of the agenda is routine in nature and will be discussed at the meeting. I look forward to seeing you at the meeting and in the meantime if you have any questions, please contact me.

Sincerely,

Kenneth Cassel

Kenneth Cassel/ab
Inframark, Infrastructure Management Services

cc: Warren R. Craven, D.J. Doody, Shawn Frankenhansen, Houman Assari

Third Order of Business

**MINUTES OF MEETING
PINE TREE WATER CONTROL DISTRICT**

A meeting of the Board of Supervisors of the Pine Tree Water Control District was held on Thursday, April 4, 2019 at 6:02 p.m. at the Public Works Department, 6500 Parkside Drive, Parkland, FL.

Present and constituting a quorum were:

Paul Brewer	Chairman
Donald Eckler	Vice-Chairman
Bob Mayersohn	Assistant Secretary
Donna McCann Benckenstein	Assistant Secretary
Werner T. Vaughan	Assistant Secretary

Also present were:

Kenneth Cassel	District Manager
DJ Doody	District Counsel
Warren Craven	District Engineer

The following is a summary of the minutes and actions taken during the April 4, 2019 PTWCD Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Cassel called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of January 10, 2019

- Mr. Cassel asked if there were any additions, changes or corrections to the minutes.

There being none,

On MOTION by Mr. Mayersohn seconded by Ms. Benckenstein with all in favor the minutes of the January 10, 2019 meeting was approved as presented.

FOURTH ORDER OF BUSINESS

District Manager’s Report

A. Discussion of Preliminary FY2020 Budget

UNAPPROVED

April 4, 2019

Pine Tree Water Control District

- Mr. Cassel indicated there were a few minor increases but they can use the fund balance to offset any increases, therefore, the assessment will remain flat again this year. The assessments will be \$308.60 per unit.
- Mr. Eckler noted in looking at the proposed budget he noticed for canal bank repairs they have \$200,000 in the 2019 budget and questioned whether this will be used between March and September 2019. He questioned whether they have a planned project for those funds.
- Mr. Craven stated himself and Mr. Frankenhauser have been evaluating the canal system and have two areas which they are looking at fixing this year. One is in the Pine Tree Road area, the canal near Tract K which they got from the City five years ago which runs North and South on Wiles Road up to the Sawgrass.
- They were able to get code enforcement in Coral Springs to enforce clearing the canal which runs behind Hidden Hammocks to get this area cleared since the property owner allowed this property to overgrow. This area is done, but not completed in a satisfactory manner so Mr. Craven is following up. He indicated they will also work westward along the Sawgrass canal from where they left off a year ago.
- Mr. Cassel stated if they do not utilize the funds it this year will drop into the fund balance and they will be able to appropriate it next year if they have a project that comes in.
- The question arose how much of the \$200,000 will they get in this year. Mr. Craven stated they have some preliminary estimates that are coming in around \$120,000. Mr. Craven stated he is hoping to put that RFP out in June.
- Mr. Cassel stated no action was required with this budget as it was just a preliminary presentation to see were any tweaks may be required. However, the tentative budget will be presented at the May meeting and adopted in August.

FIFTH ORDER OF BUSINESS**Attorney's Report**

- Mr. Doody would like to propose to the Board as part of the budget to consider increasing his hourly rate from \$185 to \$205 and thereafter the fact, asked to bring it up to an increment of \$10 and hour until they reach \$225 which his firm charges their other governmental clients.

April 4, 2019

Pine Tree Water Control District

- Mr. Doody will bring the proposal outlining this three-year plan for approval at the next meeting.

SIXTH ORDER OF BUSINESS

Engineer’s Report

- Discussion ensued regarding the section on Wiles Road which is getting closed out. The question arose about what is happening with it as it is the County’s land and they are supposed to get it cleared.
- Reviewing the drainage for phase one of Wiles Road then Wiles Road phase two they have almost finished all the work that falls in our District as far as drainage. They have been looking at a lot of permits for Pine Tree Estates lot recently. The BJs gas station is under construction; they started drainage work this week.
- The Habad there is something wrong with their outfall that the pipe that they are tying into looks like it is deflected about 30% or more. This is more a South Florida issue than Pine Tree.
- Further discussion ensued to this regard.

SEVENTH ORDER OF BUSINESS

Supervisors’ Request

- In the minutes of the last meeting Mr. Craven was going to provide a map of the areas which they have cleared to date and the ones they anticipate coming up. Mr. Craven and Mr. Frankenhauser have been looking into this, but have experienced an unpleasant encounter with one of the residents. He has been working with the City to get them onboard. It is mostly Parkland Estates which flows into the Sawgrass canal and this kind of issue.
- Mr. Craven will send out the map of the areas prior to the next meeting. Once they finalize it they will tab it up and make it all pretty, but he will send it out with a legend which shows what they have done and what they are planning on doing in the next year.
- Discussion ensued regarding the widening project. Mr. Craven will follow-up.

EIGHTH ORDER OF BUSINESS

Approval of Financials Dated February 28, 2018 and Check Register

On MOTION by Ms. Benckenstein seconded by Mr. Mayersohn with all in favor the Financials, Dated February 2019 and Check Registers were approved.

April 4, 2019

Pine Tree Water Control District

NINTH ORDER OF BUSINESS

Adjournment

- There being no further business,

On MOTION by Ms. Benckenstein seconded by Mr. Vaughan with all in favor the meeting was adjourned.

Kenneth Cassel
Assistant Secretary

Paul Brewer
Chairman

Fourth Order of Business

4A.

PINE TREE
Water Control District

Annual Operating Budget
Fiscal Year 2020

Version 2 - Proposed Budget
(Printed on 04/24/19 11:00am)

Prepared by:



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PINE TREE

Water Control District

Operating Budget

Fiscal Year 2020

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2017	FY 2018	BUDGET	THRU	APR -	PROJECTED	BUDGET
			FY 2019	MAR 2019	SEP 2019	FY 2019	FY 2020
REVENUES							
Interest - Investments	\$ 8,788	\$ 11,395	\$ 2,400	\$ 7,825	\$ 4,800	\$ 12,625	\$ 4,800
Other Licenses, Fees & Permits	2,300	1,800	100	2,650	-	2,650	100
Interest - Tax Collector	208	321	-	323	-	323	-
Special Assmnts- Tax Collector	644,944	644,795	655,489	599,079	56,410	655,489	655,489
Special Assmnts- Delinquent	126	59	-	9	-	9	-
Special Assmnts- Discounts	(22,109)	(21,697)	(26,220)	(23,066)	-	(23,066)	(26,220)
Sale of Surplus Equipment	3,000	-	-	-	-	-	-
Other Miscellaneous Revenues	275	41	-	-	-	-	-
TOTAL REVENUES	637,532	636,714	631,769	586,820	61,210	648,030	634,169
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	3,100	3,000	3,500	900	2,500	3,400	3,500
Payroll-Contract Personnel	12,161	12,526	12,902	6,452	6,450	12,902	13,289
FICA Taxes	237	230	268	69	191	260	268
ProfServ-Engineering	31,828	4,685	24,000	-	12,000	12,000	24,000
ProfServ-Legal Services	8,493	5,798	12,000	1,158	6,000	7,158	12,000
ProfServ-Mgmt Consulting Serv	35,253	36,310	37,398	18,699	18,699	37,398	38,520
Auditing Services	3,500	3,600	4,000	-	4,000	4,000	4,000
Postage and Freight	303	268	300	58	150	208	300
Printing and Binding	885	308	1,200	162	600	762	1,200
Legal Advertising	2,619	730	2,000	152	1,800	1,952	2,000
Misc-Assessmnt Collection Cost	12,459	12,463	13,110	11,520	1,128	12,648	13,110
Misc-Contingency	1,998	4,422	840	100	420	520	840
Misc-Web Hosting	1,000	1,000	1,100	550	550	1,100	1,100
Office Supplies	303	270	600	77	300	377	600
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	114,314	85,785	113,393	40,072	54,788	94,860	114,902
<i>Field</i>							
Payroll-Hourly	83,839	89,930	92,943	46,490	46,200	92,690	95,731
Payroll-Contract Personnel	31,950	32,909	33,896	16,946	16,950	33,896	34,913
Payroll - Special Pay	271	325	325	325	-	325	325
FICA Taxes	6,410	6,884	7,135	3,571	3,570	7,141	7,348
Pension Benefits	9,120	9,760	9,294	5,152	4,650	9,802	10,530
Life and Health Insurance	22,134	23,038	23,662	12,047	12,120	24,167	25,210
Workers' Compensation	4,212	4,608	4,910	2,570	2,456	5,026	5,428
Contracts-Culvert Inspection	12,500	12,500	12,500	-	12,500	12,500	12,500
Contracts-Ditch Bank	-	-	19,500	-	19,500	19,500	19,500
Communication - Teleph - Field	142	161	144	94	93	187	192

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

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2017	FY 2018	BUDGET FY 2019	THRU MAR 2019	APR - SEP 2019	PROJECTED FY 2019	BUDGET FY 2020
Utility - Recharge Water	-	-	3,500	-	3,500	3,500	3,500
Rentals - General	7,601	7,829	8,064	4,032	4,032	8,064	8,306
Insurance - General Liability	10,028	9,414	10,355	9,204	-	9,204	10,124
R&M-General	3,982	4,805	15,000	3,673	7,500	11,173	15,000
R&M-Aquatic Weed Control	19,916	29,282	40,000	3,678	36,322	40,000	40,000
R&M-Canal Bank Restoration	169,341	223	200,000	-	200,000	200,000	200,000
R&M-Culvert Cleaning	-	-	55,000	-	55,000	55,000	55,000
Misc-Licenses & Permits	293	170	900	576	324	900	900
Misc-Hurricane Expense	-	270,000	-	-	-	-	-
Misc-Contingency	4,000	1,499	5,280	233	5,047	5,280	5,280
Op Supplies - General	2,102	1,040	1,560	98	780	878	1,560
Op Supplies - Uniforms	704	670	720	238	360	598	720
Op Supplies - Fuel, Oil	3,050	3,710	4,800	1,638	2,100	3,738	4,800
Cap Outlay - Vehicles	-	-	9,000	-	9,000	9,000	9,000
Total Field	391,595	508,757	558,488	110,565	442,004	552,567	565,867
TOTAL EXPENDITURES	505,909	594,542	671,881	150,637	496,793	647,427	680,769
Excess (deficiency) of revenues Over (under) expenditures	131,623	42,172	(40,112)	436,183	(435,583)	603	(46,600)
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	(40,112)	-	-	-	(46,600)
TOTAL OTHER SOURCES (USES)	-	-	(40,112)	-	-	-	(46,600)
Net change in fund balance	131,623	42,172	(40,112)	436,183	(435,583)	603	(46,600)
FUND BALANCE, BEGINNING	1,048,376	1,179,999	1,222,171	1,222,171	-	1,222,171	1,222,774
FUND BALANCE, ENDING	\$ 1,179,999	\$ 1,222,171	\$ 1,182,059	\$ 1,658,354	\$ (435,583)	\$ 1,222,774	\$ 1,176,174

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2020	\$ 1,222,774
Net Change in Fund Balance - Fiscal Year 2020	(46,600)
Reserves - Fiscal Year 2020 Additions	-
Total Funds Available (Estimated) - 9/30/2020	1,176,174

ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	170,192	(1)
Reserves - Equipment (Prior Years)	67,000	(2)
Reserves - Infrastructure* (Prior Years)	121,004	(2)
Subtotal	<u>358,196</u>	
Total Allocation of Available Funds	358,196	

Total Unassigned (undesignated) Cash	\$ 817,978
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Notes

(1) Represents approximately 3 months of operating expenditures

(2) Represents reserves from prior years

* Infrastructure includes headwall repairs, bank restoration, culvert replacement/repair, control structures

Budget Narrative
Fiscal Year 2020

REVENUES

Interest-Investments

The District earns interest on the monthly average collected balance for their operating, money market accounts and certificate of deposits.

Permit and Review Fees

The District receives revenue from permits and reviews.

Special Assessments-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 Assessments-Discounts

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

EXPENDITURES

Administrative

P/R - Board of Supervisors

HB 869 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$100 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending seven meetings for the year.

P/R - Contract Personnel

This expense includes personnel, human resources services, payroll and customer service pursuant to the Interlocal Agreement between the District and Coral Springs Improvement District.

Professional Services-Engineering

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments.

Professional Services-Legal Services

The District's attorney provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

Professional Services-Management Consulting Services

The District receives Management, Accounting, Administrative and Assessment services as part of a Management Agreement with Inframark Infrastructure Management Services, Inc. Also included are costs for Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Inframark in accordance with the management contract and the charge for rentals. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Budget Narrative
Fiscal Year 2020

EXPENDITURES

Administrative (continued)

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter.

Postage and Freight

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

Printing and Binding

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

Legal Advertising

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

Miscellaneous-Assessment Collection Costs

The District reimburses the Broward County Tax Collector for the necessary administrative costs and 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.

Miscellaneous-Contingency

This represents administrative budget for unforeseen expenditures.

Bank Service Charge	\$ 300
Gift Certificate for Thanksgiving	\$ 50
Holiday Lunch	\$ 150
Annual District Picnic	\$ 100
Miscellaneous Expenses	\$ 240
TOTAL	\$ 840

Miscellaneous-Web Hosting

The District is mandated to post on the internet the approved and adopted budgets, minutes and audits per State requirements.

Office Supplies

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

Annual District Filing Fee

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

PINE TREE

Water Control District

General Fund

Budget Narrative
Fiscal Year 2020**EXPENDITURES****Field****Payroll - Hourly**

This includes Payroll, Workers Comp, FUTA/SUTA Taxes and payroll charges for two Field personnel based upon current rate plus an increase.

Payroll – Contract Personnel

The District contracts for the Supervisor pursuant to the current Interlocal Agreement between the District and Coral Springs Improvement District. The charges that are included in this fee are salary, taxes, worker's compensation, health care, pension expense and Holiday bonus.

Payroll - Special Pay

The Special Pay is a holiday bonus based upon number of years of service. This also includes taxes.

FICA Taxes

Payroll taxes for the Field personnel.

Pension Benefits

The District's plan is at approximately 10% and is based upon wages.

Life and Health Insurance

The District offers the employees Health, Life, Dental and Disability.

Workers' Compensation

The District's policy is with Preferred Government Insurance Trust.

Contracts - Culvert Inspection

This expense includes a contract for underwater diving services as well as a contract for canal cleaning.

Contracts – Ditch Bank

This expense includes a contract for ditch bank mowing of the newly acquired ditch.

Communication – Telephone - Field

The District provides Nextel telephones for all field employees.

Utility - Recharge Water

Recharge pumping into the Pine Tree Water Control District for Cocomar Water Control District.

Rentals - General

This covers vehicles, boat and chemical storage (new certified, insured, hazardous material) located at the Coral Springs Improvement District.

Insurance – General Liability

This is for the general liability insurance and auto insurance for the District.

Budget Narrative
Fiscal Year 2020

EXPENDITURES

Field (continued)

R&M – General

The following is a listing of repairs and maintenance necessary for operations:

Waste Container Clean Up (shared CSID)	\$ 8,400
Truck Maintenance	\$ 2,400
Mower Repairs	\$ 1,000
Miscellaneous Repairs	\$ 3,200
	\$15,000

R&M – Aquatic Weed Control

This includes the purchase of chemicals for aquatic weed control that include Alligare, Aquaneat, Argos, Cutrine, Diquat, Hydrolthol, and Tribune.

R&M – Canal Bank Restoration

This is for the canal bank restoration project.

R&M – Culvert Cleaning

This is for the cleaning of the debris and sand from the culverts on a biennial basis.

Licenses & Permits

This includes any permit fees, classes, licenses and all fees related to the employee obtaining an Aquatic License.

Contingency

This is for any miscellaneous item or repair that the District may incur.

Operating Supplies – General

This is for any miscellaneous operating supplies that necessary for the District.

Operating Supplies – Uniforms

This is for the weekly uniform rental for 2 employees plus an annual shoe allowance of \$90/employee.

Operating Supplies – Fuel/Oil

This is for Diesel Fuel for the tractor mower and Gasoline for vehicles.

Capital Outlay - Vehicles

This is for the new boat that needs to be purchased for the District.

PINE TREE

Water Control District

Supporting Budget Schedule

Fiscal Year 2020

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

	FY 2020	FY 2019
Net Tax Levy	\$ 616,159.00	\$ 616,159.00
Add: Discounts/Collections at 6%	<u>39,330.00</u>	<u>39,330.00</u>
Total Tax Levy	\$ 655,489.00	\$ 655,489.00
<hr/>		
Taxable Units	2,124.04	2,124.04
<hr/>		
Assessment Per Unit	\$ 308.60	\$ 308.60

4B

RESOLUTION 2019-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT APPROVING THE TENTATIVE BUDGET FOR FISCAL YEAR 2020 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a tentative general fund budget for Fiscal Year 2020; a copy of which is attached hereto, and

WHEREAS, the Board of Supervisors has considered said tentative budget and desires to set the required public hearing thereon;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT;

1. The budget tentative by the District Manager for Fiscal Year 2020 is hereby approved as the basis for conducting a public hearing to adopt said budget.

2. A public hearing on the tentative budget is hereby declared and set for the following date, hour and place:

Date: August 1, 2019

Hour: 6:00 p.m.

Place: Parkland City Hall
6600 North University Drive
Parkland, Florida

Notice of this public hearing shall be published in the manner prescribed in Florida Law.

Adopted this 2nd day of May, 2019

Paul Brewer
President

Kenneth Cassel
Assistant Secretary

4C.



SUPERVISOR OF ELECTIONS
 www.browardsoe.org

Broward Governmental Center • 115 South Andrews Avenue, Room 102 • Fort Lauderdale, Florida 33301 • 954-712-1951

M E M O R A N D U M

To: Sandra H. Demarco
 Administrative Recording Department Manager

From: John Way
 Public Services Director / Candidate Qualifying Officer

Date: April 15, 2019

Subject: Community Development District Information

Pursuant to your request, please be advised that the number of registered voters as of April 15, 2019 in the Special Districts requested is as follows:

<u>SPECIAL DISTRICT</u>	<u>Number of Registered Voters</u>
Griffin Lakes Community Development District	590
Maple Ridge Community Development District	496
Monterra Community Development District	2,404
Pine Tree Water Control District	10,648
Coral Springs Improvement District	31,507

We hope this information has been of assistance to you.

Eighth Order of Business

PINE TREE

Water Control District

Financial Report

March 31, 2019

Prepared by



PINE TREE

Water Control District

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PINE TREE

Water Control District

Financial Statements

(Unaudited)

March 31, 2019

Balance Sheet
March 31, 2019

<u>ACCOUNT DESCRIPTION</u>	<u>TOTAL</u>
<u>ASSETS</u>	
Cash - Checking Account	\$ 180,735
Assessments Receivable	71
Allow-Doubtful Collections	(71)
Interest/Dividend Receivables	595
Investments:	
Certificates of Deposit - 12 Months	657,258
Money Market Account	853,513
TOTAL ASSETS	\$ 1,692,101
<u>LIABILITIES</u>	
Accounts Payable	\$ 14,077
Accrued Expenses	1,852
Accrued Wages Payable	1,879
Accrued Taxes Payable	820
Payroll Deduction - Misc.	119
Deposits	15,000
TOTAL LIABILITIES	33,747
<u>FUND BALANCES</u>	
<i>Fund Balances</i>	
Assigned to:	
Operating Reserves	167,970
Reserves - Equipment	67,000
Reserves - Infrastructure	121,004
Unassigned:	1,302,380
TOTAL FUND BALANCES	\$ 1,658,354
TOTAL LIABILITIES & FUND BALANCES	\$ 1,692,101

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2019

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
REVENUES					
Interest - Investments	\$ 2,400	\$ 1,200	\$ 7,825	\$ 6,625	326.04%
Other Licenses, Fees & Permits	100	100	2,650	2,550	2650.00%
Interest - Tax Collector	-	-	323	323	0.00%
Special Assmnts- Tax Collector	655,489	625,943	599,079	(26,864)	91.39%
Special Assmnts- Delinquent	-	-	9	9	0.00%
Special Assmnts- Discounts	(26,220)	(26,120)	(23,066)	3,054	87.97%
TOTAL REVENUES	631,769	601,123	586,820	(14,303)	92.89%
EXPENDITURES					
Administration					
P/R-Board of Supervisors	3,500	1,500	900	600	25.71%
Payroll-Contract Personnel	12,902	6,452	6,452	-	50.01%
FICA Taxes	268	115	69	46	25.75%
ProfServ-Engineering	24,000	12,000	-	12,000	0.00%
ProfServ-Legal Services	12,000	6,000	1,158	4,842	9.65%
ProfServ-Mgmt Consulting Serv	37,398	18,699	18,699	-	50.00%
Auditing Services	4,000	-	-	-	0.00%
Postage and Freight	300	150	58	92	19.33%
Printing and Binding	1,200	600	162	438	13.50%
Legal Advertising	2,000	1,000	152	848	7.60%
Misc-Assessmnt Collection Cost	13,110	12,519	11,520	999	87.87%
Misc-Contingency	840	100	100	-	11.90%
Misc-Web Hosting	1,100	550	550	-	50.00%
Office Supplies	600	300	77	223	12.83%
Annual District Filing Fee	175	175	175	-	100.00%
Total Administration	113,393	60,160	40,072	20,088	35.34%
Field					
Payroll-Hourly	92,943	46,472	46,490	(18)	50.02%
Payroll-Contract Personnel	33,896	16,948	16,946	2	49.99%
Payroll - Special Pay	325	325	325	-	100.00%
FICA Taxes	7,135	3,567	3,571	(4)	50.05%
Pension Benefits	9,294	4,647	5,152	(505)	55.43%
Life and Health Insurance	23,662	11,831	12,047	(216)	50.91%
Workers' Compensation	4,910	2,455	2,570	(115)	52.34%
Contracts-Culvert Inspection	12,500	-	-	-	0.00%
Contracts-Ditch Bank	19,500	-	-	-	0.00%
Communication - Teleph - Field	144	72	94	(22)	65.28%
Utility - Recharge Water	3,500	-	-	-	0.00%
Rentals - General	8,064	4,032	4,032	-	50.00%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Insurance - General Liability	10,355	10,355	9,204	1,151	88.88%
R&M-General	15,000	7,500	3,673	3,827	24.49%
R&M-Aquatic Weed Control	40,000	3,700	3,678	22	9.20%
R&M-Canal Bank Restoration	200,000	-	-	-	0.00%
R&M-Culvert Cleaning	55,000	-	-	-	0.00%
Misc-Licenses & Permits	900	576	576	-	64.00%
Misc-Contingency	5,280	233	233	-	4.41%
Op Supplies - General	1,560	780	98	682	6.28%
Op Supplies - Uniforms	720	360	238	122	33.06%
Op Supplies - Fuel, Oil	4,800	2,400	1,638	762	34.13%
Cap Outlay - Vehicles	9,000	-	-	-	0.00%
Total Field	558,488	116,253	110,565	5,688	19.80%
TOTAL EXPENDITURES	671,881	176,413	150,637	25,776	22.42%
Excess (deficiency) of revenues Over (under) expenditures	<u>(40,112)</u>	<u>424,710</u>	<u>436,183</u>	<u>11,473</u>	<u>-1087.41%</u>
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	(40,112)	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	(40,112)	-	-	-	0.00%
Net change in fund balance	<u>\$ (40,112)</u>	<u>\$ 424,710</u>	<u>\$ 436,183</u>	<u>\$ 11,473</u>	<u>-1087.41%</u>
FUND BALANCE, BEGINNING (OCT 1, 2018)	1,222,171	1,222,171	1,222,171		
FUND BALANCE, ENDING	<u>\$ 1,182,059</u>	<u>\$ 1,646,881</u>	<u>\$ 1,658,354</u>		

PINE TREE

Water Control District

Supporting Schedules

March 31, 2019

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
 For the Period Ending March 31, 2019

Account Description	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	FY 2019	Adopted
	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Projected	Budget
Revenues														TOTAL
Interest - Investments	\$ 933	\$ 1,416	\$ 1,108	\$ 1,206	\$ 1,132	\$ 2,030	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 12,625	\$ 2,400
Other Licenses, Fees & Permits	-	-	2,500	150	-	-	-	-	-	-	-	-	2,650	100
Interest - Tax Collector	-	-	-	323	-	-	-	-	-	-	-	-	323	-
Special Assmnts- Tax Collector	-	119,817	435,092	14,285	19,757	10,128	56,410	-	-	-	-	-	655,489	655,489
Special Assmnts- Tax Collector-Delinquent	-	2	2	2	1	2	-	-	-	-	-	-	9	-
Special Assmnts- Discounts	-	(4,828)	(17,268)	(426)	(439)	(105)	-	-	-	-	-	-	(23,066)	(26,220)
Total Revenues	933	116,407	421,434	15,540	20,451	12,055	57,210	800	800	800	800	800	648,030	631,769
Expenditures														
Administrative														
P/R-Board of Supervisors	-	400	-	500	-	-	500	500	500	-	500	500	3,400	3,500
Payroll-Contract Personnel	1,077	1,075	1,075	1,075	1,075	1,075	1,075	1,075	1,075	1,075	1,075	1,075	12,902	12,902
FICA Taxes	-	31	-	38	-	-	38	38	38	-	38	38	260	268
ProfServ-Engineering	-	-	-	-	-	-	2,000	2,000	2,000	2,000	2,000	2,000	12,000	24,000
ProfServ-Legal Services	48	278	-	500	185	148	1,000	1,000	1,000	1,000	1,000	1,000	7,158	12,000
ProfServ-Mgmt Consulting Serv	3,117	3,117	3,117	3,117	3,117	3,117	3,117	3,117	3,117	3,117	3,117	3,117	37,398	37,398
Auditing Services	-	-	-	-	-	-	-	4,000	-	-	-	-	4,000	4,000
Postage and Freight	9	12	7	14	11	6	25	25	25	25	25	25	208	300
Printing and Binding	6	42	42	51	9	12	100	100	100	100	100	100	762	1,200
Legal Advertising	152	-	-	-	-	-	-	-	-	-	1,800	-	1,952	2,000
Misc-Assesmnt Collection Cost	-	2,300	8,357	277	386	201	1,127	-	-	-	-	-	12,648	13,110
Misc-Contingency	-	62	38	-	-	-	70	70	70	70	70	70	520	840
Misc-Web Hosting	92	92	92	92	92	92	92	92	92	92	92	92	1,100	1,100
Office Supplies	-	39	-	-	39	-	50	50	50	50	50	50	377	600
Annual District Filing Fee	175	-	-	-	-	-	-	-	-	-	-	-	175	175
Total Administrative	4,674	7,445	12,727	5,663	4,913	4,651	9,194	12,066	8,066	7,528	9,866	8,066	94,860	113,393

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report
 For the Period Ending March 31, 2019

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Budget	May Budget	June Budget	July Budget	Aug Budget	Sept Budget	FY 2019 Projected	TOTAL		
														FY 2019 Projected	Adopted Budget	
Field																
Payroll-Hourly	8,210	7,873	7,515	8,220	7,157	7,515	7,600	7,600	7,600	7,900	7,600	7,900	92,690	92,943		
Payroll-Contract Personnel	2,821	2,825	2,825	2,825	2,825	2,825	2,825	2,825	2,825	2,825	2,825	2,825	33,896	33,896		
Payroll - Special Pay	-	-	325	-	-	-	-	-	-	-	-	-	325	325		
FICA Taxes	626	601	598	627	546	573	595	595	595	595	595	595	7,141	7,135		
Pension Benefits	1,342	737	762	710	787	813	775	775	775	775	775	775	9,802	9,294		
Life and Health Insurance	2,001	2,034	2,019	2,027	2,022	1,944	2,020	2,020	2,020	2,020	2,020	2,020	24,167	23,662		
Workers' Compensation	1,255	-	220	1,095	-	-	1,228	-	-	1,228	-	-	5,026	4,910		
Contracts-Culvert Inspection	-	-	-	-	-	-	-	-	-	-	-	12,500	12,500	12,500		
Contracts-Ditch Bank	-	-	-	-	-	-	-	-	-	-	-	19,500	19,500	19,500		
Communication - Teleph - Field	16	16	16	16	16	16	16	16	16	16	16	16	187	144		
Utility - Recharge Water	-	-	-	-	-	-	-	-	-	-	-	3,500	3,500	3,500		
Rentals - General	672	672	672	672	672	672	672	672	672	672	672	672	8,064	8,064		
Insurance - General Liability	9,204	-	-	-	-	-	-	-	-	-	-	-	9,204	10,355		
R&M-General	710	538	572	458	737	658	1,250	1,250	1,250	1,250	1,250	1,250	11,173	15,000		
R&M-Aquatic Weed Control	-	-	1,832	366	-	1,480	-	-	-	-	-	-	36,322	40,000		
R&M-Canal Bank Restoration	-	-	-	-	-	-	-	-	-	-	-	200,000	200,000	200,000		
R&M-Culvert Cleaning	-	-	-	-	-	-	-	-	-	-	-	55,000	55,000	55,000		
Misc-Licenses & Permits	-	-	-	500	76	-	-	-	-	-	-	324	900	900		
Misc-Contingency	-	233	-	-	-	-	-	-	-	-	-	5,047	5,280	5,280		
Op Supplies - General	19	20	19	12	15	13	130	130	130	130	130	130	878	1,560		
Op Supplies - Uniforms	41	41	52	41	41	21	60	60	60	60	60	60	598	720		
Op Supplies - Fuel, Oil	335	321	225	193	237	327	350	350	350	350	350	350	3,738	4,800		
Cap Outlay - Vehicles	-	-	-	-	-	-	-	-	-	-	-	9,000	9,000	9,000		
Total Field	27,252	15,911	17,652	17,762	15,131	16,857	17,521	16,293	16,293	17,821	16,293	357,786	552,567	558,488		
Total Expenditures	31,926	23,356	30,379	23,425	20,043	21,507	26,714	28,359	24,359	25,349	26,159	365,852	647,427	671,881		

Excess (deficiency) of revenues	\$ (30,993)	\$ 93,051	\$ 391,055	\$ (7,885)	\$ 408	\$ (9,452)	\$ 30,496	\$ (27,559)	\$ (23,559)	\$ (24,549)	\$ (25,359)	\$ (365,052)	603	(40,112)		
Over (under) expenditures																

**Non-Ad Valorem Special Assessments - Broward County Tax Collector
Monthly Collection Distributions
For the Fiscal Year Ending September 30, 2019**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received
Assessments Levied (1)				\$ 655,005
Allocation %				100%
11/21/18	\$ 112,688	\$ 4,829	\$ 2,300	\$ 119,817
12/07/18	338,862	14,394	6,916	360,172
12/12/18	56,136	2,377	1,146	59,658
12/28/18	14,468	498	295	15,262
01/15/19	13,581	427	277	14,285
02/15/19	18,931	440	386	19,757
03/15/19	9,821	106	200	10,128
TOTAL	\$ 564,487	\$ 23,072	\$ 11,520	\$ 599,079

% COLLECTED 91.46%

TOTAL OUTSTANDING	\$ 55,927
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NOTES:

(1) Assessments levied varies from budget due to late valuations from the Tax Collector.

Pine Tree Collection Assessment History **			
Fiscal Year	Assessments Levied	Assessments Collected	Percentage Collected
2016	\$645,351	\$582,481	90.26%
2017	\$644,944	\$590,414	91.54%
2018	\$644,795	\$586,282	90.93%
2019	\$655,005	\$599,079	91.46%

**Assessments collected through March 31st

**Cash and Investment Balances
March 31, 2019**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Operating Account - Business Checking	BankUnited		0.00%	\$ 180,735
Certificate of Deposit - 12 months	BankUnited	07/17/19	1.54%	\$153,092 (1)
Certificate of Deposit - 12 months	BankUnited	02/13/20	2.74%	\$400,000 (2)
Certificate of Deposit - 12 months	BankUnited	03/29/20	2.60%	\$104,166 (3)
			Subtotal	<u>\$657,258</u>
Money Market Account	BankUnited		1.75%	853,513 (4)
			Total	<u><u>\$1,691,506</u></u>

NOTES:

- (1) Reinvested in Certificate of Deposit with BankUnited at 1.538% for 12 months starting 07/17/18 and maturing 07/17/19.
- (2) Invested in Certificate of Deposit with BankUnited at 2.74% for 12 months starting 02/13/19 and maturing 02/13/20.
- (3) Reinvested in Certificate of Deposit with BankUnited at 2.60% for 12 months starting 03/29/19 and maturing 03/29/20.
- (4) Invested in Money Market Account at Bank United.

Pine Tree WCD

Bank Reconciliation

Bank Account No. 1361 BANKUNITED CHECKING - GF
 Statement No. 03-19
 Statement Date 3/31/2019

G/L Balance (LCY)	180,735.35	Statement Balance	180,776.86
G/L Balance	180,735.35	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	180,776.86
Subtotal	180,735.35	Outstanding Checks	41.51
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	180,735.35	Ending Balance	180,735.35
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
12/27/2018	Payment	002299	Nextel-Sprint	15.55	0.00	15.55
3/28/2019	Payment	002320	Nextel-Sprint	15.62	0.00	15.62
3/28/2019	Payment	002321	UNIFIRST CORPORATION	10.34	0.00	10.34
Total Outstanding Checks.....				41.51		41.51

**PINE TREE
Water Control District**

**Payment Register by Fund
For the Period from 02/01/19 to 03/31/19
(Sorted by Check / ACH No.)**

Fund No.	Check/ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	GASOLINE	552030-53901	\$224.56
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	SAMS CLUB-FIELD SUPPLIES	552001-53901	\$19.06
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	AMERICAN PUBLIC LIFE 12/2018	523001-53901	\$51.32
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	AFLAC	218019	\$20.64
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	NATIONWIDE 401 12/2018	522001-53901	\$429.44
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	NATIONWIDE 457B-PAYROLL DEDUCT 12/18	522001-53901	\$357.86
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	NATIONWIDE 457B EMPLOYER MATCH 12/18	522001-53901	\$357.86
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	NATIONWIDE 457B LOANS 12/18	522001-53901	\$146.20
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	POSTAGE	541006-51301	\$4.70
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	WASTEPRO	546001-53901	\$178.04
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	RENT	544001-53901	\$672.00
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	CONTRACT HR & PAYROLL SERVICES	512019-51301	\$1,075.00
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	CONTRACT SERVICES GF	512019-53901	\$2,825.00
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	HEALTH INSURANCE	523001-53901	\$2,077.84
001	002305	02/07/19	CSID	2713	REIMB FOR 12/18	AMEX-OUTBACK-HOLIDAY PARTY	549900-51301	\$50.32
001	002305	02/07/19	CSID	2714	REIMB FOR 01/19	RENT	544001-53901	\$672.00
001	002305	02/07/19	CSID	2714	REIMB FOR 01/19	AFLAC	218019	\$20.64
001	002305	02/07/19	CSID	2714	REIMB FOR 01/19	CONTRACT HR & PAYROLL SERVICES	512019-51301	\$1,075.00
001	002305	02/07/19	CSID	2714	REIMB FOR 01/19	CONTRACT SERVICES GF	512019-53901	\$2,825.00
001	002305	02/07/19	CSID	2714	REIMB FOR 01/19	HEALTH INSURANCE	523001-53901	\$2,074.92
001	002306	02/07/19	Nextel-Sprint	377901267-136	ACCT#377901267 12/09-01/08/19	Communication - Teleph - Field	541005-53901	\$15.62
001	002307	02/07/19	UNIFIRST CORPORATION	919 1850265	UNIFORMS 01/16/19	Op Supplies - Uniforms	552028-53901	\$10.34
001	002307	02/07/19	UNIFIRST CORPORATION	919 1852604	UNIFORMS 01/23/19	Op Supplies - Uniforms	552028-53901	\$10.34
001	002308	02/13/19	UNIFIRST CORPORATION	919 1854977	UNIFORMS 01/30/19	Op Supplies - Uniforms	552028-53901	\$10.34
001	002309	02/13/19	GOREN, CHEROF, DOODY	23979	GENERAL MATTERS 01/19	ProfServ-Legal Services	531023-51401	\$499.50
001	002310	02/19/19	UNIFIRST CORPORATION	919 1857337	UNIFORMS 02/06/19	Op Supplies - Uniforms	552028-53901	\$10.34
001	002310	02/19/19	UNIFIRST CORPORATION	919 1859717	UNIFORMS 02/13/19	Op Supplies - Uniforms	552028-53901	\$10.34
001	002311	02/22/19	AUTO NATION SSC	264795	FORD F-150 TIRES (2), OIL CHG	R&M-General	546001-53901	\$387.75
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	GASOLINE	552030-53901	\$192.78
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	SAMS CLUB FIELD SUPPLIES	552001-53901	\$12.19
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	AMERICAN PUBLIC LIFE GAP INSURANCE 1/19	523001-53901	\$51.32
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	AFLAC	218019-53901	\$20.64
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	NATIONWIDE 401 1-2019	522001-53901	\$428.76
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	NATIONWIDE 457B PAYROLL DEDUCT 1/19	522001-53901	\$357.30
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	NATIONWIDE 457B EMPLOYER MATCH 1/19	522001-53901	\$357.30
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	NATIONWIDE 457B LOANS 1/19	522001-53901	\$146.20
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	POSTAGE	541006-51301	\$4.23
001	002312	02/22/19	CSID	2732	REIMB FOR 1/19	WASTEPRO	546001-53901	\$457.56
001	002312	02/22/19	CSID	2732	REIMB FOR 2/19	2/19 RENT	544001-53901	\$672.00
001	002312	02/22/19	CSID	2732	REIMB FOR 2/19	CONTRACT HR & PAYROLL SERVICE 2/19	512019-51301	\$1,075.00
001	002312	02/22/19	CSID	2732	REIMB FOR 2/19	CONTRACT SERVICE GF 2/19	512019-53901	\$2,825.00
001	002312	02/22/19	CSID	2732	REIMB FOR 2/19	HEALTH INSURANCE 2/19	523001-53901	\$2,074.92
001	002313	02/22/19	INFRAMARK, LLC	37635	01/19 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,116.50

**PINE TREE
Water Control District**

**Payment Register by Fund
For the Period from 02/01/19 to 03/31/19
(Sorted by Check / ACH No.)**

Fund No.	Check/ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	002313	02/22/19	INFRAMARK, LLC	37635	01/19 MANAGEMENT FEES	Postage and Freight	541006-51301	\$9.40
001	002313	02/22/19	INFRAMARK, LLC	37635	01/19 MANAGEMENT FEES	Printing and Binding	547001-51301	\$50.95
001	002313	02/22/19	INFRAMARK, LLC	37635	01/19 MANAGEMENT FEES	Misc-Webhosting	549915-51301	\$91.67
001	002314	02/22/19	Nextel-Sprint	377901267-137	ACCT#377901267 01/09-02/08/19	Communication - Teleph - Field	541005-53901	\$15.62
001	002315	02/28/19	UNIFIRST CORPORATION	919-1843147	UNIFORMS 12/26/18	Op Supplies - Uniforms	552028-53901	\$10.34
001	002316	03/04/19	INFRAMARK, LLC	38605	02/19 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,116.50
001	002316	03/04/19	INFRAMARK, LLC	38605	02/19 MANAGEMENT FEES	Postage and Freight	541006-51301	\$10.54
001	002316	03/04/19	INFRAMARK, LLC	38605	02/19 MANAGEMENT FEES	Printing and Binding	547001-51301	\$9.20
001	002316	03/04/19	INFRAMARK, LLC	38605	02/19 MANAGEMENT FEES	Office Supplies	551002-51301	\$38.50
001	002317	03/04/19	UNIFIRST CORPORATION	919-1864457	UNIFORMS 02/27/19	Misc-Webhosting	549915-51301	\$91.67
001	002318	03/13/19	GOREN, CHEROF, DOODY	24371	GENERAL MATTERS 02/19	Op Supplies - Uniforms	552028-53901	\$10.34
001	002319	03/13/19	UNIFIRST CORPORATION	919-1866838	UNIFORMS 03/06/19	ProfServ-Legal Services	531023-51401	\$185.00
001	002320	03/28/19	Nextel-Sprint	377901267-138	ACCT#377901267 02/09-03/08/19	Op Supplies - Uniforms	552028-53901	\$10.34
001	002321	03/28/19	UNIFIRST CORPORATION	919-1869212	UNIFORMS 03/13/19	Communication - Teleph - Field	541005-53901	\$15.62
							Fund Total	\$31,579.70

Total Checks Paid \$31,579.70