



City of Cedar Rapids
Finance Committee Meeting Agenda
Wednesday, February 11, 2015
4:00 pm – 5:30 pm

Finance Committee Members:

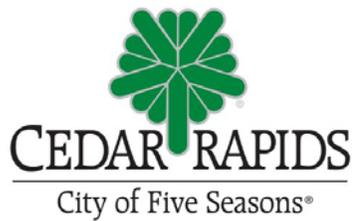
Salma Igram, Chair
Paulette Hall
Robin Tucker

Agenda:

- I. Call to Order
 - II. Introductions
 - III. Public Response
 - IV. Approval of Minutes
 - VI. New Business
 - 1. Finance 101
 - Casey Drew
Finance Department
 - Ronda Jones
Finance Department
 - 2. Budget Updates
 - LaSheila Yates
Executive Director
- 30 Minutes
- 45 Minutes

Notice:

Any person needing visual/audio assistance or language interpretation should contact Civil Rights at 319-286-5036 at least 48 hours prior to the meeting.



City of Cedar Rapids
Civil Rights Commission
Finance Committee Meeting Minutes
Wednesday, November 19, 2014
4:30 p.m. – 5:15 p.m.

Commissioners Present: Ms. Salma Igram - Chair
Mr. Robin Tucker
Mr. Keith Rippy

Staff Present: Ms. LaSheila Yates, Executive Director
Ms. Alicia Abernathey, Administrative Assistant

Meeting started at 4:37 p.m.

Introductions

Public Response - No public present

Approval of Minutes – Robin Tucker moved to approve the minutes. Salma Igram seconded the motion, which was unanimously approved.

Old Business -

1. Civil Rights Office Space Update

LaSheila Yates stated the wiring from the IT Department is near completion as they need to finish installing wiring for wireless internet and setting up our camera system. They are anticipating completion by December 5th. The cost for the wiring is approximately \$10,700 and the cameras are approximately \$1,100. Ms. Yates stated the current office furniture will be sold for \$4,000 and the cost of the movers will be \$1,200. Staff ran ads regarding the move in the Penny Saver and Gazette and the cost was approximately \$355.

New Business –

1. Civil Rights FY15 Budget

Ms. Yates stated the department has to meet or exceed the budget by June 30, 2015 and the total revenue is currently at 144%. Ms. Yates reviewed and identified specific information for the all of the commission's budget.

Keith Rippy joined the meeting at 5:04 p.m.

Ms. Yates stated Elizabeth's position will run out of funding in June and Johnny's position will run out of funding in August. Ms. Yates identified the money currently spent on specific projects and stated some corrections will be made as some items were not coded correctly.

2. 28E Agreement

Ms. Yates stated she met with the Marion Executive Committee and discussed the 28E Agreement. The 28E Agreement includes an initial \$5,000 setup fee to be paid to the Cedar Rapids commission each year to cover expenses relating to the Marion Rules of Practice, Charter, Standard Operating Procedures and staff training. Any additional staff time for meeting attendance, administrative meeting preparation, outreach and investigation work will be billed to Marion at 125% of staff's wage rate.

3. 2014 Fair Housing MOU's

This item was not discussed.

The meeting adjourned at 5:27 p.m.

Respectfully submitted by Alicia Abernathey

DRAFT

City of Cedar Rapids – Finance Information

Fiscal Year: July 1st, 20XX – June 30th, 20XX

Financial Plan: Late Aug / September

Budget:

- Prepare request – October (for FY starting in July of the next year)
- Final General Fund information – November
- Meetings or discussion with City Manager – December
- Council Meetings and reviews - mid January til end of Feb
- Budget must be adopted by Council by March 15th

Budget Amendment:

- Review revenues and expenditures all year long for possible changes or issues. Request a change at any time of the fiscal year until the cut off.
 - Usually submitted in March (April, May & June spending / revenue has to be estimated) to ensure budget is met.
-

Civil Rights:

- **Operations (general fund) = Revenues are from property taxes and \$5,000 from Marion**
 - Balance at year end is absorbed in general fund and does not roll from year to year.
 - **Special Revenue (7937) = CR Seminar fund balance as of 12/31/14 = \$12,833.35**
 - Not used in last 13 years. Earning interest or transfers out to help fund 7936 is all.
 - Fund balance rolls from year to year.
 - **Special Revenue (7936) = CR FHAP Grant fund balance as of 6/30/14 = (\$2,591.39)**
 - Annual Federal Hud grant \$ received each year. Expenses are Training and Rent only at this time.
 - Any new grants in this fund must have expenditures match revenues.
 - Fund balance rolls from year to year.
-

Policies for general fund departments:

- Actual **revenues** are expected to **meet or exceed** budgeted amounts. – budgeted conservatively
- The State of Iowa requires that cities **do not** spend more than their overall **expenditure** budget by program regardless of funds/cash available.
 - Overtime shall not exceed the budgeted amount
 - Departments may not reallocate unspent personal service budget (wage and benefits) for other uses.
 - Reason: Per Council policy established when budget was adopted, savings from vacated positions is used to balance the general fund.
 - **The category discretionary expenses are considered controllable by departments (i.e. office supplies, training, etc.). For this category, total actual expenses may not exceed total budgeted expenses.**
 - The category “Non-discretionary expenses – other” are considered not fully controllable by city departments as they are subject to external or economic factors (i.e. fuel, electricity, etc.).
 - Budget is calculated by Finance and allocated to departments
 - Departments may not reallocate unspent budget
 - If budget is exceeded due to external/economic factors, Finance will reallocate budget to the department as appropriate.

December 2014

Civil Rights (Operations department 111xxx, Special Revenue FHAP 7936, Special Revenue Seminar 7937):

General Fund: Civil Rights (Dept 111XXX): Analysis by Category

Revenue:

- **Per state code – you must meet or exceed your annual budget by June 30th.** Total revenues are at **267%** of budget received.

The only budgeted revenue is a \$5,000 payment from Marion as a contribution and 1,500 for various services that could receive \$ for.

- 1,250 received in July is for Speaking at NIACC Hispanic Ed Conf
- 5,000 received in August from Marion
- 3,125 received in August from State of Iowa for contracts – this must be for the employment cases. FY14 = 3,150
- 3,080 received in October from Linn County Leadership Circle
- 4,000 received in November from Silent Women for furniture sold
- 500 received in December for speaking engagement
- 400 received in December for State Case Reimb

Expenditure:

- **Per state code – you can't spend more than your expenditure budget by June 30th.** Total expenditures are **49%** spent, at **50%** way through the fiscal year.

Personal Services:

- Overall personal services are **on target** budget based on YTD budget at **44%** spent at 50% way through the fiscal year.
- OT is currently at **12%** spent

Discretionary Non-Personal Services: (Civil Rights should monitor)

- Overall discretionary services are **ABOVE target** with budget. You have spent **53%** of your budget, **50%** of the way through the fiscal year.
- As long as you do not exceed your total budgeted discretionary expense budget of \$36,000, there will not be an issue in this category. (You can go over/under per accounts, but not in total.)
 - If costs of moving, etc will make you go over, we can request a budget amendment and show offsetting revenue.
 - Temporary Admin costs were not budgeted and thru October = \$4,284.90

Non-Discretionary – Fleet & Facilities: This is for employee parking. Budget for this will be addressed in January – payments to date are just October and November. Please confirm no September costs and I will add the budget.

Non-Discretionary Non-Personal Services: (Civil Rights does not have to monitor)

- It should be noted that the internal city billings may not be current but budget will automatically be added for actual costs for Finance, IT, and admin charges.

Special Revenue Fund: Civil Rights FHAP Grant (fund 7936)

Revenue:

- Total revenues budgeted is \$40K and you are at 83% received.
- Annual Federal HUD to be received is budgeted at 35,000 in FY15. (this will cover Rent and Training only) – **amount billed to HUD in December = \$52,030**
- At Budget Amendment time, we will add grant revenue received for various projects within in this fund.
 - 181,240.75 is the balance of 235K appropriate to be spent in FY15 (See project detail below expenditures.)
 - Can add budget of 17,030 as budget amendment request if you want to spend any of this balance in FY15.

Expenditure:

- Total budgeted expenditures is \$40K and you are at **45%** spent.
 - *Discretionary* training budget of \$6,132.88 will need to request a budget amendment since over budget.. This is at 104% spent thru November.
 - *Non-Discretionary* budget of \$33,867.12 is rent of current Civil Rights location. (will reallocate budget as needed to training so you are not over budget there)
 - *Rent July – Nov 2014 is \$2,422.26 per month. (janitorial of \$400 gets charged to operations)*
 - Paid July – November YTD
 - I asked A/P to watch and make sure we do not get a December/January bill.
 - Did we pay a deposit and if so, when will that be paid back? I could research our A/P records but just wanted to see if it's been discussed.

➤ FUND 7936 - Grant details for \$235K appropriation so **expenditures/revenue must get coded to a project #.** Partially spent in FY14 of \$53,759.25. Balance below should be used in FY15 – General Accounting does Grant requests/tracking. – budget amendment in March 2015 will need to be requested,

CTYCR	793602	HUD - FF207K137012 Outreach	\$49,873
CTYCR	793603	HUD - FF207K137012 Investigatr	\$51,744
CTYCR	793604	HUD-FF207K137012 Conf/Edu Hous	\$25,663
CTYCR	793606	HUD-FF207K137012 Fair Housing	\$53,960
			\$181,241

- *Personal Services* Budget was added to cover 2 temporary outreach / investigator positions. \$107,476.44. This is at 43% spent. (project 793602 & 793603)
- *Discretionary spending for various projects is at 35% spent.*

Special Revenue Fund: Civil Rights Seminars (fund 7937)

No budget is available in this fund. This fund has not been used in past 5 years with the exception of transfer out to fund 7936 to offset HUD revenue, in order to pay rent & training.

- Preliminary fund balance is approximately \$12,000

Travels/Training account 542102 - Travel BTR's should have coding on each travel

- Operational: 542102-101-111000
 - Budget in FY15 is \$7,500, spent YTD is \$4,585.19
- FHAP related travels: 542102-7936-793600
 - Budget in FY15 6,132.88, spent YTD is \$6,350.57 **(over budget)**
 - **Must put CVLRT_TRAV on travel report** in funding source if FHAP grant is going to cover the costs. **If this does not happen, operations will be charged.**

City of Cedar Rapids
 111000 Civil Rights
 2014-12-31

Account	Current Month 2015 YTD Actuals	Fiscal Year 2015 Adjusted Budget	Fiscal Year 2015 YTD Actuals	Favorable (Unfavorable) Variance	Percent of Budget Received Spent	
Taxes						
Total Taxes	-	-	-	-	0%	
License & Permits						
Total License & Permits	-	-	-	-	0%	
Intergovernmental Grants						
Local Govt Grants	423000	500.00	3,125.00	2,625.00	625%	
Total Intergovernmental Grants	-	500.00	3,125.00	2,625.00	625%	
Charges for Services						
Admin Charges - External	431012	900.00	6,000.00	10,230.00	4,230.00	171%
Total Charges for Services	-	900.00	6,000.00	10,230.00	4,230.00	171%
Fines & Forfeits						
Total Fines & Forfeits	-	-	-	-	0%	
Other Miscellaneous Revenue						
Sale of Fixed Assets	482001	-	-	4,000.00	4,000.00	0%
Total Other Miscellaneous Revenue	-	-	4,000.00	4,000.00	0%	
Transfers In						
Total Transfers In	-	-	-	-	0%	
Proceeds of LT Liabilities						
Total Proceeds of LT Liabilities	-	-	-	-	0%	
Total Revenue	900.00	6,500.00	17,355.00	10,855.00	267%	
Personal Services						
Regular Employees	511100	24,429.77	322,066.00	132,666.30	189,399.70	41%
Overtime	511300	102.08	1,500.00	186.82	1,313.18	12%
Other / Special Pays	511400	588.58	1,700.00	10,339.12	(8,639.12)	608%
Group Insurance	512100	4,348.90	53,005.00	23,216.97	29,788.03	44%
Social Security Contributions	512200	1,676.52	24,882.00	10,544.73	14,337.27	42%

City of Cedar Rapids
111000 Civil Rights
2014-12-31

	Account	Current Month 2015 YTD Actuals	Fiscal Year 2015 Adjusted Budget	Fiscal Year 2015 YTD Actuals	Favorable (Unfavorable) Variance	Percent of Budget Received Spent
Retirement Contribution	512300	2,002.62	29,046.00	11,749.87	17,296.13	40%
Workers' Compensation	512500	110.30	1,581.00	672.06	908.94	43%
Other Employee Benefits	512600	7.75	93.00	43.40	49.60	47%
Total Personal Services		<u>33,266.52</u>	<u>433,873.00</u>	<u>189,419.27</u>	<u>244,453.73</u>	<u>44%</u>
Discretionary - Non-Personal Services						
Advertising / Marketing	521100	23.48	1,500.00	23.48	1,476.52	2%
Contract Labor	521105	129.13	3,850.00	4,930.55	(1,080.55)	128%
Health Services	521106	12.00	150.00	76.00	74.00	51%
Legal Services	521107	-	3,000.00	-	3,000.00	0%
Other Professional Services	521108	-	1,500.00	-	1,500.00	0%
Banking / Financial Services	521109	143.04	-	502.91	(502.91)	0%
Computer Software	522101	-	750.00	-	750.00	0%
IT Services - External	522102	480.12	2,700.00	880.22	1,819.78	33%
Ext Rpr & Mtnc Srv-Bldg & Grds	522104	-	-	2,000.00	(2,000.00)	0%
Ext Repair & Maint Svcs - FF&E	522105	-	500.00	-	500.00	0%
Telephone	523107	282.23	2,500.00	735.13	1,764.87	29%
Printing, Binding, & Duplicate	525102	644.06	3,000.00	1,504.20	1,495.80	50%
Books,Periodicals,&Subscrip	531103	-	500.00	197.60	302.40	40%
Computer Supplies	531106	-	1,000.00	-	1,000.00	0%
Miscellaneous Supplies	531114	-	300.00	80.00	220.00	27%
Office Supplies	531116	910.72	2,500.00	1,944.77	555.23	78%
Shop Supplies	531119	-	-	7.98	(7.98)	0%
Personal Protective Gear	531124	-	-	18.60	(18.60)	0%
Cost of Conferences / Training	542102	-	7,500.00	4,585.19	2,914.81	61%
Dues & Memberships	542103	-	750.00	-	750.00	0%
Postage & Freight	542108	185.23	3,000.00	1,548.33	1,451.67	52%
Travel	542111	29.00	1,000.00	34.21	965.79	3%
Total Discretionary Non-Personal Services		<u>2,839.01</u>	<u>36,000.00</u>	<u>19,069.17</u>	<u>16,930.83</u>	<u>53%</u>
Non-Discretionary - Fleet & Facilities Expenditures						
City Facility Mtnc Services	522107	-	-	-	-	0%
City Fleet Services	522108	-	-	-	-	0%
Rental of Land & Bldgs	524100	-	-	900.00	(900.00)	0%
City Rental Charges - Fleet	524102	-	-	-	-	0%

City of Cedar Rapids
 111000 Civil Rights
 2014-12-31

Account	Current Month 2015 YTD Actuals	Fiscal Year 2015 Adjusted Budget	Fiscal Year 2015 YTD Actuals	Favorable (Unfavorable) Variance	Percent of Budget Received Spent
Total Fleet & Facilities Expenditures	-	-	900.00	(900.00)	0%
Non-Discretionary Non-Personal Service Expenditures					
City Accounting Services 521113	1,508.75	9,149.00	9,149.00	-	100%
Admin Charges - Cty Mgr depts 521114	1,960.00	11,760.00	11,760.00	-	100%
Admin Charges - Other 521114	-	-	-	-	0%
City IT Services 522109	2,140.47	17,329.49	17,329.49	-	100%
Electricity 523100	-	-	-	-	0%
Natural Gas 523103	-	-	-	-	0%
Liability Insurance 525104	101.08	1,213.00	606.48	606.52	50%
Property Insurance 525107	-	-	-	-	0%
Vehicle Insurance 525108	-	-	-	-	0%
Diesel Fuel 532100	-	-	-	-	0%
Gasoline 532101	-	-	-	-	0%
Total Non-Discretionary Expenditures	5,710.30	39,451.49	38,844.97	606.52	98%
Non-Discretionary Capital Outlay Expenditures					
Total Non-Discretionary Capital Outlay Expenditures	-	-	-	-	0%
Debt Service					
Total Debt Service	-	-	-	-	0%
Transfers Out					
Total Transfers Out	-	-	-	-	0%
Total Expenditures	41,815.83	509,324.49	248,233.41	261,091.08	49%
Net Revenues over/(under) Expenditures	(40,915.83)	(502,824.49)	(230,878.41)	271,946.08	
<u>Summary of Admin Charge Revenue</u>					
Admin Charges - City Mgr Depts 431007	-	-	-	-	
Admin Charges - Other	-	-	-	-	

City of Cedar Rapids
 7936 Civil Rights FHAP Grant
 2014-12-31

Account	Current Month 2015 YTD Actuals	Fiscal Year 2015 Adjusted Budget	Fiscal Year 2015 YTD Actuals	Favorable (Unfavorable) Variance	Percent of Budget Received Spent	
Taxes						
Total Taxes	-	-	-	-	0%	
License & Permits						
Total License & Permits	-	-	-	-	0%	
Intergovernmental Grants						
Federal Operating	421001	52,030.00	222,099.81	233,270.75	11,170.94	105%
Local Govt Grants	423000	-	5,000.00	-	(5,000.00)	0%
Total Intergovernmental Grants		52,030.00	227,099.81	233,270.75	6,170.94	103%
Charges for Services						
Registration Fees	431303	1,000.00	-	7,752.00	7,752.00	0%
Total Charges for Services		1,000.00	-	7,752.00	7,752.00	0%
Fines & Forfeits						
Total Fines & Forfeits		-	-	-	-	0%
Other Miscellaneous Revenue						
Interest/Div - Nonproprietary	451000	19.42	-	47.17	47.17	0%
Total Other Miscellaneous Revenue		19.42	-	47.17	47.17	0%
Transfers In						
Total Transfers In		-	-	-	-	0%
Proceeds of LT Liabilities						
Total Proceeds of LT Liabilities		-	-	-	-	0%
Total Revenue		53,049.42	227,099.81	241,069.92	13,970.11	106%
Personal Services						
Regular Employees	511100	7,093.03	107,476.44	39,305.36	68,171.08	37%
Other / Special Pays	511400	(137.82)	-	120.59	(120.59)	0%
Social Security Contributions	512200	481.19	-	2,894.74	(2,894.74)	0%
Retirement Contribution	512300	555.08	-	3,285.02	(3,285.02)	0%

City of Cedar Rapids
 7936 Civil Rights FHAP Grant
 2014-12-31

Account	Current Month 2015 YTD Actuals	Fiscal Year 2015 Adjusted Budget	Fiscal Year 2015 YTD Actuals	Favorable (Unfavorable) Variance	Percent of Budget Received Spent
Workers' Compensation	512500	35.08	-	201.29	(201.29) 0%
Total Personal Services		<u>8,026.56</u>	<u>107,476.44</u>	<u>45,807.00</u>	<u>61,669.44</u> 43%
Discretionary - Non-Personal Services					
Printing, Binding, & Duplicate	525102	-	-	458.18	(458.18) 0%
Books,Periodicals,&Subscrip	531103	-	-	153.55	(153.55) 0%
Contribution-Other Agency	541106	3,952.00	79,623.37	23,352.00	56,271.37 29%
Cost of Conferences / Training	542102	430.88	6,132.88	6,350.57	(217.69) 104%
Travel	542111	7.62	-	30.70	(30.70) 0%
Total Discretionary Non-Personal Services		<u>4,390.50</u>	<u>85,756.25</u>	<u>30,345.00</u>	<u>55,411.25</u> 35%
Non-Discretionary - Fleet & Facilities Expenditures					
City Facility Mtnc Services	522107	-	-	-	- 0%
City Fleet Services	522108	-	-	-	- 0%
Rental of Land & Bldgs	524100	-	33,867.12	12,136.30	21,730.82 36%
City Rental Charges - Fleet	524102	-	-	-	- 0%
Total Fleet & Facilities Expenditures		<u>-</u>	<u>33,867.12</u>	<u>12,136.30</u>	<u>21,730.82</u> 36%
Non-Discretionary Non-Personal Service Expenditures					
City Accounting Services	521113	-	-	-	- 0%
Admin Charges - Cty Mgr depts	521114	-	-	-	- 0%
Admin Charges - Other	521114	-	-	-	- 0%
City IT Services	522109	-	-	-	- 0%
Electricity	523100	-	-	-	- 0%
Natural Gas	523103	-	-	-	- 0%
Liability Insurance	525104	-	-	-	- 0%
Property Insurance	525107	-	-	-	- 0%
Vehicle Insurance	525108	-	-	-	- 0%
Diesel Fuel	532100	-	-	-	- 0%
Gasoline	532101	-	-	-	- 0%
Total Non-Discretionary Expenditures		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u> 0%
Non-Discretionary Capital Outlay Expenditures					
Total Non-Discretionary Capital Outlay Expenditures		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u> 0%

City of Cedar Rapids
 7936 Civil Rights FHAP Grant
 2014-12-31

Account	Current Month 2015 YTD Actuals	Fiscal Year 2015 Adjusted Budget	Fiscal Year 2015 YTD Actuals	Favorable (Unfavorable) Variance	Percent of Budget Received Spent
Debt Service					
Total Debt Service	-	-	-	-	0%
Transfers Out					
Total Transfers Out	-	-	-	-	0%
Total Expenditures	12,417.06	227,099.81	88,288.30	138,811.51	39%
Net Revenues over/(under) Expenditures	40,632.36	-	152,781.62	152,781.62	
<u>Summary of Admin Charge Revenue</u>					
Admin Charges - City Mgr Depts 431007	-	-	-	-	
Admin Charges - Other	-	-	-	-	

City of Cedar Rapids
 7937 Civil Rights Seminars
 2014-12-31

Account	Current Month 2015 YTD Actuals	Fiscal Year 2015 Adjusted Budget	Fiscal Year 2015 YTD Actuals	Favorable (Unfavorable) Variance	Percent of Budget Received Spent
Taxes					
Total Taxes	-	-	-	-	0%
License & Permits					
Total License & Permits	-	-	-	-	0%
Intergovernmental Grants					
Total Intergovernmental Grants	-	-	-	-	0%
Charges for Services					
Total Charges for Services	-	-	-	-	0%
Fines & Forfeits					
Total Fines & Forfeits	-	-	-	-	0%
Other Miscellaneous Revenue					
Interest/Div - Nonproprietary 451000	1.96	-	10.65	10.65	0%
Total Other Miscellaneous Revenue	1.96	-	10.65	10.65	0%
Transfers In					
Total Transfers In	-	-	-	-	0%
Proceeds of LT Liabilities					
Total Proceeds of LT Liabilities	-	-	-	-	0%
Total Revenue	1.96	-	10.65	10.65	0%
Personal Services					
Total Personal Services	-	-	-	-	0%
Discretionary - Non-Personal Services					
Total Discretionary Non-Personal Services	-	-	-	-	0%
Non-Discretionary - Fleet & Facilities Expenditures					
City Facility Mtnc Services 522107	-	-	-	-	0%

City of Cedar Rapids
 7937 Civil Rights Seminars
 2014-12-31

	Account	Current Month 2015 YTD Actuals	Fiscal Year 2015 Adjusted Budget	Fiscal Year 2015 YTD Actuals	Favorable (Unfavorable) Variance	Percent of Budget Received Spent
City Fleet Services	522108	-	-	-	-	0%
Rental of Land & Bldgs	524100	-	-	-	-	0%
City Rental Charges - Fleet	524102	-	-	-	-	0%
Total Fleet & Facilities Expenditures		-	-	-	-	0%
Non-Discretionary Non-Personal Service Expenditures						
City Accounting Services	521113	-	-	-	-	0%
Admin Charges - Cty Mgr depts	521114	-	-	-	-	0%
Admin Charges - Other	521114	-	-	-	-	0%
City IT Services	522109	-	-	-	-	0%
Electricity	523100	-	-	-	-	0%
Natural Gas	523103	-	-	-	-	0%
Liability Insurance	525104	-	-	-	-	0%
Property Insurance	525107	-	-	-	-	0%
Vehicle Insurance	525108	-	-	-	-	0%
Diesel Fuel	532100	-	-	-	-	0%
Gasoline	532101	-	-	-	-	0%
Total Non-Discretionary Expenditures		-	-	-	-	0%
Non-Discretionary Capital Outlay Expenditures						
Total Non-Discretionary Capital Outlay Expenditures		-	-	-	-	0%
Debt Service						
Total Debt Service		-	-	-	-	0%
Transfers Out						
Total Transfers Out		-	-	-	-	0%
Total Expenditures		-	-	-	-	0%
Net Revenues over/(under) Expenditures		1.96	-	10.65	10.65	
<u>Summary of Admin Charge Revenue</u>						
Admin Charges - City Mgr Depts	431007	-	-	-	-	
Admin Charges - Other		-	-	-	-	