

KINNELOA IRRIGATION DISTRICT
REGULAR MEETING – BOARD OF DIRECTORS
1999 KINCLAIR DRIVE, PASADENA, CA 91107
TUESDAY – OCTOBER 16, 2012
7:30 P.M.

AGENDA

- 1. CALL TO ORDER**
 - A. Declaration of a Quorum
 - B. Review of Agenda

- 2. PUBLIC COMMENT** — Comments from the public regarding items on the Agenda or other items within the jurisdiction of the District. Speakers may be limited to five (5) minutes at the discretion of the Chairman of the Board.

- 3. PUBLIC HEARING – PROPOSED BUDGET FOR YEAR 2013**

- 4. DISCUSSION AND APPROVAL OF 2013 BUDGET**

- 5. REVIEW GENERAL MANAGER’S REPORT**

- 6. REVIEW MINUTES** — September 18, 2012

- 7. REVIEW FINANCIAL REPORTS** — September 30, 2012

- 8. ITEMS FOR NEXT AGENDA**

- 9. CALENDAR** – November 20, 2012
December 18, 2012
January 15, 2013

- 10. ADJOURNMENT**

Each item on the Agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Material related to an item on this agenda submitted after distribution of the Agenda Packet is available for public review at the District Office or online at the District’s website <http://www.kinneloairrigationdistrict.info>.



August 27, 2012

Public Hearing Notice

Dear Property Owners and Customers,

Pursuant to the requirements set forth in Article 13D of the California Constitution, we are notifying you that the Kinneloa Irrigation District's Board of Directors will consider establishing water rates for 2013, as described below, at a public hearing to be held at 7:30 p.m. on October 16, 2012, at the District's office, 1999 Kinclair Drive, Pasadena. These rates will be applicable to all customers who receive water service from the District. The Board will consider oral and written comments from the public at this meeting prior to adopting any change in the District's rates, and you may submit a written protest to the proposed rates at the address set forth above either prior to or at the public hearing.

Since water sales revenue is the only source of income to the District, water rates need to be periodically raised to provide funding for system improvements and preventative maintenance projects as well as for increases in general and operating costs. Each year, we review and refine our Master Plan to determine what projects should be undertaken in the immediately coming years, as well as perform an annual review of operating expenses in preparation of the budget. That review has demonstrated that the District's existing commodity water rate and daily service charge are not sufficient to meet the District's revenue requirements for necessary ongoing operations and capital improvements, and that additional funding of approximately \$118,000 is needed to meet the required revenue. District management then calculated how much of an increase in the commodity water rate and daily service charge would be necessary by using the typical average annual water usage within the District and dividing that usage amount by the amount of necessary additional revenue. The Master Plan of the District, which lists the necessary capital improvement projects the District will be undertaking, can be viewed at kinneloairrigationdistrict.info. This plan, which was originally developed after the 1993 Kinneloa firestorm, lists projects that improve the District's ability to store and provide sufficient water for firefighting and to maintain water service after other natural disasters, such as earthquakes and windstorms; as well as to ensure the District continues to provide its customers with safe and healthful drinking water. Many of the recommended projects listed in the Master Plan have been completed over the past ten years, but over \$4 million in additional beneficial projects will not be completed until the necessary funding is obtained. The District's self-funding of those projects in the recent past has saved the District's customers significant debt service costs.

The Board of Directors of the Kinneloa Irrigation District approved the budget for the calendar year of 2013 at its regular meeting on August 21, 2012, subject to further discussion and approval of water rates for 2013 in full compliance with the California Constitution's requirements. The budget reflects a proposed increase in the District's commodity (water usage) charge from \$2.95 to \$3.35 per unit (one unit equals 100 cubic feet or 748 gallons). The District's fixed daily service charge would increase from \$1.61 (\$49.00 per average month) to \$1.68 (\$51.10 per average month). Your usage history is available online by registering your account at the District's Internet site or by mail upon request.

The proposed rate and charge increase for 2013 is necessary to meet the projected revenue and capital improvement requirements of the 2013 budget, as well as to encourage continued water use efficiency by our customers. The effect of this rate increase on your monthly water bill can be offset by adoption of one or more of the water saving tips at kinneloa Irrigation District info, by applying at socalwatersmart.com for rebates on appliances and weather-based irrigation controllers from the Metropolitan Water District of Southern California or by applying at fmwd.com for a rebate on turf removal from the Foothill Municipal Water District.

Sincerely,

Kinneloa Irrigation Board of Directors

Kinneloa Irrigation District Proposed 2013 Budget

Daily Service Charge = \$1.68 (Average Charge per Month = \$51.10)

Commodity Charge \$3.35 per CCF

Account	Account Description	2013
4000	Water Sales	1,223,000
4015	Wholesale Water Sales	150,000
4020	Service Charges	10,000
4035	Interest-Reserve Fund	4,000
Total Income		1,387,000
5000	Leased Water Rights	46,500
5005	Electricity	105,000
5010	Maintenance Supplies	20,000
5011	Material and Labor for Installs	10,000
5012	Safety Equipment	1,600
5015	Operations & Maintenance Labor	155,000
5016	Operations & Maintenance OT	10,000
5020	Stand-by Compensation	7,500
5022	Training/Certification	1,600
5025	Water Treatment/Analysis	22,000
5030	Maintenance Contractors	125,000
5034	Equipment Maintenance	10,000
5035	Vehicle Maintenance	6,000
5036	Fuel - All Equipment	15,000
5040	Equipment Rental	500
5045	Insurance-Workers Compensation	12,000
5046	Insurance-Liability	22,000
5048	Insurance-Property	2,500
5049	Insurance-Medical	46,000
6000	Engineering Services	45,000
6005	Watermaster Services	12,000
6015	Administrative Salary	130,000
6017	Administrative Travel	5,000
6020	Board of Directors Compensation	5,600
6021	Administrative & Board Expenses	2,500
6024	Customer/Public Information	3,000
6025	PERS - KID	15,000
6030	Social Security - KID	29,000
6035	Office/Computer Supplies	9,000
6036	Postage/Delivery	6,000
6040	Professional Dues	7,500
6045	Legal Services	15,000
6050	Telephone	4,000
6051	Mobile Telephone	2,000
6052	Pagers	240
6053	Internet Service	1,500
6059	Computer/Software Maintenance	9,000
6061	Office Equipment Maintenance	1,000
6065	Accounting Services	7,000
6070	Office & Accounting Labor	78,000
6075	Outside Services	20,000
6080	Capital Improvement Fee	7,000
6081	Permits/Fees	5,000
6120	Bank Service Charges	3,600
Total Expenses		1,041,140
NET REVENUES		345,860

Water Sales, Units	258,726
Rate Per Unit	\$3.35
Annual Commodity Revenue	\$866,730
Daily Service Charge	\$1.68
Annual DSC Revenue	\$356,269
Annual Water Sales	\$1,223,000
Wholesale Water Sales	\$150,000
Other Annual Revenue	\$14,000
Total Revenue	\$1,387,000
Total Expenses	\$1,041,140
Net Revenues	\$345,860
Capital Improvement Projects	\$256,681
Annual Net Cash Flow	\$89,179
Average Monthly Charge for Low Usage	\$85
Average Monthly Charge for Medium Usage	\$219
Average Monthly Charge for High Usage	\$386
Reserve Fund Balance (Beginning)*	\$641,727
Reserve Fund Balance (Year End)*	\$730,906

*Reserve fund balance includes \$250,000 set aside for possible future Eucalyptus Tunnel contamination mitigation and \$100,000 in operational working capital.

Rate History

Implementation Date	DSC Chg. (Per Average Month)	Com.Chg.
1/1/89	\$20.00	\$0.85
1/1/91	\$20.00	\$1.10
5/1/93	\$20.00	\$1.60
4/5/01	\$30.00	\$1.90
1/6/03	\$30.00	\$1.95
1/1/05	\$30.00	\$2.05
1/1/06	\$34.00	\$2.30
1/1/07	\$36.00	\$2.42
1/1/09	\$41.00	\$2.55
1/1/10	\$49.00	\$2.75
1/1/11	\$49.00	\$2.95
Proposed 1/1/13	\$51.10	\$3.35

Recommended Expenditures for Capital Improvement Projects

1504	East-West Tank Connector Pipeline	85,000	Start Design Work
1509	Wilcox Well	5,000	Replace Well Depth Line
1511	Water Treatment Plant	5,400	Upgrade Cl ₂ Analyzers and Other Improvements
1512	Water Meters	32,000	Meter Replacement Program
1513	Electrical/Electronic Equipment	25,000	Facility Electrical Projects
1514	Computer/Office Equipment	5,000	Replace Obsolete Computers and Other Equipment
1516	Facilities	12,000	Facility Improvement Projects
1522	Eucalyptus Booster Station	25,000	Refurbish Booster #2
1526	Vosburg Booster Station	25,000	Start Design Work
1527	SCADA	15,000	SCADA Improvement Projects
1530	Tools	2,400	Purchase/Replace Non-Expendable Tools
2400	Truck Installment Sale Payment	19,881	Annual Payment for Two Trucks Purchased in 2008
Total Other Expenditures		256,681	
NET CASH FLOW		89,179	

General Manager's Report for the Board of Directors Meeting on October 16, 2012

I. Capital Improvement, Preventative Maintenance and Repair Projects

- A. **East-West Tank Connector Pipeline** – Waiting for SA Associates to further analyze cost and challenges of several possible alternate routings.
- B. **SCADA Upgrades and Maintenance** – Various projects were completed including radio antenna modifications to improve signal transmission at several locations.
- C. **Warehouse** – Project to provide improved storage and inventory management is ongoing.

II. Customer Account Status

A. Delinquent accounts –

37 accounts received late charges in the total amount of \$618.09
 29 accounts received shut off letter
 17 accounts received door hanger shut off notice
 0 accounts were shut off for non-payment

B. Aged Receivables as of August 31, 2012 (excluding City of Pasadena) –

Current	30 days	60 days	90 days or greater	Total
\$76,465.25	\$8,173.43	\$1,686.12	\$401.37	\$86,726.17

III. General Manager's Projects and Activities

- A. **2013 Budget and Proposed Rate Adjustment** – Public hearing is set for this meeting, October 16, 2012.
- B. **ACWA** – Region 8 meeting – The ACWA reorganization plan was discussed in conjunction with the proposed budget for 2013.
- C. **CSDA** – Annual Conference – I attended sessions on pension reform, goal-setting, engaging staff in improving performance to meet goals, Proposition 218 procedures, CEQA compliance and developments in CEQA case law, and privacy issues in the workplace in the electronic communications age.
- D. **Mailbox/Courtesy Drop Boxes** – I completed installation of the new mailbox the office driveway and the two courtesy payment drop boxes on Sierra Madre Villa and Kinneloa Canyon Road. Mail is now being delivered to office and we no longer will have a post office box.
- E. **JPIA** – I took the *Confined Space Entry* class conducted on October 9, 2012. New CalOSHA regulations are now in effect with regard to procedures and reporting.
- F. **Production and Sales Report** – I completed the attached report for the 2011-2012 watermaster year from July 1, 2011 through June 30, 2012.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
SEPTEMBER 18, 2012**

MEMBERS PRESENT: Directors Barkhurst, Eldridge, Griffith, Kilburn and Sorell

STAFF PRESENT: Melvin Matthews, General Manager
Chris Burt, Facilities Supervisor
Shirley Burt, Administrative Assistant

CALL TO ORDER: The Meeting was called to order by the President, Gerrie Kilburn, at 1930 hours. She noted that there was a quorum present. The Agenda was unanimously approved as presented.

PUBLIC COMMENT: No members of the public wished to speak.

REVIEW OF GENERAL MANAGER'S REPORT:

The Report was reviewed by the Board and accepted as presented

REVIEW OF MINUTES:

The minutes of August 21, 2012 were reviewed and approved as presented.

REVIEW OF FINANCIAL REPORTS:

The Financial Reports for August 31, 2012 were reviewed and approved for filing.

ITEMS FOR NEXT AGENDA:

Public Hearing –Proposed budget for year 2013

ADJOURNMENT:

The meeting was adjourned at 2000 hours.

Respectfully submitted,

Shirley Burt
Secretary to the Board

Kinneloa Irrigation District
Income Statement for the Nine Months Ending September 30, 2012

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
4000 Water Sales	120,844.70	120,000.00	930,681.72	857,000.00
4015 Wholesale Water Sales	0.00	0.00	161,187.57	0.00
4020 Service/Installation Charges	688.09	833.33	26,563.60	7,499.97
4035 Interest-Reserve Fund	246.41	333.33	2,613.82	2,999.97
4060 Disaster Assistance	0.00	0.00	2,016.80	0.00
Total Revenues	121,779.20	121,166.66	1,123,063.51	867,499.94
Expenses				
5005 Electricity	9,907.26	9,900.00	77,404.64	77,000.00
5010 Maintenance Supplies	4,855.20	2,500.00	22,796.58	22,500.00
5011 Material and Labor for Install	0.00	0.00	12,465.12	0.00
5012 Safety Equipment	0.00	133.33	0.00	1,199.97
5015 Operations & Maintenance Labor	10,999.84	13,500.00	104,331.57	120,000.00
5016 Operations & Maintenance OT	2,012.99	0.00	9,237.69	0.00
5020 Stand-by Compensation	690.00	625.00	5,400.00	5,625.00
5022 Training/Certification	0.00	133.33	0.00	1,199.97
5025 Water Treatment/Analysis	425.53	1,833.33	16,924.26	16,499.97
5030 Maintenance Contractors	11,085.82	9,750.00	96,650.34	87,750.00
5034 Equipment Maintenance	0.00	500.00	3,318.43	4,500.00
5035 Vehicle Maintenance	435.82	500.00	4,340.22	4,500.00
5036 Fuel - All Equipment	787.30	1,250.00	7,574.36	11,250.00
5045 Insurance-Workers Compensation	2,704.00	3,000.00	1,472.00	9,000.00
5046 Insurance-Liability	1,158.50	1,833.33	10,143.50	16,499.97
5048 Insurance-Property	184.00	208.33	1,244.81	1,874.97
5049 Insurance-Medical	3,779.41	3,666.67	34,014.69	33,000.03
6000 Engineering Services	0.00	3,750.00	9,115.90	33,750.00
6005 Watermaster Services	1,757.34	1,000.00	10,545.54	9,000.00
6015 Administrative Salary	10,214.50	10,609.64	91,287.00	93,671.04
6016 Administrative Bonus	0.00	0.00	3,000.00	0.00
6017 Administrative Travel	1,250.46	416.67	3,034.78	3,750.03
6020 BofD Compensation	400.00	400.00	4,000.00	4,400.00
6021 Administrative & Board Expense	0.00	208.33	551.62	1,874.97
6022 BofD-Election	0.00	0.00	292.60	0.00
6024 Customer/Public Info. Prog.	0.00	333.33	295.30	2,999.97
6025 PERS - KID	1,133.28	1,166.67	10,417.41	10,500.03
6030 Social Security - KID	2,239.79	2,416.67	19,937.96	21,750.03
6035 Office/Computer Supplies	1,576.50	750.00	5,484.30	6,750.00
6036 Postage/Delivery	316.54	500.00	3,060.16	4,500.00
6040 Professional Dues	552.99	625.00	6,212.91	5,625.00
6045 Legal Services	982.50	1,250.00	2,999.64	11,250.00
6050 Telephone	723.61	458.33	4,035.95	4,124.97
6051 Mobile Telephone	158.01	208.33	1,601.31	1,874.97
6052 Pagers	19.00	20.00	171.00	180.00
6053 Internet Service	94.94	125.00	774.46	1,125.00
6059 Computer/Software Maintenance	(1.91)	833.33	15,056.79	24,499.97
6061 Office Equipment Maintenance	0.00	83.33	580.50	749.97
6065 Accounting Services	0.00	0.00	6,200.00	7,000.00
6070 Office & Accounting Labor	4,961.14	4,000.00	43,370.92	36,000.00
6075 Outside Services	712.31	1,666.67	7,344.24	15,000.03
6080 Administrative Fees	277.58	614.08	2,169.24	5,526.72
6081 Permits/Fees	0.00	208.33	9,105.65	1,874.97
6120 Bank Service Charges	371.76	250.00	2,504.70	2,250.00
Total Expenses	76,766.01	81,227.03	670,468.09	722,427.55
Net Income	45,013.19	39,939.63	452,595.42	145,072.39

Kinneloa Irrigation District
Income Statement for the Nine Months Ending September 30, 2012

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Other Expenditures				
1509 Wilcox Well/Wilcox Booster	0.00	0.00	0.00	7,500.00
1511 WaterTreatment Plant	0.00	0.00	5,243.90	5,400.00
1512 Water Meters	0.00	1,666.67	22,560.72	15,000.03
1513 Electrical/Electronic Equip.	0.00	2,083.33	573.59	18,749.97
1514 Computer/Office Equipment	0.00	416.67	0.00	3,750.03
1516 Water Company Facilities	0.00	1,666.67	0.00	15,000.03
1527 SCADA Equipment	1,791.60	1,000.00	5,901.66	9,000.00
1530 Tools	201.44	200.00	961.47	1,800.00
2400 Truck Loan Payable	0.00	0.00	19,880.82	19,881.00
Total Other Expenditures	1,993.04	7,033.34	55,122.16	96,081.06
Total Increase or (Drawdown)	43,020.15	32,906.29	397,473.26	48,991.33

Kinneloa Irrigation District
Balance Sheet
September 30, 2012

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 148,560.27
1012	Reserve Fund-LAIF	117,826.19
1014	Reserve Fund-CalTRUST	460,977.06
1015	Accr. Int./Price Adj.-CalTRUST	(556.15)
1016	Accrued Interest-LAIF	127.49
1100	Accts. Receivable-Water Sales	86,726.17
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	113,914.71
1350	Prepaid Insurance	15,458.57
1360	Prepaid Expenses	6,932.71

Total Current Assets

969,195.54

Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	2,402,367.42
1505	Water Tunnels	705,985.75
1506	K-3 Well	82,848.37
1507	Improvement District #1	602,778.12
1508	Mountain Property	6,620.00
1509	Wilcox Well/Wilcox Booster	83,486.82
1510	Interconnections	14,203.27
1511	Water Treatment Plant	179,161.22
1512	Water Meters	83,230.72
1513	Electrical/Electronic Equip.	249,162.14
1514	Computer/Office Equipment	44,172.53
1515	Vehicles & Portable Equipment	222,084.16
1516	Water Company Facilities	60,079.20
1517	KID Office	54,202.92
1518	Shaw Ranch	280,789.92
1519	Dove Creek Project	487,383.87
1520	Glen Reservoir/Booster	24,190.86
1521	Kinneloa Ridge Project	690,492.58
1522	Eucalyptus Booster Station	500,288.76
1526	Vosburg Booster	12,590.00
1527	SCADA Equipment	202,073.71
1528	Tanks and Reservoirs	97,944.39
1529	Holly Tanks	181,113.76
1530	Tools	3,410.00
1600	Accum. Depreciation	(2,955,642.12)

Total Property and Equipment

4,463,778.86

Total Assets

\$ 5,432,974.40

Kinneloa Irrigation District
Balance Sheet
September 30, 2012

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 24,191.12	
2290	Accrued Vacation	13,894.70	
	Total Current Liabilities		38,085.82

Long-Term Liabilities

2400	Truck Loan Payable	17,217.47	
	Total Long-Term Liabilities		17,217.47
	Total Liabilities		55,303.29

Capital

3040	Fund Balance	4,925,075.69	
	Net Income	452,595.42	
	Total Capital		5,377,671.11
	Total Liabilities & Capital		\$ 5,432,974.40

Kinneloa Irrigation District
Check Register
For the Period From September 1, 2012 to September 30, 2012

Date	Check #	Payee	Amount	Description
9/12/12	7089	AmeriPride Services	49.82	shop towel service
9/12/12	7090	Athens Services	149.30	trash pick up
9/12/12	7091	Byrd Industrial Electronics	5,328.74	SCADA maint/equip Vosburg/K-3/Wilcox Res.
9/12/12	7092	Citizens Business Bank	19,880.82	installment payment on vehicles
9/12/12	7093	Cook Paging, Inc.	19.00	paggers
9/12/12	7094	Eurofins Eaton Analytical, Inc	250.80	water sample analysis
9/12/12	7095	Foothill Mun. Water District	277.58	administrative fee
9/12/12	7096	Melvin L. Matthews	654.43	mileage/lockable drop boxes/postage reimb.
9/12/12	7097	McMaster Carr	749.35	cl2, maintenance supplies warehouse
9/12/12	7098	Monrovia Mailing Company	374.32	rate increase notification mail handling and postage
9/12/12	7099	National Meter & Automation	2,253.52	water meters
9/12/12	7100	Perry Thomas Construction Co	7,322.00	retrofit drain line to DOPH survey, east tank
9/12/12	7101	Shirley Burt	136.19	July/August mileage reimbursement
9/12/12	7102	Specialty Services	275.00	janitorial service
9/12/12	7103	Utility Service Co., Inc.	3,763.82	tank maintenance agreement
9/12/12	EFT1528	Arco Gaspro Plus	787.30	truck gas
9/12/12	EFT1529	AT&T	64.06	SCADA data line
9/12/12	EFT1530	Calif. Public Emp. Ret. Sys.	2,623.07	CalPers - Aug KID and employee contribution
9/12/12	EFT1531	Pasadena Municipal Services	1,541.31	electricity
9/12/12	EFT1532	Southern California Edison Co.	7,263.72	electricity
9/12/12	EFT1533	Verizon Wireless	177.58	mobile phone
9/15/12	EFT1537	Bernadette C. Allen	687.76	salary
9/15/12	EFT1538	Christopher A. Burt	2,262.42	salary
9/15/12	EFT1539	Shirley L. Burt	1,351.83	salary
9/15/12	EFT1540	Melvin L. Matthews	3,350.85	salary
9/15/12	65284921	Brian L. Fry	1,502.79	salary
9/15/12	65284922	Felix Galindo	410.14	salary
9/15/12	65284923	Chris J. Mellinger	444.37	salary
9/15/12	EFT1541	ADP	61.14	payroll processing
9/15/12	EFT1542	ADP	4,229.64	withholding and taxes
9/15/12	EFT1543	Christopher A. Burt	150.00	salary
9/18/12	7104	ACWA/JPIA	4,402.05	health ins - KID/employee
9/18/12	7105	Clinical Laboratory, SB	24.00	water sample analysis
9/18/12	7106	Monrovia Mailing Company	361.11	statement mail handling and postage
9/18/12	7107	Western Water Works	1,893.77	maintenance supplies
9/18/12	EFT1534	Charter Communications	571.27	internet and telephone service
9/18/12	EFT1535	AT&T	12.23	telephone
9/18/12	EFT1536	Century Business Solutions	58.64	monthly fee and banking service fee
9/28/12	EFT1544	Investment Trust of California	200,000.00	wire transfer funds from Wells Fargo to CalTRUST
9/28/12	EFT1545	Earthlink Network	4.95	internet service
9/30/12	EFT1546	Bernadette C. Allen	643.81	salary
9/30/12	EFT1547	Richard L. Barkhurst	94.35	salary

Kinneloa Irrigation District
Check Register
For the Period From September 1, 2012 to September 30, 2012

9/30/12	EFT1548	Christopher A. Burt	2,465.12	salary
9/30/12	EFT1549	Shirley L. Burt	1,351.84	salary
9/30/12	EFT1550	Francis J. Griffith	94.35	salary
9/30/12	EFT1551	Gerrie G. Kilburn	94.35	salary
9/30/12	EFT1552	Melvin L. Matthews	3,350.85	salary
9/30/12	EFT1553	Steven G. Sorell	59.35	salary
9/30/12	65296710	Brian L. Fry	1,629.69	salary
9/30/12	65296711	Felix Galindo	364.57	salary
9/30/12	65296712	Chris J. Mellinger	406.84	salary
9/30/12	EFT1554	Christopher A. Burt	150.00	salary
9/30/12	EFT1555	ADP	77.70	payroll processing
9/30/12	EFT1556	ADP	<u>4,484.81</u>	withholding and taxes
	Total		<u><u>290,988.32</u></u>	
