VILLAGE OF TOBACCOVILLE BUDGET 2024-2025



Mayor: Myron W. Marion

Mayor Pro Tem: Lori Shore

Council: Mark Baker Carla Hall Boyce E. Shore

Administrator: Leo D. Corder Jr. Clerk: Kimberly L. Keen

June 6, 2024

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BUDGET MESSAGE

May 2, 2024

Dear Mayor and Council:

Enclosed is the proposed 2024-2025 Annual Budget for the Village of Tobaccoville. This budget reflects the Village's interest in maintaining cost effective and quality services to the citizens of Tobaccoville.

The proposed budget does not provide any new services, but sufficient funding for the provision of all existing services is made. The Village has received grants from the Park and Recreational Trust Fund and from the State of N.C. to assist in construction of a park and recreation project. These grants are being used to renovate existing facilities as well as to construct new amenities. Construction on this project will continue during the 2024-2025 budget year. Elements of this project may carry forward to other fiscal years if the Village chooses to carry funding forward subject to grant timelines. The garbage and recycling service contract cost per household increases this year due to a contractual increase as well as overall household growth. The Village continues to utilize ARP Funding through December of 2024 to fund General Services. This budget requires no municipal tax increase and reflects a conservative tone even with cost increases in some departments due to inflation.

The 2024-2025 Budget, as proposed, will require some appropriations from the General Fund and the Restricted Fund. I anticipate having approximately a \$2,223,897 balance left in the General Fund at the end of the 2024-2025 fiscal year, depending on the authorization of capital projects, acquisitions, equipment purchases, grants received, and actual expenses. Overall Village fund balance including the Restricted Fund, Powell Bill Fund, and Services Fund, is estimated to be \$2,782,006 by the end of fiscal year 2025.

An increase in the tax rate is not recommended in this year's budget. Next year's recommendation will have to be adjusted for changes within the framework of state shared revenue estimates, county property values, Reynolds tax equivalent payment totals, and necessary expenses to fund services, park projects, and infrastructure. This budget allows some flexibility, and I believe that we will perform better than expected in regards to expenditures in each department by fiscal year end. This budget reflects the commitment of the Village of Tobaccoville to provide the best possible use of taxpayer monies.

Sincerely,

Leo D. Corder Jr. Village Administrator

BUDGET ORDINANCE FOR 2024-2025 VILLAGE OF TOBACCOVILLE

BE IT ORDAINED by the Village Council of the Village of Tobaccoville, North Carolina:

Section 1: The following amounts are hereby appropriated in the General Fund for the operation of the Village government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

GENERAL FUND EXPENDITURES

| Council | \$ 78,000 |
|------------------|--------------|
| Administration | 213,594 |
| Park | 191,251 |
| Services | 274,089 |
| Capital Projects | 182,920 |

TOTAL \$ 939,854

Section 2: It is estimated that the following revenue will be available in the General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

GENERAL FUND REVENUE

| Ad Valorem Tax | \$ 132,967 | |
|-----------------------|------------------|--------|
| Beer and Wine Tax | 11,000 | |
| PARTF Grant | 91,460 | |
| Video Programming | 10,000 | |
| Earnings Income: | General Fund | 87,500 |
| | Powell Bill Fund | 18,000 |
| | Restricted Fund | 800 |
| NC Sales Tax Refund | l | 8,700 |
| Occupancy Tax | 50,000 | |
| Other Income | | 7,500 |
| Solid Waste Disposal | Tax | 2,000 |
| Community Center R | ent | 20,000 |
| Shelter and Gazebo R | lent | 5,000 |
| Powell Bill Funds | | 62,000 |
| RJR Tax Equivalent | 266,255 | |
| Sales Tax from State | 50,000 | |
| Utility Sales Tax | 75,000 | |
| Appropriations Gener | 6,004 | |
| Appropriations Restri | 35,668 | |

TOTAL \$ 939,854

Section 3: The following amounts are hereby designated as Capital Reserve for the Village's long-term capital projects for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

CAPITAL RESERVE FUNDS

SERVICES FUND

| Balance as of July 1, 2024 | \$ 79,829 |
|--|--------------|
| Transfer into reserve | 0 |
| Interest Earned | 3,393 |
| Transfer into General Fund for Expenditure | 0 |
| Balance as of June 30, 2025 | \$83,222 |

TOTAL CAPITAL RESERVE

\$83,222

Section 4: There is hereby levied a tax rate of .05 per \$100 of the assessed value as listed for taxes as of January 1, 2024 for the purpose of raising the revenue listed as *Ad Valorem* in the General Fund in the Revenues section of this ordinance.

Section 5: The Village Administrator may transfer amounts between line item expenditures within a department without limitation and without a report being required.

Section 6: Copies of this Budget Ordinance shall be furnished to the Village Clerk, the Village Council, and the Village Administrator and are to be kept on file by them for their direction in the disbursements of funds.

NOW, THEREFORE, adopted this, the 6th day of June, 2024 by the Tobaccoville Village Council.

| ATTEST: | Myron W. Marion, Mayor |
|---------------------------------|------------------------|
| Kimberly L. Keen, Village Clerk | SEAL |

2024-2025 BUDGET ESTIMATE - REVENUES **FUND: GENERAL** DEPARTMENT: ALL 2021-2022 **CURRENT YEAR 2023-2024** 2022-2023 2024-2025 **ACTUAL ACTUAL ESTIMATED** BUDGETED **ACTUAL AS ESTIMATED ESTIMATED** ITEMIACCOUNT **AMOUNT AMOUNT AMOUNT AMOUNT** OF 2/29/24 **ENTIRE YEAR** REMAINING AD VALOREM TAX 130,639 122,860 7.779 124,837 128,953 130.639 132,967 BEER AND WINE TAX 10,227 11,000 11,500 11,500 11.000 11,655 0 PARTF GRANT 0 0 480,000 0 388,540 388,540 91,460 4 VIDEO PROG. SALES TAX 10,328 9.864 11,000 4.653 4.800 9.453 10,000 NC SALES TAX REFUND 5 1,239 1,191 1,500 1,363 0 1,363 8.700 OCCUPANCY TAX 6 49,552 56,598 48,000 32,981 16,490 49,471 50,000 COMM CENTER RENT 16,735 20,905 15,000 17,165 6,000 23,165 20,000 3,740 5,055 5,000 8 SHELTER AND GAZEBO RENT 5,620 2,000 5,740 5,000 9 POWELL BILL FUNDS 57,767 56,978 56,978 63,301 63,301 62,000 0 RJR TAX EQUIVALENT 264,799 10 264,799 264,799 264.799 0 264.799 266,255 SALES TAX FROM STATE 53,238 35,058 17,528 52,586 50,000 11 44,053 50,000 UTILITY SALES TAX 40.000 12 78,801 79,970 78,000 35,254 75,254 75,000 13 **IOTHER INCOME** 373 1.679 7,500 299 500 799 7.500 SOLID WASTE DISPOSAL TAX 1.972 2.013 2,000 1,568 526 2.094 2.000 15 **IOSBM GRANT** 0 0 200,000 204,362 609 204,971 0 INTEREST INCOME 36,225 16 GENERAL FUND 2,633 74,905 62,859 62,917 99,142 87,500 17 POWELL BILL FUND 6,566 19,699 750 14,928 12,000 13,133 18,000 18 RESTRICTED FUND 312 8.760 5,000 10.032 5.120 15,152 800 544,183 1,417,668 **SUBTOTAL** 669.433 792.056 873.485 898.182 1.441.275 **APPROPRIATIONS** 19 FROM GENERAL FUND 0 0 87,746 0 433 433 6,004 20 FROM POWELL BILL FUND 0 0 O 0 0 0 FROM RESTRICTED FUND 0 0 147,000 0 0 n 35,668 **TOTAL** 669,433 792,056 1,676,021 873,485 939,854 544,616 1,418,101

| | 2024-2025 BUDGET ESTIMATE - EXPENDITURES | | | | | | | | |
|------|--|-----------|-----------|-----------|---------------|---------------|-------------|-----------|--|
| | | FUND: | GENERA | L DEPAR | TMENT: AL | L | | | |
| | | 2021-2022 | 2022-2023 | | CURRENT Y | EAR 2023-2024 | | 2024-2025 | |
| | | ACTUAL | ACTUAL | BUDGETED | ACTUAL AS | ESTIMATED | ESTIMATED | ESTIMATED | |
| ITEM | DEPARTMENT | AMOUNT | AMOUNT | AMOUNT | OF 2/29/24 | REMAINING | ENTIRE YEAR | AMOUNT | |
| | | 47.000 | 54.64 | 7.1.001 | 40.000 | 10.177 | 50.405 | 70.000 | |
| 1 | COUNCIL | 47,900 | 54,634 | 74,931 | 40,008 | 19,177 | 59,185 | 78,000 | |
| 2 | ADMINISTRATION | 164,539 | 165,240 | 195,426 | 113,165 | 63,179 | 176,344 | 213,594 | |
| | | | | | | | | | |
| 3 | PARK | 128,717 | 131,844 | 185,340 | 88,478 | 72,446 | 160,924 | 191,251 | |
| 4 | SERVICES | 193,608 | 407,042 | 232,824 | 134,306 | 82,762 | 217,068 | 274,089 | |
| SUB. | TOTAL | 534,764 | 758,760 | 688,521 | 375,957 | 237,564 | 613,521 | 756,934 | |
| 305 | 1017.12 | 334,704 | 730,730 | 000,021 | 373,737 | 237,304 | 013,321 | 730,734 | |
| 5 | CAPITAL PROJECTS | 9,000 | 0 | 987,500 | 268,814 | 535,766 | 804,580 | 182,920 | |
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| TOTA | | E42.744 | 750 740 | 1 474 001 | £ 4 4 7 7 7 1 | 772 220 | 1 410 101 | 020.054 | |
| | \L | 543,764 | 758,760 | 1,676,021 | 644,771 | 773,330 | 1,418,101 | 939,854 | |

| | 2024-2025 BUDGET ESTIMATE - EXPENDITURES | | | | | | | | |
|------|--|-----------|-----------|----------|------------|---------------|-------------|-----------|--|
| | | FUND: G | ENERAL | DEPARTM | IENT: COU | ICIL | | | |
| | | 2021-2022 | 2022-2023 | | CURRENT Y | EAR 2023-2024 | | 2024-2025 | |
| | | ACTUAL | ACTUAL | BUDGETED | ACTUAL AS | ESTIMATED | ESTIMATED | ESTIMATED | |
| | OBJECT OF EXPENDITURE | AMOUNT | AMOUNT | AMOUNT | OF 2/29/24 | REMAINING | ENTIRE YEAR | AMOUNT | |
| | ACCOUNTING FEES | 14,075 | 14,500 | 15,225 | 15,225 | 0 | 15,225 | 20,000 | |
| | CONFERENCES & EXPENSE | 388 | 375 | 3,000 | 14 | 500 | 514 | 3,000 | |
| | ELECTION | 2,326 | 0 | 4,206 | 0 | 4,200 | 4,200 | 0 | |
| | HOLIDAY DECORATIONS | 2,945 | 4,295 | 4,500 | 4,121 | 0 | 4,121 | 5,000 | |
| | HOME PROGRAM | 2,000 | 2,000 | 2,000 | 0 | 2,000 | 2,000 | 2,000 | |
| | HONORARIUM | 10,131 | 10,897 | 11,000 | 5,873 | 5,127 | 11,000 | 11,000 | |
| | INSURANCE, LIABILITY & WC | 8,107 | 8,995 | 11,000 | 10,363 | 0 | 10,363 | 13,000 | |
| | LEGAL FEES | 3,927 | 4,811 | 7,000 | 2,470 | 2,500 | 4,970 | 7,000 | |
| | PUBLIC RELATIONS | 1,798 | 2,970 | 5,000 | 1,597 | 1,500 | 3,097 | 5,000 | |
| | RENT HOUSE | 219 | 290 | 3,500 | 125 | 100 | 225 | 3,500 | |
| | ORNAMENTS/BANNERS | 887 | 4,415 | 4,500 | 0 | 1,000 | 1,000 | 4,500 | |
| | WELCOME SIGNS | 354 | 343 | 2,500 | 220 | 750 | 970 | 2,500 | |
| 1-13 | WEBSITE MAINT. & DEVELOP. | 743 | 743 | 1,500 | 0 | 1,500 | 1,500 | 1,500 | |
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| TOTA | | 47.000 | 51421 | 74,931 | 40.009 | 19,177 | 59,185 | 79 000 | |
| μОΙΑ | L | 47,900 | 54,634 | /4,931 | 40,008 | 19,177 | J 59, 185 | 78,000 | |

2024-2025 BUDGET ESTIMATE - EXPENDITURES FUND: GENERAL DEPARTMENT: ADMINISTRATION 2021-2022 **CURRENT YEAR 2023-2024** 2022-2023 2024-2025 **ACTUAL ACTUAL** BUDGETED **ACTUAL AS ESTIMATED ESTIMATED ESTIMATED** ITEM OBJECT OF EXPENDITURE **AMOUNT AMOUNT AMOUNT** OF 2/29/24 REMAINING **ENTIRE YEAR AMOUNT** 2-1 BUILDING & EQUIP, MAINT, 5,096 1,301 2,500 3,801 2,643 6.000 6,000 2-2 CONFERENCES & EXPENSE 1,793 1,097 3,000 60 1,000 1,060 3,000 2-3 DUES & FEES 9,000 4,228 9.000 6,932 8,671 4,000 8,228 2-4 EQUIP. & FURNISHINGS 464 320 2.000 0 500 500 2.000 2-5 INSURANCE: HOSPITAL 26,098 29,000 17,493 9,416 26,909 38,500 26,085 2-6 OFFICE SUPPLIES 1.923 1.599 2,500 748 1.248 2,500 500 2-7 PLANNING AND DEVELOP. 500 0 0 2.000 0 500 2.000 2-8 POSTAGE 88 605 1.000 546 1.000 546 0 127,594 2-9 SALARIES 112,889 110,207 120,926 78,898 39,450 118,348 2-10 UTILITIES 10,173 10,660 11,500 8,237 3,263 11,500 13,500 1,330 2,080 3,500 2-11 TECHNOLOGY 1,016 3,500 1,330 750 2-12 ORD. ENFORCEMENT 2,500 324 1,074 2,500 0 0 750 2-13 TAX OFFSETS/REFUNDS 74 500 500 16 0 50 50 2-14 PARKING LOT REPAIRS 2000 0 0 2000 0 500 500 TOTAL 164,539 165,240 195,426 113,165 63,179 176,344 213,594

| | 2024-2025 BUDGET ESTIMATE - EXPENDITURES | | | | | | | | |
|------|--|-----------|----------------|----------|------------|---------------|-------------|-----------|--|
| | | FUND: | GENERAL | DEPART | MENT: PAF | ?K | | | |
| | | 2021-2022 | 2022-2023 | | CURRENT Y | EAR 2023-2024 | | 2024-2025 | |
| | | ACTUAL | ACTUAL | BUDGETED | ACTUAL AS | ESTIMATED | ESTIMATED | ESTIMATED | |
| ITEM | | AMOUNT | AMOUNT | AMOUNT | OF 2/29/24 | REMAINING | ENTIRE YEAR | AMOUNT | |
| | MAINTENANCE SECTION | | | | | | | | |
| | EQUIPMENT & TOOLS | 1,351 | 1,658 | 7,000 | 559 | 2,500 | 3,059 | 7,000 | |
| _ | GROUNDS MAINTENANCE | 9,465 | 3,934 | 12,000 | 3,598 | 8,400 | 11,998 | 12,000 | |
| | RENTAL REFUND | 6,100 | 7,220 | 7,000 | 5,505 | 2,500 | 8,005 | 8,000 | |
| | PARK SUPPLIES | 1,370 | 1,700 | 3,500 | 1,090 | 1,000 | 2,090 | 3,500 | |
| | PARK UTILITIES | 4,111 | 4,018 | 5,000 | 2,705 | 1,400 | 4,105 | 6,000 | |
| | TREES & SHRUBS | 2,393 | 4,300 | 6,000 | 0 | 5,000 | 5,000 | 5,000 | |
| | PARK BLDG & EQUIP MAINT | 6,560 | 5,511 | 12,000 | 6,354 | 5,646 | 12,000 | 12,000 | |
| | COMM CENTER SUPPLIES | 651 | 672 | 1,000 | 177 | 750 | 927 | 1,500 | |
| | COMM CENTER UTILITIES | 7,121 | 8,429 | 10,000 | 5,941 | 3,000 | 8,941 | 11,000 | |
| | COMM CENTER B&EM | 3,319 | 2,816 | 10,000 | 2,383 | 2,000 | 4,383 | 8,000 | |
| | TENNIS COURT REPAIRS | 0 | 0 | 2,500 | 274 | 1,500 | 1,774 | 2,500 | |
| | SEASONAL TEMP LABOR | 7,720 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | SALARIES | 69,239 | 78,812 | 97,590 | 56,646 | 34,000 | 90,646 | 100,251 | |
| 3-14 | PARKING LOT REPAIRS | 0 | 0 | 2,500 | 0 | 0 | 0 | 2,500 | |
| | | | | | | | | | |
| | AND RECREATION COMMITTE | | | | | | T | | |
| | CELEBRATION PLANNING | 1,900 | 7,485 | 0 | 0 | 0 | 0 | 0 | |
| | OTHER EVENTS | 6,613 | 4,334 | 7,500 | 2,389 | 4,000 | 6,389 | 7,500 | |
| | PARC MISCELLANEOUS | 804 | 744 | 1,500 | 732 | 750 | 1,482 | 1,500 | |
| | TOBACCO BARN MUSEUM | 0 | 211 | 250 | 125 | 0 | 125 | 500 | |
| 3-19 | SOLAR PARKING LOT LIGHTS | 0 | 0 | 0 | 0 | 0 | 0 | 2,500 | |
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| | | 400 747 | 404.044 | 405.040 | 60 470 | 70.444 | 4/0.001 | 464.054 | |
| TOTA | L | 128,717 | 131,844 | 185,340 | 88,478 | 72,446 | 160,924 | 191,251 | |

| | 2024-2025 BUDGET ESTIMATE - EXPENDITURES | | | | | | | | |
|--------|--|-----------|-----------|----------|------------|---------------|-------------|-----------|--|
| | | FUND: G | ENERAL | DEPARTM | ENT: SERV | ICES | | | |
| | | 2021-2022 | 2022-2023 | | | EAR 2023-2024 | Ī | 2024-2025 | |
| ITEN A | OD LECT OF EVDENDITUDE | ACTUAL | ACTUAL | BUDGETED | ACTUAL AS | ESTIMATED | ESTIMATED | ESTIMATED | |
| ITEM | | AMOUNT | AMOUNT | AMOUNT | OF 2/29/24 | REMAINING | ENTIRE YEAR | AMOUNT | |
| | BULK ITEM PICK-UP | 5,280 | 8,645 | 10,000 | 0 | 10,000 | 10,000 | 12,000 | |
| | SIGNS & HARDWARE | 727 | 660 | 2,500 | 0 | 750 | 750 | 2,500 | |
| | STREET LIGHTS | 10,323 | 10,729 | 12,500 | 8,140 | 4,512 | 12,652 | 15,000 | |
| | WASTE COLLECTION | 176,143 | 189,071 | 195,824 | 125,587 | 65,000 | 190,587 | 199,589 | |
| 4-5 | ROAD PAVING & REPAIR | 1,135 | 197,937 | 12,000 | 579 | 2,500 | 3,079 | 45,000 | |
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| TOTA | L | 193,608 | 407,042 | 232,824 | 134,306 | 82,762 | 217,068 | 274,089 | |

| | 2024-2025 BUDGET ESTIMATE - EXPENDITURES | | | | | | | | | |
|------|--|-----------|-----------|----------|-------------------------------|-----------|-------------|-----------|--|--|
| | FUN | D: GENER | AL DEP | ARTMENT: | CAPITAL P | ROJECTS | | | | |
| | | 2021-2022 | 2022-2023 | | CURRENT YEAR 2023-2024 | | | | | |
| | | ACTUAL | ACTUAL | BUDGETED | ACTUAL AS | ESTIMATED | ESTIMATED | ESTIMATED | | |
| ITEM | | AMOUNT | AMOUNT | AMOUNT | OF 4/1/24 | REMAINING | ENTIRE YEAR | AMOUNT | | |
| | VILLAGE PARK PLANNING | 9,000 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| | VILLAGE PARK PHASE II | 0 | 0 | 960,000 | 268,814 | 508,266 | 777,080 | 182,920 | | |
| 5-2 | TRACTOR PURCHASE | 0 | 0 | 27,500 | 0 | 27,500 | 27,500 | 0 | | |
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| | TRANSFER | | | | | 1 | T | | | |
| 5-5 | GENERAL TO SERVICES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
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| TOTA | L L | 9,000 | 0 | 987,500 | 268,814 | 535,766 | 804,580 | 182,920 | | |

2023-2024 BUDGET ESTIMATE - REVENUES AND EXPENDITURES FUND: CAPITAL RESERVE **DEPARTMENT: ALL CURRENT YEAR 2023-2024** 2021-2022 2022-2023 2024-2025 ACTUAL **ACTUAL** BUDGETED **ACTUAL AS ESTIMATED ESTIMATED ESTIMATED** ITEM **ACCOUNT AMOUNT** OF 2/29/24 **ENTIRE YEAR AMOUNT AMOUNT** REMAINING **AMOUNT SERVICES FUND** BAL BEGINNING BALANCE 72,938 73,055 75,749 75,797 75,797 79,829 0 REV TRANSFER FROM GENERAL 0 0 0 0 0 0 REV INTEREST EARNED 117 3,000 4,032 2,742 2,688 1,344 3,393 EXP NONE 73,055 BAL TOT. SERVICES FUND BALANCE 75,797 78,749 78,485 1,344 79,829 83,222 78,485 TOT CAPITAL RESERVES TOTAL 73,055 75,797 78,749 1,344 79,829 83,222

| AVAILABLE FUND BALANCE | | | | | | | | | | |
|------------------------|-----------------------------|-----------------------------|-----------------------------|--------------------------------|--------------------------------|--|--|--|--|--|
| FUND | ACTUAL AMOUNT 6/30/21 | ACTUAL AMOUNT 6/30/22 | ACTUAL AMOUNT 6/30/23 | ESTIMATED AMOUNT 6/30/24 | ESTIMATED AMOUNT 6/30/25 | | | | | |
| OSBM | 0 | 0 | 0 | 0 | 0 | | | | | |
| General | 1,341,337 | 1,582,096 | 1,875,024 | 2,253,005 | 2,223,897 | | | | | |
| Powell Bill | 410,857 | 468,239 | 342,209 | 424,755 | 459,755 | | | | | |
| Restricted | 153,668 | 203,532 | 266,172 | 56,592 | 15,132 | | | | | |
| Services | 72,938 | 73,055 | 75,797 | 79,829 | 83,222 | | | | | |
| ARP Funds | 0 | 118,178 | 258,321 | 14,009 | 0 | | | | | |
| TOTAL | 1,978,800 | 2,445,100 | 2,817,523 | 2,828,190 | 2,782,006 | | | | | |