

EVERGREEN MEMORIAL CEMETERY
MEETING NOTICE AND AGENDA

Meeting: Board of Trustees, Evergreen Memorial Cemetery
Date: 10/14/2024
Place: Evergreen Memorial Cemetery Office Building
302 E. Miller St., Bloomington, IL 61701
Time: 6:00 P.M.

- I. Call to Order
- II. Roll Call of Attendance
- III. Islamic Center of McLean County on purchasing multiple plots
- IV. “Consent Agenda

(All Items under the Consent Agenda are routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board Member or Township Supervisor so requests, in which event, the item will be removed from the Consent Agenda and considered separately and prior to comments by the Cemetery Board, Township Supervisor, or staff.)

- A. Approval of Minutes of the September 09, 2024, Board Meeting as submitted by Cemetery staff. (Recommend that the Minutes of the September 09, 2024, Meeting be approved as presented.)
- B. Approval of anticipated expenditures as presented for the month of October 2024. (Recommend that the Anticipated Expenditures be approved as presented.)”
- V. Approval by the Board on Monthly Cemetery Audit of September 2024. (Recommend that the Audit be approved as presented and forwarded on to Township Board for action and approval at their October 28, 2024, meeting.)
- VI. Approval by Board to transfer \$200,000.00 from Reserve Account (7782) to Business Checking Account (7774). (Recommend the transfer of \$200,000.00 from the Reserve Account (7782) to Business Checking Account (7774) be approved.)
- VII. Discussion and approval of the preliminary Fiscal Year 2025 Tax Levy for Tax Year 2024. (Recommend that the preliminary FY 2025 Tax Levy in the amount of \$600,000.00 be approved and forwarded on to the Township Board for action and approval at their October 28, 2024, meeting.
- VIII. Discussion and approval of dates for Cemetery Board of Trustees meeting for the 2025 calendar year. (Recommend that the dates for the Cemetery Board meetings for 2025 calendar year be approved.)

EVERGREEN MEMORIAL CEMETERY
MEETING NOTICE AND AGENDA

- IX. Discussion and approval of Holiday dates for the Cemetery for the 2025 calendar year. (Recommend that the Holiday dates for the Cemetery for 2025 calendar year be approved.)

- X. 2024 Year to Date Burials: Evergreen Memorial Cemetery - 65
East Lawn Memorial Gardens Cemetery - 55
Park Hill Cemetery - 33
Evergreen Memorial Pet Cemetery - 1

- XI. Comment

- XII. Public Comment

- XIII. Adjournment

STATEMENT OF FUNDS--SUPERVISOR

ALL ACCOUNTS

McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

) SS

Town of the City Bloomington

COUNTY OF McLEAN)

OFFICE OF THE TOWNSHIP SUPERVISOR--CEMETERY FUND

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **30th day of September 2024**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **14th day of October 2024**.

Supervisor of the Town of the City of Bloomington, McLean County,
Illinois

Notary Public

This **14th day of October 2024**.

WE, the undersigned BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of EVERGREEN MEMORIAL CEMETERY FUND, and find the same in all respects true and correct and that there appears to be a balance of \$429,645.67 in ILLINOIS FUNDS (0905) in SPRINGFIELD, ILLINOIS, \$254,594.91 at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS and a balance of \$599,883.62 at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

Cemetery Board President:

Joseph B Gibson

Secretary/Treasurer of Cemetery Board:

Brad A Williams

Cemetery Board Vice President:

Garrett Thalgot

Board of Trustees of the Evergreen Memorial Cemetery, Town of the
City of Bloomington, McLean County, Illinois

This the 28th day of October 2024.

WE, the undersigned BOARD OF TRUSTEES of the TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of CEMETERY FUND, and find the same in all respects true and correct.

WARD 1: Jenna L Kearns

WARD 6: Cody Hendricks

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Kent Lee

WARD 4: John W Danenberger

WARD 9: Tom Crumpler

WARD 5: Nick Becker

Trustee Mboka Mwilambwe

I, the TOWN CLERK of the Town of the City of Bloomington, McLean County, Illinois, do hereby attest that the payouts certified and submitted by the TOWNSHIP SUPERVISOR have been made from the Township Treasury AND do hereby certify that the above actions taken by the BOARD OF TRUSTEES of the Town of the City of Bloomington, have approved the Statement of Funds at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the TOWNSHIP SUPERVISOR.

Town Clerk

Town of the City of Bloomington--Cemetery Fund

Month of: September

Funds at Commencement

Cash: Heartland Bank 7774 (Checking)	\$ 290,126
Cash: Heartland Bank 7782 (Reserve)	\$ 411,273
Cash: Illinois Fund 0905 (Reserve)	\$ 427,807
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$ 117,082
Trust Account: Illinois Fund 0904 (O/C Trust)	\$ 213,904
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 06/30/2024	\$ 266,932

Funds at Commencement \$ 1,727,123

Public Funds Received This Month

Real Estate Tax Levy	\$ 188,078
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Other Funds Received This Month

Opening/Closing Fees	\$ 6,675
Sale of Lots	\$ 7,010
Sale of Crypts	\$ 20
Sale of Niches	\$ 675
Sale of Pet Cemetery Spaces	\$ 200
Other Sales	\$ 10
Interest: Checking/Reserve	\$ 2,500
Income from Trusts	\$ 989
Other Income & Special Events	\$ 6,135
Inspection Fees	\$ 225

Total Funds Received This Month \$ 212,517

Total Funds Available \$ 1,939,640

Funds Expended This Month

Change in Payroll Liabilities 09/30/2024	\$ (1)
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TOTAL Funds at Month End

\$ 1,883,430

Funds at Month End

Cash: Heartland Bank 7774 (Checking)	\$ 254,595
Cash: Heartland Bank 7782 (Reserve)	\$ 599,884
Cash: Illinois Fund 0905 (Reserve)	\$ 429,646
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$ 117,551
Trust Account: Illinois Fund 0904 (O/C Trust)	\$ 214,823
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 06/30/2024	\$ 266,932

TOTAL Funds at Month End

\$ 1,883,430

Town of the City of Bloomington--Cemetery Fund
Month of: September

Checking Account Activity

Heartland Bank 7774 Balance at Commencement		\$	290,126
Deposits	Opening/Closing Fees	\$	6,675
	Sale of Lots	\$	7,010
	Sale of Crypts	\$	20
	Sale of Niches	\$	675
	Sale of Pet Cemetery Spaces	\$	200
	Other Sales	\$	10
	Interest: Checking	\$	129
	Inspection Fees	\$	225
	Other Income & Special Events	\$	6,135
	Transfer (to)/from Reserve Acct 7782	\$	(1,800)
	Prepaid O/C Deposits transferred (to)/from Trust Acct 7114	\$	1,400
	Total Deposits	\$	20,679
	Total Funds Available	\$	310,805
Expenses	Compensation & Benefits	\$	34,113
	Administrative Expenses	\$	1,765
	Cemetery Improvements, Maintenance & Repair	\$	16,550
	Cemetery Operations	\$	3,783
	Change in Payroll Liabilities	\$	(1)
	Total Expenses	\$	56,210
	Checkbook Balance at Month End	\$	254,595

Bank Reconciliation at Month End

Balance per Bank Statement		\$	257,279
Plus Outstanding Deposits		\$	338
Less Outstanding Checks		\$	(3,022)
	Checkbook Balance per Reconciliation	\$	<u>254,595</u>

Town of the City of Bloomington--Cemetery Fund

Statement of Receipts and Disbursements

Revenue	Sep-24		
40100 Real Estate Tax Levy	\$ 188,078		
42000 Opening/Closing Fees	\$ 6,675		
42500 Sale of Lots	\$ 7,010		
43000 Sale of Crypts	\$ 20		
43100 Sale of Niches	\$ 675		
44850 Sale of Pet Cemeteries	\$ 200		
44900 Other Sales	\$ 10		
43500 Interest: Checking/Reserve	\$ 2,500		
49000 Income from Trusts	\$ 989		
49020 Other Income & Special Events	\$ 6,135		
49021 Inspection Fees	\$ 225		
	<u>\$</u>		
Total Revenue		\$	212,517
Total Income		\$	212,517
Expense			
Compensation & Benefits			
50101 Wages: Administrative Staff	\$ 5,076		
50102 Wages: Cemetery Staff	\$ 20,282		
50201 Payroll Taxes	\$ 1,812		
50202 IMRF / Employer (2024 = 8.01%)	\$ 2,031		
50203 IDES - Unemployment Insurance	\$ 836		
50204 Employee Health Insurance	\$ 4,056		
50207 Norton LifeLock Basic Essential	\$ 20		
	<u>\$</u>		
Total Compensation & Benefits		\$	34,113
Administrative Expenses			
51500 Contractual Services	\$ 529		
52500 Utilities	\$ 894		
54000 Advertising	\$ 176		
55450 Other Admin Expenses	\$ 165		
	<u>\$</u>		
Total Administrative Expenses		\$	1,765
Cemetery Improvements, Maintenance & Repair			
58000 Mausoleum	\$ 16,550		
	<u>\$</u>		
Total Cemetery Improvments, Maintenance & Repair		\$	16,550
Cemetery Operations			
55500 Fuel, Oil, and Equipment	\$ 1,109		
56500 Equipment Repairs	\$ 764		
56600 Cemetery Supplies & Maintenance	\$ 263		
56800 Disposal of Leaves/Branches	\$ 360		
57602 Grounds Maintenance/Repair	\$ 473		
58100 Grave Markers	\$ 815		
	<u>\$</u>		
Total Cemetery Operations		\$	3,783
Total Expenses		\$	56,211
Net Income		\$	156,306

Town of the City of Bloomington--Cemetery Fund

Year to Date Budget Comparison

Income			<u>FY2025</u>		
Revenue	<u>Sep-24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	
40100 Real Estate Tax Levy	\$ 582,439	\$ 600,000	\$ (17,561)	97.1%	
41000 Personal Property Replacement Tax	\$ 45,984	\$ 70,000	\$ (24,016)	65.7%	
42000 Opening/Closing Fee	\$ 57,295	\$ 90,000	\$ (32,705)	63.7%	
42100 Marker Commission	\$ 7,126	\$ 9,000	\$ (1,874)	79.2%	
42500 Sale of Lots	\$ 50,660	\$ 68,000	\$ (17,340)	74.5%	
43000 Sale of Crypts	\$ 4,870	\$ 11,000	\$ (6,130)	44.3%	
43100 Sale of Niches	\$ 10,620	\$ 40,000	\$ (29,380)	26.6%	
44700 Sale of Burial Supplies	\$ 310	\$ 500	\$ (190)	62.0%	
44850 Sale of Pet Cemeteries	\$ 2,500	\$ 700	\$ 1,800	357.1%	
44900 Sales - Other	\$ 1,110	\$ 1,500	\$ (390)	74.0%	
43500 Interest	\$ 13,178	\$ 7,000	\$ 6,178	188.3%	
49000 Income from Trusts	\$ 7,392	\$ 4,000	\$ 3,392	184.8%	
49020 Other Income & Special Events	\$ 10,240	\$ 10,000	\$ 240	102.4%	
49021 Inspection Fees	\$ 2,025	\$ 4,000	\$ (1,975)	50.6%	
Total Revenue	<u>\$ 795,748</u>	<u>\$ 915,700</u>	<u>\$ (119,952)</u>	<u>86.9%</u>	
Total Income	\$ 795,748	\$ 915,700	\$ (119,952)	86.9%	
Expense					
Compensation & Benefits					
50101 Wages: Administrative Staff	\$ 31,417	\$ 73,000	\$ (41,583)	43.0%	
50102 Wages: Cemetery Staff	\$ 148,210	\$ 304,000	\$ (155,790)	48.8%	
50201 Payroll Taxes	\$ 12,950	\$ 26,000	\$ (13,050)	49.8%	
50202 IMRF / Employer (2024 = 8.01%)	\$ 14,388	\$ 45,000	\$ (30,612)	32.0%	
50203 IDES - Unemployment Insurance	\$ 3,617	\$ 13,500	\$ (9,883)	26.8%	
50204 Employee Health Insurance	\$ 24,336	\$ 60,000	\$ (35,664)	40.6%	
50205,6,7 Other Payroll Expenses	\$ 120	\$ 500	\$ (380)	23.9%	
Total Compensation & Benefits	<u>\$ 235,038</u>	<u>\$ 522,000</u>	<u>\$ (286,962)</u>	<u>45.0%</u>	
Administrative Expenses					
51100 Casualty Insurance	\$ 21,724	\$ 22,000	\$ (276)	98.7%	
51500 Contractual Services	\$ 4,174	\$ 14,000	\$ (9,826)	29.8%	
52000 Office Supplies	\$ 625	\$ 4,000	\$ (3,375)	15.6%	
52500 Utilities	\$ 7,747	\$ 18,500	\$ (10,753)	41.9%	
54000 Advertising	\$ 345	\$ 5,000	\$ (4,655)	6.9%	
54500 Dues/Seminars	\$ -	\$ 600	\$ (600)	0.0%	
55500 Legal Expense	\$ -	\$ 600	\$ (600)	0.0%	
55100 Audit Expense	\$ -	\$ 7,500	\$ (7,500)	0.0%	
55200 Financial Administration	\$ -	\$ 12,200	\$ (12,200)	0.0%	
55400 Special Event Expenses	\$ 9,228	\$ 9,000	\$ 228	102.5%	
55450 Other Admin Expenses	\$ 4,998	\$ 5,000	\$ (2)	100.0%	
57900 Office Equipment	\$ -	\$ 1,000	\$ (1,000)	0.0%	
Total Administrative Expenses	<u>\$ 48,841</u>	<u>\$ 99,400</u>	<u>\$ (50,559)</u>	<u>49.1%</u>	
Cemetery Improvements, Maintenance & Repair					
57601 Flags & Poles	\$ 242	15000	\$ (14,758)	1.6%	
57800 Operating Equipment	\$ -	10000	\$ (10,000)	0.0%	
58000 Mausoleum	\$ 22,520	150000	\$ (127,480)	15.0%	
58260 Columbariums	\$ -	300000	\$ (300,000)	0.0%	
58300 Veterans Memorial	\$ 10,094	10000	\$ 94	100.9%	
58400 Scattering Grounds/Ossuary	\$ -	2000	\$ (2,000)	0.0%	
Total Cemetery Improvements, Maintenance & Repair	<u>\$ 32,856</u>	<u>\$ 487,000</u>	<u>\$ (454,144)</u>	<u>6.7%</u>	

Town of the City of Bloomington--Cemetery Fund

Year to Date Budget Comparison (continued)

Cemetery Operations

55500 Fuel, Oil, and Equipment	\$ 5,852	12000	\$ (6,148)	48.8%
56000 Tree Removal/Monument Repair	\$ 9,550	19000	\$ (9,450)	50.3%
56500 Equipment Repairs	\$ 3,440	18000	\$ (14,560)	19.1%
56600 Cemetery Supplies & Maintenance	\$ 2,431	15000	\$ (12,569)	16.2%
56700 Rental Equipment & Short-term Leases	\$ 599	12000	\$ (11,402)	5.0%
56800 Disposal of Leaves/Branches	\$ 2,735	4000	\$ (1,265)	68.4%
57000 Office Building Maintenance/Repair	\$ 200	2000	\$ (1,800)	10.0%
57602 Grounds Maintenance/Repair	\$ 18,841	25000	\$ (6,159)	75.4%
57603 Road, Fence, Lot, Drains	\$ 69,995	70000	\$ (5)	100.0%
57700 Equipment Building & Workshop	\$ -	1500	\$ (1,500)	0.0%
58100 Grave Markers	\$ 8,414	15000	\$ (6,586)	56.1%
59900 Other Cemetery Expenses	\$ (4)	1000	\$ (1,004)	-0.4%
Total Cemetery Operations	\$ 122,052	\$ 194,500	\$ (72,448)	62.8%
Total Expense	\$ 438,788	\$ 1,302,900	\$ (864,112)	33.7%
Net Income	\$ 356,960	\$ (387,200)	\$ 744,160	-92.2%

Town of the City of Bloomington--Cemetery Fund

Checking Account Activity

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
Heartland Bank & Trust (7774)			
09/02/2024	Credit	Interest	73.46
09/03/2024	Deposit	HBT - Heartland Bank & Trust	707.31
09/05/2024	Deposit	HBT - Heartland Bank & Trust	19.12
09/09/2024	Deposit	HBT - Heartland Bank & Trust	1,206.45
09/09/2024	Deposit	HBT - Heartland Bank & Trust	9,385.00
09/10/2024	42752	ColdSpring Memorial Group	-815.40
09/10/2024	42753	Evergreen FS Inc	-512.13
09/10/2024	42754	COMCAST Business	-274.09
09/10/2024	20240913	Payroll Direct Deposit	-8,460.27
09/10/2024	42755	City of Bloomington Water Dept	-4.56
09/10/2024	42756	Dave Capodice Excavating Inc	-832.50
09/10/2024	Deposit	HBT - Heartland Bank & Trust	4.55
09/11/2024	Transfer	Perry, Dale & Janet	-1,200.00
09/11/2024	Transfer	Guttschow, Zona	-600.00
09/11/2024	Transfer	Elliott, Ronald	1,100.00
09/11/2024	Transfer	Allen, Marcia	300.00
09/12/2024	Deposit	HBT - Heartland Bank & Trust	96.35
09/13/2024	0-262-135-9	IL Dept of Revenue	-500.05
09/13/2024	30375366	EFTPS - IRS	-2,453.58
09/13/2024	Deposit	HBT - Heartland Bank & Trust	2,185.00
09/13/2024	Deposit	HBT - Heartland Bank & Trust	96.92
09/23/2024	Deposit	HBT - Heartland Bank & Trust	582.30
09/24/2024	42757	RP Lumber Company Inc	-28.50
09/24/2024	42758	Evergreen FS Inc	-597.23
09/24/2024	42759	VISA BMCU...1484	-520.41
09/24/2024	42760	City of Bloomington TWP - Reimburse	-8,925.17
09/24/2024	42761	Martin Sullivan Inc	-653.28
09/24/2024	42762	NICOR Gas	-91.84
09/24/2024	42763	Diamond Design & Construction, INC	-16,550.00
09/24/2024	42764	Henson Disposal Inc	-529.48
09/24/2024	42765	City of Bloomington Water Dept	-523.99
09/25/2024	20240930	Payroll Direct Deposit	-9,530.11
09/25/2024	Deposit	HBT - Heartland Bank & Trust	96.35
09/26/2024	Deposit	HBT - Heartland Bank & Trust	19.38
09/27/2024	Deposit	HBT - Heartland Bank & Trust	3,425.00
09/28/2024	Deposit	HBT - Heartland Bank & Trust	23.97
09/30/2024	1-178-937-5	IL Dept of Revenue	-568.89
09/30/2024	11371016	EFTPS - IRS	-2,837.64
09/30/2024	1-957-619-8	IDES - IL Dept of Emp Sec	-836.07
09/30/2024	Deposit	HBT - Heartland Bank & Trust	337.80
09/30/2024	Deposit	HBT - Heartland Bank & Trust	2,600.00
09/30/2024	Credit	Interest	55.57
Total			-\$35,530.66

CERTIFICATE FOR PAYMENT OF ACCOUNTS

CEMETERY FUND ACCOUNTS
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

) SS

Town of the City Bloomington

COUNTY OF McLEAN)

OFFICE OF THE TOWNSHIP SUPERVISOR--CEMETERY FUND

I, the CEMETERY MANAGER of EVERGREEN MEMORIAL CEMETERY, a component unit of the Town of the City of Bloomington, McLean County, Illinois, do hereby attest that the payouts certified and submitted to the CEMETERY BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, a component unit of the Town of the City of Bloomington, have passed this Motion at a regularly constituted Meeting of the CEMETERY BOARD. I shall retain a copy of this documentation and shall forward the same to the Township Supervisor for payment within twenty (20) days after presentation of this Certificate to the Town Supervisor.

Misty Porter, Cemetery Manager

That attached hereto as Exhibit "A" are requests for payment of various bills that have become due since the last meeting of the Cemetery Board of Trustees. These amounts include billings that have been received from September 10, 2024 through October 14 2024.

That said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following bills are correct, reasonable and unpaid and should receive the approval of the Cemetery Board of Trustees.

Subscribed and sworn to before me this **14th day of October 2024**.

Supervisor of the Town of the City of Bloomington, McLean County,
Illinois

Notary Public

This **14th day of October 2024**.

WE, the undersigned CEMETERY BOARD OF TRUSTEES, do hereby authorize payment of the bills attached hereto as Exhibit "A". We have examined the foregoing proposed claims and find the same in all respects true and correct and that there is a verified statement from the Township Supervisor indicating that these amounts should be paid and that the CEMETERY BOARD OF TRUSTEES of the Town of the City of Bloomington, at a regularly constituted Meeting and by Motion agreed to by majority of the members of the CEMETERY BOARD OF TRUSTEES, said amounts shall be paid in accordance with 60 ILCS 1/80-50.

Cemetery Board President:

Joseph B Gibson

Secretary/Treasurer of Cemetery Board:

Brad A Williams

Cemetery Board Vice President:

Garrett Thalgot

Board of Trustees of the Evergreen Memorial Cemtery,
Town of the City of Bloomington, McLean County, Illinois

CEMETERY FUND: Exhibit "A" - REQUEST FOR PAYMENT

October 14, 2024 Meeting

ACCT	VENDORS	DESCRIPTION	DUE DATE	AMOUNT
55200	City of Bloomington Township/Others	Financial (estimated)	10/31/2024	\$ 12,200.00
55450	Heartland Bank & Trust/Others	Wire Fire (estimated)	10/31/2024	\$ 10.00
56500	Heritage Machine & Welding/Others/VISA	Equipment Repairs & Maintenance (estimated)	10/31/2024	\$ 40.00
51500	Illini Fire Equipment/Others/VISA	Annual Fire Extinguisher Maintenance (estimated)	10/31/2024	\$ 200.00
56600	Lowes/ Others/VISA	Supplies and Maintenance (estimated)	10/31/2024	\$ 400.00
56500	Martin Sullivan/Others/VISA	Equipment Repairs & Maintenance (estimated)	10/31/2024	\$ 1,000.00
55400	Texas Roadhouse/Others/VISA	Holiday Luncheon (estimated)	10/31/2024	\$ 400.00
58000	Zappa Construction	2024-03 RFP Contract (estimated)	10/31/2024	\$ 180,000.00
SUBTOTAL: VENDOR PAYMENTS				\$ 194,250.00
TOTAL: REQUEST FOR PAYMENTS				\$ 194,250.00