

**Mount Pocono Borough Council
Regular Meeting Agenda
Borough Council Chambers
September 2, 2025 | 6:00pm**

Call To Order

Pledge of Allegiance

Roll Call:

_____Norman DeLano, _____Debra Fulton, _____Erin Melbert, _____Joe Simeone,
_____Ella Santiago, _____Claudette Williams, _____Jazmin Rivas, _____Mayor
Altemose

**Public Comment (Agenda Items Only, 3 Minute Limit)
Approve Minutes from August 5, 2025
Announcements**

New Business

Motion to Approve Pocono Pride Fall Schedule

Motion to Approve Crack Sealing Estimate

Motion to Reappoint Pete Richert to Parks and Recreation Committee

Officer Reports

President

Mayor

Borough Manager

Solicitor

Zoning Report

Treasurer's Report- Approve Bills List

Public Comment (3 Minute Limit)

Adjournment

**Mount Pocono Borough
Borough Council Chambers
Public Hearing
Tuesday, August 5, 2025, 6:00 P.M.**

The Mount Pocono Borough Council Public Hearing held on Tuesday, Aug 5, 2025, was called to order at 6:00 P.M. by President Norman DeLano at the Borough Council Chambers.

Pledge of Allegiance – was said by all.

Roll Call: President Norm DeLano, present; Vice President Debra Fulton, present; Councilwoman Erin Melbert, present; Councilwoman Ella Santiago, present; Councilwoman Claudette Williams, present; Councilwoman Jazmin Rivas, present; Councilman Joe Simeone present; and Mayor R. Altemose, present.

In Attendance: Marissa Duffy, Borough Manager; James Fareri, Solicitor; and, Danielle Hewitt, Treasurer.

Approval of Minutes

- Motion to approve minutes from July 1st meeting
 - Motion made by E. Santiago and seconded by E. Melbert
 - Motion passed 7-0.

Announcements:

- Monroe County Reassessment
 - The common level ratio fell below 45.47 in July.
 - The reassessment ensures fairness, accuracy, and legal equity and reduces the risk of legal challenges.

Public Comments:

- No public comments on agenda items.

New Business:

- Motion to Approve New Check Signers for ESSA Loan
 - Motion made C. Williams and seconded by E. Santiago
 - Motion passed 7-0
- Motion to approve 2012 Peterbilt repairs
 - Two quotes were received: \$14,200 and \$19,890.
 - A motion was made to repair the Peterbilt using John Bonham Road Equipment for the lowest bid of \$14,200.
 - Motion made by D. Fulton and seconded by E. Melbert
 - Motion Passed 7-0
- Motion to Hire John Miller Full-Time Road Crew Department
 - The starting pay would be \$20/hr for the first 90 days, then \$21 per hour
 - Motion made by J. Simeone and seconded by E. Santiago
 - Motion Passed 7-0
- Motion to Accept Road in Clarius Project
 - The developer wants to dedicate Pocono Star Boulevard and provide an easement over the sidewalks.

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- The borough engineer, Chris McDermott, has inspected the roads and found them to be in good shape, with a few minor issues needing attention.
 - These include sealing, removing filter bags from inlets, and line striping/crosswalk striping.
 - An agreement has been reached for the developer to address these issues, with the borough having 30 days for further inspections.
 - The solicitor requests a motion to accept dedication of the roadways, subject to a 10-month bond.
 - The bond would cover any necessary road repairs within that period.
 - A temporary easement for turning around at the end of the road until it's fully completed has also been agreed upon.
 - The sidewalks will remain the developer's responsibility.
 - Motion made by D. Fulton and seconded by C. Williams
 - Motion Passed 7-0
- Motion to Appoint Parks and Recreation Commission Vacancy
- There is one vacancy on the Parks and Rec Commission, and three letters of interest were received.
 - The three candidates (Tom, Francis, Tony) were present and gave reasons why they should be considered.
 - Motion made by C. Williams and seconded by J. Rivas
 - Motion Passed 7-0
- Motion to Approve New Stormwater Redesign Waiver Request for Sheetz
- The request is to avoid infiltrating water into the ground due to the site being a "hot spot use."
 - They are requesting a managed release concept stormwater design, which captures and treats runoff without infiltration.
 - The waiver is specifically for Section 179,13 of the Stormwater Management Ordinance, concerning the infiltration requirement.
 - All other state and borough regulations will still be met.
 - Motion made by C. Williams and seconded by J. Simeone
 - Motion Passed 7-0
- Motion to Waive Yard Sale Permit Fee for August and September
- Applicants still need to apply for a permit, but there will be no fee.
 - Motion made by C. Williams and seconded by J. Simeone
 - Motion Passed 7-0
- Motion to Motion to Accept Financial Requirement and Minimum Municipal Obligation Budget for 2026
- Motion made by D. Fulton and seconded by J. Simeone
 - Motion Passed 7-0

President's Report:

- Request to have the Burma and road crew check the preempt on 611 fire companies due to signal issues.
- Higher trucks coming down the hill turn 196 green and 611 south red.
- Request to have dead trees replaced and grass mowed on the roadway.
- A letter will be passed on to the attorney regarding this issue.

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- Police negotiation committee is working on the next contract for the police that starts January 1st

Mayor's Report: None

Borough Manager Report:

- Update on success with grant applications and how administrative fees work.
- Four grants have already been secured this year.
- Micro mini grants have been secured.
- Major state and federal grants are still outstanding.
- \$3 million in grant funding was submitted last year, with \$1.4 million secured so far.

Solicitor's Report: None

Treasurer's Report:

Prepays: \$26,115.20

- Money going out for park and rec, battery for the pocket park design, pocket park assisting with the grant, Christmas decorations, traffic planning design, and Sheetz.
- Candlewood: Paid twice, \$27,000 and \$3,000. Still working through a checklist.
- Total amount of bills to pay: \$146,944.58.
- Motion to pay the bills at \$146,944.58.
- A motion was made by C. Williams and seconded by E. Melbert
- The motion passed 7-0

Zoning Officers Report:

- The report is standard with usual violations

Public Comment:

Laurel Lane resident:

- Complained about dumping on Laurel Lane affecting property value.
 - Asked to have the ditch along Laurel Lane cleaned out to help with flooding.
 - The borough is dumping crash dirt.
 - Dust blows all over houses on windy days.
 - Suggested dumping in back, up on the hill and back of the garage.
- Michelle Bising, the new president of Pocono Mountains Economic Development and the Monroe County Industrial Development Authority:
- Introduced herself.
 - They will be working together on the Pine Hill Road project.
 - They have some grants for the project.
 - Chuck Leonard, prior president, has retired.
 - Offered resources and demographic information.
 - The Small Business Development center is in their office once a month and offers free small business consulting services.
 - Offices are in Stroudsburg, but they cover the entire county in Monroe.

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- Tom Neville, 209 Knob Road:
- Asked if they have anyone that helps with grant writing for like 501c3.
- They act as the applicant on your behalf.
- They don't have a grant writer per se.

Adjournment – Public Hearing adjourned at 6:44 P.M.

Respectfully submitted,

Marissa Duffy
Borough Manager

Here is the building use schedule for the Pocono Pride
For Sept though March

Monday though Friday

5pm though 9pm

Sat 8am till 3pm

Sunday 8am till 3 pm

Then Sunday 4 pm till 8pm to keep open so we can do free clinics
over the winter.

Dan Boccia

Pocono Spray Patching, Inc
PO Box 740
Gouldsboro, PA 18424
570-842-3566
poconospraypatch@aol.com
www.PoconoSprayPatching.com



ADDRESS

Mount Pocono Borough
1361 Pocono Boulevard Suite 100
Mount Pocono, PA 18344

Estimate 3802

DATE 07/01/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/30/2025	Crack Sealing	Winona Road (Old Timer to Pine Hill): Clean pavement cracking with high pressure air and/or steel wheel router. Apply a hot rubberized asphalt to 3,300' linear feet.	1	2,937.00	2,937.00
06/30/2025	Crack Sealing	Crestwood Drive & Seneca Drive Intersection: Clean pavement cracking with high pressure air and/or steel wheel router. Apply a hot rubberized asphalt to 525' linear feet.	1	467.00	467.00
06/30/2025	Crack Sealing	Industrial Park Road (from 611 to Coolbaugh Township responsibility) Clean pavement cracking with high pressure air and/or steel wheel router. Apply a hot rubberized asphalt to 6,700' linear feet. **Not all cracks can be sealed in alligator cracking areas**	1	5,963.00	5,963.00
06/30/2025	Crack Sealing	Center Street & Manoview Intersection) Clean pavement cracking with high pressure air and/or steel wheel router. Apply a hot rubberized asphalt to 250' linear feet.	1	222.00	222.00
06/30/2025	Crack Sealing	Oak Street (from Rt 940 to Fairview Road) Clean pavement cracking with high pressure air and/or steel wheel router. Apply a hot rubberized asphalt to 5,900' linear feet.	1	5,251.00	5,251.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/30/2025	Crack Sealing	Kinney Road (from Manoview to Rt 611) Clean pavement cracking with high pressure air and/or steel wheel router. Apply a hot rubberized asphalt to 7200' linear feet. **Not all cracks can be sealed in alligator cracking areas**	1	6,408.00	6,408.00
06/30/2025	Crack Sealing	Knob Overlook: Clean pavement seam with high pressure air and/or steel wheel router. Apply a hot rubberized asphalt to 1800' linear feet.	1	1,602.00	1,602.00

Estimate is VALID until 9/1/25. Future scheduling will be tied to current material pricing

Traffic control included in pricing.

Penndot approved sealant to be used

Payment Terms: Due Upon Completion.

TOTAL	\$22,850.00
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Accepted By

Accepted Date



Zoning Department

MOUNT POCONO BOROUGH MONTHLY ZONING REPORT

TO: Mount Pocono Borough Council
FROM: Amber Salazar, Zoning Administrator
CC: Shawn McGlynn, Zoning Officer
DATE: August 28, 2025

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Following is a report of the Zoning and Building Code Office's monthly activity from August 4th to August 28th:

Permits Issued: 30

Zoning Permits: 4

Commercial – 3

Residential – 1

New Construction: 4

Commercial – 0

Residential – 4

Building Permits: 8

Commercial – 6

Residential – 2

Driveway – 2

Building CO – 2

Zoning CO – 0

Resale, Use, and Occupancy – 11

STR Permit – 0

Road Excavation – 1

● Enforcement Actions:

- 128 Fairview Avenue - Following various complaints from neighboring property owners, a Property Maintenance Enforcement Notice was issued to the owner of the subject property.
- 11 Cedar Road - Following a complaint from a neighboring property owner, a Property Maintenance Enforcement Notice was issued to the owner of the subject property.
- 146 Foxfire Dr. Unit 205 - A letter was sent to the owner of the subject property notifying them that the previously issued Temporary Occupancy resale certificate had since expired, and a new one must be obtained.
- 3397 Route 940 - Following their purchase of the property, a letter was sent to the owner of the subject property informing them of the requirement for a resale certificate.
- 6 Cobblewood Drive - Following their purchase of the property, a letter was sent to the owner of the subject property informing them of the requirement for a resale certificate.
- 101 Church Avenue - Following their purchase of the property, a letter was sent to the owner of the subject property informing them of the requirement for a resale certificate.
- 146 Foxfire Dr. Unit 307 - Following their purchase of the property, a letter was sent to the owner of the subject property informing them of the requirement for a resale certificate.

- **Previously Discussed:**

- 2 Elm Street - An Enforcement Notice was issued to the owner of the subject property for occupancy of a single-family dwelling without first obtaining a Certificate of Occupancy. **As the thirty-day compliance period has lapsed and the dwelling remains occupied, our office will be filing a Civil Complaint at the District Magistrate.**
- 37 Seneca Road - A letter was sent to the owner of the subject property notifying them that the previously issued Temporary Occupancy resale certificate had since expired, and a new one must be obtained. **A new resale certificate has been issued; the violation is now closed.**
- 89 Kinney Avenue - A letter was sent to the owner of the subject property notifying them that the previously issued Temporary Occupancy resale certificate had since expired, and a new one must be obtained. **A new resale certificate has been issued; the violation is now closed.**
- 75 Fairview Avenue - A letter was sent to the owner of the subject property notifying them that the previously issued Temporary Access resale certificate had since expired, and a new one must be obtained. **A new resale certificate has been issued; the violation is now closed.**
- 99 Church Avenue - A letter was sent to the owner of the subject property notifying them that the previously issued Temporary Occupancy resale certificate had since expired, and a new one must be obtained. **The property owner has been in communication with our office since receiving the letter, however the necessary application has yet to be submitted. They have been given a deadline of Friday, September 5th for submission to avoid further enforcement action.**

- **Public Hearings:**

- 2 Elm Road – The property owner is requesting variance relief to allow for construction within the required front yard setback. A variance has previously been granted for construction within this same setback. This matter is set for Tuesday, August 26th, 2025 beginning at 6:00pm. **The Zoning Hearing Board unanimously denied the requested variance relief.**

AS of August 29, 2025

PREPAID INVOICES

AmTrust (WC)	0.00	Park & Rec Bank Acct. Trail: Heidelberg Stone \$1,493.20 Trail: Heidelberg Stone \$3,026.25
Cintas Uniform & Mats	360.75	Pocket Park: B. Isett: \$4,570.50 Pocket Park: B. Isett: \$2,062.50
Essa Bank & Trust	2,515.84	Pocket Park: B. Isett: \$1,437.00 Boro Park: B Isett: \$500.00
First Net	272.69	Boro Park: B Isett: \$2,750.00 Boro Park: B Issett: \$5,500.00
Geisinger	1,461.02	Boro Park: B Isett: \$998.45 Trail: H&K Group Stone: \$2,240.74
Highmark (Dental&Vision)	91.07	Pinehill Bank Acct. (Sheetz)
Lowe's	118.49	Barry Isett = \$ 690.00 (Reimbursed)
NBT Credit Card	1,696.05	Candlewood Lane: Storm Water Bank Acct. Kobalt Construction: \$56,470.50
PA Water Co (43 Hydrants \$22.86ea)	982.98	B. Isett: \$5,993.00
PA Water Borough	30.12	B. Isett: \$ 6,415.00
PA Water Garage	40.94	
		Road Rehab Bank Account (Fork Street)
PPL	884.90	Barry Isett: \$3,750.00 Barry Isett: \$10,000.00
Selective Insurance	5,909.00	
Sunoco Gas	1,814.19	
The Two Shields	630.20	August PR Cost/Wk 30.15 28.80 28.80 28.80
Underdog Computer & Network (Mnthly)	1,576.28	
US Bank Equipment Finance (Copier)	128.45	116.55
	18,512.97	

AS OF August 29, 2025

NOT PREPAID: \$113,549.45

PREPAID INV.: \$ 18,512.97

TOTAL TO BE APPROVED:

\$132,062.42

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid

8/1/2025 - 9/1/2025

Type	Date	Num	Memo	Due Date	Amount
Berkheimer Associates					
Bill	08/29/2025	414	Local Service Tax: Operating Commission & Postage	08/29/2025	85.68
Total Berkheimer Associates					85.68
Campbell Durrant, PC					
Bill	08/29/2025	83322	General Labor & Employment Matters (July Work)	08/29/2025	101.50
Total Campbell Durrant, PC					101.50
CINTAS CORPORATION					
Bill	08/05/2025	PP	PP Borough Logo Rugs & Mats	08/05/2025	97.60
Bill	08/05/2025	PP	PP Maintenance Uniforms	08/05/2025	194.10
Bill	08/05/2025	PP	PP Garage Mats	08/05/2025	69.05
Total CINTAS CORPORATION					360.75
Denise Clouse Cleaning Services					
Bill	08/29/2025	July ...	Cleaning Borough (7/14,7/21,7/28,8/11,8/19,8/25)	08/29/2025	900.00
Total Denise Clouse Cleaning Services					900.00
ESSA					
Bill	08/01/2025	PP	PP August Building Loan Principal	08/01/2025	1,789.02
Bill	08/01/2025	PP	PP August Building Loan Int.	08/01/2025	726.82
Total ESSA					2,515.84
Eureka Stone Quarry, Inc					
Bill	08/29/2025	6776...	4.49 Tons Hot Patch Blacktop (Reeder St.)	08/29/2025	327.97
Total Eureka Stone Quarry, Inc					327.97
First Net					
Bill	08/11/2025	PP	PP Telephone Manager	08/11/2025	43.49
Bill	08/11/2025	PP	PP Telephone Maintenance Crew	08/11/2025	229.20
Total First Net					272.69
Geisinger Health Plan					
Bill	08/01/2025	AWD	PP Road Crew: Health Plan	08/01/2025	1,461.02
Total Geisinger Health Plan					1,461.02
General Code					
Bill	08/29/2025	GC0...	General Code: Maplink Annual Maintenance	08/29/2025	1,595.00
Total General Code					1,595.00
Gotta Go Potties					
Bill	08/29/2025	I19796	P&R: Borough Portable Pottie (7/4/25-7/31/2025)	08/29/2025	87.50
Bill	08/29/2025	I 197...	P&R: Deerfield Handicap & Portable Pottie (7/4/25-7/31/2025)	08/29/2025	315.00
Total Gotta Go Potties					402.50
Highmark Blue Shield					
Bill	08/01/2025	PP	PP Road Crew: Vision & Dental	08/01/2025	91.07
Total Highmark Blue Shield					91.07
Hilltop Sales & Service, Inc.					
Bill	08/29/2025	01-8...	Lawn Mower Repairs	08/29/2025	540.74
Total Hilltop Sales & Service, Inc.					540.74
LOWE'S					
Bill	08/11/2025	PP	PP Shop Supplies	08/11/2025	94.76
Bill	08/19/2025	PP	PP P&R Garbage Bags	08/19/2025	23.73
Total LOWE'S					118.49
Marissa Duffy					
Bill	08/29/2025	9101...	Reimb: 200 miles & tolls (Reading) PELRAS Fall Conference	08/29/2025	153.16
Total Marissa Duffy					153.16
Miller's Automotive					
Bill	08/29/2025	1098...	2022 Ford F 350 4 New Tires	08/29/2025	1,167.61
Total Miller's Automotive					1,167.61

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid

8/1/2025 - 9/1/2025

Type	Date	Num	Memo	Due Date	Amount
NAGLE ELEVATOR					
Bill	08/29/2025	26111	Routine Elevator/Lifting Device Reinspection per the State	08/29/2025	95.00
Total NAGLE ELEVATOR					95.00
NAPA Auto Parts					
Bill	08/29/2025	0771...	Highway: Shop Supplies (hand wash, windshield wash, batteries)	08/29/2025	42.36
Total NAPA Auto Parts					42.36
NBT Cardmember Service					
Bill	08/05/2025	PP	PP Borough Cloud Communication (2x)	08/05/2025	332.42
Bill	08/05/2025	PP	PP Planning Cloud Communication (2x)	08/05/2025	72.94
Bill	08/05/2025	PP	PP Road Maintenance Cloud Communication (2x)	08/05/2025	72.94
Bill	08/05/2025	PP	PP Manager Microsoft Office Monthly Subscription	08/05/2025	6.12
Bill	08/05/2025	PP	PP Secretary& Treasurer Microsoft Monthly Subscription	08/05/2025	12.22
Bill	08/05/2025	PP	PP Zoning/Planning Microsoft Monthly Subscription	08/05/2025	6.11
Bill	08/05/2025	PP	PP Road Maintenance Microsoft Monthly Subscription	08/05/2025	6.11
Bill	08/05/2025	PP	PP Adobe: Acropro Sub File Compression	08/05/2025	21.19
Bill	08/05/2025	PP	PP Mithly Fee Digit Computer Support System	08/05/2025	21.20
Bill	08/05/2025	PP	PP West Coast Netting(Deerfield Park), Knob Trail Signs	08/05/2025	695.38
Bill	08/05/2025	PP	PP Weed Wacker 2 Cycle Oil	08/05/2025	33.88
Bill	08/05/2025	PP	PP Traffic Control Radios, Drills	08/05/2025	143.07
Bill	08/05/2025	PP	PP Versa Check Writer Codes to Print Checks	08/05/2025	139.97
Bill	08/05/2025	PP	PP Publication on Parks Current Equipment Standards	08/05/2025	132.50
Total NBT Cardmember Service					1,696.05
Newman, Williams, Mishkin, Corveleyn, Wol					
Bill	08/29/2025	1305...	Litigation	08/29/2025	1,045.00
Total Newman, Williams, Mishkin, Corveleyn, Wol					1,045.00
PA American Water Co.					
Bill	08/07/2025	PP	PP Garage Water	08/07/2025	40.94
Bill	08/07/2025	PP	PP Borough Water	08/07/2025	30.12
Bill	08/11/2025	PP	PP Hydrants (43)	08/11/2025	982.98
Total PA American Water Co.					1,054.04
Pocono Mountain Public Library					
Bill	08/29/2025		Library: Delinquent Taxes	08/29/2025	153.70
Total Pocono Mountain Public Library					153.70
Pocono Mountain REgional EMS					
Bill	08/29/2025		EMS: Delinquent Tax	08/29/2025	77.30
Total Pocono Mountain REgional EMS					77.30
Pocono Mountain Regional Police Departmen					
Bill	09/01/2025		September 2025	09/01/2025	90,614.08
Total Pocono Mountain Regional Police Departmen					90,614.08
Pocono Mountain Volunteer Fire Company					
Bill	08/29/2025		Delinquent Tax	08/29/2025	153.70
Total Pocono Mountain Volunteer Fire Company					153.70
PPL ELECTRIC UTILITIES					
Bill	08/05/2025	PP	PP P & R Concession Stand	08/05/2025	33.16
Bill	08/05/2025	PP	PP Meter 1	08/05/2025	52.91
Bill	08/05/2025	PP	PP Meter 2	08/05/2025	59.56
Bill	08/05/2025	PP	PP Meter 3	08/05/2025	46.80
Bill	08/05/2025	PP	PP Borough Electric	08/05/2025	515.97
Bill	08/05/2025	PP	PP Maintenance Garage Electric	08/05/2025	149.81
Bill	08/05/2025	PP	PP 36 Pocono Blvd, Lighting	08/05/2025	26.69
Total PPL ELECTRIC UTILITIES					884.90
Selective Insurance					
Bill	08/01/2025	PP	PP Selective Insurance	08/01/2025	5,909.00
Total Selective Insurance					5,909.00
SFM Consulting					
Bill	08/27/2025	Z-009	Zoning (47.5 hrs)	08/27/2025	3,087.50
Bill	08/27/2025	BP-0...	Building Permits (13)	08/27/2025	10,830.20
Bill	08/27/2025	UO -09	Use & Occupancy Permits (9)	08/27/2025	630.00
Total SFM Consulting					14,547.70

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid

8/1/2025 - 9/1/2025

Type	Date	Num	Memo	Due Date	Amount
Steele's Hardware					
Bill	08/29/2025	48819	Engine Oil-6pk	08/29/2025	22.99
Total Steele's Hardware					22.99
SUNOCO UNIVERSAL FLEET					
Bill	08/08/2025	PP	PP Maintaince Fuel	08/08/2025	1,814.19
Total SUNOCO UNIVERSAL FLEET					1,814.19
The Two Shields, LLC					
Bill	08/18/2025	PP	PP: Air Tank Leak,New Step- 2015 Kenworth	08/18/2025	630.20
Bill	08/29/2025	82379	2019 Sweeper PA Inspection	08/29/2025	79.50
Bill	08/29/2025	82370	2009 Ford 550 Dump & Plow Truck	08/29/2025	1,259.95
Total The Two Shields, LLC					1,969.65
Topp Business Solutions					
Bill	08/29/2025	5037...	Copier B/W & Col Overages	08/29/2025	141.02
Total Topp Business Solutions					141.02
Tulpehocken Spring Water					
Bill	08/29/2025	7480...	Bottled Water (21314)	08/29/2025	42.99
Total Tulpehocken Spring Water					42.99
Underdog Computer & Network Support LLC					
Bill	08/19/2025	PP	PP IT Support	08/19/2025	1,576.28
Total Underdog Computer & Network Support LLC					1,576.28
US Bank					
Bill	08/07/2025	PP	PP Copier Contract (Aug 2025)	08/07/2025	128.45
Total US Bank					128.45
TOTAL					132,062.42

08/28/25
Cash Basis

Borough of Mt. Pocono-General Fund

Profit & Loss Budget vs. Actual

January through December 2025

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
Income				
300.000 · REAL ESTATE PROPERTY TAXES				
300.001 · RE Tax-Current Year (Discount)	1,447,060.89	1,497,929.00	-50,868.11	96.6%
300.002 · RE Tax-Current Year (Face Amt)	104,054.78	120,000.00	-15,945.22	86.7%
300.003 · RE Tax-Current Yr (Penalty Amt)	0.00	90,000.00	-90,000.00	0.0%
Total 300.000 · REAL ESTATE PROPERTY TAXES	1,551,115.67	1,707,929.00	-156,813.33	90.8%
301.000 · REAL PROPERTY TAXES				
301.101 · RE Taxes Library	42,427.00	45,060.00	-2,633.00	94.2%
301.102 · RE Fire Co Taxes	42,427.00	45,060.00	-2,633.00	94.2%
301.103 · RE EMS Taxes	21,351.67	22,676.00	-1,324.33	94.2%
301.200 · Real Estate Taxes-Prior Year	11,238.11	10,000.00	1,238.11	112.4%
301.300 · RE Taxes - Interest	0.00	100.00	-100.00	0.0%
301.400 · Real Estate Taxes - Delinquent	39,666.98	45,000.00	-5,333.02	88.1%
301.401 · Delinquent Library Taxes	1,038.43	1,300.00	-261.57	79.9%
301.402 · Delinquent Fire Co Taxes	1,038.43	1,300.00	-261.57	79.9%
301.403 · Delinquent EMS Taxes	508.90	700.00	-191.10	72.7%
301.600 · Real Estate Taxes - Interim A	47,963.26	50,000.00	-2,036.74	95.9%
301.610 · Real Estate Taxes - Interim B	0.00	5,000.00	-5,000.00	0.0%
301.620 · Real Estate Taxes - Interim C	0.00	0.00	0.00	0.0%
Total 301.000 · REAL PROPERTY TAXES	207,659.78	226,196.00	-18,536.22	91.8%
310.000 · LOCAL TAX ENABLING ACT ACT 511				
310.100 · Real Estate Transfer Taxes	50,707.63	70,000.00	-19,292.37	72.4%
310.210 · Earned Income Taxes-Current Yr	255,628.19	300,000.00	-44,371.81	85.2%
310.410 · LST Tax - Current Year	74,185.02	70,000.00	4,185.02	106.0%
Total 310.000 · LOCAL TAX ENABLING ACT ACT 511	380,520.84	440,000.00	-59,479.16	86.5%
321.000 · CABLE TELEVISION FRANCHISE TAX				
321.800 · Cable Television Franchise	13,146.78	12,500.00	646.78	105.2%
Total 321.000 · CABLE TELEVISION FRANCHISE TAX	13,146.78	12,500.00	646.78	105.2%
331.000 · FINES				
331.110 · Vehicle & Crime Violations	16,041.41	25,000.00	-8,958.59	64.2%
331.120 · Zoning Fines & Violations	2,538.00	3,000.00	-462.00	84.6%
Total 331.000 · FINES	18,579.41	28,000.00	-9,420.59	66.4%
340.000 · INTEREST, RENTS, AND ROYALTIES				
340.100 · Interest Earnings	260.87	100.00	160.87	260.9%
341.101 · Interest Earnings PLGIT	19,929.60	29,900.00	-9,970.40	66.7%
342.200 · Rents and Royalties	12,568.82	14,400.00	-1,831.18	87.3%
Total 340.000 · INTEREST, RENTS, AND ROYALTIES	32,759.29	44,400.00	-11,640.71	73.8%
354.000 · STATE CAPITAL & OPERATING GRANT				
354.080 · Recycling Grant - State	0.00	16,000.00	-16,000.00	0.0%
354.085 · PM Visitors Bureau Grant (P&R)	0.00	0.00	0.00	0.0%
354.090 · Other Grants	0.00	0.00	0.00	0.0%
Total 354.000 · STATE CAPITAL & OPERATING GRANT	0.00	16,000.00	-16,000.00	0.0%
355.000 · STATE SHARED REV & ENTITLEMENTS				
355.010 · Public Utility Realty	0.00	1,700.00	-1,700.00	0.0%
355.051 · PA Severe Weather Reimbursement	0.00	0.00	0.00	0.0%
355.052 · PA DOT Winter Contract	0.00	0.00	0.00	0.0%
355.080 · Liquor Licenses	600.00	1,200.00	-600.00	50.0%
355.130 · Firemen's Relief	0.00	17,000.00	-17,000.00	0.0%
355.150 · Boro Empl. Pension State Aid	0.00	30,000.00	-30,000.00	0.0%
Total 355.000 · STATE SHARED REV & ENTITLEMEN...	600.00	49,900.00	-49,300.00	1.2%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2025

08/28/25

Cash Basis

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
361.000 · GENERAL GOV'T REVENUES				
361.002 · Legal Fee's Reimbursable ZHB/PC	351.50	1,000.00	-648.50	35.2%
361.003 · Engineering Fees Reimbursable	74,420.67	50,000.00	24,420.67	148.8%
361.004 · Mayor's Marriage Receipts	0.00	0.00	0.00	0.0%
361.005 · Insurance Reimb.	4,405.00	0.00	4,405.00	100.0%
361.010 · Paradise Township Fire W/C Ins.	7,267.50	6,500.00	767.50	111.8%
361.011 · Paradise Twp Line Painter	0.00	0.00	0.00	0.0%
361.300 · Application & Startup Fees	5,250.00	6,000.00	-750.00	87.5%
361.301 · Building - (general permits)	2,028.25	2,500.00	-471.75	81.1%
361.302 · Building - (new construction)	19,123.50	4,000.00	15,123.50	478.1%
361.305 · Rentals	3,825.00	2,500.00	1,325.00	153.0%
361.310 · Sign Permits	697.53	200.00	497.53	348.8%
361.315 · Sheds, Pools, Deck Permits	2,772.52	1,000.00	1,772.52	277.3%
361.320 · Driveway Permits	400.00	500.00	-100.00	80.0%
361.330 · UO/CO Resale Permits	11,450.00	3,500.00	7,950.00	327.1%
361.335 · Building Permit & UCC Fee	63,249.61	50,000.00	13,249.61	126.5%
361.340 · Change of Use (Trash Cert)	420.00	500.00	-80.00	84.0%
361.530 · Sale of Subdivision and Land De	0.00	0.00	0.00	0.0%
361.540 · Sale of Zoning Ordinance	0.00	0.00	0.00	0.0%
361.560 · Sale of Copies (RTK and Other)	112.50	0.00	112.50	100.0%
361.741 · 32 Brunswick Ins. Reimb	0.00	0.00	0.00	0.0%
Total 361.000 · GENERAL GOV'T REVENUES	195,773.58	128,200.00	67,573.58	152.7%
362.000 · PUBLIC SAFETY REVENUES				
362.111 · Charge for Police Services	12,065.38	0.00	12,065.38	100.0%
362.120 · Ball Field Usage Fee	250.00	250.00	0.00	100.0%
362.130 · Scrap Metal Revenue	284.80	0.00	284.80	100.0%
Total 362.000 · PUBLIC SAFETY REVENUES	12,600.18	250.00	12,350.18	5,040.1%
364.000 · SANITATION REVENUES				
364.300 · Solid Waste Collection Liens	124.44	0.00	124.44	100.0%
Total 364.000 · SANITATION REVENUES	124.44	0.00	124.44	100.0%
392.000 · INTERFUND OP TRANSFERS IN				
392.101 · Planning Fund	0.00	0.00	0.00	0.0%
392.102 · Projects Fund	0.00	0.00	0.00	0.0%
392.104 · 5 Pt Intersection Fund	0.00	0.00	0.00	0.0%
392.200 · Stormwater Acct	-20,000.00	0.00	-20,000.00	100.0%
392.300 · Road Rehab Fund	0.00	0.00	0.00	0.0%
392.400 · Park & Rec Fund	32,740.00	32,740.00	0.00	100.0%
392.500 · Park & Rec. Other Op. Transfers	0.00	0.00	0.00	0.0%
392.600 · Plgit General Fund	0.00	0.00	0.00	0.0%
Total 392.000 · INTERFUND OP TRANSFERS IN	12,740.00	32,740.00	-20,000.00	38.9%
393.000 · ESSA Loan Proceeds	0.00	0.00	0.00	0.0%
394.000 · Sale of Fixed Assets	0.00	0.00	0.00	0.0%
395.000 · Refunds of Prior Yr Expenditure	0.00	0.00	0.00	0.0%
396.000 · Donations from Private & Public	0.00	0.00	0.00	0.0%
399.000 · Fund Balance Forward	179,844.00	179,844.00	0.00	100.0%
Total Income	2,605,463.97	2,865,959.00	-260,495.03	90.9%
Expense				
230-105 · Due to Special Projects Fund	20,000.00			
400.000 · LEGISLATIVE BODY				
400.110 · Salary of Elected Officials	1,850.00	3,700.00	-1,850.00	50.0%
400.420 · Dues,Subscriptions, & Membershi	1,358.00	1,000.00	358.00	135.8%
400.460 · Meetings & Conferences/Training	100.00	500.00	-400.00	20.0%
Total 400.000 · LEGISLATIVE BODY	3,308.00	5,200.00	-1,892.00	63.6%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2025

08/28/25

Cash Basis

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
401.000 · ADMIN MANAGER				
401.121 · Manager Salary	71,839.42	78,000.00	-6,160.58	92.1%
401.164 · M. ERs Fica	4,454.04	4,836.00	-381.96	92.1%
401.165 · M. ERs U/C	285.02	285.00	0.02	100.0%
401.166 · M. ERs Medicare	1,041.67	1,131.00	-89.33	92.1%
401.331 · Travel Expenses (Milage)	1,488.18	2,000.00	-511.82	74.4%
401.350 · Bonding/Insurance	490.00	490.00	0.00	100.0%
401.420 · Dues,Subscription,Membership	1,452.31	1,300.00	152.31	111.7%
401.460 · Mtgs/Training/Conference	1,577.10	2,000.00	-422.90	78.9%
Total 401.000 · ADMIN MANAGER	82,627.74	90,042.00	-7,414.26	91.8%
403.000 · TAX COLLECTION				
403.110 · Salary - Tax Collector	5,600.00	5,600.00	0.00	100.0%
403.120 · Transfer Tax Commission (GJE)	1,014.15	3,000.00	-1,985.85	33.8%
403.130 · EIT Commission (GJE)	3,621.69	5,200.00	-1,578.31	69.6%
403.131 · LST Commission	1,005.25	1,500.00	-494.75	67.0%
403.161 · Employers FICA-Tax Coll	347.20	348.00	-0.80	99.8%
403.163 · Employers Medicare-Tax Coll	81.20	90.00	-8.80	90.2%
403.200 · Supplies-Tax Coll	1,175.86	1,450.00	-274.14	81.1%
403.350 · Insurance and Bonding (4of4)	0.00	0.00	0.00	0.0%
403.351 · Refund of RE Taxes Paid	0.00	10,000.00	-10,000.00	0.0%
Total 403.000 · TAX COLLECTION	12,845.35	27,188.00	-14,342.65	47.2%
404.000 · LEGAL				
404.310 · Professional Services-Retainer	11,000.00	22,000.00	-11,000.00	50.0%
404.330 · Alternate Solicitor Fees	0.00	500.00	-500.00	0.0%
404.331 · Addition Solicitor Fees	1,185.00	500.00	685.00	237.0%
404.356 · Labor Attorney	4,768.80	20,000.00	-15,231.20	23.8%
Total 404.000 · LEGAL	16,953.80	43,000.00	-26,046.20	39.4%
405.000 · OFFICE-TREAS/ADMIN.				
405.120 · Salary of Treasurer	24,412.50	26,000.00	-1,587.50	93.9%
405.140 · Salary of Admin. Assistant	16,578.01	38,557.00	-21,978.99	43.0%
405.161 · Employers FICA	2,541.42	4,630.00	-2,088.58	54.9%
405.162 · Employers U/C	558.99	570.00	-11.01	98.1%
405.163 · Employers Medicare	605.38	1,083.00	-477.62	55.9%
405.200 · Office Supplies	2,474.44	3,000.00	-525.56	82.5%
405.220 · Office Postage	863.03	5,000.00	-4,136.97	17.3%
405.310 · Payroll Service	952.56	2,000.00	-1,047.44	47.6%
405.312 · Professional Cost-Audit	10,000.00	10,000.00	0.00	100.0%
405.320 · Communications/Telephone	1,784.81	3,000.00	-1,215.19	59.5%
405.321 · Website	1,969.52	2,500.00	-530.48	78.8%
405.325 · Bank Service Charges	168.65	450.00	-281.35	37.5%
405.340 · Advertising Gen./Mtgs	4,360.47	2,500.00	1,860.47	174.4%
405.350 · Insurance/Bonding	325.00	325.00	0.00	100.0%
405.370 · Repair & Maint-Office Equip	543.80	500.00	43.80	108.8%
405.454 · Contracted Copier	1,504.70	2,500.00	-995.30	60.2%
Total 405.000 · OFFICE-TREAS/ADMIN.	69,643.28	102,615.00	-32,971.72	67.9%
409.000 · GENERAL GOVERNMENT EXPENSES				
409.100 · Salaries - Custodial	0.00	0.00	0.00	0.0%
409.161 · Employee FICA	0.00	0.00	0.00	0.0%
409.162 · Employee U/C	0.00	0.00	0.00	0.0%
409.163 · Employee Medical	0.00	0.00	0.00	0.0%
409.200 · Building Supplies	3,502.21	3,000.00	502.21	116.7%
409.300 · Other Serv/Charges-Buildings	868.01	1,000.00	-131.99	86.8%
409.310 · Professional Services	9,109.43	9,000.00	109.43	101.2%
409.360 · Public Water/ Sewer	222.94	400.00	-177.06	55.7%
409.361 · Public Electric	5,423.95	16,000.00	-10,576.05	33.9%
409.367 · Building Heat	6,576.68	10,000.00	-3,423.32	65.8%
409.369 · Information Technology (IT)	12,891.35	20,000.00	-7,108.65	64.5%
409.370 · Repairs & Maintenance	12,884.77	4,000.00	8,884.77	322.1%
409.380 · Lighting Repair & Maintenance	0.00	500.00	-500.00	0.0%

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Cash Basis

Borough of Mt. Pocono-General Fund

Profit & Loss Budget vs. Actual

January through December 2025

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
409.450 · Bottled Water	276.43	900.00	-623.57	30.7%
409.700 · Capital Purchase	0.00	5,000.00	-5,000.00	0.0%
Total 409.000 · GENERAL GOVERNMENT EXPENSES	51,755.77	69,800.00	-18,044.23	74.1%
410.000 · REGIONAL POLICE				
410.329 · Control Center Fees	4,629.21	6,000.00	-1,370.79	77.2%
410.370 · Police Service Fees	815,526.72	1,087,369.00	-271,842.28	75.0%
Total 410.000 · REGIONAL POLICE	820,155.93	1,093,369.00	-273,213.07	75.0%
411.000 · FIRE				
411.345 · Fire Work/Comp	0.00	14,000.00	-14,000.00	0.0%
411.370 · Hydrants	7,863.84	12,000.00	-4,136.16	65.5%
411.540 · Contributions to Volunteer Fire	43,465.43	45,060.00	-1,594.57	96.5%
411.541 · Firemens Relief Disbursement	0.00	17,000.00	-17,000.00	0.0%
411.542 · Fire Truck Fuel Expense	0.00	3,000.00	-3,000.00	0.0%
Total 411.000 · FIRE	51,329.27	91,060.00	-39,730.73	56.4%
412.000 · AMBULANCE				
412.500 · Contribution	21,860.57	22,676.00	-815.43	96.4%
412.542 · Fuel Reimb - Ambulance	0.00	500.00	-500.00	0.0%
Total 412.000 · AMBULANCE	21,860.57	23,176.00	-1,315.43	94.3%
414.000 · PLANNING AND ZONING				
414.140 · SFM Planning/ Zoning Consults	22,603.75	30,000.00	-7,396.25	75.3%
414.141 · SFM Building Permits	44,749.39	60,000.00	-15,250.61	74.6%
414.142 · SFM Resale U&O Permits	6,090.00	5,000.00	1,090.00	121.8%
414.200 · Supplies Plan & Zone	258.01	500.00	-241.99	51.6%
414.300 · General Engineering	8,472.50	2,000.00	6,472.50	423.6%
414.312 · Legal Fees Reimb	3,072.50	5,000.00	-1,927.50	61.5%
414.313 · Engineering Reimb.	73,520.67	50,000.00	23,520.67	147.0%
414.314 · Legal Services - Planning Comm.	997.50	1,200.00	-202.50	83.1%
414.315 · Legal Fee ZHB	0.00	2,000.00	-2,000.00	0.0%
414.316 · Court Reporter-ZHB (Reimb)	525.00	1,000.00	-475.00	52.5%
414.317 · PA UCC Fees	0.00	300.00	-300.00	0.0%
414.320 · Telephone	336.12	500.00	-163.88	67.2%
414.331 · Other Charges-Postage,Deeds,PM	2,434.50	5,000.00	-2,565.50	48.7%
414.332 · Other - Codification	2,790.00	1,200.00	1,590.00	232.5%
414.341 · Advertising - PC Reimb.	0.00	200.00	-200.00	0.0%
414.342 · Advertising - ZHB Reimb	1,176.86	200.00	976.86	588.4%
414.450 · Plan&Zone Refunds	2,677.50	500.00	2,177.50	535.5%
Total 414.000 · PLANNING AND ZONING	169,704.30	164,600.00	5,104.30	103.1%
415.000 · SAFETY COMMISSION				
415.600 · Emergency Management	788.37	5,000.00	-4,211.63	15.8%
Total 415.000 · SAFETY COMMISSION	788.37	5,000.00	-4,211.63	15.8%
430.000 · HIGHWAY MAINT - GENERAL				
430.140 · Salaries - Highway	102,577.63	187,808.00	-85,230.37	54.6%
430.141 · Salary Public Works Director	0.00	58,000.00	-58,000.00	0.0%
430.145 · Other Overtime	2,511.57	800.00	1,711.57	313.9%
430.150 · Snow & Ice Overtime	10,661.17	8,000.00	2,661.17	133.3%
430.151 · Employers FICA	6,980.33	15,240.00	-8,259.67	45.8%
430.152 · Employers U/C	1,479.50	1,425.00	54.50	103.8%
430.153 · Employers Medicare	1,675.70	3,565.00	-1,889.30	47.0%
430.161 · Health Insurance	6,612.76	80,000.00	-73,387.24	8.3%
430.162 · Dental/Vision	350.92	3,500.00	-3,149.08	10.0%
430.163 · Life/Disab Insurance	96.81	2,500.00	-2,403.19	3.9%
430.200 · Highway Supplies	25,561.84	30,000.00	-4,438.16	85.2%
430.231 · Gas, Oil, Grease	10,597.71	12,000.00	-1,402.29	88.3%
430.300 · Other Serv/Charges	4,816.40	9,000.00	-4,183.60	53.5%
430.320 · Telephone Communication	2,155.74	1,500.00	655.74	143.7%
430.361 · Garage Heat	7,849.25	15,000.00	-7,150.75	52.3%
430.367 · Maintenance Building Electric	1,629.52	2,000.00	-370.48	81.5%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2025

08/28/25

Cash Basis

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
430.368 · Public Sewer/Water	414.08	400.00	14.08	103.5%
430.374 · Maint/Equip Repairs Out Source	15,037.17	30,000.00	-14,962.83	50.1%
430.392 · Equip Rental Center	0.00	500.00	-500.00	0.0%
430.440 · Uniforms	2,729.63	2,000.00	729.63	136.5%
430.600 · Capital Construction (Garage)	356.00	50,000.00	-49,644.00	0.7%
430.700 · Highway Capital Purchases	617.00	120,000.00	-119,383.00	0.5%
430.701 · Capital Reserve - Equipment	0.00	10,000.00	-10,000.00	0.0%
Total 430.000 · HIGHWAY MAINT - GENERAL	204,710.73	643,238.00	-438,527.27	31.8%
451.000 · CULTURE-RECREATION ADMIN				
451.140 · Salaries - Recreation	7,650.00	8,000.00	-350.00	95.6%
451.141 · Employers FICA	474.30	496.00	-21.70	95.6%
451.142 · Employers U/C	225.33	228.00	-2.67	98.8%
451.143 · Employers Medicare	103.62	116.00	-12.38	89.3%
451.144 · Grant Writing&Management	10,000.00	10,000.00	0.00	100.0%
451.200 · Supplies/Memberships	8,334.56	5,000.00	3,334.56	166.7%
451.300 · Park Electric	199.85	500.00	-300.15	40.0%
451.370 · Maint & Repairs - Recreation	1,507.67	1,000.00	507.67	150.8%
451.392 · Rentals - Port a Potties	1,842.54	1,400.00	442.54	131.6%
451.700 · Capital Purchases - Recreation	919.00	5,000.00	-4,081.00	18.4%
451.706 · Weed & Feed	1,525.00	1,000.00	525.00	152.5%
Total 451.000 · CULTURE-RECREATION ADMIN	32,781.87	32,740.00	41.87	100.1%
456.000 · LIBRARIES				
456.500 · Contributions,Grants, And Subs	43,465.43	45,060.00	-1,594.57	96.5%
Total 456.000 · LIBRARIES	43,465.43	45,060.00	-1,594.57	96.5%
471.000 · DEBT SERVICE PRINCIPAL				
471.002 · Debt Principal				
471.110 · Essa Building Loan-Principal	14,273.12	20,834.00	-6,560.88	68.5%
471.203 · 2024 Sweeper Truck Principal	0.00	65,601.00	-65,601.00	0.0%
Total 471.002 · Debt Principal	14,273.12	86,435.00	-72,161.88	16.5%
Total 471.000 · DEBT SERVICE PRINCIPAL	14,273.12	86,435.00	-72,161.88	16.5%
472.000 · DEBT SERVICE - INTEREST				
472.110 · Essa Building Loan - Interest	5,861.35	11,687.00	-5,825.65	50.2%
472.203 · Int- Loan 2024 Sweeper Truck	0.00	5,305.00	-5,305.00	0.0%
Total 472.000 · DEBT SERVICE - INTEREST	5,861.35	16,992.00	-11,130.65	34.5%
480.000 · MISCELLANEOUS EXPENSES				
480.001 · Miscellaneous Expenditures	0.00	0.00	0.00	0.0%
Total 480.000 · MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.0%
486.000 · INSURANCE				
486.345 · Workers Comp	14,147.00	15,000.00	-853.00	94.3%
486.351 · Insurance.Casualty,Surety	34,417.00	50,000.00	-15,583.00	68.8%
Total 486.000 · INSURANCE	48,564.00	65,000.00	-16,436.00	74.7%
487.000 · EMPLOYEE BENEFITS				
487.160 · Pension/Retiremnt Boro Employee	0.00	41,444.00	-41,444.00	0.0%
Total 487.000 · EMPLOYEE BENEFITS	0.00	41,444.00	-41,444.00	0.0%

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Cash Basis

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2025

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
492.000 · Interfund Transfers Out				
492.100 · Transfer To 5 Point Account	40,000.00	40,000.00	0.00	100.0%
492.150 · Transfer to Storm Water Fund	40,000.00	40,000.00	0.00	100.0%
492.200 · Trans to Park & Rec Fund	0.00	0.00	0.00	0.0%
492.500 · Transfer to Planning Fund	40,000.00	40,000.00	0.00	100.0%
492.600 · Transfer to Capital Fund PLGIT	50,000.00	50,000.00	0.00	100.0%
492.700 · Transfer to Fund Res.PLGIT	50,000.00	50,000.00	0.00	100.0%
Total 492.000 · Interfund Transfers Out	220,000.00	220,000.00	0.00	100.0%
Total Expense	1,890,628.88	2,865,959.00	-975,330.12	66.0%
Net Income	714,835.09	0.00	714,835.09	100.0%