



Town of Lewisboro

Parks & Recreation Department



Pamela Veith
Senior Adult Coordinator

Laura A. Stone
Senior Office Assistant

Memo To: Tony Goncalves, Town Supervisor
From: Nicole Caviola, Recreation Supervisor *NC*
Date: September 8, 2022
RE: Capital Projects Requests for 2023

2023 Capital Project Requests for the Lewisboro Parks and Recreation Department

2023— In order of need and preference

- 1) Pool valves, strainer, chlorine storage tank, dive pool pump - needs to all be replaced prior to the 2023 season. Approx \$55,000
- 2) Backstops for some of our fields (approximately 25K to remove and replace each one) Fox Valley upper right, Onatru #2 and Vista are desperate with posts leaning and footings coming out of the ground. Approx \$75,000
- 3) Paving of the Onatru and Town Park driveways and circles – Approx \$200,000 total
- 4) Foul ball netting on backstop of Fox Valley Lower Field – approx. \$5,000- \$10,000
- 5) Upgrade the bathroom facilities at the Fox Valley Park and Onatru Farm Park – Approx \$100,000 each
- 6) Town Park Basketball Courts – approx. \$35,000 to pressure wash, repair and recolor the surface. Would like an annual service of pressure washing, \$3,500.

- 7) Shed at Town Park. All year, multi-program storage with dumpster to remove existing shed - \$12,000.
- 8) Play structure at the pool - \$75,000 to replace the existing structure that has aged and deteriorated in the weather and chlorine as well as parts no longer functioning properly.
- 9) Roll all playing fields (approximately \$2,000 per field) and drainage for fields 1 and 2 at Onatru (Approx \$600,000+)

*We believe that the bathroom facilities at the Pool Complex needs to be updated and replaced before the 2023 season. Pool Bathhouse upgrades or replacement - \$400,000 to \$1,000,000 including an update to or add in a second well. We really need to replace everything as well as add a Family/Unisex/Handicap bathroom. We feel the best option would be to knock down the entire building and start fresh.

Date Prepared: 08/15/2022 11:12 AM
Report Date: 08/15/2022

Account Table:
Alt. Sort Table:

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

BUD4050 1.0
Page 1 of 114
Prepared By: LEO

Account Description	GENERAL FUND						2023 REQUESTED Stage
	2020 Actual	2021 Actual	Original 2022 Budget	Adjusted 2022 Budget	2022 Actual		
Fund A							
A.0000.1001							
REAL PROPERTY TAXES	3,465,823.45	3,799,992.26	3,693,644.00	3,693,644.00	3,702,501.73		
A.0000.1090							
TAX INTEREST, PENALTIES & FEES	254,546.72	308,841.24	250,000.00	250,000.00	319,168.61		
A.0000.1120							
COUNTY SALES TAX	2,572,671.00	2,951,874.00	2,750,000.00	2,750,000.00	1,552,408.00		
A.0000.1170							
CABLE TV FRANCHISE FEES	260,504.00	259,684.00	260,000.00	260,000.00	62,587.00		
A.0000.1255							
TOWN CLERK FEES	1,262.83	1,975.21	1,500.00	1,500.00	6,243.79		
A.0000.1520							
POLICE ACCIDENT REPORTS	865.00	930.00	0.00	0.00	900.00		
A.0000.1550							
DOG SHELTER REDEMPTIONS	150.00	90.00	200.00	200.00	120.00		
A.0000.1560							
BUILDING INSPECTOR FEES	747,788.48	1,094,639.28	600,000.00	600,000.00	721,438.25		
A.0000.1603							
VITAL STATISTIC FEES	2,950.00	2,070.00	2,000.00	2,000.00	1,540.00		
A.0000.1720							
PARKING PERMITS/METERS	2,700.00	2,400.00	3,000.00	3,000.00	2,400.00		
A.0000.2001							
PARK & RECREATION FEES	380,802.16	963,446.49	1,214,752.00	1,214,752.00	973,378.74	1,230,800	
A.0000.2002							
SPONSORSHIP DONATIONS-REG	0.00	0.00	15,000.00	15,000.00	5,400.00	15,000	
A.0000.2115							
PLANNING BOARD FEES	9,666.92	19,306.46	15,000.00	15,000.00	17,894.43		
A.0000.2190							
SALE OF CEMETERY LOTS	10,200.00	29,400.00	10,000.00	10,000.00	21,800.00		
A.0000.2192							
CHARGES-CEMETERY SERVICES GRAVE OPENINGS	9,700.00	13,300.00	9,000.00	9,000.00	4,960.00		
A.0000.2192.0001							
CHARGES FOR CEMETERY SERVICES-MONUMENT FEES	7,675.00	8,200.00	3,000.00	3,000.00	3,500.00		
A.0000.2215							
ELECTION SERVICE CHARGES	3,314.00	3,314.00	3,000.00	3,000.00	0.00		
A.0000.2401							
INTEREST AND EARNINGS	19,458.88	6,558.51	20,000.00	20,000.00	12,277.69		
A.0000.2410							
RENTAL OF PROPERTY COMMUNITY	450.00	200.00	0.00	0.00	450.00		

TOWN OF LEWISBORO
Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

Account Description	2020 Actual	2021 Actual	Original Budget 2022	Adjusted Budget 2022	2022 Actual	2023 REQUESTED Stage
Fund A						
Dept 7020						
GENERAL FUND						
PARKS & RECREATION ADMINISTRATION						
A.7020.0110						\$0 keep title
SUPPL. OF RECREATION	105,337.18	105,337.18	105,337.00	105,337.00	135,428.69	
A.7020.0120						
SR. OFFICE ASS'T.	67,447.12	67,817.71	67,447.00	67,447.00	42,722.37	714,392
A.7020.0130						
RECREATION ASSISTANT Employees	45,656.51	50,840.13	51,837.00	51,837.00	41,715.41	112,454
A.7020.0150						
NEW EMPLOYEE Recreation Supervisor	0.00	0.00	71,837.00	71,837.00	19,384.40	73,992.37 as was stated upon my hire.
A.7020.0160						
CLERICAL	1,315.57	2,418.04	2,500.00	2,500.00	1,009.82	2,500
A.7020.0170						
LONGEVITY	7,450.00	7,450.00	7,450.00	7,450.00	0.00	5,591
A.7020.0407						
GASOLINE	4,276.85	7,111.84	7,000.00	7,000.00	6,177.20	
A.7020.0410						
ADMIN. SUPPLIES	1,065.33	2,407.20	2,500.00	2,500.00	599.18	2,500
A.7020.0420						
SOFTWARE SUPPORT	11,850.00	11,994.00	13,000.00	13,000.00	12,593.70	13,000
A.7020.0440						
COPIERS LEASE & MAINTENANCE	4,521.38	3,097.09	4,700.00	4,700.00	2,249.01	4,700
A.7020.0450						
BROCHURES	5,819.00	11,132.00	12,000.00	12,000.00	6,343.00	12,000
A.7020.0460						
POSTAGE & BULK MAILING	5,563.64	5,406.34	5,600.00	5,600.00	5,047.73	6,000
A.7020.0470						
CONF/MEETINGS/EDUC	445.00	365.00	800.00	800.00	325.00	800
Total Dept 7020						
PARKS & RECREATION ADMINISTRATION	260,747.58	276,316.53	352,008.00	352,008.00	273,595.51	\$307,935 + gasoline

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TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

BUD4050 1.0
Page 35 of 114
Prepared By: LEO

Account Description	2020 Actual	2021 Actual	Original Budget 2022	Adjusted Budget 2022	2022 Actual	2023 REQUESTED Stage	
Fund A	GENERAL FUND						
Dept 7110	PARKS						
A.7110.0100							
PARKS MAINTENANCE WORKERS	0.00	93,124.22	128,955.00	128,955.00	64,584.58	138,000	approx. Randy \$35,000 Drew \$53019.2 Dan \$49545.6
A.7110.0120							
OVERTIME	1,610.32	2,930.49	4,000.00	4,000.00	2,576.90	4,000	
A.7110.0130							
P/T SEASONAL	14,827.50	18,593.41	15,000.00	15,000.00	7,729.63	15,000	
A.7110.0140							
LONGEVITY	3,725.00	0.00	0.00	0.00	0.00	0	
A.7110.0150							
PARKS FOREMAN	152,940.73	0.00	0.00	0.00	0.00	0	
A.7110.0220							
EQUIPMENT	0.00	0.00	14,500.00	14,500.00	14,500.00	14,500	utility gate \$19000
A.7110.0230							
MISC. SMALL TOOLS	0.00	2,816.42	2,000.00	2,000.00	0.00	2,000	
A.7110.0240							
PICNIC TABLES	0.00	4,314.35	4,000.00	4,000.00	0.00	4,000	
A.7110.0400							
FIELD & PLAY AREA MAINT.	12,766.62	20,688.17	18,000.00	18,000.00	14,257.45	28,000	sod town park baseball field \$10,000
A.7110.0410							
PARTS	3,208.59	8,334.56	6,500.00	6,500.00	5,341.34	6,500	
A.7110.0411							
MAINTENANCE UNIFORM ALLOWANCE	753.32	1,135.87	1,800.00	1,800.00	444.42	1,800	
A.7110.0412							
TOPSOIL	0.00	0.00	2,000.00	2,000.00	2,000.00	2,000	
A.7110.0413							
PRESERVE MAINTENANCE	4,830.16	4,610.06	5,000.00	5,000.00	5,450.00	6,500	item 4 fabric Leon Levy, continuous
A.7110.0420							
COMPOSTING TOILET MAINTENANCE	1,677.00	1,539.47	2,250.00	2,250.00	425.00	2,500	maintenance needed, trees
A.7110.0440							
TREE & BRUSH MAINTENANCE	4,025.00	3,450.00	5,000.00	5,000.00	6,000.00	10,000	
A.7110.0450							
TRAINING/MEMBERSHIPS/SEMINARS	469.00	0.00	300.00	300.00	0.00	300	
A.7110.0460							
EQUIPMENT RENTAL	549.36	468.24	750.00	750.00	174.72	850	
A.7110.0465							
VEHICLE & EQUIPMENT REPAIRS	2,509.32	2,696.83	3,000.00	3,000.00	4,325.99	3,000	
A.7110.0470							
ELECTRICITY	14,953.62	20,924.92	20,000.00	20,000.00	13,307.01		

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Account Table:
Alt. Sort Table:

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

BUD4050 1.0
Page 36 of 114
Prepared By: LEO

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Fund A						
Dept 7110						
GENERAL FUND						
PARKS						
A 7110.0490						
ATHLETIC FIELD MIX	0.00	5,950.00	6,000.00	6,000.00	0.00	16000
Total Dept 7110						
PARKS	218,844.54	191,577.01	239,055.00	239,055.00	144,117.04	\$241,950 + electricity

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TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

Account Description	2020 Actual	2021 Actual	Original 2022 Budget	Adjusted 2022 Budget	2022 Actual	2023 REQUESTED Stage
Fund A						
Dept 7140						
GENERAL FUND						
PLAYGROUNDS & RECREATION CENTERS						
A.7140.0110						
DAY CAMP COUNSELORS	69,248.16	143,141.23	210,000.00	210,000.00	163,299.95	300,000
A.7140.0120						
DAY CAMP AQUATICS	13,771.59	23,857.01	30,000.00	30,000.00	17,785.15	40,000
A.7140.0200						
PLAYGROUND & CAMP EQUIPMENT	194.94	499.98	500.00	500.00	0.00	500
A.7140.0400						
LITTLE EXPLORER CAMP	0.00	8,081.79	7,000.00	7,000.00	5,692.18	10,000
A.7140.0420						
MAIN EVENT DAY CAMP	3,862.86	8,724.28	25,000.00	25,000.00	26,662.71	35,000
A.7140.0430						
COMBINED CAMPS	938.09	8,448.07	10,000.00	10,000.00	7,827.84	19,000
A.7140.0440						
TEEN TREKS	(252.50)	10,665.54	105,000.00	105,000.00	109,929.02	129,000
Total Dept 7140						
PLAYGROUNDS & RECREATION CENTERS	87,763.14	203,437.90	387,500.00	387,500.00	331,196.85	515,500

off by \$1.50 \$13.50
 raises - still working on getting employees up to min. wage

Cost of trips, entertainment supplies, shipping all increased

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TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

Account Description	2020 Actual	2021 Actual	Original 2022 Budget	Adjusted 2022 Budget	2022 Actual	2023 REQUESTED Stage	
Fund A							
Dept 7180							
GENERAL FUND							
POOL FACILITY							
A.7180.0110							
POOL DIRECTORS & HEAD GUARDS	24,469.97	38,611.41	35,800.00	35,800.00	28,280.98	45,000	approved salary schedule 2022 but budget didn't reflect
A.7180.0120							
LIFEGUARDS	81,059.00	126,516.58	143,300.00	143,300.00	100,937.80	150,000	raises, short staffed 2022
A.7180.0130							
PERMIT STAFF	1,711.22	3,041.34	3,000.00	3,000.00	2,027.40	3,000	
A.7180.0140							
GATE ATTENDANTS & MAINTENANCE	17,955.19	20,215.48	24,000.00	24,000.00	12,476.56	24,000	
A.7180.0150							
SWIMTEAM COACHES & LESSONS	269.95	10,277.97	11,500.00	11,500.00	6,339.96	11,500	
A.7180.0200							
POOL EQUIPMENT	10,475.17	14,972.26	29,000.00	29,000.00	29,810.43	22,000	pool cartridges, lane lines, chairs, umbrellas
A.7180.0401							
PERMITS	1,430.00	1,330.00	1,500.00	1,500.00	1,430.00	1,500	
A.7180.0410							
FIRST AID	388.77	790.27	800.00	800.00	1,190.62	1,200	
A.7180.0411							
PERMIT SUPPLIES	146.00	435.00	400.00	400.00	333.00	400	
A.7180.0412							
MISC. REPAIRS	237.70	4,926.87	4,000.00	4,000.00	1,920.00	4,000	
A.7180.0418							
FACILITY SIGNAGE	0.00	1,544.10	1,500.00	1,500.00	702.75	1,500	
A.7180.0420							
STAFF UNIFORMS	4,241.60	4,830.59	5,000.00	5,000.00	4,773.40	6,500	
A.7180.0430							
POOL OPERATION TRAINING	1,154.00	1,600.00	2,000.00	2,000.00	2,383.42	2,000	
A.7180.0440							
SPECIAL EVENTS/PARTIES/CONCERT	0.00	0.00	2,000.00	2,000.00	1,000.00	2,000	
A.7180.0450							
SWIM TEAM EQUIPMENT & SUPPLIES	0.00	725.00	2,000.00	2,000.00	1,175.00	1,800	
A.7180.0460							
POOL CHEMICALS	15,955.17	20,972.87	18,000.00	18,000.00	17,787.43	25,000	
A.7180.0470							
OTHER SUPPLIES	2,936.82	8,267.21	7,500.00	7,500.00	6,626.28	7,500	
A.7180.0480							
SERVICE CALLS/SLUDGE	453.00	6,622.16	4,000.00	4,000.00	1,641.00	4,000	
A.7180.0490							
BEAUTIFICATION-FLOWERS/PLANTER	54.82	619.63	600.00	600.00	624.30	2,000	pre-season & midseason landscape service call

Date Prepared: 08/15/2022 11:12 AM
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Account Table:
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TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

BUD4050 1.0
Page 39 of 114
Prepared By: LEO

Account Description	2020 Actual	2021 Actual	Original 2022 Budget	Adjusted 2022 Budget	2022 Actual	2023 REQUESTED Stage
Fund A						
Dept 7180						
A.7180.0494						
POOL REPAINTING	2,354.94	3,491.26	3,500.00	3,500.00	5,079.47	5000
Total Dept 7180						
POOL FACILITY	165,293.32	269,790.00	299,400.00	299,400.00	226,338.90	\$ 320,990

suggestion of adding line for concession propane \$1000
not budgeted 2022

Account Table:

Alt. Sort Table:

TOWN OF LEWISBORO **Budget Preparation Publication**

Fiscal Year: 2023 Period From: 1 To: 12

Account Description	2020 Actual	2021 Actual	Original 2022 Budget	Adjusted 2022 Budget	2022 Actual	2023 REQUESTED Stage
Fund A						
Dept 7280						
GENERAL FUND						
TENNIS FACILITY						
A.7280.0110						
TENNIS INSTRUCTOR	10,385.00	7,969.00	11,000.00	11,000.00	3,910.00	<u>11,000</u>
A.7280.0200						
TENNIS EQUIPMENT	75.91	0.00	950.00	950.00	0.00	<u>950</u>
A.7280.0400						
TENNIS COURT SUPPLIES/REPAIR	17,816.49	16,325.70	25,000.00	25,000.00	19,252.54	<u>25,000</u>
Total Dept 7280						
TENNIS FACILITY	28,287.40	24,294.70	36,950.00	36,950.00	23,162.54	<u>\$ 36,950</u>

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Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

Account Description	2020 Actual	2021 Actual	Original Budget 2022	Adjusted Budget 2022	2022 Actual	2023 REQUESTED Stage
Fund A						
Dept 7310						
GENERAL FUND						
YOUTH PROGRAMS						
A.7310.0130 PART TIME LEADERS	58,082.46	77,046.52	81,000.00	81,000.00	66,173.03	81,000
A.7310.0140 YOUTH RECREATION SUPERVISOR	51,238.84	38,524.73	0.00	0.00	3,895.75	-
A.7310.0150 SPORTS CAMP INSTRUCTORS	7,528.00	9,274.00	8,000.00	8,000.00	0.00	8,000
A.7310.0200 YOUTH EQUIPMENT	0.00	189.95	700.00	700.00	0.00	5,100
A.7310.0410 YOUTH WNTN, SPRING, SUMMER	67,549.43	68,280.54	140,000.00	140,000.00	75,454.06	140,000
A.7310.0412 VEHICLE LEASE	6,000.02	5,999.04	23,000.00	23,000.00	24,172.17	0
A.7310.0415 VEHICLE REPAIRS	135.40	377.98	3,000.00	3,000.00	152.27	3,000
A.7310.0420 NORTHEAST SPEC. RECREATION	11,387.32	11,387.32	11,500.00	11,500.00	11,135.99	11,500
A.7310.0430 LES GYM RENT & MAINTENANCE	18,554.61	34,295.94	36,500.00	36,500.00	20,756.48	40,000
A.7310.0440 SKI TRIPS	23,285.38	34,696.41	48,000.00	48,000.00	32,142.11	50,500
Total Dept 7310	243,761.46	280,072.43	351,700.00	351,700.00	233,881.86	345,100
YOUTH PROGRAMS						

(increased registration fees 2022
 \$15,000+ expected)

town park welcome sign

Account Table:

All Sort Table:

TOWN OF LEWISBORO **Budget Preparation Publication**

Fiscal Year: 2023 Period From: 1 To: 12

Account Description	2020 Actual	2021 Actual	Original 2022 Budget	Adjusted 2022 Budget	2022 Actual	2023 REQUESTED Stage
Fund A						
Dept 7550						
GENERAL FUND						
CELEBRATIONS						
A.7550.0100						
PARK & RECREATION STAFF	0.00	902.67	6,000.00	6,000.00	3,924.15	<u>16,000</u>
A.7550.0400						
MEMORIAL DAY	200.00	1,066.53	2,000.00	2,000.00	1,565.33	<u></u>
A.7550.0420						
4TH OF JULY FIREWORKS	0.00	942.49	30,000.00	30,000.00	27,698.27	<u>30,000</u>
Total Dept 7550						
CELEBRATIONS	200.00	2,911.69	38,000.00	38,000.00	33,207.75	<u>\$ 30,000</u>

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Fund A						
Dept 7610						
GENERAL FUND						
PROGRAM FOR THE AGING						
A.7610.0110 RECREATION LEADER	61,836.98	51,836.98	51,837.00	51,837.00	31,899.68	55,528
A.7610.0150 LONGEVITY	1,500.00	1,500.00	1,500.00	1,500.00	0.00	2,142
A.7610.0412 VEHICLE REPAIRS	1,557.87	37.00	1,000.00	1,000.00	324.59	1,900
A.7610.0430 NUTRITION PROGRAM	19,124.00	24,611.00	20,000.00	20,000.00	20,462.84	
A.7610.0460 NEWSLETTER POSTAGE	900.00	900.00	1,100.00	1,100.00	1,100.00	1,100
A.7610.0470 PROGRAM SUPPLIES	538.61	1,721.89	2,000.00	2,000.00	910.62	2,000
A.7610.0480 TRIP BUS RENTALS	0.00	1,025.00	7,000.00	7,000.00	2,465.00	7,000
Total Dept 7610						
PROGRAM FOR THE AGING	75,457.46	81,631.87	84,437.00	84,437.00	57,162.73	68,110

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TOWN OF LEWISBORO

Budget Preparation Publication

BUD4050 1.0
Page 46 of 114
Prepared By: LEO

Fiscal Year: 2023 Period From: 1 To: 12

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Fund A						
Dept 7620						
GENERAL FUND						
ADULT RECREATION						
A.7620.0110						
ADULT INSTRUCTORS	6,684.64	11,981.15	18,000.00	18,000.00	16,066.72	<u>20,000</u>
A.7620.0410						
ADULT RECREATION SUPPLIES	(1,820.00)	6,118.51	7,000.00	7,000.00	5,982.94	<u>7,000</u>
A.7620.0490						
COMMUNITY ENRICHMENT	4,282.28	792.86	4,000.00	4,000.00	2,420.71	<u>7,500</u>
Total Dept 7620						
ADULT RECREATION	9,146.92	18,892.52	29,000.00	29,000.00	24,470.37	<u>34,500</u>

Food truck events, Pride, Juneteenth
& winter celebration

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TOWN OF LEWISBORO Budget Preparation Publication

Fiscal Year: 2023 Period From: 1 To: 12

Account Description	2020 Actual	2021 Actual	Original Budget 2022	Adjusted Budget 2022	2022 Actual	2023 REQUESTED 2023 Stege
GENERAL FUND						
TRANSPORTATION						
Fund A						
Dept 7989						
A.7989.0110						
SENIOR BUS DRIVER	1,618.72	8,033.20	7,500.00	7,500.00	7,586.24	12,500 \$25/hr, 10hrs/week, 50 weeks
A.7989.0120						
DAY CAMP BUS DRIVER	0.00	10,123.98	58,000.00	58,000.00	36,161.94	58,000
A.7989.0410						
GAS FOR BUS	93.36	213.11	8,000.00	8,000.00	185.03	8,000
A.7989.0420						
LEASES-DAY CAMPS	450.00	2,750.00	8,200.00	8,200.00	600.00	8,200 have not received invoices from LUSD yet
A.7989.0430						
SENIOR BUS MISC. REPAIRS	2,071.98	1,868.37	2,500.00	2,500.00	3,930.65	3,000
Total Dept 7989						
TRANSPORTATION	4,234.06	22,988.66	84,200.00	84,200.00	48,463.86	89,700