



City Budget
2013

Court Services
Capital Program Summary

The City of Toronto's budget is presented by program and service, in Analyst Note format. The City's Capital Budget funds major infrastructure.

2013 - 2022 Capital Program

2013 CAPITAL PROGRAM SUMMARY JANUARY 16, 2013

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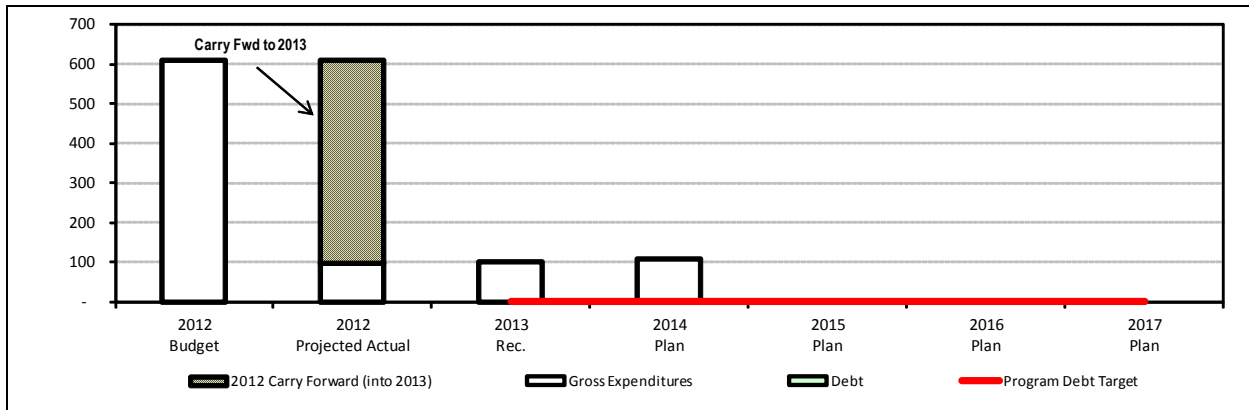
PART I: 2013 CAPITAL BUDGET AND PLAN

City Council approved the following recommendations:

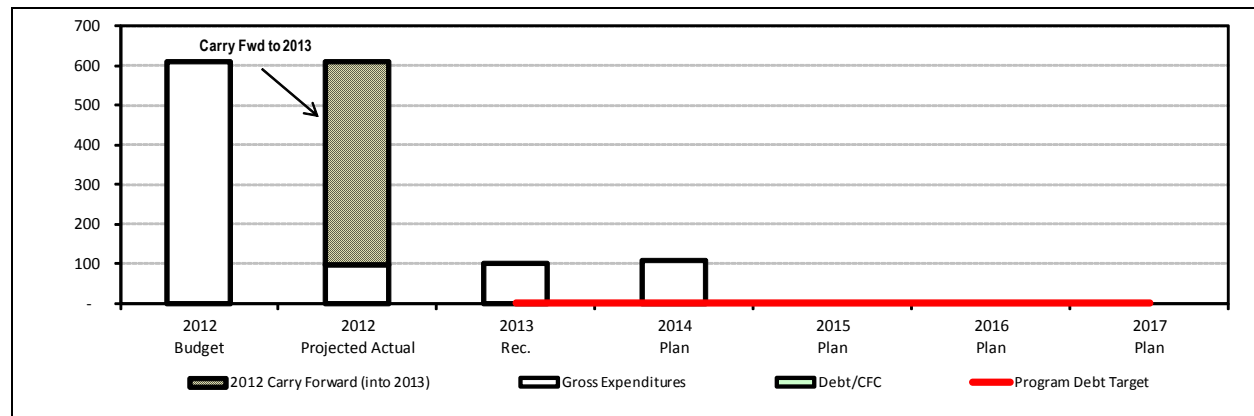
1. City Council approve the 2013 Capital Budget for Court Services with a 2013 cash flow of \$0.613 million and a future year commitment of \$0.109 million comprised of the following:
 - a) New Cash Flow Funding for:
 - i) 1 previously approved sub-project with a 2013 cash flow of \$0.102 million; and a future year cash flow commitment of \$0.109 million in 2014;
 - b) 2012 approved cash flow for 1 previously approved sub-project with carry forward funding from 2012 into 2013 totaling \$0.511 million.

PART II: 2013 – 2022 CAPITAL PROGRAM

**10-Year Capital Plan
2013 Budget, 2014 - 2017 Plan
(In \$000s)**

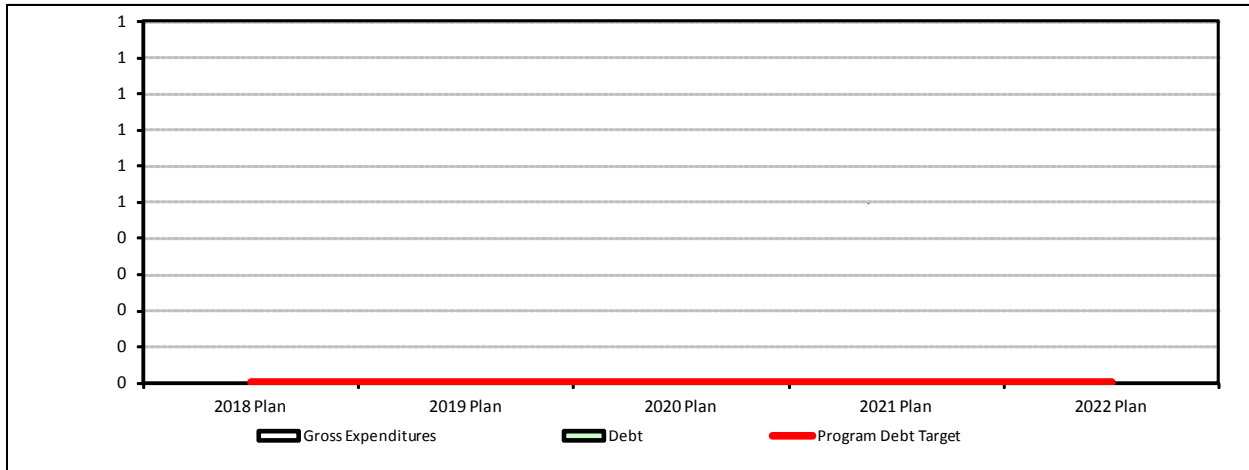


	2013 Budget and 2014-2017 Plan							5-Year Total Percent	
	2012		2013	2014	2015	2016	2017		2013-2017
	Budget	Projected Actual							
Gross Expenditures:									
2012 Capital Budget & Approved FY Commitments	611	100		211				211	100.0%
Changes to Approved FY Commitments			102	(102)					
2013 New/Change in Scope and Future Year Commitments									
2014- 2017 Capital Plan Estimates									
2-Year Carry Forward for Reapproval									
1-Year Carry Forward to 2013		511							
Total Gross Annual Expenditures & Plan	611	611	102	109				211	100.0%
Program Debt Target									
Financing:									
Debt									
Reserves/Reserve Funds	611	611	102	109				211	100.0%
Development Charges									
Provincial/Federal									
Debt Recoverable									
Other Revenue									
Total Financing	611	611	102	109				211	100.0%
By Project Category:									
Health & Safety Legislated SOGR	611	611	102	109				211	100.0%
Service Improvement Growth Related									
Total by Project Category	611	611	102	109				211	100.0%
Asset Value (\$) at year-end									
Yearly SOGR Backlog Estimate (not addressed by current plan)									
Accumulated Backlog Estimate (end of year)									
Backlog: Percentage of Asset Value (%)									
Debt Service Costs									
Operating Impact on Program Costs									
New Positions									



		2013 Budget and 2014-2017 Plan							5-Year Total Percent
		2012	2013	2014	2015	2016	2017	2013-2017	
		Budget	Projected Actual						
Gross Expenditures:									
2012 Capital Budget & Approved FY Commitments		611	100		211			211	100.0%
Changes to Approved FY Commitments				102	(102)				
2013 New/Change in Scope and Future Year Commitments									
2014-2017 Capital Plan Estimates									
2-Year Carry Forward for Reapproval									
1-Year Carry Forward to 2013			511						
Total Gross Annual Expenditures & Plan		611	611	102	109			211	100.0%
Program Debt Target									
Financing:									
Debt									
Reserves/Reserve Funds		611	611	102	109			211	100.0%
Development Charges									
Provincial/Federal									
Debt Recoverable									
Other Revenue									
Total Financing		611	611	102	109			211	100.0%
By Project Category:									
Health & Safety									
Legislated		611	611	102	109			211	100.0%
SOGR									
Service Improvement									
Growth Related									
Total by Project Category		611	611	102	109			211	100.0%
Asset Value (\$) at year-end									
Yearly SOGR Backlog Estimate (not addressed by current plan)									
Accumulated Backlog Estimate (end of year)									
Backlog: Percentage of Asset Value (%)									
Debt Service Costs									
Operating Impact on Program Costs									
New Positions									

**10-Year Capital Plan
2018-2022 Plan
(In \$000s)**



	2018-2022 Capital Plan						10-Year Total Percent
	2018	2019	2020	2021	2022	2013-2022	
Gross Expenditures:							
2012 Capital Budget & Approved FY Commitments						211	100%
Changes to Approved FY Commitments							
2013 New/Change in Scope and Future Year Commitments							
2018 - 2022 Capital Plan Estimates							
Total Gross Annual Expenditures & Plan						211	100.0%
Program Debt Target							
Financing:							
Debt							
Reserves/Reserve Funds						211	100.0%
Development Charges							
Provincial/Federal							
Debt Recoverable							
Other Revenue							
Total Financing						211	100.0%
By Project Category:							
Health & Safety							
Legislated						211	100.0%
SOGR							
Service Improvement							
Growth Related							
Total by Project Category						211	100.0%
Asset Value(\$)							
Yearly SOGR Backlog Estimate (not addressed by current plan)							
Accumulated Backlog Estimate (end of year)							
Backlog: Percentage of Asset Value (%)							
Debt Service Costs							
Operating Impact on Program Costs							
New Positions							

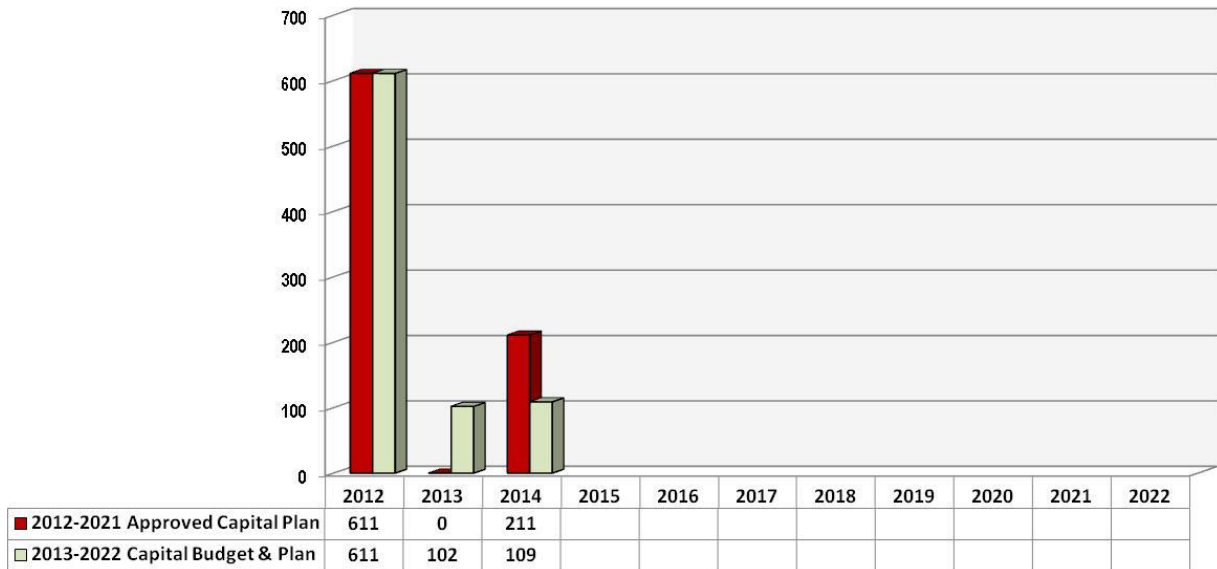
Court Services has not identified any new capital projects in the 2013-2022 Capital Plan.

10-Year Capital Plan Overview

- Court Services provides court administration and courtroom support services to the public in accordance with the Provincial Offences Act (POA) and the Memorandum of Understanding between the City of Toronto and the Ministry of the Attorney General in order to ensure justice is fairly administered.
- Court services are provided through 30 courtrooms and 10 intake rooms in 4 locations across the City with a total area of approximately 173,000 sq. ft.
- Court Services' 10-Year Capital Plan does not include any cash flow funding estimates beyond 2014. Court Services' capital strategy is to invest in information technology (IT) to improve service delivery and enhance productivity, fine enforcement and collections. As Court Services utilizes the Provincial Integrated Courts Offences Network (ICON) system which is designed and maintained by the Ministry of the Attorney General, any changes to the system to achieve service efficiencies require Provincial approval.
 - Court Services will develop a firm 10-year capital plan once specific IT requirements are identified and submitted to the Province for review and approval.
- The 2013 Capital Budget provides funding for one previously approved IT project underway, the POA Application Sustainment & Hardware Upgrade, with cash flow funding of \$0.102 million in 2013 and \$0.109 million in 2014. This project will provide funding to develop a web look-up service, and hardware upgrades to support the POA Court Case Management system.
- The 2013 Capital Budget meets legislated requirements and is fully funded by the Provincial Offences Courts Stabilization Reserve.
 - The Provincial Offences Courts Stabilization Reserve has a 2012 projected year-ending balance of \$5.008 million. With funding commitments of \$3.730 million for the construction of a future courthouse at the St. Lawrence Market North location including moving costs, to enable Court Services to consolidate its South location courtroom and administrative functions, and future SOGR requirements of \$0.188 million, the projected balance at the end of the 10-year period is \$0.879 million, after accounting for the Program's IT commitments in this Capital Plan.
 - The St. Lawrence Market North capital project is included in the Facilities Management and Real Estate's 10-Year Capital Plan.
- Court Services currently occupies 4 properties, 3 of which are City-owned. State of good repair (SOGR) funding is not included in the Program's capital budget as SOGR maintenance is consolidated within the Facilities Management and Real Estate Capital Budget and Plan.
- Court Services has not identified operating savings resulting from the implementation of a web look-up service although it is anticipated completion of the project will result in improved service delivery with reduced call abandonment rates (current monthly average of 23%) and wait times in counter services (currently 40 minutes), as customers will be able to view fine information on-line.

Key Changes to the 2012 - 2021 Approved Capital Plan

Changes to the 2012 -2021 Approved Capital Plan
(In \$000s)



Key Changes to the 2012-2021 Approved Capital Plan

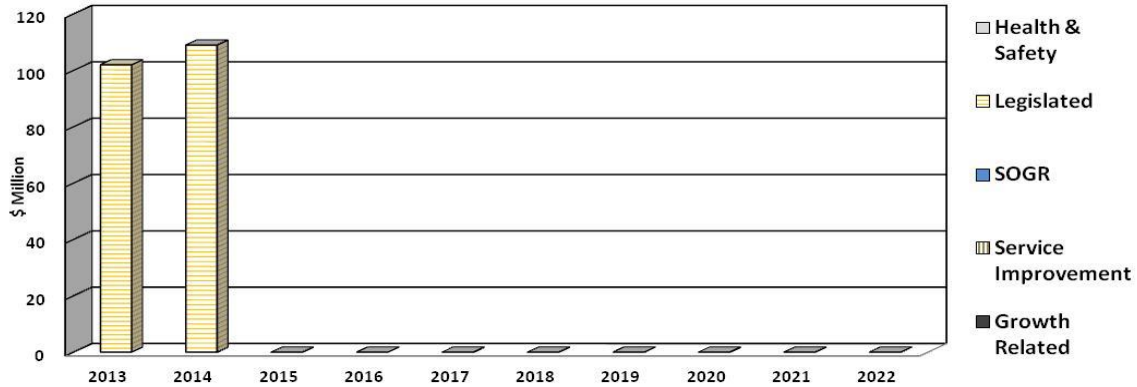
The 2013 Capital Budget and the 2014-2022 Capital Plan reflect the acceleration of \$0.102 million from 2014 to 2013 to ensure continuity of funding in the development of the POA Application Sustainment and Hardware Upgrade project.

Summary of Project Changes
(In \$000s)

Key Projects	Total Project Cost	2013	2014	2015	2016	2017	2018	2019	2020	2021	2013 - 2021	Revised Total Project Cost
Previously Approved												
POA Application Sustainment & Hardware Upgrade	822	102	(102)									822
Total Previously Approved	822	102	(102)									822
New												
N/A												
Total New												
Total Changes	822	102	(102)									822

2013 – 2022 Capital Plan

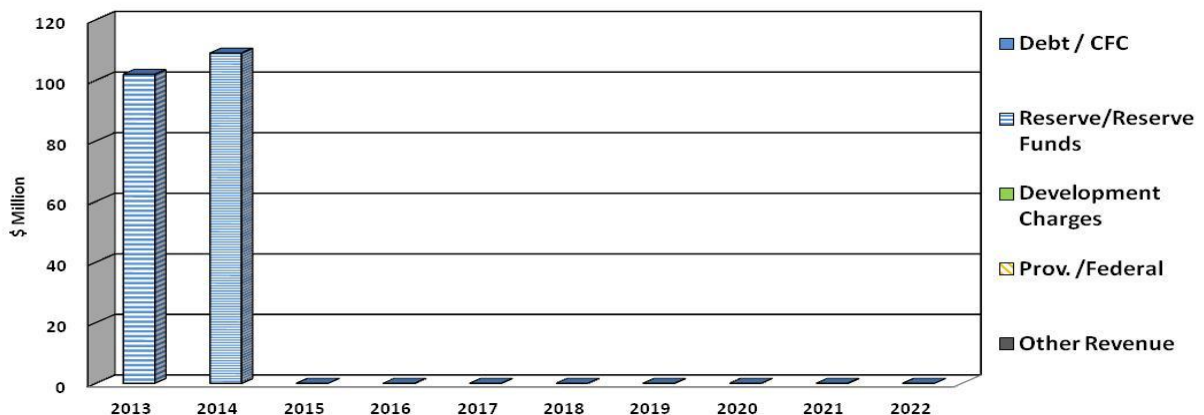
2013–2022 Capital Plan by Project Category
(In \$000s)



The 10-Year Capital Plan of \$0.211 million is comprised of one Legislated IT project that will fund the development of a web look-up service and hardware upgrades to support the POA Court Case Management system.

- Court Services has not identified any new projects over the 10-year period as future year capital projects to improve service delivery processes must be integrated with the Provincial system and must be in compliance with Provincial legislation. As this is a provincial system, any changes to the system will require Provincial approval.

2013–2022 Capital Plan by Funding Source
(In \$000s)



The 10-Year Capital Plan of \$0.211 million will be financed 100% by the Provincial Offences Courts Stabilization Reserve, which is the only funding source for Court Services’ capital projects.

- The Provincial Offences Courts Stabilization Reserve was created in 2001 when the City assumed responsibility for managing the POA Courts. Other funding commitments, as noted on Page 4, of \$4.129 million over the 10-year period will result in a projected balance of \$0.879 million by 2022.

Major Capital Initiatives by Category

Summary of Major Capital Initiatives by Category (In \$000s)

	Total Project Cost	2013 Budget	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan	2019 Plan	2020 Plan	2021 Plan	2022 Plan	2013-2022 Total
Legislated												
POA Application Sustainment & Hardware Upgrade	822	102	109									211
Sub-Total	822	102	109									211
Total	822	102	109									211

The 10-Year Capital Plan includes one Legislated IT project that supports Court Services' key objective to develop IT based systems to provide efficiencies in the delivery of the Court Service program. Implementing internet based services will allow individuals to access fine information on-line from the court case management database.

Legislated Project:

- The Provincial Offences Act (POA) Application Sustainment & Hardware Upgrade project was approved in 2012 with a total project cost of \$0.822 million over 3 years.
- This project will fund the development of a web interface, hardware upgrades and replacement of equipment which will provide enhanced public access to the POA Court Case Management System.
- The web interface will allow customers to view their trial date and outstanding fine information on-line, as well as schedule early resolution meetings with prosecutors.
- The new early resolution process allows a person receiving an offence notice (ticket) the opportunity to schedule a meeting with a prosecutor to discuss the possibility of resolving the matter without the need for a trial.

State of Good Repair (SOGR) Backlog

Court Services does not budget for major facility maintenance or rehabilitation in its capital budget as the SOGR maintenance plan is consolidated within the Facilities Management and Real Estate (FMRE) Capital Budget, to ensure consistency in maintenance standards applied throughout City facilities.

- Funding for major capital repairs of city-owned facilities occupied by Court Services is included in the FMRE Capital Budget while funding for minor repairs such as carpeting, painting and wall paper replacement (if required) is included in Court Services' operating budget funded from the Provincial Offences Courts Stabilization Reserve.

- In 2011, Court Services and the Facilities Management and Real Estate Division conducted a facility assessment of the 1530 Markham Road and 2700 Eglinton Avenue West court sites. Minor repairs were identified and were addressed in 2012.

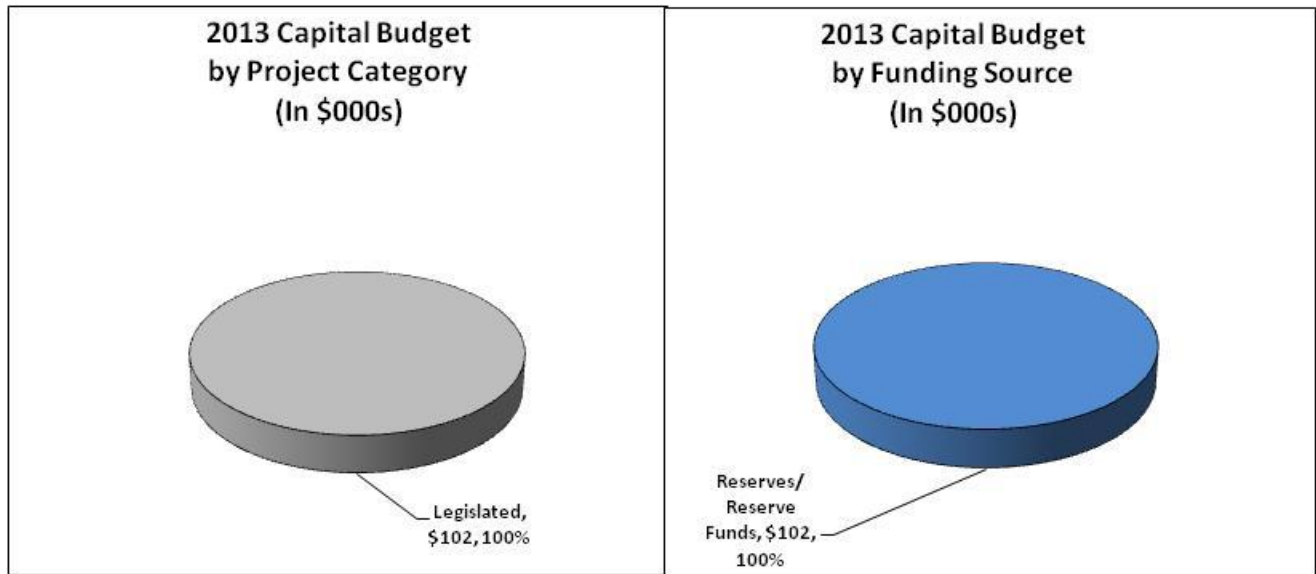
10-Year Capital Plan Impact on the Operating Budget

With the completion of the web interface that will allow customers to view their trial date and outstanding fine information on-line, the Program expects there will be fewer clients requiring service at Provincial Offences Court counters across the City.

Court Services has not identified any operating impact with the approval of the 2013-2022 Capital Plan; however, there will be an anticipated improvement in service delivery with the reduction in call abandonment rates and wait times in counter services currently averaging 23% and 40 minutes respectively.

PART III - 2013 CAPITAL BUDGET

2013 Capital Budget by Project Category and Funding Source



The 2013 Capital Budget requires 2013 cash flow funding of \$0.102 million which is legislated and 100% funded by the Provincial Offences Courts Stabilization Reserve.

**2013 Cash Flow & Future Year Commitments
(In \$000s)**

	2011 & Prior Year Carry Forward	2012 Previously Approved Cash Flow Commitments	2013 New Cash Flow	2013 Total Cash Flow	2012 Carry Forwards	Total 2013 Cash Flow (Incl 2012 C/Fwd)	2014	2015	2016	2017	2018	2019	2020	2021	2022	Total Cost
Expenditures																
Previously Approved		102		102	511	613	109									722
Change in Scope																
New																
New w/Future Year																
Total Expenditure		102		102	511	613	109									722
Financing																
Debt																
Other																
Reserves/Res Funds		102		102	511	613	109									722
Development Charges																
Provincial/Federal																
Total Financing		102		102		613	109									722

The 2013 Capital Budget of \$0.613 million includes the 2013 cash flow funding commitment of \$0.102 million and 2012 carry forward funding of \$0.511 million for a previously approved project that will fund the development of a web interface that will provide enhanced public access to the POA Court Case Management System.

- The 2013 Capital Budget of \$0.613 million will result in a commitment to future year cash flow funding of \$0.109 million in 2014.
- The 2013 Capital Budget includes one Legislated project that is fully funded by the Provincial Offences Courts Stabilization Reserve.

2013 Capital Project Highlights

The 2013 Capital Budget provides funding of \$0.613 million to continue the development of the POA Sustainment and Hardware Upgrades project that will enhance public access by promoting a public web look-up service that will allow customers to use an on-line self-service site to look up information related to trial dates and outstanding fine information and schedule early resolution meetings with prosecutors, which will reduce the number of cases that go to trial.

**2013 Capital Project Highlights
(In \$000s)**

Project	Total Project Cost	2013	2014	2015	2016	2017	2013 - 2017	2018	2019	2020	2021	2022	2013 - 2022 Total
POA Applicaton Sustainment & Hardware Upgrade	822	613	109				722						722
Total (including carry forward funding)	822	613	109				722						722

PART IV: ISSUES FOR DISCUSSION**Future Year Issues***Future Year Estimates*

- Court Services' 2013-2022 Capital Plan includes only one previously approved project scheduled to be completed in 2014. There are no new capital projects identified in the 10-Year Capital Plan.
- Court Services' capital investment is generally required to fulfill the City's legislative responsibility to provide well secured courthouse facilities and appropriate technological infrastructure.

Facility-Related Capital Projects

- Facility-related capital projects are managed by Facilities Management and Real Estate (FMRE) and any major capital repairs are consolidated within FMRE's capital budget. To date, no new courthouse requirement has been identified other than the construction of a new courthouse in the St. Lawrence Market North location, to enable Court Services to consolidate its South location courtroom and administrative functions, which is anticipated to be completed in 2014.

Legislated IT Capital Projects

- System upgrades must be in compliance with Provincial legislation, have the ability to interface with the Provincial Integrated Courts Offences Network (ICON) system, and meet the City standards and specifications.
- Court Services utilizes the ICON system which is designed and maintained by the Ministry of the Attorney General and any system upgrades requires Provincial approval. To date, limited progress has been made by the Ministry in developing and implementing additional information technology system requirements for the courts' system.
- With no direction from the Province on new systems upgrade requirements, it is difficult for Court Services to plan any future IT investments at this time.

Sustainment of the Provincial Offences Courts Stabilization Reserve

- The Provincial Offences Courts (POC) Stabilization reserve was created through an agreement between the Province and Court Services in 2001 when the City assumed responsibility for the administration and prosecution functions of the provincial offences courts in Toronto. Funds of \$24 million were provided to Court Services by the Province for start-up operating costs as well as any capital expenditures for courthouse facilities without incurring any costs to the City.
- The POC Stabilization Reserve currently funds 100% of Court Services' IT capital projects, minor capital repairs (within Court Services operating budget) and state of good repair

projects including the construction of a new courthouse at the St. Lawrence Market North location (included in FMRE Capital Budget and Plan).

- The reserve's 2012 year-end balance is projected to be \$5.008 million. Funding commitments to date total \$4.129 million comprised of the following:
 - \$0.211 million to complete the POA Application Sustainment & Hardware Upgrade project;
 - \$3.330 million for the design and construction of the new St. Lawrence Market North redevelopment; and,
 - \$0.400 million moving costs from the Old City Hall Courthouse to the new courthouse
 - \$0.188 million for minor repairs to courtrooms
- The projected reserve balance by the end of 2015 will be approximately \$0.879 million, which may be sufficient in the short term to address unanticipated minor capital repairs. However, any major capital needs and technology upgrades required by the Province that are not currently identified within the 10-year period may deplete the reserve and require debt funding.

Appendix 1 2012 Performance

2012 Key Accomplishments

- ✓ Development of the Web Look Up project, a component of the POA Application Development Project is expected to begin this year. This web interface will allow customers to view their trial date and outstanding fine information over the internet.

2012 Capital Variance Review

2012 Budget to Actual Comparison (In \$000s)

2012 Approved	Actuals as of Sept. 30, 2012 (3rd Quarter Variance)		Projected Actuals at Year End		Unspent Balance	
	\$	% Spent	\$	% Spent	\$ Unspent	% Unspent
611	0	0.0%	100	16.4%	511	83.6%

- No capital expenditures were incurred for the period ending September 30, 2012 for the Provincial Offences Act (POA) Application Sustainment & Hardware Upgrades project.
- The project, with 2012 cash flow of \$0.611 million, has been delayed as the Program was awaiting a firm commitment from the Province to support the development of the web interface between the City-built application and the Province's court information management system before commencing on the project. The project is anticipated to begin in the last quarter of 2012.
- The Program anticipates spending \$0.100 million by end of 2012 and carrying forward the balance of \$0.511 million into 2013.

Appendix 2
10-Year Capital Plan Project Summary
(In \$000s)

Project	2013	2014	2015	2016	2017	2013 - 2017	2018	2019	2020	2021	2022	2013 - 2022
POA Applicaton Sustainment & Hardware Upgrade	613	109				722						722
Total (including carry forwards)	613	109				722						722

Appendix 3
2013 Capital Budget;
2014 to 2022 Capital Plan

CITY OF TORONTO

Gross Expenditures (\$000's)

Appendix 3: 2013 Capital Budget; 2014 to 2022 Capital Plan

Court Services

Sub- Project No. Project Name PrioritySubProj No. Sub-project Name Ward Stat. Cat.						Current and Future Year Cash Flow Commitments						Current and Future Year Cash Flow Commitments Financed By								
						2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserve Reserves	Reserve Funds	Capital from Current	Other 1
<u>TCS906629 POA Application Development</u>																				
0	5	POA Application Sustainment & Hardware Upgrade	CW	S2	02	613	109	0	0	0	722	0	722	0	0	0	0	0	0	722
Sub-total						613	109	0	0	0	722	0	722	0	0	0	0	0	0	722
Total Program Expenditure						613	109	0	0	0	722	0	722	0	0	0	0	0	0	722

Report Phase 5 - Program 40 Court Services Program Phase 5 Sub-Project Category 01,02,03,04,05,06,07 Part B Sub-Project Status S2,S5,S6 Part C Sub-Project Status S2,S3,S4

CITY OF TORONTO

Gross Expenditures (\$000's)

Appendix 3: 2013 Capital Budget; 2014 to 2022 Capital Plan

Court Services						Current and Future Year Cash Flow Commitments and Estimates						Current and Future Year Cash Flow Commitments and Estimates Financed By												
						2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserve Reserves	Reserve Funds	Capital from Current	Other 1	Other2	Debt - Recoverable Debt	Total Financing	
Sub- Priority	Project No. SubProj No.	Project Name Sub-project Name	Ward	Stat.	Cat.																			
Financed By:																								
		Reserves (Ind. "XQ" Ref.)				613	109	0	0	0	722	0	722	0	0	0	722	0	0	0	0	0	0	722
Total Program Financing						613	109	0	0	0	722	0	722	0	0	0	722	0	0	0	0	0	0	722

Status Code	Description
S2	S2 Prior Year (With 2013 and/or Future Year Cashflow)
S3	S3 Prior Year - Change of Scope 2013 and/or Future Year Cost/Cashflow)
S4	S4 New - Stand-Alone Project (Current Year Only)
S5	S5 New (On-going or Phased Projects)
S6	S6 New - Future Year (Commencing in 2014 & Beyond)

Category Code	Description
01	Health and Safety C01
02	Legislated C02
03	State of Good Repair C03
04	Service Improvement and Enhancement C04
05	Growth Related C05
06	Reserved Category 1 C06
07	Reserved Category 2 C07

Appendix 4
2013 Cash Flow and
Future Year Commitments

Report Phase 5 - Program 40 Court Services Program Phase 5 Sub-Project Category 01,02,03,04,05,06,07 Part B Sub-Project Status S2 Part C Sub-Project Status S2,S3,S4,S5

CITY OF TORONTO

Gross Expenditures (\$000's)

Appendix 4: 2013 Cash Flow and Future Year Commitments

Court Services						Current and Future Year Cash Flow Commitments and Estimates						Current and Future Year Cash Flow Commitments and Estimates Financed By												
						2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserve Reserves	Reserve Funds	Capital from Current	Other 1	Other2	Debt - Recoverable Debt	Total Financing	
Sub- Priority	Project No. SubProj No.	Project Name Sub-project Name	Ward	Stat.	Cat.																			
Financed By:																								
		Reserves (Ind. "XQ" Ref.)				613	109	0	0	0	722	0	722	0	0	0	722	0	0	0	0	0	0	722
Total Program Financing						613	109	0	0	0	722	0	722	0	0	0	722	0	0	0	0	0	0	722

Status Code	Description
S2	S2 Prior Year (With 2013 and/or Future Year Cashflow)
S3	S3 Prior Year - Change of Scope 2013 and/or Future Year Cost/Cashflow)
S4	S4 New - Stand-Alone Project (Current Year Only)
S5	S5 New (On-going or Phased Projects)

Category Code	Description
01	Health and Safety C01
02	Legislated C02
03	State of Good Repair C03
04	Service Improvement and Enhancement C04
05	Growth Related C05
06	Reserved Category 1 C06
07	Reserved Category 2 C07

Appendix 5

2013 Capital Project with Financing Details

(Phase 5) 40-Court Services Sub-Project Category: 01,02,03,04,05,06,07 Type: B Sub-Project Status: S2 Type: C Sub-Project Status: S2,S3,S4



CITY OF TORONTO
Appendix 5: 2013 Capital Projects with Financing Details
Court Services
Sub-Project Summary

Project/Financing

Priority Project Project Name

Priority	Project	Project Name	Start Date	Completion Date	2013	Financing								
					Cash Flow	Provincial Grants Subsidies	Federal Subsidy	Developmt Charges	Reserves	Reserve Funds	Capital From Current	Other 1	Other 2	Debt
<u>0</u>	<u>TCS906629</u>	<u>POA Application Development</u>												
0	5	POA Application Sustainment & Hardware Upgrade	1/1/2012	12/31/2014	613	0	0	0	613	0	0	0	0	0
		Project Sub-total:			613	0	0	0	613	0	0	0	0	0
		Program Total:			613	0	0	0	613	0	0	0	0	0

Status Code Description
 S2 S2 Prior Year (With 2013 and/or Future Year Cashflow)
 S3 S3 Prior Year - Change of Scope 2013 and/or Future Year Cost/Cashflow)
 S4 S4 New - Stand-Alone Project (Current Year Only)

Category Code Description
 01 Health and Safety C01
 02 Legislated C02
 03 State of Good Repair C03
 04 Service Improvement and Enhancement C04
 05 Growth Related C05
 06 Reserved Category 1 C06
 07 Reserved Category 2 C07

Appendix 6
2013 Reserve / Reserve Fund Review
(In \$000s)

Reserve/Reserve Fund Review - Program Specific

Reserve / Reserve Fund Name	Project / SubProject Name and Number	Projected Balance as at Dec 31, 2012 *	Contributions / (Withdrawals)										2013- 2022 Total Contributions / (Withdrawals)	
			2013 Budget	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan	2019 Plan	2020 Plan	2021 Plan	2022 Plan		
XQ0704 Provincial Offences Courts Stabilization Reserve	Beginning Balance as of Jan. 1, 2012	\$5,008	\$5,008	\$4,906	\$1,067	\$879	\$879	\$879	\$879	\$879	\$879	\$879	\$879	
	POA Application Sustainment & Hardware Upgrade		(102)	(109)										(211)
	St. Lawrence Market Court House (FMRE)			(3,330)										(3,330)
	Moving Expenses			(400)										(400)
	SOGR Funding				(188)									(188)
	Total Proposed Contributions / (Withdrawals)		(\$102)	(\$3,839)	(\$188)									(\$4,129)
TOTAL RESERVE FUND BALANCE AT YEAR-END		5,008	4,906	1,067	879	879	879	879	879	879	879	879	879	