



# Talbot County, Maryland



Easton, Maryland

MINUTES

November 12, 2013

Present – President Dirck K. Bartlett, Vice President Corey W. Pack, Thomas G. Duncan, R. Andrew Hollis, Laura E. Price, County Manager John C. Craig, County Attorney Michael Pullen, Staff Attorney Tony Kupersmith.

- I. Agenda – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, November 12, 2013.
- II. Minutes – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Minutes of October 22, 2013.
- III. Disbursements – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Disbursements of October 29, 2013, November 5, 2013, and November 12, 2013.
- IV. Presentation of Certificate of Recognition to Michael “Mike” Richards, Retiring Member of the Talbot County Tourism Board – The Clerk read a certificate of recognition into the record acknowledging the contributions of Captain Michael “Mike” Richards to the Talbot County Tourism Board. The proclamation noted that Capt. Richards had been a member of the Board since its founding in 1999. Cassandra Vanhooser, Director of the Talbot County Office of Tourism, expressed appreciation to Capt. Richards for his contributions to, and the promotion of, tourism in Talbot County. Individual Council members expressed their appreciation to Capt. Richards for his service on the Board. Upon motion by Mr. Duncan, seconded by Ms. Price, the Council approved the Certificate of Recognition by voting 5 – 0 as follows:

Mr. Bartlett – Aye  
Mr. Hollis – Aye  
Mr. Pack – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

Ms. Price presented the Certificate of Recognition to Capt. Richards.

- V. Presentation of Request by Board of Elections for Talbot County – Susan MacKinnon, President, Talbot County Board of Elections; Walter Black, Member, Talbot County Board of Elections – Ms. MacKinnon briefed the Council on the Board of Elections’ request for Council’s support of the Board’s efforts to have the local delegation introduce legislation to change the membership of the Board of Elections for Talbot County from a three full member/two substitute member board to a five full member board. She stated that should the State pass legislation approving the change, the change would not become effective until 2015, at the end of the current members’ terms. Ms. MacKinnon stated that the Board of Elections was making the request since both full and substitute members put forth equal time and effort with regard to matters of the Board, and in the opinion of the majority of voting members of the Board, the substitute members should have full membership, thus entitling them to become voting members and to receive the same pay as full members. Ms. MacKinnon stated that, if approved, monies for the increase in pay to the two new full members would come from the current budget with funds being redistributed equally among all five members. Voting member Joe Secrist stated that he had abstained from voting on the matter as it was, in his opinion, that as a non-partisan board, he should not take a stand on legislation. Council discussion ensued with Ms. MacKinnon and the members of the Board regarding various matters related to the

request. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved accepting the recommendation of the Board to increase the Talbot County Board of Elections from three to five full members, not to increase any additional funding to the Board, and to have the Board use current funding to make sure that all five members are equably appropriated for their time and efforts by voting 5 – 0 as follows:

Mr. Bartlett – Aye  
Mr. Hollis – Aye  
Mr. Pack – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- VI. Presentation of FY2015 Talbot County Public Schools Capital Improvement Program – Gayle Secrist, Acting Director for Support Services, Talbot County Public Schools; Bruce Horvath, Manager, Plant Operations and Transportation – Ms. Secrist and Mr. Horvath briefed the Council on recently completed projects for Talbot County Public Schools including: (1) replacement of a portion of the roof at St. Michaels Middle-High School – Ms. Secrist stated that the project had been completed over the summer of 2013 ahead of schedule despite weather delays; (2) replacement of the chiller at Chapel District Elementary School just prior to the start of the 2013-2014 school year; sources for funding included \$101,000 in State funding, \$30,500 in energy initiative grant funding and \$70,945 in County funding. Ms. Secrist thanked the Council for their funding of both projects. She then briefed the Council on the Capital Improvement Projects (CIP) scheduled for FY 2015. She stated that the Talbot County Board of Education had reviewed and approved the Plan, had submitted the Plan to the State Interagency Committee for Public School Construction, and had met with the Committee in late October to discuss the following proposed projects: (1) Easton High School Gym Rooftop HVAC – Ms. Secrist stated that the project was included in the FY 2014 CIP; however, due to the need for immediate replacement of the Chapel District Elementary School chiller, the project is being resubmitted for FY 2015; the funding requested will include structural and upgraded electrical work which was not previously included; total cost of the rooftop HVAC is \$768,000, of which the State will pay \$384,000. She stated that various grant options are being explored to help defray the remainder of the cost since the gym also serves as an emergency shelter for the County; (2) Easton Elementary School Moton Building Partial Roof Replacement – Ms. Secrist stated that this project was originally scheduled for FY 2015; however, a recent analysis has determined that the project can be postponed until FY 2016. She stated that the analysis also indicates that there has been a failure in the 22-year old insulation which has resulted in moisture damage and cracking of some of the masonry; repairs to the brick façade are recommended. Mr. Horvath stated that further analysis is needed to determine the extent of the moisture damage; anticipated cost for the project is \$450,000 with actual costs for repair to be included in the FY 2015 budget; costs will be split 50/50 between the State and County; (3) Easton Elementary School Dobson Building Boiler – Ms. Secrist stated that the FY 2015 CIP includes replacement of the 55 year old boiler at the facility with a high efficiency system; (4) Renovations to Moton-Dobson Buildings – Ms. Secrist stated that planning for the Moton building renovation will occur in FY 2018 with funding requested in FY 2019; total funding anticipated to be requested is \$14,210,000, of which \$7,862,000 would be County funding; Planning for the renovation of the Dobson building will occur in FY 2020, with funding requested in FY 2021; total funding anticipated to be requested is \$7,961,000, of which \$4,573,000 would be County funding. The Council asked that the Board of Education obtain the cost of new construction for one combined building, to house both Dobson and Moton students, versus renovation of the two current separate facilities. Council discussion ensued with the Board of Education representatives as each proposed project was brought forward. County Manager, John Craig reiterated that the portion of the St. Michaels Middle-High School roof which remains to be replaced will cost an estimated \$1.2 to 1.5 million. He stated that the roof project was not eligible for State funding at the time of renovation as it was still under warranty. Ms. Secrist stated that the State Interagency Committee for Public School Construction is expected to render a decision on Talbot County Public Schools' requests for

CIP funding in January 2014. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved forwarding a letter in support of the Board of Education's FY 2015 CIP as presented, contingent upon available funding.

- VII. Update on Activities of the Department of Parks and Recreation – Preston Peper, Director, Talbot County Department of Parks and Recreation – Mr. Peper briefed the Council on the direction of the Department of Parks and Recreation since he assumed his position of Director of the Department approximately six months earlier by outlining the following categories: (1) Staff Management – Mr. Peper stated that policies and procedures have been developed for each area of the Department so that both full and part-time staff are aware of expectations regarding the performance of their duties. He stated that his office is also looking into ways staff can become more proficient in time management, including the possibility of having in-house staff perform jobs previously contracted out by having full-time winter staff perform some of the summer tasks; he cited pool maintenance as an example; (2) Budget and Finance – Mr. Peper stated that in an effort to see that the Department spends County monies as wisely as possible, his office continues to review the “needs” versus “wants” of the Department, will be instituting new cash handling procedures, and will be making recommendations to the Council on more sustainable spending; citing the siding of a building that previously needed to be painted every other year as an example, thereby saving manpower and money in the long-term. Mr. Peper stated that at a later date he will be presenting Council with some ideas related to possible sponsorships and partnerships as a means of generating revenue for the Department; (3) Programming and Marketing – Mr. Peper stated the Department of Parks and Recreation is looking to expand its programming by offering summer camp, spring and fall soccer, youth wrestling, offering adult sports, including softball and volleyball, and offering seasonal events such as skating with Santa, etc. He stated that his office is researching the cost of, and revenue which could be generated from, installation of a “sport court” which, if approved, would replace the concrete floor currently under the ice, and which would make indoor lacrosse and soccer feasible. Mr. Peper discussed various ways to market the Department of Parks and Recreation and its facilities, including mass mailings and placement of signage at the Talbot County Community Center to announce upcoming events. Council discussion ensued with Mr. Peper as each topic was brought forward. Mr. Peper concluded his comments by reiterating his goal to increase programming and to bring the County subsidy of the Department of Parks and Recreation budget below its current rate of 55% to below 50%. Council members expressed their appreciation to Mr. Peper. Mr. Peper will continue to update the Council on a regular or as-needed basis.

VIII. Introduction of Administrative Resolution:

A RESOLUTION OF TALBOT COUNTY, MARYLAND (THE “COUNTY”), AUTHORIZING THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS IN A PRINCIPAL AMOUNT NOT EXCEEDING TWO HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$265,000) PURSUANT TO THE AUTHORITY OF BILL NO. 1253 ENACTED BY THE COUNTY COUNCIL OF TALBOT COUNTY ON SEPTEMBER 10, 2013 (THE “PUBLIC LOCAL LAW”), THE BONDS, TO BE DESIGNATED “TALBOT COUNTY EASTON AIRPORT CONSOLIDATED PUBLIC IMPROVEMENT BONDS,” THE NET PROCEEDS OF THE SALE THEREOF TO BE USED AND APPLIED FOR THE PUBLIC PURPOSE OF FINANCING OR REFINANCING EASTON AIRPORT SEWER IMPROVEMENTS AS MORE PARTICULARLY DESCRIBED HEREIN, TOGETHER WITH THE ACQUISITION OF ALL NECESSARY PROPERTY RIGHTS AND EQUIPMENT, AND RELATED ARCHITECTURAL, FINANCIAL, LEGAL, PLANNING AND ENGINEERING EXPENSES; PRESCRIBING THE FORM AND TENOR OF THE BONDS AND THE TERMS AND CONDITIONS FOR THE ISSUANCE AND SALE THEREOF AT PRIVATE SALE TO THE UNITED STATES OF AMERICA, ACTING THROUGH RURAL HOUSING SERVICE, UNITED STATES DEPARTMENT OF AGRICULTURE (“USDA”); AUTHORIZING THE CONSOLIDATION OF SEPARATE SERIES OF BONDS INTO A SINGLE BOND; PROVIDING FOR THE PROMPT PAYMENT OF THE MATURING PRINCIPAL OF AND INTEREST ON THE BONDS;

COVENANTING TO LEVY AND COLLECT ALL TAXES NECESSARY TO PROVIDE FOR THE PAYMENT OF THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, SUBJECT TO THE LIMITATION SET FORTH IN SECTION 614 OF THE COUNTY CHARTER; AND GENERALLY RELATING TO THE ISSUANCE, SALE AND DELIVERY OF THE BONDS was brought forward for introduction. County Attorney Mike Pullen stated that the purpose of the administrative resolution is to authorize the County to borrow up to \$265,000, as authorized by Bill No. 1253, and enacted by the County Council in September 2013. He stated that the net proceeds of the sale of the bonds are to be used for the financing and refinancing of Easton Airport sewer improvements, including expenses related to planning, engineering, etc., for the project. Mr. Duncan called for a Point of Order, stating that County Rules of Procedure require that all resolutions be read into the record. The Clerk then read the administrative resolution into the record. The administrative resolution was introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the Administrative Resolution by voting 5 – 0 as follows:

Mr. Bartlett – Aye  
Mr. Hollis – Aye  
Mr. Pack – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- IX. Presentation on Living Shoreline as Proposed for the Claiborne Jetty, Claiborne, Maryland – Jesse Fearins, Department of Public Works – Prior to the presentation by Mr. Fearins, Mr. Bartlett stated that he had recently met with some residents of Claiborne, at their request, and that he and several other members of the Council had visited the Claiborne Jetty following the public hearing on Bill No. 1254. Mr. Fearins stated that the purpose of the legislation is to protect approximately 300 linear feet of eroding shoreline on the causeway leading to the Claiborne Jetty property. He stated the living shoreline is being proposed for the narrowest portions of the causeway which, in some locations, are only approximately 25 feet wide and are eroding at a rate of approximately one foot per year. He stated that the living shoreline would consist of a stone sill, sand and native grasses, and at its widest point, would be 32 feet from the high tide line and no closer than 34 feet from the existing federal navigation channel. Mr. Fearins stated that in accordance with State law, and since 2008, the establishment of living shorelines has been the preferred method of erosion control except in those areas where it can be demonstrated that such measures are not feasible; the improvements will be financed through a 15-year, no interest loan from the State of Maryland Department of Natural Resources. Mr. Fearins stated that should the Council approve Bill No. 1254, the work for the project will not encroach upon the water rights of adjacent property owners. Council discussion with Mr. Fearins ensued and the public was afforded an opportunity to comment on the proposed project. Upon motion by Mr. Duncan, seconded by Mr. Pack, Bill No. 1254 was brought to third reader. Mr. Hollis requested that the Department of Public Works continue to look at funding sources for the repair of the Jetty. The Council approved Bill No. 1254 by voting 5 – 0 as follows:

Mr. Bartlett – Aye  
Mr. Hollis – Aye  
Mr. Pack – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

Bill No. 1254 will take effect as provided for in the legislation.

XI. County Manager's Report:

- A. Bid 13-14, EXTERIOR REPAINTING, TALBOT COUNTY COURTHOUSE AND STATE'S ATTORNEY BUILDING – Requested Council approval of the Facilities Manager's recommendation to award Bid No. 13-14 to the low bidder, J.A. Argetakis Contracting Co., Inc. in the sum of \$46,000.00. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved the bid award by voting 5 – 0 as follows:

Mr. Bartlett – Aye  
Mr. Hollis - Aye  
Mr. Pack – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- B. Bid No. 13-16, WEBSITE REDESIGN- TALBOT COUNTY OFFICE OF TOURISM – TALBOT COUNTY, MARYLAND – Requested Council approval of the Director of the Office of Tourism's recommendation to award Bid No. 13-16 to the low bidder, Cake & Eat It Designs of Preston, Maryland in the sum of \$8,000. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the award by voting 5 - 0 as follows:

Mr. Bartlett – Aye  
Mr. Hollis - Aye  
Mr. Pack – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- C. Price Proposal for Professional Planning Services – Phase 1 – Planning Services – Environmental Assessment (EA) for the Five-Year Capital Improvement Program at Easton Airport – Easton, Maryland – Requested Council approval of Airport consultant, URS' price proposal for professional planning services in a sum not to exceed \$22,853.00; said sum is for the purpose of completing the environmental assessment for the five-year capital improvement program at Easton Airport. Mr. Craig stated that the scope of work is in response to the Federal Aviation Administration's (FAA's) most recent request for clarification of some matters related to the environmental assessment and is beyond the scope of the original planning services for the environmental assessment performed by URS. Council discussion ensued. The Federal Aviation Administration has agreed to pay 90%, or \$20,568, the Maryland Aviation Administration has agreed to pay 5%, or \$1,142, and Easton Airport will pay the remaining 5%. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council approved the Price Proposal by voting 5 – 0 as follows:

Mr. Bartlett – Aye  
Mr. Hollis – Aye  
Mr. Pack – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- D. State Highway Administration Public Information Meeting – Mr. Craig stated that the State Highway Administration will be holding a public information meeting this evening from 5:30 p.m. to 7:30 p.m. at the Easton High School Cafeteria. He stated that the purpose of the meeting is to provide the public an opportunity to ask questions regarding the new Dover Road Bridge on MD Rt. 331 between Talbot and Caroline counties.

- E. Maryland Department of Veterans Affairs – Mr. Craig stated that the Maryland Department of Veterans Affairs will hold an opening ceremony for its Easton Service Center on Friday, November 15, 2013 from 11:00 a.m. to 12:00 Noon at the Easton Town Council Office located at 14 S. Harrison Street. The Easton Service Center will serve veterans, their dependents and survivors and will be located at 11 S. Harrison Street, across from the Town Office. Mr. Craig thanked the Department of Veterans Affairs for bringing the new service center to Easton and Talbot County.

XII. Council Comments:

- Mr. Hollis - Mr. Hollis stated that he had attended the recent ceremony for veterans at Easton High School and thanked the Town of Easton and all those involved in the ceremony for paying tribute to the veterans.
- Mr. Pack - Mr. Pack thanked the veterans for their service to our Country to protect the liberties we enjoy. He congratulated the Waterfowl Festival Committee on a successful event. He congratulated the Easton High School football team for making it to the first round of the state playoffs for the first time in 30 years and congratulated the team for an exciting game the previous Friday against Cambridge. Mr. Pack concluded his comments by stating that it is good to see that big time football is back in Easton.
- Mr. Duncan - Mr. Duncan expressed appreciation to all the organizations that had honored veterans on Veterans Day, November 11<sup>th</sup>, as well as those who are currently serving. He thanked Kenley Timms for leading a group of Vietnam veterans in a ceremony at the Vietnam Memorial on the Courthouse grounds. He stated that he feels very strongly about the organizations that honor veterans because he knew most of the families of the names listed on the monument. He again thanked all those who have served and are serving in the armed forces, because, in his opinion, we would not have the democracy that we have without their service, and for that we owe them our gratitude.
- Ms. Price - Ms. Price stated that, in her opinion, the ceremony honoring veterans at Easton High School was wonderful, and each year the choir and the band have been incorporated more into the ceremony. She stated that she had recently had an opportunity to visit the Conowingo Dam with members of the Clean Chesapeake Coalition, and that, in her opinion, it is an incredible facility which does a lot with regard to clean energy. She stated that several members of the Coalition had an opportunity to have a conversation with the principals of Exelon, owners of the Dam, who advised that they are waiting for the results of studies on the Lower Susquehanna to determine how to proceed with the re-licensing process. Ms. Price stated that she hoped the conversations will continue so that everyone can do their part and clean up of the Bay will continue.
- Mr. Bartlett - Mr. Bartlett stated that he had had, in his opinion, an interesting afternoon with individuals from Columbia, Maryland who were in Easton to visit The Hill, possibly the oldest African American community in the country, and to learn about heritage tourism in Easton and Talbot County. He stated that the work that Professor Dale Green has done to establish the history of The Hill is generating interest in tourism in the area, particularly heritage tourism and that, in his

opinion, it is important for the history of small communities to become more widely known. He congratulated Tourism Director, Cassandra Vanhooser, for promoting the history of Talbot County.

- XIII. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters, to reconvene at 5:00 p.m. for a meeting with the Board of Education in Conference Room 1 in the Talbot County Government Building located at 215 Bay Street in Easton, and to reconvene in Executive Session on Tuesday, November 26, 2013 at 5:00 p.m. for discussion of legal, personnel, and real estate matters, and at 6:00 p.m. for the regularly scheduled legislative session by voting 5 – 0 as follows:

Mr. Bartlett – Aye  
Mr. Hollis– Aye  
Mr. Pack - Aye  
Ms. Price – Aye  
Mr. Duncan - Aye

The meeting adjourned at 4:31 p.m.

The transcript of the November 12, 2013 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XIV. On Tuesday, November 12, 2013, an Executive Session of the Talbot County Council convened at 12:35 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Duncan, seconded by Mr. Hollis, the Council met in Executive Session by voting 4 – 0 as follows:

Mr. Bartlett – Aye  
Mr. Duncan – Aye  
Mr. Hollis – Aye  
Mr. Pack – not present  
Ms. Price – Aye

In accordance with State Article § 10-508 (a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; and for a legal/real estate matter to discuss a proposal to dispose of County property and acquire property for a County purpose. The Executive Session recessed at 1:30 p.m., reconvened at 3:45 p.m. and ended at 4:30 p.m.

- XV. Meeting with the Talbot County Board of Education - The County Council met with representatives of the Talbot County Board of Education at 5:00 p.m. in Conference Room 1 of the Talbot County Government Building at 215 Bay Street, Easton. Kelly Griffith, Interim Superintendent, Talbot County Public Schools, Robert Burris, President, Talbot County Board of Education, and Members of the Talbot County Board of Education briefed the Council on the following matters (1) Collaborative Services – Ms. Griffith asked that the Board of Education and the County explore possibilities for working collaboratively on some services such as the use of Parks & Recreation facilities, fleet vehicles, etc. so that both entities can become more efficient; (2) Fund Balance – Ms. Griffith asked that Council consider the establishment of a Fund Balance for the Board of Education which would be used for future capital needs. She stated that in FY 2013, the Board of Education returned \$54,000 to Talbot County, which, had a Fund Balance already been established, could have been used for a portion of the cost of the roof replacement at St. Michaels Middle-High School or the Chapel District chiller, two recent Board of Education capital improvement projects; and (3) Budget Preparation – Ms. Griffith requested direction from the Council as to the format which should be used by the Board for submittal of their FY 2015 Board of Education budget to the County. She

stated that public comment on the proposed budget for FY 2015 will be taken in December 2013, January and February 2014. Council requested that the budget be submitted with the same level of detail as provided in FY 2014. Mr. Hollis suggested that the Board of Education meet with the Council regarding the budget prior to the public hearing on the County budget in May. Council members then brought forward various topics for discussion with the Board of Education representatives including: (1) Implementation of Common Core Standards – Council discussion ensued with Ms. Griffith and the Board representatives regarding the length of classes in the Common Core Curriculum and the date by which the Common Core Standards must be implemented. Ms. Griffith stated that Common Core Standards must be implemented by the conclusion of the current school year; refusal to implement the Standards would result in the loss of federal funding. She then briefed the Council on the replacement of the Maryland State Assessment (MSA) tests with the Park Assessment Test in spring 2014; (2) Advance Placement (AP) Course Offerings – Ms. Griffith briefed the Council on the upcoming change to AP course offerings in Talbot County whereby computer science will count as a math class; currently any student who wishes to do so can take an AP course in Talbot County Public Schools; (3) Discussion of October 6, 2013 article in The Star Democrat regarding the need for high school graduates to take remediation courses in college – Ms. Griffith stated that her office is working with Dr. Barbara Viniar, President of Chesapeake College, regarding the matter, but reiterated with the Council that the statistics include those high school graduates who may have been out of school for several or many years who are now enrolled in a community college. Council discussion ensued with the Board of Education representatives. The Council and the Board of Education representatives agreed to meet Council on a more frequent basis.

**CASH STATEMENT 10/29/2013**

<b>BALANCE 10/22/2013</b>	\$27,091,578.74
UHC CLAIMS THRU 10/22/2013	(51,856.29)
PNC/MLGIP INTEREST ON ACCT 9/2013	821.97
RETIREE GIFT CHECKS	(253.75)
TAL CO PUBLIC IMPROVEMENT REFUNDING BOND PYMT	(167,565.00)
STATE BOARD OF ELECTIONS PPE 10/1&10/15/2013	(10,206.84)
TRTANS FROM AIP35/AIP38 TO CLOSE ACCOUNTS	58,682.68
 PAYROLL – FD/SS/MS WH 10/25/2013	 (126,232.02)
SECUR DED	(6,809.04)
DEFERRED COMP DED	(9,768.49)
MD WH	(31,067.11)
PENSION DED	(30,253.56)
ACH TRANSFER	(10,311.75)
FLEX SPENDING ACCT	(2,764.54)
 DEPOSITS	 299,780.58
CHECKS	(1,020,793.72)
 <b>BALANCE 10/29/2013</b>	 <b><u>25,982,981.86</u></b>

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS		--
AIP34		49,341.83
AIP35	BALANCE 10/22/2013	55,424.98
CLOSED ACCT	TRANS TO GEN FUND	(55,424.98) --
AIP36	BALANCE 10/22/2013	35,902.04
	CHECK	(6,502.63)
		29,399.41



AIP37	BALANCE 10/22/2013	324.62	
	DEPOSIT	406.00	
	CHECK	(426.94)	303.68
AIP38	BALANCE 10/22/2013	3,257.70	
CLOSED ACCT	TRANS TO GEN FUND	(3,257.70)	--

**AIRPORT ACCOUNTS TOTAL BALANCE 79,044.92**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.05%	18,000,000.00

**TOTAL INVESTED \$18,000,000.00**

**PETTY CASH BALANCE \$8,570.00**

**GRAND TOTAL ALL FUNDS \$44,070,596.78**

**CASH STATEMENT 11/05/2013**

**BALANCE 10/29/2013 \$25,982,981.86**

UHC CLAIMS THRU 10/29/2013	(109,177.54)
POSTAGE WIRE	(3,000.00)
TRANS FROM AIP34 TO CLOSE ACCOUNT	49,341.83

PAYROLL – FD/SS/MS WH 11/01/2013	(2,838.47)
DEFERRED COMP DED	(775.00)
MD WH	(511.64)
PENSION DED	(257.83)
FLEX SPENDING ACCT	(100.00)

DEPOSITS	727,413.22
CHECKS	(971,628.13)
VOID CHECKS 6/25/2013 – 10/25/2013	109,190.54

**BALANCE 11/5/2013 25,780,638.84**

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP34	BALANCE 10/29/2013 49,341.83
CLOSED ACCT	TRANS TO GEN FUND (49,341.83)
AIP36	29,399.41
AIP37	303.68
AIP39	NEW ACCOUNT --
TERMINAL APRON PAVEMENT REHAB-DESIGN ONLY	

**AIRPORT ACCOUNTS TOTAL BALANCE 29,703.09**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**  
CERTIFICATE DATE                      MATURITY DATE

	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL	0.05%	18,000,000.00
<b>TOTAL INVESTED</b>		<b><u>\$18,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>		<b><u>\$8,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>		<b><u>\$43,818,911.93</u></b>

**CASH STATEMENT 11/12/2013**  
**BALANCE 11/05/2013**

	\$25,780,638.84
INTEGRA 11/2013	(15,980.16)
UHC CLAIMS THRU 11/5/2013	(31,508.79)
UTMC QTRLY BOND PYMT	(2,883.00)
STATE REPORT 10/2013	(228,724.43)
BANK CHARGES 10/2013	(2,875.78)
INTEREST ON ACCTS 10/2013	5,969.79
PAYROLL – FD/SS/MS WH 11/08/2013	(125,324.65)
SECU DED	(6,809.34)
DEFERRED COMP DED	(10,048.49)
MD WH	(30,918.99)
PENSION DED	(30,161.86)
ACH TRANSFER	(10,291.75)
FLEX SPENDING ACCT	(2,739.54)
DEPOSITS	1,826,476.06
CHECKS	(699,906.63)
<b>BALANCE 11/12/2013</b>	<b><u>26,415,861.28</u></b>

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP36	29,399.41
AIP37	303.68
AIP39	--

**AIRPORT ACCOUNTS TOTAL BALANCE** **29,703.09**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**  
CERTIFICATE DATE                      MATURITY DATE

	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL	0.05%	18,000,000.00
<b>TOTAL INVESTED</b>		<b><u>\$18,000,000.00</u></b>

<b>PETTY CASH BALANCE</b>	<b><u>\$8,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>	<b><u>\$44,454,134.37</u></b>