



Proven Expertise & Integrity

December 16, 2019

Board of Selectmen  
Town of Acton, Maine  
Acton, Maine

We were engaged by the Town of Acton, Maine and have audited the financial statements of the Town of Acton, Maine as of and for the year ended June 30, 2019. The following statements and schedules have been excerpted from the 2019 financial statements, a complete copy of which, including our opinion thereon, will be available for inspection at the Town Office.

Included herein are:

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*RHR Smith & Company*

Certified Public Accountants

## STATEMENT C

## TOWN OF ACTON, MAINE

BALANCE SHEET - GOVERNMENTAL FUNDS  
JUNE 30, 2019

	General Fund	Education Fund	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 3,873,525	\$ 195,087	\$ 53,629	\$ 4,122,241
Investments	-	-	64,149	64,149
Accounts receivable (net of allowance for uncollectibles):				
Taxes	423,553	-	-	423,553
Liens	94,645	-	-	94,645
Other	66,359	-	-	66,359
Due from other governments	39,727	19,735	-	59,462
Inventory	-	5,120	-	5,120
Prepaid items	-	23,654	-	23,654
Tax acquired property	3,063	-	-	3,063
Due from other funds	-	1,915,462	-	1,915,462
<b>TOTAL ASSETS</b>	<b>\$ 4,500,872</b>	<b>\$ 2,159,058</b>	<b>\$ 117,778</b>	<b>\$ 6,777,708</b>
<b>LIABILITIES</b>				
Accounts payable	\$ 70,818	\$ 84,202	\$ -	\$ 155,020
Accrued payroll and expenses	54	250,532	-	250,586
Escrow	-	-	3,000	3,000
Accrued compensated absences	-	174,121	-	174,121
Due to other funds	1,915,008	-	454	1,915,462
<b>TOTAL LIABILITIES</b>	<b>1,985,880</b>	<b>508,855</b>	<b>3,454</b>	<b>2,498,189</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Prepaid taxes	21,374	-	-	21,374
Deferred tax revenue	312,000	-	-	312,000
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>333,374</b>	<b>-</b>	<b>-</b>	<b>333,374</b>
<b>FUND BALANCES</b>				
Nonspendable	3,063	28,774	-	31,837
Restricted	88,058	1,621,429	114,778	1,824,265
Committed	311,449	-	-	311,449
Assigned	60,089	-	-	60,089
Unassigned	1,718,959	-	(454)	1,718,505
<b>TOTAL FUND BALANCES</b>	<b>2,181,618</b>	<b>1,650,203</b>	<b>114,324</b>	<b>3,946,145</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$ 4,500,872</b>	<b>\$ 2,159,058</b>	<b>\$ 117,778</b>	<b>\$ 6,777,708</b>

See accompanying independent auditors' report and notes to financial statements.

## TOWN OF ACTON, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS  
 BUDGET AND ACTUAL - GENERAL FUND  
 FOR THE YEAR ENDED JUNE 30, 2019

	Budgeted Amounts		Actual Amounts	Variance Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1, Restated	\$ 2,043,705	\$ 2,043,705	\$ 2,043,705	\$ -
Resources (Inflows):				
Property taxes	6,855,718	6,855,718	6,809,029	(46,689)
Excise taxes	472,000	472,000	639,451	167,451
Intergovernmental	223,299	223,299	293,961	70,662
Charges for services	145,650	145,650	258,324	112,674
Investment income	11,000	11,000	51,304	40,304
Other revenue	94,000	94,000	142,287	48,287
Amounts Available for Appropriation	<u>9,845,372</u>	<u>9,845,372</u>	<u>10,238,061</u>	<u>392,689</u>
Charges to Appropriations (Outflows):				
General government	820,933	820,933	787,698	33,235
Public safety	658,827	658,827	641,829	16,998
Public works	965,628	965,628	915,802	49,826
Social services	74,988	74,988	74,988	-
Recreation	16,363	16,363	16,222	141
General assistance	4,000	4,000	326	3,674
County tax	303,225	303,225	303,225	-
Education	4,912,220	-	-	-
Debt service:				
Principal	62,957	62,957	62,957	-
Interest	9,723	9,723	9,723	-
Other	351,958	435,170	331,452	103,718
Transfers to other funds	-	4,912,220	4,912,221	(1)
Total Charges to Appropriations	<u>8,180,822</u>	<u>8,264,034</u>	<u>8,056,443</u>	<u>207,591</u>
Budgetary Fund Balance, June 30	<u>\$ 1,664,550</u>	<u>\$ 1,581,338</u>	<u>\$ 2,181,618</u>	<u>\$ 600,280</u>
Utilization of restricted fund balance	\$ 50,736	\$ 50,736	\$ -	\$ (50,736)
Utilization of committed fund balance	-	71,892	-	(71,892)
Utilization of assigned fund balance	13,419	13,419	-	(13,419)
Utilization of unassigned fund balance	315,000	326,320	-	(326,320)
	<u>\$ 379,155</u>	<u>\$ 462,367</u>	<u>\$ -</u>	<u>\$ (462,367)</u>

See accompanying independent auditors' report and notes to financial statements.

## TOWN OF ACTON, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS  
 BUDGET AND ACTUAL - EDUCATION FUND  
 FOR THE YEAR ENDED JUNE 30, 2019

	Budgeted Amounts		Actual Amounts	Variance Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1, Restated	\$ 1,412,309	\$ 1,412,309	\$ 1,412,309	\$ -
Resources (Inflows):				
Local Assessments	4,912,220	-	-	-
Intergovernmental Revenues:				
State Subsidy	456,897	456,897	474,440	17,543
Federal Subsidy	40,000	40,000	65,308	25,308
Charges for Services	40,000	40,000	32,074	(7,926)
Interest Income	-	-	3,204	3,204
Other	-	-	14,110	14,110
Transfers From Other Funds	-	4,912,220	4,912,221	1
Amounts Available for Appropriation	<u>6,861,426</u>	<u>6,861,426</u>	<u>6,913,666</u>	<u>52,240</u>
Charges to Appropriations (Outflows):				
Regular Instruction	2,743,538	2,743,538	2,601,363	142,175
Special Education	1,035,551	1,035,551	935,101	100,450
Other Instruction	50,400	50,400	40,204	10,196
Student and Staff Support	527,042	527,042	497,570	29,472
System Administration	213,828	213,828	202,614	11,214
School Administration	128,073	128,073	128,019	54
Transportation	297,000	297,000	281,853	15,147
Facilities Maintenance	460,224	460,224	448,803	11,421
All Other Expenditures	143,461	143,461	127,936	15,525
Total Charges to Appropriations	<u>5,599,117</u>	<u>5,599,117</u>	<u>5,263,463</u>	<u>335,654</u>
Budgetary Fund Balance, June 30	<u>\$ 1,262,309</u>	<u>\$ 1,262,309</u>	<u>\$ 1,650,203</u>	<u>\$ (387,894)</u>
Utilization of Assigned Fund Balance	<u>\$ 150,000</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ 150,000</u>

See accompanying independent auditors' report and notes to financial statements.

## SCHEDULE A

## TOWN OF ACTON, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS  
 BUDGET AND ACTUAL - GENERAL FUND REVENUES  
 FOR THE YEAR ENDED JUNE 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance Positive (Negative)
Resources (Inflows):				
Taxes:				
Property taxes	\$ 6,855,718	\$ 6,855,718	\$ 6,809,029	\$ (46,689)
Motor vehicle excise	460,000	460,000	623,815	163,815
Boat excise	12,000	12,000	15,636	3,636
Intergovernmental revenues:				
State revenue sharing	76,459	76,459	80,426	3,967
Homestead exemption	127,745	127,745	127,745	-
Local road assistance	-	-	50,444	50,444
Tree growth	18,000	18,000	24,454	6,454
Veterans' reimbursement	-	-	3,446	3,446
Other federal/state/local funds	1,095	1,095	7,446	6,351
Charges for services:				
Town clerk fees	12,850	12,850	12,881	31
Building permits	60,000	60,000	114,267	54,267
Plumbing permits	8,000	8,000	12,951	4,951
Animal control fees	1,200	1,200	2,300	1,100
Marriage licenses	300	300	468	168
Rescue services	55,000	55,000	111,598	56,598
Other	8,300	8,300	3,859	(4,441)
Investment income, net of unrealized gains/(losses)	11,000	11,000	51,304	40,304
Other revenues:				
Recycling income	25,000	25,000	26,213	1,213
Transfer station	-	-	425	425
Cable access	35,000	35,000	41,857	6,857
Interest and fees on taxes	34,000	34,000	34,646	646
Misc. other	-	-	39,146	39,146
Amounts Available for Appropriation	<u>\$ 7,801,667</u>	<u>\$ 7,801,667</u>	<u>\$ 8,194,356</u>	<u>\$ 392,689</u>

See accompanying independent auditors' report and notes to financial statements.

## TOWN OF ACTON, MAINE

SCHEDULE OF DEPARTMENTAL OF OPERATIONS - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2019

	Original Budget	Budget Adjustments	Final Budget	Expenditures	Variance Positive (Negative)
<b>GENERAL GOVERNMENT</b>					
Governing body	\$ 29,389	\$ -	\$ 29,389	\$ 29,254	\$ 135
Town gym expenses	4,550	-	4,550	4,560	(10)
General office assistant	50,033	-	50,033	50,043	(10)
Warrant and finance	266	-	266	60	206
Municipal management	408,246	-	408,246	386,372	21,874
Elections	6,883	-	6,883	5,783	1,100
Registrar of voters	4,570	-	4,570	4,569	1
Land use	138,403	-	138,403	137,468	935
Finance/treasury	50,473	-	50,473	50,296	177
Town clerk/tax collector	86,720	-	86,720	85,383	1,337
Assesment and revaluations	41,400	-	41,400	33,910	7,490
Total	<u>820,933</u>	<u>-</u>	<u>820,933</u>	<u>787,698</u>	<u>33,235</u>
<b>PUBLIC SAFETY</b>					
Fire/rescue services	613,619	-	613,619	593,573	20,046
Communications	31,683	-	31,683	31,305	378
Animal control	10,532	-	10,532	14,414	(3,882)
EMA	1,293	-	1,293	861	432
Street lights	1,700	-	1,700	1,676	24
Total	<u>658,827</u>	<u>-</u>	<u>658,827</u>	<u>641,829</u>	<u>16,998</u>
<b>PUBLIC WORKS</b>					
Transfer station	278,390	-	278,390	261,607	16,783
District 1	276,100	-	276,100	318,445	(42,345)
District 2	276,100	-	276,100	179,341	96,759
Sand/salt stockpile	120,000	-	120,000	145,246	(25,246)
Public works buildings/equipment	15,038	-	15,038	11,163	3,875
Total	<u>965,628</u>	<u>-</u>	<u>965,628</u>	<u>915,802</u>	<u>49,826</u>
<b>RECREATION</b>					
	<u>16,363</u>	<u>-</u>	<u>16,363</u>	<u>16,222</u>	<u>141</u>
<b>GENERAL ASSISTANCE</b>					
	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>326</u>	<u>3,674</u>
<b>COUNTY TAX</b>					
	<u>303,225</u>	<u>-</u>	<u>303,225</u>	<u>303,225</u>	<u>-</u>

TOWN OF ACTON, MAINE

SCHEDULE OF DEPARTMENTAL OF OPERATIONS - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2019

	Original Budget	Budget Adjustments	Final Budget	Expenditures	Variance Positive (Negative)
<b>EDUCATION</b>					
General education	4,912,220	(4,912,220)	-	-	-
<b>SOCIAL SERVICES</b>					
Donations	74,988	-	74,988	74,988	-
<b>DEBT SERVICE</b>					
Principal	62,957	-	62,957	62,957	-
Interest	9,723	-	9,723	9,723	-
Total	72,680	-	72,680	72,680	-
<b>OTHER</b>					
Health officer	108	-	108	108	-
Mary Grant	-	246	246	246	-
Neighbors helping neighbors	-	13,695	13,695	13,695	-
Cemeteries	2,800	-	2,800	1,296	1,504
Cable access	34,544	-	34,544	34,338	206
Town forestry/logging	3,538	-	3,538	3,058	480
Conservation	250	-	250	-	250
Town hall repairs	8,800	-	8,800	8,750	50
Roads	90,000	-	90,000	54,692	35,308
Dams	16,025	-	16,025	8,308	7,717
Overlay	37,972	-	37,972	-	37,972
Fuel assistance donations	-	435	435	435	-
Capital reserve	5,000	-	5,000	-	5,000
Fire department donations	-	3,214	3,214	3,214	-
Town buildings	76,419	-	76,419	76,188	231
Fire department capital improvements	61,502	64,534	126,036	126,036	-
Gym donations	-	35	35	35	-
Emergency and capital improvements	15,000	-	15,000	-	15,000
Snowmobile club	-	1,053	1,053	1,053	-
Total	351,958	83,212	435,170	331,452	103,718
<b>TRANSFERS TO OTHER FUNDS</b>					
Education fund	-	4,912,220	4,912,220	4,912,221	(1)
Total	-	4,912,220	4,912,220	4,912,221	-
<b>TOTAL DEPARTMENTAL OPERATIONS</b>	<b>\$ 8,180,822</b>	<b>\$ 83,212</b>	<b>\$ 8,264,034</b>	<b>\$ 8,056,443</b>	<b>\$ 207,592</b>

See accompanying independent auditors' report and notes to financial statements.

## TOWN OF ACTON, MAINE

COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2019

	Special Revenue Funds	Permanent Funds	Total Nonmajor Governmental Funds
	<u>          </u>	<u>          </u>	<u>          </u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ -	\$ 53,629	\$ 53,629
Investments	-	64,149	64,149
<b>TOTAL ASSETS</b>	<u>\$ -</u>	<u>\$ 117,778</u>	<u>\$ 117,778</u>
<b>LIABILITIES</b>			
Escrow	\$ -	\$ 3,000	\$ 3,000
Due to other funds	454	-	454
<b>TOTAL LIABILITIES</b>	<u>454</u>	<u>3,000</u>	<u>3,454</u>
<b>FUND BALANCES (DEFICITS)</b>			
Nonspendable	-	-	-
Restricted	-	114,778	114,778
Committed	-	-	-
Assigned	-	-	-
Unassigned	(454)	-	(454)
<b>TOTAL FUND BALANCES (DEFICITS)</b>	<u>(454)</u>	<u>114,778</u>	<u>114,324</u>
<b>TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)</b>	<u>\$ -</u>	<u>\$ 117,778</u>	<u>\$ 117,778</u>

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## TOWN OF ACTON, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
 FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2019

	Special Revenue Funds	Permanent Funds	Total Nonmajor Governmental Funds
REVENUES			
Intergovernmental revenue	\$ 228,783	\$ -	\$ 228,783
Investment income, net of unrealized gains/(losses)	-	(3,926)	(3,926)
TOTAL REVENUES	<u>228,783</u>	<u>(3,926)</u>	<u>224,857</u>
EXPENDITURES			
Education	226,987	-	226,987
Other	-	4,000	4,000
TOTAL EXPENDITURES	<u>226,987</u>	<u>4,000</u>	<u>230,987</u>
NET CHANGE IN FUND BALANCES (DEFICITS)	1,796	(7,926)	(6,130)
FUND BALANCES (DEFICITS) - JULY 1, RESTATED	<u>(2,250)</u>	<u>122,704</u>	<u>120,454</u>
FUND BALANCES (DEFICITS) - JUNE 30	<u>\$ (454)</u>	<u>\$ 114,778</u>	<u>\$ 114,324</u>

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TOWN OF ACTON, MAINE

COMBINING BALANCE SHEET - NONMAJOR SPECIAL REVENUE FUNDS  
JUNE 30, 2019

	Local Entitlement	Local Entitlement Preschool	Title IA	Title IIA	Title IV	Small Rural School	Total
<b>ASSETS</b>							
Cash and cash equivalents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ASSETS</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>LIABILITIES</b>							
Due to other funds	\$ -	\$ -	\$ -	\$ 454	\$ -	\$ -	\$ 454
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>454</u>	<u>-</u>	<u>-</u>	<u>454</u>
<b>FUND BALANCES (DEFICITS)</b>							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-
Committed	-	-	-	-	-	-	-
Assigned	-	-	-	-	-	-	-
Unassigned	-	-	-	(454)	-	-	(454)
<b>TOTAL FUND BALANCES (DEFICITS)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(454)</u>	<u>-</u>	<u>-</u>	<u>(454)</u>
<b>TOTAL LIABILITIES AND FUND BALANCES (DEFICITS)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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TOWN OF ACTON, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 NONMAJOR SPECIAL REVENUE FUNDS  
 FOR THE YEAR ENDING JUNE 30, 2019

	Local Entitlement	Local Entitlement Preschool	Title IA	Title IIA	Title IV	Small Rural School	Total
REVENUES							
Intergovernmental revenues	\$ 105,938	\$ 1,002	\$ 62,984	\$ 13,142	\$ 10,005	\$ 35,712	\$ 228,783
TOTAL REVENUES	<u>105,938</u>	<u>1,002</u>	<u>62,984</u>	<u>13,142</u>	<u>10,005</u>	<u>35,712</u>	<u>228,783</u>
EXPENDITURES							
Education	105,938	1,002	62,984	13,596	10,005	33,462	226,987
TOTAL EXPENDITURES	<u>105,938</u>	<u>1,002</u>	<u>62,984</u>	<u>13,596</u>	<u>10,005</u>	<u>33,462</u>	<u>226,987</u>
NET CHANGE IN FUND BALANCES (DEFICITS)	-	-	-	(454)	-	2,250	1,796
FUND BALANCES (DEFICITS) - JULY 1, RESTATED	-	-	-	-	-	(2,250)	(2,250)
FUND BALANCES (DEFICITS) - JUNE 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (454)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (454)</u>

See accompanying independent auditors' report and notes to financial statements.

## TOWN OF ACTON, MAINE

COMBINING BALANCE SHEET - NONMAJOR PERMANENT FUNDS  
JUNE 30, 2019

	Cemetery Fund	Holdsworth Scholarship	Lawrence Family Trust	Dorothy Dunnells	Holdsworth Trust	Lavesque Escrow	Total
<b>ASSETS</b>							
Cash and cash equivalents	\$ 10,256	\$ 30,791	\$ 2,280	\$ 7,302	\$ -	\$ 3,000	\$ 53,629
Investments	-	-	-	-	64,149	-	64,149
<b>TOTAL ASSETS</b>	<b>\$ 10,256</b>	<b>\$ 30,791</b>	<b>\$ 2,280</b>	<b>\$ 7,302</b>	<b>\$ 64,149</b>	<b>\$ 3,000</b>	<b>\$ 117,778</b>
<b>LIABILITIES</b>							
Escrow	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,000</b>	<b>3,000</b>
<b>FUND BALANCES</b>							
Nonspendable	-	-	-	-	-	-	-
Restricted	10,256	30,791	2,280	7,302	64,149	-	114,778
Committed	-	-	-	-	-	-	-
Assigned	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-
<b>TOTAL FUND BALANCES</b>	<b>10,256</b>	<b>30,791</b>	<b>2,280</b>	<b>7,302</b>	<b>64,149</b>	<b>-</b>	<b>114,778</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 10,256</b>	<b>\$ 30,791</b>	<b>\$ 2,280</b>	<b>\$ 7,302</b>	<b>\$ 64,149</b>	<b>\$ 3,000</b>	<b>\$ 117,778</b>

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## TOWN OF ACTON, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 NONMAJOR PERMANENT FUNDS  
 FOR THE YEAR ENDING JUNE 30, 2019

	Cemetery Fund	Holdsworth Scholarship	Lawrence Family Trust	Dorothy Dunnells	Holdsworth Trust	Lavesque Escrow	Total
REVENUES							
Investment income, net of unrealized gains/(losses)	\$ 16	\$ 2,506	\$ 3	\$ 17	\$ (6,468)	\$ -	\$ (3,926)
TOTAL REVENUES	<u>16</u>	<u>2,506</u>	<u>3</u>	<u>17</u>	<u>(6,468)</u>	<u>-</u>	<u>(3,926)</u>
EXPENDITURES							
Scholarship/other	-	4,000	-	-	-	-	4,000
TOTAL EXPENDITURES	<u>-</u>	<u>4,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,000</u>
NET CHANGE IN FUND BALANCES	16	(1,494)	3	17	(6,468)	-	(7,926)
FUND BALANCES - JULY 1	<u>10,240</u>	<u>32,285</u>	<u>2,277</u>	<u>7,285</u>	<u>70,617</u>	<u>-</u>	<u>122,704</u>
FUND BALANCES - JUNE 30	<u>\$ 10,256</u>	<u>\$ 30,791</u>	<u>\$ 2,280</u>	<u>\$ 7,302</u>	<u>\$ 64,149</u>	<u>\$ -</u>	<u>\$ 114,778</u>

See accompanying independent auditors' report and notes to financial statements.