

# **ENGINEER'S REPORT**

# County Service Area No. 66 Tract No. 1270 (Oak Tree Views)

Fiscal Year 2018/19

For the

**COUNTY OF MONTEREY** 

Salinas, California

April 2018



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# **CERTIFICATIONS**

THE COUNTY OF MONTEREY COUNTY SERVICE AREA NO. 66 (Tract No. 1270 – Oak Tree Views)

The undersigned acting on behalf of Harris & Associates, respectfully submits the enclosed Engineer's Report as directed by County Board of Supervisors pursuant to the provisions of Section 4 of Article XIII D of the California Constitution, and provisions of the County Service Area Law, Section 25210 et seq. of the California Government Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

DATED: April 12, 2018

K. Dennis Klingelhofer

Assessment Engineer

R.C.E. No. 50255

#### **COUNTY OF MONTEREY**

## **FISCAL YEAR 2018-19**

# ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE COUNTY SERVICE AREA LAW (GOVERNMENT CODE SECTION 25210 TO 25217.4) ARTICLE XIIID OF THE CALIFORNIA CONSTITUTION, AND THE PROPOSITION 218 OMNIBUS IMPLEMENTATION ACT (GOVERNMENT CODE SECTION 53750 ET SEQ.)

Pursuant provisions of the County Service Area Law, Section 25210 et seq. of the California Government Code, Article XIII D of the California Constitution (Proposition 218), and the Proposition 218 Omnibus Implementation Act (collectively the "Assessment Law"), and in accordance with the Resolution of Formation, adopted by the County Board of Supervisors of the County of Monterey, State of California, in connection with the proceedings for:

# COUNTY OF MONTEREY COUNTY SERVICE AREA NO. 66 TRACT 1270 (OAK TREE VIEWS)

Hereinafter referred to as the "CSA", I, K. Dennis Klingelhofer, P.E., the authorized representative of Harris & Associates, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of five (5) parts as follows:

# PART A PLANS AND SPECIFICATIONS

Plans and specifications for the improvements are as set forth on the lists thereof, attached hereto, and are on file in the Monterey County Resource Management Agency and are incorporated herein by reference.

# PART B ESTIMATE OF COST

An estimate of the costs of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth on the lists thereof, attached hereto, and are on file in the Monterey County Resource Management Agency and incorporated herein by reference.

# PART C METHOD OF APPORTIONMENT

The method of apportionment of assessments, indicating the proposed assessment of the net amount of the costs and expenses of the improvements to be assessed upon the several lots and parcels of land within the CSA, in proportion to the estimated benefits to be received by such lots and parcels.

# PART D ASSESSMENT DIAGRAM

The Diagram of the CSA Boundaries showing the exterior boundaries of the CSA and the lines and dimensions of each lot or parcel of land within the CSA. The lines and dimensions of each lot or parcel are those lines and dimensions shown on the maps of the Assessor of the County of Monterey for the fiscal year to which this Report applies. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

# PART E ASSESSMENT ROLL

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the CSA.

# PART A Plans and Specifications

The proposed improvements for the CSA include parks and recreation improvements (the "Parks and Recreation Improvements"), street lighting improvements (the "Street Lighting Improvements"), street and sidewalk maintenance (the "Street Improvements"), storm drain maintenance and surface water disposition (the "Storm Water Improvements") collectively, (the "Improvements").

The plans and specifications for the Improvements, showing the general nature, location and the extent of the Improvements, are on file with the County and are by reference herein made a part of this report.

The Improvements are generally described as follows:

## **DESCRIPTION OF IMPROVEMENTS TO BE MAINTAINED AND SERVICED**

# **Parks and Recreation Improvements**

The Parks and Recreation Improvements include, but are not limited to: the maintenance open space, parks and appurtenant facilities provided to residents within the CSA.

The Improvements include:

- Weed abatement services throughout the tract
- Open space maintenance throughout the tract
- Tree trimming and debris removal in open space areas
- Maintenance of tot lot playground park

## **Street Lighting Improvements**

Street Lighting Improvements include, but are not limited to: poles, fixtures, bulbs, conduits, conductors, equipment including guys, anchors, posts and pedestals, metering devices and appurtenant facilities, as well as utility costs, as required to provide lighting of the private streets within the CSA.

The Street Lighting Improvements include 4 street lights. The Street Lighting Improvements are located along streets within the CSA as shown below:

- 1 street light located at the corner of Oak Tree Lane and Oak Tree Place.
- 1 street light located at the eastern end of Oak Tree Place.
- 1 street light located toward southern boundary of the tract, on Oak Tree Place.
- 1 street light located at the western end of Oak Tree Place, on corner of alley.

## **Street and Sidewalk Improvements**

Street Improvements include, but are not limited to: crack repair, slurry sealing, chip sealing, overlays and replacement, as needed to maintain streets. While the roads are privately owned they are open to the public and the County is legally obligated to provide the street maintenance services outlined in County Resolution No. 93-499, dated December 14, 1999, and Agreement A-07513 between the County Board of Supervisors and Oak Tree Housing, dated September 9, 1997.

The Streets included within the CSA:

- Oak Tree Lane 1,100 linear feet (31,932 square feet).
- Oak Tree Place 754 linear feet (25,085 square feet).

There are no sidewalks within CSA No. 66.

# **Storm Water Improvements**

Storm Water Improvements include, but are not limited to: the disposition of surface water through culverts and street gutters and maintenance of retention basin(s) to contain storm water run-off and allow percolation into the ground water basin.

# PART B Estimate of Cost

The estimated maximum costs for Maintenance Services are the estimated costs of maintenance and services for Fiscal Year 2018/19. The Assessment Law provides that estimate of costs includes the total cost of improvements to be made for the year, being the total costs of constructing or installing all proposed improvements and of maintaining and servicing all existing and proposed improvements, including all incidental expenses.

The following table shows a summary of the estimated annual costs for the CSA:

## **Cost Estimate Summary**

Item	Cost/Year
Maintenance/Repair Costs	\$11,778.45
CSA Administration	\$3,000.07
Operating Fund Balance Information	
Estimated Operating Fund Beginning Balance (7/1/2018)	\$6,000.00
2018/19 Estimated Operating Fund Expenditure	<u>(\$3,500.00)</u>
Estimated Operating Fund Ending Balance (6/30/2019)	\$2,500.00
Capital Reserve Fund Balance Information	
Estimated Capital Reserve Fund Beginning Balance (7/1/2018)	\$0.00
2018/19 Estimated Capital Reserve Fund (Expenditure)/Collection	<u>\$16,697.84</u>
Estimated Capital Reserve Fund Ending Balance (6/30/2019)	\$16,697.84
Total Maintenance, Administrative and Reserve Costs	\$31,476.36
Less: Beginning Balance	<u>(\$6,000.00)</u>
Total Assessment Amount - Tract 1270	\$25,476.36

Detailed cost estimate tables for maintenance, administration and reserves are shown on the following pages.

## **Maintenance Costs**

em	Unit	Quantity	Cost/Unit	Cost/Year
Parks and Recreation				
Open Space Mowings on Exterior of Tract (2 times annually) and debris removal	SF	9,204	\$0.650	\$5,982.60
Tree Trimming (as needed)	Mo.	12	\$125.00	<u>\$1,500.00</u>
				\$7,482.60
Storm Drainage/Detention Basin Maintenance/Surface Water Disposition				
	SF	1,500	\$0.330	\$495.00
Street Lighting Maintenance				
Street Lights on Interior of Tract	Ea.	4	\$12.50	\$50.00
Utilities - Electrical	Mo.	12	\$75.00	<u>\$900.00</u>
				\$950.00
CSA Administration/Public Works				
Annual Street Maintenance - Oak Tree Lane	SF	31,932	\$0.05	\$1,596.60
Annual Street Maintenance - Oak Tree Place	SF	25,085	\$0.05	<u>\$1,254.25</u>
Total Street Maintenance Cost				\$2,850.85
				A44 ===
Total Maintenance Cost				\$11,778.45

## **Administrative Costs**

Item	Cost/Year
Administrative Cost	
CSA Administration	\$3,000.00
Rounding Adjustment	<u>\$0.07</u>
Total Administrative Cost	\$3,000.07

The rounding adjustment is necessary so that the assessment amount for each parcel is rounded to an even penny, as the assessments are collected in two equal installments.

# **Operating Fund**

The Operating Fund balances are shown in the Cost Estimates table in Part B of this Report.

# **Annual Capital Replacement Reserve**

The following table shows a summary of the annual collection amount for capital replacement reserves for the Improvements:

Item	Unit	Quantity	Cost/Unit	Cycle	Cost/Year
<u>Streets</u>					
Slurry Seal	SF	57,017	\$1.00	7	8,145.29
Overlay and Replacement	SF	57,017	\$4.50	30	<u>8,552.55</u>
Total Street Improvements Replacement Cost					\$16,697.84
Total Annual Replacement Cost					\$16,697.84

# PART C Method of Apportionment of Assessment

## General

The County Service Area Law, Government Code Section 25210 – 25217.4, permits the establishment of county service areas within a county for the purpose of providing certain improvements as detailed in Section 25213.

In addition, Proposition 218 (Prop. 218), the "Right to Vote on Taxes Act" which was approved on the November 1996 Statewide ballot and added Article XIIID to the California Constitution, also requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Prop. 218 provides that only special benefits are assessable and the Agency must separate the general benefits from the special benefits. Prop. 218 also requires that publicly owned property which benefit from the improvements be assessed, unless that parcel can show no benefit from the improvements.

## **Special Benefit**

In determining the proportionate special benefit derived by each identified parcel, the proximity of the parcel to the public improvements detailed in Part A above, and the capital, maintenance and operating costs of said public improvements, was considered and analyzed. Due to the close proximity of the parcels to the improvements detailed in Part A above, it has been demonstrated and determined that the parcels are uniquely benefited by, and receive a direct advantage from, and are conferred a particular and distinct special benefit over and above general benefits by said public improvements in a way that is particular and distinct from its effect on other parcels, and that real property in general and the public at large do not share.

All the parcels were established at the same time once the conditions regarding the improvements and the continued maintenance were guaranteed. As a result, each parcel within the CSA receives a special and distinct benefit from the improvements. The Oak Tree Views Tract is comprised of 42 single family residential parcels.

## **Special Benefit from Parks and Recreation**

All parcels within the CSA receive special benefit from the Parks and Recreation services provided by the County. There are approximately eight (8) acres of open space and a small tot lot playground that provide park amenities. The purpose of open space and parks is to create an area of natural, semi-natural, or minimally-developed space set aside for human enjoyment and recreation and for the protection of wildlife and natural habitats. The County views open space and parks as an important resource that contribute to creating a livable community and a healthy lifestyle for its residents. The provision of adequate open space and park facilities to serve the CSA residents provides a direct and special benefit to parcels. Open space and park facilities are recognized as necessary to provide for public health and quality of life. Open space and parks provide recreational and aesthetic benefits as well as increased environmental quality, through maintenance of open space, permeable land area for surface water infiltration and percolation, trees and vegetation for habitat, and the economic benefits of increased property values.

## **Special Benefit from Street Lighting Maintenance**

All parcels within the CSA receive special benefit from Street Lighting Maintenance. The special benefit from street lighting can be measured by increased safety to people and property, as well as the increased availability of lighting. The safety to people results in a special benefit to residential parcels because street lighting improves traffic safety during ingress and egress to the property and creates a deterrent to crime against people on the property. The safety to property results in a special benefit to both residential and vacant non-developable parcels because street lighting operation, maintenance and servicing provides for the protection of buildings and personal property against crimes such as theft and vandalism.

## **Special Benefit from Street Maintenance**

All parcels within the District receive special benefit from Street Maintenance. While CSA No. 66 has no sidewalks, the maintenance of the local streets provides all-weather access for vehicular, pedestrian and bicycle access to the properties and provides a sense of community for the residents.

## **Special Benefit from Storm Water Services**

All parcels within the District receive special benefit from Storm Water Services. The Storm Water Services provided through CSA No. 66 provides a special benefit to the properties within the CSA by controlling storm water run-off, reducing the amount of standing water in the area and keeping the retention basin clear of debris and vegetation to allow the percolation of the water directed to it.

## Special Benefit to Parcels Outside of the CSA

There are no parcels outside the CSA that receive special benefit from the Improvements.

#### **General Benefit**

There is no general benefit conferred to the public at large as a result of the Improvements being maintained. All improvements were installed and are being maintained as a direct result of the development of the tract and would not otherwise have been installed.

## **Apportionment**

Since the assessment will be levied against parcels of property as shown on the tax roll, the final charges must be assigned by Assessor's Parcel Number. If assessments were to be spread just by parcel, not considering land use or parcel size, a single family parcel would be paying the same as a 50 unit apartment parcel or a large commercial establishment and this would not be equitable.

The single family detached residential unit or lot has been selected as the basic unit for calculation of assessments and is defined as one Equivalent Dwelling Unit (EDU). Each land-use in the CSA is converted to EDU's. There are no "non-residential" (commercial) parcels in the CSA.

The EDU method is seen as the most appropriate and equitable method of spread of benefit to each parcel from the improvements since it is based on land-use type and parcel size. Property within the CSA is assigned to one of the following two categories.

CSA No. 66 consists of single family residential and open space parcels. Only the single family residential parcels receive benefit and are assessed. The open space parcels are exempt because they provide a portion of the benefit to residents of the area, as described above.

**Single Family Residential.** Parcels zoned for single family detached home residential uses are assessed 1 EDU per dwelling unit. Parcels designated as SFR land-use will be assessed 1 EDU per dwelling unit or lot, including vacant subdivided residential lots and vacant land zoned for single family residential uses with a tentative or final tract map.

# **Assessment Rate Per EDU**

The Assessment Rate Per EDU for the CSA is calculated by dividing the total Assessment Amount for by the total EDUs in the CSA. The Applied Assessment Rate must be an even penny for County tax roll purposes.

Fiscal Year 2018/19 Assessment Rates Per EDU					
Total Assessment Amount CSA EDU's Rate Per EDU					
\$25,476.36	42.00	\$606.58			

#### Assessments

The Actual Assessment and the Maximum Assessment for the CSA, by year, are shown in table on the following page:

	Annual %	Actual	Maximum
Tax Year	Increase	Assessment	Assessment
1997	N/A	\$0.00	\$821.92
1998	1.03	\$516.00	\$846.58
1999	1.038	\$516.00	\$878.75
2000	1.042	\$516.00	\$915.65
2001	1.066	\$516.00	\$976.09
2002	1.012	\$516.00	\$987.80
2003	1.016	\$567.60	\$1,003.61
2004	1.014	\$338.02	\$1,017.66
2005	1.011	\$371.82	\$1,028.85
2006	1.039	\$408.96	\$1,068.98
2007	1.034	\$408.96	\$1,105.32
2008	1.042	\$408.96	\$1,151.74
2009	1.002	\$408.96	\$1,154.05
2010	1.011	\$408.96	\$1,166.74
2011	1.024	\$408.96	\$1,194.74
2012	1.026	\$408.96	\$1,225.81
2013	1.026	\$408.96	\$1,257.68
2014	1.03	\$408.96	\$1,295.41
2015	1.023	\$408.96	\$1,325.20
2016	1.027	\$408.96	\$1,360.98
2017	1.035	\$408.96	\$1,408.62
2018	1.03	\$606.58	\$1,450.88

The 3% increase for the 2018 year, showing above, is an estimate for purposes of this report. The annual CPI increase is calculated using the July index, which was not available at the time of the writing of this Report.

\*The initial maximum annual assessment for the CSA was \$1,000, pro-rated from the date of September 3, 1997, based on an agreement between the County Board of Supervisors and the property owner/developer. A copy of the agreement can be found in the office of Resource Management Agency at Monterey County. The resulting initial maximum assessment was set at \$821.92, calculated as:

Initial Maximum Assessment = \$1,000

Number of days in a fiscal year = 365 (fiscal year is defined as July 1 through June 30)

Number of days remaining in a fiscal year on September 3 = 300

Calculation: \$1,000 divided by 365 equals \$2.74 (daily amount), multiplied by 300 equals **\$821.92** 

#### **ASSESSMENT RANGE FORMULA**

It is generally recognized that most budgetary items will be impacted by inflation in future years. In accordance with the Government Code, Section 53739 (b)(1), assessments "may be adjusted for inflation pursuant to a clearly defined formula...". A formula for an inflationary adjustment is therefore included as part of the maximum assessment for the CSA and was approved by the property owner(s) at the time of formation. The formula, as described below, allows for annual adjustments to the budget and the assessments.

Generally, any new or increased assessment requires certain noticing and meeting requirements by law. The Government Code excludes certain conditions of a new or increased assessment. These conditions include, "An assessment that does not exceed an assessment formula or range of assessments previously specified in the notice given to the public...and that was previously adopted by the agency..."

The initial maximum assessment for the CSA was established at the time of formation and was assessed for the first time during the 1997/1998 fiscal year. That initial maximum assessment (prorated for the number of days remaining in the fiscal year) was \$821.92 per parcel or Equivalent Dwelling Unit ("EDU"). This initial maximum assessment has been adjusted each subsequent fiscal year by the following Assessment Range Formula:

- The Maximum Assessment Rate allowed each fiscal year (the "Adjusted Maximum Assessment Rate") shall be based on the initial maximum assessment established in fiscal year 1997/1998, adjusted annually by the Bureau of Labor Statistics, Consumer Price Index for the month of July, All Urban Consumers, ("CPI") for the San Francisco/Oakland/San Jose area. Should the Bureau of Labor Statistics revise or discontinue the preparation of such index, the City reserves the right to use such revised index or a comparable system to determine fluctuations in the annual cost of living.
- Each fiscal year, the change in CPI shall be applied to the Maximum Assessment Rate established the previous fiscal year to calculate the appropriate Adjusted Maximum Assessment Rate for the then current fiscal year.
- If the proposed annual assessment rate (levy per EDU) for the upcoming fiscal year is less than or equal to the Adjusted Maximum Assessment Rate established for that fiscal year then the proposed annual assessment is not considered an increased assessment.

Beginning in the second fiscal year after the formation of the CSA (1997/1998) and each fiscal year since, the Maximum Assessment Rate has been recalculated and a new Maximum Assessment Rate has been established for each fiscal year using the Assessment Range Formula described above. The table on the following page shows the Adjusted Maximum Assessment Rate for the fiscal years since the formation of the CSA. The Adjusted Maximum Assessment Rate has been calculated independent of the annual budget and proposed assessment rate for the given fiscal year. As stated above, if the proposed annual assessment for any fiscal year does not exceed the Adjusted Maximum Assessment Rate for that year, it is not considered to be an increased assessment under the terms of Proposition.

# PART D Assessment Diagram

The Assessment Diagram for the CSA is included herein as Appendix A, and is part of this report.

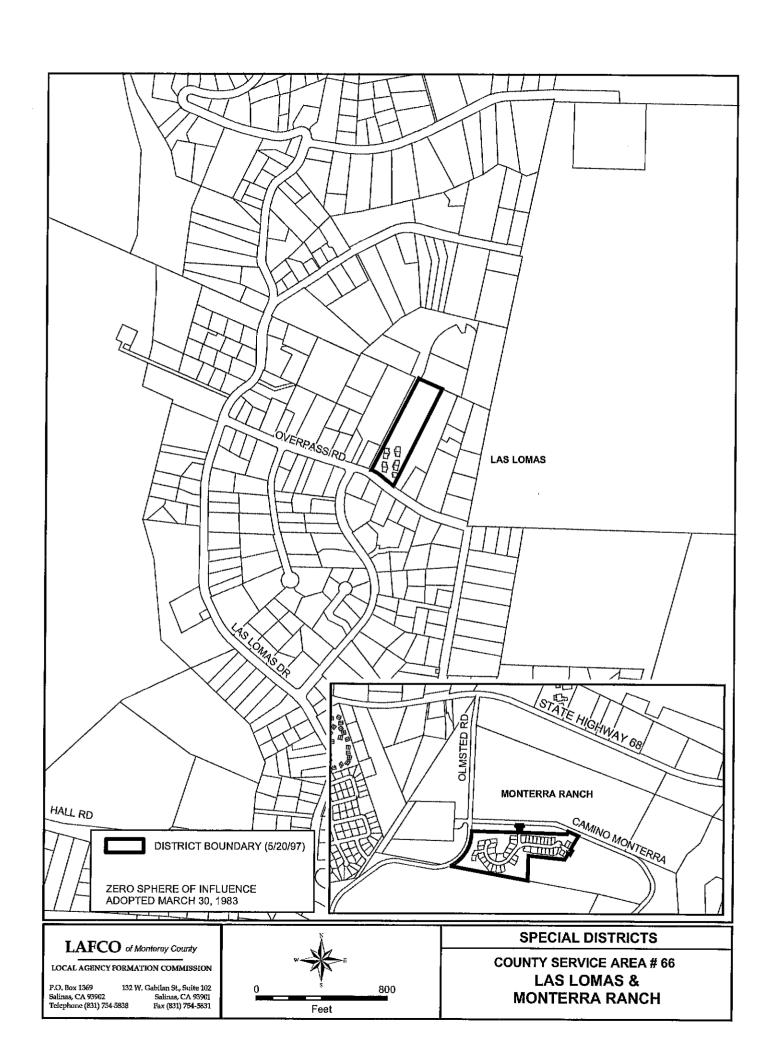
The lines and dimensions of each lot or parcel within the CSA are those lines and dimensions shown on the maps of the Assessor of the County of Monterey for the fiscal year to which this Report applies. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

# PART E Assessment Roll

All assessed lots or parcels of real property within the CSA are listed on the Assessment Roll. The Assessment Roll states the net amount to be assessed upon assessable lands within the CSA for Fiscal Year 2018/19, and describes each assessable lot or parcel of land within the CSA. These lots are more particularly described in the Assessment Roll, which is included in this Report as Appendix B.

# **APPENDIX A**

The Assessment Diagram for the CSA is shown on the following page.



# APPENDIX B Assessment Roll

County of Monterey
County Service Area No. 66
Tract No. 1270
(Oak Tree Views)

The 2018/19 Assessment Roll is shown on the following page.

Reference is made to the Monterey County Assessment Roll for a description of the lots or parcels in the CSA.

		PARCEL	PARCELS/	TOTAL	RATE PER	2018/19 MAXIMUM	2018/19 APPLIED
Lot No.	APN	TYPE	UNITS	EDU'S	EDU	ASSESSMENT	ASSESSMENT
1	259-121-001	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
2	259-121-002	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
3	259-121-003	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
11	259-121-011	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
12	259-121-012	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
14	259-121-014	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
15	259-121-015	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
16	259-121-016	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
17	259-121-017	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
18	259-121-018	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
19	259-121-019	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
20	259-121-020	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
21	259-121-021	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
22	259-121-022	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
23	259-121-023	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
24	259-121-024	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
25	259-121-025	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
26	259-121-026	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
27	259-121-027	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
28	259-121-028	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
29	259-121-029	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
30	259-121-030	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
31	259-121-031	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
32	259-121-032	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
33	259-121-033	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
34	259-121-034	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
35	259-121-035	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
36	259-121-036	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
39	259-121-039	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
40	259-121-040	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
41	259-121-041	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
42	259-121-042	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
N/A	259-121-043	EXE	0.00	0.00	\$606.58	\$1,450.88	\$0.00
4	259-121-044	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
5	259-121-045	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
6	259-121-046	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
7	259-121-047	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
8	259-121-048	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
9	259-121-049	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
10	259-121-050	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
13	259-121-051	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
37	259-121-052	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
38	259-121-053	SFR	1.00	1.00	\$606.58	\$1,450.88	\$606.58
N/A	259-131-008	EXE	0.00	0.00	\$606.58	\$1,450.88	\$0.00
				42.00		\$62,387.71	\$25,476.36