

## City of Marlborough Public Meeting Posting

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH  
2024 APR -9 PM 4:57

**Meeting Name:** City Council Finance Committee  
**Date:** April 17, 2024  
**Time:** 6:30 PM  
**Location:** City Council Chamber, 2<sup>nd</sup> Floor, City Hall, 140 Main Street

This meeting will be held in the City Council Chamber. Public attendance is permitted. The meeting will be televised on WMCT-TV (Comcast Channel 8 or Verizon/Fios Channel 34) or you can view the meeting using the link under the Meeting Videos tab on the city's website, home page ([www.marlborough-ma.gov](http://www.marlborough-ma.gov)).

04-08-24 – Order No.23-1009129: Communication from Mayor Dumais together with two Transfer requests from Economic Development to Marlborough Economic Development Corp., in the amount of \$762,465 to fund the FY2025 Operating Budget and \$150,000.00 to replenish the existing Toolbox fund to continue to support MEDC'S small business financial incentive grant programs. –Refer to Finance

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.

**The public should take due notice that the Marlborough City Council may have a quorum in attendance due to Standing Committees of the City Council consisting of both voting and non-voting members. However, members attending this duly posted meeting are participating and deliberating only in conjunction with the business of the Standing Committee.**

**Electronic devices, including laptops, cell phones, pagers, and PDAs must be turned off or put in silent mode upon entering the City Council Chamber, and any person violating this rule shall be asked to leave the chamber. Express authorization to utilize such devices may be granted by the President for recordkeeping purposes.**



# IN CITY COUNCIL

Marlborough, Mass., APRIL 8, 2024

## ORDERED:

That the Transfer Request in the amount of \$762,465.00 (Seven hundred sixty-two thousand, four hundred sixty-five dollars) from Economic Development to MEDC Funding for the FY 2025 Operating Budget of MEDC, be and is herewith referred to **FINANCE COMMITTEE**.

### CITY OF MARLBOROUGH BUDGET TRANSFERS -

DEPT:		Mayor		FISCAL YEAR:		2024			
FROM ACCOUNT:				TO ACCOUNT:					
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$1,923,893.90	\$762,465.00	27000099	42440	Economic Development	\$762,465.00	11740006	53950	MEDC Funding	\$0.00
	\$762,465.00	Total			\$762,465.00	Total			

Reason: To allow the MEDC to continue it's work in promoting the economic development of the City for FY25

ADOPTED

ORDER NO. 24-1009129



# IN CITY COUNCIL

Marlborough, Mass., APRIL 8, 2024

## ORDERED:

That the Transfer Request in the amount of \$150,000.00 (One hundred fifty thousand dollars) from Economic Development to MEDC Funding for the Economic Development Toolbox, be and is herewith referred to **FINANCE COMMITTEE**.

### CITY OF MARLBOROUGH BUDGET TRANSFERS -

DEPT:		Mayor		FISCAL YEAR:		2024			
FROM ACCOUNT:				TO ACCOUNT:					
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$1,923,893.90	\$150,000.00	27000099	42440	Economic Development	\$150,000.00	11740006	53950	MEDC Funding	\$0.00
Reason:		To replenish the Economic Development Toolbox for FY25							
\$150,000.00	Total					\$150,000.00	Total		

ADOPTED

ORDER NO. 24-1009129



# City of Marlborough

*Office of the Mayor*

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH

J. Christian Dumais, Mayor

2024 APR -4 AM 11:45

140 Main Street  
Marlborough, MA 01752

(508) 460-3770

[Mayor@marlborough-ma.gov](mailto:Mayor@marlborough-ma.gov)

3

April 4, 2024

Council President Ossing  
Marlborough City Council  
140 Main Street  
Marlborough, MA 01752

f/c

**RE: Transfer Request – Marlborough Economic Development Corp. FY25  
Operating Budget and Toolbox**

Dear Council President Ossing and Councilors,

Enclosed for your review and approval are two transfer requests from Economic Development to the Marlborough Economic Development Corporation (MEDC) in the amount of \$762,465 to fund the operating budget and \$150,000 to fund the existing toolbox program.

The Marlborough Economic Development Corporation is a recognized leader in the Commonwealth in business development, support, and attraction which allows us to maintain a low commercial vacancy rate. MEDC also continues to prioritize innovation and community support, as seen through their pop-up shop initiative, toolbox program, Food Truck and Arts Festival, and on the ground small business support.

Included for your review is the FY25 Operating Budget and narrative from Executive Director Meredith Harris. The two transfers are also included for your review and approval.

Executive Director Meredith Harris and I will be available at a future meeting to answer any questions you may have.

Sincerely,

**J. Christian Dumais**  
Mayor





March 25, 2024

Honorable J. Christian Dumais, Mayor  
City Hall, 4<sup>th</sup> Floor  
140 Main Street  
Marlborough, MA 01752

RE: FY'25 Operating Budget Transfer Request & Economic Development Toolbox Fund Replenishment

Dear Mayor Dumais:

I write to you today seeking a transfer request for MEDC's operations and special projects for FY'25 and a request for a separate appropriation from the City to replenish the Economic Development Toolbox.

On behalf of the Marlborough Economic Development Corporation (MEDC), I am herewith submitting this letter proposing MEDC's fiscal year 2025 total budget in the amount of \$762,465.

Also, MEDC is requesting a separate appropriation from the City of \$150,000 to replenish the Economic Development Toolbox fund to continue supporting MEDC's small business financial incentive grant programs.

MEDC is requesting a 9.98% increase in our budget request for FY25. The reason for the increase is due to two items; 1) \$20,000 for the downtown retail incubator program commonly known as the "Pop Up Shops" and 2) consideration for the part time administrative role to go from part-time to full-time with benefits, accounting for approximately \$20,000.

In 2023, MEDC received a Regional Economic Development Organization (REDO) grant through the Massachusetts Executive Office of Economic Development in collaboration with the 495 MetroWest Partnership to launch the Downtown Pop-Up Shops with help from the City's Department of Public Works. The goal was to provide temporary retail space for small business owners and/or entrepreneurs looking to test out the downtown market. In the inaugural year, MEDC housed 20 unique vendors including well-known local small businesses such as Vibes Candles, Luna Pines and Magic and Color Co. MEDC is happy to say that one of our resident vendors recently shared that they will be moving to a brick-and-mortar space in the downtown in the coming months, which MEDC believes is a true success story for this program.

The Pop-Up Shops were open from May-December and in that time, MEDC was able to provide opportunities for MPS students to showcase the Panther Den, provide space to the Marlborough Public Library during two different weeks and host a Christmas in July event bringing families downtown to shop during the downtown construction project. Furthermore, the pop-up shops were well utilized and enjoyed during the seasonal Farmers Market and during downtown events such as the Food Truck and Arts Festival and the Holiday Stroll.

To continue operating and maintaining the Pop-Up's, MEDC is requesting funding for items such as advertising/marketing, maintenance of the porta potties, Wi-Fi, insurance, increased signage, beautification and two promotional/community events.

The need for the administrative role to go from part-time to full-time is to help with overseeing and managing use of the Pop-Up's along with the more traditional administrative and clerical tasks such as scheduling, answering phones, general office management, supporting staff with projects as well as assisting with all marketing efforts. We have struggled with finding a suitable candidate for this role as part-time and believe shifting the position to a full-time role will help attract a quality candidate.

In 2023, the City approved a separate appropriation of \$100k to add to MEDC's Economic Development Toolbox fund. There were six grants awarded to both new and existing businesses, totaling \$89,200. Grants awarded include \$4,200 to An Nam Vietnamese Grill/Bao Bap, \$50k to Wemmy's Kitchen & Lounge, \$10k to Collins Funeral Home, \$10k to the commercial property at 195-205 Main Street, \$10k to Kennedy's Restaurant & Market and \$5k to Zarape Restaurant. In 2024, the Toolbox has awarded \$80,385 to five new and existing small businesses. Grants awarded include \$12k to Marlboro Pharmacy and Wellness Center, \$25k to Word on the Street, \$25k to Spirit in Motion Dance Academy, \$10k to Tropical Cafe, and \$8,385 to Halie Jean Aesthetics. Currently, there are applicants in the pipeline which exceed available funds in the Economic Development Toolbox, demonstrating the need for additional funding to continue supporting small business growth within the community.

I would appreciate your approving the above transfer request of \$762,465 and a separate appropriation of \$150,000 to replenish the Economic Development Toolbox fund. You will find more information regarding the Toolbox Programs in the attached budget summary. Please forward to the City Council at your earliest convenience, allowing MEDC to update the Council on our progress and discuss the organization's goals and objectives.

Thank you for your kind attention to this matter, and if you have any questions, please contact me.

Sincerely,



Meredith Harris  
Executive Director

Attachments

A: FY'25 Operational Budget

Cc: Diane Smith, City Auditor  
David Williams, Finance Director

# **Attachment A**

*FY'25 Operational Budget*



The Marlborough Economic Development Corporation (MEDC) requests a total **budget of \$762,465 to fund its' FY25 operations and special projects** which equates to a 9.98% increase year over year. The budget increase is primarily due to converting the administrative position from part-time to full-time with employee benefits and incorporating operational expenses to continue with and enhance the Downtown Pop-up Shops Program which was solely funded by a state grant last year.

The budget is divided into three categories which represent salaries, expenses, and special projects. The following total budget summary consists of total line-item allocations for the above-listed categories.

Salaries and Benefits

**\$384,115** in personnel, employer taxes, insurance and fringe benefits are allocated to salaries and benefits.

Payroll / Total Salaries	\$317,330
Employee Benefits	\$ 41,135
Employer Payroll Taxes & Liability	\$ 25,650

Operating and Administrative Expenses

**\$132,350** is allocated to operating and administrative expenses in order to conduct business.

Materials & Supplies	\$45,700
Contracted Services	\$40,900
Occupancy	\$45,750

Special Projects

**\$246,000** is allocated to special projects in order for MEDC to carry out the goals and objectives of the organization.

Business Retention & Expansion	\$89,500
Hospitality & Sports Tourism	\$76,500
Urban Village & Community Development	\$30,000
City Planning Services	\$50,000

Additionally, MEDC is requesting a separate appropriation from the City in the amount of **\$150,000 to replenish the Economic Development Toolbox fund.**

Since 2015, the Toolbox has been helping to expand the local economy and create a business-friendly climate for entrepreneurs and companies searching for their perfect location. There are four reimbursement grant programs available that cover business expenses - amenities funding, beautification grants, rental assistance, and a property tax-based reimbursement.

To date, the Toolbox has awarded approximately \$500k in reimbursement grants, filled 130k SF of vacant space, retained over 80 jobs and added about 290 new jobs to the market. In addition, MEDC granted approximately \$130k to 33 establishments in the city, which offered short term financial relief to these small businesses impacted by the COVID-19 pandemic.



In 2023, the City approved a separate appropriation of \$100k to add to MEDC's Economic Development Toolbox fund. There were six grants awarded to both new and existing businesses, totaling \$89,200. Grants awarded include \$4,200 to An Nam Vietnamese Grill/Bao Bap from the Storefront Beautification Program, \$50k to Wemmy's Kitchen & Lounge from the Amenities Program, \$10k to Collins Funeral Home from the Storefront Beautification Program, \$10k to the commercial property at 195-205 Main Street from the Storefront Beautification Program, \$10k to Kennedy's Restaurant & Market from the Storefront Beautification Program, and \$5k to Zarape Restaurant from the Storefront Beautification Program.

In 2024, the Toolbox has awarded \$80,385 to five new and existing small businesses. Grants awarded include \$12k to Marlboro Pharmacy and Wellness Center from the Rental Assistance Program, \$25k to Word on the Street from the Amenities Program, \$25k to Spirit in Motion Dance Academy from the Amenities Program, \$10k to Tropical Cafe from the Storefront Beautification Program, and \$8,385 to Halie Jean Aesthetics from the Rental Assistance Program. Currently there are applicants in the pipeline to be considered which exceed the amount of available funds in the Economic Development Toolbox Fund.

The Toolbox grant program applications are increasing, and this demand demonstrates the need to provide financial assistance as a way to continue to attract and retain new and growing businesses to the city. Therefore, MEDC is requesting a separate appropriation of \$150k to replenish the Economic Development Toolbox fund to continue to support the small business financial incentive grant programs.

Payroll Expenses

Salaries Full-time		PERMANENT FULL TIME						
Salaries with standard annual salary increase of up to 3%								
(A) NAME	(B) TITLE	(C) WEEKLY SALARY FY'24	(D) HOURLY FLAT RATE	(E) TOTAL SALARY	(F) WEEKLY SALARY FY'25	(G) HOURLY FLAT RATE	(H) TOTAL SALARY FOR YEAR <i>Rounded up</i>	
Meredith Harris	Executive Director	2190.92	54.77	113,928	2,256.65	56.42	\$ 117,346	
Linda Martins	Director of Operations	1406.89	35.17	73,158	1,449.10	36.23	\$ 75,353	
Lindsey Jaworek	Business/Hospitality Manager	1260.84	31.52	65,564	1,298.67	32.47	\$ 67,531	
TBD	Senior Administrator				1000.00	25.00	\$ 52,000	
<b>Salaries Full-time Total</b>							<b>\$ 312,230</b>	
Salaries Part-time		PART TIME						
NAME	TITLE	Hours/ week	Hourly rate	Weeks			Total Salary for Budget Year	
MEDC Intern	Internship (Summer 2024)	30	17.00	10			\$ 5,100	
<b>Salaries Part-time Total</b>							<b>\$ 5,100</b>	
<b>Grand Total Salaries</b>							<b>\$ 317,330</b>	
Employee Benefits / Payroll Taxes								
	<b>ITEMIZE AND JUSTIFY:</b>						<b>AMOUNT</b>	
	Health, Dental, Retirement, etc.						\$ 41,135	
	Employer Payroll Taxes						\$ 25,000	
	Workers' Compensation Ins. Plan						\$ 650	
					<b>Total</b>		<b>\$ 66,785</b>	
	Total Salaries						<b>\$ 317,330</b>	
<b>Grand Total Payroll Expenses</b>							<b>384,115</b>	

Expenses

Expenses	MATERIALS AND SUPPLIES					
This category covers collectively all operating supplies and services, which are defined as consumable commodities, necessary to conduct business: for example, office and custodial supplies, printing and reproducing marketing collateral, subscriptions, postage, repairs and office maintenance, etc.						
<b>ITEMIZE AND JUSTIFY</b>						<b>Amount Requested</b>
Advertising/Marketing Supplies & Services (Ex. E-Newsletter & E-Survey Services, Creative Services, etc.)						\$ 1,500
Conferences/Meetings (Ex. Registration Fees for business events, luncheons, receptions & misc. attendance & hosting expenditures)						\$ 3,800
Maintenance & Repair (Ex. Office Water Dispenser Cleaning, Office Fixtures & Dry Cleaning/Carpet Cleaning)						\$ 500
Membership Fees/Subscriptions (Ex. CoStar Realty Services, Yearly Newspaper Subscriptions & Membership Dues)						\$ 22,500
Office Supplies (Ex. Paper, pens, notepads, binders, paper clips, staples, labels, coffee, water, etc. - Including small/light office equip <\$1000)						\$ 3,000
Printing & Reproduction (Ex. Kyocera Copier Services, Re-print Marketing Collateral & Special Article Poster Prints)						\$ 1,500
Reimbursable Expenses (Ex. Employee mileage for business use, office supplies, phones, etc.)						\$ 4,000
Website Services (Ex. Hosting Services, Domains, Internet)						\$ 6,400
Office Equipment >\$1000 (Ex. Server, Laptop replacement for staff)						\$ 2,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>						<b>\$ 45,700</b>



Expenses

Expenses	CONTRACTED SERVICES						
	Covers operating services obtained by contract with outsourced vendor. For example: accounting services, marketing/media vendor, payroll services, etc.						
<b>ITEMIZE AND JUSTIFY:</b>					<b>AMOUNT</b>		
Accounting/Book Keeping					\$7,500		
- CPA on Retainer/Yearly Filings							
- Annual Financial Audit							
- Fiscal End Process							
Professional/Consultant Fees					\$25,000		
Media Contractor							
IT Services					\$4,500		
- Tech on Retainer/Maintenance							
- Computer Services & Licenses							
ADP Payroll Services					\$3,900		
- Processing Charges/Fees							
- Tax Services							
- Year End Processing							
<b>TOTAL</b>					<b>\$40,900</b>		

Expenses

Expenses	OCCUPANCY					
Marlborough Economic Development Corporation (MEDC)					<b>Requested Amount</b>	
91 Main Street, Suite 203A / 203B / 204						
	Lease Agreement				\$	36,500
	Directors & Office Liability Insurance				\$	3,450
	Utilities				\$	5,800
	- Phone Services					
	- Electricity Supply					
	<b>TOTAL</b>				<b>\$</b>	<b>45,750</b>

Expenses

Expenses	SPECIAL PROJECTS				AMOUNT
SPECIAL PROJECTS:					FY25
<b>Business Retention &amp; Expansion</b>					
Founders Reception	Annual Thank You event				\$ 7,500
Marketing Collateral	Ads/Marketing Materials-Operating Program Fees (i.e. Toolbox Programs, RLF Program, etc.)				\$ 3,500
Co-hosted Business Event(s)	Marlborough Community events				\$ 5,000
Hosted Outreach Events (Attraction)	3-4 Outreach events (i.e. w/ MassEcon - Site Selectors, MassDevelopment, BIO International)				\$ 10,000
Workforce Development	Workforce Expansion/Career Exploration				\$ 5,000
Conferences, Meetings, Events & Tradeshows	Business Meetings, Conferences, Events, Tradeshows, etc.				\$ 14,000
Focus Group/Event (Retention)	Targeted event (i.e. Commercial Brokers)				\$ 6,500
Media Buy Branding Campaign	Targeted print/digital campaigns - Branding & Promoting Marlborough				\$ 38,000
				Total	\$ 89,500
<b>Hospitality &amp; Sports Tourism</b>					
Visit-Marlborough Website	Maintenance & Development				\$ 4,000
Marlborough Restaurant Association - Training	Training Initiative (ServSafe & CPR classes)				\$ 12,500
Hospitality Business Development	Hotel/Restaurant & Sports Tourism, Promoting Visit-Marlborough (i.e. Dine Local, Restaurant Week)				\$ 15,000
Phantom Gourmet	Marketing & Media Partnership				\$ 45,000
				Total	\$ 76,500
<b>Urban Village/Community Development</b>					
Downtown & French Hill Beautification	Downtown Business Ads, Landscaping, Flags, Signs, etc.				\$ 10,000
Downtown Pop-Up Shops	Management of Program, Marketing, Supplies, Operational Costs				\$ 20,000
				Total	\$ 30,000
<b>City Services</b>					
City Planning Services - City of Marlborough	Analysis & Technical Assistance			Total	\$ 50,000
<b>TOTAL SPECIAL PROJECTS</b>					<b>\$ 246,000</b>



# Marlborough Economic Development Corporation Budget Overview

July 2024 through June 2025

	Jul '24 - Jun '25
Ordinary Income/Expense	
Expense	
Payroll Expenses	
Employee Benefits	\$ 41,135.00
Employer Payroll Taxes	\$ 25,000.00
Salaries	\$ 317,330.00
Workers' Comp	\$ 650.00
Total Payroll Expenses	\$ 384,115.00
Advertising/Marketing	\$ 1,500.00
Computer Services & Licenses	\$ 8,700.00
Conferences/Meetings	\$ 3,800.00
Dues and Subscriptions	\$ 22,500.00
Insurance	\$ 3,450.00
Internet service	\$ 4,700.00
Maintenance & Repair	\$ 500.00
Media Contractor	\$ 25,000.00
Office Supplies	\$ 3,000.00
Payroll Fees	\$ 3,900.00
Phone	\$ 2,200.00
Printing and Reproduction	\$ 1,500.00
Professional Fees	\$ 7,500.00
Reimbursable Expenses	\$ 4,000.00
Rent	\$ 36,500.00
Utilities	\$ 3,600.00
Subtotal Expense	\$ 516,465.00
Special Project Expenses	
Special Projects	\$ 246,000.00
Total Special Project Expenses	\$ 246,000.00
Total Expense	762,465.00

CITY OF MARLBOROUGH  
BUDGET TRANSFERS --

DEPT: Mayor

FISCAL YEAR: 2024

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$1,923,893.90</u>	<u>\$762,465.00</u>	<u>27000099</u>	<u>42440</u>	<u>Economic Development</u>	<u>\$762,465.00</u>	<u>11740006</u>	<u>53950</u>	<u>MEDC Funding</u>	<u>\$0.00</u>
	Reason:	<u>To allow the MEDC to continue it's work in promoting the economic development of the City for FY25</u>							
	Reason:	_____							
	Reason:	_____							
	Reason:	_____							
	Reason:	_____							
	Reason:	_____							
	Reason:	_____							
	\$762,465.00	Total			\$762,465.00	Total			

Department Head signature:

Auditor signature:

Comptroller signature:

  
  






ECONOMIC DEVELOPMENT FUNDING

FY2012	State Aid	\$634,334.05
FY2013	State Aid	\$644,404.83
FY2014	State Aid	\$699,949.65
FY2015	State Aid	\$762,971.99
FY2016	State Aid	\$825,438.29
FY2017	State Aid	\$855,807.62
9/30/2017	State Aid	\$260,640.83
12/31/2017	State Aid	\$280,764.79
3/31/2018	State Aid	\$158,551.10
6/30/2018	State Aid	\$213,203.36
9/28/2018	State Aid	\$263,084.77
12/31/2018	State Aid	\$290,454.60
3/29/2019	State Aid	\$205,890.60
6/28/2019	State Aid	\$186,235.82
9/30/2019	State Aid	\$279,841.59
12/31/2019	State Aid	\$276,743.06
3/31/2020	State Aid	\$176,712.01
6/30/2020	State Aid	\$67,841.56
9/30/2020	State Aid	\$90,942.83
12/31/2020	State Aid	\$44,716.83
3/31/2021	State Aid	\$70,231.92
6/30/2021	State Aid	\$98,171.48
9/30/2021	State Aid	\$175,161.58
12/31/2021	State Aid	\$228,184.86
3/31/2022	State Aid	\$174,026.27
6/30/2022	State Aid	\$188,679.89
9/30/2022	State Aid	\$300,600.23
12/31/2022	State Aid	\$308,263.19
3/31/2023	State Aid	\$181,237.99
6/30/2023	State Aid	\$257,366.22
9/30/2023	State Aid	\$349,941.99
12/31/2023	State Aid	\$346,709.46
3/31/2024	State Aid	\$245,115.64

Total Funding		<u>\$10,142,220.90</u>
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12/5/2011	CO# 11-1003048	-\$146,837.00
12/19/2011	CO# 11-1004004	-\$3,163.00
5/21/2012	CO# 12-1005008	-\$200,000.00
12/17/2012	CO# 12-1005205	-\$277,099.00
6/3/2013	CO# 13-1005418A	-\$499,000.00
6/30/2014	CO# 14-1005840	-\$513,915.00
6/1/2015	CO# 15-1006198A	-\$731,875.00
6/20/2016	CO# 16-1006569A	-\$647,580.00
6/20/2016	CO# 16-1006569B	-\$75,000.00
6/5/2017	CO# 17-1006923A	-\$660,077.00
6/18/2018	CO# 18-1007280A	-\$679,841.00
5/6/2019	CO# 19-1007624A	-\$699,088.00
8/26/2019	CO# 19-1007732A	-\$200,000.00
6/8/2020	CO# 20-1008019	-\$485,133.00
10/5/2020	CO# 20-1008091A	-\$440,000.00
6/21/2021	CO# 21-1008313A	-\$546,738.00
4/25/2022	CO# 22-1008581	-\$75,000.00
5/9/2022	CO# 22-1008567A	-\$589,691.00
5/8/2023	CO# 23-1008850A	-\$748,290.00

Total Transfers		<u>-\$8,218,327.00</u>
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Available for future transfers		\$1,923,893.90
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