

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
DECEMBER 02, 2021**

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT AGENDA
THURSDAY, DECEMBER 02, 2021 AT 2:00 P.M.
THE OFFICES OF MERITUS DISTRICTS
LOCATED AT 2005 PAN AM CIRCLE, SUITE 300, TAMPA, FL 33607**

District Board of Supervisors	Chair Vice-Chair Supervisor Supervisor Supervisor	Nicholas Dister Ryan Motko Jeffery Hills Steve Luce Alberto Viera
District Manager	Meritus	Brian Howell
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Stantec, Inc	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **2:00 p.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Balm Grove Community Development District

Dear Board Members:

The Regular Meeting of the Balm Grove Community Development District will be held on **December 02, 2021 at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607. Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. VENDOR AND STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 4. BUSINESS ITEMS**
 - A. Consideration of Resolution 2022-01; Amended Delegation Resolution.....Tab 01
 - B. General Matters of the District
- 5. CONSENT AGENDA ITEMS**
 - A. Consideration of Minutes of the Regular Meeting October 07, 2021.....Tab 02
 - B. Consideration of Operations and Maintenance Expenditures September 2021.....Tab 03
 - C. Consideration of Operations and Maintenance Expenditures October 2021.....Tab 04
 - D. Review of Financial Statements for Month Ending October 31, 2021.....Tab 05
- 6. BOARD MEMBERS COMMENTS**
- 7. PUBLIC COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,



Brian Lamb, CEO
Meritus

RESOLUTION NO. 2022-01

A RESOLUTION OF BALM GROVE COMMUNITY DEVELOPMENT DISTRICT, AMENDING AND SUPPLEMENTING CERTAIN PROVISIONS OF RESOLUTION NO. 2021-27 RELATING TO THE ISSUANCE OF ITS BALM GROVE COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT BONDS, SERIES 2021; INCREASING THE AMOUNT OF BONDS AUTHORIZED TO BE ISSUED FROM \$20,500,000 TO \$24,000,000; RATIFYING AND CONFIRMING ALL ACTIONS HERETOFORE TAKEN RELATING TO THE SALE OF THE SERIES 2021 BONDS; PROVIDING FOR INCIDENTAL ACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the "Board") of Balm Grove Community Development District (the "District") duly adopted Resolution No. 2021-24 on March 30, 2021 (the "Authorizing Resolution"), authorizing the issuance of not to exceed \$43,710,000 in aggregate principal amount of its Special Assessment Bonds (the "Bonds") in one or more series; and

WHEREAS, the Board thereafter duly adopted Resolution No. 2021-27 on August 5, 2021 (the "Original Delegation Resolution"), authorizing the issuance of not to exceed \$20,500,000 in aggregate principal amount of its Special Assessment Bonds, Series 2021 (Series 2021 Project) (the "Series 2021 Bonds"), which Series 2021 Bonds have not yet been issued; and

WHEREAS, the District desires to amend the not to exceed principal amount of the Series 2021 Bonds to better reflect its current plan of finance and to amend the designation of the Series 2021 Bonds; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BALM GROVE COMMUNITY DEVELOPMENT DISTRICT, as follows:

Section 1. Defined Terms. Any term used herein and not otherwise defined shall have the meaning given to such term in the Original Delegation Resolution.

Section 2. Par Amount of the Series 2021 Bonds. The Original Delegation Resolution is hereby amended to provide that the principal amount of the Series 2021 Bonds shall be \$24,000,000, reflecting an increase from the not to exceed principal amount of \$20,500,000 authorized in the Original Delegation Resolution.

Section 3. Public Meetings. It is hereby found and determined that all formal actions of the District concerning and relating to the adoption of this Resolution and the consummation of the transactions contemplated by this Resolution were adopted in open meetings of the District, pursuant to all applicable laws and orders, and that all deliberations of the District that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements.

Section 4. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or ineffective for any reason, the remainder of this Resolution shall continue in full force and effect, it being expressly hereby found and declared that the

remainder of this Resolution would have been adopted despite the invalidity or ineffectiveness of such section, paragraph, clause or provision.

Section 5. Inconsistent Proceedings. All resolutions or proceedings, or parts thereof, in conflict with the provisions hereof are to the extent of such conflict hereby repealed or amended to the extent of such inconsistency.

Section 6. Ratification of Original Delegation Resolution. Except to the extent modified herein, the Original Delegation Resolution of the District is hereby ratified, confirmed and approved in all respects.

Section 7. Effective Date. This Resolution shall take effect immediately upon its adoption.

ADOPTED this 2nd day of December, 2021.

**BALM GROVE COMMUNITY
DEVELOPMENT DISTRICT**

Attest:

Secretary, Board of Supervisors

Chairperson, Board of Supervisors

[SEAL]

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT**

October 7, 2021 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Balm Grove Community Development District was held on **Thursday, October 7, 2021 at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

1. CALL TO ORDER

Brian Lamb called the Regular Meeting of the Board of Supervisors of the Balm Grove Community Development District to order on **Thursday, October 7, 2021 at 2:44 p.m.**

Board Members Present and Constituting a Quorum:

Nick Dister	Chair
Ryan Motko	Vice-Chair
Steve Luce	Supervisor
Alberto Viera	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Meritus
Vanessa Steinerts	District Counsel, Straley Robin Vericker

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments.

3. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

There were no further reports from staff at this time.

4. BUSINESS ITEMS

A. Discussion on Proposal for District Engineering Services

The District received one proposal for District Engineering Services from Stantec. The Board reviewed the proposal. Mr. Lamb recommended moving forward with ranking Stantec as number one and authorizing staff to negotiate final terms of agreement.

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MOTION TO:	Rank Stantec as number one and authorize staff to negotiate the final terms of the agreement.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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B. General Matters of the District

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There were no general matters to discuss.

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5. CONSENT AGENDA ITEMS

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- A. Consideration of Minutes of the Public Hearings and Regular Meeting August 5, 2021**
- B. Consideration of Operations and Maintenance Expenditures July 2021**
- C. Consideration of Operations and Maintenance Expenditures August 2021**

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The Board reviewed the Consent Agenda items.

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MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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6. SUPERVISOR REQUESTS AND COMMENTS

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There were no supervisor requests or comments.

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7. AUDIENCE COMMENTS

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There were no audience comments.

89 **8. ADJOURNMENT**

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91 The meeting was adjourned.

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94 **Please note the entire meeting is available on disc.*

95
96 **These minutes were done in summary format.*

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98 **Each person who decides to appeal any decision made by the Board with respect to any matter*
99 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
100 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
101 *based.*

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103 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
104 **noticed meeting held on _____.**

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107 _____
108 **Signature**

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107 _____
108 **Signature**

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110 _____
111 **Printed Name**

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110 _____
111 **Printed Name**

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113 **Title:**

- 114 **Secretary**
115 **Assistant Secretary**

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113 **Title:**

- 114 **Chairman**
115 **Vice Chairman**

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119 *Recorded by Records Administrator*

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121 _____
122 *Signature*

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124 _____
125 *Date*

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Official District Seal

**Balm Grove CDD Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Monthly Contract Sub-Total		\$ 0.00		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
MG Promotional Products	10802159	\$ 105.47		
Straley Robin Vericker	20377	0.75		
Regular Services Sub-Total		\$ 106.22		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 106.22		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

Chairman Vice Chairman Assistant Secretary

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Balm Grove Community Development District
c/o Meritus
2005 Pan Am Circle, Ste 300
Tampa, FL 33607

September 21, 2021
Client: 001541
Matter: 000001
Invoice #: 20377

Page: 1

RE: General

For Professional Services Rendered Through September 15, 2021

DISBURSEMENTS

Date	Description of Disbursements	Amount
9/15/2021	Photocopies (5 @ \$0.15)	\$0.75
	Total Disbursements	\$0.75
	Total Services	\$0.00
	Total Disbursements	\$0.75
	Total Current Charges	\$0.75
	PAY THIS AMOUNT	\$0.75

Handwritten: RM 3/10/21 5140

Please Include Invoice Number on all Correspondence

Balm Grove CDD Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Monthly Contract Sub-Total		\$ 0.00		
Variable Contract				
Supervisor: Albert Viero	AV 100721	\$ 200.00		Supervisor Fee -10/7/21
Supervisor: Nick Dister	ND 100721	200.00		Supervisor Fee -10/7/21
Supervisor: Ryan Motko	RM 100721	200.00		Supervisor Fee -10/7/21
Supervisor: Steve Luce	SL 100721	200.00		Supervisor Fee -10/7/21
Variable Contract Sub-Total		\$ 800.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Tampa Bay Times	314445 092921	\$ 512.00		Meeting Schedule - affidavit Material - 9/29/21
Regular Services Sub-Total		\$ 512.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 1,312.00		

Approved (with any necessary revisions noted):

**Balm Grove CDD Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
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Signature

Printed Name

Title (check one):

Chairman Vice Chairman Assistant Secretary

BALM GROVE CDD

MEETING DATE: October 7, 2021

DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary accepted	\$200.00
Nick Dister	α	Salary Accepted	\$200.00
Steve Luce	α	Salary Accepted	\$200.00
Ryan Motko	α	Salary Accepted	\$200.00
ALBERT VIERO	α	Salary Accepted	\$200.00

AV 100721

BALM GROVE CDD

MEETING DATE: October 7, 2021

DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary accepted	\$200.00
Nick Dister	α	Salary Accepted	\$200.00
Steve Luce	α	Salary Accepted	\$200.00
Ryan Motko	α	Salary Accepted	\$200.00
ALBERT VIERO	α	Salary Accepted	\$200.00

ND 100721

BALM GROVE CDD

MEETING DATE: October 7, 2021

DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary accepted	\$200.00
Nick Dister	α	Salary Accepted	\$200.00
Steve Luce	α	Salary Accepted	\$200.00
Ryan Motko	α	Salary Accepted	\$200.00
ALBERT VIERO	α	Salary Accepted	\$200.00

Rm 100721

BALM GROVE CDD

MEETING DATE: October 7, 2021

DMS: 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Jeff Hills		Salary accepted	\$200.00
Nick Dister	α	Salary Accepted	\$200.00
Steve Luce	α	Salary Accepted	\$200.00
Ryan Motko	α	Salary Accepted	\$200.00
ALBERT VIERO	α	Salary Accepted	\$200.00

SL 100721

Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
09/29/21		BALM GROVE CDD	
Billing Date	Sales Rep	Customer Account	
09/29/2021	Deirdre Almeida	314445	
Total Amount Due		Ad Number	
\$512.00		0000184744	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
09/29/21	09/29/21	0000184744	Times	Legals CLS	Meeting Schedule	1	2x61 L	\$510.00
09/29/21	09/29/21	0000184744	Tampabay.com	Legals CLS	Meeting Schedule AffidavitMaterial	1	2x61 L	\$0.00 \$2.00

VBA
4801
OTB

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates		Advertiser Name	
09/29/21		BALM GROVE CDD	
Billing Date	Sales Rep	Customer Account	
09/29/2021	Deirdre Almeida	314445	
Total Amount Due		Ad Number	
\$512.00		0000184744	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

BALM GROVE CDD
C/O MERITUS CORP
2005 PAN AM CIRCLE, SUITE 300
TAMPA, FL 33607

REMIT TO:

Times Publishing Company
DEPT 3396
PO BOX 123396
DALLAS, TX 75312-3396

OCT 04 2021

Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

} ss

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Meeting Schedule** was published in **Tampa Bay Times: 9/29/21** in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

NOTICE OF REGULAR BOARD MEETING SCHEDULE
FISCAL YEAR 2022
BALM GROVE COMMUNITY DEVELOPMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Balm Grove Community Development District has scheduled their Regular Board Meetings for Fiscal Year 2022 to be held at the offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607 on the following dates at 2:00 p.m.:

October 07, 2021	2:00 p.m.
November 04, 2021	2:00 p.m.
December 02, 2021	2:00 p.m.
January 06, 2022	2:00 p.m.
February 03, 2022	2:00 p.m.
March 03, 2022	2:00 p.m.
April 07, 2022	2:00 p.m.
May 05, 2022	2:00 p.m.
June 02, 2022	2:00 p.m.
July 07, 2022	2:00 p.m.
August 04, 2022	2:00 p.m.
September 01, 2022	2:00 p.m.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

The regular meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The regular meetings may be continued to a date, time, and place to be specified on the record at such special meeting.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

If any person decides to appeal any decision made by the Board with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Brian Lamb
District Manager
Run Date: 09/29/2021

0000184744

Signature Affiant

Sworn to and subscribed before me this **09/29/2021**

Signature of Notary Public

Personally known or produced identification

Type of identification produced _____



Balm Grove Community Development District

Financial Statements
(Unaudited)

Period Ending
October 31, 2021



Meritus Corporation
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Balm Grove CDD
 Balance Sheet
 As of 10/31/2021
 (In Whole Numbers)

	General Fund	Total
Assets		
Cash-Operating Account	526	526
Total Assets	526	526
Liabilities		
Accounts Payable	1,313	1,313
Total Liabilities	1,313	1,313
Fund Equity & Other Credits Contributed Capital		
Retained Earnings-All Other Reserves	39	39
Other	(826)	(826)
Total Fund Equity & Other Credits Contributed Capital	(787)	(787)
Total Liabilities & Fund Equity	526	526

Balm Grove CDD
Statement of Revenues and Expenditures
001 - General Fund
From 10/1/2021 Through 10/31/2021
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Contributions & Donations From Private Sources				
Developer Contributions	81,475	0	(81,475)	(100)%
Total Revenues	<u>81,475</u>	<u>0</u>	<u>(81,475)</u>	<u>(100)%</u>
Expenditures				
Legislative				
Supervisor Fees	0	800	(800)	0 %
Financial & Administrative				
District Management	16,500	0	16,500	100 %
District Engineer	7,500	0	7,500	100 %
Disclosure Report	5,000	0	5,000	100 %
Trustee Fees	3,800	0	3,800	100 %
Accounting Services	3,500	0	3,500	100 %
Auditing Services	4,500	0	4,500	100 %
Postage, Phone, Faxes, Copies	1,000	0	1,000	100 %
Public Officials Insurance	1,500	0	1,500	100 %
Legal Advertising	5,000	0	5,000	100 %
Bank Fees	500	26	474	95 %
Dues, Licenses, & Fees	175	0	175	100 %
Miscellaneous Fees	100	0	100	100 %
Website Administration	1,500	0	1,500	100 %
ADA Website Compliance	2,900	0	2,900	100 %
Legal Counsel				
District Counsel	3,500	0	3,500	100 %
Electric Utility Services				
Electric Utility Services - Streetlights	13,500	0	13,500	100 %
Electric Utility Services-All Others	1,500	0	1,500	100 %
Other Physical Environment				
Property & Casualty Insurance	2,000	0	2,000	100 %
Miscellaneous Landscape	2,500	0	2,500	100 %
Landscape Maintenance-Contract	5,000	0	5,000	100 %
Total Expenditures	<u>81,475</u>	<u>826</u>	<u>80,649</u>	<u>99 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>(826)</u>	<u>(826)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	39	39	0 %
Fund Balance, End of Period	<u>0</u>	<u>(787)</u>	<u>(787)</u>	<u>0 %</u>

Balm Grove CDD
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 10/31/2021
Reconciliation Date: 10/31/2021
Status: Locked

Bank Balance	1,125.55
Less Outstanding Checks/Vouchers	600.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	525.55
Balance Per Books	<u>525.55</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Balm Grove CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 10/31/2021
Reconciliation Date: 10/31/2021
Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1005	9/2/2021	System Generated Check/Voucher	600.00	Ryan Motko
Outstanding Checks/Vouchers			600.00	

Balm Grove CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 10/31/2021
Reconciliation Date: 10/31/2021
Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
003	10/21/2021	Account Analysis Fee	<u>25.98</u>	
Cleared Checks/Vouchers			<u>25.98</u>	