

Pinedale Travel & Tourism Commission

Agenda for April 19, 2023

Virtual Meeting Details [https:// meet.google.com/ dvakmqhxmj](https://meet.google.com/dvakmqhxmj)

Join by Phone Call-in Number: (US) +1513-480-3950PIN: 7627188932

12:00 – 1:00

Sublette County Unified Fire Hall, 130 S. Fremont

A. Call to order

B. Approve Agenda

C. Approve minutes from April 5, 2023, meeting.

D. Administration

1. Budget vs. Actual

2. Review and approve bills in the amount of \$982.53.

E. Monthly Reports

1. Sublette County Visitor Center Report

F. Old Business

1. Maps

G. New Business

1. Travel to WAM in Cody, June 2023. Pinedale is host town of 2024.

2. Budget Preparation

H. Next Commission meeting April 19, 2023, location Sublette County Unified Fire.

I. Public Input

J. Adjourn

**Pinedale Travel & Tourism Commission Minutes for April 05, 2023
Sublette County Unified Fire Hall**

12:00 P.M.

The meeting was called to order by Laura Hattan at 12:00 p.m. Commission members in attendance: Laura Hattan, Tyler Swafford and Angela Douglas.

Motion by Mr. Swafford to approve the agenda as published. Seconded by Ms. Douglas. Motion passed 3-0.

Motion by Mrs. Douglas to approve February 15, 2023, minutes. Seconded by Councilman Swafford. Motion passed 3-0.

The commission reviewed the budget versus actual spending and the revenue report for March 2023.

Motion by Mr. Swafford to approve the January bills in the amount of \$858.09. Seconded by Mr. Hamilton. Motion passed 3-0.

The commission reviewed the Visitors Center report submitted by Executive Director Peter Paulin.

The commission reviewed the campaign reports submitted by Madden Media.

The purpose of grants, approved processes and documents were discussed. The commission re-affirmed that the purpose of grants from the Pinedale Travel and Tourism Fund were to increase overnight visitation that resulted in the collection of lodging tax. Events that are fun, but do not create documented overnight stays will not be supported.

Maureen Rudnick reminded the commission of both state and local procurement policies and procedures.

Motion by Councilman Swafford to recommend the adoption of a new mission statement to the town council; "The Mission of the Pinedale Travel and Tourism Commission is to increase overnight visitation, spending and market share to fuel the economies of our stakeholders. Through our work, we will significantly contribute to tax revenues and increased quality of life in greater Pinedale." Second by Mrs. Douglas. Motion passed 3-0.

The commission discussed the upcoming budget cycle and directed Rudnick to prepare a budget for a year-round campaign targeting multi night stays and incorporating more industry and traveler trade shows to have a broader reach than just digital marketing.

Due to summer already being upon us and lack of pre-event promotion, the commission will defer the John F. Patterson award until 2024. Rudnick will plan a series of fall and winter mixers preceding solicitation of nominee's late winter 2024.

The next commission meeting is April 19, 2023 at the Sublette County Unified Fire Hall at 12:00.

Motion by Councilman Swafford to adjourn. Seconded by Mrs. Douglas. Motion passed 3-0. The meeting adjourned at 1:15 p.m.

Minutes taken by:

Minutes approved by:

Maureen Rudnick

Laura Hattan

Report Criteria:

- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Page and Total by Department
- All Segments Tested for Total Breaks
- Account.Account Number = {>=} "210000000" {AND} {<=} "219999999"

| Account Number | Account Title | 2019-20 Prior year 3 Budget | 2019-20 Prior year 3 Actual | 2020-21 Prior year 2 Budget | 2020-21 Prior year 2 Actual | 2021-22 Prior year 1 Budget | 2021-22 Pri Year Actual | 2022-23 Cur Year Budget | 07/22-06/23 Cur YTD Actual | 2023-24 Future year Budget |
|-------------------------------------------|-----------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------------|----------------------------------|
| TRAVEL & TOURISM SPEC REV FUND | | | | | | | | | | |
| TAX REVENUES | | | | | | | | | | |
| 21-310-1300 | LODGING TAX - 90% PTT | .00 | 226,701.50 | 200,000.00 | 179,971.54 | 200,000.00 | 293,718 | 261,000.00 | 257,201 | .00 |
| 21-310-1400 | LODGING TAX - 10% TO | .00 | 25,189.06 | 6,500.00 | 19,996.85 | 6,500.00 | 32,635 | 29,000.00 | 28,578 | .00 |
| Total TAX REVENUES: | | .00 | 251,890.56 | 206,500.00 | 199,968.39 | 206,500.00 | 326,353 | 290,000.00 | 285,779 | .00 |
| MISCELLANEOUS REVENUE | | | | | | | | | | |
| 21-360-6410 | PUBLIC SUPPORT | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-360-6420 | COOPERATIVE REIMBUR | .00 | .00 | .00 | 97,905.27 | .00 | 30,000 | .00 | .00 | .00 |
| Total MISCELLANEOUS REVENUE: | | .00 | .00 | .00 | 97,905.27 | .00 | 30,000 | .00 | .00 | .00 |

| Account Number | Account Title | 2019-20 Prior year 3 Budget | 2019-20 Prior year 3 Actual | 2020-21 Prior year 2 Budget | 2020-21 Prior year 2 Actual | 2021-22 Prior year 1 Budget | 2021-22 Pri Year Actual | 2022-23 Cur Year Budget | 07/22-06/23 Cur YTD Actual | 2023-24 Future year Budget |
|--------------------------------------|-----------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------------|----------------------------------|
| PTTC DIRECTED MARKETING EXP'S | | | | | | | | | | |
| 21-410-0002 | UNALLOCATED BUDGET | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-410-0010 | ANNUAL DUES | .00 | 569.00 | 250.00 | 405.48 | 250.00 | 534 | 300.00 | 701 | .00 |
| 21-410-0020 | BILLBOARDS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-410-0030 | COMMUNITY RELATIONS | .00 | 7,727.54 | 70,000.00 | 66,980.08 | 70,000.00 | 4,501 | 13,000.00 | 10,684 | .00 |
| 21-410-0035 | EVENT REGSTRITIONS & | .00 | .00 | .00 | 199.41- | .00 | .00 | .00 | .00 | .00 |
| 21-410-0040 | GRANT PROGRAMS | 7,500.00 | 19,363.18 | 10,000.00 | 8,663.79 | 10,000.00 | 5,071 | 15,000.00 | 4,920 | .00 |
| 21-410-0045 | PFAC SOUNDCHECK MK | .00 | 5,000.00 | 5,000.00 | .00 | 5,000.00 | 10,000 | 25,000.00 | 20,000 | .00 |
| 21-410-0050 | INDUSTRY RELATIONS | .00 | .00 | .00 | 278.79 | .00 | .00 | 8,000.00 | 7,500 | .00 |
| 21-410-0055 | TRAVEL FOR INDUSTRY | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-410-0060 | ONLINE ADVERTISING | .00 | .00 | 300.00 | 1,012.44 | 300.00 | 2,792 | 3,000.00 | 2,578 | .00 |
| 21-410-0070 | PRINT ADVERTISING | .00 | .00 | 40.00 | 5,000.00 | 40.00 | 2,068 | 5,000.00 | 4,958 | .00 |
| 21-410-0080 | RADIO ADVERTISING | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-410-0090 | VIDEO PRODUCTION & P | 24,000.00 | 6,000.00 | .00 | .00 | .00 | 597 | 5,000.00 | 5,000 | .00 |
| 21-410-0100 | WEBSITE DEVELOPMEN | 50,000.00 | 39,545.19 | 25,200.00 | 23,699.28 | 25,200.00 | 2,232 | 3,600.00 | 3,587 | .00 |
| 21-410-0190 | OTHER MARKETING | .00 | .00 | .00 | 980.00- | .00 | 30,200 | 5,000.00 | 5,000 | .00 |
| 21-410-0200 | WIND RIVER FESTIVAL E | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-410-0205 | WAM CONVENTION | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-410-0210 | TRADE SHOW/DIRECT S | 7,500.00- | 3,437.45 | 5,000.00 | 820.11 | 5,000.00 | 4,223 | 5,000.00 | 4,846 | .00 |
| Total PTTC DIRECTED MARKETING EXP'S: | | 74,000.00 | 81,642.36 | 115,790.00 | 105,680.56 | 115,790.00 | 62,219 | 87,900.00 | 69,774 | .00 |

| Account Number | Account Title | 2019-20 Prior year 3 Budget | 2019-20 Prior year 3 Actual | 2020-21 Prior year 2 Budget | 2020-21 Prior year 2 Actual | 2021-22 Prior year 1 Budget | 2021-22 Pri Year Actual | 2022-23 Cur Year Budget | 07/22-06/23 Cur YTD Actual | 2023-24 Future year Budget |
|------------------------|-----------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------------|----------------------------------|
| Department: 411 | | | | | | | | | | |
| 21-411-0010 | WINTER CAMPAIGN | .00 | 32,500.00 | 40,000.00 | 30,149.52 | 40,000.00 | 35,000 | 41,000.00 | 41,000 | .00 |
| 21-411-0020 | FALL CAMPAIGN | .00 | 24,975.08 | 30,000.00 | 27,532.23 | 30,000.00 | 20,000 | 30,000.00 | 30,000 | .00 |
| 21-411-0030 | SUMMER CAMPAIGN | .00 | 13,350.00 | 30,000.00 | 28,969.21 | 30,000.00 | 15,000 | 20,000.00 | 20,000 | .00 |
| 21-411-0040 | SPRING CAMPAIGN | .00 | 7,550.00 | 20,000.00 | 19,882.78 | 20,000.00 | 15,000 | 25,000.00 | 24,814 | .00 |
| Total Department: 411: | | .00 | 78,375.08 | 120,000.00 | 106,533.74 | 120,000.00 | 85,000 | 116,000.00 | 115,814 | .00 |

| Account Number | Account Title | 2019-20 Prior year 3 Budget | 2019-20 Prior year 3 Actual | 2020-21 Prior year 2 Budget | 2020-21 Prior year 2 Actual | 2021-22 Prior year 1 Budget | 2021-22 Pri Year Actual | 2022-23 Cur Year Budget | 07/22-06/23 Cur YTD Actual | 2023-24 Future year Budget |
|----------------------------------|---------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------------|----------------------------------|
| PTTC DIRECTED ADMIN EXP'S | | | | | | | | | | |
| 21-413-0090 | OTHER ADMIN EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-413-0375 | TRAVEL FOR EVENTS & | .00 | 110.00 | .00 | .00 | .00 | 960 | 2,500.00 | .00 | .00 |
| 21-413-0485 | CONTRACT SERVICES | .00 | 27,500.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 21-413-0490 | NEW PROJECT DEVELO | .00 | .00 | .00 | .00 | .00 | .00 | 5,000.00 | 7,500 | .00 |
| Total PTTC DIRECTED ADMIN EXP'S: | | .00 | 27,610.00 | .00 | .00 | .00 | 960 | 7,500.00 | 7,500 | .00 |

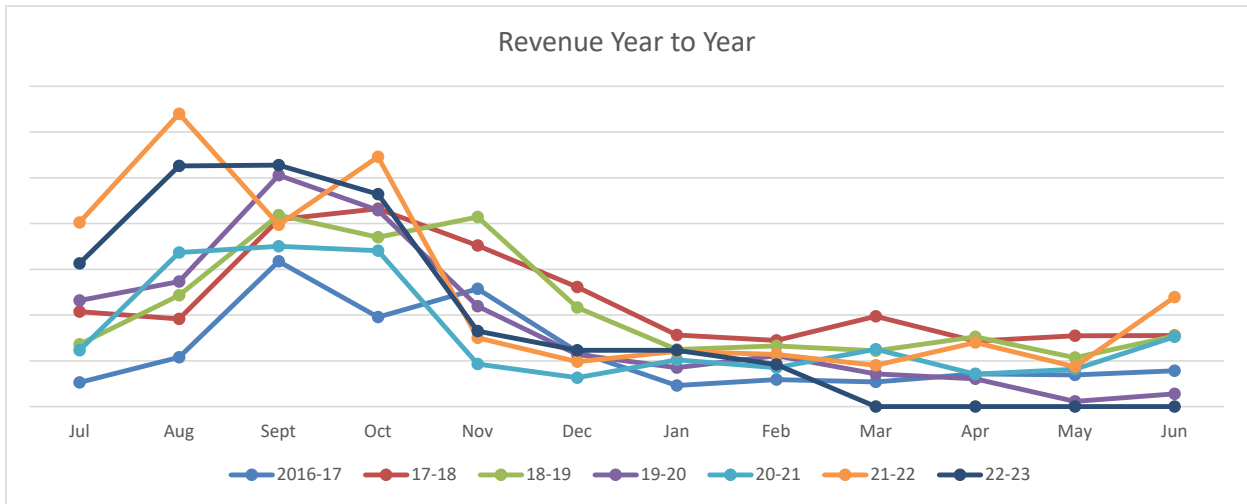
| Account Number | Account Title | 2019-20 Prior year 3 Budget | 2019-20 Prior year 3 Actual | 2020-21 Prior year 2 Budget | 2020-21 Prior year 2 Actual | 2021-22 Prior year 1 Budget | 2021-22 Pri Year Actual | 2022-23 Cur Year Budget | 07/22-06/23 Cur YTD Actual | 2023-24 Future year Budget |
|------------------------------------------|---------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------------|----------------------------------|
| PTTC WAGES, TAXES, & BENEFITS | | | | | | | | | | |
| 21-415-0050 | SALARIES-WAGES-COM | .00 | 18,846.94 | 35,568.00 | 30,999.30 | 35,568.00 | 18,798 | 26,400.00 | 15,325 | .00 |
| 21-415-0070 | PAYROLL TAXES-FICA | .00 | 1,421.37 | 2,850.00 | 2,500.60 | 2,850.00 | 1,438 | 2,112.00 | 1,171 | .00 |
| 21-415-0071 | PAYROLL TAXES-UNEMP | .00 | 174.80 | 175.00 | 432.77 | 175.00 | .00 | .00 | 16 | .00 |
| 21-415-0072 | PAYROLL TAXES-WORKE | .00 | 499.82 | 1,140.00 | 1,185.70 | 1,140.00 | 605 | 845.00 | 478 | .00 |
| 21-415-0075 | EMPLOYEE BENEFITS-H | .00 | 1,214.46 | .00 | 4,664.63 | .00 | 4,902 | 18,332.00 | 4,667 | .00 |
| 21-415-0077 | EMPLOYEE BENEFITS-R | .00 | 3,273.78 | 6,500.00 | 5,686.99 | 6,500.00 | 2,148 | 5,180.00 | 2,892 | .00 |
| 21-415-0090 | OVERTIME | .00 | .00 | 500.00 | .00 | 500.00 | .00 | 3,000.00 | .00 | .00 |
| Total PTTC WAGES, TAXES, & BENEFITS: | | .00 | 25,431.17 | 46,733.00 | 45,469.99 | 46,733.00 | 27,891 | 55,869.00 | 24,549 | .00 |

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|-------------------------------|---------------------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------------------------------|-------------------------------|----------------------------------|----------------------------------|
| TOWN DIRECTED EXPENSES | | | | | | | | | | |
| 21-416-0010 | 10% TOWN DIRECTED E | .00 | 25,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 15,000 | 29,000.00 | .00 | .00 |
| | Total TOWN DIRECTED EXPENSES: | .00 | 25,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 15,000 | 29,000.00 | .00 | .00 |
| | TRAVEL & TOURISM SPEC REV FUND Revenue Total: | .00 | 251,890.56 | 206,500.00 | 297,873.66 | | 356,353 | 290,000.00 | 285,779 | .00 |
| | TRAVEL & TOURISM SPEC REV FUND Expenditure Total: | 74,000.00 | 238,058.61 | 292,523.00 | 267,684.29 | | 191,070 | 296,269.00 | 217,637 | .00 |
| | Net Total TRAVEL & TOURISM SPEC REV FUND: | 74,000.00- | 13,831.95 | 86,023.00- | 30,189.37 | 86,023.00- | 165,283 | 6,269.00- | 68,142 | .00 |
| | Net Grand Totals: | 74,000.00- | 13,831.95 | 86,023.00- | 30,189.37 | | 165,283 | 6,269.00- | 68,142 | .00 |

Report Criteria:

- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Page and Total by Department
- All Segments Tested for Total Breaks
- Account.Account Number = {>=} "210000000" {AND} {<=} "219999999"

| | 2016-17 | 17-18 | 18-19 | 19-20 | 20-21 | 21-22 | 22-23 | Difference | 22-16 |
|------|------------|-------------|-------------|------------|-------------|-------------|-----------|------------|--------------|
| Jul | 5287.60 | 20758.21 | 13627.91 | 23180.82 | 12319.43 | 40211.11 | 31266.86 | -8944.25 | 34923.51 |
| Aug | 10783.17 | 19182.50 | 24313.84 | 27342.26 | 33689.31 | 63997.07 | 52602.09 | -11394.98 | 53213.90 |
| Sept | 31730.69 | 40836.62 | 41837.78 | 50554.44 | 35030.57 | 39716.57 | 52765.10 | 13048.53 | 7985.88 |
| Oct | 19559.84 | 43235.05 | 37001.86 | 42912.20 | 34067.21 | 54566.11 | 46415.21 | -8150.90 | 35006.27 |
| Nov | 25727.20 | 35177.4 | 41417.27 | 21916.72 | 9278.18 | 15008.27 | 16515.77 | 1507.50 | -10718.93 |
| Dec | 12013.64 | 26106.4 | 21666.55 | 11401.13 | 6316.84 | 9793.62 | 12271.70 | 2478.08 | -2220.02 |
| Jan | 4604.92 | 15653.29 | 12466.65 | 8495.02 | 10223.38 | 12087.19 | 12325.59 | 238.40 | 7482.27 |
| Feb | 5889.44 | 14479.53 | 13269.02 | 11130.64 | 8474.00 | 11375.41 | 9158.88 | -2216.53 | 5485.97 |
| Mar | 5407.81 | 19700.19 | 12182.8 | 7136.19 | 12503.89 | 8996.66 | | -8996.66 | 3588.85 |
| Apr | 7126.07 | 14309.61 | 15271.47 | 6071.65 | 7101.95 | 14002.43 | | -14002.43 | 6876.36 |
| May | 6891.15 | 15476.66 | 10694.23 | 1129.24 | 8181.05 | 8702.49 | | -8702.49 | 1811.34 |
| Jun | \$7,832.38 | \$15,542.91 | \$15,431.19 | \$2,785.73 | \$15,260.64 | \$23,919.88 | | -23919.88 | 16087.50 |
| | | | | | | | | | |
| | 142853.91 | 280458.37 | 259180.57 | 214056.04 | 192446.45 | 302376.81 | 233321.20 | -69055.61 | \$159,522.90 |
| | | | | | | | | | |
| | | | | | | | | | |



| Account Number | Amount | Vendor | Purpose |
|----------------|--------|------------------------|---------------------------------|
| 21-410-0210 | 937.2 | Maureen Rudnick/United | Travel to WAM for planning 2024 |
| 21-410-0100 | 45.33 | Visa/Google Suite | Domain and email |

982.53

**Sublette County Visitors Center
Executive Directors Report
PTTC
April 2023**

March Visitation Numbers

Day: 589 Night: 126 Total: 715

Down 17.25% from 2022

Total Direct Referrals

183

Direct Referral Percentage 25.59%

Top 5 Referrals

Restaurants / Lodging / Outdoor Rec / Retail / Misc.

States

OK / CO / GA / ID / IA / KS / MS / NB / TN / UT / TX / VA

Oklahoma #1

Countries

NONE

2 Buses from OK

In the works

Signed on a Web Designer and will be working with Miles Partnership on Marketing
Created a film schedule for this year. To film some marketing stuff. Just need to reach out to
assets

The VC has taken over the WOT Sticker program moving forward.

Will be meeting with the International Tour Operators Fam tour here 4/30 & providing info
welcome bags.

Working on improvements to the VC and CDT services. Sublette Travelers Journals and
hopefully Sublette County Maps out soon according to people from Roudup.

Questions or comments feel free to contact me.

Peter Paulin - Director - Sublette County VC 367-3419

TOWN OF PINEDALE, WY

DISBURSEMENT VOUCHER

P.O. BOX 709

PINEDALE, WYOMING 82941

CLAIMANT:Maureen Rudnick

ADDRESS:

INVOICE DATE:

| FUND/ACCT # | AVAIL. BUDGET | ITEMIZED DESCRIPTION | QTY | UNIT PRICE | TOTAL \$ |
|-------------|---------------|--------------------------|-----|------------|----------|
| 21-410-0290 | | Travel to WAM convention | | | 937.20 |
| | | to promote next year WAM | | | |
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NOTE: The Town is exempt from sales tax per W.S. 39-11-105 and 39-15-105.

CLAIMANT DECLARATION

(IF VOUCHER IS FOR PERSONAL SERVICES, TRAVEL REIMBURSEMENTS OR EXPENDITURES OTHER THAN PAYROLL UNDER A CONTRACTED PRICE)

I DECLARE AND AFFIRM, UNDER THE PENALTIES OF PERJURY, THAT THIS CLAIM HAS BEEN EXAMINED BY ME, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS IN ALL THINGS TRUE AND CORRECT, AND THAT NEITHER THE WHOLE, NOR ANY PART THEREOF, HAS BEEN PAID.

04/17/2023

DATE

Maureen

SIGNATURE OF CLAIMANT

DECLARATION OF MAYOR OR CLERK-TREASURER AND/OR OTHER AUTHORIZED AGENT

I DECLARE AND AFFIRM, UNDER THE PENALTIES OF PERJURY, THAT THIS CLAIM HAS BEEN EXAMINED BY ME, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS IN ALL THINGS TRUE AND CORRECT. I FURTHER CERTIFY THAT THE ABOVE SERVICES WERE RENDERED, OR THAT THE ABOVE MATERIALS WERE RECEIVED IN AN ACCEPTABLE CONDITION, AND THAT THE ABOVE CLAIM IS HEREBY APPROVED BY ME.

DATE

EMPLOYEE RECEIVING GOODS OR SERVICES

DATE

MAYOR or CLERK-TREASURER or OTHER AGENT

APPROVAL BY THE TOWN COUNCIL FOR PAYMENT

DATE APPROVED _____

NOTED BY _____

DATE PAID _____

CHECK NUMBER _____

| | | 2022-23 1st Read | 2023-24 1st Read |
|----------------------------------------------------------|------------------------------|-----------------------------|-----------------------------|
| 21-310-1300 | LODGING TAX - 90% PTTC | \$261,000.00 | \$261,000.00 |
| 21-310-1400 | LODGING TAX - 10% TOWN | \$29,000.00 | \$29,000.00 |
| 21-360-6420 | Co-operative Support (CARES) | \$0.00 | \$0.00 |
| TOTAL FUND 21 REVENUE | | \$290,000.00 | \$290,000.00 |
| 21-410-0010 | ANNUAL DUES | \$300.00 | \$300.00 |
| 21-410-0030 | COMMUNITY RELATIONS | \$13,000.00 | \$13,000.00 |
| 21-410-0040 | GRANT PROGRAMS | \$15,000.00 | \$15,000.00 |
| 21-410-0045 | PFAC | \$25,000.00 | \$25,000.00 |
| 21-410-0060 | ONLINE ADVERTISING | \$3,000.00 | \$3,000.00 |
| 21-410-0050 | INDUSTRY RELATIONS | \$8,000.00 | \$8,000.00 |
| 21-410-0070 | PRINT ADVERTISING | \$5,000.00 | \$5,000.00 |
| 21-410-0090 | VIDEO PRODUCTION & PHOTOS | \$5,000.00 | \$5,000.00 |
| 21-410-0100 | WEBSITE DEVELOPMENT | \$3,600.00 | \$3,600.00 |
| 21-410-0190 | OTHER MARKETING | \$5,000.00 | \$8,000.00 |
| 21-410-0210 | TRADE SHOW/DIRECT SALES | \$5,000.00 | \$9,500.00 |
| TOTAL DIRECT SALES & COMMUNITY RELATIONS | | \$87,900.00 | \$95,400.00 |
| 21-411-0010 | WINTER CAMPAIGN | \$41,000.00 | \$41,000.00 |
| 21-411-0020 | FALL CAMPAIGN | \$30,000.00 | \$30,000.00 |
| 21-411-0030 | SUMMER CAMPAIGN | \$20,000.00 | \$20,000.00 |
| 21-411-0040 | SPRING CAMPAIGN | \$25,000.00 | \$25,000.00 |
| TOTAL MARKETING CAMPAIGNS | | \$115,600.00 | \$116,000.00 |
| 21-413-0375 | TRAVEL FOR EVENTS & MEETINGS | \$2,500.00 | \$5,000.00 |
| 21-413-0485 | CONTRACT SERVICES | | \$8,500.00 |
| 21-413-0490 | NEW PROJECT DEVELOPMENT | \$5,000.00 | \$5,000.00 |
| TOTAL TRAVEL, CONTRACT SERVICES & PROJECT DEV | | \$7,500.00 | \$18,500.00 |
| 21-415-0050 | SALARIES-WAGES-COMPENSATION | \$26,400.00 | \$23,200.00 |
| 21-415-0070 | PAYROLL TAXES-FICA | \$2,112.00 | \$2,112.00 |
| 21-415-0071 | PAYROLL TAXES-UNEMPLOYMENT | | \$700.00 |
| 21-415-0072 | PAYROLL TAXES-WORKERS COMP | \$844.80 | \$700.00 |
| 21-415-0075 | EMPLOYEE BENEFITS-HEALTH INS | \$18,332.35 | \$2,500.00 |
| 21-415-0077 | EMPLOYEE BENEFITS-RETIREMENT | \$5,179.68 | \$1,451.88 |
| 21-415-0090 | OVERTIME | \$3,000.00 | \$0.00 |
| TOTAL CONTRACT & ADMIN EXPENSES | | \$55,868.83 | \$30,663.88 |
| 21-416-0010 | 10% TOWN DIRECTED EXPENSES | \$29,000.00 | \$29,000.00 |
| TOTAL FUND 21 EXPENSE | | \$296,268.83 | \$289,563.88 |
| NET FUND 21 | | -\$6,268.83 | \$436.12 |
| FUNDED FROM RESERVE OF FUND 21 | | | |