

***Wynnfield Lakes***  
***Community Development District***

***Adopted Budget***  
***FY 2025***



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**Wynnfield Lakes**  
**Community Development District**  
**Adopted Budget**  
**General Fund**

Description	Adopted Budget FY2024	Actuals Thru 6/30/24	Projected Next 3 Months	Projected Thru 9/30/24	Adopted Budget FY 2025
<b><u>REVENUES:</u></b>					
Special Assessments - On Roll	\$ 659,082	\$ 660,677	\$ -	\$ 660,677	\$ 659,082
Interest income	2,000	21,837	6,000	27,837	10,000
Clubhouse Income	500	5,174	1,500	6,674	2,000
<b>TOTAL REVENUES</b>	<b>\$ 661,582</b>	<b>\$ 687,687</b>	<b>\$ 7,500</b>	<b>\$ 695,187</b>	<b>\$ 671,082</b>
<b><u>EXPENDITURES:</u></b>					
<b><u>Administrative</u></b>					
Supervisor Fees	\$ 6,000	\$ 3,200	\$ 2,000	\$ 5,200	\$ 6,000
FICA Taxes	459	245	153	398	459
Engineering	4,500	5,770	5,000	10,770	10,500
Attorney (KVW)	20,000	11,536	8,464	20,000	20,000
Annual Audit (Berger)	3,230	3,230	-	3,230	3,300
Assessment Administration (GMS)	5,150	5,150	-	5,150	5,408
Arbitrage Rebate (Grau)	600	-	600	600	600
Dissemination Agent (GMS)	1,133	850	282	1,132	1,190
Trustee Fees (US Bank)	4,800	-	4,800	4,800	4,800
Management Fees (GMS)	51,248	38,436	12,812	51,248	53,810
Information Technology	1,400	1,050	350	1,400	1,600
Website Maintenance	600	450	150	600	800
Telephone	250	-	50	50	250
Postage & Delivery	300	190	50	240	300
Travel & Per Diem	100	43	20	63	100
Meeting Room	1,500	1,000	500	1,500	1,500
Insurance General Liability	8,904	8,378	-	8,378	9,635
Printing & Binding	750	653	97	750	750
Legal Advertising	1,000	555	445	1,000	1,000
Other Current Charges	1,000	326	200	526	1,000
Office Supplies	150	1	10	11	150
Dues, Licenses & Subscriptions	175	175	-	175	175
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 113,249</b>	<b>\$ 81,238</b>	<b>\$ 35,983</b>	<b>\$ 117,221</b>	<b>\$ 123,326</b>

**Wynnfield Lakes**  
**Community Development District**  
**Adopted Budget**  
**General Fund**

Description	Adopted Budget FY2024	Actuals Thru 6/30/24	Projected Next 3 Months	Projected Thru 9/30/24	Adopted Budget FY 2025
<b>Operations &amp; Maintenance</b>					
<b>Field Expenditures</b>					
Property Insurance (FIA)	\$ 14,871	\$ 15,280	\$ -	\$ 15,280	\$ 18,336
Utilities - Irrigation (JEA)	11,750	1,114	312	1,426	6,000
Field Operations Management (Vesta Property)	27,864	20,898	6,966	27,864	28,700
Security Service/Monitoring (Fidelity Security)	47,840	38,161	11,040	49,201	58,840
Landscape Maintenance (Kohen)	61,953	50,769	16,923	67,692	67,692
Landscape Contingency	21,835	24,141	5,000	29,141	21,835
Lake Maintenance (Solitude)	10,672	6,948	2,316	9,264	10,665
Irrigation Maintenance (Kohen)	10,000	4,954	5,046	10,000	10,000
Repairs & Replacements	15,000	5,357	9,643	15,000	12,500
Refuse Service (Waste Managment)	2,400	1,965	714	2,679	3,044
Stormwater User Fees	1,140	-	1,140	1,140	1,140
Animal Control	15,000	11,130	3,870	15,000	15,000
Contingency	10,000	3,500	6,500	10,000	10,000
Reserve Funding-CY	100,000	100,000	45,451	145,451	100,000
<b>TOTAL FIELD EXPENDITURES</b>	<b>\$ 350,325</b>	<b>\$ 284,216</b>	<b>\$ 114,921</b>	<b>\$ 399,137</b>	<b>\$ 363,751</b>
<b>Amenity Expenditures</b>					
Amenity Center Management (Vesta Property)	\$ 78,571	\$ 58,928	\$ 19,643	\$ 78,571	\$ 80,925
Facility Attendants (Vesta Property)	11,886	8,915	2,972	11,886	12,250
General Facility Maintenance (Vesta Property)	18,195	13,646	4,549	18,195	18,740
Utilities - Electric (JEA)	21,000	8,925	3,000	11,925	15,000
Utilities - Water & Sewer (JEA)	6,600	3,442	1,800	5,242	6,600
Telephone/Internet & Cable (Comcast)	4,800	3,879	1,350	5,229	5,208
Repairs & Replacements	16,500	5,014	11,707	16,721	10,880
Fitness Equipment Maintenance	1,360	586	774	1,360	1,360
Fitness Center Supplies	1,000	-	1,000	1,000	1,000
Pool Maintenance (Vesta Property)	14,588	10,941	3,647	14,588	15,022
Pool Chemicals (PoolSure)	9,600	8,190	3,750	11,940	9,600
Janitorial Service/Supplies (Vesta Property)	9,194	6,896	2,299	9,194	9,470
Office Supplies / Mailings / Printings	1,250	214	1,036	1,250	1,250
Operating Supplies	4,500	3,393	1,107	4,500	4,500
Permit Fees	1,700	1,709	-	1,709	1,700
Special Events	10,000	6,221	3,779	10,000	10,000
Recreation Passes	500	-	500	500	500
Holiday Lighting	5,000	4,000	-	4,000	5,000
<b>TOTAL AMENITY EXPENDITURES</b>	<b>\$ 216,242</b>	<b>\$ 144,897</b>	<b>\$ 62,912</b>	<b>\$ 207,809</b>	<b>\$ 209,005</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 679,816</b>	<b>\$ 510,352</b>	<b>\$ 213,815</b>	<b>\$ 724,167</b>	<b>\$ 696,082</b>
<b>Other Sources/(Uses)</b>					
Interlocal Transfer In/(Out)	\$ 18,234	\$ 28,980	\$ -	\$ 28,980	\$ 25,000
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$ 18,234</b>	<b>\$ 28,980</b>	<b>\$ -</b>	<b>\$ 28,980</b>	<b>\$ 25,000</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ -</b>	<b>\$ 206,315</b>	<b>\$ (206,315)</b>	<b>\$ -</b>	<b>\$ -</b>

**Wynnfield Lakes**  
**Community Development District**  
**Proposed Budget**  
**Capital Reserve Fund**

Description	Adopted Budget FY2024	Actuals Thru 6/30/24	Projected Next 3 Months	Projected Thru 9/30/24	Adopted Budget FY 2025
<b>REVENUES:</b>					
Interest Income	\$ 2,000	\$ 4,876	\$ 2,100	\$ 6,976	\$ 11,115
Capital Reserve Funding - Transfer In	100,000	100,000	45,451	145,451	100,000
Carry Forward Balance	109,646	82,724	-	82,724	207,099
<b>TOTAL REVENUES</b>	<b>\$ 211,646</b>	<b>\$ 187,600</b>	<b>\$ 47,551</b>	<b>\$ 235,151</b>	<b>\$ 318,214</b>
<b>EXPENDITURES:</b>					
Capital Outlay	\$ 100,000	\$ -	\$ 10,000	\$ 10,000	\$ -
Entry Sign	-	-	-	-	20,420
Exterior Wall Lights	-	-	-	-	3,781
Office Furniture & Equipment	-	-	-	-	4,538
Parking Lot Paver Maintenance	-	-	-	-	4,538
Pendent Lights at Open Deck Area	-	-	-	-	8,471
Pickle Ball Court Resurfacing	-	-	-	-	6,655
Security Camera System	-	2,500	-	2,500	10,891
Pool Repair	-	3,849	-	3,849	-
Gaga Ball Pit	-	4,420	-	4,420	-
Gym Walls	-	6,683	-	6,683	-
Other Current Charges	600	459	141	600	600
<b>TOTAL EXPENDITURES</b>	<b>\$ 100,600</b>	<b>\$ 17,911</b>	<b>\$ 10,141</b>	<b>\$ 28,052</b>	<b>\$ 59,894</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ 111,046</b>	<b>\$ 169,689</b>	<b>\$ 37,410</b>	<b>\$ 207,099</b>	<b>\$ 258,320</b>

**Capital Reserve Study**

**General**

Description	FY 2025- Reserve Study
Reserves Beginning of Year	\$378,930
Contributions	\$50,861
Interest Income	\$11,115
Expenditures	(\$59,294)
Anticipated Balance	\$381,612

**Budget Fiscal Year 2025**

Description	Budget FY2025
Reserves Beginning of Year	\$ 207,099
Contributions	100,000
Interest Income	11,115
Expenditures	(59,894)
Anticipated Balance	\$258,320

<b>Variance Reserve Study Vs Actual</b>	<b>(\$123,292)</b>
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**Wynnfield Lakes**  
**Community Development District**  
**Exhibit "A"**  
**Allocation of Operating Reserve**

**OPERATING RESERVE**

Beginning Fund Balance - Fiscal Year 2023	\$	332,781
Net change in Fund Balance - Fiscal Year 2024		-
<b>Total Funds Available (Estimated) - 9/30/24</b>	<b>\$</b>	<b>332,781</b>

**ALLOCATION OF AVAILABLE FUNDS**

Operating Reserve - First Quarter Operating Capital <sup>(1)</sup>		174,021
Projected Additional Transfer to Capital Reserve		158,760
<b>Total Allocation of Available Funds</b>	<b>\$</b>	<b>332,781</b>
<b>Total Unassigned (undesignated) Cash</b>	<b>\$</b>	<b>0</b>

Notes

<sup>(1)</sup> Represents approximately 3 months of operating expenditures

**Wynnfield Lakes**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2025**

**REVENUES**

**Special Assessments-Tax Roll**

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

**Interest**

The District earns interest on the monthly average collected balance for each of their investment accounts.

**Clubhouse Income**

Represents estimated income from the rental of the Community Room.

**Expenditures - Administrative**

**Supervisors Fees**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending 6

**FICA Taxes**

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

**Engineering**

The District's engineer will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

**Attorney**

The District's Attorney, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

**Annual Audit**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement plus anticipated increase.

**Assessment Roll Administration**

GMS, LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

**Arbitrage Rebate**

The District is required to annually have an arbitrage rebate calculation on the District's Series 2014 Special Assessment Refunding

**Dissemination Agent**

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

**Trustee Fees**

The District bonds will be held and administered by a Trustee. This represents the trustee annual fee.

**Management Fees**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-North Florida, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

**Information Technology**

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services – North Florida, LLC.

# Wynnfield Lakes

## Community Development District

### Budget Narrative

#### Fiscal Year 2025

#### Expenditures - Administrative (continued)

**Website Maintenance**

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-NF, LLC and updated monthly.

**Communication - Telephone**

New internet and Wi-Fi service for Office.

**Postage and Delivery**

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

**Travel & Per Diem**

Expenses the Board of Supervisors may incur due to attending a Wynnfield Lakes Community Development District meeting or other District related travel expenses.

**Meeting Room**

Cost to rent seminar room for meetings.

**Insurance General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

**Printing and Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

**Other Current Charges**

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

**Office Supplies**

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

**Due, Licenses & Subscriptions**

The District is required to pay an annual fee to the Florida Department of Commerce for \$175.

#### Expenditures - Maintenance

**Property Insurance**

The District's Amenity Center property insurance policy is with Preferred Governmental Insurance Trust (PGIT). PGIT specializes in providing insurance coverage to governmental agencies.

**Utilities - Irrigation**

The District has various utility accounts with JEA for irrigation meter.

Vendor	Service	Location
JEA	Irrigation	12319 Wynnfield Lakes Dr
JEA	Irrigation	12510 Diamond Springs Dr

**Field Operations Management**

The District receives contract administration services from Vesta Property Services to oversee the work performed by outside service providers and provide services within the District.

Vendor	Monthly fee	Annually
Vesta Property Services	\$2,392	\$28,700

**Security Service / Monitoring**

The District has contracted with Fidelity Security Operations, LLC to provide Onsite security Guard Duty. Guards 5 nights a week.



# Wynnfield Lakes

## Community Development District

### Budget Narrative

#### Fiscal Year 2025

#### Expenditures – Maintenance (continued)

##### **Landscape Maintenance**

Scheduled maintenance consists of edging, weed eating, weeding of beds, blowing mid or vacuuming and weeding of lawns, pruning, leaning litter, pesticide application, fertilization, irrigation repair and annuals. Replace of mulch and pine straw.

Vendor	Service	Monthly fee	Annually
Kohen	Maintenance	\$5,641	\$67,692

##### **Landscape Contingency**

Represents an unanticipated cost associated with the maintenance of mowing, edging, blowing, applying pest, tree removal and trimming and disease control chemicals to sod

##### **Lake Maintenance**

The District has contracted with Solitude Lake Management, Inc. to maintain the water quality in all the lakes in Wynnfield Lakes Community Development District. The District may fund Midge (Blind Mosquito) eradication as part of Lake Maintenance

Vendor	Service	Monthly fee	Annually
The Lake Doctor	Maintenance	\$810	\$9,720
The Lake Doctor	Grass Carp	\$0	\$945
Total			\$10,665

##### **Irrigation Maintenance**

Miscellaneous irrigation repairs and maintenance.

##### **Repairs & Replacements**

Cost of routine repairs and replacements of the District’s common areas.

##### **Refuse Service**

Garbage disposal service

##### **Stormwater User Fees**

The District will incur expenses for stormwater usage fees.

##### **Animal Control**

The District contracted Goose Masters of Northeast Florida to provide weekly goose control services.

##### **Contingency**

Represents an unanticipated cost associated with the operation and maintenance of the District’s Amenity Center and field

##### **Reserve Funding -CY**

Represents funds needed for Capital Projects.

#### Expenditures – Amenity

##### **Amenity Center Management**

The District receives services provided by Vesta Property Services, Inc to manage the Amenity Center facilities.

Vendor	Service	Monthly fee	Annually
Vesta Property Services		\$6,744	\$80,925

##### **Facility Attendant**

Cost of attendant responsible for the daily operations of the facility provided by Vesta Property Services.

Vendor	Service	Monthly fee	Annually
Vesta Property Services		\$1,021	\$12,250

##### **General Facility Maintenance**

Cost of routine repairs and maintenance of the District’s Amenity Center and common areas.

Vendor	Service	Monthly fee	Annually
Vesta Property Services		\$1,562	\$18,740

**Wynnfield Lakes**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2025**

**Expenditures – Amenity (continued)**

**Utility - Electric**

The District has various utility accounts with JEA for lighting at the Amenity Center and has contracted with a security company for the monitoring of the emergency phone.

Vendor	Service	Location
JEA	Electric	12319 Wynnfield Lakes Dr
JEA	Electric	12397 Wynnfield Lakes apt

**Utility - Water & Sewer**

The District has various utility accounts with JEA for water/sewer at the Amenity Center.

Vendor	Service	Location
JEA	Water	12319 Wynnfield Lakes Dr
JEA	Sewer	12319 Wynnfield Lakes Dr

**Telephone/Internet & Cable**

Services provided at the Amenity Center by Comcast.

**Repairs & Replacements**

Cost of routine repairs and replacements of the District’s Amenity Center.

**Fitness Equipment Maintenance**

Southeast Fitness Repair is maintaining the fitness equipment.

**Fitness Center Supplies**

Supplies needed to stock the fitness center as well as cleaning supplies

**Pool Maintenance**

The District has contracted with Vesta Property Services for the maintenance and chemicals of the Amenity Center Swimming Pool.

Vendor	Monthly fee	Annually
Vesta Property Services	\$1,252	\$15,022

**Pool Chemicals**

PoolSure provides the chemicals for the Amenity Center Swimming Pool.

Vendor	Monthly fee	Annually
Vesta Property Services	\$800	\$9,600

**Janitorial Service/Supplies**

The District has contracted with Vesta Property Services, Inc. to provide janitorial services and supplies for the Amenity Center.

Vendor	Monthly fee	Annually
Vesta Property Services	\$789	\$9,470

**Office Supplies/Mailings/Printings**

Consists of mailings to residents, etc.

**Operating Supplies**

Purchase of supplies for the District's pool, clubhouse, etc.

**Permit Fees**

Represents Permit Fees for ASCAP, SESAC and Department of Health for the swimming pool permit.

**Special Events**

Represents estimated cost for the District to host any special events for the community throughout the Fiscal Year.

**Recreation Passes**

Represents the estimated cost for access cards to the District’s Amenity Center.

**Holiday Lighting**

Holiday lighting throughout the District.

**Wynnfield Lakes**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2025**

<b>Other Financing Sources/(Uses)</b>
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**Interfund Transfer In/(out) DSF Excess Revenues**

Pursuant to Section 4.02. of the Master Indenture, the District should receive any moneys in excess on the Series 2014 Revenue Account after the last Interest Payment Date (November 1st) in any calendar year.

**Wynnfield Lakes**  
**Community Development District**  
**Adopted Budget**  
**Debt Service Series 2014 Special Assessment Refunding Bonds**

Description	Adopted Budget FY2024	Actuals Thru 6/30/24	Projected Next 3 Months	Projected Thru 9/30/24	Adopted Budget FY 2025
<b>REVENUES:</b>					
Special Assessments-On Roll	\$ 517,894	\$ 519,145	\$ -	\$ 519,145	\$ 517,898
Interest Earnings	5,000	23,471	4,500	27,971	10,000
Carry Forward Surplus <sup>(1)</sup>	133,388	131,788	-	131,788	131,724
<b>TOTAL REVENUES</b>	<b>\$ 656,282</b>	<b>\$ 674,404</b>	<b>\$ 4,500</b>	<b>\$ 678,904</b>	<b>\$ 659,622</b>
<b>EXPENDITURES:</b>					
Interest - 11/01	\$ 109,100	\$ 109,100	\$ -	\$ 109,100	\$ 103,663
Interest - 05/01	109,100	109,100	-	109,100	103,663
Principal - 05/01	300,000	300,000	-	300,000	310,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 518,200</b>	<b>\$ 518,200</b>	<b>\$ -</b>	<b>\$ 518,200</b>	<b>\$ 517,325</b>
<b>Other Sources/(Uses)</b>					
Interfund transfer In/(Out)	\$ (18,234)	\$ (28,980)	\$ -	\$ (28,980)	\$ (25,000)
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$ (18,234)</b>	<b>\$ (28,980)</b>	<b>\$ -</b>	<b>\$ (28,980)</b>	<b>\$ (25,000)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ 119,848</b>	<b>\$ 127,224</b>	<b>\$ 4,500</b>	<b>\$ 131,724</b>	<b>\$ 117,297</b>

<sup>(1)</sup> Carry Forward is Net of Reserve Requirement

Interest Due 11/1/25

\$97,850

# Wynnfield Lakes

## Community Development District

### AMORTIZATION SCHEDULE

#### Debt Service Series 2014 Special Assessment Refunding Bonds

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
05/01/24	\$ 5,075,000	3.625%	\$ 300,000	\$ 109,100	
11/01/24	4,775,000		-	103,663	512,763
05/01/25	4,775,000	3.750%	310,000	103,663	
11/01/25	4,465,000		-	97,850	511,513
05/01/26	4,465,000	4.000%	325,000	97,850	
11/01/26	4,140,000		-	91,350	514,200
05/01/27	4,140,000	4.250%	340,000	91,350	
11/01/27	3,800,000		-	84,125	515,475
05/01/28	3,800,000	4.250%	350,000	84,125	
11/01/28	3,450,000		-	76,688	510,813
05/01/29	3,450,000	4.250%	365,000	76,688	
11/01/29	3,085,000		-	68,931	510,619
05/01/30	3,085,000	4.250%	385,000	68,931	
11/01/30	2,700,000		-	60,750	514,681
05/01/31	2,700,000	4.500%	400,000	60,750	
11/01/31	2,300,000		-	51,750	512,500
05/01/32	2,300,000	4.500%	420,000	51,750	
11/01/32	1,880,000		-	42,300	514,050
05/01/33	1,880,000	4.500%	440,000	42,300	
11/01/33	1,440,000		-	32,400	514,700
05/01/34	1,440,000	4.500%	460,000	32,400	
11/01/34	980,000		-	22,050	514,450
05/01/35	980,000	4.500%	480,000	22,050	
11/01/35	500,000		-	11,250	513,300
05/01/36	500,000	4.500%	500,000	11,250	511,250
<b>Total</b>			<b>\$ 5,075,000</b>	<b>\$ 1,595,313</b>	<b>\$ 6,670,313</b>

**Wynnfield Lakes**  
**Community Development District**  
**Non-Ad Valorem Assessments Comparison**  
**2024-2025**

Neighborhood	O&M Units	Bonds Units 2014	Annual Maintenance Assessments			Annual Debt Assessments			Total Assessed Per Unit		
			FY 2025	FY2024	Increase/ (decrease)	FY 2025	FY2024	Increase/ (decrease)	FY 2025	FY2024	Increase/ (decrease)
Single Family	372	370	<b>\$1,400.72</b>	\$1,400.72	<b>\$0.00</b>	<b>\$1,518.48</b>	\$1,518.48	<b>\$0.00</b>	<b>\$2,919.20</b>	\$2,919.20	<b>\$0.00</b>
Multi Family	204	0	<b>\$938.50</b>	\$938.50	<b>\$0.00</b>	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>	<b>\$938.50</b>	\$938.50	<b>\$0.00</b>
Total	576	370									