



**ROWAN COUNTY**  
**ANIMAL SERVICES - NATURE CENTER - RESERVES**  
 For Fiscal Year Ended June 30, 2022

Area of Reserve	Beginning Balance	Revenue Acct Number	Add: YTD Revenues	Account Numbers	Expenditures	Ending Balance
NC Science Museums Grant - FY 2022	-	1146440-434080	-	1156440-510015/520010/520020/520025/585019/561015	-	-
Restricted Donations	45,586.69	1146440-464100	2,174.13	1156440-583041	(149.43)	47,611.39
Misc Donations	-	1146440-464900	-	1156440-583097	-	-
<b>Total</b>	<u>\$ 45,586.69</u>		<u>\$ 2,174.13</u>		<u>\$ (149.43)</u>	<u>\$ 47,611.39</u>

# BA-03-059

Final Audit Report

2022-09-01

Created:	2022-09-01
By:	Teresa Sharpless (teresa.sharpless@rowancountync.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAADVx-6Y_VHoFW9dd0KjebokF0j6TmoVT

## "BA-03-059" History

-  Document created by Teresa Sharpless (teresa.sharpless@rowancountync.gov)  
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-  Agreement completed.  
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**ROWAN COUNTY**  
**REGISTER OF DEEDS - RESERVED FOR AUTOMATION**  
**AND ENHANCEMENT PRESERVATION FUND**  
**For Fiscal Year Ended June 30, 2022**

	<u>Account Number</u>	<u>Account Name</u>	<u>Balance</u>
Beginning balance			\$ 136,647.46
Revenues	1144181-425002	Automation and Enhancement Fund	<u>86,610.85</u>
Sub-total			223,258.31
Less:	1154181-533001	Contracted Services	(38,200.72)
	1154181-534030	Tech Serv & Maint	(17,040.00)
	1154181-553005	Telephone	(1,458.94)
	1154181-561005	Office Supplies	(7,507.30)
	1154181-561095	Other Small Equipment	-
	1154181-564060	Microfilm	(9,748.50)
	1154181-575000	C/A: Equipment	-
	1154181-576030	F/A: Equipment/Furnishings	<u>-</u>
Ending Balance			<u><u>\$ 149,302.85</u></u>
Ending Balance			\$ 149,302.85
FY 2023 Fund Balance Restricted			<u>(24,800.00)</u>
FY 2023 BA Expenses			<u><u>\$ 124,502.85</u></u>

**Bevis, Lisa F**

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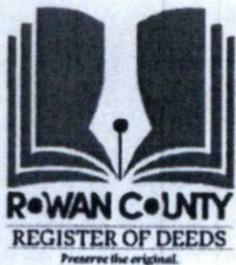
**From:** Aldridge, Shane M  
**Sent:** Thursday, September 1, 2022 7:47 AM  
**To:** Bevis, Lisa F  
**Subject:** RE: Fy22 Reserves carry into FY23

Good morning Lisa,

We would like the entirety of those funds moved to 1154181-533001 A/P Contracted Services.

Have a great day!

Thank you,



**Shane M. Aldridge**  
Senior Assistant Register of Deeds  
Rowan County Register of Deeds  
402 N. Main St. | Suite 102 | Salisbury, NC 28144  
P (704) 216-8642 | F (704) 216-8644  
[www.rowancountync.gov/rod](http://www.rowancountync.gov/rod)

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**From:** Bevis, Lisa F <Lisa.Bevis@rowancountync.gov>  
**Sent:** Wednesday, August 31, 2022 4:13 PM  
**To:** Aldridge, Shane M <Shane.Aldridge@rowancountync.gov>  
**Subject:** Fy22 Reserves carry into FY23

Good afternoon,  
Let me know how you would like to spend the \$124,502.85 and I will prepare a BA for the second BOC meeting in September.  
Thanks.  
Lisa

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**From:** [fn01p124@rowancountync.gov](mailto:fn01p124@rowancountync.gov) <[fn01p124@rowancountync.gov](mailto:fn01p124@rowancountync.gov)>  
**Sent:** Wednesday, August 31, 2022 4:22 PM  
**To:** Bevis, Lisa F <[Lisa.Bevis@rowancountync.gov](mailto:Lisa.Bevis@rowancountync.gov)>  
**Subject:** Message from fn01p124

# BA-03-060

Final Audit Report

2022-09-02

Created:	2022-09-01
By:	Teresa Sharpless (teresa.sharpless@rowancountync.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAABCy_JvfHKqoWtSxMB8KhUVhDLZT_Avli

## "BA-03-060" History

-  Document created by Teresa Sharpless (teresa.sharpless@rowancountync.gov)  
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2022-09-01 - 6:56:16 PM GMT
-  Document e-signed by Anna Bumgarner (anna.bumgarner@rowancountync.gov)  
Signature Date: 2022-09-02 - 2:30:15 AM GMT - Time Source: server- IP address: 24.123.188.14
-  Agreement completed.  
2022-09-02 - 2:30:15 AM GMT





ROWAN COUNTY  
 FUND 61 - ENVIRONMENTAL MANAGEMENT  
 For Fiscal Year Ended June 30, 2022

<u>Area of Reserve</u>	<u>Beginning Balance</u>	<u>Revenues</u>	<u>Account Numbers</u>	<u>Expenditures</u>	<u>Ending Balance</u>	<u>Less: Original Budget FY23</u>	<u>Reserve Entry</u>	<u>Budget Amendment Notes</u>
E-Waste Management	67,648.83	6,823.11	6144730-435034/6154730-585013	-	74,471.94	-	74,471.94	

# BA-03-061

Final Audit Report

2022-09-02

Created:	2022-09-01
By:	Teresa Sharpless (teresa.sharpless@rowancountync.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAASQWLeCzgKhRguibGiP-zZahOeltXmnaa

## "BA-03-061" History

-  Document created by Teresa Sharpless (teresa.sharpless@rowancountync.gov)  
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2022-09-01 - 7:20:57 PM GMT
-  Document e-signed by Anna Bumgarner (anna.bumgarner@rowancountync.gov)  
Signature Date: 2022-09-02 - 2:28:28 AM GMT - Time Source: server- IP address: 24.123.188.14
-  Agreement completed.  
2022-09-02 - 2:28:28 AM GMT



**ROWAN COUNTY  
LIBRARY - RESERVES  
For Fiscal Year Ended June 30, 2022**

Beginning Balance			\$ 29,913.25
<b>Revenues:</b>			
Library Federal Aid Grant	1146110-431083	-	
Restricted Donations	1146115-464100	<u>22,975.48</u>	22,975.48
<b>Expenditures:</b>			
Grant: LSTA	1156110-585073	-	
R&M - Vehicles	1156115-543020	-	
Other Small Equipment	1156115-561095	-	
Microfilm	1156115-564060	-	
Periodicals	1156115-564070	-	
C/A - Furn & Equipment	1156115-575090	-	
F/A - Furn & Equipment	1156115-576030	-	
Memorials/Gifts Expense	1156115-582035	(6,521.99)	
Program Activities	1156115-583000	<u>-</u>	<u>(6,521.99)</u>
Ending Balance			<u>\$ 46,366.74</u>

The above accounts do not have an original budget amount in FY 2023.



# Account Inquiry [Rowan County]



Back Search Browse Output Print Display PDF Save Excel Word Email Schedule Attach (0) Detail Months Se

Account

Fund	1010 ...	GEN FD	Acct	1010-61-6100-6100-6110-0000-000-4-434082-		
Org	1146110 ...	LIBRY REV	Acct name	LIBRARY STATE LSTA GRANT <span>Account</span>		
Object	434082 ...	LSTA Grant	Type	Revenue	Status	Active
Project	... <span>Account</span>		Rollup	... <span>Account</span>		
			Sub-Rollup	... <span>Account</span>		
			<input type="checkbox"/> MultiYr Fund			

[4 YEAR COMPARISON](#)  
 [HISTORY](#)  
 [4 YEAR GRAPH](#)  
 [HISTORY GRAPH](#)

Yr/Per 2022/13	Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2020		Fiscal Year 2023	
Original Budget	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>
Transfers In	-36,000.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>
Transfers Out	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>
Revised Budget	-36,000.00		.00		.00		.00	
Actual (Memo)	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>
Encumbrances	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>	.00	<span>Account</span>
Requisitions	.00	<span>Account</span>					.00	
Available	-36,000.00		.00		.00		.00	
Percent used	.00		.00		.00		.00	

Display detail information for current account.

# BA-03-139 - BOC 9-16

Final Audit Report

2022-09-07

Created:	2022-09-07
By:	Teresa Sharpless (teresa.sharpless@rowancountync.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAEHjNQ93QeZstFkHX7VmM3JI7fkiu9ycF

## "BA-03-139 - BOC 9-16" History

-  Document created by Teresa Sharpless (teresa.sharpless@rowancountync.gov)  
2022-09-07 - 1:43:13 PM GMT- IP address: 24.123.188.14
-  Document emailed to Anna Bumgarner (anna.bumgarner@rowancountync.gov) for signature  
2022-09-07 - 1:44:36 PM GMT
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-  Agreement completed.  
2022-09-07 - 5:22:21 PM GMT



**ROWAN COUNTY**  
**HEALTH DEPARTMENT - RESERVES**  
 For Fiscal Year Ended June 30, 2022

Area of Reserve	Beginning Balance	Revenues	Account Numbers	Expenditures	Ending Balance	FY22 Original Budget	Reserve BA
Cardinal Innovations	-	60,000.00	1145270-464061-52431/1155270-559000-561095-52431	(40,423.57)	19,576.43	-	19,576.43
	<u>\$ -</u>	<u>\$ 60,000.00</u>		<u>\$ (40,423.57)</u>	<u>\$ 19,576.43</u>	<u>\$ -</u>	<u>\$ 19,576.43</u>

# BA-03-161

Final Audit Report

2022-09-09

Created:	2022-09-08
By:	Teresa Sharpless (teresa.sharpless@rowancountync.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPPRW5WAGRwMH7C3UIS2_xQBx7YW2_P

## "BA-03-161" History

-  Document created by Teresa Sharpless (teresa.sharpless@rowancountync.gov)  
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2022-09-08 - 8:09:10 PM GMT
-  Document e-signed by Anna Bumgarner (anna.bumgarner@rowancountync.gov)  
Signature Date: 2022-09-09 - 0:09:34 AM GMT - Time Source: server- IP address: 24.123.188.14
-  Agreement completed.  
2022-09-09 - 0:09:34 AM GMT



## Bevis, Lisa F

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**From:** Vestal, Michael B  
**Sent:** Friday, September 2, 2022 5:07 PM  
**To:** Bevis, Lisa F  
**Subject:** RE: New accounts

The following accounts have been setup.

1146110-434087-6101 REVENUE  
1156110-561095-6101 OTHER SMALL EQUIPMENT  
1156110-576900-6101 F/A OTHER EQUIPMENT  
1156110-575090-6101 C/A FURN&EQUIP

---

**From:** Bevis, Lisa F <Lisa.Bevis@rowancountync.gov>  
**Sent:** Friday, September 2, 2022 4:18 PM  
**To:** Vestal, Michael B <Michael.Vestal@rowancountync.gov>  
**Subject:** New accounts

Hi Mike,  
Can you set up 4 new accounts for a library grant. Please see attached.  
Thanks.  
Lisa

---

**From:** [fn01p124@rowancountync.gov](mailto:fn01p124@rowancountync.gov) <[fn01p124@rowancountync.gov](mailto:fn01p124@rowancountync.gov)>  
**Sent:** Friday, September 2, 2022 4:30 PM  
**To:** Bevis, Lisa F <[Lisa.Bevis@rowancountync.gov](mailto:Lisa.Bevis@rowancountync.gov)>  
**Subject:** Message from fn01p124

Signed  
MLA Working Copy

# SLNC Bright Ideas Grant

## Library Information

Institution/Library System: <b>Rowan Public Library</b>	
Project Manager, Name: <b>Laurie Lyda</b>	Project Manager, Phone number <b>704-216-8245</b>
Project Manager, Email address <b>Laurie.Lyda@rowancountync.gov</b>	
Library Director, Name <b>Melissa Oleen</b>	Library Director, Phone number <b>704-216-8233</b>
Library Director, Email address <b>melissa.oleen@rowancountync.gov</b>	
Authorizing Official, Name <b>Aaron Church</b>	Authorizing Official, Email address <b>Aaron.Church@rowancountync.gov</b>

## Project Information

Project Title

**Rowan Public Library (RPL) Book-Bike**

<p><b>Describe the project or portion of the project that will support Equity, Diversity, and Inclusion</b></p> <p>One of Rowan Public Library's (RPL) strategic goals includes Fostering lifelong learning and enriching lives. RPL's Project Book-Bike helps support this goal by providing a unique, fun, engaging, and conversational way to provide library programming in informal settings and community events where library patrons gather. Project Book-Bike offers library staff the ability to create and deliver programs to a variety of audiences, including smaller, age-specific groups (e.g. an onsite program at a preschool) to larger community events where citizens of all ages will have the opportunity to participate, register for a library card, and foster lifelong learning for our community.</p> <p>The use of RPL's Book-Bike will allow library staff to travel around large events to offer programs to a wide audience of current and potential library patrons, to provide pop-up Book-Bike programs through riding through greenway paths and park space, through diverse neighborhoods, and to targeted facilities like care homes, schools, preschools, and other similar locations. Additionally, the RPL Book-Bike project supports healthy lifestyles through modeling outdoor activity connected to literacy and learning. All of RPL's physical library branches are in close proximity to neighborhood parks and greenspaces, and the highly-visible design of the Book-Bike will help engage a wide range of audiences and grow our active library patrons population.</p>
<p><b>Describe the project or portion of the project that will support Health</b></p>

<p>Describe the project or portion of the project that will support Workforce Development</p>
<p>Describe the project or portion of the project that will support Citizen Science</p>
<p>Describe the project or portion of the project that will support Civic Engagement</p>
<p>Describe the project or portion of the project that will support Early Childhood Literacy</p>
<p>Describe the project or portion of the project that will support Digital Inclusion</p>
<p>Describe the project or portion of the project that will support Community Memory</p>

### Project Activities

Describe the Program(s) to be offered and how it will help the project reach its goals. The Book-Bike will help library staff to facilitate planned Book-Bike Events which will take place both during community-wide events (e.g. festivals, farmers markets, etc.) and as individual events are offered through the library (e.g. a visit to a pre-school, a pop-up Book-Bike ride, etc.) Current planned Book-Bike events include:

Stretching/yoga Storytimes Target Age Group: All; Audience: General Population; Topic Area: Health  
Nature-based scavenger hunts Target Age Group: 0-5, 6-12; Audience: Families, Intergenerational; Topic Area: Early Childhood Literacy  
Tech-stops in the Park (outdoor technology educational events, like using smart devices to access library resources, using ReadSquared, NC Digital Library, Tumblebooks) Target Age Groups: all; Audience: Families, Intergenerational, General Population, People with limited literacy/informational skills; Topic Area: Equity/Diversity/Inclusion, Digital Inclusion

Collaborative Book-Bike events that will benefit from an outdoor setting may be offered with area organizations and nonprofits, like The Pedal Factory (bike maintenance) and Rowan Runners (running for beginners).

Describe the Presentation(s) to be offered and how it will help the project reach its goals.

Describe the Consultation(s) to be offered and how it will help the project reach its goals. The Book-Bike will be a point from which information about library services, programs and resources can be shared and specific user questions answered (such as how to secure a digital or physical library card, renewing materials, reserve a meeting room) at community events, fairs and festivals. Area events the library tricycle could visit include Juneteenth, Autumn Jubilee, Farmer s Day, area farmer s markets, Cheerwine Festival, Woodleaf Tomato Festival, Salisbury-Rowan Community Action Agency Family Resource Fairs, and Smart Start Rowan family festivals. The library is regularly invited to participate in parades and touch-a-truck events at which the library tricycle could be utilized.

Describe the Acquisition activities to be offered and how it will help the project reach its goals.

Describe the Creation activities to be offered and how it will help the project reach its goals.

Describe the Lending activities to be offered and how it will help the project reach its goals.

Budget

Expense Description	Quantity	Per Item Cost
Tricycle (custom built book bike with cargo box & electric assist)	1	7000
<b>Ramp Cargo Carrier</b>	1	1000
Safety Gear (Large & Medium bike helmets)	2	300
Accessories (concession umbrella w/logo, swooper flag and mount)	1	300
Laptop	1	<del>1000</del> 1,300

Requested Award Total (should not exceed \$15,000): **\$9,900.00**

### Certification and Signatures

We are aware of and agree to comply with all state and federal provisions and assurances required under this grant program. If awarded grant funds, we assure that we will carry out the grant project according to the approved grant application. This application has been authorized by the appropriate authorities of my institution/library.

**Melissa Oleen**

Name of Library Director

DocuSigned by:  
*Melissa J. Oleen*  
2AD9A0C0E29A404

Signature of Library Director

6/21/2022

Date

**Aaron Church**

Name of Authorizing Official

DocuSigned by:  
*Aaron Church*  
D620BFFE4ECB472

Signature of Authorizing Official

6/23/2022

Date

## GRANT PROVISIONS

The following state and federal provisions apply to the LSTA grant program. Libraries awarded grants must agree to comply with these provisions.

### 1. Grant Agreement and Timing of Expenditures

Official notification of the grant award must be received from the State Library and a grant agreement (formal agreement between the grantee and the State Library) signed by both the representatives of the library and the State Librarian *before* any funds may be encumbered or expended for the project.

### 2. Allowable and Unallowable Costs

Grantees must carry out the grant project according to the approved grant application, and all federal funds must be expended solely for the purpose for which a grant was awarded. The following costs are unallowable and may not be proposed as grant project costs: bad debts, contingencies, contributions and donations, entertainment, fines and penalties, under recovery of costs under grant agreements (excess costs from one grant agreement are not chargeable to another grant agreement).

### 3. Legal and Regulatory Compliance

Grantees must expend grant funds in accordance with all applicable local, state, and federal laws and regulations.

### 4. Budget Revisions and Programmatic Changes

Grantees must not deviate from the approved budget and plan for carrying out the grant project as contained in the approved grant application unless prior approval is obtained from the State Library.

### 5. Records Retention

Grantees must maintain adequate records to ensure complete reporting, and retain programmatic and financial records relating to the grant for a minimum of three years from the due date of the final grant report at the end of the Five Year Plan, or until all audit exceptions have been resolved, whichever is longer.

### 6. Free and Open Competition

Purchases made from grant funds must be carried out to ensure free and open competition to the extent possible. Libraries eligible to purchase under state contract may use this option for grant purchases.

### 7. Debarment & Suspension

Transactions for the purposes of this grant will not knowingly be made with parties who have been debarred or suspended from receiving Federal financial assistance under Federal programs and activities (Debarment and Suspension Certification). See Excluded Parties List System at <https://www.sam.gov>.

### 8. Equipment Purchases and Inventory

Equipment with a per unit price above \$5,000 requires advance written approval from the State Library. If fair market value at the time of surplus or disposal exceeds \$5,000, disposal must be cleared with the State Library.

### 9. Publicizing & Acknowledging Funds

Grantees are required to credit IMLS/LSTA in all related publications and activities in conjunction with the use of grant funds. Grantees should publicize grant-supported activities in available and appropriate media. The following statement must be used when meeting these requirements: "This publication/activity/program was supported by grant funds from the Institute of Museum and Library Services under the provisions of the federal Library Services and Technology Act as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources." Copies of any publications or materials produced under the grant must be submitted to the State Library. IMLS logos are available at [http://www.imls.gov/recipients/imls\\_acknowledgement.aspx](http://www.imls.gov/recipients/imls_acknowledgement.aspx)

### 10. Lobbying

Grantees are prohibited by federal law from using grant funds to pay costs associated with lobbying Congress or the public for purposes of influencing elections, legislation, or the award of any federal funds. Grantees receiving an award of over \$100,000 must file a certification regarding lobbying.

### 11. Non-discrimination

All library services provided as a result of federal grant funds must be available without discrimination to all members of the community served. Participation may not be denied on the basis of race, color, national origin, handicap, age, or sex. Relevant legislation includes but is not limited to the following: Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d through 2000d-4); Title IX of the Education Amendments of 1972 (20 U.S.C. 1681-1683); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); The Age Discrimination Act (42 U.S.C. 6101 *et. seq.*); 45 CFR 1110 - Nondiscrimination in federally assisted programs; 45 CFR 1170 - Nondiscrimination on the basis of handicap in federally assisted programs and activities; 45 CFR 1181 - Enforcement of nondiscrimination on the basis of handicap in programs or activities conducted by the Institute of Museum and Library Services.

### 12. Trafficking in Persons

Grantees must comply with 22 U.S.C. § 7104(g) which prohibits engaging in trafficking in persons, procuring a commercial sex act, or using forced labor.

### 13. Audit and Financial Reporting Requirements

LSTA grants must be audited in compliance with federal and state audit requirements for local governments and public authorities, institutions of higher education, and non-profit organizations. The following source documents outline the standards and requirements:

- United States Office of Management and Budget (OMB) 2 CFR 200, Subpart F - Audit Requirements
- North Carolina General Statute 143C-6-23 "State grant funds: administration; oversight and reporting requirements," and the corresponding rules of North Carolina Administrative Code, Title 09, Chapter 03M, "Uniform Administration of State Grants."

### LEGAL REFERENCES:

- 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards [address grants and cooperative agreements pertaining to institutions of higher education, states, local governments, Indian tribes, and nonprofit organizations]
- 2 CFR Part 3185 - Nonprocurement debarment and suspension
- 2 CFR 3186 - Requirements for drug-free workplace

# BA-03-179 - BOC 9-19

Final Audit Report

2022-09-10

Created:	2022-09-09
By:	Teresa Sharpless (teresa.sharpless@rowancountync.gov)
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## "BA-03-179 - BOC 9-19" History

-  Document created by Teresa Sharpless (teresa.sharpless@rowancountync.gov)  
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2022-09-09 - 5:45:42 PM GMT
-  Document e-signed by Anna Bumgarner (anna.bumgarner@rowancountync.gov)  
Signature Date: 2022-09-10 - 7:07:18 PM GMT - Time Source: server- IP address: 24.123.188.14
-  Agreement completed.  
2022-09-10 - 7:07:18 PM GMT



# Account Inquiry [Rowan County]

M

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- Excel
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- S
- T
- P
- Detail
- Months
- Seg Find
- Totals
- Project Strings

Account

Fund	7030	...	ARP	Acct	7030-41-4100-4112-4119-0000-000-5-574000-	
Org	7354119	...	AM EXPENSE	Acct name	C/A - OTHER IMPROVEMENTS	
Object	574000	...	C/A-OTH IM	Type	Expense	Status: Active
Project		...	<input type="checkbox"/>	Rollup	...	<input type="checkbox"/>
				Sub-Rollup	...	<input type="checkbox"/>
MultiYr Fund						

- 4 YEAR COMPARISON
- GAAP W/CARRY FORWARD
- HISTORY
- 4 YEAR GRAPH
- HISTORY GRAPH

	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2023
Original Budget	.00	.00	.00	.00
Transfers In	1,100,000.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	1,100,000.00	.00	.00	.00
Actual (Memo)	.00	.00	.00	.00
Encumbrances	.00	.00	.00	.00
Acquisitions	.00	.00	.00	.00
Available	1,100,000.00	.00	.00	.00
Percent used	.00	.00	.00	.00

Display current year monthly amounts.