Montana
Department of Labor and Industry
Commissioner's Office

Governor Brian Schweitzer
Keith Kelly, Commissioner

May 17, 2005

Senator Trudi Schmidt
Senate District 11
P O Box 200500
Helena MT 59620-0500

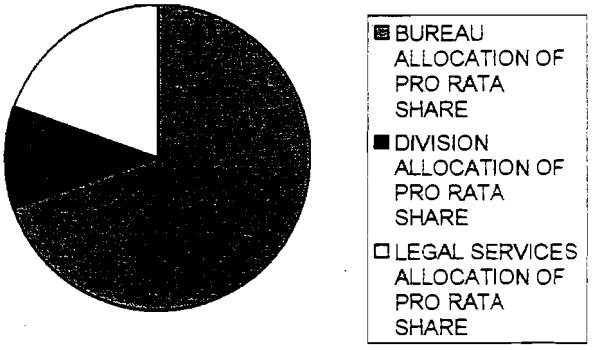
Dear Senator Schmidt,

Thank you for your letters of March 31, April 15, 20 and 30, 2005. We recognize that our April 14 response crossed in the mail with your April 15 letter, and your April 20th letter was misplaced and not specifically addressed. In this response, we will attempt to respond to each question from each of your letters.

*** March 31 - How are recharges computed and accounted for?"**

Recharges (or the pro rata share) are charges assessed to the boards associated with the costs incurred by the Department to administer the programs. Section 37-1-101(6), MCA requires the Department to "assess the costs of the Department to the Boards on an equitable basis as determined by the Department." Section 37-1-131(4), MCA requires the Boards to "pay to the Department its pro rata share of the assessed costs of the Department under 37-1-101(6)." The recharge is actually the sum of three separate budgets. These entities are the respective Bureau (Business & Occupational Licensing or Health Care Licensing), the Business Standards Division and the Legal Unit. Their costs are assessed and then combined to total one amount labeled recharge on each board's financial documents.

Elements of a Board's Recharge
(Pro Rata Share)

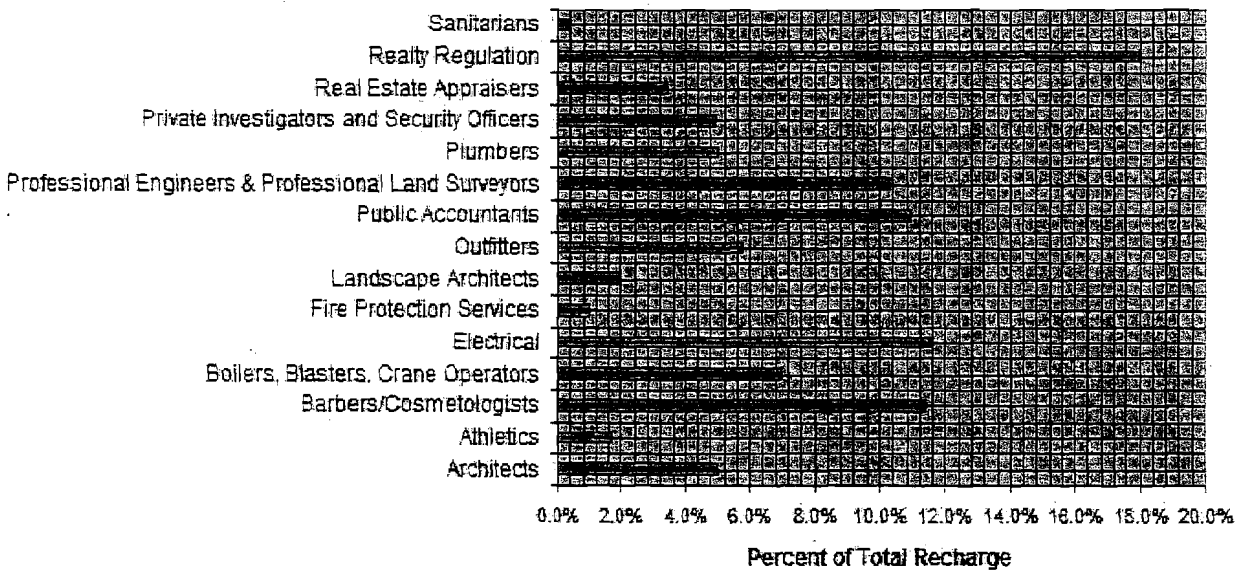


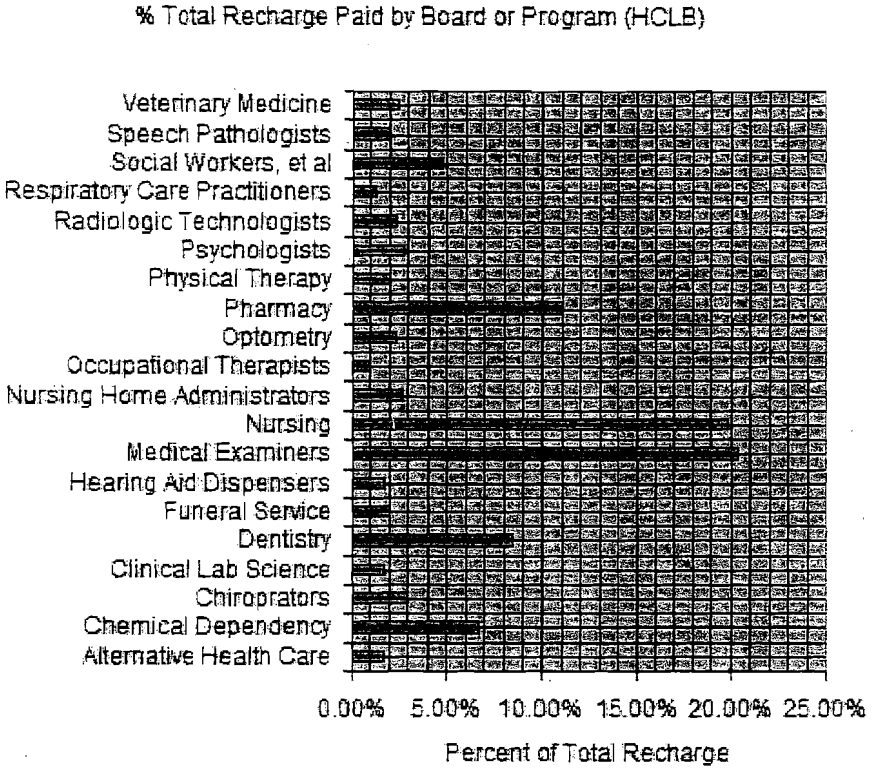
Economic Affairs Commitee Meeting
September 9, 2005

Exhibit #7A

First, the Bureau calculates a recharge based on the board or program's share of the Bureau's general expenses. This sum encompasses the personal services and operating expenses of the employees that provide essential clerical, administrative and professional support to a number of boards and programs. These are the application specialists, the compliance/tech writer specialists, investigators, the Bureau Chief and Administrative Officer or Unit Supervisor. These assessed charges are based on time distribution. Employees track the time they spend performing administrative, clerical or professional duties for each board on a daily basis. This report is then compiled and used to assess an equitable charge based on the portion of time the employee has worked in a given year for each board for all Bureau staff.

% Total Recharge Paid by Board or Program (BOLB)

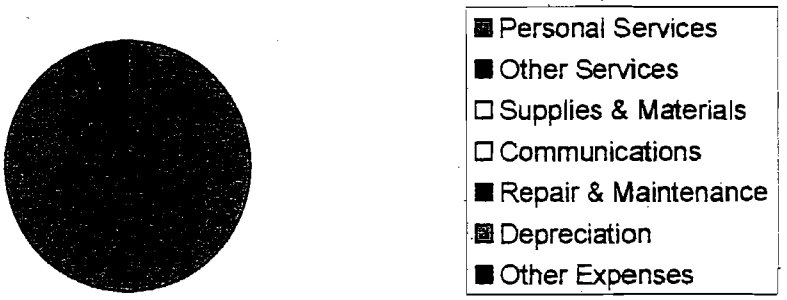




The Division's recharge is allocated to each Bureau within the Division. The Division has four Bureaus: Business and Occupational Licensing (BOLB), Health Care Licensing (HCLB), Building Codes, and Weights and Measures. Each shares in the total cost. The charge includes personal services for the Division Administrator, the Division's Administrative Officer and the Information Technology Staff. The charge also includes the bureau's share of the operating expenses of the Division. The portion allocated to each bureau is charged to boards using time distribution for all Bureau staff.

The allocation for FY 06 is as follows:	BOLB - $138,681
	HCLB - $126,278
The allocation for FY 07 is as follows:	BOLB - $143,465
	HCLB - $130,635

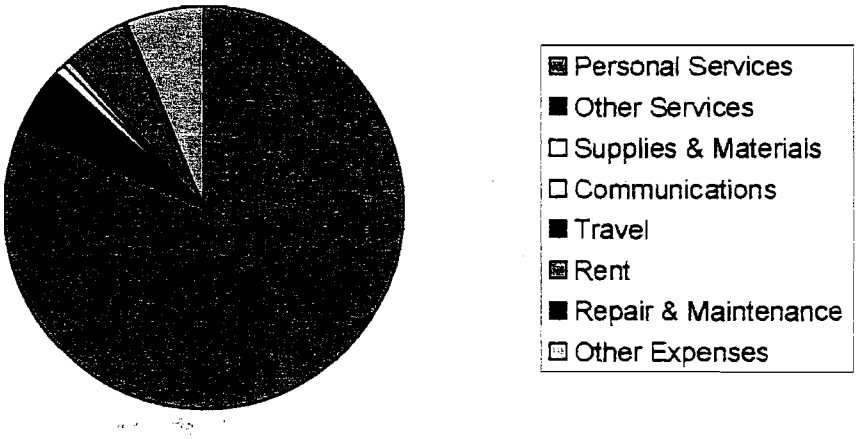
Business Standards Division Budget



The third part of the recharge is the Bureau's portion of the Legal Unit. Again, each of the four bureaus pays its share of the Legal Unit's costs minus any board direct allocated attorney services. This includes personal services for five attorneys, two paralegals and an administrative support position. The bureaus also pay their share of the Legal Unit's operating expenses. The portion allocated to each bureau is charged to boards using time distribution for all Bureau staff.

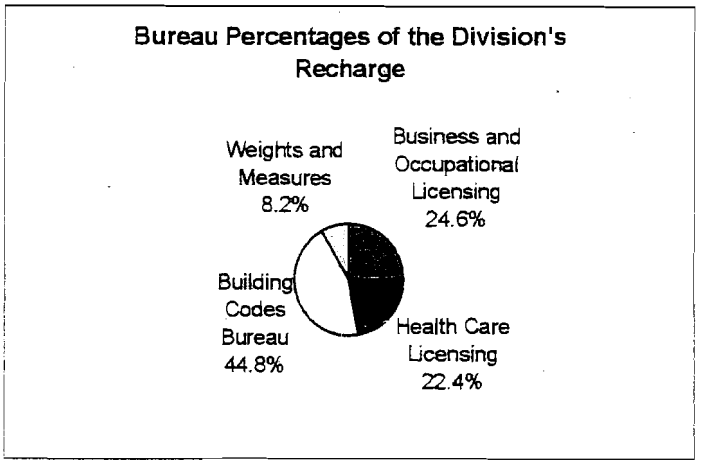
The allocation for FY 06 is as follows:	BOLB - $249,137
	HCLB - $229,973
The allocation for FY 07 is as follows:	BOLB - $248,485
	HCLB - $229,370

Legal Unit Budget



Division level operating costs are assessed to the four bureaus on a full time equivalent (FTE) basis, with assessments as follows: The Business and Occupational Licensing Bureau is assessed

24.6%; the Health Care Licensing Bureau is assessed 22.4%; the Building Codes Bureau - 44.8%, Weights and Measures Bureau - 8.2% of the total budget.



Costs for legal services for the licensing bureaus are also a percentage of the total based upon FTE. The exception for legal services is that the Board of Medical Examiners pays a portion of an FTE using HB 2 funds, and the Board of Nursing pays for an entire FTE using HB 2 funds.

As you know, each board and program in the Bureaus pays an Indirect charge that is a percentage of total personal services minus board member ($50/day) per diem costs. The assigned percentage for fiscal year 06-07 is 6.79%. The charge covers the Bureau's use of resources from the Commissioner's Office, the Centralized Services Division, which includes services such as payroll, accounting and budgeting, and the Human Resources Bureau.

*** March 31 - You requested "itemized budgets and detailed accounting for recharges to the board."**

Attachment A includes an itemized budget and a detailed accounting of the recharges for fiscal year 2006 and 2007. This information was sent to all 206 board members on December 9, 2004. The mailing did not include a detailed accounting of the Division budget and the Legal Services budget at that time. Those budgets are also attached to this document.

*** March 31 - You requested an itemized accounting of expenditures.**

In Attachment B you will find a 2004 fiscal year end spreadsheet that details all revenue and expenses for an entire fiscal year for the following boards: Board of Landscape Architects and Board of Professional Engineers and Professional Land Surveyors of BOLB, and Board of Nursing and Board of Nursing Home Administrators of HCLB. The FY 04 information is provided because it was the basis for the FY 06-07 budgets. Each Board receives this spreadsheet at each board meeting. The information on it comes directly from the State Administration Budget and Human Resource Accounting System (SABHRS) reports. An example of a SABHRS report for each of the four boards is also attached. Additionally, staff prepares a fee justification at least annually so that boards may reevaluate their fees related to their revenue and expenditures. A fee justification is always required whenever a board or program notices a rule for a fee increase.

***March 31 - You reference boards' concerns that license fees are not commensurate with costs.**

Attachment C is an example of four fee justifications, which include the program costs and revenues.

***March 31 - You stated that some board members are concerned about needing to raise fees, and they believe the fee increases are needed because of the Bureaus' reorganizations.**

We are not sure to which reorganization your letter refers. In the 2001 Legislative Session, SB 445 reorganized the Department of Commerce and among other changes, reorganized the two licensing bureaus under the Department of Labor in the newly created Business Standards Division. Since then, the Division has reorganized to: improve efficiency and effectiveness for our staff and customers; improve processes and consistency; provide a bureau organizational structure conducive to fair and equitable allocation of recharges; and, provide for efficient use of bureau staff. As an example, before the reorganization, one person was solely responsible for all board functions. This created a problem when that staff member took leave or resigned. By developing staff pools to accomplish like tasks, if one person leaves or is absent, another can fill the void. Another example is the standardization of processes. This allows staff to substitute for each other without needing to learn new processes for like tasks. While this standardization has not reduced the amount of staff in the bureaus, it has improved efficiency, accuracy and accountability, and the bureaus have not added additional staff.

In 2004, the Division used a new process to determine recharges. Prior to this time, the recharge assessment was based on a percentage of the Board's budget and not on actual time Bureau staff spent on Board work. Consequently, an analysis showed that several boards were paying more than their fair share of recharges and some boards were paying less than their fair share of the recharge. Currently, Bureau staff keeps an accurate accounting of their time, and recharges are assessed on the amount of time spent with each board. The present method of calculating recharges is both fair and equitable for all boards and programs. The larger boards may feel an increase less, but they are equally concerned about fairness. In the past, many large boards complained bitterly about subsidizing smaller boards simply because they could afford the cost.

***April 15 - You requested a detailed accounting of license fees collected for each occupational licensing board.**

This is contained in Attachment D, Revenue Report by Board and Program. For FY 04

***April 15 – You requested a detailed explanation of how recharges are computed for occupational licensing boards.**

The original Legislative Budget Book for the 07 Biennium, page D-64 explains the proprietary rate as follows:

> *Recharge rates are allocated to state special revenue accounts based upon projected expenditures. Each program is assigned a percentage rate based on assigned FTE. That percentage is then applied to determine each program's share of the necessary revenues. Legal services expenditures are part of the overall recharge amounts, but fall under Centralized Services Division's budget rather than in the Business Standards Division.*

***April 15 – You requested "detailed accounting of the "recharges" line-item for each occupational licensing board, including itemized amounts for bureau staff, bureau operating expenses, legal staff and resources, division level management and information technology resources."**

This is detailed in Attachment E, Division, Legal and Bureau budgets. Information Technology costs are included in the Division budget, and therefore the costs are allocated to the boards and programs through the Division portion of the recharge.

***April 15 – You requested a detailed accounting of all administrative costs charged to each occupational licensing board.**

The administrative costs are allocated using a percentage determined by time distribution. Bureau staff is required to record time distribution per board or program. The percentage of time that staff spends with each board is then used to determine the board or program's Division and Legal allocations. This percentage can be found on the Bureau Recharge Calculation sheets in Attachment F.

***April 15 – You requested a detailed accounting of personnel services expenditures for each board.**

Attachment G includes examples of a board's Excel document of Revenue and Expenditures. Personal Services is the first item under the Expenditures Section.

***April 15 – You requested a detailed accounting of the overall operating costs for each board.**

Attachment G includes examples of a board's Excel document of Revenue and Expenditures. Operating costs are under the Expenditures Section.

***April 20 - You reference the Legislative Audit of 2003-2004 and note that "This report seems to indicate that the cost of administrative functions is fixed and does not vary between occupational licensure boards. If costs are equal then fees should be equal, without variance from board to board."**

The Department agrees with you and the Legislative Audit Division. This prompted the Department to seek the ability to set administrative fees in HB 182 in this last Legislative Session. Until now, these fees were totally at the discretion of each board. The Department is in the process of determining administrative fees that are commensurate with costs of the services. Administrative fee, as defined in 37-1-130 MCA "means a fee established by the department to cover the cost of administrative services as provided for in 37-1-134." Administrative fees will include fees for duplicate licenses, fees for copying documents or files and fees for licensure verifications. Alternatively, a board fee, as defined in 37-1-130 MCA, "means a fee established by the board to cover program area costs as provided in 37-1-134," and "any other legislatively prescribed fees specific to boards and department programs."

***April 20 - What is the department's definition of services for which "recharges" are made?**

Recharges (or the pro rata share) are charges assessed to the boards associated with the costs incurred by the Department to administer the programs. Section 37-1-101(6), MCA requires the

Department to "assess the costs of the Department to the Boards on an equitable basis as determined by the Department." Section 37-1-131(4), MCA requires the Boards to "pay to the Department its pro rata share of the assessed costs of the Department under 37-1-101(6)." The recharge is actually the sum of three separate budgets. These entities are the respective Bureau, the Business Standards Division and the Legal Unit. Their costs are assessed and then combined to total one amount labeled recharge on each board's financial documents.

***April 20 – You asked "Do you agree with this assessment of administrative costs related to occupational licensure boards? Are the per-unit costs of administrative services equal between occupational licensure boards? If so, why do license fees vary from board to board?"**

The Department agrees that this assessment of administrative costs, as defined earlier, is the same for all licensure boards. The per unit costs of administrative services, for such services as duplicate licenses, lists, copies and license verifications, can be equal among licensure boards. The reason license fees vary from board to board is because the license fee is not an administrative cost. The license fee is directly related to the boards' program costs. Some boards operate very simply, and thus require limited personal services, supplies, communications, travel and other expenditures; other boards have complex educational programs, impairment programs, monitoring programs, and continuing education. Some boards amend rules once a year; others amend as many as 40 rules per year, involving numerous public subcommittees and board meetings. Some boards meet once per year; others meet several times a month. The activities of a board dictate the amount of resources, both staff and material, necessary to meet the program objectives of the boards. Attachment H is the Governor's Report for the previous biennium. The current biennial report will be finished shortly after fiscal year end. This report details the activities of the different licensing boards and programs. Licensure fees are related to the amount of board activity; they are not equal among boards.

***April 20 - You refer to House Bill 2, and request the "working formula of some sort" used to assess costs.**

As discussed above, the formula is based on staff time distribution. Time distribution is reevaluated on an annual basis to ensure fair and equal assessment of recharges. First, the boards and programs are charged directly for the services and expenses they incur. Board member per diem, travel, etc. is charged directly to the boards and programs. Second, the boards and programs must each pay its pro rata share of the Bureau and Division administrative costs as well as the Legal Unit's costs. The Legal Unit's costs include personal services of attorneys and their respective expenses. The formula is as discussed above. The boards and programs are assessed a percentage based on the amount of time bureau staff expend with each board or program.

***April 20 - You ask for "examples for four boards, including the Board of Nursing, for direct technical services charged. Furthermore, please give examples of the hourly rates charged by attorneys and legal assistants for their charges for the four boards, including the Board of Nursing."**

Again, documents are attached from the four boards described above. The Legal Unit time is not charged using an hourly rate, however, you will find the total personal services for the legal unit in the SABHRS document.

We welcome your interest in the boards and programs, and we will be happy to discuss this information in more detail with you at your convenience. If a trip to Helena is not convenient for you, we can arrange a trip to Great Falls at your request. Thank you again for allowing us to explain our boards' and programs' budgets.

Sincerely,

Keith Kelly
Commissioner
Department of Labor and Industry

Enclosures (7)

ATTACHMENT A

	A	B	C	D	E
1	BUSINESS & OCCUPATIONAL LICENSING BUREAU				
2	8/24/2004				
3	PERSONAL SERVICES	FY 04 on July 1, 2004	2006 REQUESTED	2007 REQUESTED	
4	FTE'S				
5	51100 Salaries & Benefits	$ 301,218	$507,917	$525,234	
6	51100 Alternative Pay Plan Reduction				
7	TOTAL PERSONAL SERVICES	$ 301,215	$507,917	$525,234	
8	OTHER SERVICES				
9	62102 CONSULT & PROF SERVICE	$203	$250	$250	(CMS)
10	62104 INSURANCE & BONDS	$ 10,342	$5,423	$5,391	Fixed Cost
11	62108 LEGAL FEES & COURT COSTS	$0		$0	
12	62112 Clausen insurance	$388	$404	$420	
13	62113 WARRANT WRITING	$ 467	in CAP	in CAP	Fixed Cost
14	62114 PAYROLL SERVICE FEE	$1,192	$1,214	$1,201	Fixed Cost
15	62115 PHOTOGRAPHIC SERVICES	$24	$0	$0	
16	62122 DEPARTMENT-WIDE AUDIT	$ 3,610	in CAP	in CAP	Fixed Cost
17	62127 OTHER LEGAL COSTS	$80	$120	$120	
18	62136 IT Consultant	$203	$203	$203	
19	62142 Computer Storage	$ 20	$18	$13	
20	62143 SABRHS ADMINISTRATIVE COSTS	$ 12,116	$16,138	$16,183	Fixed Cost***
21	62165 TEMPORARY SERVICES (Express)	$6,494	$3,000	$3,000	
22	62171 MID-TIER PROCESSING/D OF A	$ 11,092	$12,500	$12,500	
23	62174 DATA NETWORK - ISD	$ 28,750	$40,075	$40,075	Fixed Cost***
24	62182 MISC INFO SYS SERV				
25	62190 PRINTING/PUB & GRAPHICS	$ 1,386	$1,000	$1,000	
26	62193 PHOTOCOPY POOL SERVICES	$ 14,053	$13,000	$13,000	
27	TOTAL OTHER SERVICES	$90,400	$94,395	$94,366	
28	SUPPLIES & MATERIALS				
29	62204 EDUCATIONAL		$100	$100.00	
30	62209 MEDICAL & HSOP SUPP/EQUIP	$0.00	$0.00	$0.00	
31	62210 MINOR TOOLS & EQUIPMENT				
32	62212 PHOTO & REPRODUCTION	$0	$0	$0	
33	62216 GASOLINE	$10			
34	62219 FORMS/CENTRAL STORES	$ 41	$0	$0	
35	62225 BOOKS & REFERENCE MATERIAL	$1,043	$1,050	$1,050	
36	62226 FINE PAPER/CENTRAL STORES	$ 3,557	$2,000	$2,000	
37	62233 PAPER/NON D OF A	$178	$200	$200	
38	62236 CENTRAL STORES (SUPPLIES)	$ 5,710	$2,580	$2,580	
39	62241 OFFICE SUPPLIES/NON STATE	$ 11,210	$11,000	$11,000	
40	62245 MINOR EQUIP - COMP HARDWARE	$11,036	$12,000	$12,000	
41	62249 MINOR SOFTWARE	$ 1,245	$1,000	$1,000	
42	62256 JANITORIAL/CENTRAL STORES	$ 324	$150	$150	
43	62267 PAPER PRODUCTS	$ 213	$100	$100	
44	62276 CONTAINERS/BOXES/SHIPPING MATL	$ 116	$0	$0	
45	62280 PROGRAM EXPENSE	$205			
46	TOTAL SUPPLIES	$35,306	$30,280	$30,280	
47	COMMUNICATIONS				
48	62304 POSTAGE & MAILING	$ 594	$100	$100	
49	62307 MESSENGER SERVICE - D OF A	$581	$575	$575	Fixed Cost
50	62317 ADVERTISING - NEWSPAPERS	$1,726	$1,726	$1,726	
51	62319 CELLULAR PHONES	$2	$0	$0	
52	62370 TELEPHONE EQUIPMENT CHARGE	$ 4,097	$3,600	$3,600	
53	62371 TELEPHONE EQUIP CRG/NON/DOA	$ 951	$900	$900	
54	62372 TELEPHONE/ADD/MOVE/CHANGE	$ 1,005	$625	$625	
55	62385 LONG DISTANCE CHARGE/D OF A	$ 605	$250	$250	
56	62386 LONG DISTANCE CHRG/NON-D OF A	$1	$0	$0	
57	62387 CREDIT CARD CALLS	$1	$0	$0	
58	62389 TELEPHONE DIRECTORIES	$5	$52	$52	
59	TOTAL COMMUNICATIONS	$9,565	$7,928	$7,928	
60	INSTATE TRAVEL				
61	62401 PERSONAL CAR		$23	$23	
62	62407 INSTATE MEALS				
63	62408 IN-STATE LODGING	$11	$11	$11	
64	62410 OVERNIGHT MEALS		$0	$0	
65	OUT-OF-STATE TRAVEL		$0	$0	
66	62412 COMMERCIAL AIR		$1,000	$1,000	
67	62426 FOREIGN		$0	$0	
68	62418 LODGING		$3,100	$3,100	
69	62430 MEALS OVERNIGHT		$250	$250	
70	TOTAL TRAVEL	$11	$4,484	$4,484	
71	RENT				
72	62527 RENT DOFA		$8,101	$8,263	
73	62529 RENT/NON D OF A BUILDINGS	$97,370	$106,683	$108,817	
74	TOTAL RENT	$ 97,370.00	$114,784	$117,080	
75	REPAIR AND MAINTENANCE				
76	62701 BUILDING & GROUNDS	$1,264	$1,300	$1,300	
77	62704 OFFICE EQUIPMENT	$147	$75	$75	
78	62707 VEHICLE OTHER				
79	62750 MAINTENANCE CONTRACTS	$ 200	$162	$162	
80	62766 SINGLE USE COMPUTER	$200	$200	$200	
81	62770 CAPITOL COMPLEX				
82	TOTAL REPAIR & MAINTENANCE	$1,511	$1,737	$1,737	
83	OTHER EXPENSES				
84	62801 DUES		$1,500	$1,500	
85	62802 SUBSCRIPTIONS		$0	$0	
86	30-day working capital budget		$73,840	$75,781	
87	62805 NB DEPRECIATION				
88	62806 INTEREST-NON-DEBT SERVICES		$0	$0	
89	62809 EDUCATION/TRAINING COSTS	$ 4,072	$4,000	$4,000	
90	62811 REWARDS	$89	$0	$0	
91	62817 CONFERENCE COSTS	$1,254	$750	$750	
92	62822 FREIGHT & EXPRESS	$75	$50	$50	
93	62839 INDIRECT	$ 19,579	$36,757	$38,227	7% of PS
94	62851 Moving				
95	62871 Meeting Rooms				Fixed Cost***
96	62895 LATE PAYMENT	$5	$0	$0	
97	62895 ST. FUND IND. COST REC	$11,451	$12,000	$12,000	Fixed Cost
98	TOTAL OTHER EXPENSES	$36,616	$123,397	$122,308	
99					
100	TOTAL OPERATING EXPENSES	$270,984	$332,504	$333,183	
101	EQUIPMENT				
102	63106 EQUIPMENT		$0	$0	
103	TOTAL EQUIPMENT	$0.00	$0.00	$0.00	
104					
105	TOTAL EXPENSES	$572,202	$890,421	$916,417	

ATTACHMENT A

HEALTH CARE LICENSING BUREAU
8/24/2004

PERSONAL SERVICES	ACTUAL FY04	2006 REQUESTED	2007 REQUESTED	
FTE'S				
61100 Salaries	$645,483	$683,263	$710,594	4% Increase
TOTAL PERSONAL SERVICES	$645,483	$683,263	$710,594	
OTHER SERVICES	FY 04 ACTUAL			
62102 CONSULT & PROF SERVICE	$203	$225	$225	
62104 INSURANCE & BONDS	$6,765	$4,935	$4,906	Fixed Cost
62113 WARRANT WRITING	$305	$0	$0	CAP Now
62114 PAYROLL SERVICE FEE	$776	$1,105	$1,093	Fixed Cost
62115 PHOTOGRAPHIC SERVICES	$0	$0	$0	
62122 DEPARTMENT-WIDE AUDIT	$2,357	$0	$0	CAP Now
62127 LEGAL COSTS	$80	$120	$120	
62136 IT CONSULT & PROF SERVICES	$0	$0	$0	
62142 COMPUTER STORAGE	$20	$15	$15	
62148 SABRHS ADMINISTRATIVE COSTS	$7,922	$14,731	$14,731	Fixed Cost***
62165 TEMPORARY SERVICES (Express)	$3,672	$0	$0	
62171 MID-TIER PROCESSING/D OF A	$8,996	$11,290	$11,290	
62174 DATA NETWORK - ISD	$22,651	$31,363	$31,363	Fixed Cost***
62182 MISC INFO SYS SERV/NON-DOA	$0	$0	$0	
62184 OPERATIONAL SUPPORT/NON DOFA	$0	$0	$0	
62190 PRINTING/PUB & GRAPHICS	$112	$125	$125	
62191 PRINTER/OTHER PROVIDER	$0	$0	$0	
62193 PHOTOCOPY POOL SERVICES	$7,696	$6,500	$6,500	
TOTAL OTHER SERVICES	$61,553	$70,409	$70,368	
SUPPLIES & MATERIALS				
62204 EDUCATIONAL	$99	$100	$100	
62210 MINOR TOOLS & EQUIPMENT	$22	$0	$0	
62219 FORMS/CENTRAL STORES	$41	$0	$0	
62225 BOOKS & REFERENCE MATERIAL	$663	$700	$700	
62226 FINE PAPER/CENTRAL STORES	$3,843	$2,000	$2,000	
62233 PAPER/NON STATE	$178	$200	$200	
62236 CENTRAL STORES (SUPPLIES)	$3,364	$1,500	$1,500	
62241 OFFICE SUPPLIES/NON STATE	$7,078	$7,000	$7,000	
62245 MINOR EQUIPMENT-COMPUTERS	$4,675	$4,700	$4,700	
62249 Minor Software	$482	$450	$450	
62256 JANITORIAL/CENTRAL STORES	$294	$0	$0	
62267 PAPER PRODUCT	$213	$100	$100	
62276 BOXES	$116	$0	$0	
62280 Program Expense	$135	$0	$0	
TOTAL SUPPLIES	$21,202	$16,750	$16,750	
COMMUNICATIONS				
62304 POSTAGE & MAILING	$597	$100	$100	
62307 MESSENGER SERVICE - D OF A	$381	$524	$524	Fixed Cost
62319 CELLULAR PHONES	$137	$0	$0	
62370 TELEPHONE EQUIPMENT CHARGE	$4,625	$4,300	$4,300	
62371 TELEPHONE EQUIP/NON-D OF A	$253	$250	$250	
62372 TELEPHONE/ADD/MOVE/CHANGE	$429	$425	$425	
62385 LONG DISTANCE CHARGE/D OF A	$1,312	$100	$100	
62387 CREDIT CARD CALLS	$380	$0	$0	
62389 TELEPHONE DIRECTORIES	$28	$30	$30	
TOTAL COMMUNICATIONS	$8,141	$5,729	$5,729	
INSTATE TRAVEL				
62407 IN-STATE MEALS	$0	$0	$0	
62401 PERSONAL CAR	$0	$0	$0	
62405 OTHER	$0	$0	$0	
62408 LODGING	$0	$0	$0	
62424 SPECIAL FEES	$0	$0	$0	
OUT-OF-STATE TRAVEL	$0	$0	$0	
62412 COMMERCIAL AIR	$481	$1,000	$1,000	
62426 Foreign Travel	$1,532	$3,100	$3,100	

ATTACHMENT A

2430 MEALS OVERNIGHT	$0	$350	$350	
TOTAL TRAVEL	$2,013	$4,450	$4,450	
RENT				
62529 RENT/NON STATE BUILDINGS	$70,504	$75,000	$76,500	
TOTAL RENT	$70,504	$75,000	$76,500	
REPAIR AND MAINTENANCE				
62701 BUILDINGS & GROUNDS	$1,538	$1,550	$1,550	
62702 Construction Equipment	$89	$0	$0	
62704 OFFICE EQUIPMENT	$57	$0	$0	
62750 MAINTENANCE CONTRACTS	$165	$140	$140	
62766 PRINTING EQUIPMENT	$200	$200	$200	
TOTAL REPAIR & MAINTENANCE	$2,049	$1,890	$1,890	
OTHER EXPENSES				
30-Day Working Capital Budget	$0	$76,627	$78,995	
62802 SUBSCRIPTIONS	$178	$200	$200	
62809 EDUCATION/TRAINING COSTS	$4,064	$4,100	$4,100	
62817 Meeting/Conference Costs	$303	$300	$300	
62822 FREIGHT & EXPRESS	$14	$15	$15	
62889 INDIRECT	$41,956	$47,828	$49,742	7% of PS
62895 ST. FUND IND. COST REC	$9,926	$10,000	$10,000	Fixed Cost
TOTAL OTHER EXPENSES	$56,441	$139,070	$143,352	
TOTAL OPERATING EXPENSES	$221,903	$313,298	$319,039	
EQUIPMENT	FY 2004 ACTUAL			
63106 EQUIPMENT		$0	$0	
TOTAL EQUIPMENT	$0.00	$0.00	$0.00	
TOTAL EXPENSES	$867,386	$996,562	$1,029,632	

SBHRS2001

ATTACHMENT B

BOARD OF LANDSCAPE ARCHITECTS FISCAL YEAR 2004

	BUDGET	YTD EXP	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY END
INCOME	$0.00														
508018 Renewal		$12,944.10	$1,350.00	$295.16	$0.00	$0.00	$0.00	$50.00	$0.00	$0.00	$50.00	$0.00	$4,500.00	$6,698.94	$0.00
508019 Application		$3,700.00	$0.00	$0.00	$400.00	$500.00	$200.00	$0.00	$0.00	$0.00	$300.00	$1,200.00	$1,100.00	$0.00	$0.00
508127 Certificate		$300.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$50.00	$200.00	$50.00	$0.00
520938 Lists		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
521125 Exam		$10,047.50	$0.00	$370.00	$0.00	$3,470.00	$0.00	$0.00	$0.00	$150.00	$1,225.00	$4,472.50	($120.00)	$480.00	$0.00
520942 Seals		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$25.00	($25.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
508169 Late License Renewal		$371.65	$225.00	$146.65	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
520938 Documents		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
512033 Accommodation Tax		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL INCOME	$0.00	[redacted]	$1,575.00	$811.81	$400.00	$3,970.00	$200.00	$75.00	($25.00)	$150.00	$1,575.00	$5,722.50	$5,680.00	$7,228.94	$0.00
FINES/GEN. FUND		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
% Elapsed Time YTD		92%													
% of Income Collected		#DIV/0!													
EXPENSES															
PERSONAL SERVICES															
61101 PPE								$255.10	36.44						
61102 OVERTIME	$0.00	$0.00										$0.00			
ADMINISTRATOR		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61113 LONGEVITY	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00													
61301 PER DIEM	$0.00	$950.00													
Shelly Engler		$250.00	$0.00	$0.00	$50.00	$150.00	$0.00	$50.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Bob Broughton		$100.00	$0.00	$0.00	$50.00	$0.00	$0.00	$50.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Janet Thomas		$100.00	$0.00	$0.00	$0.00	$0.00	$0.00	$50.00	$0.00	$0.00	$0.00	$50.00	$0.00	$0.00	$0.00
Stacey Robinson		$250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$250.00	$0.00	$0.00	$0.00
David Hummel		$250.00	$0.00	$0.00	$100.00	$0.00	$0.00	$100.00	$0.00	$0.00	$0.00	$50.00	$0.00	$0.00	$0.00
		$0.00													
		$0.00													
61399 GENERAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61400 EMP BENEFITS	$0.00	$20.25	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61401 FICA - Admin	$0.00	$40.20	$0.00	$0.00	$0.00	$0.00	$0.00	$17.71	$2.54	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61402 RETIREMENT	$0.00	$81.79	$0.00	$0.00	$0.00	$0.00	$0.00	$17.44	$2.51	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61403 GROUP INS	$0.00	$65.09	$0.00	$0.00	$0.00	$0.00	$0.00	$53.75	$8.09	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61404 WORKERS COMP INS	$0.00	$3.97	$0.00	$0.00	$0.00	$0.00	$0.00	$2.84	$0.41	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
61410 STATE UNEMPL TAX	$0.00	$0.72	$0.00	$0.00	$0.00	$0.00	$0.00	$0.63	$0.09	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00													
61499 GENERAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL PERSONAL SERV.	$1,150.00	[redacted]	$0.00	$0.00	$200.00	$150.00	$0.00	$597.47	$50.08	$0.00	$0.00	$350.00	$0.00	$0.00	$0.00
OTHER SERVICES															

[redacted]

BOARD OF LANDSCAPE ARCHITECTS FISCAL YEAR 2004

	BUDGET	YTD EXP	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY END
62102 CONSUL&PROF SER	$0.00	$0.00													
Exam Proctor		$8,807.01	$0.00	$0.00	$0.00	$0.00	$0.00	$3,291.00	$0.00	$0.00	$0.00	$5,110.60	$32.41	$373.00	$0.00
Lisa Harvey	$0.00	$6.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$6.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Helena Stamp Works		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Northrup Gruman		$1.42					$0.00							$1.42	
62108 LEGAL	$0.00	$0.00													
Court Reporting	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62112 NOTARIES	$0.00	$32.00	$0.00	$0.00	$0.00	$32.00									
62137 OTHER LEGAL COSTS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62136 IT CONSULT & PROF	$0.00	$5.10	$0.00	$0.00	$0.00	$1.33	$0.00	$0.00	$3.77	$0.00	$0.00	$0.00		$0.00	$0.00
62145 FOOD SERVICES EXPENSE		$0.00					$0.00								
62165 SECRETARIAL SER	$0.00	$364.44	$0.00	$0.00	$49.83	$0.00	$185.12	$129.49	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62169 NON-PROFIT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62181 DATA NETWORK/NON I	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62184 CLARB EXAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00													
62187 RECORDS STORAGE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62188 COMP CHARGES	$0.00	$993.41	$0.00	$0.00	$180.62	$90.31	$90.31	$90.31	$90.31	$90.31	$90.31	$90.31	$90.31	$90.31	
62190 PRINTING/REG	$0.00	$27.63	$0.00	$0.00	$0.00	$1.51	$0.49	$18.20	$0.91	$0.00	$0.00	$2.41	$3.16	$0.95	$0.00
62191 PRINTING/OTHER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62193 PHOTOCOPY POOL SE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL OTHER SERV.	$741.00	[redacted]	$0.00	$0.00	$230.45	$125.15	$275.92	$3,529.00	$100.99	$90.31	$90.31	$5,203.32	$125.88	$465.68	$0.00
SUPPLIES & MATERIALS															
62205 FOOD	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62212 PHOTO & REPROD	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62225 BOOKS & REF MAT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
L.A.R.E EXAM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62231 ID CARDS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62236 CENTRAL STORES	$0.00	$53.25	$0.00	$0.00	$50.18	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$3.07	$0.00
62241 OFF SUPP/NON STAT	$0.00	$447.53	$0.00	$0.00	$21.50	$208.71	$0.00	$0.00	$0.00	$0.00	$0.13	$26.07	$26.50	$164.62	$0.00
SEALS	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62245 DATA PROCESS SUPP	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62255 PROMOTIONAL AIDES		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62276 REC STORAGE	$0.00	$0.00	$0.00	$0.00	$16.08										
62278 BEVERAGES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62280 Program Expenses	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$8.00	$0.00
TOTAL SUPPLIES	$8,488.00	[redacted]	$0.00	$0.00	$87.76	$208.71	$0.00	$0.00	$0.00	$0.00	$0.13	$26.07	$26.50	$175.69	$0.00
COMMUNICATIONS															
62304 Postage	$0.00	$0.00	$0.00	$9.01	$13.23	$28.86	$0.00	$12.98	$9.30	$3.85	$9.18	$120.05	$89.11	$0.00	$0.00
Federal Express		$66.79	$0.00	$0.00	$0.00	$0.00	$0.00	$66.79	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62305 UPS	$0.00	$150.01	$93.89	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$56.12	$0.00	$0.00	$0.00	$0.00	$0.00
62370/71/85/87-TELEPHONE	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$75.34	$0.00	$0.00
62385 Telephone	$0.00	$0.00			$3.59	$0.21	$20.87	$0.00	$1.17	$0.43	$3.49	$14.81		$6.87	
TOTAL COMMUNICATIONS	$603.00	[redacted]	$93.89	$9.01	$16.82	$29.07	$20.87	$79.77	$10.47	$60.40	$12.67	$134.86	$164.45	$6.87	$0.00

BOARD OF LANDSCAPE ARCHITECTS FISCAL YEAR 2004

	BUDGET	YTD EXP	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY END
TRAVEL															
INSTATE															
62401 PERSONAL CAR	$0.00	$523.44													
Engler		$147.60	$0.00	$0.00	$76.68	$0.00	$0.00	$70.92	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Broughton		$246.24	$0.00	$0.00	$136.08	$0.00	$0.00	$110.16	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Thomas		$129.60	$0.00	$0.00	$0.00	$0.00	$0.00	$129.60	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Robinson		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Hummel		$0.00	$0.00	$0.00	$171.36	$0.00	$0.00	$171.36	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62402 COMMERCIAL AIR	$0.00														
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62405 IN-STATE OTHER		$0.00													
BROUGHTON		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ENGLER		$0.00	$0.00	$0.00	$0.00	$16.25	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
THOMAS		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62407 MEALS	$0.00	$71.00													
ROBINSON		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ENGLER		$0.00	$0.00	$0.00	$6.00	$0.00	$0.00	$6.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
BROUGHTON		$0.00	$0.00	$0.00	$18.00	$0.00	$0.00	$18.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
THOMAS		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$23.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
HUMMEL		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ADMINISTRATOR		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62408 LODGING	$0.00	$96.30													
ROBINSON		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ENGLER		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
BROUGHTON		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
THOMAS		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
HUMMEL		$96.30	$0.00	$0.00	$58.85	$0.00	$0.00	$37.45	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ADMINISTRATOR		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62409 CAR RENTAL	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Engler		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62410 OVERNIGHT MEALS	$0.00	$64.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Robinson		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Engler		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Broughton		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Thomas		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Hummel		$64.00	$0.00	$0.00	$41.00	$0.00	$0.00	$23.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
OUT-OF-STATE															
62411 PERSONAL CAR	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ENGLER		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62412 COMMERCIAL AIR	$0.00	$1,519.41	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

BOARD OF LANDSCAPE ARCHITECTS FISCAL YEAR 2004

	BUDGET	YTD EXP	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY END
ADMINISTRATOR		$552.69	$0.00	$0.00	$0.00	$0.00	$2.09	$0.00	$0.00	$0.00	$0.00	$0.00	$550.60	$0.00	$0.00
ENGLER		$377.82	$0.00	$0.00	$0.00	$377.82	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ROBBINS		$588.90	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$588.90	$0.00	$0.00	$0.00
62415 OUT-STATE OTHER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ENGLER		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62418 LODGING	$0.00	$961.46	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$341.25	$0.00	$0.00
ADMINISTRATOR		$0.00	$0.00	$0.00	$0.00	$0.00	$36.51	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ENGLER		$0.00	$0.00	$0.00	$0.00	$242.42	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ROBINSON		$341.28	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$341.28	$0.00	$0.00	$0.00
62430 MEALS OVERNIGHT	$0.00	$260.83	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ADMINSTRATOR		$0.00	$0.00	$0.00	$0.00	$0.00	$8.83	$0.00	$0.00	$0.00	$0.00	$0.00	$96.00	$0.00	$0.00
ENGLER		$0.00	$0.00	$0.00	$0.00	$72.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ROBINSON		$84.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$84.00	$0.00	$0.00	$0.00
62498 NON-EMP. TRAVEL		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL TRAVEL	$4,645.00	[redacted]	$0.00	$0.00	$507.97	$708.49	$47.43	$589.49	$0.00	$0.00	$0.00	$1,014.18	$987.85	$0.00	$0.00
RENT															
62512 STORAGE	$0.00	$154.00													
		$154.00	$0.00	$0.00	$0.00	$154.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62516 MEETING ROOMS	$0.00	$0.00													
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL RENT	$0.00	$154.00	$0.00	$0.00	$0.00	$154.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62743 REPAIR & MAINTENAN	$0.00	$0.00													
62701 Building & Maint.	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$287.99	$0.00
62701 Office Equip.	$0.00	$65.88	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$65.88	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL REPAIR & MAINTENAN	$0.00	$65.88	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$65.88	$0.00	$0.00	$0.00	$287.99	$0.00
OTHER EXPENSES															
62801 DUES	$0.00	$4,200.00													
CLARB		$4,200.00	$0.00	$0.00	$4,200.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62802 SUBSCRIPTIONS	$0.00	$0.00													
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62809 REGIS. FEES	$0.00	$1,770.74													
Board Member		$1,200.00	$0.00	$600.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$300.00	$300.00	$0.00	$0.00	$0.00
ADMINISTRATOR		$570.74	$0.00	$0.00	$0.00	$270.74	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$300.00	$0.00	$0.00
62822 FREIGHT & EXP	$0.00	$0.00													

BOARD OF LANDSCAPE ARCHITECTS FISCAL YEAR 2004

	BUDGET	YTD EXP	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY END
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62827 INDIRECT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62882 RECHARGE/OPER.	$0.00	$3,032.16	$0.00	$1,448.50	$0.00	$0.00	$0.00	$0.00	$0.00	$1,583.66	$0.00	$0.00	$0.00	$0.00	$0.00
62853 PUBLIC RELATION	$0.00							$22.59	$3.25	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62889 CAP		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
62895 ST. FUND ITD.	$0.00														
**********		[redacted]	$0.00	$2,048.50	$4,200.00	$270.74	$0.00	$22.59	$3.25	$1,583.66	$300.00	$300.00	$300.00	$0.00	$0.00
TOTAL OTHER EXP	$8,806.00														
EQUIPMENT		$0.00													
63112 EQUIPMENT	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
**********		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL EQUIPMENT	$0.00														
==========															
		$25,852.60	$93.89	$2,057.51	$5,243.00	$1,646.16	$344.22	$4,818.32	$164.79	$1,800.25	$403.11	$7,028.43	$1,604.68	$936.23	$0.00
TOTAL EXPENSES	$24,433.00														
		($1,419.60)													
REMAINING APPROPRIATION															
% of Elapsed Time		106%													
% of Expenses YTD															
**********															
		$12,972.26	$12,972.26	$14,453.37	$13,207.67	$7,756.75	$10,080.59	$9,936.37	$5,193.05	$5,003.26	$3,353.01	$4,524.90	$3,218.97	$7,294.29	$6,358.06
BEGINNING CASH BALANCE		$20,134.31	$1,575.00	$811.81	$400.00	$3,970.00	$200.00	$75.00	($25.00)	$150.00	$1,575.00	$5,722.50	$5,680.00	$0.00	$0.00
INCOME		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
FY 99 PREPAID EXP		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
FY 98 PREPAID EXP		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
MOVING EXPENSE		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ORACLE REALLOCATION		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
EXPENSE		($26,140.59)	($93.89)	($2,057.51)	($5,243.00)	($1,646.16)	($344.22)	($4,818.32)	($164.79)	($1,800.25)	($403.11)	($7,028.43)	($1,604.68)	($936.23)	$0.00
BAD CHECK		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ACCRUED EXPENSES		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
PRIOR YEAR EXP.DEDUCT		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
PRIOR YEAR REVENUE ADJUST.		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
HB 598 ALLOCATION		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
VOUCHERS PAYABLE		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
VCASH CUTOFF		==========	==========	==========	==========	==========	==========	==========	==========	==========	==========	==========	==========	==========	==========
		$6,965.98	$14,453.37	$13,207.67	$8,364.67	$10,080.59	$9,936.37	$5,193.05	$5,003.26	$3,353.01	$4,524.90	$3,218.97	$7,294.29	$6,358.06	$6,358.06
ENDING CASH BALANCE															

Bag Cash
-13,441.96

PeopleSoft GL
TRIAL BALANCE BY FUND

Report ID: MTGL7008
Bus. Unit: 66020--Labor & Industry
Ledger: ACTUALS -- Actuals Ledger
Fund: 02808
As of Year 2004 and Period 12

Run Date 07/30/2004
Run Time 14:17:22

Account	Description	Debit	Credit
1104	Cash In Bank	4,745.15	0.00
2107	Vouchers Payable	0.00	1,198.87
2113	FYE Payroll Pay DofA Use Only	0.00	79.02
2301B	Accrued Liability (B)	0.00	1.65
2345	Due To Cash Cutoff	0.00	18,108.09
4101	Fund Balance	0.00	12,364.34
508018	Landscape Arch Renew Lic	0.00	14,398.04
508019	Landscape Arch Application	0.00	3,700.00
508127	Landscape Arch Certificates	0.00	300.00
508169	Late License Renewal	0.00	371.65
512033	Accommodation Tax/Agencies	0.00	3.60
521125	Landscape Arch Exam	0.00	10,047.50
61101	Regular	7,233.34	0.00
61103	Sick Leave	299.39	0.00
61104	Vacation	304.91	0.00
61105	Holiday	324.54	0.00
61158	Compensatory Time Taken	115.84	0.00
61301	Per Diem	950.00	0.00
61401	FICA	573.73	0.00
61402	Retirement - Other	578.34	0.00
61403	Group Insurance	1,086.84	0.00
61404	Workers Compensation Insur	124.45	0.00
61410	State Unemployment Tax	20.96	0.00
62102	Consult & Prof Services	8,814.43	0.00
62112	Bonds - Non D Of A	32.00	0.00
62136	IT Consult & Prof Services	5.10	0.00
62165	Temporary Services	465.15	0.00
62181	Data Network Serv/Non-D Of A	4.70	0.00
62188	Central Imaging	1,083.72	0.00
62190	Printing/Pub & Graphics	28.42	0.00
62236	Ofc Supplies/Central Stores	53.25	0.00
62241	Office Sup/Minor Equip-NonStat	959.83	0.00
62276	Containers/Boxes/Shipping Matl	16.08	0.00
62280	Program Expense	8.00	0.00
62304	Postage & Mailing	412.43	0.00
62305	United Parcel Service Charges	216.80	0.00
62385	Long Distance Chrg/D Of A	126.78	0.00
62401	In-State Personal Car Mileage	866.16	0.00
62405	In-State Other	16.25	0.00
62407	In-State Meals	71.00	0.00
62408	In-State Lodging	96.30	0.00
62410	In-State Meals Overnight	64.00	0.00
62412	Out-Of-State Commercial Trans	1,519.41	0.00
62418	Out-Of-State Lodging	961.46	0.00
62430	Out-Of-State Meals-Overnight	260.83	0.00
62512	Storage	154.00	0.00
62701	Buildings & Grounds	287.99	0.00
62704	Office Equipment	65.88	0.00
62801	Dues	4,200.00	0.00
62809	Education/Training Costs	1,770.74	0.00
62882	Recharges-Operating Expenses	20,927.16	0.00
62888	Statewide Indirect Costs	34.35	0.00
62889	Agency Indirect Cost	693.05	0.00
	Total	60,572.76	60,572.76

STATE OF MONTANA
ORGANIZATION DETAIL REPORT
ORG: 5229 - Board of Landscape Architects
MGR NAME: Addington,Lisa

PART-A ACTUAL REVENUE ACCOUNT SUMMARY

ELAPSED TIME YTD: 100%

ACCOUNT		FUND	CURRENT MONTH	CURRENT YEAR	CM PRIOR YR	PRIOR YEAR	CURR+PRIOR
508018	Landscape Arch Renew Lic	02808	8,152.88	14,398.04			14,398.04
508019	Landscape Arch Application	02808		3,700.00			3,700.00
508127	Landscape Arch Certificates	02808	50.00	300.00			300.00
508169	Late License Renewal	02808		371.65			371.65
512033	Accommodation Tax/Agencies	02808	3.60	3.60			3.60
521125	Landscape Arch Exam	02808	480.00	10,047.50			10,047.50
TOTAL	FUND 02808 Board Of Landscape Archite		8,686.48	28,820.79			28,820.79
TOTAL	PART-A ACTUAL REVENUE ACCOUNT SUMMARY		8,686.48	28,820.79			28,820.79

PART-A ACTUAL EXPENSE ACCOUNT SUMMARY

61101	Regular	02808	6,941.80	7,233.34			7,233.34
61103	Sick Leave	02808	299.39	299.39			299.39
61104	Vacation	02808	304.91	304.91			304.91
61105	Holiday	02808	324.54	324.54			324.54
61158	Compensatory Time Taken	02808	115.84	115.84			115.84
TOTAL	61100 Salaries		7,986.48	8,278.02			8,278.02
61301	Per Diem	02808		950.00			950.00
61401	FICA	02808	553.48	573.73			573.73
61402	Retirement - Other	02808	558.39	578.34			578.34
61403	Group Insurance	02808	1,025.00	1,086.84			1,086.84
61404	Workers Compensation Insur	02808	121.20	124.45			124.45
61410	State Unemployment Tax	02808	20.24	20.96			20.96
TOTAL	61400 Employee Benefits		2,278.31	2,384.32			2,384.32
TOTAL	61000 Personal Services		10,264.79	11,612.34			11,612.34
62102	Consult & Prof Services	02808	374.42	8,814.43			8,814.43
62112	Bonds - Non D Of A	02808		32.00			32.00
62136	IT Consult & Prof Services	02808		5.10			5.10
62165	Temporary Services	02808	100.71	465.15			465.15
62181	Data Network Serv/Non-D Of A	02808	4.70	4.70			4.70
62188	Central Imaging	02808	180.62	1,083.72			1,083.72
62190	Printing/Pub & Graphics	02808	1.74	28.42			28.42
TOTAL	62100 Other Services		662.19	10,433.52			10,433.52
62236	Ofc Supplies/Central Stores	02808	3.07	53.25			53.25
62241	Office Sup/Minor Equip-NonStat	02808	676.92	959.83			959.83
62276	Containers/Boxes/Shipping Matl	02808		16.08			16.08
62280	Program Expense	02808	8.00	8.00			8.00
TOTAL	62200 Supplies & Materials		687.99	1,037.16			1,037.16
62304	Postage & Mailing	02808	116.86	412.43			412.43
62305	United Parcel Service Charges	02808		216.80			216.80
62385	Long Distance Chrg/D Of A	02808	6.87	126.78			126.78
TOTAL	62300 Communications		123.73	756.01			756.01
62401	In-State Personal Car Mileage	02808		866.16			866.16
62405	In-State Other	02808		16.25			16.25
62407	In-State Meals	02808		71.00			71.00

PART-A ACTUAL EXPENSE ACCOUNT SUMMARY

ELAPSED TIME YTD: 100%

ACCOUNT		FUND	CURRENT MONTH	CURRENT YEAR	CM PRIOR YR	PRIOR YEAR	CURR+PRIOR
62408	In-State Lodging	02808		96.30			96.30
62410	In-State Meals Overnight	02808		64.00			64.00
62412	Out-Of-State Commercial Trans	02808		1,519.41			1,519.41
62418	Out-Of-State Lodging	02808		961.46			961.46
62430	Out-Of-State Meals-Overnight	02808		260.83			260.83
TOTAL	62400 Travel			3,855.41			3,855.41
62512	Storage	02808		154.00			154.00
62701	Buildings & Grounds	02808	287.99	287.99			287.99
62704	Office Equipment	02808		65.88			65.88
TOTAL	62700 Repair & Maintenance		287.99	353.87			353.87
62801	Dues	02808		4,200.00			4,200.00
62809	Education/Training Costs	02808		1,770.74			1,770.74
62882	Recharges-Operating Expenses	02808	17,895.00	20,927.16			20,927.16
62888	Statewide Indirect Costs	02808	34.35	34.35			34.35
62889	Agency Indirect Cost	02808	667.21	693.05			693.05
TOTAL	62800 Other Expenses		18,596.56	27,625.30			27,625.30
TOTAL	62000 Operating Expenses		20,358.46	44,215.27			44,215.27
TOTAL	FUND 02808 Board Of Landscape Archite		30,623.25	55,827.61			55,827.61
TOTAL	PART-A ACTUAL EXPENSE ACCOUNT SUMMARY		30,623.25	55,827.61			55,827.61

PART-B BUDGET REVENUE ACCOUNT SUMMARY

ACCOUNT		FUND	PROG	ESTIMATE	RECOGNIZED	BALANCE
508000	Pol Licenses	02808	2004	16,900.00	15,566.81	1,333.19
512030	Accommodations Tax	02808	2004	1.00		1.00
520900	Photocopy Fees	02808	2004	725.00		725.00
521000	Administrative Fees	02808	2004	8,560.00	10,047.50	1,487.50-
545000	Miscellaneous Fines/Forfeits	01100	2004	500.00		500.00
TOTAL	FUND 01100 General Fund			500.00		500.00
TOTAL	FUND 02808 Board Of Landscape Architects			26,186.00	25,614.31	571.69
TOTAL	PROGRAM 2004			26,686.00	25,614.31	1,071.69
TOTAL	PART-B BUDGET REVENUE ACCOUNT SUMMARY			26,686.00	25,614.31	1,071.69

PART-B BUDGET EXPENSE ACCOUNT SUMMARY

ACCOUNT		FUND	PROG	SUB-CLS	BUDGET	ENCUMBERED	EXPENDED	BALANCE	%
61000	Personal Services	02808	2004	806H1	7,950.00		11,612.34	3,662.34-	146
62000	Operating Expenses	02808	2004	806H1	48,383.00		44,215.27	4,167.73	91
TOTAL	SUB-CLS 806H1 BSD				56,333.00		55,827.61	505.39	99
TOTAL	FUND 02808 Board Of Landscape Architects				56,333.00		55,827.61	505.39	99
TOTAL	PROGRAM 2004				56,333.00		55,827.61	505.39	99
TOTAL	PART-B BUDGET EXPENSE ACCOUNT SUMMARY				56,333.00		55,827.61	505.39	99

PART-C CURR MONTH DETAIL REVENUE TRANSACTIONS
ELAPSED TIME YTD: 100%

ACCNT	JRNL-ID	DATE	JRNL-LN	DESCRIPTION	AMOUNT	VCHR-ID	VENDOR NAME
508018	ARD1052725	06/02/2004	000184	9084	600.00		
508018	ARD1053301	06/03/2004	000161	9100	300.00		
508018	ARD1054299	06/07/2004	000209	9111	300.00		
508018	ARD1054299	06/07/2004	000215	9111	150.00		
508018	ARD1054299	06/07/2004	000217	9111	750.00		
508018	ARD1054300	06/07/2004	000043	1008	1,748.94		
508018	ARD1056930	06/14/2004	000129	9155	600.00		
508018	ARD1057390	06/15/2004	000165	9162	300.00		
508018	ARD1057860	06/16/2004	000169	9170	150.00		
508018	ARD1059194	06/21/2004	000167	9193	150.00		
508018	ARD1061152	06/22/2004	000143	9200	450.00		
508018	ARD1061645	06/23/2004	000111	9207	300.00		
508018	ARD1062116	06/24/2004	000187	9219	300.00		
508018	ARD1062580	06/25/2004	000143	9232	450.00		
508018	ARD1063125	06/28/2004	000125	9238	150.00		
508018	ARD1066716	06/30/2004	000037	1009	1,453.94		
TOTAL	508018 Landscape Arch Renew Lic				8,152.88		
508127	ARD1055557	06/09/2004	000127	9128	50.00		
512033	4AT6602023	06/30/2004	000356	Accommodation Tax/Agencies	3.60		
521125	ARD1062580	06/25/2004	000144	9232	480.00		
TOTAL	PART-C CURR MONTH DETAIL REVENUE TRANSACTIONS				8,686.48		

PART-C CURR MONTH DETAIL EXPENSE TRANSACTIONS

61101	DLGL041122	06/28/2004	000121	Regular	3,260.52		
61101	DLGL041122	06/28/2004	000217	Regular	1,814.37		
61101	DLGL041122	06/28/2004	000247	Regular	1,814.44		
61101	PAY1073166	06/30/2004	000080	PPE 7/9/04 DN1 FY2004	52.47		
TOTAL	61101 Regular				6,941.80		
61103	DLGL041122	06/28/2004	000122	Sick Leave	47.05		
61103	DLGL041122	06/28/2004	000218	Sick Leave	126.16		
61103	DLGL041122	06/28/2004	000248	Sick Leave	126.18		
TOTAL	61103 Sick Leave				299.39		
61104	DLGL041122	06/28/2004	000123	Vacation	50.11		
61104	DLGL041122	06/28/2004	000219	Vacation	127.40		
61104	DLGL041122	06/28/2004	000249	Vacation	127.40		
TOTAL	61104 Vacation				304.91		
61105	DLGL041122	06/28/2004	000124	Holiday	147.28		
61105	DLGL041122	06/28/2004	000220	Holiday	88.63		
61105	DLGL041122	06/28/2004	000250	Holiday	88.63		
TOTAL	61105 Holiday				324.54		
61158	DLGL041122	06/28/2004	000125	Compensatory Time Taken	96.14		
61158	DLGL041122	06/28/2004	000221	Compensatory Time Taken	9.85		
61158	DLGL041122	06/28/2004	000251	Compensatory Time Taken	9.85		

PART-C CURR MONTH DETAIL EXPENSE TRANSACTIONS
ELAPSED TIME YTD: 100%

ACCNT	JRNL-ID	DATE	JRNL-LN	DESCRIPTION	AMOUNT	VCHR-ID	VENDOR NAME
TOTAL	61158			Compensatory Time Taken	115.84		
61401	DLGL041122	06/28/2004	000126	FICA	254.25		
61401	DLGL041122	06/28/2004	000222	FICA	143.59		
61401	DLGL041122	06/28/2004	000252	FICA	143.92		
61401	PAY1073166	06/30/2004	000159	PPE 7/9/04 DN1 FY2004	11.72		
TOTAL	61401			FICA	553.48		
61402	DLGL041122	06/28/2004	000127	Retirement - Other	248.47		
61402	DLGL041122	06/28/2004	000223	Retirement - Other	149.33		
61402	DLGL041122	06/28/2004	000253	Retirement - Other	149.65		
61402	PAY1073166	06/30/2004	000205	PPE 7/9/04 DN1 FY2004	10.94		
TOTAL	61402			Retirement - Other	558.39		
61403	DLGL041122	06/28/2004	000128	Group Insurance	410.00		
61403	DLGL041122	06/28/2004	000224	Group Insurance	307.46		
61403	DLGL041122	06/28/2004	000254	Group Insurance	307.54		
TOTAL	61403			Group Insurance	1,025.00		
61404	DLGL041122	06/28/2004	000129	Workers Compensation Insur	64.07		
61404	DLGL041122	06/28/2004	000225	Workers Compensation Insur	26.79		
61404	DLGL041122	06/28/2004	000255	Workers Compensation Insur	26.85		
61404	PAY1073166	06/30/2004	000251	PPE 7/9/04 DN1 FY2004	3.49		
TOTAL	61404			Workers Compensation Insur	121.20		
61410	DLGL041122	06/28/2004	000130	State Unemployment Tax	9.01		
61410	DLGL041122	06/28/2004	000226	State Unemployment Tax	5.41		
61410	DLGL041122	06/28/2004	000256	State Unemployment Tax	5.42		
61410	PAY1073166	06/30/2004	000297	PPE 7/9/04 DN1 FY2004	0.40		
TOTAL	61410			State Unemployment Tax	20.24		
62102	ACC1053414	06/03/2004	000236	dkp/pol system supp 4/3-4/30	1.42	00063115	NORTHROP GRUMMAN
62102	ACC1070884	06/30/2004	000302	dkp/clarb exams 6/9/lar	50.00	00064663	COUNCIL OF LANDSCAPE ARCHITECTURAL
62102	ACC1070884	06/30/2004	000304	dkp/clarb exams 5/5/lar	323.00	00064664	COUNCIL OF LANDSCAPE ARCHITECTURAL
TOTAL	62102			Consult & Prof Services	374.42		
62165	ACC1066021	06/30/2004	000132	dkp/express/w/e 5/16-5/30/bolb	100.71	00064266	EXPRESS PERSONNEL SVC
62181	ACC1066021	06/30/2004	000072	dkp/pol support 5/1-5/28	3.05	00064250	NORTHROP GRUMMAN
62181	DLGL041242	06/30/2004	000033	Data Network Serv/Non-D Of A	1.65		
TOTAL	62181			Data Network Serv/Non-D Of A	4.70		
62188	DLIU040482	06/10/2004	000031	Central Imaging	90.31		
62188	DLIU040538	06/30/2004	000031	Central Imaging	90.31		
TOTAL	62188			Central Imaging	180.62		
62190	DLIU040489	06/16/2004	000012	Printing/Pub & Graphics	0.95		
62190	DLIU040560	06/30/2004	000011	Printing/Pub & Graphics	0.79		
TOTAL	62190			Printing/Pub & Graphics	1.74		
62236	DLIU040481	06/09/2004	000004	Ofc Supplies/Central Stores	3.07		

PART-C CURR MONTH DETAIL EXPENSE TRANSACTIONS

ELAPSED TIME YTD: 100%

ACCNT	JRNL-ID	DATE	JRNL-LN	DESCRIPTION	AMOUNT	VCHR-ID	VENDOR NAME
62241	ACC1064667	06/30/2004	000478	SCS/6327 FURNITURE BSD	164.62	00064175	KR OFFICE INTERIORS INC
62241	ACC1066021	06/30/2004	000104	dkp/hlna stamp 5/20-6/15/bolb	23.10	00064263	HELENA STAMP WORKS & ENGRAVING LLC
62241	ACC1071610	06/30/2004	000058	dkp/kr ofc/misc furn 6/21/bolb	246.40	00064641	KR OFFICE INTERIORS INC
62241	DLGL041291	06/30/2004	000022	Office Sup/Minor Equip-NonStat	242.80		
TOTAL	62241	Office Sup/Minor Equip-NonStat			676.92		
62280	ACC1063930	06/29/2004	000274	dkp/plec/coffee 7/03-6/04	8.00	00064085	PROFESSION LICENSING EMPLOYEE COMMITTEE
62304	DLIU040534	06/30/2004	000012	Postage & Mailing	116.86		
62385	DLIU040500	06/16/2004	000044	Long Distance Chrg/D Of A	6.87		
62701	ACC1064667	06/30/2004	000122	dkp/remodel reception area 6/4	287.99	00064110	HELENA MONTANA ASSOCIATES LLC
62882	DLGL041275	06/30/2004	000007	Recharges-Operating Expenses	17,895.00		
62888	DLIU040512	06/24/2004	000177	Statewide Indirect Costs	34.35		
62889	DLGL041122	06/28/2004	000471	Agency Indirect Cost	662.08		
62889	DLGL041321	06/30/2004	000117	Agency Indirect Cost	5.13		
TOTAL	62889	Agency Indirect Cost			667.21		
TOTAL	PART-C CURR MONTH DETAIL EXPENSE TRANSACTIONS				30,623.25		