

# 08-059

## Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

Resolution No.: 904

The City of: Fraser

County Name: BOONE

Date Budget Adopted: 4/12/2016

(Date) xx/xx/xxxx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

(515) 432-2218

Telephone Number

Signature

County Auditor Date Stamp

### January 1, 2015 Property Valuations

	With Gas & Electric	Without Gas & Electric	Last Official Census
Regular	2,137,281	2,093,330	102
<b>DEBT SERVICE</b>	<b>2,137,281</b>	<b>2,093,330</b>	
Ag Land	82,104		

### TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General levy	5 4,842	43 4,742	2.26550
(384)		Non-Voted Other Permissible Levies			
12(8)	0.67500	Contract for use of Bridge	6 0	44 0	0
12(10)	0.95000	Opr & Maint publicly owned Transit	7 0	45 0	0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8 0	46 0	0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9 0	47 0	0
12(13)	0.06750	Planning a Sanitary Disposal Project	10 0	48 0	0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11 0	49 0	0
12(15)	0.06750	Levee Impr. fund in special charter city	13 0	51 0	0
12(17)	Amt Nec	Liability, property & self insurance costs	14 0	52 0	0
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462 0	465 0	0
(384)		Voted Other Permissible Levies			
12(1)	0.13500	Instrumental/Vocal Music Groups	15 0	53 0	0
12(2)	0.81000	Memorial Building	16 0	54 0	0
12(3)	0.13500	Symphony Orchestra	17 0	55 0	0
12(4)	0.27000	Cultural & Scientific Facilities	18 0	56 0	0
12(5)	As Voted	County Bridge	19 0	57 0	0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20 0	58 0	0
12(9)	0.03375	Aid to a Transit Company	21 0	59 0	0
12(16)	0.20500	Maintain Institution received by gift/devise	22 0	60 0	0
12(18)	1.00000	City Emergency Medical District	463 0	466 0	0
12(20)	0.27000	Support Public Library	23 0	61 0	0
28E.22	1.50000	Unified Law Enforcement	24 0	62 0	0
		<b>Total General Fund Regular Levies (5 thru 24)</b>	25 4,842	43 4,742	
384.1	3.00375	Ag Land	26 185	63 185	2.25324
		<b>Total General Fund Tax Levies (25 + 26)</b>	27 5,027	43 4,927	Do Not Add
		Special Revenue Levies			
384.8	0.27000	Emergency (if general fund at levy limit)	28 0	64 0	0
384.6	Amt Nec	Police & Fire Retirement	29 0	65 0	0
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 0	66 0	0
Rules	Amt Nec	Other Employee Benefits	31 0	67 0	0
		<b>Total Employee Benefit Levies (29,30,31)</b>	32 0	65 0	0
		<b>Sub Total Special Revenue Levies (28+32)</b>	33 0	64 0	0
		Valuation			
386	As Req	With Gas & Elec	Without Gas & Elec		
		SSMID 1 (A)	(B)	34 0	66 0
		SSMID 2 (A)	(B)	35 0	67 0
		SSMID 3 (A)	(B)	36 0	68 0
		SSMID 4 (A)	(B)	37 0	69 0
		SSMID 5 (A)	(B)	555 0	565 0
		SSMID 6 (A)	(B)	556 0	566 0
		SSMID 7 (A)	(B)	1177 0	0
		<b>Total SSMID</b>	38 0	0	Do Not Add
		<b>Total Special Revenue Levies</b>	39 0	0	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 0	70 0	0
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41 0	71 0	0
		<b>Total Property Taxes (27+39+40+41)</b>	42 5,027	72 4,927	2.26550

### COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

Fund Balance Worksheet for City of

**Fraser**

		General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)
<b>(1)</b>										
<b>*Annual Report FY 2015</b>										
Beginning Fund Balance July 1 (pg 5, line 134) *	1	38,703	-7,676	0	0	0	0	31,027	0	31,027
Actual Revenues Except Beg Bal (pg 5, line 132) *	2	18,331	10,531	0	0	0	0	28,862	0	28,862
Actual Expenditures Except End Bal (pg 12, line 259) *	3	14,005	14,089	0	0	0	0	28,094	0	28,094
Ending Fund Balance June 30 (pg 12, line 261) *	4	43,029	-11,234	0	0	0	0	31,795	0	31,795
<b>(2)</b>		<b>General</b>	<b>Spec Rev</b>	<b>TIF Special Rev</b>	<b>Debt Serv</b>	<b>Capt Proj</b>	<b>Permanent</b>	<b>Tot Govt</b>	<b>Proprietary</b>	<b>Grand Total</b>
<b>** Re-Estimated FY 2016</b>										
Beginning Fund Balance	5	43,029	-11,234	0	0	0	0	31,795	0	31,795
Re-Est Revenues	6	12,940	14,305	0	0	0	0	27,245	0	27,245
Re-Est Expenditures	7	9,611	15,047	0	0	0	0	24,658	0	24,658
Ending Fund Balance	8	46,358	-11,976	0	0	0	0	34,382	0	34,382
<b>(3)</b>		<b>General</b>	<b>Spec Rev</b>	<b>TIF Special Rev</b>	<b>Debt Serv</b>	<b>Capt Proj</b>	<b>Permanent</b>	<b>Tot Govt</b>	<b>Proprietary</b>	<b>Grand Total</b>
<b>** Budget FY 2017</b>										
Beginning Fund Balance	9	46,358	-11,976	0	0	0	0	34,382	0	34,382
Revenues	10	5,027	12,000	0	0	0	0	17,027	0	17,027
Expenditures	11	21,611	15,047	0	0	0	0	36,658	0	36,658
Ending Fund Balance	12	29,774	-15,023	0	0	0	0	14,751	0	14,751

\* The figures in section (1) are taken from FORM F-66(IA-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

\*\* The remaining two sections are filled in by the software once ALL worksheets are completed.

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2017

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
<b>PUBLIC SAFETY</b>											
Police Department/Crime Prevention	1	1,020							1,020	1,020	1,020
Jail	2								0	0	0
Emergency Management	3								0	0	0
Flood Control	4								0	0	0
Fire Department	5	1,295							1,295	1,295	648
Ambulance	6								0	0	0
Building Inspections	7								0	0	0
Miscellaneous Protective Services	8	375							375	375	0
Animal Control	9	200							200	200	120
Other Public Safety	10	50							50	50	0
TOTAL (lines 1 - 10)	11	2,940	0				0		2,940	2,940	1,788
<b>PUBLIC WORKS</b>											
Roads, Bridges, & Sidewalks	12		10,047						10,047	10,047	4,923
Parking - Meter and Off-Street	13								0	0	1,531
Street Lighting	14	375							375	375	302
Traffic Control and Safety	15								0	0	0
Snow Removal	16		500						500	500	1,135
Highway Engineering	17								0	0	0
Street Cleaning	18								0	0	0
Airport <i>(if not Enterprise)</i>	19								0	0	0
Garbage <i>(if not Enterprise)</i>	20	600							600	600	510
Other Public Works	21								0	0	0
TOTAL (lines 12 - 21)	22	975	10,547				0		11,522	11,522	8,401
<b>HEALTH &amp; SOCIAL SERVICES</b>											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29	100							100	100	100
TOTAL (lines 23 - 29)	30	100	0				0		100	100	100
<b>CULTURE &amp; RECREATION</b>											
Library Services	31	321							321	321	321
Museum, Band and Theater	32								0	0	0
Parks	33								0	0	0
Recreation	34	50							50	50	0
Cemetery	35								0	0	0
Community Center, Zoo, & Marina	36								0	0	0
Other Culture and Recreation	37								0	0	0
TOTAL (lines 31 - 37)	38	371	0				0		371	371	321

EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2017

Fiscal Years

GOVERNMENT ACTIVITIES CONT.	(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>												
Community Beautification	39			4,500						4,500	4,500	4,181
Economic Development	40									0	0	0
Housing and Urban Renewal	41									0	0	0
Planning & Zoning	42									0	0	0
Other Com & Econ Development	43									0	0	0
	44											
TOTAL (lines 39 - 44)	45		0	4,500	0			0		4,500	4,500	4,181
<b>GENERAL GOVERNMENT</b>												
Mayor, Council, & City Manager	46		200							200	200	0
Clerk, Treasurer, & Finance Adm.	47		600							600	600	0
Elections	48		325							325	325	0
Legal Services & City Attorney	49		100							100	100	0
City Hall & General Buildings	50		4,000							4,000	4,000	5,000
Tort Liability	51									0	0	0
Other General Government	52									0	0	8,303
TOTAL (lines 46 - 52)	53		5,225	0	0			0		5,225	5,225	13,303
<b>DEBT SERVICE</b>	54									0	0	0
Gov Capital Projects	55									0	0	0
TIF Capital Projects	56									0	0	0
<b>TOTAL CAPITAL PROJECTS</b>	57		0	0	0		0	0		0	0	0
<b>TOTAL Government Activities Expenditures</b> (lines 11+22+30+38+45+53+54+57)	58		9,611	15,047	0	0	0	0		24,658	24,658	28,094
<b>BUSINESS TYPE ACTIVITIES</b>												
<b>Proprietary: Enterprise &amp; Budgeted ISF</b>												
Water Utility	59									0	0	0
Sewer Utility	60									0	0	0
Electric Utility	61									0	0	0
Gas Utility	62									0	0	0
Airport	63									0	0	0
Landfill/Garbage	64									0	0	0
Transit	65									0	0	0
Cable TV, Internet & Telephone	66									0	0	0
Housing Authority	67									0	0	0
Storm Water Utility	68									0	0	0
Other Business Type (city hosp., ISF, parking, etc.)	69									0	0	0
Enterprise DEBT SERVICE	70									0	0	0
Enterprise CAPITAL PROJECTS	71									0	0	0
Enterprise TIF CAPITAL PROJECTS	72									0	0	0
<b>TOTAL Business Type Expenditures (lines 59 - 73)</b>	73								0	0	0	0
<b>TOTAL ALL EXPENDITURES (lines 58+74)</b>	74		9,611	15,047	0	0	0	0	0	24,658	24,658	28,094
Regular Transfers Out	75		12,000							12,000	0	0
Internal TIF Loan / Repayment Transfers Out	76									0	0	0
<b>Total ALL Transfers Out</b>	77		12,000	0	0	0	0	0	0	12,000	0	0
<b>Total Expenditures &amp; Fund Transfers Out (lines 75+76)</b>	78		21,611	15,047	0	0	0	0	0	36,658	24,658	28,094
<b>Ending Fund Balance June 30</b>	79		29,774	-15,023	0	0	0	0	0	14,751	34,382	31,795

\* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

The last two columns will fill in once the Re-Est forms are completed

REVENUES DETAIL

Fiscal Year Ending

2017

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>											
Taxes Levied on Property	1	4,927	0		0	0			4,927	4,927	4,722
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	4,927	0		0	0			4,927	4,927	4,722
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5								0	0	0
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	100	0		0	0			100	103	108
Utility franchise tax (Iowa Code Chapter 364.2)	7								0	0	0
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10								0	0	0
Hotel/Motel Taxes	11								0	0	0
Other Local Option Taxes	12								0	7,200	7,792
Subtotal - Other City Taxes (lines 6 thru 12)	13	100	0		0	0			100	7,303	7,900
Licenses & Permits	14								0	0	0
Use of Money & Property	15								0	710	709
Intergovernmental:											
Federal Grants & Reimbursements	16								0	0	0
Road Use Taxes	17								0	10,050	6,473
Other State Grants & Reimbursements	18	0	0	0	0	0		0	0	0	0
Local Grants & Reimbursements	19								0	4,255	9,058
Subtotal - Intergovernmental (lines 16 thru 19)	20	0	0	0	0	0		0	0	14,305	15,531
Charges for Fees & Service:											
Water Utility	21								0	0	0
Sewer Utility	22								0	0	0
Electric Utility	23								0	0	0
Gas Utility	24								0	0	0
Parking	25								0	0	0
Airport	26								0	0	0
Landfill/Garbage	27								0	0	0
Hospital	28								0	0	0
Transit	29								0	0	0
Cable TV, Internet & Telephone	30								0	0	0
Housing Authority	31								0	0	0
Storm Water Utility	32								0	0	0
Other Fees & Charges for Service	33								0	0	0
Subtotal - Charges for Service (lines 21 thru 33)	34	0	0		0	0	0	0	0	0	0
Special Assessments	35								0	0	0
Miscellaneous	36								0	0	0
Other Financing Sources:											
Regular Operating Transfers In	37		12,000						12,000	0	0
Internal TIF Loan Transfers In	38								0	0	0
Subtotal ALL Operating Transfers In	39	0	12,000	0	0	0	0	0	12,000	0	0
Proceeds of Debt (Excluding TIF Internal Borrowing)	40								0	0	0
Proceeds of Capital Asset Sales	41								0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	42	0	12,000	0	0	0	0	0	12,000	0	0
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	5,027	12,000	0	0	0	0	0	17,027	27,245	28,862
Beginning Fund Balance July 1	44	46,358	-11,976	0	0	0	0	0	34,382	31,795	31,027
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	45	51,385	24	0	0	0	0	0	51,409	59,040	59,889

**CITY OF Fraser**

**ADOPTED BUDGET SUMMARY  
YEAR ENDED JUNE 30, 2017**

**Fiscal Years**

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
<b>Revenues &amp; Other Financing Sources</b>											
Taxes Levied on Property	1	4,927	0		0	0			4,927	4,927	4,722
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	4,927	0		0	0			4,927	4,927	4,722
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			0					0	0	0
Other City Taxes	6	100	0		0	0			100	7,303	7,900
Licenses & Permits	7	0	0					0	0	0	0
Use of Money and Property	8	0	0	0	0	0	0	0	0	710	709
Intergovernmental	9	0	0	0	0	0		0	0	14,305	15,531
Charges for Fees & Service	10	0	0		0	0	0	0	0	0	0
Special Assessments	11	0	0		0	0		0	0	0	0
Miscellaneous	12	0	0		0	0	0	0	0	0	0
Sub-Total Revenues	13	5,027	0	0	0	0	0	0	5,027	27,245	28,862
<b>Other Financing Sources:</b>											
Total Transfers In	14	0	12,000	0	0	0	0	0	12,000	0	0
Proceeds of Debt	15	0	0	0	0	0		0	0	0	0
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	0	0
<b>Total Revenues and Other Sources</b>	<b>17</b>	<b>5,027</b>	<b>12,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,027</b>	<b>27,245</b>	<b>28,862</b>
<b>Expenditures &amp; Other Financing Uses</b>											
Public Safety	18	2,940	0	0			0		2,940	2,940	1,788
Public Works	19	975	10,547	0			0		11,522	11,522	8,401
Health and Social Services	20	100	0	0			0		100	100	100
Culture and Recreation	21	371	0	0			0		371	371	321
Community and Economic Development	22	0	4,500	0			0		4,500	4,500	4,181
General Government	23	5,225	0	0			0		5,225	5,225	13,303
Debt Service	24	0	0	0	0		0		0	0	0
Capital Projects	25	0	0	0		0	0		0	0	0
<b>Total Government Activities Expenditures</b>	<b>26</b>	<b>9,611</b>	<b>15,047</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,658</b>	<b>24,658</b>	<b>28,094</b>
Business Type Proprietary: Enterprise & ISF	27							0	0	0	0
<b>Total Gov &amp; Bus Type Expenditures</b>	<b>28</b>	<b>9,611</b>	<b>15,047</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,658</b>	<b>24,658</b>	<b>28,094</b>
<b>Total Transfers Out</b>	<b>29</b>	<b>12,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,000</b>	<b>0</b>	<b>0</b>
<b>Total ALL Expenditures/Fund Transfers Out</b>	<b>30</b>	<b>21,611</b>	<b>15,047</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36,658</b>	<b>24,658</b>	<b>28,094</b>
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31 32	-16,584	-3,047	0	0	0	0	0	-19,631	2,587	768
<b>Beginning Fund Balance July 1</b>	<b>33</b>	<b>46,358</b>	<b>-11,976</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34,382</b>	<b>31,795</b>	<b>31,027</b>
<b>Ending Fund Balance June 30</b>	<b>34</b>	<b>29,774</b>	<b>-15,023</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,751</b>	<b>34,382</b>	<b>31,795</b>

**LONG TERM DEBT SCHEDULE  
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS**

City Name: Fraser

Fiscal Year  
2017

Project Name (A)	Amount of Issue (B)	Type of Debt Obligation (C)	Date Certified to County Auditor (D)	Debt Resolution Number (E)	Principal Due FY 2017 (F)	Interest Due FY 2017 +(G)	Bond Reg./ Paying Agent Fees Due FY 2017 +(H)	Total Obligation Due FY 2017 =(I)	Paid from Funds OTHER THAN Current Year Debt Service Taxes =(J)	Amount Paid Current Year Debt Service Levy =(K)
(1)		NO SELECTION						0		0
(2)		NO SELECTION						0		0
(3)		NO SELECTION						0		0
(4)		NO SELECTION						0		0
(5)		NO SELECTION						0		0
(6)		NO SELECTION						0		0
(7)		NO SELECTION						0		0
(8)		NO SELECTION						0		0
(9)		NO SELECTION						0		0
(10)		NO SELECTION						0		0
(11)		NO SELECTION						0		0
(12)		NO SELECTION						0		0
(13)		NO SELECTION						0		0
(14)		NO SELECTION						0		0
(15)		NO SELECTION						0		0
(16)		NO SELECTION						0		0
(17)		NO SELECTION						0		0
(18)		NO SELECTION						0		0
(19)		NO SELECTION						0		0
(20)		NO SELECTION						0		0
(21)		NO SELECTION						0		0
(22)		NO SELECTION						0		0
(23)		NO SELECTION						0		0
(24)		NO SELECTION						0		0
(25)		NO SELECTION						0		0
(26)		NO SELECTION						0		0
(27)		NO SELECTION						0		0
(28)		NO SELECTION						0		0
(29)		NO SELECTION						0		0
(30)		NO SELECTION						0		0
<b>TOTALS</b>					0	0	0	0	0	0











# AFFIDAVIT OF POSTING

## City of Fraser, Iowa

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

The Notice of Public Hearing for the proposed city budget for the City of Fraser was posted on March 24, 2016 at the following locations:

\*One of the three posted notices is included with this form.

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Location #1

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Location #2

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Location #3

Attested to on behalf of the City of Fraser by:

[Maureen McClain](#)

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Print Name

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Signature

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Date

