

#### AGENDA

## Isabella County Material Recovery Facility (ICMRF) Advisory Board

February 16, 2023 8:00 AM

Isabella County Administration Bldg. 200 Main St. Room 320 Mt. Pleasant, MI 48858

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- II. Roll Call
- III. Approval of Agenda
- IV. Public Comment
- V. Approval of Minutes (Attached) Consider accepting and placing on file:
  - A. January 19, 2023 Meeting Minutes.
- VI. New Business
  - A. Quarterly Reports (Attached) Consider accepting and placing on file:
    - 1. MRF Volume Report January –2<sup>nd</sup> Fiscal quarter of 2023
    - 2. a. Commodity Out Report January -2<sup>nd</sup> Fiscal quarter of 2023
      - b. Major Hauler Processing Fee Report January –2<sup>nd</sup> Fiscal quarter of 2023.
  - B. Operation's Managers Production Report January 2<sup>nd</sup> Fiscal quarter of 2023.
  - C. Financial Report: Fiscal Year 2023
    - 1. January 2<sup>nd</sup> Fiscal quarter of 2023 Financial Report
    - 2. January 2<sup>nd</sup> Fiscal quarter 2023 Balance Sheet
- VII. Old Business
- VIII. Updates
  - A. Isabella County MRF Director, Jake Borton
- IX. Public Comment
- X. Final Board Comment
- XI. Adjourn

Isabella County MRF Advisory Board Minutes January 19, 2023

100000110	y The May Board Filliaces Sandary 15, 2025
8:00 am Administration	on Bldg. Room 320 Minutes by Edwina Clark
Meeting called to order	M. Weaver Chair of ICMRF Advisory Board called the meeting to order at 8:00 am
Roll Call:  Members Present	County Resident at Large Anne Jensen – Union Twp., County Resident at Large Stephanie Dunn – Chippewa Twp., County Commissioner Chris Embrey, County Commissioner Frank Engler, City representative Jason Moore. City Resident at Large Matt Weaver – City Mt. Pleasant.
Staff Present	Director Jake Borton, Administrative Assistant Edwina Clark, Operation's Manager Charity Sweet.
Approval of Agenda S. Dunn / F. Engler / Motion Carried	M. Weaver Chairperson of the ICMRF Advisory Board requested a motion to approve the January 19, 2023 agenda as presented.
Election of Chairman F. Engler / A Jensen / Motion Carried	F. Engler nominated M. Weaver to serve as Chairman of the ICMRF Advisory Board for 2023. F. Engler moved to close nominations and cast a unanimous ballot for M. Weaver for Chairperson. Motioned seconded by A Jensen.
	* Upon election of M. Weaver as Chairman for the ICMRF Advisory Board for 2023, M. Weaver continued conducting the Advisory Board meeting.
Election of Vice Chairman M. Weaver / F. Engler / Motion Carried	M. Weaver nominated A Jensen to serve as Vice Chairman of the ICMRF Advisory Board for 2023. M. Weaver moved to close nominations and cast a unanimous ballot for A Jensen for Vice Chairperson. Motion seconded by F. Engler
Public Comment	No Public Comment
Approval of Minutes A. Jensen / J. Moore / Motion carried	M. Weaver, Chairperson requested a motion to approve the December 15, 2022 minutes as presented.
New Business:  A. Approval of Monthly Reports 1., 2a. & 2b., and 3. All four-monthly reports: Volume Report, Commodity Out Report, Major Hauler Report, Operations Manager Production Report. B. Financial Report F. Engler / A. Jensen / Motion carried	<ul> <li>A. M. Weaver requested a motion to consider accepting and placing on file All five-monthly reports: December – 1<sup>st</sup> quarter 2023</li> <li>1. MRF Volume Reports – December 2022</li> <li>2.a. Commodity Out Report – December 2022</li> <li>b. Major Hauler Reports – December 2022</li> <li>3. Operations Manager – Production Report – December 2022</li> <li>B. Financial Report – Fiscal year 2023 - December 2022</li> </ul>
Old Business	No Old Business
Updates Jake Borton :	County has not updated their solid waste plan since 2002. The State of Michigan is reviewing the Michigan Solid Waste Management, or Part 115. One part of the management being considered is as to who can serve on the County's committee. Something the County may want to consider, combining our county with surrounding counties to take advantage of grant monies available. As of this meeting, the Feasibility Study from RSS is not available, have been in contact with company last week.
Public Comment	No Public Comments
Final Board Comments	No Board Comments
Meeting Adjournment	M. Weaver adjourned meeting at 9:01 AM

Rec	ycling Program - Mor	nthly Pa	articipation	Rate				2023 Fis	cal Year	VOLUME	E REPOR	T			
*	Depot's closely monitored	sinced	curbside pr	ogram for th	nese townshi	ips have sto	opped starti	ng in 2023.				-			
ain.	2022-2023	Sum 2022	Oct	Nov	Dec	Jan			Apr	May	Jun	Jul	Aug	Sep	Sum
	Beal City	19.25	1.6	1.5	0.8	1.3									5.
k	Blanchard (Rolland Twp.)	3.94	0.0	0.8	0.5	1.9									3.
	Broomfield	5.42	0.4	0.0	2.6	0.7									3.
	County Facilities	35.07	0.4	2.7	2.4	3.3									8.
D	DA,Cnty Bld., Jail, MCF & Herrick Prk-s														0.
E	Green Tree Cooperative		2.1	3.3	2.4	3.0									10.
- L	Lk Isabella DPW		0.9	3.2	2.9	3.0									10.
P _	*Lincoln Hall	43.18	3.1	3.0	4.4	5.1									15.
0 -	Loomis (Wise Twp.)	23.4	1.8	2.8	1.8	2.5									8.
-		521.7	38.8	37.6	40.6	43.0									160.
1	Reds Repair (GilmoreTwp.)	41.59	3.0	3.8	3.0	4.3									14.
S	Rosebush	49.61	3.8	4.4	3.5	4.1									15.
	Shepherd	79.11	7.5	5.8	6.4	7.2									
	Weidman		9.7	9.6	9.8	9.9									27.
		46.61	4.2	2.6	3.6	4.4	:								38.
NAME OF TAXABLE PARTY.	Deerfield Township	-	5.4	4.9	6.2	6.7									14.
	Stops (1205)		778	513	802	936									23.
	Lake Isabella, Village of		1.8	1.6	2.9	1.8									302
C -	Stops (905)		229	279	300	134							***************************************		8.
U	Lincoln Township		2.6	3.5	1.5	107									94
	Stops (780)		138	431	227										7. 79
R-	Rolland Township	-	1.3	1.5	0.8			No Io	onger se	ervice the	ese Towns	ships.			
B	Stops (534)	*****************	99	174	224										3. 49
S	SagChip		0.1	0.3	0.1	0.1									
9	Stops ()		17	35	17	19		***************************************	***************************************	*****					0. 8
	Shepherd, Village of		2.3	1.7	1.4	1.9									7.
D	Stops (649)	********	269	298	223	273	***************************************								106
1577	Union Township		7.5	7.3	8.5	9.0									
E	Stops (2418)		816	1377	1284	1156		·····							<b>32.</b> 463
1	County Total		98.3	101.9	106.1	113.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
CI	JRESIDE Mt. Pleasant		32.0	34.5	35.1	35.5	0,0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	137.
	CMU		24.8	22.9	12.3	29.5									
	Tribe/Casino		23.7	20.3	22.4	25.7									89.
	MMI - Businesses		11.8	12.3	12.2	12.6									92.
Ms	ajor Allied/Republic		18.5	18.4	17.3	17.3									48.9
Haul			142.4	110.2											71.4
ilaul					103.5	111.3	0.0	2.2	~ ~	^ ^					467.4
	Other		5.5	17.1	15.5	17.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
	TOTAL Material In		345.2	325.1	312.1	350.4									1332.
	Residual tons		28.8	28.1	23.4	35.3	UD 11 110 1	//							115.7
	Residual %		8.4%	8.7%	7.5%		#DIV/0!	#DIV/0! #	#DIV/0!	#DIV/0!	#DIV/0! #	DIV/0!	#DIV/0!	#DIV/0!	8.7%
	Material Out		358.9	249.8	333.9	289.3									1231.9
	Polystyrene (lbs)	19060	1680	1300	900	1060							1.		4940

## **COMMODITY SOLD**

OCC	Total	Fiscal 20	022 OCC	<u>Tonnage</u> 3,750.37	<u>Total</u> 653,095.09
202	3 Fiscal YEAR	Cardboard	(OCC) Co	ommodity Out R	
	3				
YEAR	MONTH	TONS	Company	UNIT PRICE / Ton FOR MONTH	ACTUAL TOTAL FOR MONTH
	October	159.38	BKI	\$75.50	\$12,033.19
	October	181.45	Metro	\$75.00	\$13,608.75
2023 1st Fiscal	November	162.57	BKI	\$55.50	\$9,022.64
Quarter	November	44.59	Metro	\$50.00	\$2,229.50
	December	210.56	BKI	\$55.50	\$11,686.08
	December	22.63	Metro	\$50.00	\$1,131.50
	Total for 1st Qtr.	Fiscal Year	2023 OCC	<u>Tonnage</u> 781.18	Total 1st Qtr. \$49,711.66
	January	190.02	BKI	\$55.50	\$10,546.11
2023 2nd Fiscal	January	46.88	Metro	\$50.00	\$2,344.00
Quarter	February	330.83	BKI	\$55.50	\$18,361.07
	"To Date"	0.00	Metro	\$50.00	\$0.00
	Total for 2nd Qtr.	2023 OCC	<u>Tonnage</u> 567.73	Total 1st Qtr. \$31,251.18	
	Total Fiscal	2023 OCC	Pmt Tons 1348.91	Total \$80,962.83	

SOP	Total Fiscal Yea	ar 2022 for all Mixe	d paper (SOP)	PMT Tons 135.41	<u>Total</u> \$30,334.35
2023	Office Pap	per (SOP)	Commo	dity Out Re	
Date Shipped	Load Number	Pmt Tons	Company	Unit Price/ton	Actual Total
10/10/2022	435647	21.60	Metro	\$260.00	\$5,616.00
November	No SOP sold	in November			\$0.00
1/10/2023	439899	21.45	Metro	\$235.00	\$5,040.75
Total Fis	scal Year 2023	for all Mixed p	aper (SOP)	PMT Tons 43.05	Total \$10,656.75

Plastics	Total fiscal Year 2022	PMT Tons	Total
		296.05	153,978.25
2023	Plastic Commo	dity Out F	Revenue
10/11/2022	435764 EFS Plastics	18.34	\$550.50
10/13/2021	435918 TABB Mixed	10.48	\$1,781.60
10/10/2021	435918 TABB Natural	3.93	\$3,772.80
10/24/2022	436417 TABB-PET	14.93	\$3,135.30
12/5/2022	438548 EFS Plastics 3-7	17.51	\$525.60
1/5/2023	43678 TABB-PET	14.35	\$3,085.25
1/10/2023	TABB Mixed	4.39	\$1,140.88
171072020	TABB Natural	11.70	\$15,446.64
2/9/2023	441012 TABB PET	14.76	\$4,280.40
2/9/2023	441005 EFS Plastics	16.51	\$825.50
	Total Fiscal Year 2023	PMT Tons	Total
	Total Tisoal Teal 2025	110.39	\$33,718.97

ONP	Tot	<u>Total</u> 54,603,90									
20	2023 Newspaper (ONP) Commodity Out Revenu										
			METRO								
Date Shipped	Quarter	Load Number	Tons	Unit Price / ton	Actual Total						
10/25/22		436521 Hrdcvr Books	22.01	\$30.00	\$660.30						
11/11/22	1st	437606	19.08	\$60.00	\$1,144.80						
12/09/22		438790	21.24	\$60.00	\$1,274.40						
12/22/22		439283	21.04	\$60.00	\$1,262.40						
01/30/22	2nd	440621	23.12	\$60.00	\$1,387.20						
	Tota	al Fiscal Year 2	023 Newpaper	Pmt Tons	Total						
				106.49	5,729.10						

Metals	Total Fiscal	Year 2022	<u>Total Tons</u> 114.54		Total \$38,362.60
2023	Tin & Alun	ninum C	ommodit	y Out F	Revenue
Date Shipped	Company	Commodity Type	TotalTons	Freight Chg.	Actual Total
October		Na Matala	0-1-1		
November		No Metals	S010		
December	Conti	Tin/Steel	22.02		\$2,555.80
January		No Metals	Sold		
	Total Fiscal	Year 2023	Total Tons 0.00		Total \$0.00

#### **GLASS**

We continue to take clear glass only. We do not get financial compensation from the broker we deliver to. We do pay the expense of freight to properly dispose of it. \$1295.00 / Haul

Major Haulers and CMU 2021/2022 Fiscal Year Total:

\$156,094.51

Hauler		\$AMT /Ton	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total Weight	Sum
Allied	Clean Load	60.00	18.50	18.36	17.28					-			9		54.14	\$3,248.40
Republic	Contaminated	85.00	0.00	0.00	0.00										0.00	\$0.00
Waste Mgt.	Clean Load	60.00	105.38	104.92	93.48	104.39									408.17	\$24,490.20
waste mgt.	Contaminated	85.00	8.17	5.25	10.01	6.93									30.36	\$2,580.60
				·			Ma	jor Ha	ulers:	Fiscal	Year	2022/	2023 t	o Date	Total:	\$30,319.20
Hauler		\$AMT /Ton	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total Weight	Sum
CMU	Tip Charge	22.45	30.98	20.79	13.15	24.30									89.22	\$2,002.99
OMIO	Trip Charge	32.70	141.00	115.00	71.00	133.00									460.00	\$15,042.00
									CMU:	Fiscal	Year	2022/	2023 t	o Date	Total:	\$17,044.99

## MRF Operations Monthly Reports

This is a production tracking device for the Isabella County Material Recovery Facility.

This is a tool to see not only our strong points, it is also to see where we need to improve to ensure production is operating at its fullest. These graphs indicate how many bales we process on average each month, week and day.

This tracking tool is for all of the product that we process which includes: Old corrugated cardboard (OCC), Old newspaper (ONP), Office Paper (OFC), All plastics (PET, Natural, Mixed color, and #3-7), Tin and Aluminum. When looking at the graphs you will see a significant difference in OCC compared to all other products. The reason for this is that OCC is our biggest commodity. All plastics, tin and aluminum are sorted into 5'8"x5'8"x5'8" cages and placed into a holding area until enough of the cages are filled to make a bale. Although we may not produce bales of these products every day, we do process them.

The bottom of the graph shows dates with descriptions of reasons as to why production was either running slow or not at all during the specified period. To the right side of the graph explains the estimates of how much down time and production hours we had for that month.

The last set of graphs is a comparison as to how the current year measures up to the previous two.



### MRF Operations Monthly Report

Estimated Hours of Production:

147

Estimated Down time:

23.75

#### Terms & Definitions:

\*Tyer - ties the wire to hold the bales together

\*Ejector - pushes the bales out

\*Sensors - tells the baler more product is needed to make a bale

\*Hopper - holds material until there is enough to make a bale

\*Porosity - full of tiny holes/impurities

\*Derate - reduces the power rating

OCC	ONP	OFC	PET	NAT	MIXED	#3-7	TIN	ALUM.	Totals For All Product
345	27	10	24	7	9	16	9	3	450
16	1	0	1	0	0	1	0	0	21
86	7	3	6	2	2	4	2	1	113

1/3/23 - (7-9) Cleaned \**Ejector*.

1/5/23 - (7-3) Ran cocontain only, skid steer in \*Derate mode.

1/6/23 - (9:15-11:30) A lot of trash mixed in with occ.

1/9/23 - (9:15-11:30) A lot of office paper mixed in with occ.

1/10/23 - (7-3) A lot of onp (cmu) mixed in with occ all day.

1/12/23 - (7-11:30) Skid steer down, inconsistent loading. (1:45-3) Cleaned ejector.

1/13/23 - (7-11:30) Performed PM.

1/18/23 - (7-9) Plugged with occ, started @ 8:30. (12-1:30) Plugged with onp approx. 30 min.

1/20/23 - (7-11:30) A lot of paper mixed in with occ.

1/23/23 - (9:15-11:30) A lot of paper & trash mixed in with occ.

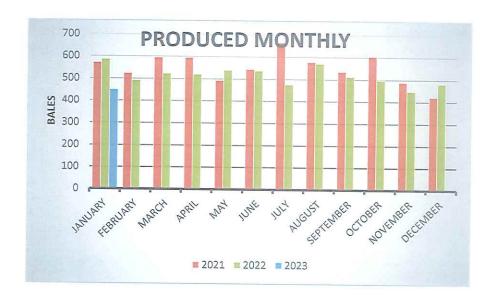
1/24/23 - (1:45-3) Short staffed, ran cocontain only.

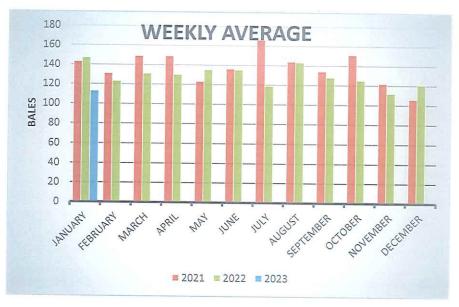
1/25/23 - (9:15-11:30) \*Tyer malfunction, changed wire spool.

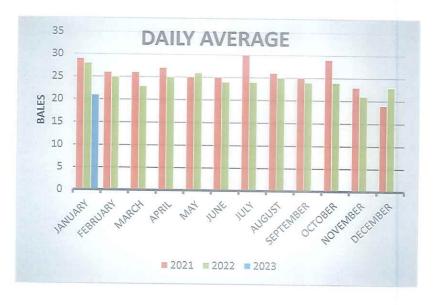
1/26/23 - (7-9) Cleaned \*Ejector.

1/30/23 - (7-1:30) A lot of paper, cocontain and snow mixed in with occ. (1:45-3) Plugged with occ at end of day.

1/31/23 - (7-9) Plugged with occ. (1:45-3) A lot of cocontain mixed in with occ.







# Isabella County Material Recovery Facility (MRF) Year-to-Date Financial Report Fiscal Year 2023

	<u> </u>		<u> </u>	OCT	1	NOV	_L	DEC		JAN		FEB		MAR	APR	Y	EAR TO DATE	
				2022	and the same of th	2022		2022	Ì	2023		2023		2023	2023			RECEIVE
		BUDGET					-					*****						SPENT
Revenues							- Carriera		Г		1	***************************************				~		01 1177
Miscellaneous	\$	-	\$	8,085.68	\$	87.84	\$	96.82	\$	91.73	1					\$	8,362.07	
Operations							Г									\$		
City	\$	15,000.00		-	\$	-	\$	_	\$			~	-			\$		0.00
Tribal	\$	50,000.00		-	\$	_	\$	-	\$	-			-			\$		0.00
СМÚ	\$	3,800.00	\$	695.50	1		\$	466.74	\$	295.20					77	\$	1.457.44	U.UU
User Fees	\$	25,000.00	\$	3,372.50	\$	3,956.25	\$	1,711.25	\$		1				<del></del>	\$	9,411.25	37.65
Sales	\$	688,500.00	\$	32,705.46	\$	11,455,18	\$		\$	***************************************	1		-			\$	101,580.58	***
Processing Fees	\$	160,000.00	\$	8,884.85	\$	8,127,85	\$	· · · · · · · · · · · · · · · · ·	\$		1					\$		14.75
Administration			1		<u>-</u>		ļ			.,	·					- 3	32,352.20	20.22
City	\$	40,000.00	\$	-	\$	-	S		\$		·}		-					
Misc. Revenue	\$	2,000.00	\$		\$	300.00			\$			·····		TOTAL CONTRACTOR OF THE PARTY O		\$		0.00
Depot	\$	155,000.00	\$	8.033.20	\$	3,422,50			\$				-	V/ALAMA		\$ \$	300.00	15.00
Household Waste (HHW)						-,	Ť	7,100.00	F-	24,012,04	<b> </b>		-		<del>-</del>	<b>&gt;</b>	43,011.24	27.75
City	\$	400.00	s	_	\$		\$		\$		<del> </del>		<del>-</del>			-		500-1
County Appropriation	\$	400,000.00	\$	100,000.00	\$		\$			100,000.00			-		<del>-</del>	\$		
-					Γ.		۳		*	100,000.00	-		-l			\$	200,000.00	50.00
Total Revenues	\$	1,539,700.00	q,	161,777.19	\$	27,349.62	\$	29,134.17	_	178,213.80	<u></u>		<del>                                     </del>					
	· · ·	.,000,,00,00		101,111,13	۳	27,043.02	Ψ	23,134.17	1	170,213.00	٥	*	<u>  S</u>		\$ -	\$	396,474.78	25.75
Expenditures																		
MRE							<u> </u>				ļ				ļ			
Operations	\$	928,867.86	Φ.	48,300.38	\$	59,803.09	-	66 500 57	•	50 204 40	<u> </u>		-					
Administration				8,844.87	\$	13,308.94	\$		\$		ļ					\$	224,938.20	24.22
Depot	<del>-</del> \$		-	24,090,77	\$	27,759.86	\$	20,119.58	\$	77701100	<u> </u>					\$	50,008.35	44.64
Household Waste (HHW)	\$	5,883.00		115.21				27,359.61	\$		ļ		-			\$	103,237.29	27.50°
Transfers Out-Indirect Costs		137,915.00		34,478.75	\$	115.21	\$	115.21	\$	115.21	Į					\$	460.84	7.839
Total Expenditures									\$		ļ		ļ			\$	68,957.50	50.00
Total Experiultures	Ф	1,560,057.40	\$	115,829.98	\$	100,987.10	\$	114,124.97	\$	116,660.13	\$	-	\$	_	S -	\$	447,602.18	28.69°
Net Income/(Loss)			\$	45.947.21	\$	(73 637 48)	\$	(84,990.80)	\$	61 553 67	6		6		<u></u>		47.4.40= 401	
						(. 5,557,40)	Ψ	(0-,000.00)	9	01,000.07	Φ	-	\$	-	\$ -	\$	(51,127.40)	

02/13/2023 04:30 PM

BALANCE SHEET FOR ISABELLA COUNTY

User: CWITMER DB: Isabella County Period Ending 01/31/2023

Fund 596 RECYCLING

GL Number	Description	Balance
*** Assets ***		
Cash 596-000-001.000 596-000-002.000 596-000-002.280 596-000-004.000 596-000-180.000	CASH IN CHECKING-COMMON CASH IN SAVINGS CASH IN SAVINGS-MRF EQUIP CASH IN SAVINGS-TRIBAL PETTY CASH ACCOUNTS RECEIVABLE DEFERRED OUTFLOW OF RESOURCE	53,459.17 347,049.80 121,979.65 461,784.87 200.00 43,232.29 1,294.00
Cash	-	1,028,999.78
Fixed Assets 596-000-130.000 596-000-131.000 596-000-131.001 596-000-132.000 596-000-136.000 596-000-137.000 596-000-148.000 596-000-149.000	LAND EQUIPMENT ACCUM DEPR-EQUIPMENT LAND IMPROVEMENTS BUILDING ACCUM DEPR-BUILDING VEHICLES ACCUM DEPR-VEHICLES	107,757.15 1,060,992.33 (569,166.97) 14,196.25 1,270,473.41 (879,336.45) 483,173.72 (395,108.55)
Fixed Assets		1,092,980.89
Accum. Depreciation 596-000-133.000  Accum. Depreciation	ACCUM. DEPR LAND IMPROVEMENTS	(14,196.25)
needin. Depter	SECTION	(14, 196.25)
Total Assets	-	2,107,784.42
*** Liabilities ***		
Accounts Payable 596-000-204.000 596-000-257.000	OTHER PAYABLES PAYROLL PAYABLE	646.97 7,429.21
Accounts Paya	able	8,076.18
Liabilities-ST 596-000-214.000 596-000-260.000	DUE TO OTHER FUNDS ACCRUED SICK & VACATION	224,077.67 31,714.75
Liabilities-S	ST -	255,792.42
Liabilities-LT (unde 596-000-280.000	NET PENSION LIABILITY	14,147.12
Liabilities-I	T (under 1 year)	14,147.12
Liabilities-LT (over 596-000-360.000	DEFERRED INFLOWS OF RESOURCES	2,870.13
Liabilities-I	T (over 1 year)	2,870.13
Total Liabili	ties	280,885.85
*** Fund Balance ***		
Unassigned 596-000-390.000 596-000-390.019	FUND BALANCE-UNRESERVED FUND BALANCE-TRIBAL	1,182,357.91 311,035.34
Unassigned	_	1,493,393.25

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#### BALANCE SHEET FOR ISABELLA COUNTY Period Ending 01/31/2023

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#### Fund 596 RECYCLING

GL Number Description	Balance
*** Fund Balance ***	
Assigned	
Assigned	0.00
Committed	
Committed	0.00
Investment In Capital Assets 596-000-350.000 COMMITTED FOR FIXED ASSETS	121,979.65
Investment In Capital Assets	121,979.65
Total Fund Balance	1,615,372.90
Beginning Fund Balance - 21-22	1,615,372.90
Net of Revenues VS Expenditures - 21-22 *21-22 End FB/22-23 Beg FB Net of Revenues VS Expenditures - Current Year Ending Fund Balance Total Liabilities And Fund Balance	263,697.27 1,879,070.17 (52,171.60) 1,826,898.57 2,107,784.42

<sup>\*</sup> Year Not Closed