

AGENDA
and Schedule "A"
to the minutes of the
Windsor Bicycling Committee meeting held
Thursday, April 16, 2015
at 5:00 o'clock p.m.
Room 407, 400 City Hall Square East



1. CALL TO ORDER

2. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Election of Chairperson and Vice Chairperson for the period ending December 31, 2015.

3. DECLARATIONS OF CONFLICT

4. MINUTES

Adoption of the minutes of the meeting held September 24, 2014 – (attached)

5 BUSINESS ITEMS

5.1 WBC 2014 Annual Report

The 2014 Annual Report - attached.

5.2 WBC Terms of Reference/Mandate

Review of the WBC Terms of Reference and Mandate – attached.

5.3 WBC Annual Operating Budget and Business Plan

The 2015 WBC Budget/Business Plan – attached.

5.4 WBC Priorities for 2015

5.5 Financial Summary

The City of Windsor Financial Summary Variance Report for the period ending March 31, 2015 - attached.

6. NEW BUSINESS

7. DATE OF NEXT MEETING

To be determined.

8. ADJOURNMENT

A meeting of the **Windsor Bicycling Committee** is held this day commencing at 5:00 o'clock p.m. in Room 407, 400 City Hall Square East, there being present the following members:

Dr. Christopher Waters, Chair
Councillor Alan Halberstadt (arrives at 5:02 p.m.)
Neil Campbell
Charles Griffiths
Walter Manney
Nicole Noel
Charles Pope

Guests in attendance:

Pet Jeflyn and Kim Kristy, Canadian Arts Productions
Lori Newton, Bike Friendly Windsor Essex
Lori Labute

Also present are the following resource personnel:

Jen Leitzinger, Transportation Planning Engineer
Cathy Copot-Nepszy, Windsor Essex County Health Unit
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 5:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATIONS OF CONFLICT

None disclosed.

3. MINUTES

Moved by N. Campbell, seconded by C. Griffiths,

That the minutes of the Windsor Bicycling Committee of its meeting held July 16, 2014

BE ADOPTED as presented.

Carried.

4. BUSINESS ITEMS

4.1 Report of the Chair

The Chair states several bicycle collisions have recently occurred in the city necessitating the need for the further promotion of bicycle safety.

The Chair thanks Councillor Halberstadt for his tremendous service to the Windsor Bicycling Committee over the past several years. He notes the Councillor is a "great champion" of cycling in the City of Windsor.

Moved by N. Campbell, seconded by W. Manney,
That Councillor Halberstadt **BE THANKED** for his dedication and diligence in the promotion of cycling in the City of Windsor.
Carried.

4.2 WBC 2014 Annual Report

The "Draft" WBC 2014 Annual Report is reviewed and received.

4.3 WBC Video and Public Service Announcements

Pat Jeflyn and Kim Kristy, Canadian Arts Productions are present to provide a proposal for a bike video. The "Bicycle Video Proposal for the Windsor Bicycling Committee" document is distributed and attached as Appendix "A". The theme of the video depicts a family enjoying a leisurely bike ride with the children asking questions about bike safety and bike paths. The cost to produce the video is \$3,277 (including the HST) which does not include marketing of the video.

In response to a question asked by C. Pope as to how will the video be marketed, K. Kristy responds the video will be located on cyclewindsor.ca and on You Tube.

C. Copot-Nepszy suggests radio ads may be more effective than a video.

The Chair indicates in consultation with AM 800, that approximately 86 radio spots will cost \$1,356 (total value of \$5,160).

N. Campbell questions if the video illustrating bike safety is produced, what are the plans to market the video to parents.

The Chair asks if the video fee can be reduced to \$3,000. P. Jeflyn responds affirmatively.

The Chair states if the marketing of the video is included in the fee, concerns may be assuaged.

Moved by Councillor Halberstadt, seconded by N. Campbell,

That the request by Pat Jeflyn and Kim Kristy to produce a bike safety video for the Windsor Bicycling Committee **BE DEFERRED** to allow for the opportunity for the WBC to discuss a marketing strategy.

Carried.

The Chair thanks Pat Jeflyn and Kim Kristy for their presentation.

4.4 Bicycle Safety Campaign

Lori Newton, President, Bicycle Friendly Windsor Essex is present to provide information relating to a Trillium Grant application (via The Children's Safety Village) and the November 1, 2014 deadline. The salient points of discussion are as follows:

- Trillium Grant to be awarded in 2015.
- Trillium Grant funding is \$75,000 over a three year period, the lead being the Children's Safety Village.
- Concept for the Grant – "Someone you love rides a bicycle" and to incorporate ride on the right and be safe be seen campaign.
- L. Newton is requesting funding from WBC as an in-kind donation.
- Another initiative includes the placement of small signs targeting dangerous road areas for cyclists at a cost of \$10 to \$12 each. Concerns regarding the placement of signs on the public right-of-way are noted as permits are required.
- Suggestion to choose one street, i.e. University Avenue as a pilot project for the cycle safety signs.
- Also suggested is to place cycle safety signs on the rear of buses.
- Could purchase promotional materials as an in-kind donation and if the grant application is not successful, the WBC would use the promotional materials as give-aways at events.
- L. Newton recommends "informational cards" providing cycling education be purchased as promotional items.

Moved by c. Pope, seconded by W. Manney,

That City Council **BE REQUESTED** to approve in principle a Letter of Support from the Windsor Bicycling Committee endorsing The Safety Village's application for an Ontario Trillium Foundation Grant and further, that the WBC will provide in-kind volunteer time to the project.

Carried.

C. Pope leaves the meeting at 6:32 o'clock p.m.

Moved by N. Campbell, seconded by W. Manney,

That **APPROVAL BE GIVEN** to an expenditure of \$500 for a "Fall Safety Campaign" which may include the placement of signs (in accordance with the Sign By-law 250-2004) and/or printed materials in conjunction with Bike Friendly Windsor Essex.

Carried.

4.5 Signage in the Public Right-of-Way

Clerk's Note: The Committee Coordinator contacted the Public Works Department and the following guidelines apply to the placement of Community Event Signs:

- Permit fee - \$208
- Indemnity - \$250
- Locations as described in the permit
- Permit expiration date (4 weeks maximum)
- All signs shall be removed within 48 hours of the end of the permit period.
- All signs shall comply with Sign By-law 250-2004.
- No sign to be displayed within a 6m daylight corner.
- Signs to be located at 1m setback from sidewalks and 3m setback from the pavement edge or back of curb.
- No signs to be located on a road shoulder (ground signs).

4.6 Bike Facilities in the Walkerville BIA

Moved by N. Campbell, seconded by N. Noel,

The WBC recommends that the City of Windsor provide ample and secure parking facilities along the newly designed stretch of Wyandotte from Gladstone to Argyle and further, that consideration to provide ample and secure parking facilities for all future projects be given.

Carried.

4.7 Cabana Road Active Transportation Facilities for the Windsor Loop

The Chair thanks N. Campbell for attending the August 25, 2014 Council meeting. J. Leitzinger indicates a report will be undertaken to review the merit of the bollards.

4.8 Financial Summary

The Chair advises the balance of the WBC Operating budget is \$3,190.

Moved by N. Campbell, seconded by N. Noel,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$1,356 (including applicable taxes) for the purchase of radio spots from AM800, and further, that the

balance of the WBC Operating Budget **BE UTILIZED** for the purchase of bicycle safety devices to be provided free of charge to members of the public at events.

Carried.

The Chair indicates the need for bike lights and bells.

5. COMMUNICATIONS

- 5.1 The CQ20-2014 asked by Councillor Halberstadt at Council's meeting held August 5, 2014, is received for information.
- 5.2 The e-mail from Nicole Noel dated September 10, 2014 regarding the Class Environment Assessment – Central Box was forwarded to the Engineering Team at Stantec.
- 5.3 The Chair contacted Amanda Corneau regarding her e-mail dated July 28, 2014 relating to bicycle safety and cycling on the sidewalk and invited her to attend a future meeting of the WBC.
- 5.4 In terms of the e-mail from Philippa von Zeigenweidt dated July 27, 2014 regarding "Protected Bike Lanes in Riverside", she also has been invited to attend a future meeting of the WBC.

6. NEW BUSINESS

C. Griffiths announces he will not pursue another term with the WBC. He thanks the Committee for their assistance.

The Chair states C. Griffith's good humour and his volunteering will be missed.

7. ADJOURNMENT

There being no further business, the meeting is adjourned at 7:05 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

Windsor Bicycling Committee

2014 Annual Report

In 2014, the Windsor Bicycling Committee (WBC) made recommendations to Administration and/or City Council on various issues, including with respect to bicycle facilities on the proposed Cabana Road, North Talbot Road and "Central Box" projects. The WBC also engaged with Administration on bicycle safety issues (such as snow clearing of bike lanes) and with Windsor Police on bicycle law enforcement (a Bicycle Safety Enforcement Campaign was launched through a joint press release and the campaign took place from 13-19 July 2014).

In terms of events, WBC participated in Earth Day at Malden Park on 27 April 2014, planned and promoted a Bike to Work Day (which included the presentation of a Bicycle Commuter of the Year Award) on 30 May 2014, and planned and promoted Bike to the Fireworks (free, secure bicycle parking at Charles Clark Square) on 23 June 2014. At each of these events, safety devices (bells, lights and reflective tape) and public awareness print materials were distributed free of charge. The WBC also sponsored bicycle safety public service announcements through radio and other means.

In 2014, the WBC also supported cycling safety and promotion on and around the University of Windsor. It did this through advice and support to the UWindsor Cyclists Association and the Share the Road Coalition's UCycle campaign.

REPORT NO. 137 of the
ENVIRONMENT, TRANSPORTATION & PUBLIC SAFETY
STANDING COMMITTEE
of its meeting held April 24, 2013

Present: **Councillor J. Gignac**
 Councillor A. Halberstadt
 Councillor R. Jones,
 Councillor H. Payne
 Councillor F. Valentinis, Chair

That the following recommendations of the Environment, Transportation and Public Safety Standing Committee **BE APPROVED:**

Moved by Councillor Gignac, seconded by Councillor Jones,
THAT Report No. 55 of the Windsor Bicycling Committee of its meeting held February 6, 2013 regarding the Revised Terms of Reference **BE APPROVED.**
Carried.

Clerk's Note: Report No. 55 of the Windsor Bicycling Committee is attached as background information.

CHAIRPERSON

DEPUTY CLERK

NOTIFICATION:				
Name	Address	Email Address	Telephone	FAX
Windsor Bicycling Committee				

REPORT NO. 55
of the
WINDSOR BICYCLING COMMITTEE
of its meeting held
February 6, 2013
Room 407, 400 City Hall Square East

Present: Kari Gignac, Chair
Councillor Alan Halberstadt
Neil Campbell
Charles Griffiths
Walter Manney
Nicole Noel
Charles Pope

Your Committee submits the following recommendation:

Moved by C. Pope, seconded by C. Griffiths,

That the *Revised* Terms of Reference for the Windsor Bicycling Committee to allow for fundraising initiatives **BE APPROVED**.

Carried.

Note: The Windsor Bicycling Committee *Revised* Terms of Reference are attached.

CHAIRPERSON

COMMITTEE COORDINATOR

NOTIFY:

Windsor Bicycling Committee

Windsor Bicycling Committee - February 2013

REVISED

Mandate and Terms of Reference

Preamble

The current Windsor Bicycling Committee was originally established in 1987 as the Bikeways Ad Hoc Steering Committee whose main role was to advise City council on matters pertaining to the establishment of a network of recreational and commuter routes for cyclists in the City of Windsor. The group worked closely with all levels of the City's administration to develop an implementation plan. This resulted in the Bicycle Use Development Study, prepared by Victor Ford & Associates. This plan was adopted in principle by City Council in late 1990.

Since the bicycling study was approved by Council a number of the proposed routes have either been constructed or incorporated into plans for future developments. The Bikeways Ad Hoc Steering Committee changed its name to the Windsor Bicycling Committee during 1991 and has expanded its mandate accordingly.

1. Mandate

The purpose of the Committee is to enhance the safety and viability of bicycling in the City of Windsor. It acts as an advocate for the growth of bicycling as a form of recreation and transportation that is affordable, energy efficient, non-polluting, quiet, and promotes fitness. The committee acts as an effective advisor to Council and City departments on matters relating to bicycling in Windsor.

2. Composition

The Windsor Bicycling Committee shall consist of a maximum of 9 voting members and non-voting resource members.

3. Appointment and Term

Windsor City Council shall appoint the members of the Windsor Bicycling Committee.

The term of Committee membership shall be established by Windsor City Council and is currently approved to be the same as the term of Windsor City Council (4 years). A Committee member may be offered and accept consecutive terms subject to the approval of Windsor City Council.

A Chairperson and Vice Chairperson shall be chosen by a majority vote of the Committee members. The position of Chairperson and Vice Chairperson shall be held for the same term as the Committee member term. At the expiration of the term, the outgoing Chairperson and Vice Chairperson may, subject to the approval of Windsor

City Council, remain as a Committee member and may be nominated for the position of Chairperson and Vice Chairperson for consecutive terms.

4. Education and Information

- Increase public awareness of cycling – www.cyclewindsor.ca website, events which include Bike the Bridge, Bike to the Fireworks, Ride your Bike to Work
- Promotion of cycling facilities and programs developed by the city, or by groups within the city
- Development and/or promotion of cyclist education courses, in liaison with Windsor Police Services, schools and other groups
- Education/public awareness campaigns for motorists
- Recruitment of those with skills in these areas to volunteer or to train others

5. Fundraising

The Committee may coordinate partnership funding by collecting funds from organizations (derived from various events) with any surplus funds that may be collected to be utilized towards cycling infrastructure, supplies and equipment (i.e. bicycle racks).

6. Vacancy

The Committee may, but is not required to, recommend persons to fill a vacancy if such recommendation is approved by a majority vote of the members present. A vacancy, and any recommended replacements shall be reported by the Chair of the Windsor Bicycling Committee to Windsor City Council. Windsor City Council shall appoint a replacement for the unexpired term of the vacant position.

7. Absenteeism

Any member who is absent from three consecutive meetings without the express approval of the Committee given at a scheduled meeting will be deemed to have resigned from the Committee at the end of the third meeting.

Any member who is absent from 30% of the meetings during any one calendar year without the express approval of the Committee given at a scheduled meeting will be deemed to have resigned from the Committee.

Any vacancies resulting from absenteeism will be filled pursuant to Item # 4 of this Terms of Reference.

8. Quorum

The quorum of the Windsor Bicycling Committee is 5 voting members.

9. Frequency of Meetings

The Committee shall hold a minimum of 4 (four) meetings in each calendar year.

10. Conduct of the Meeting

Meetings shall generally be guided by the following:

- (i) The order of business shall ordinarily be as set out in the Agenda, except that the items may be taken up out of order or added to the agenda at the discretion of the Chair by a majority vote of the members present.
- (ii) All decisions of the Committee shall be made by resolution approved by a majority vote of all members present.
- (iii) The Chair shall generally conduct the meeting in accordance with standard Rules of Procedure.
- (iv) In the event of absence of the Chair, the Vice-Chair shall chair the meeting.
- (v) In the event of absence of the Chair and Vice-Chair, a person chosen by a majority vote of the members present shall chair the meeting provided a quorum is present.
- (vi) A person or persons may be invited to one or more Committee meetings as additional resource to discuss and provide guidance, input or information relevant to a specific subject matter under discussion by the Windsor Bicycling Committee provided the invitation is approved by a majority vote of the members present.

11. Agenda and Minutes

An Agenda will be provided prior to each meeting. Committee members may suggest items for the agenda to the Chair who may direct that item to be scheduled.

Minutes shall be taken of all meetings of the Committee and shall be distributed as soon as possible to all Committee members.

All matters related to recording and distributing the Minutes shall comply with the City of Windsor policies governing the recording and distribution of the Minutes of a Committee of City Council.

12. Advocacy and Monitoring

- Monitor City, Provincial and Federal Governments and their committees, departments and agencies, in order to support pro-cycling measures.

- Maintain liaison with other groups such as the Ontario Cycling Association, Bike Windsor, Share the Road Cycling Coalition and Michigan Trails & Greenways Alliance.

Windsor Bicycling Committee – Mandate and Terms of Reference

Introduction/Preface

The current Windsor Bicycling Committee was originally established in 1987 as the Bikeways Ad Hoc Steering Committee whose main role was to advise City council on matters pertaining to the establishment of a network of recreational and commuter routes for cyclists in the City of Windsor. The group worked closely with all levels of the City's administration to develop an implementation plan. This resulted in the Bicycle Use Development Study, prepared by Victor Ford & Associates. This plan was adopted in principle by City Council in late 1990.

Since the bicycling study was approved by Council, a number of the proposed routes have either been constructed or incorporated into plans for future developments. The Bikeways Ad Hoc Steering Committee changed its name to the Windsor Bicycling Committee during 1991 and has expanded its mandate accordingly.

Mandate

The purpose of the Committee is to enhance the safety and viability of bicycling in the City of Windsor. It acts as an advocate for the growth of bicycling as a form of recreation and transportation that is affordable, energy efficient, non-polluting, quiet, and promotes fitness. The Committee acts as an effective advisor to Council and City departments on matters relating to bicycling in Windsor.

Composition/Membership

The Windsor Bicycling Committee shall consist of a maximum of 9 voting members and non-voting resource members.

Members:

- Dr. Christopher Waters
- Councillor Alan Halberstadt
- Neil Campbell
- Charles Griffiths
- Walter Manney
- Nicole Noel
- Charles Pope

Duties and Responsibilities

Education and Information:

- Increase public awareness of cycling – www.cyclewindsor.ca website, events which include Bike the Bridge, Bike to the Fireworks, Ride your Bike to Work
- Promotion of cycling facilities and programs developed by the city, or by groups within the city

- Development and/or promotion of cyclist education courses, in liaison with Windsor Police Services, schools and other groups
- Education/public awareness campaigns for motorists
- Recruitment of those with skills in these areas to volunteer or to train others

Fundraising:

The Committee may coordinate partnership funding by collecting funds from organizations (derived from various events) with any surplus funds that may be collected to be utilized towards cycling infrastructure, supplies and equipment (i.e. bicycle racks).

Advocacy and Monitoring:

- Monitor City, Provincial and Federal Governments and their committees, departments and agencies, in order to support pro-cycling measures.
- Maintain liaison with other groups such as the Ontario Cycling Association, Bike Windsor, Share the Road Cycling Coalition and Michigan Trails & Greenways Alliance.

Appointment and Term

Windsor City Council shall appoint the members of the Windsor Bicycling Committee.

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A Chairperson and Vice Chairperson shall be chosen by a majority vote of the Committee members. The position of Chairperson and Vice Chairperson shall be held for the same term as the Committee member term. At the expiration of the term, the outgoing Chairperson and Vice Chairperson may, subject to the approval of Windsor City Council, remain as a Committee member and may be nominated for the position of Chairperson and Vice Chairperson for consecutive terms.

Vacancy:

The Committee may, but is not required to, recommend persons to fill a vacancy if such recommendation is approved by a majority vote of the members present. A vacancy, and any recommended replacements shall be reported by the Chair of the Windsor Bicycling Committee to Windsor City Council. Windsor City Council shall appoint a replacement for the unexpired term of the vacant position.

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Minutes shall be taken of all meetings of the Committee and shall be distributed as soon as possible to all Committee members.

All matters related to recording and distributing the Minutes shall comply with the City of Windsor policies governing the recording and distribution of the Minutes of a Committee of City Council.

Rules of Order

Elections and meetings will be conducted according to Bourinot's Rules of Order and the City of Windsor Procedural By-Law.

Meetings shall generally be guided by the following:

1. The order of business shall ordinarily be as set out in the Agenda, except that the items may be taken up out of order or added to the agenda at the discretion of the Chair by a majority vote of the members present.
2. All decisions of the Committee shall be made by resolution approved by a majority vote of all members present.
3. The Chair shall generally conduct the meeting in accordance with standard Rules of Procedure.
4. In the event of absence of the Chair, the Vice-Chair shall chair the meeting.
5. In the event of absence of the Chair and Vice-Chair, a person chosen by a majority vote of the members present shall chair the meeting provided a quorum is present.
6. A person or persons may be invited to one or more Committee meetings as additional resource to discuss and provide guidance, input or information relevant to a specific subject matter under discussion by the Windsor Bicycling Committee provided the invitation is approved by a majority vote of the members present.

Reporting Structure/Frequency of Meetings

The Windsor Bicycling Committee reports to the Environment, Transportation & Public Safety Standing Committee.

Frequency of Meetings:

The Committee shall hold a minimum of 4 (four) meetings in each calendar year.

Resources to the Committee

- The Committee will have an annual budget comprised of contributions from the City of Windsor.
- Administrative Support will be assigned through the City of Windsor, Council Services.

Remuneration

Advisory Committee members receive no compensation for their service on the City's Advisory Committees.

Quorum

The quorum of the Windsor Bicycling Committee is 5 voting members.



A. Organizational Overview

Mission

To enhance the safety and viability of bicycling in the Corporation of the City of Windsor.

**Description**

The Committee acts as an advocate for the growth of bicycling as a form of recreation and transportation that is affordable, energy efficient, non-polluting, quiet, and promotes fitness. The Committee acts as an effective advisor to Council and City departments on matters relating to bicycling in Windsor.

Organization Chart

Members:

Councillor Halberstadt

Christopher Waters (Chair)

Neil Campbell

Charles Griffiths

Walter Manney

Nicole Noel

Charles Pope

Ex officio: Transportation Planning, Health Unit and Windsor Police

B. Budget Detail & Request

	2014 Budget	2014 Actuals YTD*	2015 Budget	\$ Budget Change Over PY	% Budget Change Over PY
Expenditures					
Operating & Maintenance Supplies	0	21	0	0	0.0%
Other Miscellaneous Expenditures	4,300	553	4,300	0	0.0%
Total Expenses	4,300	574	4,300	0	0.0%
Total Net	4,300	574	4,300	0	0.0%

City of Windsor Funding

	2014 Budget	2014 Actuals YTD*	2015 Budget	\$ Budget Change Over PY	% Budget Change Over PY
City of Windsor Funding	4,300	574		(4,300)	(100.0%)

* YTD Actuals as at June 30, 2014

C. Budget Highlights**2014 Accomplishments**

The WBC made recommendations to Administration and City Council on various issues, including with respect to bicycle facilities on the proposed Cabana Road and North Talbot Road projects. The WBC also engaged with Administration on bicycle safety issues (such as snow clearing of bike lanes) and with Windsor Police on bicycle law enforcement (a Bicycle Safety Enforcement Campaign was launched through a joint press release and the campaign took place from 13-19 July 2014). In terms of events, WBC participated in Earth Day at Malden Park on 27 April 2014, planned and promoted a Bike to Work Day (which included the presentation of a Bicycle Commuter of the Year Award) on 30 May 2014, and planned and promoted Bike to the Fireworks (free, secure bicycle parking at Charles Clark Square) on 23 June 2014. At each of these events, safety devices (bells, lights and reflective tape) and public awareness print materials were distributed free of charge. The WBC also sponsored bicycle safety public service announcements through radio and other means.

2015 Initiatives

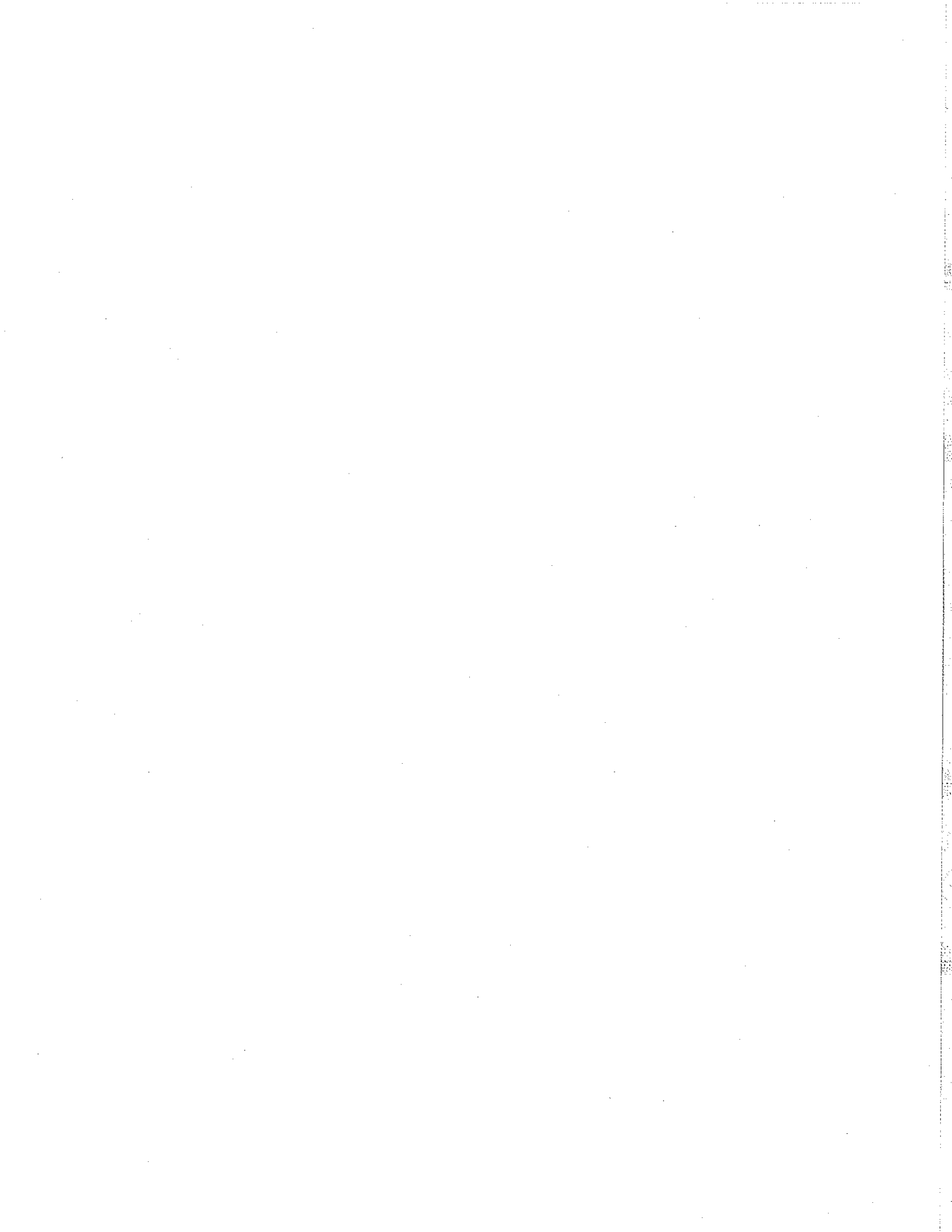
The WBC will continue to recommend ways of improving bicycle infrastructure in Windsor and engage with the public to increase ridership and improve cycling safety through education on proper cycling and proper motoring around cyclists. To this end, the WBC will continue to plan and promote events including Bike to Work Day and Bike to the Fireworks in the spring and summer of 2015.

2015 Budget Cost Drivers

- Purchase of promotional bike equipment (eg. bells, lights, reflective tape)
- Registration for various events (eg. Earth Day)
- Planning and promotion of various events (eg. Bike to Work, Bike to the Fireworks)

Creation and distribution of bicycle safety public service announcements

2015 Mitigating Measures



BUSINESS UNIT: CCW01 OPERATING FUNDS: 001, 020, 021, 023, 024, 027

Service Area: AGENCIES_BOARDS_COMM
 Department: COMMITTEES
 Division: COUNCIL_COMMITTEES
 Department ID: 0111650 Windsor Bicycling Committee

	ANNUAL BUDGET	CURRENT PERIOD COMMITMENTS	ACTUALS INCLUDING COMMITMENTS	YEAR TO DATE COMMITMENTS	ACTUALS INCLUDING COMMITMENTS	YTD VARIANCE SURPLUS/ (DEFICIT)	PERCENT COMMITTED	PROJECTED YEAR-END VARIANCE SURPLUS/ (DEFICIT)	PROJECTED PERCENT COMMITTED
<u>REVENUES</u>									
TOTAL REVENUE	0	0	0	0	0	0	0	0	0
<u>EXPENSES</u>									
4295 Public Relations	4,300	0	0	0	0	4,300	0	4,300	0
TOTAL EXPENSES	4,300	0	0	0	0	4,300	0	4,300	0
NET TOTALS	4,300	0	0	0	0	4,300	0	4,300	0