

Finance General

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<http://www.seattle.gov/financedepartment/>

Department Overview

Finance General is controlled by the City Budget Office and provides a mechanism for allocating General Fund and other central resources to reserve and bond redemption funds, City departments, and certain programs where the City Council, Mayor, or City Budget Office need additional oversight.

Budget Snapshot

	2019 Actuals	2020 Adopted	2021 Proposed
Department Support			
General Fund Support	207,806,840	256,309,722	294,903,485
Other Funding - Operating	10,465,768	11,929,493	86,044,809
Total Operations	218,272,608	268,239,215	380,948,294
Total Appropriations	218,272,608	268,239,215	380,948,294

Budget Overview

Finance General serves as a central repository for ongoing City costs; including General Fund contributions to the operations of City departments, debt service payments made from centrally-managed Funds and contributions to outside organizations. It also provides a mechanism to hold appropriations temporarily until the City determines the appropriate managing department; to act as a contingency reserve to respond to unpredictable situations; and, to cover costs that vary with economic conditions.

In the 2021 Proposed Budget, Finance General is the mechanism to transfer General Fund resources to the below departments:

- Office of Arts and Culture;
- Seattle Public Library;
- Office of Labor Standards;
- Police Pension;
- Fire Pension;
- Finance and Administrative Services;
- Information Technology;

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Incremental Budget Changes

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	Dollars	FTE
2020 Adopted Budget	268,239,215	-
Baseline		
Adjustment for One-Time Budget Changes	(40,325,850)	-
Citywide Adjustments for Standard Cost Changes	(10,902,359)	-
Proposed Operating		
Equitable Communities Initiative	100,000,000	-
Joint COVID-19 Relief Plan	5,000,000	-
Insurance Premium Increase	2,900,000	-
Teleworking Stipend Reserve	570,000	-
Reduce High Barrier Reserve	(362,500)	-
Proposed Technical		
Revenue Update	-	-
Update Reserves for Recurring Expenses	(8,806,738)	-
Temporary Hiatus of Reserve Transfer	(4,929,960)	-
Provide General Fund Support to Department Programs	(4,756,309)	-
Remove Seattle Storm Relocation Reserve	(2,600,000)	-
Reduce General Fund Support to FAS for Encampment Clean-Up	(1,313,229)	-
Reduce General Fund Support to IT Department	(750,000)	-
Increase Transfer to FAS for OEM Accounting and Administrative Support	85,000	-
Adjust Debt Service Payments	1,151,024	-
Transfer REET II to Low Income Housing Fund	5,000,000	-
Transfer Emergency Funds into General Fund for Joint COVID-19 Relief Plan	20,750,000	-
Fund Balancing Entry	-	-
Transfer Revenue Stabilization and Emergency Funds into General Fund	52,000,000	-
Total Incremental Changes	\$112,709,079	-
Total 2021 Proposed Budget	\$380,948,294	-

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Description of Incremental Budget Changes

Baseline

Adjustment for One-Time Budget Changes

Expenditures	\$(40,325,850)
Revenues	\$(28,642,267)

In Finance General, this adjustment reverses many one-time transfers and reserves which were established in the 2020 Adopted Budget by both the Mayor and the City Council. These are technical items which were never intended to carry into the 2021 Budget.

Citywide Adjustments for Standard Cost Changes

Expenditures	\$(10,902,359)
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Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including rates from the Department of Finance & Administrative Services, Seattle Information Technology Department, Seattle Department of Human Resources, and for healthcare, retirement and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process. In addition, Finance General includes changes to the Judgement and Claims rates. The 2021 Budget returns Finance General Judgement and Claims payments to 2019 levels due to reallocation of costs to departments, resulting in a large decrease for Finance General.

Proposed Operating

Equitable Communities Initiative

Expenditures	\$100,000,000
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This funding is reserved for recommendations by a Community driven process, organized by a community task force planned to begin in the fall of 2020. The task force will focus on up-stream investments for Black, Indigenous, and people of color (BIPOC) communities to address disparities and make meaningful changes that can be measured by community progress. The task force will be comprised of BIPOC community leaders who will engage with community, with support from city departments.

The policy and investment recommendations will focus on:

- Building opportunity and an inclusive economy
- Community wealth building and preserving cultural spaces
- Climate justice and Green New Deal
- Community wellness and safety
- Other areas the task force and community determine should be prioritized

The task force will have broad latitude in setting the timetable, process and agenda for their work. However, it is contemplated that by December 2020 they will identify initial areas where community thinks investments should be prioritized. The task force, centered on community input, will also determine the research, data and technical advice they need in each of those areas to create desired outcomes in each area in the years to come.

The task force will not be making funding recommendations to specific organizations. The task force, based on technical support, legal requirements and desired outcomes may consider a range of funding mechanisms and programmatic structures, including participatory budgeting, grants, RFPs, and loans.

These funds are anticipated to be an ongoing, annual investment.

As decisions about allocations are reached, appropriations will be assigned as required by city law and procedures.

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Joint COVID-19 Relief Plan

Expenditures \$5,000,000

As part of the 2020 budget, the Mayor and City Council have invested \$233 million in COVID-19 relief programs. To further address community needs, an additional \$45 million will be invested from the City reserves and other funding sources, with approximately half appropriated in 2020 and the remainder in 2021. The investments will be distributed according to a spending plan, which includes assistance to small business, childcare, individuals experiencing homelessness or at risk of losing their home, people experiencing food insecurity, and immigrants and refugees.

In Finance General, \$5 million is included for 2021 to provide funding for testing costs incurred by various City departments in 2021, including facilities costs, staff time and supplies. Appropriations will be transferred from Finance General to departments once costs are incurred.

Insurance Premium Increase

Expenditures \$2,900,000

The item increases the appropriation for insurance premium payments made out of Finance General on behalf of the entire City. With this increment, the total 2021 Proposed Budget for insurance is \$9.8 million. This change is the result of significant increases in renewal of both property and liability insurance in 2020. In both cases a combination of external market factors and the City's recent claims history led to the increase.

Teleworking Stipend Reserve

Expenditures \$570,000

This item creates a reserve for a teleworking stipend which is being distributed to City of Seattle employees. This stipend is to ensure that the City is in compliance with the Wage Theft Ordinance. Funds will be distributed by departments to employees throughout the year and this reserve will be allocated to departments as reimbursement once final amounts are known.

Reduce High Barrier Reserve

Expenditures \$(362,500)

This change reduces the high barrier workgroup reserve. The 2020 Adopted Budget included \$762,500 in ongoing funding for operations of the West Wing facility at the King County Jail, rapid reentry and case conferencing pilots. The West Wing facility is not expected to begin operations until mid-2021, and funding for operations is not needed until that time. The reentry and case conferencing pilots were not initiated given the dynamic and evolving issues around criminal justice.

Proposed Technical

Revenue Update

Revenues \$126,082,919

This change reflects updates to baseline revenues from the August revenue forecast. Finance General includes revenue updates for the major General Fund sources (including the new payroll tax), the Short-Term Rental Tax Fund, the Sweetened Beverage Tax Fund, the Real Estate Excise Tax (REET) I and II Funds, the Emergency Fund and Revenue Stabilization Fund, Bond Funds, and the Cumulative Reserve Subfund-Unrestricted.

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Update Reserves for Recurring Expenses

Expenditures \$(8,806,738)

This item makes changes for updated cost projections and includes non-programmatic changes that represent the latest cost estimates for recurring expenses paid by the Finance General department. Included in this adjustment are projected payment increases for utility services funded by the General Fund (street lights and fire flow), transit pass subsidies for employees, General Fund disability claim reserves, and changes to several other small recurring payments. The large decrease in budget is due to removal of the Transportation Network Company reserve from Finance General to other departments.

Temporary Hiatus of Reserve Transfer

Expenditures \$(4,929,960)

Revenues \$(4,929,960)

This eliminates the budget for the transfer of General Fund resources to the Emergency Fund (10102) and the Revenue Stabilization Fund (00166). Due to the pandemic and recession, the 2021 budget includes the use of the Emergency Fund and the Revenue Stabilization Fund to supplement the General Fund. When the budget calls for a use of the Revenue Stabilization Fund, SMC 5.80.020 requires that the annual contribution to the Revenue Stabilization Fund be suspended. Emergency Fund contributions are governed by internal City Policy, which was recently amended to state "In the event that a severe or long-lasting event . . . leads to deep or multiple years of spending from the fund, the City shall make contributions to satisfy the target balance as soon as is practically possible."

Provide General Fund Support to Department Programs

Expenditures \$(4,756,309)

This item provides the resources needed to support department operations which receive General Fund through operating transfers, including Seattle IT, Finance and Administrative Services, the Office of Labor Standards, the Seattle Public Library, Police Relief and Pension, Firefighters' Pension, and the Office of Arts and Culture. The amount is a reflection of the General Fund savings from budget reductions taken by these departments.

Remove Seattle Storm Relocation Reserve

Expenditures \$(2,600,000)

This item removes the reserve for the Seattle Storm relocation from Finance General in 2021. The reserve is not needed beyond 2020 because the lease agreement signed by the Seattle Arena Company (ArenaCo) and the City of Seattle stipulates that responsibility for providing a venue for the Storm will have passed from the City to ArenaCo in 2021.

Reduce General Fund Support to FAS for Encampment Clean-Up

Expenditures \$(1,313,229)

In the 2021 Proposed Budget, the encampment clean-up function is transferred from the Department of Finance and Administrative Services (FAS) to Seattle Public Utilities. General Fund resources to support the program were provided to the FAS Fund via a transfer from Finance General. Because Seattle Public Utilities has the General Fund budget directly in the department, this transfer is no longer needed.

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Reduce General Fund Support to IT Department

Expenditures \$(750,000)

This one-time item removes \$750,000 of General Fund support in 2021 for the Digital Equity program in the Seattle Information Technology Department as it can now again be supported by Cable Franchise Fees in 2021. In 2020, due to anticipated declines in Cable Television Fund revenues, the General Fund replaced Cable Television Fund revenues. For 2021, however, Cable Television Fund revenues have been determined to be sufficient to cover this appropriation.

Increase Transfer to FAS for OEM Accounting and Administrative Support

Expenditures \$85,000

This item increases the General Fund transfer from Finance General to the Department of Finance and Administrative Services (FAS) to provide back office support for the new Office of Emergency Management and Seattle Emergency Communications Center. This is a technical change to appropriate General Fund resources for the transfer.

Adjust Debt Service Payments

Expenditures \$1,151,024

This adjusts Finance General debt service payments to reflect projected obligations for actual debt issuances. Included are debt service payments for Finance General from the General Fund, Real Estate Excise Tax (REET) I and REET II Funds, Short-Term Rental Tax Fund and the Cumulative Reserve Fund - Unrestricted.

Transfer REET II to Low Income Housing Fund

Expenditures \$5,000,000

The 2020 Adopted Budget directed the Office of Housing to commit \$25 million to Multifamily capital projects which would be reimbursed by Real Estate Excise Tax (REET) II revenues in the amount of \$5 million annually from 2021 through 2025. This item adds \$5 million of appropriations out of the REET II fund for the transfer to the Office of Housing.

Transfer Emergency Funds into General Fund for Joint COVID-19 Relief Plan

Expenditures \$20,750,000

Revenues \$20,750,000

As part of the 2020 budget, the Mayor and City Council have invested \$233 million in COVID-19 relief programs. To further address community needs, an additional \$45 million will be invested from the City reserves and other funding sources, with approximately half appropriated in 2020 and the remainder in 2021. The investments will be distributed according to a spending plan, which includes assistance to small business, childcare, individuals experiencing homelessness or at risk of losing their home, people experiencing food insecurity, and immigrants and refugees.

This appropriation allows for the transfer of Emergency Fund reserves into the General Fund to support departmental COVID-19 Relief efforts in 2021.

Fund Balancing Entry

Revenues \$(15,886,614)

This is a technical item to balance revenues and expenditures for the Funds managed by this department.

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Transfer Revenue Stabilization and Emergency Funds into General Fund

Expenditures	\$52,000,000
Revenues	\$52,000,000

This item increases appropriations out of the Emergency Fund (10102) and the Revenue Stabilization Fund (00166) and increases revenue to the General Fund to provide sufficient resources to fully balance the 2021 Proposed Budget.

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Expenditure Overview

Appropriations	2019 Actuals	2020 Adopted	2021 Proposed
FG - BO-FG-2QA00 - Appropriation to Special Funds			
00100 - General Fund	169,745,404	174,881,525	149,742,526
00164 - Unrestricted Cumulative Reserve Fund	6,705,005	4,876,486	3,031,892
00166 - Revenue Stabilization Fund	-	-	25,700,000
10102 - Emergency Fund	-	-	47,050,000
12200 - Short-Term Rental Tax Fund	-	2,006,419	2,010,719
30010 - REET I Capital Fund	2,302,763	1,996,588	2,930,373
30020 - REET II Capital Fund	1,000,000	-	5,321,825
36300 - 2016 Multipurpose LTGO Bond Fund	458,000	-	-
Total for BSL: BO-FG-2QA00	180,211,171	183,761,018	235,787,335
FG - BO-FG-2QD00 - General Purpose			
00100 - General Fund	38,061,436	81,428,197	145,160,959
00155 - Sweetened Beverage Tax Fund	-	500,000	-
00164 - Unrestricted Cumulative Reserve Fund	-	2,550,000	-
Total for BSL: BO-FG-2QD00	38,061,436	84,478,197	145,160,959
Department Total	218,272,608	268,239,215	380,948,294

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

Budget Summary by Fund Finance General

	2019 Actuals	2020 Adopted	2021 Proposed
00100 - General Fund	207,806,840	256,309,722	294,903,485
00155 - Sweetened Beverage Tax Fund	-	500,000	-
00164 - Unrestricted Cumulative Reserve Fund	6,705,005	7,426,486	3,031,892
00166 - Revenue Stabilization Fund	-	-	25,700,000
10102 - Emergency Fund	-	-	47,050,000
12200 - Short-Term Rental Tax Fund	-	2,006,419	2,010,719
30010 - REET I Capital Fund	2,302,763	1,996,588	2,930,373
30020 - REET II Capital Fund	1,000,000	-	5,321,825
36300 - 2016 Multipurpose LTGO Bond Fund	458,000	-	-
Budget Totals for FG	218,272,608	268,239,215	380,948,294

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Revenue Overview

2021 Estimated Revenues

Account Code	Account Name	2019 Actuals*	2020 Adopted	2021 Proposed
310000	Taxes	-	-	214,283,518
311010	Real & Personal Property Taxes	(86,346)	278,781,000	285,749,629
311020	Sale Of Tax Title Property	-	5,000	-
313010	Sales & Use Tax-Local Share	-	272,162,346	218,370,791
313030	Sales & Use Tax-Brkrd Nat Gas	-	1,358,153	1,296,343
313040	Sales & Use Tax-Crim Justice	-	24,102,825	18,637,086
316010	B&O Tax	31,201,605	296,938,537	256,338,929
316020	B&O Tax-Admissions Rev	1,040,367	11,691,224	5,457,085
316040	B&O Tax-Admissions Surcharge	1,283	-	-
316070	B&O Tax-Gas Utility	1,316,554	11,310,156	9,854,724
316080	B&O Tax-Garbage Utility	332,964	1,800,000	1,500,000
316100	B&O Tax-Cable Tv Utility	1,235,246	14,738,675	13,231,506
316110	B&O Tax-Telephone/Graph Util	1,601,280	18,419,141	15,393,255
316120	B&O Tax-Steam Utility	-	1,280,842	1,160,220
316130	B&O Tax-Electric Utility	-	61,149,886	53,615,662
316140	B&O Tax-Water Utility	-	34,935,933	32,791,929
316150	B&O Tax-Sewer Utility	-	55,419,808	59,797,084
316160	B&O Tax-Solid Waste Utility	-	21,502,149	21,019,751
316180	B&O Tax-Trans Fee-In City	-	2,300,000	1,750,000
316190	B&O Tax-Trans Fee-Out City	-	4,334,277	4,233,022
317040	Leasehold Excise Tax Rev	(398,968)	5,500,000	5,105,913
317060	Gambling Excise Tax Rev	-	475,000	260,000
318110	Firearms & Ammunition Tax	-	100,000	85,000
318210	Heating Oil Tax	-	-	(89,425)
318310	Transportation Network Co Tax	-	-	5,022,448
321100	Bus Lic&Perm-Business Gen	-	18,598,939	15,089,826
322040	Nonbus Lic&Perm-Comm Park	-	2,260,000	2,260,000
322170	Nonbus Lic&Perm-Truck Overload	-	260,000	260,000
322220	Nonbus Lic&Perm-Strmwtr Sewer	20,750	-	-
322260	Nonbus Lic&Perm-Meter Hood Fee	-	4,500,000	4,500,000
335010	Marijuana Enforcement	-	1,500,000	1,350,000
335030	Vessel Registration Fees	-	125,000	125,000
335070	Criminal Justice Hi Crm	-	1,900,000	2,000,000

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335080	Criminal Justice Pop	-	1,000,000	1,200,000
335090	Criminal Justice Dcd #1	-	700,000	800,000
335120	Rev Sharing Dui-Cities	-	115,000	100,000
335140	Liquor Excise Tax	-	3,750,000	4,000,000
335150	Liquor Board Profits	-	5,950,000	5,950,000
341900	General Government-Other Rev	1,012,353	1,257,180	1,435,000
348170	Isf-Itd Alloc Rev	15,716,883	-	-
360020	Inv Earn-Residual Cash	-	6,764,911	2,124,561
360130	Interest On Contracts/Notes Re	-	450,000	375,000
360290	Parking Fees	-	39,019,000	39,019,000
360390	Proceeds From Sale Of Assets	15,990,663	-	-
360900	Miscellaneous Revs-Other Rev	84,015	9,766,242	889,425
395010	Sales Of Land & Buildings	-	66,500,000	-
397010	Operating Transfers In	1,407,894	4,266,559	72,750,000
397200	Interfund Revenue	-	750,000	-
Total Revenues for: 00100 - General Fund		70,476,542	1,287,737,783	1,379,092,281
400000	Use of/Contribution to Fund Balance	-	19,343,883	(13,870,271)
Total Resources for:00100 - General Fund		70,476,542	1,307,081,666	1,365,222,010
318100	Sweetened Beverage Tax	-	24,329,000	20,771,875
397010	Operating Transfers In	-	4,018,000	-
Total Revenues for: 00155 - Sweetened Beverage Tax Fund		-	28,347,000	20,771,875
400000	Use of/Contribution to Fund Balance	-	(1,678,574)	(15,323)
Total Resources for:00155 - Sweetened Beverage Tax Fund		-	26,668,426	20,756,552
360010	Investment Interest	-	-	(1,150,000)
360020	Inv Earn-Residual Cash	-	2,200,000	2,200,000
360290	Parking Fees	-	150,000	150,000
395010	Sales Of Land & Buildings	-	6,865,000	2,515,000
Total Revenues for: 00164 - Unrestricted Cumulative Reserve Fund		-	9,215,000	3,715,000
400000	Use of/Contribution to Fund Balance	-	797,317	(446,430)
Total Resources for:00164 - Unrestricted Cumulative Reserve Fund		-	10,012,317	3,268,570
397010	Operating Transfers In	7,539,451	3,007,479	1
Total Revenues for: 00166 - Revenue Stabilization Fund		7,539,451	3,007,479	1

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400000	Use of/Contribution to Fund Balance	-	(3,007,479)	25,700,000
Total Resources for:00166 - Revenue Stabilization Fund		7,539,451	-	25,700,001
397010	Operating Transfers In	1,706,916	1,922,482	-
Total Revenues for: 10102 - Emergency Fund		1,706,916	1,922,482	-
400000	Use of/Contribution to Fund Balance	-	(1,922,482)	47,050,000
Total Resources for:10102 - Emergency Fund		1,706,916	-	47,050,000
317090	Short Term Rental Tax	-	10,500,000	7,350,000
Total Revenues for: 12200 - Short-Term Rental Tax Fund		-	10,500,000	7,350,000
400000	Use of/Contribution to Fund Balance	-	(193,156)	(179,356)
Total Resources for:12200 - Short-Term Rental Tax Fund		-	10,306,844	7,170,644
360000	Miscellaneous Revs	-	-	1,965,571
Total Revenues for: 20130 - LTGO Bond Interest and Redemption Fund		-	-	1,965,571
311010	Real & Personal Property Taxes	-	22,761,750	22,764,200
Total Revenues for: 20140 - UTGO Bond Interest Redemption Fund		-	22,761,750	22,764,200
317010	Real Estate Excise Tax Reet #1	-	41,478,871	31,204,383
Total Revenues for: 30010 - REET I Capital Fund		-	41,478,871	31,204,383
400000	Use of/Contribution to Fund Balance	-	4,375,738	3,111,622
Total Resources for:30010 - REET I Capital Fund		-	45,854,609	34,316,005
317020	Real Estate Excise Tax Reet #2	-	41,478,871	31,204,383
Total Revenues for: 30020 - REET II Capital Fund		-	41,478,871	31,204,383
400000	Use of/Contribution to Fund Balance	-	6,909,020	846,144
Total Resources for:30020 - REET II Capital Fund		-	48,387,891	32,050,527
397010	Operating Transfers In	458,000	-	-
Total Revenues for: 36500 - 2018 Multipurpose LTGO Bond Fund		458,000	-	-

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391010	G.O.Bond Proceeds	-	25,534,030	-
Total Revenues for: 36700 - 2020 Multipurpose LTGO Bond Fund		-	25,534,030	-
391010	G.O.Bond Proceeds	-	20,316,750	-
Total Revenues for: 36710 - 2020 LTGO Taxable Bond Fund		-	20,316,750	-
391010	G.O.Bond Proceeds	-	-	61,899,481
Total Revenues for: 36800 - 2021 Multipurpose LTGO Bond Fund		-	-	61,899,481
400000	Use of/Contribution to Fund Balance	-	-	(8,083,000)
Total Resources for:36800 - 2021 Multipurpose LTGO Bond Fund		-	-	53,816,481
391010	G.O.Bond Proceeds	-	-	122,837,800
Total Revenues for: 36810 - 2021 LTGO Taxable Bond Fund		-	-	122,837,800
400000	Use of/Contribution to Fund Balance	-	-	(70,000,000)
Total Resources for:36810 - 2021 LTGO Taxable Bond Fund		-	-	52,837,800
Total FG Resources		80,180,909*	1,516,924,283	1,666,918,361

**Note that 2019 revenue for most major General Fund sources was budgeted and collected into the Department of Finance and Administrative Services. Beginning in 2020 and onwards, these revenues sources are budgeted and collected in Finance General.*

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Appropriations by Budget Summary Level and Program

FG - BO-FG-2QA00 - Appropriation to Special Funds

The purpose of the Appropriation to Special Funds Budget Summary Level is to appropriate General Fund and other centrally managed resources, several of which are based upon the performance of certain City revenues, to bond redemption or special purpose funds. These appropriations are implemented as operating transfers to the funds or accounts they support.

Program Expenditures	2019 Actuals	2020 Adopted	2021 Proposed
Appropriation to Special Funds	180,211,171	183,761,018	235,787,335
Total	180,211,171	183,761,018	235,787,335

**FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

FG - BO-FG-2QD00 - General Purpose

The purpose of the General Purpose Budget Summary Level is to provide appropriation authority to those programs for which there is no single appropriate managing department, or for which there is Council and/or Mayor desire for additional budget oversight.

Program Expenditures	2019 Actuals	2020 Adopted	2021 Proposed
General Purpose	-	-	145,160,959
Reserves	38,061,436	84,478,197	-
Total	38,061,436	84,478,197	145,160,959

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The following information summarizes the programs in General Purpose Budget Summary Level:

General Purpose

The purpose of the General Purpose Budget Program is to provide appropriation authority to those programs for which there is no single appropriate managing department, or for which there is Council and/or Mayor desire for additional budget oversight.

Expenditures/FTE	2019 Actuals	2020 Adopted	2021 Proposed
General Purpose	-	-	145,160,959

Reserves

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Expenditures/FTE	2019 Actuals	2020 Adopted	2021 Proposed
Reserves	38,061,436	84,478,197	-