

## Town of Windsor

### Memorandum

April 14, 2015

**TO:** The Honorable Mayor and Members of Town Council

**FROM:** Christy Newsome, Treasurer

**RE:** Treasurer's Report

I am enclosing the treasurer's report for the month of March.

For your information:

- You may notice the salary line items show a credit this month due to the reimbursement from the Water Fund to General Fund.
- I set up our Certificate of Deposits with Farmers Bank, we have three \$100,000 CD's at 1%.

**TREASURER'S REPORT**  
**March 31, 2015**

**General Fund**

Checking – Farmers Bank	\$ 598,592.26
Certificates of Deposit – Cemetery	108,664.06
Certificates of Deposit (CNB)	509,811.92
Certificates of Deposit (FB)	300,000.00
Checking – Suntrust	<u>150.00</u>
	\$ 1,517,218.24

**Water Fund**

Checking – Farmers Bank	\$ 321,929.92
Certificate of Deposit	<u>271,257.30</u>
	\$ 593,187.22

**Rural Development Construction Account**

Checking – Farmers Bank	\$ 22,040.27
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**Town Center/Future Development  
& Space Needs Fund**

Checking – Farmers Bank	\$ 396,068.29
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**All Funds**

Total Bank Assets	<u>\$ 2,528,514.02</u>
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**Liabilities – Water Fund**

Farmers Bank – Bond – Water Fund	\$ 715,735.33 (principal only)
USDA Rural Dev.	<u>\$ 798,418.42</u>
	\$ 1,514,153.75

**TOWN OF WINDSOR**

**TREASURER'S REPORT**

**GENERAL FUND**

April 1, 2015

Balance on hand February 28, 2015		\$738,026.35
Receipts:		
Total receipts collected in March	<u>253,803.68</u>	
Total receipts prior to month's disbursements		991,830.03
Disbursements:		
Total disbursements in March	<u>393,237.77</u>	
Balance on hand March 31, 2015 - Farmers Bank		\$598,592.26

**TOWN OF WINDSOR**  
**TREASURER'S REPORT**  
**SUNTRUST ACCOUNT**

April 1, 2015

Balance on hand February 28, 2015		\$ 150.00
Receipts:		
Total receipts collected in March	<u>0.00</u>	
Total receipts prior to month's disbursements		150.00
Disbursements:		
Total disbursements in March	<u>0.00</u>	
Balance on hand March 31, 2015 - Suntrust		\$ 150.00

# TOWN OF WINDSOR

## TREASURER'S REPORT

### WATER FUND

April 1, 2015

Balance on hand February 28, 2015		\$388,062.29
Receipts:		
Total receipts collected in March	<u>53,087.91</u>	
Total receipts prior to month's disbursement		441,150.20
Disbursements:		
Total disbursements in March	<u>119,220.28</u>	
Balance on hand March 31, 2015 - Farmers Bank		\$321,929.92

**TOWN OF WINDSOR**

**TREASURER'S REPORT**

**RURAL DEVELOPMENT CONSTRUCTION ACCOUNT**

April 1, 2015

Balance on hand February 28, 2015		\$ 22,036.53
Receipts:		
Total receipts collected in March	<u>3.74</u>	
Total receipts prior to month's disbursements		22,040.27
Disbursements:		
Total disbursements in March	<u>0.00</u>	
Balance on hand March 31, 2015 – Farmers Bank		\$ 22,040.27

**TOWN OF WINDSOR**

**TREASURER'S REPORT**

**TOWN CENTER/FUTURE DEVELOPMENT  
& SPACE NEEDS FUND**

April 1, 2015

Balance on hand February 28, 2015		\$ 396,009.24
Receipts:		
Total receipts collected in March	<u>59.05</u>	
Total receipts prior to month's disbursements		396,068.29
Disbursements:		
Total disbursements in March	<u>0.00</u>	
Balance on hand March 31, 2015 – Farmers Bank		\$ 396,068.29

Financial Statements Fiscal Year 2014-2015  
 General Fund Revenue  
 March 31, 2015

	2014-15 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
<b>General Property Taxes</b>				
Taxes on Real Property	\$ 185,000	\$ 884	\$ 188,911	\$ 3,911
Taxes on Mobile Homes	4,000	220	4,565	565
Taxes on Personal Property	65,000	980	70,053	5,053
PPTRA Funding	19,525	-	19,527	2
Public Service Corporation Taxes	9,500	-	10,788	1,288
Penalties & Interest on Delinquent Taxes	3,000	295	3,081	81
<b>Total</b>	<u>\$ 286,025</u>	<u>\$ 2,378</u>	<u>\$ 296,925</u>	<u>\$ 10,900</u>
<b>Other Local Taxes</b>				
Bank Franchise Tax	\$ 129,000	\$ -	\$ -	\$ (129,000)
Communication Tax/Cable Franchise Tax	65,000	5,418	50,154	(14,846)
Cigarette Tax	55,000	7,500	52,084	(2,916)
Local Sales Tax	83,500	6,567	70,731	(12,769)
Meals Tax	320,000	768	238,599	(81,401)
Utility Taxes	90,000	8,098	69,973	(20,027)
<b>Total</b>	<u>\$ 742,500</u>	<u>\$ 28,351</u>	<u>\$ 481,541</u>	<u>\$ (260,959)</u>
<b>Licenses</b>				
Merchants & Other Licenses	\$ 124,000	\$ 68,335	\$ 121,004	\$ (2,996)
Motor Vehicle Licenses	40,000	1,547	42,291	2,291
<b>Total</b>	<u>\$ 164,000</u>	<u>\$ 69,881</u>	<u>\$ 163,296</u>	<u>\$ (704)</u>



Financial Statements Fiscal Year 2014-2015  
 General Fund Revenue  
 March 31, 2015

	2014-15 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
<b>Rents</b>				
Post Office Rental	\$ 18,000	\$ 1,500	\$ 13,500	\$ (4,500)
Other Rentals	-	-	-	-
<b>Total</b>	<u>\$ 18,000</u>	<u>\$ 1,500</u>	<u>\$ 13,500</u>	<u>\$ (4,500)</u>
 <b>Revenues from the Commonwealth</b>				
<i>Categorical Aid:</i>				
Police HB 599 Funding	\$ 57,289	\$ 14,322	\$ 31,934	\$ (25,355)
Litter Control Grant	1,000	-	1,059	59
Fire Program Grant	10,000	-	10,000	-
Six Year Improvement Funds	42,000	-	-	(42,000)
<i>Noncategorical aid:</i>				
Mobile Home Titling Taxes	3,000	-	2,677	(323)
<b>Total</b>	<u>\$ 113,289</u>	<u>\$ 14,322</u>	<u>\$ 45,670</u>	<u>\$ (67,619)</u>
 <b>Revenue from the Federal Government</b>				
COPS Grant	\$ 4,880	\$ -	\$ 10,647	\$ 5,767
Stimulus Funding	-	-	-	-
<b>Total</b>	<u>\$ 4,880</u>	<u>\$ -</u>	<u>\$ 10,647</u>	<u>\$ 5,767</u>

Financial Statements Fiscal Year 2014-2015  
 General Fund Revenue  
 March 31, 2015

	2014-15 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
<b>Fines</b>				
Traffic Fines	\$ 137,000	\$ 16,061	\$ 119,276	\$ (17,724)
<b>Total</b>	<u>\$ 137,000</u>	<u>\$ 16,061</u>	<u>\$ 119,276</u>	<u>\$ (17,724)</u>
<b>Miscellaneous Revenues</b>				
Administrative Collection Fee	\$ 4,000	\$ 1,665	\$ 7,862	\$ 3,862
Cemetery Plot Sales	1,000	1,800	2,100	1,100
Credit Card Convenience Fee	500	58	460	(40)
DMV Grant Reimbursement	-	-	6,321	6,321
Interest Earned	12,000	1,935	11,863	(137)
Other Miscellaneous Revenues	142,925	1,753	142,033	(892)
Reimbursement from Water Fund	62,340	31,170	62,340	-
Debt Repayment from Water Fund	181,012	-	181,012	-
Unappropriated Fund Balance	60,810	-	-	(60,810)
Zoning Fees	1,500	300	1,575	75
<b>Total</b>	<u>\$ 466,087</u>	<u>\$ 38,681</u>	<u>\$ 415,566</u>	<u>\$ (50,521)</u>
<b>Total All Revenues</b>	<u>\$ 1,931,781</u>	<u>\$ 171,174</u>	<u>\$ 1,546,421</u>	<u>\$ (385,360)</u>

Financial Statements Fiscal Year 2014-2015  
 General Fund Expenditure  
 March 31, 2015

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Legislative</b>				
Mayor & Council Members				
Compensation	\$ 9,000	\$ -	\$ 4,200	\$ 4,800
Advertising	1,700	-	-	1,700
Audit	15,000	-	14,500	500
Dues and Subscriptions	-	-	-	-
Election Expense	2,500	-	716	1,784
Travel and Training	7,000	-	6,253	747
Special Meetings	1,000	5	80	920
<b>Total Legislative</b>	<u>\$ 36,200</u>	<u>\$ 5</u>	<u>\$ 25,748</u>	<u>\$ 10,452</u>
<b>Legal</b>				
Legal Services	\$ 30,000	\$ 1,500	\$ 14,652	\$ 15,348
Dues and Subscriptions	350	-	-	350
Publications	300	-	-	300
Supplies	100	-	-	100
Travel and Training	500	-	-	500
<b>Total Legal</b>	<u>\$ 31,250</u>	<u>\$ 1,500</u>	<u>\$ 14,652</u>	<u>\$ 16,598</u>

**Financial Statements Fiscal Year 2014-2015**

**General Fund Expenditure**

**March 31, 2015**

	<b>2014-15 Budget</b>	<b>This Month's Expenditures</b>	<b>YTD Expenditures</b>	<b>Variance/ Balance</b>
<b>General Management</b>				
Salaries and Wages	\$ 98,445	\$ (22,833)	\$ 61,615	\$ 36,830
Overtime	1,500	-	-	1,500
Part time	5,000	-	-	5,000
Non-compensation Expenses				
FICA	6,510	(1,291)	4,938	1,572
Health Insurance	22,050	(5,716)	10,958	11,092
Retirement	7,500	(1,663)	5,291	2,209
Life Insurance	3,000	(301)	1,101	1,899
Advertising	500	-	128	372
Bank Fees	1,000	111	589	411
Dues and Subscriptions	4,000	36	2,978	1,022
DMV Stop Fees	-	60	800	(800)
Education - Manager	4,400	-	2,855	1,545
Equipment	500	-	-	500
Equipment Rental	7,000	375	3,895	3,106
Information Technology	30,000	6,308	21,114	8,886
Maintenance Contracts	6,000	75	3,013	2,987
Postal Services	7,000	621	5,782	1,218
Professional Services	15,000	475	5,969	9,032
Publications	2,000	-	479	1,521
Supplies	9,500	724	5,681	3,819
Telephone-Communications	7,000	551	4,761	2,239
Travel and Training	13,500	298	8,862	4,638
Vehicle Allowance	4,800	400	3,600	1,200
<b>Total General Management</b>	<b>\$ 256,205</b>	<b>\$ (21,771)</b>	<b>\$ 154,409</b>	<b>\$ 101,796</b>

**Financial Statements Fiscal Year 2014-2015**  
**General Fund Expenditure**  
**March 31, 2015**

	<b>2014-15 Budget</b>	<b>This Month's Expenditures</b>	<b>YTD Expenditures</b>	<b>Variance/ Balance</b>
<b>Planning &amp; Community Development</b>				
Compensation - Planning Commission	\$ 2,200	\$ -	\$ -	\$ 2,200
Salaries and Wages	47,800	3,677	36,932	10,868
Non-compensation Expenses				
FICA	2,975	245	2,464	511
Health Insurance	10,725	825	8,249	2,476
Retirement	3,200	246	2,631	569
Life Insurance	635	49	459	176
Advertising	1,500	-	994	506
Dues and Subscriptions	500	-	-	500
Professional Services	3,000	-	60	2,940
Publications	100	-	-	100
Supplies	200	-	30	170
Telephone-Communications	650	50	401	249
Travel and Training	3,000	-	1,361	1,639
Vehicle Fuel	500	15	348	152
Vehicle Repairs and Maintenance	400	-	-	400
<b><i>Total Planning</i></b>	<b><u>\$ 77,385</u></b>	<b><u>\$ 5,106</u></b>	<b><u>\$ 53,927</u></b>	<b><u>\$ 23,458</u></b>

**Financial Statements Fiscal Year 2014-2015**  
**General Fund Expenditure**  
**March 31, 2015**

	<b>2014-15 Budget</b>	<b>This Month's Expenditures</b>	<b>YTD Expenditures</b>	<b>Variance/ Balance</b>
<b>Public Works &amp; Property Maintenance</b>				
Salaries and Wages	\$ 42,080	\$ (14,566)	\$ 23,153	\$ 18,927
Overtime	2,000	-	100	1,900
Part-time-Temporary	8,000		6,914	1,086
Non-compensation Expenses				
FICA	3,230	(869)	1,795	1,435
Health Insurance	9,650	(3,336)	5,190	4,460
Retirement	2,815	(973)	1,821	994
Life Insurance	560	(192)	252	308
Building Repairs and Maintenance	18,000	910	4,631	13,369
Clothing - Uniforms	500	-	196	304
Equipment	3,500	-	288	3,212
Equipment Rental	500	-	-	500
Equipment Repairs and Maintenance	5,000	16	733	4,267
Rental Property - Repairs & Maintenance	2,500	-	823	1,677
Street and Sidewalk Maintenance	20,900	-	142	20,758
Street Lights - Utility Expense	33,000	2,538	20,402	12,598
Utilities	9,000	1,259	7,122	1,878
Vehicle Fuel	4,000	106	1,510	2,490
Vehicle Repairs and Maintenance	1,000	159	342	658
<b><i>Total Public Works &amp; Property Maintenance</i></b>	<b><u>\$ 166,235</u></b>	<b><u>\$ (14,949)</u></b>	<b><u>\$ 75,415</u></b>	<b><u>\$ 90,820</u></b>

**Financial Statements Fiscal Year 2014-2015**

**General Fund Expenditure**

**March 31, 2015**

**Police**

	<b>2014-15 Budget</b>	<b>This Month's Expenditures</b>	<b>YTD Expenditures</b>	<b>Variance/ Balance</b>
Salaries and Wages	\$ 237,043	\$ 15,540	\$ 150,144	\$ 86,899
Grant Funded Position	56,975	4,199	42,157	14,818
Overtime	25,000	2,788	17,673	7,327
Non-compensation Expenses				
FICA	16,250	1,224	11,351	4,899
Health Insurance	53,620	3,133	31,325	22,295
Retirement	15,840	920	10,716	5,124
Life Insurance	3,130	223	2,106	1,024
DMV Grant Disbursement	-	175	8,330	(8,330)
Advertising	500	-	320	180
Community Relations	5,525	-	5,452	73
Dues, Subscriptions & Publications	1,250	-	712	538
Equipment	9,800	-	5,959	3,841
Information Technology	2,500	-	870	1,630
Investigations	1,000	-	-	1,000
Office Supplies	3,000	332	1,238	1,762
Postage	250	6	6	244
Telephone-Communications	12,000	892	7,581	4,419
Travel and Training	9,000	114	6,498	2,502
Vehicle Fuel	40,000	1,404	19,650	20,350
Vehicle/Equipment Repairs and Maint	17,000	448	8,475	8,525
Taser Replacement	8,000	-	7,999	1
Building Operations				
Building Renovations	15,000	692	3,167	11,833
Utilities	6,700	657	3,500	3,200
Equipment Rental	3,000	103	1,146	1,854
Maintenance Contracts	3,000	160	1,120	1,880
<b>Total Police</b>	<b>\$ 545,383</b>	<b>\$ 33,009</b>	<b>\$ 347,496</b>	<b>\$ 197,887</b>

Financial Statements Fiscal Year 2014-2015  
 General Fund Expenditure  
 March 31, 2015

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Cultural Events</b>				
4th of July Celebration	\$ 5,000	\$ -	\$ 4,279	\$ 721
Christmas Holidays	500	-	213	287
Other Events	3,000	-	1,551	1,449
<b>Total Cultural Events</b>	<u>\$ 8,500</u>	<u>\$ -</u>	<u>\$ 6,042</u>	<u>\$ 2,458</u>
<b>Economic Development</b>				
Business Appreciation	\$ 1,300	\$ -	\$ -	\$ 1,300
Chamber of Commerce	-	-	-	-
Dues and Subscriptions	3,500	-	3,500	-
Activities	750	-	308	443
Other Economic Development Activities	5,000	-	-	5,000
<b>Total Economic Development</b>	<u>\$ 10,550</u>	<u>\$ -</u>	<u>\$ 3,808</u>	<u>\$ 6,743</u>
<b>Fire Department</b>				
Contribution	\$ -	\$ -	\$ -	\$ -
Grant	9,200	-	10,000	(800)
<b>Total Fire Department</b>	<u>\$ 9,200</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ (800)</u>
<b>Rescue Squad</b>				
Contribution	\$ -	\$ -	\$ -	\$ -
<b>Total Rescue Squad</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Refuse Collection</b>				
Residential Collection	\$ 72,000	\$ 5,830	\$ 52,966	\$ 19,034
Seasonal Clean-ups	3,000	-	950	2,050
<b>Total Refuse Collection</b>	<u>\$ 75,000</u>	<u>\$ 5,830</u>	<u>\$ 53,916</u>	<u>\$ 21,084</u>



Financial Statements Fiscal Year 2014-2015  
 General Fund Expenditure  
 March 31, 2015

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Capital Projects</b>				
Police Car	\$ 63,000	\$ -	\$ -	\$ 63,000
Sidewalks - <i>Federal Stimulus &amp; Eng.</i>	-	-	-	-
Streetlight Extensions	2,000	-	182	1,818
Sidewalk Repair and Construction	7,500	-	-	7,500
Sidewalks - SYIP Funds	42,000	-	-	42,000
Information Technology Upgrades	7,000	-	2,191	4,809
Financial Software Upgrade	36,000	-	-	36,000
Paving of Cemetery Driveways	-	-	-	-
Space Needs Sinking Fund Expense	422,012	-	324,386	97,626
<b>Total Capital Projects</b>				-
	<u>\$ 579,512</u>	<u>\$ -</u>	<u>\$ 326,759</u>	<u>\$ 252,753</u>
<b>Non-departmental</b>				
Contingency	\$ 17,851	\$ 1,990	\$ 9,080	\$ 8,771
Contribution to Library	1,200	-	1,200	-
Contribution to TRIAD	1,000	-	1,000	-
Replacement TOW Sign	17,910	-	8,955	8,955
Insurance	33,400	-	33,352	48
Transfer to Town Center/Space Needs	-	-	-	-
Payments to Other Governments	65,000	357	32,305	32,695
<b>Total Non-departmental</b>				
	<u>\$ 136,361</u>	<u>\$ 2,347</u>	<u>\$ 85,892</u>	<u>\$ 50,469</u>
<b>Total All Expenditures</b>				
	<u>\$ 1,931,781</u>	<u>\$ 11,078</u>	<u>\$ 1,158,064</u>	<u>\$ 773,717</u>

Financial Statements Fiscal Year 2014-2015  
 Water Fund  
 March 31, 2015

	2014-15 Budget	This Month's Revenues	YTD Revenues	Variance/ Balance
<b>Revenues</b>				
Water Sales	\$ 433,000	\$ 30,007	\$ 358,647	\$ (74,353)
Tap, Connection & Other Fees	40,000	5,690	63,090	23,090
Interest Earned	3,200	69	1,417	(1,783)
Prior Year Fund Balance	187,000	-	-	(187,000)
<b>Total Revenues</b>	<b>\$ 663,200</b>	<b>\$ 35,766</b>	<b>\$ 423,153</b>	<b>\$ (240,047)</b>
Proffers:		\$ 8,400.00		
Credit Card Fees:		\$ 86.36		
		<b>\$ 44,252.06</b>		

Financial Statements Fiscal Year 2014-2015  
 Water Fund  
 March 31, 2015

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Expenditures</b>				
Operating & Maintenance (O&M)				
Salaries	\$ 158,945	\$ 79,473	\$ 158,945	\$ -
Advertising	100	-	-	100
Bank Fees	850	139	658	192
Clothing - Uniforms	500	-	245	255
Dues and Subscriptions	800	-	595	205
Equipment	4,000	-	-	4,000
Equipment Repairs and Maintenance	4,500	-	1,928	2,572
Equipment Rental	500	-	-	500
Insurance	-	-	-	-
Maintenance Contracts	25,000	-	22,943	2,057
Meters	1,000	-	-	1,000
Professional Fees	4,000	80	2,382	1,618
Publications	200	-	-	200
Maintenance & Repairs System	15,000	2,023	7,990	7,010
State Fees/Lab Fees	10,500	103	9,005	1,495
Telephone - Communications	1,600	142	1,070	530
Part Time/Temporary Help	1,000	-	-	1,000
Travel and Training	2,500	-	1,675	825
Utilities	17,500	2,088	14,374	3,126
Vehicle Fuel	3,000	160	2,761	239
Vehicle Maintenance and Repair	1,400	401	1,268	132
Payments to General Fund				
Debt Services	181,012	-	181,012	-
Indirect Cost	49,140	24,570	49,140	-
Protection of Water System	13,200	6,600	13,200	-
<b>Total O&amp;M</b>	<b>\$ 496,247</b>	<b>\$ 115,778</b>	<b>\$ 469,191</b>	<b>\$ 27,056</b>

Financial Statements Fiscal Year 2014-2015  
 Water Fund  
 March 31, 2015

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Depreciation				
Depreciation	\$ 63,953	\$ -	\$ -	\$ 63,953
<b>Total Depreciation</b>	<b>\$ 63,953</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 63,953</b>
Debt Service				
USDA Loan - Principal & Interest	\$ 55,000	\$ -	\$ 10,987	\$ 44,013
New USDA Loan - Principal & Interest	43,000	3,323	29,907	13,093
<b>Total Debt Service</b>	<b>\$ 98,000</b>	<b>\$ 3,323</b>	<b>\$ 40,894</b>	<b>\$ 57,106</b>
Capital				
Water Main Replacement	\$ 5,000	\$ -	\$ -	\$ 5,000
Other Capital Outlay	-	-	-	-
<b>Total Capital</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>
<b>Total All Expenditures</b>	<b>\$ 663,200</b>	<b>\$ 119,101</b>	<b>\$ 510,084</b>	<b>\$ 153,116</b>
Water Refunds		\$ 119.00		
		\$ 119,220.03		

Financial Statements Fiscal Year 2014-2015  
 Space Needs Fund  
 March 31, 2015

	2014-15 Budget	This Month's Revenues	YTD Revenues	Variance/ Balance
<b>Revenues</b>				
Transfer From General Fund	\$ 200,000	\$ -	\$ 200,000	\$ -
Interest Earned	350	59	351	1
Prior Year Fund Balance	50,000	-	-	(50,000)
<b>Total Revenues</b>	<b>\$ 250,350</b>	<b>\$ 59</b>	<b>\$ 200,351</b>	<b>\$ (49,999)</b>

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Expenditures</b>				
Professional Services	\$ 50,350	\$ -	\$ -	\$ 50,350
				-
				-
				-
				-
				-
				-
				-
<b>Total All Expenditures</b>	<b>\$ 50,350</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,350</b>



P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000214	AVES - MOODY'S	78770	3/01/2015	4100-042300-3170-	5,830.00	8259	3/09/2015	Refuse Collection	00742
					CHECK TOTAL	5,830.00				
00000	000134	BAI MUNICIPAL SOFTWARE	WATS201584-2	3/01/2015	4100-012100-4100-	5,108.00	8260	3/09/2015	Information Technology	00742
					CHECK TOTAL	5,108.00				
00000	000007	BEAMON & JOHNSON, INC.	3270 FEB 2015	2/28/2015	4100-031100-6005-	30.38	8261	3/09/2015	Vehicle Repairs and Maintenanc	00742
00000	000007	BEAMON & JOHNSON, INC.	3270 FEB 2015	2/28/2015	4100-041000-3310-	8.98	8261	3/09/2015	Vehicle Repairs and Maintenanc	00742
					CHECK TOTAL	39.36				
00000	000170	BUSINESS DATA OF VA, INC	MARCH 2015	3/01/2015	4100-012100-4100-	950.00	8262	3/09/2015	Information Technology	00742
					CHECK TOTAL	950.00				
00000	000018	COMMUNITY ELECTRIC COOP.	4100 02/2015	2/24/2015	4100-041000-5100-	20.08	8263	3/09/2015	Utilities	00742
					CHECK TOTAL	20.08				
00000	000171	DEWITT'S AUTOM. CENTER	0079866	2/24/2015	4100-031100-6005-	56.78	8264	3/09/2015	Vehicle Repairs and Maintenanc	00742
00000	000171	DEWITT'S AUTOM. CENTER	0080091	3/06/2015	4100-031100-6005-	35.65	8264	3/09/2015	Vehicle Repairs and Maintenanc	00742
					CHECK TOTAL	92.43				
00000	000107	DOMINION VIRGINIA POWER	7640 02/2015	2/27/2015	4100-041000-5110-	2,538.14	8265	3/09/2015	Utilities - Street Lights	00742
00000	000107	DOMINION VIRGINIA POWER	8591 02/2015	2/19/2015	4100-041000-5100-	84.98	8265	3/09/2015	Utilities	00742
					CHECK TOTAL	2,623.12				
00000	000211	LEXISNEXIS RISK DATA MNGT	1586786-201502	2/28/2015	4100-012100-3100-	175.00	8266	3/09/2015	Professional Services	00742
					CHECK TOTAL	175.00				
00000	000261	MANSFIELD OIL COMPANY	00102236	2/25/2015	4100-081100-4200-	15.24	8267	3/09/2015	Fuel	00742
00000	000261	MANSFIELD OIL COMPANY	00102236	2/25/2015	4100-031100-6008-	454.53	8267	3/09/2015	Fuel and Tires	00742
00000	000261	MANSFIELD OIL COMPANY	00102236	2/25/2015	4100-041000-4200-	57.32	8267	3/09/2015	Fuel	00742
					CHECK TOTAL	527.09				
00000	000059	MCI	0328 02/2015	2/19/2015	4100-031100-6001-	31.87	8268	3/09/2015	Communications	00742
					CHECK TOTAL	31.87				
00000	000126	MINNESOTA LIFE	FEB 2015	2/28/2015	100-000200-0200-	138.76	8269	3/09/2015	PR Liability Account	00742
					CHECK TOTAL	138.76				
00000	000069	FITNEY BOWES LLC	3678 02/2015	2/22/2015	4100-012100-5210-	620.99	8270	3/09/2015	Postal Services	00742
					CHECK TOTAL	620.99				
00000	000531	RAILEY & RAILEY, P.C.	2698	2/28/2015	4100-012210-3150-	1,500.00	8271	3/09/2015	Legal Services	00742
					CHECK TOTAL	1,500.00				
00000	000036	RICOH USA, INC	19357502	2/13/2015	4100-031100-6025-	102.68	8272	3/09/2015	Building Operations - Equip Re	00742
00000	000036	RICOH USA, INC	5034730349	2/20/2015	4100-031100-6002-	60.52	8272	3/09/2015	Materials and Supplies	00742
00000	000036	RICOH USA, INC	5034745338	2/22/2015	4100-012100-5410-	121.08	8272	3/09/2015	Equipment Rental	00742
					CHECK TOTAL	284.28				
00000	000430	STATE FARM	8248-07 MAR 15	2/18/2015	100-000200-0200-	90.83	8273	3/09/2015	PR Liability Account	00742
					CHECK TOTAL	90.83				

F/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-041000-3310-	150.00	8274	3/09/2015	Vehicle Repairs and Maintenanc	00742
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-012100-5500-	297.65	8274	3/09/2015	Travel and Training	00742
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-011010-5900-	5.11	8274	3/09/2015	Special Meetings	00742
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-012100-6001-	107.00	8274	3/09/2015	Office Operations (Supplies)	00742
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-031100-6006-	113.64	8274	3/09/2015	Training and Travel	00742
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-031100-6002-	245.92	8274	3/09/2015	Materials and Supplies	00742
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-031100-6023-	6.35	8274	3/09/2015	Postage	00742
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-012100-6001-	228.99	8274	3/09/2015	Office Operations (Supplies)	00742
00000	000381	SUNTRUST BANK	5882 JAN 2015	2/22/2015	4100-091600-0001-	1,970.35	8274	3/09/2015	Contingency	00742
					CHECK TOTAL	3,125.01				
00000	000459	THE SUPPLY ROOM COMPANIES	2118777-1	12/09/2014	4100-012100-6001-	196.15	8275	3/09/2015	Office Operations (Supplies)	00742
					CHECK TOTAL	196.15				
00000	000558	TIDEWATER PUB, LLC	20603	2/28/2015	4100-012100-3100-	300.00	8276	3/09/2015	Professional Services	00742
					CHECK TOTAL	300.00				
00000	000089	TOTAL BUSINESS SOLUTIONS	202485-0	3/06/2015	4100-012100-6001-	36.79	8277	3/09/2015	Office Operations (Supplies)	00742
					CHECK TOTAL	36.79				
00000	000092	TOWN OF WINDSOR WAT. FUND	314 FEB 2015	2/24/2015	4100-041000-5100-	24.50	8278	3/09/2015	Utilities	00742
00000	000092	TOWN OF WINDSOR WAT. FUND	97 FEB 2015	3/02/2015	4100-041000-5100-	24.50	8278	3/09/2015	Utilities	00742
					CHECK TOTAL	49.00				
00000	000594	VACORP	FEB 2015	2/28/2015	4100-091600-0001-	19.91	8279	3/09/2015	Contingency	00742
					CHECK TOTAL	19.91				
00000	000035	VANTAGEPT. TRANSF. AGENTS	304565 03/2015	2/26/2015	100-000200-0200-	210.76	8280	3/09/2015	FR Liability Account	00742
					CHECK TOTAL	210.76				
00000	000108	VERIZON	6020 02/2015	2/19/2015	4100-031100-6001-	154.18	8281	3/09/2015	Communications	00742
00000	000108	VERIZON	6218 02/2015	2/19/2015	4100-012100-5230-	267.20	8281	3/09/2015	Telephone - Communications	00742
					CHECK TOTAL	421.38				
00000	000109	VERIZON WIRELESS	9740899659	2/20/2015	4100-031100-6001-	469.15	8282	3/09/2015	Communications	00742
00000	000109	VERIZON WIRELESS	9740899659	2/20/2015	4100-012100-5230-	139.84	8282	3/09/2015	Telephone - Communications	00742
00000	000109	VERIZON WIRELESS	9740899659	2/20/2015	4100-081100-5230-	49.82	8282	3/09/2015	Telephone - Communications	00742
					CHECK TOTAL	658.81				
00000	000506	WINDSOR FIRE EXTINGUISHER	FEB 2015 WPD	2/24/2015	4100-031100-6005-	70.00	8283	3/09/2015	Vehicle Repairs and Maintenanc	00742
					CHECK TOTAL	70.00				
00000	000119	WINDSOR HARDWARE	FEB 2015	2/28/2015	4100-041000-3315-	270.10	8284	3/09/2015	Building Repairs and Maintenanc	00742
00000	000119	WINDSOR HARDWARE	FEB 2015	2/28/2015	4100-041000-3312-	15.98	8284	3/09/2015	Equipment Repairs and Maintena	00742
00000	000119	WINDSOR HARDWARE	FEB 2015	2/28/2015	4100-031100-6002-	25.97	8284	3/09/2015	Materials and Supplies	00742
00000	000119	WINDSOR HARDWARE	FEB 2015	2/28/2015	4100-031100-6027-	42.46	8284	3/09/2015	Building Renovations	00742
					CHECK TOTAL	354.51				
00000	000006	ANTHEM BLUE CROSS	04/01-05/01/15	3/10/2015	100-000200-0200-	14,972.00	8285	3/23/2015	FR Liability Account	00744
					CHECK TOTAL	14,972.00				



P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000234	ATLANTIC COMMUNICATIONS	104931	3/06/2015	4100-031100-6005-	220.00	8286	3/23/2015	Vehicle Repairs and Maintenanc	00744
					CHECK TOTAL	220.00				
00000	000170	BUSINESS DATA OF VA, INC	1044-20105	3/02/2015	4100-012100-4100-	125.00	8287	3/23/2015	Information Technology	00744
00000	000170	BUSINESS DATA OF VA, INC	1055-2015	3/09/2015	4100-012100-4100-	125.00	8287	3/23/2015	Information Technology	00744
					CHECK TOTAL	250.00				
00000	000015	CHARTER	0000189 03/2015	3/06/2015	4100-012100-5230-	143.75	8288	3/23/2015	Telephone - Communications	00744
00000	000015	CHARTER	0000189 03/2015	3/06/2015	4100-031100-6001-	236.75	8288	3/23/2015	Communications	00744
					CHECK TOTAL	380.50				
00000	000020	CRYSTAL SPRINGS	2080944 031315	3/13/2015	4100-041000-5100-	35.02	8289	3/23/2015	Utilities	00744
					CHECK TOTAL	35.02				
00000	000171	DEWITT'S AUTOM. CENTER	0079807	2/21/2015	4100-031100-6005-	35.50	8290	3/23/2015	Vehicle Repairs and Maintenanc	00744
					CHECK TOTAL	35.50				
00000	000407	DMV	DMV TOKEN	3/01/2015	4100-012100-6001-	65.00	8291	3/23/2015	Office Operations (Supplies)	00744
00000	000407	DMV	15058335	2/27/2015	4100-012100-3170-	60.00	8291	3/23/2015	DMV Stops (Town Expense)	00744
					CHECK TOTAL	125.00				
00000	000107	DOMINION VIRGINIA POWER	0002 03/2015	3/05/2015	4100-041000-5100-	925.94	8292	3/23/2015	Utilities	00744
00000	000107	DOMINION VIRGINIA POWER	0270 03/2015	3/10/2015	4100-041000-5100-	12.10	8292	3/23/2015	Utilities	00744
00000	000107	DOMINION VIRGINIA POWER	4958 03/2015	3/10/2015	4100-031100-6024-	632.26	8292	3/23/2015	Building Operations - Utilitie	00744
00000	000107	DOMINION VIRGINIA POWER	5004 03/2015	3/10/2015	4100-041000-5100-	113.01	8292	3/23/2015	Utilities	00744
00000	000107	DOMINION VIRGINIA POWER	7615 03/2015	3/10/2015	4100-041000-5100-	18.44	8292	3/23/2015	Utilities	00744
					CHECK TOTAL	1,701.75				
00000	000182	GUARDIAN SECURITY SYSTEMS	37115	3/16/2015	4100-012100-3320-	75.00	8293	3/23/2015	Maintenance Contracts	00744
00000	000182	GUARDIAN SECURITY SYSTEMS	37231	3/05/2015	4100-031100-6026-	160.00	8293	3/23/2015	Building Operations - Maintena	00744
					CHECK TOTAL	235.00				
00000	000378	ISLE OF WIGHT COUNTY	JAN 2015	3/18/2015	4100-091600-3800-	357.19	8294	3/23/2015	Payments to Other Governments	00744
					CHECK TOTAL	357.19				
00000	000631	JENNIFER FINCH	WPD MURAL	3/16/2015	4100-031100-6027-	650.00	8295	3/23/2015	Building Renovations	00744
					CHECK TOTAL	650.00				
00000	000261	MANSFIELD OIL COMPANY	00103745	3/05/2015	4100-041000-4200-	48.78	8296	3/23/2015	Fuel	00744
00000	000261	MANSFIELD OIL COMPANY	00103745	3/05/2015	4100-031100-6008-	949.05	8296	3/23/2015	Fuel and Tires	00744
					CHECK TOTAL	997.83				
00000	000393	QUILL CORPORATION	1949375	3/02/2015	4100-012100-6001-	89.97	8297	3/23/2015	Office Operations (Supplies)	00744
					CHECK TOTAL	89.97				
00000	000416	RICOH USA, INC.	94336501	3/10/2015	4100-012100-5410-	216.01	8298	3/23/2015	Equipment Rental	00744
					CHECK TOTAL	216.01				
00000	000254	SECOND OPINION PEST CONTR	67550	2/24/2015	4100-041000-3315-	55.00	8299	3/23/2015	Building Repairs and Maintenanc	00744
00000	000254	SECOND OPINION PEST CONTR	67551	2/24/2015	4100-041000-3315-	55.00	8299	3/23/2015	Building Repairs and Maintenanc	00744
					CHECK TOTAL	110.00				

P/O NO. ---	VEND. NO. -----	VENDOR NAME -----	INVOICE NO. -----	INVOICE DATE -----	ACCOUNT NO. -----	NET AMOUNT -----	CHECK NO. -----	CHECK DATE -----	DESCRIPTION -----	BATCH -----
00000	000465	SMITHFIELD GLASS & MIRROR	I055543	3/10/2015	4100-041000-3315- - -	364.72	8300	3/23/2015	Building Repairs and Maintenanc	00744
					CHECK TOTAL	364.72				
00000	000430	STATE FARM	HE820487 4646	3/12/2015	4100-012100-2400- - -	395.26	8301	3/23/2015	Life Insurance	00744
					CHECK TOTAL	395.26				
00000	000580	SUFFOLK SHEET METAL, INC	43797	3/11/2015	4100-041000-3315- - -	165.00	8302	3/23/2015	Building Repairs and Maintenanc	00744
					CHECK TOTAL	165.00				
00000	000092	TOWN OF WINDSOR WAT. FUND	506318 03/2015	3/02/2015	4100-031100-6024- - -	24.50	8303	3/23/2015	Building Operations - Utilitie	00744
					CHECK TOTAL	24.50				
00000	000035	VANTAGEPT. TRANSP. AGENTS	304565 04/2015	3/09/2015	100-000200-0200- - -	210.76	8304	3/23/2015	PR Liability Account	00744
					CHECK TOTAL	210.76				
00000	000177	VEPGA	035226	3/10/2015	4100-012100-5810- - -	36.00	8305	3/23/2015	Dues and Subscriptions	00744
					CHECK TOTAL	36.00				
					CHECK TYPE TOTAL	45,046.14				
					FINAL TOTAL	51,341.04				

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,249.71	18
0025	HARRIS, JOSHUA L		2	1,534.48	7
0019	DUNLOW, MARY J		3	781.81	2
0006	WHITEHEAD, TERRY S		3	856.33	4
0014	BOWDEN, PHILLIP H		4	740.52	16
0023	JERNIGAN, GRAFTON P		4	1,376.72	9
0031	NEWSOME, CHRISTINA M		4	1,026.00	3
0007	SIMS, KENNETH W		4	1,266.69	17
0012	OWENS, WILLIFORD D. JR.		6	1,431.29	11
0015	STALLINGS, MICHAEL R JR		6	1,966.59	1
0032	SWAN, ROBERT B		8	1,569.00	15
0027	RIDDLE, RODNEY D		9	1,516.15	13
0034	GUTIERREZ, JOSEPH R.		10	738.56	5
*****BANK TOTAL*****				16,053.85	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 16,053.85 EQUALS THE DIRECT  
DEPOSIT REGISTER.

3/10/15

*[Signature]*

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,249.71	19
0025	HARRIS, JOSHUA L		2	1,096.29	7
0019	DUNLOW, MARY J		3	781.82	2
0006	WHITEHEAD, TERRY S		3	856.33	4
0014	BOWDEN, PHILLIP H		4	740.52	17
0023	JERNIGAN, GRAFTON P		4	1,217.94	9
0031	NEWSOME, CHRISTINA M		4	1,026.00	3
0007	SIMS, KENNETH W		4	1,266.69	18
0012	OWENS, WILIFORD D. JR.		6	1,314.14	12
0015	STALLINGS, MICHAEL R JR		6	1,680.19	1
0032	SWAN, ROBERT B		8	1,230.85	16
0027	RIDDLE, RODNEY D		9	1,392.52	14
0034	GUTIERREZ, JOSEPH R.		10	843.14	5
*****BANK TOTAL*****				14,696.14	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 14,696.14 EQUALS THE DIRECT  
DEPOSIT REGISTER.

3/23/15 *[Signature]*

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	DEBIT NO.	DEBIT DATE	DESCRIPTION	BATCH
00000	000461	USDA RURAL DEVELOPMENT	MARCH 2015	3/01/2015	4200-042000-9095-	3,323.00	72	3/03/2015	New USDA Loan Fund Reserve	00745
					- -	3,323.00				
					DEBIT TOTAL					
00000	000620	MERCHANT BANK FEES	MARCH 2015	3/01/2015	4200-042000-3160-	82.91	75	3/11/2015	Bank Fees	00745
					- -	82.91				
					DEBIT TOTAL					
					CHECK TYPE TOTAL	3,405.91				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000007	BEAMON & JOHNSON, INC.	3270 FEB 2015	2/19/2015	4200-042000-3310-	94.99	7675	3/09/2015	Vehicle Repairs & Maintenance	00741
					CHECK TOTAL	94.99				
00000	000024	FERN'S AUTO REPAIR	28396	2/20/2015	4200-042000-3310-	335.50	7676	3/09/2015	Vehicle Repairs & Maintenance	00741
					CHECK TOTAL	335.50				
00000	000582	LEWIS CONSTRUCTION OF	0215-1420152	2/28/2015	4200-042000-6007-	1,293.75	7678	3/09/2015	Maintenance & Repairs - System	00741
00000	000582	LEWIS CONSTRUCTION OF	0215-999	2/26/2015	4200-042000-6007-	696.65	7678	3/09/2015	Maintenance & Repairs - System	00741
					CHECK TOTAL	1,990.40				
00000	000302	PHILLIP BOWDEN	MAR 2015	3/01/2015	4200-042000-5230-	30.00	7679	3/09/2015	Telephone - Communications	00741
					CHECK TOTAL	30.00				
00000	000381	SUNTRUST BANK	5882 01/2015	2/22/2015	4200-042000-3100-	80.00	7680	3/09/2015	Professional Fees	00741
					CHECK TOTAL	80.00				
00000	000284	VDACS	B033767	1/31/2015	4200-042000-3101-	40.00	7681	3/09/2015	State Fees	00741
					CHECK TOTAL	40.00				
00000	000108	VERIZON	0406 FEB 2015	2/19/2015	4200-042000-5230-	52.11	7682	3/09/2015	Telephone - Communications	00741
					CHECK TOTAL	52.11				
00000	000109	VERIZON WIRELESS	9740899659 WTR	2/20/2015	4200-042000-5230-	59.82	7683	3/09/2015	Telephone - Communications	00741
					CHECK TOTAL	59.82				
00000	000113	VUPS	02150500	2/28/2015	4200-042000-6007-	32.93	7684	3/09/2015	Maintenance & Repairs - System	00741
					CHECK TOTAL	32.93				
00000	000107	DOMINION VIRGINIA POWER	4197 03/2015	3/06/2015	4200-042000-5100-	928.73	7686	3/23/2015	Utilities	00743
00000	000107	DOMINION VIRGINIA POWER	5000 03/2015	3/05/2015	4200-042000-5100-	11.18	7686	3/23/2015	Utilities	00743
00000	000107	DOMINION VIRGINIA POWER	5002 03/2015	3/06/2015	4200-042000-5100-	157.98	7686	3/23/2015	Utilities	00743
00000	000107	DOMINION VIRGINIA POWER	7818 03/2015	3/10/2015	4200-042000-5100-	6.78	7686	3/23/2015	Utilities	00743
00000	000107	DOMINION VIRGINIA POWER	9251 03/2015	3/06/2015	4200-042000-5100-	983.31	7686	3/23/2015	Utilities	00743
					CHECK TOTAL	2,087.98				
00000	000144	HARDY'S TOWING & REPAIR	6279	2/19/2015	4200-042000-3310-	65.00	7687	3/23/2015	Vehicle Repairs & Maintenance	00743
					CHECK TOTAL	65.00				
00000	000261	MANSFIELD OIL COMPANY	00103745 WTR	3/05/2015	4200-042000-4200-	160.00	7688	3/23/2015	Vehicle Fuel	00743
					CHECK TOTAL	160.00				
00000	000090	TOWN OF WINDSOR GEN FUND	REIM PR 03/2015	3/23/2015	4200-042000-1100-	79,472.50	7689	3/23/2015	Salaries and Wages	00743
00000	000090	TOWN OF WINDSOR GEN FUND	RHIM PR 03/2015	3/23/2015	4200-042000-9090-	24,570.00	7689	3/23/2015	Payts to GF - Indirect Cost	00743
00000	000090	TOWN OF WINDSOR GEN FUND	REIM PR 03/2015	3/23/2015	4200-042000-1114-	6,600.00	7689	3/23/2015	Protection of Water Sys Resour	00743
					CHECK TOTAL	110,642.50				
00000	000127	TREASURER OF VIRGINIA	1810 2ND QTR	2/27/2015	4200-042000-3101-	23.00	7690	3/23/2015	State Fees	00743
					CHECK TOTAL	23.00				
00000	000284	VDACS	B034436	2/28/2015	4200-042000-3101-	40.00	7691	3/23/2015	State Fees	00743
					CHECK TOTAL	40.00				
					CHECK TYPE TOTAL	115,734.23				
					FINAL TOTAL	119,140.14				

