

Town of Windsor

Memorandum

June 13, 2017

TO: The Honorable Mayor and Members of Town Council
FROM: Christy N. Jernigan, Treasurer
RE: Treasurer's Report

For your information:

- There is no revenue posted for May due to import issues from Bright. I am working with Munis helpdesk to get this corrected.
- Audited businesses on cigarette taxes this month.
- Followed up with businesses without current business license.
- Preparation for our end of fiscal year is in full effect, I have already scheduled for our auditor to be here in August.
- We have officially uploaded last year's numbers into Munis and have that closed out. The 2017/2018 Budget is loaded into Munis.
- I will be attending the Treasurers Association Conference June 11-14.
- I have passed the Treasurers Association of Virginia Accounting I course and am scheduled for Accounting II on June 21-23.

TREASURER'S REPORT
May 31, 2017

General Fund

Checking – Farmers Bank	\$ 747,996.14
Checking – WPD Forfeited Assets	360.86
Certificates of Deposit – Cemetery	112,008.60
Certificates of Deposit (CNB)	579,317.20
Certificates of Deposit (FB)	<u>306,061.08</u>
	\$ 1,745,743.88

Water Fund

Checking – Farmers Bank	\$ 362,921.92
Certificate of Deposit	<u>278,877.40</u>
	\$ 641,799.32

**Future Development
& Space Needs Fund**

Checking – Farmers Bank	\$ 987,153.13
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All Funds

Total Bank Assets	<u>\$ 3,374,696.33</u>
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Liabilities – Water Fund

Farmers Bank – Bond – Water Fund	\$ 640,000.00 (principal only)
USDA Rural Dev.	<u>\$ 644,680.49</u>
	\$ 1,284,680.49

TOWN OF WINDSOR
TREASURER'S REPORT
GENERAL FUND

June 1, 2017

Balance on hand April 30, 2017		\$630,118.01
Receipts:		
Total receipts collected in May	<u>271,725.94</u>	
Total receipts prior to month's disbursements		\$901,843.95
Disbursements:		
Total disbursements in May	<u>153,847.81</u>	
Balance on hand May 31, 2017 - Farmers Bank		\$747,996.14

TOWN OF WINDSOR

TREASURER'S REPORT

Windsor Police Forfeited Assets

June 1, 2017

Balance on hand April 30, 2017		\$ 360.81
Receipts:		
Total receipts collected in May	<u>0.05</u>	
Total receipts prior to month's disbursements		360.86
Disbursements:		
Total disbursements in May	<u>0.00</u>	
Balance on hand May 31, 2017 – Farmers Bank		\$ 360.86

TOWN OF WINDSOR

TREASURER'S REPORT

WATER FUND

June 1, 2017

Balance on hand April 30, 2017		\$364,399.66
Receipts:		
Total receipts collected in May	<u>41,482.05</u>	
Total receipts prior to month's disbursement		405,881.71
Disbursements:		
Total disbursements in May	<u>42,959.79</u>	
Balance on hand May 31, 2017 - Farmers Bank		\$362,921.92

TOWN OF WINDSOR
TREASURER'S REPORT
CENTER/FUTURE DEVELOPMENT
& SPACE NEEDS FUND

June 1, 2017

Balance on hand April 30, 2017		\$ 989,862.58
Receipts:		
Total receipts collected in May	<u>167.98</u>	
Total receipts prior to month's disbursements		990,030.56
Disbursements:		
Total disbursements in May	<u>2,877.43</u>	
Balance on hand May 31, 2017 – Farmers Bank		\$ 987,153.13

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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 1
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FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>01101 Real Property</u>							
100-01101-31111-0000-0000-	-191,000	CY Tax - Real Property -191,000	-189,954.47	.00	.00	-1,045.53	99.5%*
100-01101-31112-0000-0000-	0	Delinquent Year 0	-801.82	.00	.00	801.82	100.0%
<u>01102 Public Service Corp</u>							
100-01102-31122-0000-0000-	-10,000	Cur. Public Service (RE & PP) -10,000	-13,660.94	.00	.00	3,660.94	136.6%
<u>01103 Personal Property</u>							
100-01103-31120-0000-0000-	-4,200	Current Year Mobile Home -4,200	-4,646.63	.00	.00	446.63	110.6%
100-01103-31121-0000-0000-	-19,525	PPTRA Contribution - State -19,525	-19,525.91	.00	.00	.91	100.0%
100-01103-31131-0000-0000-	-66,500	Current YearCY - Pers Prop Tax -66,500	-71,248.65	.00	.00	4,748.65	107.1%
100-01103-31132-0000-0000-	0	Delinquent Year 0	-160.51	.00	.00	160.51	100.0%
100-01103-31137-0000-0000-	0	Roll Back Taxes 0	-4,100.00	.00	.00	4,100.00	100.0%

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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 2
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FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-01103-32236-0000-0000-	0	Prepaid Personal Property Tax 0	-4,347.00	.00	.00	4,347.00	100.0%
<u>01104 Machinery & Tools</u>							
100-01104-31141-0000-0000-	0	Current Year 0	-1,638.20	.00	.00	1,638.20	100.0%
<u>01106 Penalties & Interest</u>							
100-01106-31161-0000-0000-	-2,750	Penalties/Interest (All Taxes) -2,750	-4,130.52	.00	.00	1,380.52	150.2%
100-01106-31163-0000-0000-	-10,000	Administrative Collection Fee -10,000	-10,409.96	.00	.00	409.96	104.1%
<u>01201 Local Taxes</u>							
100-01201-31210-0000-0000-	-90,000	Local Sales & Use Tax -90,000	-88,735.96	.00	.00	-1,264.04	98.6%*
100-01201-31211-0000-0000-	-310,000	Meals Tax -310,000	-310,864.12	.00	.00	864.12	100.3%
100-01201-31212-0000-0000-	-3,000	Mobile Home Service Fees -3,000	.00	.00	.00	-3,000.00	.0%*
<u>01202 Utility Taxes</u>							
100-01202-31221-0000-0000-	-90,000	Consumer Utility Tax -90,000	-53,411.21	.00	.00	-36,588.79	59.3%*

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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 3
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FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>01203 Business License</u>							
100-01203-31231-0000-0000-	-130,000	Business License Tax -130,000	-95,059.92	.00	.00	-34,940.08	73.1%*
<u>01204 Franchise Fee</u>							
100-01204-31242-0000-0000-	-64,000	Communications/Cable Franchise -64,000	-52,825.99	.00	.00	-11,174.01	82.5%*
<u>01205 Vehicle License Fee</u>							
100-01205-31251-0000-0000-	-40,000	Vehicle License Fees -40,000	-43,347.03	.00	.00	3,347.03	108.4%
<u>01206 Bank Franchise Tax</u>							
100-01206-31267-0000-0000-	-140,000	Bank Franchise Tax -140,000	-37,984.00	.00	.00	-102,016.00	27.1%*
<u>01208 Cigarette Tax</u>							
100-01208-31281-0000-0000-	-63,000	Cigarette Tax -63,000	-56,250.00	.00	.00	-6,750.00	89.3%*
<u>01303 Permits</u>							
100-01303-31331-0000-0000-	-2,000	Zoning Fees -2,000	-1,250.00	.00	.00	-750.00	62.5%*

06/08/2017 15:23
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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 4
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FOR 2017 11		JOURNAL DETAIL 2017 11 TO 2017 11						
ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-01303-31336-0000-0000-		-1,000	Cemetery Plot Sales -1,000	-2,000.00	.00	.00	1,000.00	200.0%
<u>01401 Fines</u>								
100-01401-31412-0000-0000-		-147,500	Traffic Fines -147,500	-133,376.69	.00	.00	-14,123.31	90.4%*
<u>01501 Revenue Use Of Money</u>								
100-01501-31511-0000-0000-		-12,000	Interest (Bank) -12,000	-11,626.69	.00	.00	-373.31	96.9%*
<u>01606 Charges for Services</u>								
100-01606-31661-0000-0000-		-175,980	Water Fund Reimbursement - Pol -175,980	-175,980.24	.00	.00	.24	100.0%
<u>01899 Miscellaneous</u>								
100-01899-31895-0000-0000-		-7,500	Miscellaneous Revenue -9,328	-22,309.67	.00	.00	12,981.67	239.2%
100-01899-31898-0000-0000-		-600	Credit Card Fees -600	-972.85	.00	.00	372.85	162.1%
<u>02402 Fire & Rescue Services</u>								
100-02402-32421-0000-0000-		-9,000	Fire Program Fund Grant -9,000	-9,000.00	.00	.00	.00	100.0%

06/08/2017 15:23
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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 5
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FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-02402-32425-0000-0000-	-42,000	Six Year Improvement Funds -42,000	.00	.00	.00	-42,000.00	.0%*
<hr/> 02403 Public Works <hr/>							
100-02403-32432-0000-0000-	-1,000	Litter Control Grant -1,000	-1,031.00	.00	.00	31.00	103.1%
<hr/> 02404 Police 599 <hr/>							
100-02404-32441-0000-0000-	-57,289	Police 599 Funding and Other G -57,289	-44,349.00	.00	.00	-12,940.00	77.4%*
100-02404-32443-0000-0000-	0	DMV Grant -11,375	-6,965.00	.00	.00	-4,410.00	61.2%*
<hr/> 04105 Fund Transfers <hr/>							
100-04105-34150-0000-0000-	-90,885	Unappropriated Fund Bal- Gen'l -90,885	.00	.00	.00	-90,885.00	.0%*
<hr/> 09999 UPDATED BY CONVERSION <hr/>							
100-09999-39991-0000-0000-	0	Prior Year Fund Balance -145,345	.00	.00	.00	-145,344.72	.0%*
<hr/> 10000 Administration <hr/>							
100-10000-41111-0000-0000-	9,600	Council & Planning Comm Wages 9,600	3,000.00	.00	.00	6,600.00	31.3%

06/08/2017 15:23
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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 6
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FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>11010 Legislative Services</u>							
100-11010-43120-0000-0000-	15,000	Audit Expense 15,000	15,000.00	15,000.00	.00	.00	100.0%
2017/11/000018 05/18/2017 API	15,000.00 VND	000392 IN 2015/2016 AUDIT		DIANE Y SMITH CPA	AUDIT		13330
100-11010-45500-0000-0000-	7,000	Travel & Training (All Expense) 7,000	3,756.56	.00	.00	3,243.44	53.7%
100-11010-45900-0000-0000-	500	Special Meetings 500	484.60	93.06	.00	15.40	96.9%
2017/11/000007 05/04/2017 API	75.00 VND	000726 IN MAY 2017		WINDSOR RURITAN CLUB	PUBLIC MEETING ON		13301
2017/11/000016 05/26/2017 API	18.06 VND	000381 IN APRIL 2017		SUNTRUST BANK	APRIL 2017 CHARGES		13326
100-11010-47777-0000-0000-	2,500	Election Expense 2,500	1,018.00	.00	.00	1,482.00	40.7%
<u>12100 General & Financial Adm</u>							
100-12100-41100-0000-0000-	117,125	Salaries and Wages 117,125	94,132.84	15,500.00	.00	22,992.16	80.4%
2017/11/000006 05/04/2017 PRJ	7,750.00 REF	050417		WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015 05/18/2017 PRJ	7,750.00 REF	051817		WARRANT=051817	RUN=1 BIWEEKLY		
100-12100-41117-0000-0000-	2,000	Part Time 2,000	.00	.00	.00	2,000.00	.0%
100-12100-41211-0000-0000-	1,000	Overtime 1,000	.00	.00	.00	1,000.00	.0%
100-12100-42100-0000-0000-	7,262	FICA 7,262	4,061.16	917.64	.00	3,200.84	55.9%
2017/11/000006 05/04/2017 PRJ	458.82 REF	050417		WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015 05/18/2017 PRJ	458.82 REF	051817		WARRANT=051817	RUN=1 BIWEEKLY		

06/08/2017 15:23
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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 7
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-12100-42110-0000-0000-			Medicare					
		2,483	2,483	1,404.35	214.61	.00	1,078.65	56.6%
2017/11/000006	05/04/2017 PRJ	107.30	REF 050417			WARRANT=050417	RUN=1 BIWEEKLY	
2017/11/000015	05/18/2017 PRJ	107.31	REF 051817			WARRANT=051817	RUN=1 BIWEEKLY	
100-12100-42210-0000-0000-			VRS - Retirement					
		6,812	6,812	5,499.51	886.40	.00	1,312.49	80.7%
2017/11/000006	05/04/2017 PRJ	443.20	REF 050417			WARRANT=050417	RUN=1 BIWEEKLY	
2017/11/000015	05/18/2017 PRJ	443.20	REF 051817			WARRANT=051817	RUN=1 BIWEEKLY	
100-12100-42300-0000-0000-			Health Insurance - Hospitaliza					
		22,128	22,128	17,088.88	3,025.84	.00	5,039.12	77.2%
2017/11/000006	05/04/2017 PRJ	1,512.92	REF 050417			WARRANT=050417	RUN=1 BIWEEKLY	
2017/11/000015	05/18/2017 PRJ	1,512.92	REF 051817			WARRANT=051817	RUN=1 BIWEEKLY	
100-12100-42400-0000-0000-			Life Insurance					
		3,135	3,135	1,628.50	203.06	.00	1,506.50	51.9%
2017/11/000006	05/04/2017 PRJ	101.53	REF 050417			WARRANT=050417	RUN=1 BIWEEKLY	
2017/11/000015	05/18/2017 PRJ	101.53	REF 051817			WARRANT=051817	RUN=1 BIWEEKLY	
100-12100-43100-0000-0000-			Professional Services					
		15,000	15,000	18,441.90	6,103.50	.00	-3,441.90	122.9%*
2017/11/000007	05/04/2017 API	1,200.00	VND 000658 IN MAY 2017			EDGAR S. JUSTUS III	CONCERT IN THE PAR	13295
2017/11/000007	05/04/2017 API	175.00	VND 000718 IN 1586786-20170430			LEXISNEXIS	PROFESSIONAL SVCS	13296
2017/11/000013	05/15/2017 API	100.00	VND 000529 IN 17-2-1001			INSERCORP	PROFESSIONAL SERVI	13308
2017/11/000013	05/15/2017 API	276.00	VND 000678 IN F580-110-009			ALPHA CORPORATION	PROFESSIONAL SERVI	13302
2017/11/000013	05/15/2017 API	295.00	VND 000681 IN T-127870			EURE, INC.	PROFESSIONAL SERVI	13307
2017/11/000013	05/15/2017 API	4,057.50	VND 000727 IN 9163671			KIMLEY-HORN AND ASSO	CHURCH STREE SIDEW	13310
100-12100-43170-0000-0000-			DMV Stops (Town Expense)					
		0	0	3,380.00	420.00	.00	-3,380.00	100.0%*
2017/11/000013	05/15/2017 API	420.00	VND 000407 IN 17118359		DMV		DMV STOPS	13305
100-12100-43320-0000-0000-			Maintenance Contracts					
		5,000	5,000	5,338.07	.00	.00	-338.07	106.8%*
100-12100-43600-0000-0000-			Advertising					
		2,200	2,200	2,138.30	.00	.00	61.70	97.2%

06/08/2017 15:23
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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 8
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FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-12100-44100-0000-0000-		27,000	Information Technology 27,000	26,098.68	.00	.00	901.32	96.7%
100-12100-45210-0000-0000-		7,300	Postal Services 7,300	7,049.38	620.99	.00	250.62	96.6%
	2017/11/000018 05/18/2017 API	620.99 VND	000069 IN 3678 05/2017		PITNEY BOWES LLC	POSTAGE		13337
100-12100-45230-0000-0000-		7,000	Telephone - Communications 7,000	6,695.06	1,041.72	.00	304.94	95.6%
	2017/11/000002 05/01/2017 API	149.42 VND	000015 IN 0000189 04/2017		SPECTRUM BUSINESS	COMMUNICATIONS		13288
	2017/11/000002 05/01/2017 API	395.92 VND	000108 IN 6218 04/2017		VERIZON	COMMUNICATION		13293
	2017/11/000002 05/01/2017 API	129.97 VND	000109 IN 9784291441		VERIZON WIRELESS	COMMUNICATIONS		13294
	2017/11/000016 05/26/2017 API	366.41 VND	000015 IN 0000189 05/2017		SPECTRUM BUSINESS	COMMUNICATIONS		13325
100-12100-45410-0000-0000-		6,000	Equipment Rental 6,000	4,136.75	629.19	.00	1,863.25	68.9%
	2017/11/000002 05/01/2017 API	197.17 VND	000036 IN 5048211703		RICOH USA INC	COPIES		13286
	2017/11/000002 05/01/2017 API	216.01 VND	000416 IN 98635046		RICOH USA INC.	RENT FOR PRINTER		13287
	2017/11/000016 05/26/2017 API	216.01 VND	000416 IN 98790310		RICOH USA INC.	PRINTER		13324
100-12100-45500-0000-0000-		15,000	Travel & Training (All Expense) 15,000	10,506.42	1,983.67	.00	4,493.58	70.0%
	2017/11/000016 05/26/2017 API	1,983.67 VND	000381 IN APRIL 2017		SUNTRUST BANK	APRIL 2017 CHARGES		13326
100-12100-45510-0000-0000-		4,800	Vehicle Allowance 4,800	4,800.00	800.00	.00	.00	100.0%
	2017/11/000006 05/04/2017 PRJ	400.00 REF	050417		WARRANT=050417	RUN=1 BIWEEKLY		
	2017/11/000015 05/18/2017 PRJ	400.00 REF	051817		WARRANT=051817	RUN=1 BIWEEKLY		
100-12100-45810-0000-0000-		4,000	Dues and Subscriptions 4,000	3,588.37	.00	.00	411.63	89.7%
100-12100-46001-0000-0000-		9,500	Office Operations (Supplies) 9,500	6,265.71	973.27	.00	3,234.29	66.0%
	2017/11/000002 05/01/2017 API	108.82 VND	000089 IN 221547-0		TOTAL BUSINESS SOLUT	SUPPLIES		13290
	2017/11/000002 05/01/2017 API	15.30 VND	000459 IN 2942001-0		THE SUPPLY ROOM COMP	SUPPLIES		13289
	2017/11/000002 05/01/2017 API	83.64 VND	000481 IN 1003757498		PITNEY BOWES INC	INK CARTRIDGE		13285
	2017/11/000002 05/01/2017 API	232.00 VND	000494 IN 114284		BMS DIRECT	ENVELOPES		13278
	2017/11/000002 05/01/2017 API	171.23 VND	000494 IN 114282		BMS DIRECT	RECEIPT PAPER		13278
	2017/11/000013 05/15/2017 API	99.68 VND	000089 IN 221788-0		TOTAL BUSINESS SOLUT	SUPPLIES		13316
	2017/11/000016 05/26/2017 API	128.96 VND	000089 IN 222059-0		TOTAL BUSINESS SOLUT	SUPPLIES		13327

06/08/2017 15:23
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Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 11
glytdbud

FOR 2017 11

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100-31100-46000-0000-0000-		3,500	Computer and Technology 3,500	2,122.46	.00	.00	1,377.54	60.6%
2017/11/000002	05/01/2017 API	271.07 VND	000089 IN 221323-0			TOTAL BUSINESS SOLUT WPD SUPPLIES		13290
2017/11/000025	05/31/2017 APM	-271.07 VND	000089 IN 221323-0			TOTAL BUSINESS SOLUT WPD SUPPLIES		
100-31100-46001-0000-0000-		3,000	Office Operations (Supplies) 3,000	1,649.16	-1,559.69	.00	1,350.84	55.0%
2017/11/000002	05/01/2017 API	328.95 VND	000015 IN 0000189 04/2017			SPECTRUM BUSINESS COMMUNICATIONS		13288
2017/11/000016	05/26/2017 API	149.42 VND	000015 IN 0000189 05/2017			SPECTRUM BUSINESS COMMUNICATIONS		13325
2017/11/000025	05/31/2017 APM	271.07 VND	000089 IN 221323-0			TOTAL BUSINESS SOLUT WPD SUPPLIES		
2017/11/000026	05/31/2017 APM	-675.33 VND	000261 IN SQLCD-281466			MANSFIELD OIL COMPAN FUEL		
2017/11/000027	05/31/2017 APM	-328.95 VND	000015 IN 0000189 04/2017			SPECTRUM BUSINESS COMMUNICATIONS		
2017/11/000028	05/31/2017 APM	-328.95 VND	000015 IN 0189 3/2017			SPECTRUM BUSINESS COMMUNICATION		
2017/11/000029	05/31/2017 APM	-336.12 VND	000015 IN 0189 02/2017			SPECTRUM BUSINESS COMMUNICATIONS		
2017/11/000030	05/31/2017 APM	-639.78 VND	000109 IN 9779007850			VERIZON WIRELESS EQUIPMENT		
100-31100-46002-0000-0000-		1,000	Investigations 1,000	346.30	.00	.00	653.70	34.6%
100-31100-46003-0000-0000-		1,250	Dues and Subscriptions 1,250	457.53	.00	.00	792.47	36.6%
100-31100-46004-0000-0000-		10,800	Equipment 12,831	9,181.50	311.99	.00	3,649.50	71.6%
2017/11/000002	05/01/2017 API	154.00 VND	000146 IN 539573			KUSTOM SIGNALS INC. EQUIPMENT		13284
2017/11/000013	05/15/2017 API	37.99 VND	000119 IN APRIL 2017			WINDSOR HARDWARE MAINT/REPAIR		13319
2017/11/000013	05/15/2017 API	45.00 VND	000234 IN 110888			ATLANTIC COMMUNICATI EQUIPMENT		13303
2017/11/000018	05/18/2017 API	75.00 VND	000585 IN 24736			TIDEWATER TACTICAL EQUIPMENT		13341
100-31100-46005-0000-0000-		17,000	Vehicle Repairs and Maintenanc 20,000	18,395.30	4,349.53	.00	1,604.70	92.0%
2017/11/000002	05/01/2017 API	3,041.26 VND	000171 IN 0095863			DEWITT'S AUTOM. CENT VEH MAINT/REPAIRS		13281
2017/11/000016	05/26/2017 API	144.14 VND	000381 IN APRIL 2017			SUNTRUST BANK APRIL 2017 CHARGES		13326
2017/11/000018	05/18/2017 API	279.94 VND	000118 IN 26843			WINDSOR AMOCO VEH MAINTENANCE		13342
2017/11/000018	05/18/2017 API	13.95 VND	000171 IN 0096416			DEWITT'S AUTOM. CENT VEH MAINT		13329
2017/11/000018	05/18/2017 API	16.00 VND	000171 IN 0096414			DEWITT'S AUTOM. CENT VEH MAINT		13329
2017/11/000018	05/18/2017 API	854.24 VND	000171 IN 0096432			DEWITT'S AUTOM. CENT VEH MAINT		13329

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 12
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-31100-46006-0000-0000-			Training and Travel					
		10,000	10,000	6,333.36	1,453.25	.00	3,666.64	63.3%
2017/11/000016	05/26/2017 API	953.25 VND	000381 IN APRIL 2017		SUNTRUST BANK	APRIL 2017 CHARGES		13326
2017/11/000018	05/18/2017 API	500.00 VND	000709 IN 8314		CRAIGS FIREARM SUPPL	TRAINING		13328
100-31100-46008-0000-0000-			Fuel and Tires					
		40,000	37,000	16,355.71	2,769.65	.00	20,644.29	44.2%
2017/11/000013	05/15/2017 API	668.87 VND	000261 IN SQLCD-305489 GEN		MANSFIELD OIL COMPAN	FUEL		13311
2017/11/000013	05/15/2017 API	768.40 VND	000261 IN SQLCD-300856 GEN		MANSFIELD OIL COMPAN	FUEL		13311
2017/11/000018	05/18/2017 API	657.05 VND	000261 IN SQLCD-309269		MANSFIELD OIL COMPAN	FUEL		13336
2017/11/000026	05/31/2017 APM	675.33 VND	000261 IN SQLCD-281466		MANSFIELD OIL COMPAN	FUEL		
100-31100-46010-0000-0000-			DMV Grant Disbursements					
		0	11,375	8,995.00	997.50	.00	2,380.00	79.1%
2017/11/000006	05/04/2017 PRJ	297.50 REF	050417		WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015	05/18/2017 PRJ	700.00 REF	051817		WARRANT=051817	RUN=1 BIWEEKLY		
100-31100-46012-0000-0000-			TELEPHONE - COMMUNICATIONS					
		12,000	12,000	9,681.86	2,293.58	.00	2,318.14	80.7%
2017/11/000002	05/01/2017 API	659.78 VND	000109 IN 9784291441		VERIZON WIRELESS	COMMUNICATIONS		13294
2017/11/000027	05/31/2017 APM	328.95 VND	000015 IN 0000189 04/2017		SPECTRUM BUSINESS	COMMUNICATIONS		
2017/11/000028	05/31/2017 APM	328.95 VND	000015 IN 0189 3/2017		SPECTRUM BUSINESS	COMMUNICATION		
2017/11/000029	05/31/2017 APM	336.12 VND	000015 IN 0189 02/2017		SPECTRUM BUSINESS	COMMUNICATIONS		
2017/11/000030	05/31/2017 APM	639.78 VND	000109 IN 9779007850		VERIZON WIRELESS	EQUIPMENT		
100-31100-46014-0000-0000-			Police Community Affairs					
		500	500	366.63	70.00	.00	133.37	73.3%
2017/11/000002	05/01/2017 API	70.00 VND	000150 IN POPE 03/2017		HARDY'S FLORIST	COMMUNITY AFFAIRS		13283
100-31100-46023-0000-0000-			Postage					
		250	250	.00	.00	.00	250.00	.0%
100-31100-46024-0000-0000-			WPD Utilities					
		6,000	6,000	4,641.43	645.72	.00	1,358.57	77.4%
2017/11/000002	05/01/2017 API	267.58 VND	000107 IN 4958 04/2017		DOMINION VIRGINIA PO	WPD UTILITIES		13282
2017/11/000013	05/15/2017 API	58.73 VND	000092 IN 506318 05/2017		TOWN OF WINDSOR WAT.	WPD UTILITY		13317
2017/11/000018	05/18/2017 API	49.31 VND	000032 IN 3095 05/09/2017		HRSD	BLDG OPS UTILITIES		13333
2017/11/000018	05/18/2017 API	48.92 VND	000040 IN 134861		ISLE OF WIGHT COUNTY	BLDG OPS UTIL		13334
2017/11/000018	05/18/2017 API	221.18 VND	000107 IN 4958 05/2017		DOMINION VIRGINIA PO	BLDG OPS UTIL		13331

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 13
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-31100-46025-0000-0000-	2,750	WPD Equipment Rental 2,750	1,397.64	245.79	.00	1,352.36	50.8%
2017/11/000002 05/01/2017 API	102.68 VND	000036 IN 22763166		RICOH USA INC	EQUIP RENTAL		13286
2017/11/000013 05/15/2017 API	40.43 VND	000036 IN 5048189052		RICOH USA INC	BLDG OPERATIONS		13312
2017/11/000018 05/18/2017 API	102.68 VND	000036 IN 22894233		RICOH USA INC	BLDG OPS-EQUP RNTL		13340
100-31100-46026-0000-0000-	2,750	WPD Maint Contracts 2,750	585.00	85.00	.00	2,165.00	21.3%
2017/11/000018 05/18/2017 API	85.00 VND	000182 IN 46218		GUARDIAN SECURITY SY	BLDG OPS MAINT		13332
<hr/> 32100 Fire Department <hr/>							
100-32100-45704-0000-0000-	9,000	Fire Dept Grant 9,000	9,000.00	.00	.00	.00	100.0%
<hr/> 41000 Public Works & Property Maint <hr/>							
100-41000-41100-0000-0000-	59,597	Salaries and Wages 59,597	37,489.45	8,782.10	.00	22,107.55	62.9%
2017/11/000006 05/04/2017 PRJ	4,389.80 REF	050417		WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015 05/18/2017 PRJ	4,392.30 REF	051817		WARRANT=051817	RUN=1 BIWEEKLY		
100-41000-41211-0000-0000-	1,000	Overtime 1,000	.00	.00	.00	1,000.00	.0%
100-41000-41311-0000-0000-	8,000	Part Time Temporary 8,000	.00	.00	.00	8,000.00	.0%
100-41000-42100-0000-0000-	3,695	FICA 3,695	1,285.10	491.69	.00	2,409.90	34.8%
2017/11/000006 05/04/2017 PRJ	245.77 REF	050417		WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015 05/18/2017 PRJ	245.92 REF	051817		WARRANT=051817	RUN=1 BIWEEKLY		

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 14
glytdbud

FOR 2017 11				JOURNAL DETAIL 2017 11 TO 2017 11				
ACCOUNTS FOR:	ORIGINAL	REVISED	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
100 General Fund	APPROP	BUDGET				BUDGET	USED	
100-41000-42110-0000-0000-	865	Medicare 865	833.66	114.99	.00	31.34	96.4%	
2017/11/000006 05/04/2017 PRJ	57.48	REF 050417			WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015 05/18/2017 PRJ	57.51	REF 051817			WARRANT=051817	RUN=1 BIWEEKLY		
100-41000-42210-0000-0000-	2,187	VRS - Retirement 2,187	1,691.60	336.36	.00	495.40	77.3%	
2017/11/000006 05/04/2017 PRJ	168.18	REF 050417			WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015 05/18/2017 PRJ	168.18	REF 051817			WARRANT=051817	RUN=1 BIWEEKLY		
100-41000-42300-0000-0000-	10,421	Health Insurance - Hospitaliza 10,421	8,016.00	1,603.20	.00	2,405.00	76.9%	
2017/11/000006 05/04/2017 PRJ	801.60	REF 050417			WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015 05/18/2017 PRJ	801.60	REF 051817			WARRANT=051817	RUN=1 BIWEEKLY		
100-41000-42400-0000-0000-	585	Life Insurance 585	449.56	89.92	.00	135.44	76.8%	
2017/11/000006 05/04/2017 PRJ	44.96	REF 050417			WARRANT=050417	RUN=1 BIWEEKLY		
2017/11/000015 05/18/2017 PRJ	44.96	REF 051817			WARRANT=051817	RUN=1 BIWEEKLY		
100-41000-42810-0000-0000-	600	Clothing Allowance - Uniforms 600	382.89	.00	.00	217.11	63.8%	
100-41000-43310-0000-0000-	1,000	Vehicle Repairs and Maintenanc 1,000	459.00	.00	.00	541.00	45.9%	
100-41000-43312-0000-0000-	5,000	Equipment Repairs and Maintena 5,000	2,883.63	.00	.00	2,116.37	57.7%	
100-41000-43313-0000-0000-	5,000	Piping & Storm Drain 5,000	190.80	.00	.00	4,809.20	3.8%	
100-41000-43315-0000-0000-	10,000	Building Repairs and Maintenanc 10,000	6,718.43	1,870.67	.00	3,281.57	67.2%	
2017/11/000013 05/15/2017 API	295.97	VND 000119 IN APRIL 2017			WINDSOR HARDWARE	MAINT/REPAIR	13319	
2017/11/000013 05/15/2017 API	1,065.90	VND 000119 IN MARCH 2017			WINDSOR HARDWARE	MAINT/REPAIRS	13319	
2017/11/000013 05/15/2017 API	174.99	VND 000465 IN I059763			SMITHFIELD GLASS & M	BLDG MAINT	13313	
2017/11/000018 05/18/2017 API	188.81	VND 999999 IN THROCKMORTON			REFUND	REIMBURSE	13338	
2017/11/000024 05/31/2017 APM	145.00	VND 000254 IN 76651			SECOND OPINION PEST	RENEWAL PEST		

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 15
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-41000-43318-0000-0000-		0	Rental Property-Repairs & Main 0	.00	-145.00	.00	.00	.0%
2017/11/000024	05/31/2017 APM	-145.00 VND	000254 IN 76651		SECOND OPINION PEST	RENEWAL PEST		
100-41000-43319-0000-0000-		10,000	Street & Sidewalk Maintenance 10,000	7,675.96	105.98	.00	2,324.04	76.8%
2017/11/000013	05/15/2017 API	52.99 VND	000119 IN APRIL 2017		WINDSOR HARDWARE	MAINT/REPAIR		13319
2017/11/000013	05/15/2017 API	52.99 VND	000119 IN MARCH 2017		WINDSOR HARDWARE	MAINT/REPAIRS		13319
100-41000-44200-0000-0000-		4,000	Fuel 4,000	1,774.59	138.60	.00	2,225.41	44.4%
2017/11/000013	05/15/2017 API	79.46 VND	000261 IN SQLCD-305489 GEN		MANSFIELD OIL COMPAN FUEL			13311
2017/11/000018	05/18/2017 API	59.14 VND	000261 IN SQLCD-309269		MANSFIELD OIL COMPAN FUEL			13336
100-41000-45100-0000-0000-		11,000	Utilities 11,000	8,008.39	677.15	.00	2,991.61	72.8%
2017/11/000002	05/01/2017 API	28.39 VND	000018 IN 4100 - 4/2017		COMMUNITY ELECTRIC C	258/460 SIGN		13279
2017/11/000002	05/01/2017 API	14.02 VND	000020 IN 2080944 040717		CRYSTAL SPRINGS	WATER		13280
2017/11/000002	05/01/2017 API	85.43 VND	000107 IN 8591 04/2017		DOMINION VIRGINIA PO	WINDSOR WAY		13282
2017/11/000013	05/15/2017 API	8.27 VND	000040 IN 135053		ISLE OF WIGHT COUNTY	TOW UTILITY		13309
2017/11/000013	05/15/2017 API	25.38 VND	000092 IN 314 05/2017		TOWN OF WINDSOR WAT.	CEMETERY UTILITY		13317
2017/11/000013	05/15/2017 API	25.38 VND	000092 IN 97 05/2017		TOWN OF WINDSOR WAT.	TOW UTILITY		13317
2017/11/000013	05/15/2017 API	405.50 VND	000107 IN 0002 05/2017		DOMINION VIRGINIA PO	TOW OFFICE		13306
2017/11/000013	05/15/2017 API	32.75 VND	000714 IN 346930		SPRING LAKE BOTTLED	WATER		13314
2017/11/000016	05/26/2017 API	18.90 VND	000032 IN 0003 05/2017		HRSD	UTILITY		13322
2017/11/000016	05/26/2017 API	12.52 VND	000107 IN 5004 05/2017		DOMINION VIRGINIA PO	COMMUNITY DRIVE		13321
2017/11/000016	05/26/2017 API	7.99 VND	000107 IN 0270 05/2017		DOMINION VIRGINIA PO	460/LOVERS LN SIGN		13321
2017/11/000016	05/26/2017 API	12.62 VND	000107 IN 7615 05/2017		DOMINION VIRGINIA PO	COURTHOUSE SIGN		13321
100-41000-45110-0000-0000-		35,000	Utilities - Street Lights 35,000	25,037.96	2,503.81	.00	9,962.04	71.5%
2017/11/000013	05/15/2017 API	2,503.81 VND	000107 IN 7640 04/2017		DOMINION VIRGINIA PO	STREET LIGHTS		13306
100-41000-45410-0000-0000-		750	Equipment Rental 750	.00	.00	.00	750.00	.0%
100-41000-46020-0000-0000-		3,500	Equipment - Purchased 3,500	253.94	.00	.00	3,246.06	7.3%

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 16
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR:
100 General Fund

ORIGINAL
APPROP

REVISED
BUDGET

YTD ACTUAL

MTD ACTUAL

ENCUMBRANCES

AVAILABLE
BUDGET

PCT
USED

42300 Refuse Collection

100-42300-43170-0000-0000-

80,000 Residential Collection
80,000 80,497.38

6,731.37 .00 -497.38 100.6%*

[2017/11/000002](#) 05/01/2017 API
[2017/11/000013](#) 05/15/2017 API

6,692.37 VND 000680 IN MAY 2017
39.00 VND 000680 IN MAY-JULY 2017

BAY DISPOSAL & RECYC TRASH SERVICE 13277
BAY DISPOSAL & RECYC REFUSE 13304

72000 Cultural Events

100-72000-45640-0000-0000-

5,000 4th of July Celebration
5,000 5,552.50

.00 .00 -552.50 111.1%*

100-72000-45641-0000-0000-

300 Christmas Holidays
300 39.90

.00 .00 260.10 13.3%

100-72000-45642-0000-0000-

6,000 Other Events
6,000 5,790.00

.00 .00 210.00 96.5%

81100 Planning & Community Developme

100-81100-41100-0000-0000-

50,470 Salaries and Wages
50,470 29,692.88

.00 .00 20,777.12 58.8%

100-81100-41110-0000-0000-

2,200 Compensation - Planning Commis
2,200 .00

.00 .00 2,200.00 .0%

100-81100-42100-0000-0000-

3,130 FICA
3,130 1,619.63

.00 .00 1,510.37 51.7%

100-81100-42110-0000-0000-

732 Medicare
732 378.78

.00 .00 353.22 51.7%

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 17
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-81100-42210-0000-0000-	2,474	VRS - Retirement 2,474	1,455.00	.00	.00	1,019.00	58.8%
100-81100-42300-0000-0000-	11,595	Health Insurance - Hospitaliza 11,595	6,243.16	.00	.00	5,351.84	53.8%
100-81100-42400-0000-0000-	662	Life Insurance 662	388.99	.00	.00	273.01	58.8%
100-81100-43100-0000-0000-	2,500	Professional Services 2,500	932.48	.00	.00	1,567.52	37.3%
100-81100-43310-0000-0000-	300	Vehicle Repairs and Maintenanc 300	76.00	.00	.00	224.00	25.3%
100-81100-43600-0000-0000-	1,500	Advertising 1,500	792.29	.00	.00	707.71	52.8%
100-81100-44200-0000-0000-	500	Fuel 500	225.86	.00	.00	274.14	45.2%
100-81100-45230-0000-0000-	650	Telephone - Communications 650	448.02	-11.21	.00	201.98	68.9%
2017/11/000002 05/01/2017 API	-11.21	VND 000109 IN 9784291441			VERIZON WIRELESS	COMMUNICATIONS	13294
100-81100-45500-0000-0000-	3,000	Travel & Training (All Expense 3,000	1,954.07	.00	.00	1,045.93	65.1%
100-81100-45810-0000-0000-	500	Dues and Subscriptions 500	50.00	.00	.00	450.00	10.0%
100-81100-46001-0000-0000-	200	Office Operations (Supplies) 200	.00	.00	.00	200.00	.0%

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 18
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-81100-46012-0000-0000-	100	Publications 100	.00	.00	.00	100.00	.0%
<hr/> 81500 Economic Development <hr/>							
100-81500-45640-0000-0000-	1,000	Business Appreciation 1,000	.00	.00	.00	1,000.00	.0%
100-81500-45641-0000-0000-	5,000	Other Economic Development Act 5,000	5,000.00	.00	.00	.00	100.0%
100-81500-45810-0000-0000-	3,500	Dues and Subscriptions 3,500	3,500.00	.00	.00	.00	100.0%
100-81500-45811-0000-0000-	750	Chamber of Commerce-Activities 750	208.00	.00	.00	542.00	27.7%
<hr/> 91600 Non Departmental <hr/>							
100-91600-43800-0000-0000-	68,000	Payments to Other Governments 68,000	48,191.20	1,566.34	.00	19,808.80	70.9%
2017/11/000016 05/26/2017 API	1,207.71 VND	000238 IN 3RD QTR SEPT 2016					13323
2017/11/000018 05/18/2017 API	358.63 VND	000378 IN MAY 2017					13335
100-91600-45300-0000-0000-	37,000	Insurance 37,000	30,011.00	.00	.00	6,989.00	81.1%
100-91600-45462-0000-0000-	8,875	Vacation Buyback 8,875	8,872.76	.00	.00	2.24	100.0%
100-91600-45640-0000-0000-	1,200	Contributions to Library 1,200	1,200.00	.00	.00	.00	100.0%

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 19
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100-91600-45641-0000-0000-		1,000	Contributions to Triad 1,000	1,000.00	.00	.00	.00	100.0%
100-91600-45862-0000-0000-		15,430	Contingency 18,057	17,817.31	120.28	.00	239.41	98.7%
2017/11/000002	05/01/2017 API	22.64 VND	000594 IN APRIL 2017		VACORP			13292
2017/11/000002	05/01/2017 API	22.64 VND	000594 IN 55252 MAY 2017		VACORP			13292
2017/11/000018	05/18/2017 API	75.00 VND	999999 IN MAY 23/2017		REFUND			13339
94000 Capital Projects								
100-94000-48001-0000-0000-		2,000	Street Lighting Extension New 2,000	.00	.00	.00	2,000.00	.0%
100-94000-48004-0000-0000-		39,000	Police Car 39,000	33,782.93	.00	.00	5,217.07	86.6%
100-94000-48007-0000-0000-		100,000	Space Needs - Sinking Fund Exp 100,000	100,374.28	.00	.00	-374.28	100.4%*
100-94000-48008-0000-0000-		42,000	Sidewalks - SYIP Funds 42,000	.00	.00	.00	42,000.00	.0%
100-94000-48009-0000-0000-		5,000	Information Technology Upgrade 5,000	3,326.61	394.99	.00	1,673.39	66.5%
2017/11/000007	05/04/2017 API	394.99 VND	000640 IN 5894		VAUGHAN TECH UNLIMIT	UPGRADE DESKTOP		13300
100-94000-48012-0000-0000-		0	Financial Software Upgrade 125,515	123,252.27	16,505.00	.00	2,262.73	98.2%
2017/11/000002	05/01/2017 API	2,550.00 VND	000665 IN 045-187174		TYLER TECHNOLOGIES	MUNIS CONVERSION		13291
2017/11/000013	05/15/2017 API	3,000.00 VND	000665 IN 045-188312		TYLER TECHNOLOGIES	MUNIS		13318
2017/11/000013	05/15/2017 API	9,455.00 VND	000665 IN 045-186644		TYLER TECHNOLOGIES	MUNIS		13318
2017/11/000013	05/15/2017 API	1,500.00 VND	000665 IN 045-186697		TYLER TECHNOLOGIES	MUNIS		13318

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 20
glytdbud

FOR 2017 11		JOURNAL DETAIL 2017 11 TO 2017 11						
ACCOUNTS FOR:	ORIGINAL	REVISED	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
100 General Fund	APPROP	BUDGET				BUDGET	USED	
100-94000-48013-0000-0000-	21,000	Police Dept Technology 21,000	20,772.72	.00	.00	227.28	98.9%	
100-94000-48014-0000-0000-	205,885	Construction of Public Works B 222,885	24,712.32	8,545.22	.00	198,172.68	11.1%	
2017/11/000013 05/15/2017 API	8,545.22 VND	000678 IN F580-110-006		ALPHA CORPORATION	PUBLIC WORKS BLDG		13302	
100-94000-48018-0000-0000-	10,000	Police Dept Generator 10,000	9,841.40	.00	.00	158.60	98.4%	
TOTAL General Fund	0	0	-83,125.27	147,428.21	.00	83,125.27	100.0%	
TOTAL REVENUES	-1,780,729	-1,939,277	-1,471,963.98	.00	.00	-467,312.74		
TOTAL EXPENSES	1,780,729	1,939,277	1,388,838.71	147,428.21	.00	550,438.01		

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 21
glytdbud

FOR 2017 11		JOURNAL DETAIL 2017 11 TO 2017 11						
ACCOUNTS FOR:		ORIGINAL	REVISED				AVAILABLE	PCT
110	Town Cntr/Future Dev.&Space	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USED
<u>01501 Revenue Use Of Money</u>								
110-01501-31511-0000-0000-		-500	Interest (Bank) -500	-1,678.43	.00	.00	1,178.43	335.7%
<u>04105 Fund Transfers</u>								
110-04105-31000-0000-0000-		-100,000	Transfer from Fund 100 -100,000	.00	.00	.00	-100,000.00	.0%*
110-04105-31010-0000-0000-		0	Funds allocated from Fund Bala -214,242	.00	.00	.00	-214,242.00	.0%*
<u>12100 General & Financial Adm</u>								
110-12100-43604-0000-0000-		25,000	Space Needs Fund Professional 239,242	42,908.06	.00	.00	196,333.94	17.9%
110-12100-43610-0000-0000-		75,500	Future Space Needs 75,500	.00	.00	.00	75,500.00	.0%
TOTAL Town Cntr/Future Dev.&Space		0	0	41,229.63	.00	.00	-41,229.63	100.0%
TOTAL REVENUES		-100,500	-314,742	-1,678.43	.00	.00	-313,063.57	
TOTAL EXPENSES		100,500	314,742	42,908.06	.00	.00	271,833.94	

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 22
glytdbud

FOR 2017 11		JOURNAL DETAIL 2017 11 TO 2017 11						
ACCOUNTS FOR: 200	Water Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11060 UPDATED BY CONVERSION								
200-11060-31164-0000-0000-		0	Late Fees 0	-11,260.47	.00	.00	11,260.47	100.0%
15010 UPDATED BY CONVERSION								
200-15010-31511-0000-0000-		-3,500	Interest (Bank) -3,500	-2,176.08	.00	.00	-1,323.92	62.2%*
16010 UPDATED BY CONVERSION								
200-16010-31611-0000-0000-		-480,000	Water Sales -480,000	-406,273.69	.00	.00	-73,726.31	84.6%*
200-16010-31612-0000-0000-		-45,000	Other Oper. Income (Connection) -45,000	-9,540.00	.00	.00	-35,460.00	21.2%*
33020 UPDATED BY CONVERSION								
200-33020-31898-0000-0000-		0	Credit Card Fees 0	-1,039.53	.00	.00	1,039.53	100.0%
200-33020-33322-0000-0000-		0	Other Non Operational Revenue 0	-550.00	.00	.00	550.00	100.0%
200-33020-33329-0000-0000-		-155,000	Appropriated PY Funds (Budget) -255,000	.00	.00	.00	-255,000.00	.0%*

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 23
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 200 Water Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
42000 Water Oper							
200-42000-41100-0000-0000-	192,486	Salaries and Wages 192,486	192,486.00	.00	.00	.00	100.0%
200-42000-41114-0000-0000-	13,200	Protection of Water Sys Resour 13,200	13,200.00	.00	.00	.00	100.0%
200-42000-41311-0000-0000-	1,000	Part Time Temporary 1,000	.00	.00	.00	1,000.00	.0%
200-42000-42810-0000-0000-	600	Clothing Allowance - Uniforms 600	.00	.00	.00	600.00	.0%
200-42000-43100-0000-0000-	4,000	Professional Services 4,000	1,439.15	.00	.00	2,560.85	36.0%
200-42000-43101-0000-0000-	4,500	State Fees 4,500	3,043.25	37.00	.00	1,456.75	67.6%
2017/11/000017 05/26/2017 API	37.00 VND	000508 IN 2ND QTR		DGS CASHIER		WATER KIT FORM	5245
200-42000-43310-0000-0000-	1,000	Vehicle Repairs and Maintenanc 1,000	604.82	.00	.00	395.18	60.5%
200-42000-43312-0000-0000-	6,000	Equipment Repairs and Maintena 6,000	6,194.78	.00	.00	-194.78	103.2%*
200-42000-43380-0000-0000-	26,000	Maintainence Contracts 26,000	22,277.28	.00	.00	3,722.72	85.7%
200-42000-43600-0000-0000-	100	Advertising 100	.00	.00	.00	100.00	.0%

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 24
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 200	Water Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
200-42000-44200-0000-0000-			Fuel					
		3,000	3,000	1,346.73	157.26	.00	1,653.27	44.9%
2017/11/000011	05/15/2017 API	52.54 VND	000261 IN SQLCD-305489		MANSFIELD OIL COMPAN FUEL			5241
2017/11/000011	05/15/2017 API	53.23 VND	000261 IN SQLCD-300856		MANSFIELD OIL COMPAN FUEL			5241
2017/11/000019	05/18/2017 API	51.49 VND	000261 IN SQLCD-309269 WTR		MANSFIELD OIL COMPAN FUEL			5248
200-42000-45100-0000-0000-			Utilities					
		20,000	20,000	18,309.61	3,378.03	.00	1,690.39	91.5%
2017/11/000003	05/01/2017 API	140.83 VND	000107 IN 5002 04/2017		DOMINION VIRGINIA PO DUKE PUMP 1			5236
2017/11/000003	05/01/2017 API	766.18 VND	000107 IN 4197 05/2017		DOMINION VIRGINIA PO COURTHOUSE WELL			5236
2017/11/000003	05/01/2017 API	837.24 VND	000107 IN 9251 04/2017		DOMINION VIRGINIA PO E GRIFFIN ST PUMP			5236
2017/11/000003	05/01/2017 API	6.59 VND	000107 IN 7818 04/2017		DOMINION VIRGINIA PO WATER TANK			5236
2017/11/000011	05/15/2017 API	13.22 VND	000107 IN 5000 05/2017		DOMINION VIRGINIA PO DUKE STREET PUMP 3			5240
2017/11/000011	05/15/2017 API	6.59 VND	000107 IN 7818 05/2017		DOMINION VIRGINIA PO COURTHOUSE HWY WAT			5240
2017/11/000011	05/15/2017 API	782.47 VND	000107 IN 9251 05/2017		DOMINION VIRGINIA PO E GRIFFIN ST PUMP			5240
2017/11/000011	05/15/2017 API	754.30 VND	000107 IN 4197 5/2017		DOMINION VIRGINIA PO COURTHOUSE WELL			5240
2017/11/000011	05/15/2017 API	70.61 VND	000107 IN 5002 05/2017		DOMINION VIRGINIA PO DUKE ST PUMP 1			5240
200-42000-45230-0000-0000-			Telephone - Communications					
		1,700	1,700	1,736.76	178.43	.00	-36.76	102.2%*
2017/11/000003	05/01/2017 API	58.48 VND	000108 IN 0406 04/2017		VERIZON COMMUNICATION			5237
2017/11/000003	05/01/2017 API	59.95 VND	000109 IN 9784291441 WTR		VERIZON WIRELESS COMMUNICATIONS			5238
2017/11/000006	05/04/2017 PRJ	30.00 REF	050417		WARRANT=050417 RUN=1 BIWEEKLY			
2017/11/000015	05/18/2017 PRJ	30.00 REF	051817		WARRANT=051817 RUN=1 BIWEEKLY			
200-42000-45410-0000-0000-			Equipment Rental					
		500	500	.00	.00	.00	500.00	.0%
200-42000-45500-0000-0000-			Travel & Training (All Expense)					
		2,500	2,500	1,891.17	394.64	.00	608.83	75.6%
2017/11/000009	05/05/2017 API	269.64 VND	000217 IN VRWA APRIL 2017		KENNETH W SIMS TRAVEL			5239
2017/11/000017	05/26/2017 API	125.00 VND	000381 IN APRIL 2017 WTR		SUNTRUST BANK TRAINING			5246
200-42000-45810-0000-0000-			Dues and Subscriptions					
		800	800	630.00	.00	.00	170.00	78.8%
200-42000-46007-0000-0000-			Maintenance & Repairs - System					
		15,000	15,000	13,060.08	525.20	.00	1,939.92	87.1%
2017/11/000011	05/15/2017 API	25.20 VND	000113 IN 04170524		VUPS MAINT/REPAIR			5244
2017/11/000019	05/18/2017 API	500.00 VND	000693 IN 3953767		FORTILINE, INC. MAINT/REPAIRS			5247

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 25
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

ACCOUNTS FOR: 200 Water Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
200-42000-46012-0000-0000-	200	Publications 200	.00	.00	.00	200.00	.0%
200-42000-46020-0000-0000-	5,000	Equipment - Purchased 5,000	4,811.96	.00	.00	188.04	96.2%
200-42000-46021-0000-0000-	1,000	Meters 1,000	975.00	.00	.00	25.00	97.5%
200-42000-46500-0000-0000-	5,000	Water Main Replacement 5,000	4,125.69	.00	.00	874.31	82.5%
200-42000-46502-0000-0000-	0	UtilityVehicle 5,000	5,000.00	.00	.00	.00	100.0%
200-42000-48110-0000-0000-	79,134	Depreciation 74,134	.00	.00	.00	74,134.00	.0%
200-42000-49090-0000-0000-	162,780	Payts to GF - Indirect Cost 162,780	162,780.00	.00	.00	.00	100.0%
200-42000-49095-0000-0000-	43,000	New USDA Loan Fund Reserve 143,000	129,907.00	.00	.00	13,093.00	90.8%
200-42000-49096-0000-0000-	55,000	USDA Loan (Principle and Inter 55,000	10,201.84	.00	.00	44,798.16	18.5%
94000 Capital Projects							
200-94000-46502-0000-0000-	40,000	Utility Truck - Capital 40,000	37,948.87	.00	.00	2,051.13	94.9%

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 26
glytdbud

FOR 2017 11		JOURNAL DETAIL 2017 11 TO 2017 11						
ACCOUNTS FOR:		ORIGINAL	REVISED	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
200	Water Fund	APPROP	BUDGET				BUDGET	USED
	TOTAL Water Fund	0	0	201,130.22	4,670.56	.00	-201,130.22	100.0%
	TOTAL REVENUES	-683,500	-783,500	-430,839.77	.00	.00	-352,660.23	
	TOTAL EXPENSES	683,500	783,500	631,969.99	4,670.56	.00	151,530.01	

06/08/2017 15:23
4966cjer

Town of Windsor
MONTH-TO-DATE BUDGET REPORT

P 27
glytdbud

FOR 2017 11

JOURNAL DETAIL 2017 11 TO 2017 11

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	159,234.58	152,098.77	.00	-159,234.58	100.0%

** END OF REPORT - Generated by Christy Jernigan **



06/01/2017 13:11
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Town of Windsor
AP CHECK RECONCILIATION REGISTER

P 1
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FOR CASH ACCOUNT: 100-00000-11100-0000-0000-

FOR: All

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
13277	05/01/2017	PRINTED	000680 BAY DISPOSAL & RECYCLING	6,692.37			
13278	05/01/2017	PRINTED	000494 BMS DIRECT	403.23			
13279	05/01/2017	PRINTED	000018 COMMUNITY ELECTRIC COOP.	28.39			
13280	05/01/2017	PRINTED	000020 CRYSTAL SPRINGS	14.02			
13281	05/01/2017	PRINTED	000171 DEWITT'S AUTOM. CENTER	3,041.26			
13282	05/01/2017	PRINTED	000107 DOMINION VIRGINIA POWER	353.01			
13283	05/01/2017	PRINTED	000150 HARDY'S FLORIST	70.00			
13284	05/01/2017	PRINTED	000146 KUSTOM SIGNALS INC.	154.00			
13285	05/01/2017	PRINTED	000481 PITNEY BOWES INC	83.64			
13286	05/01/2017	PRINTED	000036 RICOH USA INC	299.85			
13287	05/01/2017	PRINTED	000416 RICOH USA INC.	216.01			
13288	05/01/2017	PRINTED	000015 SPECTRUM BUSINESS	478.37			
13289	05/01/2017	PRINTED	000459 THE SUPPLY ROOM COMPANIES	15.30			
13290	05/01/2017	PRINTED	000089 TOTAL BUSINESS SOLUTIONS	590.84			
13291	05/01/2017	PRINTED	000665 TYLER TECHNOLOGIES	2,550.00			
13292	05/01/2017	PRINTED	000594 VACORP	45.28			
13293	05/01/2017	PRINTED	000108 VERIZON	395.92			
13294	05/01/2017	PRINTED	000109 VERIZON WIRELESS	778.54			
13295	05/04/2017	PRINTED	000658 EDGAR S. JUSTUS III	1,200.00			
13296	05/04/2017	PRINTED	000718 LEXISNEXIS	175.00			
13297	05/04/2017	PRINTED	000299 SUFFOLK AUDIO SERVICES	3,149.49			
13298	05/04/2017	PRINTED	000531 THE LAW OFFICES OF	1,500.00			
13299	05/04/2017	PRINTED	000935 VANTAGEPT. TRANSF. AGENTS	275.00			
13300	05/04/2017	PRINTED	000640 VAUGHAN TECH UNLIMITED	394.99			
13301	05/04/2017	PRINTED	000726 WINDSOR RURI TAN CLUB	75.00			
13302	05/15/2017	PRINTED	000678 ALPHA CORPORATION	8,821.22			
13303	05/15/2017	PRINTED	000234 ATLANTIC COMMUNICATIONS	45.00			
13304	05/15/2017	PRINTED	000680 BAY DISPOSAL & RECYCLING	39.00			
13305	05/15/2017	PRINTED	000407 DMV	420.00			
13306	05/15/2017	PRINTED	000107 DOMINION VIRGINIA POWER	2,909.31			
13307	05/15/2017	PRINTED	000681 EURE, INC.	295.00			
13308	05/15/2017	PRINTED	000529 INSERCORP	100.00			
13309	05/15/2017	PRINTED	000040 ISLE OF WIGHT COUNTY TREA	8.27			
13310	05/15/2017	PRINTED	000727 KIMLEY-HORN AND ASSOCIATE	4,057.50			
13311	05/15/2017	PRINTED	000261 MANSFIELD OIL COMPANY	1,516.73			
13312	05/15/2017	PRINTED	000036 RICOH USA INC	40.43			
13313	05/15/2017	PRINTED	000465 SMITHFIELD GLASS & MIRROR	174.99			
13314	05/15/2017	PRINTED	000714 SPRING LAKE BOTTLED WATER	32.75			
13315	05/15/2017	PRINTED	000010 THE TIDEWATER NEWS	277.00			
13316	05/15/2017	PRINTED	000089 TOTAL BUSINESS SOLUTIONS	99.68			
13317	05/15/2017	PRINTED	000092 TOWN OF WINDSOR WAT. FUND	109.49			
13318	05/15/2017	PRINTED	000665 TYLER TECHNOLOGIES	13,955.00			
13319	05/15/2017	PRINTED	000119 WINDSOR HARDWARE	1,505.84			
13320	05/26/2017	PRINTED	000006 ANTHEM BLUE CROSS	15,213.00			
13321	05/26/2017	PRINTED	000107 DOMINION VIRGINIA POWER	33.13			
13322	05/26/2017	PRINTED	000032 HRSD	18.90			
13323	05/26/2017	PRINTED	000238 INTERNAL REVENUE SERVICE	1,207.71			
13324	05/26/2017	PRINTED	000416 RICOH USA INC.	216.01			
13325	05/26/2017	PRINTED	000015 SPECTRUM BUSINESS	515.83			
13326	05/26/2017	PRINTED	000381 SUNTRUST BANK	3,232.76			
13327	05/26/2017	PRINTED	000089 TOTAL BUSINESS SOLUTIONS	128.96			
13328	05/26/2017	PRINTED	000709 CRAIGS FIREARM SUPPLY, IN	500.00			

06/01/2017 13:11
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Town of Windsor
AP CHECK RECONCILIATION REGISTER

P 2
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FOR CASH ACCOUNT: 100-00000-11100-0000-0000-

FOR: All

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
13329	05/26/2017	PRINTED	000171 DEWITT'S AUTOM. CENTER	884.19			
13330	05/26/2017	PRINTED	000392 DIANE Y SMITH CPA PC	15,000.00			
13331	05/26/2017	PRINTED	000107 DOMINION VIRGINIA POWER	221.18			
13332	05/26/2017	PRINTED	000182 GUARDIAN SECURITY SYSTEMS	85.00			
13333	05/26/2017	PRINTED	000032 HRSD	49.31			
13334	05/26/2017	PRINTED	000040 ISLE OF WIGHT COUNTY TREA	48.92			
13335	05/26/2017	PRINTED	000378 ISLE OF WIGHT COUNTY	358.63			
13336	05/26/2017	PRINTED	000261 MANSFIELD OIL COMPANY	716.19			
13337	05/26/2017	PRINTED	000069 PITNEY BOWES LLC	620.99			
13338	05/26/2017	PRINTED	999999 DAVIS THROCKMORTON	188.81			
13339	05/26/2017	PRINTED	999999 GIRL SCOUT TROUP 810	75.00			
13340	05/26/2017	PRINTED	000036 RICOH USA INC	102.68			
13341	05/26/2017	PRINTED	000585 TIDEWATER TACTICAL	75.00			
13342	05/26/2017	PRINTED	000118 WINDSOR AMOCO	279.94			
66 CHECKS				CASH ACCOUNT TOTAL	97,158.86		.00

06/01/2017 13:14
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Town of Windsor
AP CHECK RECONCILIATION REGISTER

P 1
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FOR CASH ACCOUNT: 200-00000-11100-0000-0000-

FOR: All

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
5236	05/01/2017	PRINTED	000107 DOMINION VIRGINIA POWER	1,750.84			
5237	05/01/2017	PRINTED	000108 VERIZON	58.48			
5238	05/01/2017	PRINTED	000109 VERIZON WIRELESS	59.95			
5239	05/05/2017	PRINTED	000217 KENNETH W SIMS	269.64			
5240	05/15/2017	PRINTED	000107 DOMINION VIRGINIA POWER	1,627.19			
5241	05/15/2017	PRINTED	000261 MANSFIELD OIL COMPANY	105.77			
5242	05/15/2017	PRINTED	999999 BRIAN LAWSON	49.62			
5243	05/15/2017	PRINTED	999999 JEREMY RAWLINGS	49.62			
5244	05/15/2017	PRINTED	000113 VUPS	25.20			
5245	05/26/2017	PRINTED	000508 DGS CASHIER	37.00			
5246	05/26/2017	PRINTED	000381 SUNTRUST BANK	125.00			
5247	05/26/2017	PRINTED	000693 FORTILINE, INC.	500.00			
5248	05/26/2017	PRINTED	000261 MANSFIELD OIL COMPANY	51.49			
13 CHECKS				CASH ACCOUNT TOTAL	4,709.80		.00