

Town of Windsor

Memorandum

March 12, 2013

TO: The Honorable Mayor and Members of Town Council

FROM: Michael Stallings, Town Manager *MS*

SUBJECT: Treasurer's Report

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

I recommend that you adopt and file this report.

TOWN OF WINDSOR

TREASURER'S REPORT

GENERAL FUND

March 2, 2013

| | | |
|---|--------------|------------------|
| Balance on hand January 31, 2013 | | \$ 419,225.45 |
| Real estate tax | 1,250.73 | |
| Personal property tax | 1,852.75 | |
| PPTRA | 0.00 | |
| Public Service RE & PP | 0.00 | |
| Mobile home tax | 378.79 | |
| Mobile home titling tax | 0.00 | |
| Equipment tax | 0.00 | |
| Penalties & Interest | 493.87 | |
| Administrative collection fee | 1,860.00 | |
| DMV Fee for DMV Stops | 100.00 | |
| Sales tax | 8,948.36 | |
| Utilities tax | 9,975.44 | |
| Merchant's licenses | 46,718.66 | |
| Vehicle licenses | 2,674.89 | |
| Communication tax | 5,860.70 | |
| Traffic fines collected | 9,510.27 | |
| Cigarette tax | 3,450.00 | |
| Zoning fees | 125.00 | |
| Meals tax | 0.00 | |
| Credit Card Fees | 42.60 | |
| Miscellaneous income | 40.00 | |
| Rental income | 1,500.00 | |
| Bank Franchise Tax | 0.00 | |
| Fire Program Fund Grant | 0.00 | |
| State FEMA funds | 0.00 | |
| DMV Grant | 0.00 | |
| COPS Grant | 0.00 | |
| Litter Grant | 0.00 | |
| Proffers | 0.00 | |
| Cemetery Plot | 0.00 | |
| Water Fund Reimbursement | 0.00 | |
| Police HB 599 Funds | 0.00 | |
| Interest earned | <u>66.48</u> | |
| Total receipts collected in February | | <u>94,848.54</u> |
| Total receipts prior to month's disbursements | | \$ 514,073.99 |
| Disbursements: | | |
| 2/14/13 Payroll - | | |
| Michael Stallings | 1,845.05 | |
| Jeannie Dunlow | 634.83 | |
| Robin L. Hewett | 1,140.46 | |

| | |
|--|-----------|
| Terry S. Whitehead | 757.78 |
| J. Harris | 985.61 |
| J. Harris | 131.53 |
| J. Harris | 161.13 |
| P. Jernigan | 1,042.09 |
| W. Owens, Jr. | 1,041.51 |
| W. Owens, Jr. | 274.36 |
| Arlis V. Reynolds | 1,429.76 |
| R. Riddle | 1,053.41 |
| R. Riddle | 213.51 |
| R. Riddle | 161.61 |
| J. Turner | 1,146.17 |
| J. Turner | 178.33 |
| J. Turner | 161.13 |
| Phillip H. Bowden | 699.16 |
| Kenneth W. Sims | 1,226.80 |
| Dennis W Carney | 1,186.70 |
| Christina Hobbs | 109.60 |
| EFT – IRS Payment – FTD | 4,834.88 |
| EFT – Va. Dept. of Tax – st wh | 828.45 |
| AVES – Moody's – trash pickup | 5,830.00 |
| Business Data of Va. – IT services | 3,171.94 |
| Chamber of Commerce – Training/events | 571.50 |
| Community Electric – util. | 32.58 |
| Crystal Springs – util. | 32.14 |
| Dennis Carney – fuel reimb. | 67.24 |
| DMV – stop fees | 100.00 |
| Dominion Va. Power – St lights | 85.65 |
| Hardy's Florist – prof svc | 60.00 |
| IIMC – training | 135.00 |
| Mansfield Oil – fuel | 3,068.30 |
| Michael Stallings – travel reimb. | 32.77 |
| Pitney Bowes – postage | 619.99 |
| Quill Corporation – office supplies | 177.64 |
| Railey & Railey – legal fees | 5,966.00 |
| Ricoh USA – copier usage | 169.32 |
| Ricoh USA – copier lease | 183.00 |
| Second Opinion – qtrly insp. | 110.00 |
| State Farm – ins. town mngr | 90.83 |
| Suffolk Audio Services – IT Upgrade CIP | 1,676.97 |
| Suntrust Bank | 1,181.16 |
| Travel - Gen. Admin | \$ 325.00 |
| Special Mtgs. | 60.93 |
| Gen. Supplies | 118.25 |
| Education – T.M. | 124.00 |
| PI./Zoning Dues | 280.00 |
| P.D. – Comptr/Tech | 272.98 |
| Total Business Solutions – office supplies | 435.03 |
| Town of Newtown – comm. Affairs P.D. | 1,270.00 |
| VecTec – website | 30.00 |
| Verizon – phones | 291.96 |

| | | |
|--|---------------|-------------------|
| Verizon Wireless – cell phones | 614.44 | |
| Windsor Hardware – maint. supplies | 142.81 | |
| Windsor Pharmacy - supplies | 6.00 | |
| 2/28/13 Payroll - | | |
| Michael R. Stallings | 1,558.65 | |
| Jeannie Dunlow | 634.83 | |
| Robin L. Hewett | 1,140.46 | |
| Terry S. Whitehead | 757.78 | |
| J. Harris | 985.61 | |
| J. Harris | 360.91 | |
| P. Jernigan | 1,042.09 | |
| W. Owens, Jr. | 1,041.51 | |
| W. Owens, Jr. | 126.96 | |
| Arlis V. Reynolds | 1,429.76 | |
| R. Riddle | 1,053.41 | |
| R. Riddle | 186.15 | |
| J. Turner | 1,146.17 | |
| J. Turner | 156.96 | |
| Phillip H. Bowden | 699.16 | |
| Kenneth W. Sims | 1,226.80 | |
| Dennis Carney | 1,186.70 | |
| Christina Hobbs | 220.19 | |
| EFT – IRS – p/r FTD | 4,674.08 | |
| EFT - Va. Dept. of Taxation – p/r st wh | 809.79 | |
| Suffolk Audio – IT Upgrade – CIP | 4,919.67 | |
| Treasurer of Va – VRS – ret/grp life Oct | 6,829.35 | |
| Treasurer of Va – VRS – ret/grp life Nov | 6,829.35 | |
| Anthem BCBS – group hlth ins. | 14,309.00 | |
| Returned Check – St. Luke's Lodge | 170.50 | |
| Bank Fees | <u>149.43</u> | |
| Total disbursements in February | | <u>101,041.40</u> |
| Balance on hand February 28, 2013 - Farmers Bank | | \$ 413,032.59 |

TOWN OF WINDSOR

TREASURER'S REPORT

WATER FUND

March 4, 2013

Balance on hand January 31, 2013

\$ 301,473.76

Receipts:

| | |
|---------------------------------|--------------|
| Water bills/late fees collected | \$ 27,504.35 |
| Connection fees | 10,630.00 |
| Customer deposits | 675.00 |
| Credit Card Fees | 67.87 |
| Interest earned | <u>48.64</u> |

Total receipts collected in February

38,925.86

Total receipts prior to month's disbursements

\$ 340,399.62

Disbursements:

| | |
|-------------------------------------|--------------|
| Deposit Refund – Edwards, C | 16.21 |
| HD Supply Waterworks – sys. r/m | 399.98 |
| Deposit Refund – Martin, L | 11.40 |
| Deposit Refund – Pall, K | 75.00 |
| Red Bud Supply – sys. r/m | 159.26 |
| Treas. of Va. – lab fees | 40.00 |
| Verizon – E Griffin system | 41.71 |
| Verizon Wireless – cell phones | 85.20 |
| VUPS – util tickets | 21.00 |
| Windsor Hardware – maint. supplies | 92.78 |
| EFT – USDA Rural Dev. – loan pymnt. | 3,323.00 |
| Bank Fees | <u>72.96</u> |

Total disbursements in February

4,338.50

Balance on hand February 28, 2013 - Farmers Bank

\$ 336,061.12

TOWN OF WINDSOR

TREASURER'S REPORT

RURAL DEVELOPMENT CONSTRUCTION ACCOUNT

March 2, 2013

| | | |
|--|----------------|--------------|
| Balance on hand January 31, 2012 | | \$ 21,946.70 |
| Receipts: | | |
| EFT – Rural Development | \$ 0.00 | |
| Interest earned | <u>3.37</u> | |
| Total receipts collected in February | | <u>3.37</u> |
| Total receipts prior to month's disbursements | | \$ 21,950.07 |
| Disbursements: | | |
| USDA Rural Development | \$ <u>0.00</u> | |
| Total disbursements in February | | <u>0.00</u> |
| Balance on hand February 28, 2013 – Farmers Bank | | \$ 21,950.07 |

TOWN OF WINDSOR

TREASURER'S REPORT

TOWN CENTER/FUTURE DEVELOPMENT & SPACE NEEDS FUND

March 2, 2013

| | | |
|--|---------------|---------------|
| Balance on hand January 31, 2013 | | \$ 737,275.65 |
| Receipts: | | |
| Transfer from General Fund | \$ 0.00 | |
| Interest earned | <u>113.11</u> | |
| Total receipts collected in February | | <u>113.11</u> |
| Total receipts prior to month's disbursements | | \$ 737,388.76 |
| Disbursements: | | |
| Amerispec Home Inspections – P.D. | \$ 375.00 | |
| Wiley/Wilson – Space Needs Study | <u>0.00</u> | |
| Total disbursements in February | | <u>375.00</u> |
| Balance on hand February 28, 2013 – Farmers Bank | | \$ 737,013.76 |

TOWN OF WINDSOR

TREASURER'S REPORT

ECONOMIC DEVELOPMENT AUTHORITY FUND

March 2, 2013

| | | |
|--|----------------|--------------|
| Balance on hand January 31, 2013 | | \$ 12,050.00 |
| Receipts: | | |
| From General Fund | \$ 0.00 | |
| Interest earned | <u>0.00</u> | |
| Total receipts collected in February | | <u>0.00</u> |
| Total receipts prior to month's disbursements | | \$ 12,050.00 |
| Disbursements: | | |
| | \$ <u>0.00</u> | |
| Total disbursements in February | | <u>0.00</u> |
| Balance on hand February 28, 2013 – Farmers Bank | | \$ 12,050.00 |

TREASURER'S REPORT
February 28, 2013

General Fund

| | |
|------------------------------------|-------------------|
| Checking – Farmers Bank | \$ 413,032.59 |
| Certificates of Deposit – Cemetery | 104,621.71 |
| Certificates of Deposit | <u>491,473.41</u> |
| | \$ 1,009,127.71 |

Water Fund

| | |
|-------------------------|-------------------|
| Checking – Farmers Bank | \$ 336,061.12 |
| Certificate of Deposit | <u>264,043.36</u> |
| | \$ 600,104.48 |

Rural Development Construction Account

| | |
|-------------------------|--------------|
| Checking – Farmers Bank | \$ 21,950.07 |
|-------------------------|--------------|

**Town Center/Future Development
& Space Needs Fund**

| | |
|-------------------------|---------------|
| Checking – Farmers Bank | \$ 737,013.76 |
|-------------------------|---------------|

Economic Development Authority Fund

| | |
|-------------------------|--------------|
| Checking – Farmers Bank | \$ 12,050.00 |
|-------------------------|--------------|

All Funds

| | |
|-------------------|------------------------|
| Total Bank Assets | \$ <u>2,380,246.02</u> |
|-------------------|------------------------|

Liabilities – Water Fund

| | |
|-----------------|-------------------|
| Farmers Bank | \$ 745,573.58 |
| USDA Rural Dev. | <u>828,447.06</u> |
| | \$ 1,574,020.64 |

Financial Statement for Fiscal Year 12-13
General Fund Revenues
February 28, 2013

| | 2012-13 Budget | This Month's Receipts | YTD Receipts | Variance/ Balance |
|--|-------------------|--------------------------|-------------------|----------------------|
| General Property Taxes | | | | |
| Current Taxes on Real Property | \$ 180,000 | \$ 1,123 | \$ 185,103 | \$ 5,103 |
| Delinquent Real Estate Taxes | 1,750 | - | 538 | (1,212) |
| Current Taxes on Mobile Homes | 4,500 | 379 | 4,462 | (38) |
| Delinquent Mobile Home Taxes | 250 | - | 31 | (219) |
| Current Taxes on Personal Property | 58,000 | 1,816 | 63,881 | 5,881 |
| Delinquent Personal Property Taxes | 3,500 | 37 | 651 | (2,849) |
| PPTRA Funding | 19,525 | - | 19,527 | 2 |
| Public Service Corporation Taxes | 8,750 | - | 10,156 | 1,406 |
| Penalties & Interest on Delinquent Taxes | 3,000 | 481 | 2,447 | (553) |
| Total | <u>\$ 279,275</u> | <u>\$ 3,836</u> | <u>\$ 286,796</u> | <u>\$ 7,521</u> |
| Other Local Taxes | | | | |
| Bank Franchise Tax | \$ 118,750 | \$ - | \$ - | \$ (118,750) |
| Communication Tax/Cable Franchise Tax | 64,000 | 5,861 | 46,380 | (17,620) |
| Cigarette Tax | 45,000 | 3,450 | 31,050 | (13,950) |
| Local Sales Tax | 78,000 | 8,948 | 57,917 | (20,083) |
| Meals Tax | 231,000 | - | 204,784 | (26,216) |
| Utility Taxes | 88,000 | 9,975 | 62,642 | (25,358) |
| Total | <u>\$ 624,750</u> | <u>\$ 28,234</u> | <u>\$ 402,773</u> | <u>\$ (221,977)</u> |
| Licenses | | | | |
| Merchants & Other Licenses | \$ 110,000 | \$ 46,719 | \$ 65,559 | \$ (44,441) |
| Motor Vehicle Licenses | 40,000 | 2,675 | 37,204 | (2,796) |
| Total | <u>\$ 150,000</u> | <u>\$ 49,394</u> | <u>\$ 102,763</u> | <u>\$ (47,237)</u> |

Financial Statement for Fiscal Year 12-13
General Fund Revenues
February 28, 2013

| | 2012-13 Budget | This Month's Receipts | YTD Receipts | Variance/ Balance |
|--|---------------------------|----------------------------------|-------------------------|------------------------------|
| Rents | | | | |
| Post Office Rental | \$ 18,000 | \$ 1,500 | \$ 10,500 | \$ (7,500) |
| Other Rentals | - | - | - | - |
| Total | <u>\$ 18,000</u> | <u>\$ 1,500</u> | <u>\$ 10,500</u> | <u>\$ (7,500)</u> |
| Revenues from the Commonwealth | | | | |
| <i>Categorical Aid:</i> | | | | |
| Police HB 599 Funding | \$ 57,289 | \$ - | \$ 28,644 | \$ (28,645) |
| Litter Control Grant | 1,200 | - | 1,203 | 3 |
| Fire Program Grant | 7,200 | - | 8,000 | 800 |
| Six Year Improvement Funds | 45,000 | - | - | (45,000) |
| <i>Noncategorical aid:</i> | | | | |
| ABC profits | - | - | - | - |
| Mobile Home Titling Taxes | 2,000 | - | 4,342 | 2,342 |
| Bullet Proof Vest Grant | - | - | 3,150 | 3,150 |
| DMV Grant | - | - | 2,800 | 2,800 |
| DMV Grant - Speed | 5,075 | - | - | (5,075) |
| DMV Grant - Alcohol | 6,320 | - | - | (6,320) |
| DCJS Grant - Safety Equipment | - | - | - | - |
| DCJS Grant | - | - | - | - |
| Total | <u>\$ 124,084</u> | <u>\$ -</u> | <u>\$ 48,139</u> | <u>\$ (75,945)</u> |
| Revenue from the Federal Government | | | | |
| COPS Grant | \$ 58,569 | \$ - | \$ 28,082 | \$ (30,487) |
| Stimulus Funding | - | - | - | - |
| Total | <u>\$ 58,569</u> | <u>\$ -</u> | <u>\$ 28,082</u> | <u>\$ (30,487)</u> |

Financial Statement for Fiscal Year 12-13
General Fund Revenues
February 28, 2013

| | 2012-13 Budget | This Month's Receipts | YTD Receipts | Variance/ Balance |
|--------------------------------|----------------------------|----------------------------------|----------------------------|------------------------------|
| Fines | | | | |
| Traffic Fines | \$ 110,500 | \$ 9,510 | \$ 110,672 | \$ 172 |
| Total | <u>\$ 110,500</u> | <u>\$ 9,510</u> | <u>\$ 110,672</u> | <u>\$ 172</u> |
| Miscellaneous Revenues | | | | |
| Administrative Collection Fee | \$ 5,000 | \$ 1,830 | \$ 3,420 | \$ (1,580) |
| Asset Forfeiture | - | - | - | - |
| Cemetery Plot Sales | 1,000 | - | 200 | (800) |
| Credit Card Convenience Fee | 350 | 43 | 404 | 54 |
| DMV Fee for DMV Stops | - | 100 | 1,060 | 1,060 |
| Donations | 2,600 | - | 2,350 | (250) |
| Interest Earned | 12,000 | 527 | 8,869 | (3,131) |
| Other Miscellaneous Revenues | 5,270 | 40 | 9,483 | 4,213 |
| Transfer from Cemetery Fund | - | - | - | - |
| Reimbursement from Water Fund | 60,950 | - | 30,457 | (30,493) |
| Transfer from Space Needs Fund | 103,900 | - | - | (103,900) |
| Unappropriated Fund Balance | 288,500 | - | - | (288,500) |
| Zoning Fees | 1,500 | 125 | 1,525 | 25 |
| Total | <u>\$ 481,070</u> | <u>\$ 2,665</u> | <u>\$ 57,768</u> | <u>\$ (423,302)</u> |
| Total All Revenues | <u>\$ 1,846,248</u> | <u>\$ 95,139</u> | <u>\$ 1,047,493</u> | <u>\$ (798,755)</u> |

Financial Statement for Fiscal Year 12-13
 General Fund Expenditures
 February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|--------------------------|-------------------|------------------------------|---------------------|----------------------|
| Legislative | | | | |
| Mayor & Council Members | | | | |
| Compensation | \$ 8,400 | \$ - | \$ 4,200 | \$ 4,200 |
| Advertising | 1,650 | - | 297 | 1,353 |
| Audit | 15,000 | - | 15,000 | - |
| Dues and Subscriptions | - | - | - | - |
| Election Expense | - | - | - | - |
| Special Meetings | 1,000 | 61 | 453 | 547 |
| Travel and Training | 6,800 | - | 5,463 | 1,337 |
| Total Legislative | <u>\$ 32,850</u> | <u>\$ 61</u> | <u>\$ 25,413</u> | <u>\$ 7,437</u> |
| Legal | | | | |
| Legal Services | \$ 36,000 | \$ 5,966 | \$ 12,833 | \$ 23,167 |
| Dues and Subscriptions | 350 | - | - | 350 |
| Publications | 300 | - | - | 300 |
| Supplies | 100 | - | - | 100 |
| Travel and Training | 500 | - | - | 500 |
| Total Legal | <u>\$ 37,250</u> | <u>\$ 5,966</u> | <u>\$ 12,833</u> | <u>\$ 24,417</u> |

Financial Statement for Fiscal Year 12-13
 General Fund Expenditures
 February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|---------------------------------|-------------------|------------------------------|---------------------|----------------------|
| General Management | | | | |
| Salaries and Wages | \$ 101,025 | \$ 13,104 | \$ 83,433 | \$ 17,592 |
| Overtime | 1,000 | 384 | 558 | 442 |
| Non-compensation Expenses | | | | |
| FICA | 7,730 | 942 | 5,587 | 2,143 |
| Health Insurance | 18,250 | 2,659 | 17,465 | 785 |
| Retirement | 9,525 | 2,536 | 3,766 | 5,759 |
| Life Insurance | 2,940 | 429 | 1,020 | 1,920 |
| Advertising | 500 | - | - | 500 |
| Bank Fees | 1,200 | 149 | 642 | 558 |
| DMV Stops - Expense | - | 100 | 880 | (880) |
| Dues and Subscriptions | 3,500 | - | 3,172 | 328 |
| Education - Manager | 4,400 | 124 | 1,362 | 3,038 |
| Equipment | 3,500 | - | 2,891 | 609 |
| Equipment Rental | 5,500 | 352 | 2,737 | 2,763 |
| Information Technology | 46,700 | 3,100 | 34,740 | 11,960 |
| Maintenance Contracts | 6,000 | - | 3,881 | 2,119 |
| Postal Services | 6,200 | 620 | 3,912 | 2,288 |
| Professional Services | 17,000 | 90 | 7,701 | 9,299 |
| Publications | 3,000 | - | 265 | 2,735 |
| Supplies | 9,000 | 722 | 4,429 | 4,571 |
| Telephone-Communications | 7,000 | 422 | 3,567 | 3,433 |
| Town Car | 18,500 | - | - | 18,500 |
| Travel and Training | 9,000 | 905 | 3,788 | 5,212 |
| Vehicle Allowance | 4,800 | 400 | 3,200 | 1,600 |
| Total General Management | \$ 286,270 | \$ 27,038 | \$ 188,996 | \$ 97,274 |

Financial Statement for Fiscal Year 12-13
General Fund Expenditures
February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|---|---------------------------|--------------------------------------|-----------------------------|------------------------------|
| Planning & Community Development | | | | |
| Compensation - Planning Commission | \$ 2,200 | \$ - | \$ - | \$ 2,200 |
| Salaries and Wages | 45,000 | 3,462 | 31,260 | 13,740 |
| Non-compensation Expenses | | | | |
| FICA | 3,450 | 232 | 2,094 | 1,356 |
| Health Insurance | 9,625 | 740 | 6,658 | 2,967 |
| Retirement | 3,875 | 644 | 1,609 | 2,266 |
| Life Insurance | 700 | 89 | 223 | 477 |
| Advertising | 1,000 | - | 158 | 842 |
| Dues and Subscriptions | 600 | 280 | 280 | 320 |
| Professional Services | 18,000 | - | 1,600 | 16,400 |
| Publications | 100 | - | - | 100 |
| Supplies | 200 | - | - | 200 |
| Telephone-Communications | 850 | 50 | 353 | 497 |
| Travel and Training | 3,000 | 46 | 1,612 | 1,388 |
| Vehicle Fuel | 800 | 21 | 571 | 229 |
| Vehicle Repairs and Maintenance | 600 | - | 431 | 169 |
| <i>Total Planning</i> | <u>\$ 90,000</u> | <u>\$ 5,564</u> | <u>\$ 46,849</u> | <u>\$ 43,151</u> |

Financial Statement for Fiscal Year 12-13
 General Fund Expenditures
 February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|--|-------------------|------------------------------|---------------------|----------------------|
| Public Works & Property Maintenance | | | | |
| Salaries and Wages | \$ 39,600 | \$ 6,078 | \$ 35,165 | \$ 4,435 |
| Overtime | 2,000 | - | - | 2,000 |
| Part-time-Temporary | 5,000 | - | 4,015 | 985 |
| Non-compensation Expenses | | | | |
| FICA | 3,030 | 411 | 2,206 | 824 |
| Health Insurance | 8,660 | 1,330 | 7,646 | 1,014 |
| Retirement | 3,395 | 1,130 | 1,130 | 2,265 |
| Life Insurance | 525 | 157 | 131 | 394 |
| Building Repairs and Maintenance | 7,000 | 332 | 1,714 | 5,286 |
| Clothing - Uniforms | 1,000 | - | 910 | 90 |
| Equipment | 3,500 | - | 2,700 | 800 |
| Equipment Rental | 500 | - | - | 500 |
| Equipment Repairs and Maintenance | 3,000 | 8 | 1,924 | 1,076 |
| Rental Property - Repairs & Maintenance | 2,500 | - | 3 | 2,497 |
| Street and Sidewalk Maintenance | 8,000 | - | 99 | 7,901 |
| Street Lights - Utility Expense | 30,000 | 86 | 15,603 | 14,397 |
| Utilities | 8,500 | 65 | 4,941 | 3,559 |
| Vehicle Fuel | 4,000 | 93 | 1,882 | 2,118 |
| Vehicle Repairs and Maintenance | 1,000 | - | - | 1,000 |
| Total Public Works & Property Maintenance | \$ 131,210 | \$ 9,690 | \$ 80,069 | \$ 51,141 |

Financial Statement for Fiscal Year 12-13
General Fund Expenditures
February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|------------------------------------|---------------------------|--------------------------------------|-----------------------------|------------------------------|
| Police | | | | |
| Salaries and Wages | \$ 221,150 | \$ 17,010 | \$ 151,635 | \$ 69,515 |
| Overtime | 25,000 | 1,791 | 15,980 | 9,020 |
| Grant Funded Position | 58,660 | 4,383 | 35,374 | 23,286 |
| Non-compensation Expenses | | | | |
| FICA | 18,830 | 1,277 | 11,343 | 7,487 |
| Health Insurance | 48,100 | 3,549 | 31,940 | 16,160 |
| Retirement | 18,980 | 3,162 | 7,905 | 11,075 |
| Life Insurance | 2,925 | 439 | 1,097 | 1,828 |
| DMV Grant Disbursement | - | - | 3,605 | (3,605) |
| Advertising | 500 | - | - | 500 |
| Clothing - Uniforms | - | - | - | - |
| Community Relations | 4,470 | 1,270 | 3,475 | 995 |
| Dues, Subscriptions & Publications | 1,300 | - | 655 | 645 |
| Equipment | 7,200 | - | 6,104 | 1,096 |
| Asset Forfeiture Expense | - | - | - | - |
| Bullet Proof Vest Grant | - | - | - | - |
| DCJS Grant Disbursement | - | - | - | - |
| DMV Grant - Speed | 5,075 | 525 | 525 | 4,550 |
| DMV Grant - Alcohol | 6,320 | - | - | 6,320 |
| Information Technology | 2,000 | 273 | 1,629 | 371 |
| Investigations | 400 | - | 400 | - |
| Publications | - | - | - | - |
| Rental - Facilities | - | - | - | - |
| Office Supplies | 1,250 | - | 1,154 | 96 |
| Telephone-Communications | 8,500 | 435 | 3,817 | 4,683 |
| Travel and Training | 7,000 | - | 6,101 | 899 |
| Vehicle Fuel | 35,000 | 2,975 | 23,751 | 11,249 |
| Repairs and Maintenance | 12,000 | - | 10,218 | 1,782 |
| Total Police | \$ 484,660 | \$ 37,089 | \$ 316,708 | \$ 167,952 |

Financial Statement for Fiscal Year 12-13
 General Fund Expenditures
 February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|---------------------------------------|-------------------|------------------------------|---------------------|----------------------|
| Cultural Events | | | | |
| 4th of July Celebration | \$ 4,000 | \$ - | \$ 3,671 | \$ 329 |
| Christmas Holidays | 500 | - | 284 | 216 |
| Other Events | 1,500 | - | - | 1,500 |
| Total Cultural Events | <u>\$ 6,000</u> | <u>\$ -</u> | <u>\$ 3,955</u> | <u>\$ 2,045</u> |
| Economic Development | | | | |
| Business Appreciation | \$ 1,250 | \$ - | \$ - | \$ 1,250 |
| Chamber of Commerce | | | | |
| Dues and Subscriptions | 3,500 | - | 3,500 | - |
| Activities | 750 | 159 | 321 | 429 |
| Other Economic Development Activities | 5,000 | - | 5,000 | - |
| Total Economic Development | <u>\$ 10,500</u> | <u>\$ 159</u> | <u>\$ 8,821</u> | <u>\$ 1,679</u> |
| Fire Department | | | | |
| Contribution | \$ 13,657 | \$ - | \$ 10,242 | \$ 3,415 |
| Grant | 7,200 | - | - | 7,200 |
| Total Fire Department | <u>\$ 20,857</u> | <u>\$ -</u> | <u>\$ 10,242</u> | <u>\$ 10,615</u> |
| Rescue Squad | | | | |
| Contribution | \$ 13,115 | \$ - | \$ 6,558 | \$ 6,557 |
| Total Rescue Squad | <u>\$ 13,115</u> | <u>\$ -</u> | <u>\$ 6,558</u> | <u>\$ 6,557</u> |
| Refuse Collection | | | | |
| Residential Collection | \$ 70,500 | \$ 5,830 | \$ 40,810 | \$ 29,690 |
| Seasonal Clean-ups | 3,000 | - | 1,138 | 1,862 |
| Total Refuse Collection | <u>\$ 73,500</u> | <u>\$ 5,830</u> | <u>\$ 41,948</u> | <u>\$ 31,552</u> |

Financial Statement for Fiscal Year 12-13
 General Fund Expenditures
 February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|--|----------------------------|------------------------------|----------------------------|--------------------------|
| Capital Projects | | | | |
| Police Car | \$ 39,000 | \$ - | \$ 37,762 | \$ 1,238 |
| Sidewalks - <i>Federal Stimulus & Eng.</i> | - | - | - | - |
| Streetlight Extensions | 2,000 | - | - | 2,000 |
| Sidewalks - SYIP Funds | 45,000 | - | - | 45,000 |
| Information Technology Upgrades | 7,000 | 6,597 | 6,597 | 403 |
| Paving of Cemetery Driveways | 30,000 | - | - | 30,000 |
| Building Renovations | 103,900 | - | - | 103,900 |
| Space Needs Sinking Fund Expense | 115,000 | - | 10,491 | 104,509 |
| <i>Total Capital Projects</i> | <u>\$ 341,900</u> | <u>\$ 6,597</u> | <u>\$ 54,850</u> | <u>\$ 287,050</u> |
| Non-departmental | | | | |
| Contingency | \$ 4,936 | \$ - | \$ 245 | \$ 4,691 |
| Replacement Town Signs | 25,000 | - | - | 25,000 |
| Contribution to Library | 1,200 | - | 1,200 | - |
| Contribution to TRIAD | 1,000 | - | - | 1,000 |
| Storm Related Cost | - | - | - | - |
| Grant Funded Position Set Aside | 10,000 | - | - | 10,000 |
| Insurance | 26,000 | - | 25,832 | 168 |
| Transfer to Town Center/Space Needs | 200,000 | - | 200,000 | - |
| Payments to Other Governments | 50,000 | - | 27,243 | 22,757 |
| <i>Total Non-departmental</i> | <u>\$ 318,136</u> | <u>\$ -</u> | <u>\$ 254,520</u> | <u>\$ 63,616</u> |
| Total All Expenditures | <u>\$ 1,846,248</u> | <u>\$ 97,994</u> | <u>\$ 1,051,762</u> | <u>\$ 794,486</u> |

Financial Statement for Fiscal Year 12-13
 Water Fund
 February 28, 2013

| | 2012-13 Budget | This Month's Revenues | YTD Revenues | Variance/ Balance |
|------------------------------|--------------------------|--------------------------|--------------------------|----------------------------|
| Revenues | | | | |
| Water Sales | \$ 416,000 | \$ 27,500 | \$ 259,262 | \$ (156,738) |
| Tap, Connection & Other Fees | 25,000 | 10,698 | 61,499 | 36,499 |
| Interest Earned | 3,000 | 52 | 2,182 | (818) |
| Prior Year Fund Balance | - | - | - | - |
| <i>Total Revenues</i> | <u>\$ 444,000</u> | <u>\$ 38,250</u> | <u>\$ 322,943</u> | <u>\$ (121,057)</u> |

Financial Statement for Fiscal Year 12-13
 Water Fund
 February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|-----------------------------------|-------------------|------------------------------|---------------------|----------------------|
| Expenditures | | | | |
| Operating & Maintenance (O&M) | | | | |
| Salaries | \$ 150,849 | \$ - | \$ 75,293 | \$ 75,556 |
| Advertising | 100 | - | - | 100 |
| Bank Fees | 850 | 73 | 663 | 187 |
| Clothing - Uniforms | 1,000 | - | 908 | 92 |
| Dues and Subscriptions | 800 | - | 595 | 205 |
| Equipment | 3,500 | - | 2,000 | 1,500 |
| Equipment Repairs and Maintenance | 2,500 | - | 88 | 2,412 |
| Equipment Rental | 800 | - | - | 800 |
| Insurance | - | - | - | - |
| Maintenance Contracts | 23,000 | - | 22,120 | 880 |
| Meters | 1,000 | - | - | 1,000 |
| Professional Fees | 5,000 | - | - | 5,000 |
| Publications | 200 | - | - | 200 |
| System Repairs and Maintenance | 14,500 | 673 | 8,740 | 5,760 |
| State Fees/Lab Fees | 4,000 | 40 | 2,822 | 1,178 |
| Telephone - Communications | 1,850 | 127 | 906 | 944 |
| Temporary Help | 1,000 | - | - | 1,000 |
| Travel and Training | 2,000 | - | 282 | 1,718 |
| Utilities | 18,500 | - | 8,724 | 9,776 |
| Vehicle Fuel | 2,500 | - | 1,245 | 1,255 |
| Vehicle Maintenance and Repair | 600 | - | 495 | 105 |
| Payments to General Fund | | | | |
| Indirect Cost | 47,715 | - | 23,857 | 23,858 |
| Protection of Water System | 13,200 | - | 6,600 | 6,600 |
| Salaries | - | - | - | - |
| Total O&M | \$ 295,464 | \$ 913 | \$ 155,338 | \$ 140,126 |

Financial Statement for Fiscal Year 12-13
 Water Fund
 February 28, 2013

| | 2012-13 Budget | This Month's Expenditures | YTD Expenditures | Variance/ Balance |
|--|--------------------------|------------------------------|--------------------------|--------------------------|
| Depreciation | | | | |
| Depreciation | \$ 45,536 | \$ - | \$ - | \$ 45,536 |
| Total Depreciation | <u>\$ 45,536</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 45,536</u> |
| Debt Service | | | | |
| Farmers Bank - Principal and Interest | \$ 55,000 | \$ - | \$ 10,491 | \$ 44,509 |
| New USDA Loan - Principal and Interest | 43,000 | 3,323 | 26,584 | 16,416 |
| Total Debt Service | <u>\$ 98,000</u> | <u>\$ 3,323</u> | <u>\$ 37,075</u> | <u>\$ 60,925</u> |
| Capital | | | | |
| Water Main Replacement | \$ - | \$ - | \$ - | \$ - |
| Other Capital Outlay | 5,000 | - | - | 5,000 |
| Total Capital | <u>\$ 5,000</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 5,000</u> |
| | | | | |
| Total All Expenditures | <u><u>\$ 444,000</u></u> | <u><u>\$ 4,236</u></u> | <u><u>\$ 192,413</u></u> | <u><u>\$ 251,587</u></u> |