

## Town of Windsor

### Memorandum

December 13, 2011

**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 November 2011.

I would like to point out several items contained within this report. You will notice that the Equipment Repairs and Maintenance line item within the Public Works department appears to be over budget by \$252. This is because we are still finalizing the transfer of all storm related costs into the appropriate line item. As such, there are still a couple transactions in this line item that need to be transferred out.

You will also notice that there are two line items that appear to be over budget within the Police Department. I am enclosing a memorandum from Chief Reynolds that explains these overages.

I recommend that you adopt and file this report.

---

---

**INTEROFFICE MEMORANDUM**

---

---

**TO:** MICHAEL STALLINGS, TOWN MANAGER  
**FROM:** A.V. REYNOLDS – CHIEF OF POLICE  
**SUBJECT:** LINE ITEM ERRORS AND CORRECTIVE ACTION  
**DATE:** 12/07/2011  
**CC:** ROBIN HEWETT, TOWN TREASURER

---

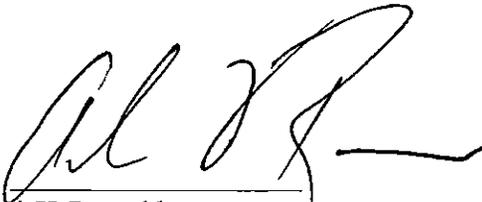
Sir,

When I returned from leave Robin discovered two errors that caused line item's 4-100-31100-6016 (DCJS Grant Disbursement) and 4-100-31100-6014 (Police Community Affairs) to be over. These errors were made on my part as I did not charge them to the proper accounts accordingly. Robin was unable to correct these errors prior to our council meeting on 12/13/2011 due to her departure for scheduled leave thus causing a report showing the overages being sent out with this month's council packet. The following corrective actions have been taken and will be handled as soon as Robin gets back from vacation.

**4-100-31100-6014 (DCJS)** – It was my intent to zero this account out to close out the grant. I should have charged \$77.52 to the DCJS line item and \$584.38 to 4-100-31100-6000 (Computer & Technology). The purchase in the amount of \$661.90 (Dell) was for CAL's (Server Licenses) for the new servets. This will allow me to zero out the DCJS grant funds and close out the grant with a final report.

**4-100-31100-6014 (Police Community Affairs)** – I charged a purchase of uniforms from Best Uniforms in the amount of \$281.75 to this line item when clearly I should have charged it to 4-100-31100-6004 (Equipment).

Again, these are mistakes that I should have made sure were corrected but unfortunately I was unable to do so in an acceptable time frame. The corrections will however be made as soon as Robin returns. I apologize for this mistake and inconvenience.



A.V. Reynolds  
Chief of Police

# TOWN OF WINDSOR

## TREASURER'S REPORT

### GENERAL FUND

December 1, 2011

Balance on hand October 31, 2011		\$ 739,243.52
Real estate tax	101,265.37	
Personal property tax	28,965.63	
PPTRA	0.00	
Public Service RE & PP	6,259.33	
Mobile home tax	1,940.69	
Mobile home titling tax	0.00	
Equipment tax	1,348.85	
Penalties & Interest	367.40	
Administrative collection fee	240.00	
DMV Fee for DMV Stops	120.00	
Sales tax	0.00	
Utilities tax	7,386.58	
Merchant's licenses	1,512.58	
Vehicle licenses	16,940.00	
Communication tax	3,532.88	
Traffic fines collected	9,667.02	
Cigarette tax	3,450.00	
Zoning fees	50.00	
Meals tax	0.00	
Credit Card Fees	87.51	
Miscellaneous income	208.97	
Rental income	1,500.00	
Bank Franchise Tax	0.00	
Fire Program Fund Grant	0.00	
Water Fund – Salary/Indirect Cost	0.00	
Fire Grant	0.00	
Litter Grant	0.00	
COPS Grant	1,450.34	
DMV Grant	0.00	
Proffer	0.00	
Police HB 599 Funds	0.00	
Asset Forfeiture	0.00	
Interest earned	<u>127.86</u>	
Total receipts collected in November		<u>186,421.01</u>
Total receipts prior to month's disbursements		\$ 925,664.53
Disbursements:		
Atlantic Communications – calibrations P.D.	45.00	
AUSPL – dues	37.50	

AVES – Moody's – trash collect/storm	12,098.04
Beamon & Johnson – P.D./maint. rep.	147.69
Best Uniforms – uniforms/equip.	12.95
Business Data – IT services	3,075.00
Cintas Corp. – ½ uniform rental	89.71
Community Electric – utilities	16.02
Crawford's Small Engine – mower rep/maint	130.68
Crystal Springs – water	25.33
Dell Marketing – P.D. DCJS Grant	661.90
Dewitt's Autom. Center – repairs P.D.	525.00
DMV – stop fees	160.00
Dominion Va. Power – st. lights	2,323.91
Galls – P.D. equip.	12.60
HRSD – util.	13.75
Ikon Office Solutions – copier usage	306.41
Ikon Office Solutions – copier lease	183.00
Kramer Tire – P.D. tires	321.84
Mansfield Oil Company – fuel	2,642.31
Matthew Bender – publications	175.93
Pitney Bowes – supplies	52.59
Richwood Graphics – supplies	275.37
Robin Hewett – travel reimb.	17.34
Sentara Obici – cop grant	40.00
Suffolk Audio Service – equip	322.34
Sungard Public Service – P.D. maint cont	1,120.00
SunTrust Bank – credit card	2,757.99
Comm. Relations P.D. \$	114.36
IT – P.D.	259.84
Training – P.D.	82.39
Training – Admin.	608.05
Training – Zoning	245.56
Leg. – travel	1,447.79
Terry Whitehead – travel reimb.	56.61
Total Business Solutions – office supplies	157.34
Town of Windsor – util.	37.50
United Way – P/R ded.	21.00
Verizon Wireless – cell phones	838.68
Windsor Hardware – maint. supplies	35.77
Windsor Pharmacy – supplies	2.19
Windsor Vol. Rescue – contribution	6,000.00
11/10/11 Payroll -	
Michael Stallings	1,807.08
Jeannie Dunlow	646.16
Robin L. Hewett	1,166.78
Terry S. Whitehead	931.60
J. Harris	1,028.13
J. Harris	451.47
P. Jernigan	1,066.63
P. Jernigan	69.03

W. Owens, Jr.	1,082.43	
W. Owens, Jr.	369.17	
Arlis V. Reynolds	1,526.92	
R. Riddle	1,066.16	
R. Riddle	276.65	
J. Turner	1,179.54	
J. Turner	186.18	
Phillip H. Bowden	719.95	
Kenneth W. Sims	1,261.55	
Dennis W Carney	1,223.52	
EFT – IRS Payment – FTD	4,170.60	
EFT – Va. Dept. of Tax – st wh	839.38	
11/23/11 Payroll -		
Michael R. Stallings	1,512.68	
Jeannie Dunlow	646.15	
Robin L. Hewett	1,166.78	
Terry S. Whitehead	931.60	
J. Harris	1,028.13	
J. Harris	335.85	
P. Jernigan	1,066.63	
P. Jernigan	133.74	
W. Owens, Jr.	1,082.43	
W. Owens, Jr.	407.90	
Arlis V. Reynolds	1,526.92	
R. Riddle	1,066.16	
R. Riddle	43.57	
J. Turner	1,179.54	
J. Turner	265.09	
Phillip H. Bowden	719.94	
Kenneth W. Sims	1,261.55	
Dennis Carney	1,223.52	
EFT – IRS – p/r FTD	4,038.96	
EFT - Va. Dept. of Taxation – p/r st wh	812.47	
Treasurer of Va. – VRS – retirement	5,277.27	
Treasurer of Va. – VRS – group life	116.17	
Postmaster – fall cleanup flyer	274.41	
Anthem – hlth ins	13,215.00	
Bank Fees	<u>111.56</u>	
Total disbursements in November		<u>95,252.24</u>
Balance on hand November 30, 2011 - Farmers Bank		\$ 830,412.29

# TOWN OF WINDSOR

## TREASURER'S REPORT

### WATER FUND

December 1, 2011

Balance on hand October 31, 2011		\$ 205,641.21
Receipts:		
Water bills/late fees collected	\$ 33,312.28	
Connection fees	1,154.43	
Customer deposits	750.00	
Credit Card Fees	23.68	
Interest earned	<u>36.27</u>	
Total receipts collected in November		<u>35,276.66</u>
Total receipts prior to month's disbursements		\$ 240,917.87
Disbursements:		
Beamon & Johnson – rep.maint.	122.25	
Cintas Corp. – uniform rental	89.71	
Verizon Wireless – cell phones	74.48	
VUPS – utility tickets	19.55	
Windsor Hardware – maint. supplies	36.43	
EFT – USDA Rural Dev. – loan pymnt.	3,323.00	
EFT – USDA Rural Dev. – loan pymnt.	3,723.00	
Bank Fees	<u>117.89</u>	
Total disbursements in November		<u>7,506.31</u>
Balance on hand November 30, 2011 - Farmers Bank		\$ 233,411.56

**TOWN OF WINDSOR**

**TREASURER'S REPORT**

**RURAL DEVELOPMENT CONSTRUCTION ACCOUNT**

December 2, 2011

Balance on hand October 31, 2011		\$ 21,891.70
Receipts:		
EFT – Rural Development	\$ 0.00	
Interest earned	<u>3.60</u>	
Total receipts collected in November		<u>3.60</u>
Total receipts prior to month's disbursements		\$ 21,895.30
Disbursements:		
USDA Rural Development	\$ <u>0.00</u>	
Total disbursements in November		<u>0.00</u>
Balance on hand November 30, 2011 – Farmers Bank		\$ 21,895.30

# TOWN OF WINDSOR

## TREASURER'S REPORT

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

December 2, 2011

Balance on hand October 31, 2011		\$ 392,616.17
Receipts:		
Transfer from General Fund	\$ 0.00	
Interest earned	<u>64.54</u>	
Total receipts collected in November		<u>64.54</u>
Total receipts prior to month's disbursements		\$ 392,680.71
 Disbursements:		
	\$ <u>0.00</u>	
Total disbursements in November		<u>0.00</u>
Balance on hand November 30, 2011 – Farmers Bank		\$ 392,680.71

# TOWN OF WINDSOR

## TREASURER'S REPORT

### ECONOMIC DEVELOPMENT AUTHORITY FUND

December 2, 2011

Balance on hand October 31, 2011		\$ 2,050.00
Receipts:		
Sale of Property - Belcher	\$ 0.00	
Interest earned	<u>0.00</u>	
Total receipts collected in November		<u>00.00</u>
Total receipts prior to month's disbursements		\$ 2,050.00
 Disbursements:		
	\$ <u>0.00</u>	
Total disbursements in November		<u>0.00</u>
Balance on hand November 30, 2011 – Farmers Bank		\$ 2,050.00

**TREASURER'S REPORT**  
**November 30, 2011**

**General Fund**

Checking – Farmers Bank	\$ 830,412.29
Certificates of Deposit – Cemetery	123,711.37
Certificates of Deposit	<u>479,838.74</u>
	\$ 1,433,962.40

**Water Fund**

Checking – Farmers Bank	\$ 233,411.56
Certificate of Deposit	<u>260,074.38</u>
	\$ 493,485.94

**Rural Development Construction Account**

Checking – Farmers Bank	\$ 21,895.30
-------------------------	--------------

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

Checking – Farmers Bank	\$ 392,680.71
-------------------------	---------------

**Economic Development Authority Fund**

Checking – Farmers Bank	\$ 2,050.00
-------------------------	-------------

**All Funds**

Total Bank Assets	<u>\$ 2,344,074.35</u>
-------------------	------------------------

**Liabilities – Water Fund**

First Loan – USDA Rural Dev.	\$ 748,878.00 (pay off)
New Loan – USDA Rural Dev.	<u>844,498.68 (pay off)</u>
	\$ 1,593,376.68

**Financial Statement for Fiscal Year 11-12**  
**General Fund Revenues**  
**November 30, 2011**

	<b>2011-12 Budget</b>	<b>This Month's Receipts</b>	<b>YTD Receipts</b>	<b>Variance/ Balance</b>
<b>General Property Taxes</b>				
Current Taxes on Real Property	\$ 189,000	\$ 99,646	\$ 101,030	\$ (87,970)
Delinquent Real Estate Taxes	700	1,620	1,739	1,039
Current Taxes on Mobile Homes	4,000	1,944	2,340	(1,660)
Delinquent Mobile Home Taxes	450	(3)	87	(363)
Current Taxes on Personal Property	58,000	30,299	31,475	(26,525)
Delinquent Personal Property Taxes	2,000	-	872	(1,128)
PPTRA Funding	19,525	-	19,527	2
Public Service Corporation Taxes	8,800	6,259	6,259	(2,541)
Penalties & Interest on Delinquent Taxes	4,000	367	1,053	(2,947)
<b>Total</b>	<b>\$ 286,475</b>	<b>\$ 140,132</b>	<b>\$ 164,382</b>	<b>\$ (122,093)</b>
<b>Other Local Taxes</b>				
Bank Franchise Tax	\$ 110,000	\$ -	\$ -	\$ (110,000)
Communication Tax/Cable Franchise Tax	65,000	3,533	26,801	(38,199)
Cigarette Tax	45,000	3,450	24,150	(20,850)
Local Sales Tax	70,000	-	25,430	(44,570)
Meals Tax	185,000	-	102,229	(82,771)
Utility Taxes	84,000	7,387	38,915	(45,085)
<b>Total</b>	<b>\$ 559,000</b>	<b>\$ 14,370</b>	<b>\$ 217,525</b>	<b>\$ (341,475)</b>
<b>Licenses</b>				
Merchants & Other Licenses	\$ 100,000	\$ 1,513	\$ 5,616	\$ (94,384)
Motor Vehicle Licenses	41,000	16,860	19,159	(21,841)
<b>Total</b>	<b>\$ 141,000</b>	<b>\$ 18,373</b>	<b>\$ 24,775</b>	<b>\$ (116,225)</b>

**Financial Statement for Fiscal Year 11-12**  
**General Fund Revenues**  
**November 30, 2011**

	2011-12 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
<b>Rents</b>				
Post Office Rental	\$ 18,000	\$ 1,500	\$ 7,500	\$ (10,500)
Other Rentals	-	-	-	-
<b>Total</b>	<b>\$ 18,000</b>	<b>\$ 1,500</b>	<b>\$ 7,500</b>	<b>\$ (10,500)</b>
<b>Revenues from the Commonwealth</b>				
<u>Categorical Aid:</u>				
Police HB 599 Funding	\$ 57,289	\$ -	\$ 14,322	\$ (42,967)
Litter Control Grant	1,200	-	833	(367)
Fire Program Grant	7,200	-	8,000	800
Six Year Improvement Funds	205,000	-	-	(205,000)
<u>Noncategorical aid:</u>				
ABC profits	-	-	-	-
Mobile Home Titling Taxes	3,500	-	2,025	(1,475)
VML Safety Grant	2,000	-	-	(2,000)
DMV Grant	10,575	-	1,750	(8,825)
DCJS Grant - Safety Equipment	22,909	-	-	(22,909)
DCJS Grant	17,917	-	-	(17,917)
<b>Total</b>	<b>\$ 327,590</b>	<b>\$ -</b>	<b>\$ 26,930</b>	<b>\$ (300,660)</b>
<b>Revenue from the Federal Government</b>				
COPS Grant	58,569	1,450	11,387	(47,182)
Stimulus Funding	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 58,569</b>	<b>\$ 1,450</b>	<b>\$ 11,387</b>	<b>\$ (47,182)</b>

**Financial Statement for Fiscal Year 11-12**  
**General Fund Revenues**  
**November 30, 2011**

	<b>2011-12 Budget</b>	<b>This Month's Receipts</b>	<b>YTD Receipts</b>	<b>Variance/ Balance</b>
<b>Fines</b>				
Traffic Fines	\$ 75,000	\$ 9,667	\$ 59,914	\$ (15,086)
<b>Total</b>	<b>\$ 75,000</b>	<b>\$ 9,667</b>	<b>\$ 59,914</b>	<b>\$ (15,086)</b>
<b>Miscellaneous Revenues</b>				
Administrative Collection Fee	\$ 8,000	\$ 240	\$ 2,380	\$ (5,620)
Asset Forfeiture	-	-	-	-
Cemetery Plot Sales	1,000	-	-	(1,000)
Credit Card Convenience Fee	325	88	115	(210)
DMV Fee for DMV Stops	-	120	860	860
Donations	-	-	-	-
Interest Earned	13,500	833	7,075	(6,425)
Other Miscellaneous Revenues	4,000	15	4,044	44
Proffer	-	-	12,600	12,600
Transfer from Cemetery Fund	-	-	-	-
Reimbursement from Water Fund	53,077	-	13,269	(39,808)
Unappropriated Fund Balance	20,703	-	-	(20,703)
Zoning Fees	1,500	50	550	(950)
<b>Total</b>	<b>\$ 102,105</b>	<b>\$ 1,346</b>	<b>\$ 40,893</b>	<b>\$ (61,212)</b>
<b>Total All Revenues</b>	<b>\$ 1,567,739</b>	<b>\$ 186,838</b>	<b>\$ 553,306</b>	<b>\$ (1,014,433)</b>

Financial Statement for Fiscal Year 11-12  
 General Fund Expenditures  
 November 30, 2011

	2011-12 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Legislative</b>				
Mayor & Council Members				
Compensation	\$ 9,000	\$ -	\$ -	\$ 9,000
Advertising	1,650	-	143	1,507
Audit	15,000	-	-	15,000
Dues and Subscriptions	-	-	-	-
Election Expense	2,800	-	-	2,800
Special Meetings	500	-	101	399
Travel and Training	6,800	1,448	5,302	1,498
<b>Total Legislative</b>	<u>\$ 35,750</u>	<u>\$ 1,448</u>	<u>\$ 5,546</u>	<u>\$ 30,204</u>
<b>Legal</b>				
Legal Services	\$ 35,500	\$ -	\$ 4,244	\$ 31,256
Dues and Subscriptions	350	-	220	130
Publications	300	-	-	300
Supplies	100	-	-	100
Travel and Training	500	-	-	500
<b>Total Legal</b>	<u>\$ 36,750</u>	<u>\$ -</u>	<u>\$ 4,464</u>	<u>\$ 32,286</u>

Financial Statement for Fiscal Year 11-12  
 General Fund Expenditures  
 November 30, 2011

	2011-12 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>General Management</b>				
Salaries and Wages	\$ 92,201	\$ 12,040	\$ 50,184	\$ 42,017
Overtime	1,000	-	-	1,000
Non-compensation Expenses				
FICA	7,130	869	3,534	3,596
Health Insurance	17,280	2,231	9,213	8,067
Retirement	12,483	1,749	5,115	7,368
Life Insurance	1,860	37	464	1,396
Advertising	500	-	-	500
Bank Fees	1,350	112	257	1,093
DMV Stops - Expense		160	760	(760)
Dues and Subscriptions	3,600	38	2,524	1,076
Education - Manager	4,400	-	2,581	1,819
Equipment	4,000	422	1,293	2,707
Equipment Rental	6,000	489	1,754	4,246
Information Technology	44,500	2,975	20,284	24,216
Maintenance Contracts	5,500	-	2,847	2,653
Postal Services	6,500	-	2,357	4,143
Professional Services	18,000	-	2,008	15,992
Publications	4,000	-	417	3,583
Supplies	10,250	437	2,958	7,292
Telephone-Communications	7,000	144	2,482	4,518
Travel and Training	9,250	682	3,571	5,679
Vehicle Allowance	4,800	400	2,000	2,800
<b>Total General Management</b>	<b>\$ 261,604</b>	<b>\$ 22,785</b>	<b>\$ 116,603</b>	<b>\$ 145,001</b>

Financial Statement for Fiscal Year 11-12  
 General Fund Expenditures  
 November 30, 2011

	2011-12 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Planning &amp; Community Development</b>				
Compensation - Planning Commission	\$ 2,200	\$ -	\$ -	\$ 2,200
Salaries and Wages	42,500	3,269	17,980	24,520
Non-compensation Expenses				
FICA	3,255	219	1,204	2,051
Health Insurance	9,094	699	3,848	5,246
Retirement	5,410	451	1,802	3,608
Life Insurance	120	10	40	80
Advertising	1,200	-	399	801
Dues and Subscriptions	600	-	50	550
Professional Services	3,500	-	-	3,500
Publications	100	-	-	100
Supplies	850	50	403	447
Telephone-Communications	900	52	208	692
Travel and Training	3,000	246	1,386	1,614
Vehicle Fuel	400	-	111	289
Vehicle Repairs and Maintenance	800	-	-	800
<b>Total Planning</b>	<u>\$ 73,929</u>	<u>\$ 4,996</u>	<u>\$ 27,431</u>	<u>\$ 46,498</u>

**Financial Statement for Fiscal Year 11-12**  
**General Fund Expenditures**  
**November 30, 2011**

	<b>2011-12 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	\$ 37,260	\$ 5,733	\$ 22,217	\$ 15,043
Overtime	2,000	-	-	2,000
Part-time-Temporary	2,000	-	1,973	27
Non-compensation Expenses				
FICA	3,005	388	1,571	1,434
Health Insurance	8,180	1,257	4,871	3,309
Retirement	4,740	790	1,975	2,765
Life Insurance	110	17	43	67
Building Repairs and Maintenance	9,000	9	1,866	7,134
Clothing - Uniforms	1,400	89	360	1,040
Equipment	4,000	-	683	3,317
Equipment Rental	1,000	-	-	1,000
Equipment Repairs and Maintenance	3,000	257	3,252	(252)
Rental Property - Repairs & Maintenance	2,500	-	2,400	100
Street and Sidewalk Maintenance	10,000	-	-	10,000
Street Lights - Utility Expense	34,312	2,324	9,633	24,679
Utilities	9,000	93	2,614	6,386
Vehicle Fuel	3,500	201	2,905	595
Vehicle Repairs and Maintenance	1,500	-	-	1,500
<b>Total Public Works &amp; Property Maintenance</b>	<b>\$ 136,507</b>	<b>\$ 11,158</b>	<b>\$ 56,363</b>	<b>\$ 80,144</b>

**Financial Statement for Fiscal Year 11-12**  
**General Fund Expenditures**  
**November 30, 2011**

	2011-12 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Police</b>				
Salaries and Wages	\$ 206,060	\$ 15,813	\$ 86,971	\$ 119,089
Overtime	25,000	2,777	13,440	11,560
Grant Funded Position	58,660	3,802	15,189	43,471
Non-compensation Expenses				
FICA	17,690	1,237	6,826	10,864
Health Insurance	41,790	3,356	18,458	23,332
Retirement	26,215	2,179	8,716	17,499
Life Insurance	580	48	192	388
DMV Grant Disbursement	10,575	-	-	10,575
Advertising	500	-	242	258
Clothing - Uniforms	-	-	-	-
Community Relations	600	139	614	(14)
Dues, Subscriptions & Publications	1,250	176	538	712
Equipment	7,200	-	6,661	539
Asset Forfeiture Expense	-	-	-	-
DCJS Grant Disbursement	26,075	663	26,659	(584)
DCJS Grant - Safety Equipment	25,454	-	-	25,454
VML Safety Grant	2,000	-	1,700	300
Information Technology	1,800	248	843	957
Investigations	400	-	-	400
Publications	-	-	-	-
Rental - Facilities	-	-	-	-
Office Supplies	1,250	23	1,187	63
Telephone-Communications	8,000	642	2,940	5,060
Travel and Training	7,000	35	5,227	1,773
Vehicle Fuel	24,500	2,307	10,878	13,622
Repairs and Maintenance	11,500	2,037	6,628	4,872
<b>Total Police</b>	<u>\$ 504,099</u>	<u>\$ 35,482</u>	<u>\$ 213,909</u>	<u>\$ 290,190</u>

Financial Statement for Fiscal Year 11-12  
 General Fund Expenditures  
 November 30, 2011

	2011-12 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Cultural Events</b>				
4th of July Celebration	\$ 3,000	\$ -	\$ 450	\$ 2,550
Christmas Holidays	1,000	-	-	1,000
Other Events	5,000	-	-	5,000
<b>Total Cultural Events</b>	<u>\$ 9,000</u>	<u>\$ -</u>	<u>\$ 450</u>	<u>\$ 8,550</u>
<b>Economic Development</b>				
Business Appreciation	\$ 1,200	\$ -	\$ -	\$ 1,200
Chamber of Commerce				
Dues and Subscriptions	3,500	-	3,500	-
Activities	1,000	-	63	937
Other Economic Development Activities	5,000	-	-	5,000
<b>Total Economic Development</b>	<u>\$ 10,700</u>	<u>\$ -</u>	<u>\$ 3,563</u>	<u>\$ 7,137</u>
<b>Fire Department</b>				
Contribution	\$ 20,000	\$ -	\$ 10,000	\$ 10,000
Grant	7,200	-	-	7,200
<b>Total Fire Department</b>	<u>\$ 27,200</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ 17,200</u>
<b>Rescue Squad</b>				
Contribution	\$ 12,000	\$ 6,000	\$ 6,000	\$ 6,000
<b>Total Rescue Squad</b>	<u>\$ 12,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>
<b>Refuse Collection</b>				
Residential Collection	\$ 71,500	\$ 5,709	\$ 22,798	\$ 48,702
Seasonal Clean-ups	4,500	274	274	4,226
<b>Total Refuse Collection</b>	<u>\$ 76,000</u>	<u>\$ 5,983</u>	<u>\$ 23,072</u>	<u>\$ 52,928</u>

Financial Statement for Fiscal Year 11-12  
 General Fund Expenditures  
 November 30, 2011

	2011-12 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Capital Projects</b>				
Police Car	\$ 38,000	\$ -	\$ -	\$ 38,000
Sidewalks - <i>Federal Stimulus &amp; Eng.</i>	-	-	-	-
Sidewalks - General Fund	-	-	-	-
Sidewalks - SYIP Funds	205,000	-	-	205,000
Information Technology Upgrades	10,000	-	3,940	6,060
Space Needs Sinking Fund Expense	50,000	-	-	50,000
<b><i>Total Capital Projects</i></b>	<b><u>\$ 303,000</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 3,940</u></b>	<b><u>\$ 299,060</u></b>
<b>Non-departmental</b>				
Contingency	\$ 4,000	\$ -	\$ 33	\$ 3,967
Contribution to Library	1,200	-	1,200	-
Contribution to TRIAD	1,000	-	-	1,000
Storm Related Cost	10,000	6,389	6,389	3,611
Grant Funded Position Set Aside	10,000	-	-	10,000
Insurance	25,000	-	23,982	1,018
Payments to Other Governments	30,000	-	19,011	10,989
<b><i>Total Non-departmental</i></b>	<b><u>\$ 81,200</u></b>	<b><u>\$ 6,389</u></b>	<b><u>\$ 50,615</u></b>	<b><u>\$ 30,585</u></b>
<b>Total All Expenditures</b>	<b><u>\$ 1,567,739</u></b>	<b><u>\$ 94,241</u></b>	<b><u>\$ 521,956</u></b>	<b><u>\$ 1,045,783</u></b>

Financial Statement for Fiscal Year 11-12  
 Water Fund  
 November 30, 2011

	2011-12 Budget	This Month's Revenues	YTD Revenues	Variance/ Balance
<b>Revenues</b>				
Water Sales	\$ 357,250	\$ 33,273	\$ 164,021	\$ (193,229)
Tap, Connection & Other Fees	17,500	1,218	39,484	21,984
Interest Earned	5,000	40	905	(4,095)
Prior Year Fund Balance	-	-	-	-
<b>Total Revenues</b>	<b>\$ 379,750</b>	<b>\$ 34,531</b>	<b>\$ 204,410</b>	<b>\$ (175,340)</b>

Financial Statement for Fiscal Year 11-12  
 Water Fund  
 November 30, 2011

	2011-12 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Expenditures</b>				
Operating & Maintenance (O&M)				
Salaries	\$ 143,372	\$ -	\$ 35,843	\$ 107,529
Advertising	175	-	-	175
Bank Fees	700	118	352	348
Clothing - Uniforms	1,350	89	360	990
Dues and Subscriptions	700	-	595	105
Equipment	3,750	-	-	3,750
Equipment Repairs and Maintenance	2,000	38	1,256	744
Equipment Rental	850	-	-	850
Insurance	-	-	-	-
Maintenance Contracts	19,826	-	13,116	6,710
Meters	1,000	-	-	1,000
Professional Fees	6,700	-	-	6,700
Publications	400	-	-	400
System Repairs and Maintenance	13,500	56	3,898	9,602
State Fees/Lab Fees	3,500	-	3,001	499
Telephone - Communications	1,500	74	462	1,038
Temporary Help	850	-	-	850
Travel and Training	1,750	-	890	860
Utilities	16,000	-	6,411	9,589
Vehicle Fuel	1,600	-	584	1,016
Vehicle Maintenance and Repair	600	84	100	500
Payments to General Fund				
Indirect Cost	39,915	-	9,979	29,936
Protection of Water System	13,162	-	3,291	9,871
Salaries	-	-	-	-
<b>Total O&amp;M</b>	<b>\$ 273,200</b>	<b>\$ 459</b>	<b>\$ 80,138</b>	<b>\$ 193,062</b>

Financial Statement for Fiscal Year 11-12  
 Water Fund  
 November 30, 2011

	2011-12 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Depreciation				
Depreciation	\$ 10,000	\$ -	\$ -	\$ 10,000
<b>Total Depreciation</b>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>
Debt Service				
USDA Loan - Principal and Interest	\$ 45,000	\$ 3,723	\$ 18,615	\$ 26,385
New USDA Loan - Principal and Interest	43,000	3,323	16,615	26,385
<b>Total Debt Service</b>	<u>\$ 88,000</u>	<u>\$ 7,046</u>	<u>\$ 35,230</u>	<u>\$ 52,770</u>
Capital				
Water Main Replacement	\$ -	\$ -	\$ -	\$ -
Other Capital Outlay	8,550	-	-	8,550
<b>Total Capital</b>	<u>\$ 8,550</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,550</u>
 <b>Total All Expenditures</b>	 <u><u>\$ 379,750</u></u>	 <u><u>\$ 7,505</u></u>	 <u><u>\$ 115,368</u></u>	 <u><u>\$ 264,382</u></u>