

Town of Windsor

Memorandum

January 13, 2014

TO: The Honorable Mayor and Members of Town Council

FROM: Christy Newsome, Interim Treasurer

RE: Treasurer's Report

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

For your information:

- The funds were transferred from the General Fund to the Space Needs Fund, which is shown on the Treasurer's Report.

**TREASURER'S REPORT
December 31, 2014**

General Fund

Checking – Farmers Bank	\$ 725,292.55
Certificates of Deposit – Cemetery	108,146.14
Certificates of Deposit	506,677.36
Checking – Suntrust	<u>150.00</u>
	\$ 1,340,266.05

Water Fund

Checking – Farmers Bank	\$ 306,254.08
Certificate of Deposit	<u>271,257.30</u>
	\$ 577,511.38

Rural Development Construction Account

Checking – Farmers Bank	\$ 22,029.41
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**Town Center/Future Development
& Space Needs Fund**

Checking – Farmers Bank	\$ 395,881.24
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All Funds

Total Bank Assets	<u>\$ 2,335,688.08</u>
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Liabilities – Water Fund

Farmers Bank – Bond – Water Fund	\$ 715,735.33 (principal only)
USDA Rural Dev.	<u>\$ 801,145.17</u>
	\$ 1,516,880.50

TOWN OF WINDSOR
TREASURER'S REPORT
GENERAL FUND

January 1, 2015

Balance on hand November 30, 2014		\$761,288.70
Receipts:		
Total receipts collected in December	<u>270,813.88</u>	
Total receipts prior to month's disbursements		1,032,102.58
Disbursements:		
Total disbursements in December	<u>306,810.03</u>	
Balance on hand December 31, 2014 - Farmers Bank		\$725,292.55

TOWN OF WINDSOR
TREASURER'S REPORT
SUNTRUST ACCOUNT

January 1, 2015

Balance on hand November 30, 2014		\$ 150.00
Receipts:		
Total receipts collected in December	<u>0.00</u>	
Total receipts prior to month's disbursements		150.00
Disbursements:		
Total disbursements in December	<u>0.00</u>	
Balance on hand December 31, 2014 - Suntrust		\$ 150.00

TOWN OF WINDSOR

TREASURER'S REPORT

WATER FUND

January 1, 2015

Balance on hand November 30, 2014		\$296,972.59
Receipts:		
Total receipts collected in December	<u>24,602.74</u>	
Total receipts prior to month's disbursement		321,575.33
Disbursements:		
Total disbursements in December	<u>15,321.25</u>	
Balance on hand December 31, 2014 - Farmers Bank		\$306,254.08

TOWN OF WINDSOR

TREASURER'S REPORT

RURAL DEVELOPMENT CONSTRUCTION ACCOUNT

January 1, 2015

Balance on hand November 30, 2014		\$ 22,025.67
Receipts:		
Total receipts collected in December	<u>3.74</u>	
Total receipts prior to month's disbursements		22,029.41
Disbursements:		
Total disbursements in December	<u>0.00</u>	
Balance on hand December 31, 2014 – Farmers Bank		\$ 22,029.41

TOWN OF WINDSOR

TREASURER'S REPORT

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

January 1, 2015

Balance on hand November 30, 2014		\$ 195,832.63
Receipts:		
Total receipts collected in December	<u>200,048.61</u>	
Total receipts prior to month's disbursements		395,881.24
Disbursements:		
Total disbursements in December	<u>0.00</u>	
Balance on hand December 31, 2014 – Farmers Bank		\$ 395,881.24

Financial Statement Fiscal Year 14-15
 General Fund Revenue
 December 31, 2014

	2014-15 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
General Property Taxes				
Taxes on Real Property	\$ 185,000	\$ 123,479	\$ 184,733	\$ (267)
Taxes on Mobile Homes	4,000	3,442	3,769	(231)
Taxes on Personal Property	65,000	29,521	59,423	(5,577)
PPTRA Funding	19,525	-	19,527	2
Public Service Corporation Taxes	9,500	6,404	6,404	(3,096)
Penalties & Interest on Delinquent Taxes	3,000	672	1,434	(1,566)
Total	<u>\$ 286,025</u>	<u>\$ 163,518</u>	<u>\$ 275,289</u>	<u>\$ (10,736)</u>
Other Local Taxes				
Bank Franchise Tax	\$ 129,000	\$ -	\$ -	\$ (129,000)
Communication Tax/Cable Franchise Tax	65,000	5,661	33,680	(31,320)
Cigarette Tax	55,000	14,584	33,334	(21,666)
Local Sales Tax	83,500	7,397	46,852	(36,648)
Meals Tax	320,000	151	158,396	(161,604)
Utility Taxes	90,000	7,028	45,932	(44,068)
Total	<u>\$ 742,500</u>	<u>\$ 34,821</u>	<u>\$ 318,194</u>	<u>\$ (424,306)</u>
Licenses				
Merchants & Other Licenses	\$ 124,000	\$ 847	\$ 5,636	\$ (118,364)
Motor Vehicle Licenses	40,000	19,062	35,292	(4,708)
Total	<u>\$ 164,000</u>	<u>\$ 19,909</u>	<u>\$ 40,928</u>	<u>\$ (123,072)</u>

Financial Statement Fiscal Year 14-15
 General Fund Revenue
 December 31, 2014

	2014-15 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
Rents				
Post Office Rental	\$ 18,000	\$ 3,000	\$ 9,000	\$ (9,000)
Other Rentals	-	-	-	-
Total	<u>\$ 18,000</u>	<u>\$ 3,000</u>	<u>\$ 9,000</u>	<u>\$ (9,000)</u>
 Revenues from the Commonwealth				
<i>Categorical Aid:</i>				
Police HB 599 Funding	\$ 57,289	\$ 14,322	\$ 28,644	\$ (28,645)
Litter Control Grant	1,000	-	1,059	59
Fire Program Grant	10,000	-	10,000	-
Six Year Improvement Funds	42,000	-	-	(42,000)
<i>Noncategorical aid:</i>				
Mobile Home Titling Taxes	3,000	-	1,537	(1,463)
Total	<u>\$ 113,289</u>	<u>\$ 14,322</u>	<u>\$ 41,240</u>	<u>\$ (72,049)</u>
 Revenue from the Federal Government				
COPS Grant	\$ 4,880	\$ -	\$ 10,647	\$ 5,767
Stimulus Funding	-	-	-	-
Total	<u>\$ 4,880</u>	<u>\$ -</u>	<u>\$ 10,647</u>	<u>\$ 5,767</u>

Financial Statement Fiscal Year 14-15
 General Fund Revenue
 December 31, 2014

	2014-15 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
Fines				
Traffic Fines	\$ 137,000	\$ 23,176	\$ 81,037	\$ (55,963)
Total	<u>\$ 137,000</u>	<u>\$ 23,176</u>	<u>\$ 81,037</u>	<u>\$ (55,963)</u>
Miscellaneous Revenues				
Administrative Collection Fee	\$ 4,000	\$ 570	\$ 3,423	\$ (577)
Cemetery Plot Sales	1,000	100	300	(700)
Credit Card Convenience Fee	500	151	267	(233)
DMV Grant Reimbursement	-	-	7,816	7,816
Interest Earned	12,000	-	6,036	(5,964)
Other Miscellaneous Revenues	142,925	1,413	140,181	(2,744)
Reimbursement from Water Fund	62,340	-	31,170	(31,170)
Debt Repayment from Water Fund	181,012	-	181,012	-
Unappropriated Fund Balance	60,810	-	-	(60,810)
Zoning Fees	1,500	75	875	(625)
Total	<u>\$ 466,087</u>	<u>\$ 2,309</u>	<u>\$ 371,081</u>	<u>\$ (95,006)</u>
Total All Revenues	<u>\$ 1,931,781</u>	<u>\$ 261,055</u>	<u>\$ 1,147,416</u>	<u>\$ (784,365)</u>
		Proffers	8400.00	
		Delinq Taxes	1358.00	
		\$ 270,813		

Financial Statements Fiscal Year 14-15
 General Fund Expenditure
 December 31, 2014

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Legislative				
Mayor & Council Members				
Compensation	\$ 9,000	\$ 3,000	\$ 3,000	\$ 6,000
Advertising	1,700	-	-	1,700
Audit	15,000	-	-	15,000
Dues and Subscriptions	-	-	-	-
Election Expense	2,500	215	716	1,784
Travel and Training	7,000	-	6,253	747
Special Meetings	1,000	34	75	925
Total Legislative	<u>\$ 36,200</u>	<u>\$ 3,249</u>	<u>\$ 10,043</u>	<u>\$ 26,157</u>
Legal				
Legal Services	\$ 30,000	\$ 1,500	\$ 9,665	\$ 20,336
Dues and Subscriptions	350	-	-	350
Publications	300	-	-	300
Supplies	100	-	-	100
Travel and Training	500	-	-	500
Total Legal	<u>\$ 31,250</u>	<u>\$ 1,500</u>	<u>\$ 9,665</u>	<u>\$ 21,586</u>

Financial Statements Fiscal Year 14-15
 General Fund Expenditure
 December 31, 2014

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
General Management				
Salaries and Wages	\$ 98,445	\$ 20,796	\$ 56,796	\$ 41,649
Overtime	1,500	-	-	1,500
Part time	5,000	-	-	5,000
Non-compensation Expenses				
FICA	6,510	1,483	4,303	2,207
Health Insurance	22,050	4,198	11,077	10,973
Retirement	7,500	1,507	4,890	2,610
Life Insurance	3,000	266	643	2,357
Advertising	500	-	128	372
Bank Fees	1,000	31	257	743
Dues and Subscriptions	4,000	-	2,942	1,058
DMV Stop Fees	-	20	640	(640)
Education - Manager	4,400	-	1,499	2,901
Equipment	4,000	-	-	4,000
Equipment Rental	7,000	364	2,685	4,315
Information Technology	30,000	1,975	7,661	22,339
Maintenance Contracts	6,000	75	2,938	3,062
Postal Services	7,000	-	3,633	3,367
Professional Services	15,000	475	4,844	10,157
Publications	2,000	-	479	1,521
Supplies	9,500	353	3,296	6,204
Telephone-Communications	7,000	570	3,067	3,933
Travel and Training	10,000	55	6,735	3,265
Vehicle Allowance	4,800	800	2,800	2,000
Total General Management	\$ 256,205	\$ 32,968	\$ 121,311	\$ 134,894

Financial Statements Fiscal Year 14-15
 General Fund Expenditure
 December 31, 2014

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Planning & Community Development				
Compensation - Planning Commission	\$ 2,200	\$ -	\$ -	\$ 2,200
Salaries and Wages	47,800	5,678	25,901	21,899
Non-compensation Expenses				
FICA	2,975	380	1,728	1,247
Health Insurance	10,725	1,237	5,774	4,951
Retirement	3,200	368	1,894	1,306
Life Insurance	635	73	313	322
Advertising	1,500	-	994	506
Dues and Subscriptions	500	-	-	500
Professional Services	3,000	-	60	2,940
Publications	100	-	-	100
Supplies	200	5	30	170
Telephone-Communications	650	50	249	401
Travel and Training	3,000	-	1,286	1,714
Vehicle Fuel	500	27	241	259
Vehicle Repairs and Maintenance	400	-	-	400
Total Planning	<u>\$ 77,385</u>	<u>\$ 7,819</u>	<u>\$ 38,470</u>	<u>\$ 38,915</u>

Financial Statements Fiscal Year 14-15
 General Fund Expenditure
 December 31, 2014

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Public Works & Property Maintenance				
Salaries and Wages	\$ 42,080	\$ 10,047	\$ 24,613	\$ 17,467
Overtime	2,000	-	-	2,000
Part-time-Temporary	8,000	-	6,483	1,517
Non-compensation Expenses				
FICA	3,230	680	1,772	1,458
Health Insurance	9,650	2,224	5,561	4,089
Retirement	2,815	649	1,929	886
Life Insurance	560	128	274	286
Building Repairs and Maintenance	18,000	312	2,970	15,030
Clothing - Uniforms	500	-	196	304
Equipment	3,500	-	288	3,212
Equipment Rental	500	-	-	500
Equipment Repairs and Maintenance	5,000	-	671	4,329
Rental Property - Repairs & Maintenance	2,500	305	596	1,904
Street and Sidewalk Maintenance	20,900	-	142	20,758
Street Lights - Utility Expense	33,000	2,564	12,775	20,225
Utilities	9,000	764	3,907	5,093
Vehicle Fuel	4,000	-	1,204	2,796
Vehicle Repairs and Maintenance	1,000	111	151	849
Total Public Works & Property Maintenance	\$ 166,235	\$ 17,784	\$ 63,531	\$ 102,704

Financial Statements Fiscal Year 14-15

General Fund Expenditure

December 31, 2014

Police

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Salaries and Wages	\$ 237,043	\$ 24,418	\$ 102,743	\$ 134,300
Grant Funded Position	56,975	6,276	29,604	27,371
Overtime	25,000	1,072	10,480	14,520
Non-compensation Expenses				
FICA	16,250	2,788	7,704	8,546
Health Insurance	53,620	4,699	21,928	31,692
Retirement	15,840	1,380	7,956	7,884
Life Insurance	3,130	334	1,437	1,693
DMV Grant Disbursement	-	1,365	7,035	(7,035)
Advertising	500	-	320	180
Community Relations	5,525	400	546	4,979
Dues, Subscriptions & Publications	1,250	-	712	538
Equipment	9,800	117	4,736	5,064
Information Technology	2,500	-	-	2,500
Investigations	1,000	-	-	1,000
Office Supplies	3,000	185	617	2,383
Postage	250	-	-	250
Telephone-Communications	12,000	889	4,772	7,228
Travel and Training	9,000	94	6,092	2,908
Vehicle Fuel	40,000	889	11,911	28,089
Vehicle/Equipment Repairs and Maint	17,000	253	7,394	9,606
Taser Replacement	8,000	-	7,999	1
Building Operations				
Building Renovations	15,000	-	1,676	13,324
Utilities	6,700	329	1,828	4,872
Equipment Rental	3,000	134	807	2,193
Maintenance Contracts	3,000	160	640	2,360
Total Police	\$ 545,383	\$ 45,783	\$ 238,936	\$ 306,447

Financial Statements Fiscal Year 14-15
 General Fund Expenditure
 December 31, 2014

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Cultural Events				
4th of July Celebration	\$ 5,000	\$ -	\$ 2,279	\$ 2,721
Christmas Holidays	500	-	-	500
Other Events	3,000	-	1,551	1,449
Total Cultural Events	\$ 8,500	\$ -	\$ 3,829	\$ 4,671
Economic Development				
Business Appreciation	\$ 1,300	\$ -	\$ -	\$ 1,300
Chamber of Commerce	-	-	-	-
Dues and Subscriptions	3,500	-	3,500	-
Activities	750	-	125	625
Other Economic Development Activities	5,000	-	-	5,000
Total Economic Development	\$ 10,550	\$ -	\$ 3,625	\$ 6,925
Fire Department				
Contribution	\$ -	\$ -	\$ -	\$ -
Grant	9,200	-	10,000	(800)
Total Fire Department	\$ 9,200	\$ -	\$ 10,000	\$ (800)
Rescue Squad				
Contribution	\$ -	\$ -	\$ -	\$ -
Total Rescue Squad	\$ -	\$ -	\$ -	\$ -
Refuse Collection				
Residential Collection	\$ 72,000	\$ 5,905	\$ 35,424	\$ 36,576
Seasonal Clean-ups	3,000	-	-	3,000
Total Refuse Collection	\$ 75,000	\$ 5,905	\$ 35,424	\$ 39,576

Financial Statements Fiscal Year 14-15
 General Fund Expenditure
 December 31, 2014

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Capital Projects				
Police Car	\$ 63,000	\$ -	\$ -	\$ 63,000
Sidewalks - <i>Federal Stimulus & Eng.</i>	-	-	-	-
Streetlight Extensions	2,000	-	182	1,818
Sidewalk Repair and Construction	7,500	-	-	7,500
Sidewalks - SYIP Funds	42,000	-	-	42,000
Information Technology Upgrades	7,000	-	1,268	5,732
Financial Software Upgrade	36,000	-	-	36,000
Paving of Cemetery Driveways	-	-	-	-
Space Needs Sinking Fund Expense	422,012	-	324,386	97,626
Total Capital Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 579,512</u>	<u>\$ -</u>	<u>\$ 325,836</u>	<u>\$ 253,676</u>
Non-departmental				
Contingency	\$ 19,251	\$ 420	\$ 2,814	\$ 16,437
Contribution to Library	1,200	-	1,200	-
Contribution to TRIAD	1,000	-	1,000	-
Replacement TOW Sign	17,910	-	8,955	8,955
Insurance	32,000	-	31,570	430
Transfer to Town Center/Space Needs	-	-	-	-
Payments to Other Governments	65,000	-	30,490	34,510
Total Non-departmental	<u>\$ 136,361</u>	<u>\$ 420</u>	<u>\$ 76,029</u>	<u>\$ 60,332</u>
Total All Expenditures	<u>\$ 1,931,781</u>	<u>\$ 115,427</u>	<u>\$ 860,670</u>	<u>\$ 1,071,111</u>

Financial Statements Fiscal Year 14-15
 Water Fund
 December 31, 2014

	2014-15 Budget	This Month's Revenues	YTD Revenues	Variance/ Balance
Revenues				
Water Sales	\$ 433,000	\$ 47,778	\$ 250,472	\$ (182,528)
Tap, Connection & Other Fees	40,000	100	42,790	2,790
Interest Earned	3,200	-	1,229	(1,971)
Prior Year Fund Balance	181,000	-	-	(181,000)
Total Revenues	\$ 657,200	\$ 47,878	\$ 294,492	\$ (362,708)

Financial Statements Fiscal Year 14-15
 Water Fund
 December 31, 2014

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Expenditures				
Operating & Maintenance (O&M)				
Salaries	\$ 158,945	\$ -	\$ 79,473	\$ 79,473
Advertising	100	-	-	100
Bank Fees	850	70	472	378
Clothing - Uniforms	500	245	245	255
Dues and Subscriptions	800	-	595	205
Equipment	4,000	-	-	4,000
Equipment Repairs and Maintenance	5,000	-	1,440	3,560
Equipment Rental	500	-	-	500
Insurance	-	-	-	-
Maintenance Contracts	25,000	8,955	22,943	2,057
Meters	1,000	-	-	1,000
Professional Fees	4,000	-	401	3,599
Publications	200	-	-	200
Maintenance & Repairs System	15,000	467	5,863	9,137
State Fees/Lab Fees	4,500	40	2,862	1,638
Telephone - Communications	1,600	148	696	904
Part Time/Temporary Help	1,000	-	-	1,000
Travel and Training	2,500	-	1,435	1,065
Utilities	17,500	1,643	8,557	8,943
Vehicle Fuel	3,000	100	2,129	871
Vehicle Maintenance and Repair	900	-	754	146
Payments to General Fund				
Debt Services	181,012	-	181,012	-
Indirect Cost	49,140	-	24,570	24,570
Protection of Water System	13,200	-	6,600	6,600
Total O&M	\$ 490,247	\$ 11,667	\$ 340,046	\$ 150,201

Financial Statements Fiscal Year 14-15
 Water Fund
 December 31, 2014

	2014-15 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Depreciation				
Depreciation	\$ 63,953	\$ -	\$ -	\$ 63,953
Total Depreciation	\$ 63,953	\$ -	\$ -	\$ 63,953
Debt Service				
USDA Loan - Principal & Interest	\$ 55,000	\$ -	\$ 10,987	\$ 44,013
New USDA Loan - Principal & Interest	43,000	3,323	19,938	23,062
Total Debt Service	\$ 98,000	\$ 3,323	\$ 30,925	\$ 67,075
Capital				
Water Main Replacement	\$ 5,000	\$ -	\$ -	\$ 5,000
Other Capital Outlay	-	-	-	-
Total Capital	\$ 5,000	\$ -	\$ -	\$ 5,000
Total All Expenditures	\$ 657,200	\$ 14,990	\$ 370,971	\$ 286,229

Financial Statements for Fiscal Year 14-15
 Space Needs Fund
 December 31, 2014

	2014-15 Budget	This Month's Revenues	YTD Revenues	Variance/ Balance
Revenues				
Transfer From General Fund	\$ 200,000	\$ 200,000	\$ 200,000	\$ -
Interest Earned	350	49	213	(137)
Prior Year Fund Balance	50,000	-	-	(50,000)
Total Revenues	\$ 250,350	\$ 200,049	\$ 200,213	\$ (50,137)

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

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	DEBIT NO.	DEBIT DATE	DESCRIPTION	BATCH
00000	000612	ICMARC HYBRID	DEC 2014	12/04/2014	100-000200-0200-	101.22	60	12/04/2014	PR Liability Account	00727
					- -	101.22				
					DEBIT TOTAL					
00000	000610	VRS	DEC 2014	12/05/2014	100-000200-0200-	5,544.46	59	12/05/2014	PR Liability Account	00727
					- -	5,544.46				
					DEBIT TOTAL					
00000	000620	MERCHANT BANK FEES	DEC 2014 LEASE	12/10/2014	4100-012100-5410-	38.03	61	12/10/2014	Equipment Rental	00727
					- -	38.03				
					DEBIT TOTAL					
00000	000620	MERCHANT BANK FEES	DEC 2014 GEN	12/11/2014	4100-012100-3160-	31.05	61	12/11/2014	Bank Fees	00727
					- -	31.05				
					DEBIT TOTAL					
					CHECK TYPE TOTAL	5,714.76				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000470	SOUTHERN STATES	DONATION 12/14	12/19/2014	4100-031100-6014-	400.00	12751	12/19/2014	Police Community Affairs	00727
					CHECK TOTAL	400.00				
					CHECK TYPE TOTAL	400.00				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000420	CLINT BRYANT	14/15 STIPEND	12/01/2014	4100-011010-1100-	- -				
						600.00	8102	12/09/2014	Mayor & Council Compensation	00721
						CHECK TOTAL				
						600.00				
00000	000373	DURWOOD V SCOTT	14/15 STIPEND	12/01/2014	4100-011010-1100-	- -				
						600.00	8103	12/09/2014	Mayor & Council Compensation	00721
						CHECK TOTAL				
						600.00				
00000	000476	N MACON EDWARDS, III	14/15 STIPEND	12/01/2014	4100-011010-1100-	- -				
						600.00	8104	12/09/2014	Mayor & Council Compensation	00721
						CHECK TOTAL				
						600.00				
00000	000531	RAILEY & RAILEY, P.C.	2624	11/30/2014	4100-012210-3150-	- -				
						1,500.00	8105	12/09/2014	Legal Services	00721
						CHECK TOTAL				
						1,500.00				
00000	000115	WESLEY F. GARRIS	14/15 STIPEND	12/01/2014	4100-011010-1100-	- -				
						600.00	8106	12/09/2014	Mayor & Council Compensation	00721
						CHECK TOTAL				
						600.00				
00000	000234	ATLANTIC COMMUNICATIONS	103871	11/24/2014	4100-031100-6005-	- -				
						72.50	8107	12/10/2014	Vehicle Repairs and Maintenanc	00723
						CHECK TOTAL				
						72.50				
00000	000214	AVES - MOODY'S	76960	12/01/2014	4100-042300-3170-	- -				
						5,830.00	8108	12/10/2014	Refuse Collection	00723
00000	000214	AVES - MOODY'S	76970	11/30/2014	4100-042300-3170-	- -				
						74.65	8108	12/10/2014	Refuse Collection	00723
						CHECK TOTAL				
						5,904.65				
00000	000007	BEAMON & JOHNSON, INC.	3270 11/2014	11/30/2014	4100-041000-3310-	- -				
						111.47	8109	12/10/2014	Vehicle Repairs and Maintenanc	00723
						CHECK TOTAL				
						111.47				
00000	000170	BUSINESS DATA OF VA, INC	DEC 2014	12/01/2014	4100-012100-4100-	- -				
						950.00	8110	12/10/2014	Information Technology	00723
00000	000170	BUSINESS DATA OF VA, INC	OCT 2014	10/01/2014	4100-012100-4100-	- -				
						950.00	8110	12/10/2014	Information Technology	00723
00000	000170	BUSINESS DATA OF VA, INC	1336-2014	11/04/2014	4100-012100-4100-	- -				
						75.00	8110	12/10/2014	Information Technology	00723
						CHECK TOTAL				
						1,975.00				
00000	000382	CARROT-TOP INDUSTRIES	24417500	11/17/2014	4100-041000-3315-	- -				
						171.81	8111	12/10/2014	Building Repairs and Maintenanc	00723
						CHECK TOTAL				
						171.81				
00000	000569	CHRISTINA NEWSOME	DEC 2014	12/01/2014	4100-012100-5230-	- -				
						30.00	8112	12/10/2014	Telephone - Communications	00723
						CHECK TOTAL				
						30.00				
00000	000018	COMMUNITY ELECTRIC COOP.	4100 11/2014	11/26/2014	4100-041000-5100-	- -				
						20.80	8113	12/10/2014	Utilities	00723
						CHECK TOTAL				
						20.80				
00000	000020	CRYSTAL SPRINGS	2080944 112114	11/21/2014	4100-041000-5100-	- -				
						46.82	8114	12/10/2014	Utilities	00723
						CHECK TOTAL				
						46.82				
00000	000171	DEWITT'S AUTOM. CENTER	0078048	11/24/2014	4100-031100-6005-	- -				
						49.60	8115	12/10/2014	Vehicle Repairs and Maintenanc	00723
00000	000171	DEWITT'S AUTOM. CENTER	0078292	12/04/2014	4100-031100-6005-	- -				
						35.65	8115	12/10/2014	Vehicle Repairs and Maintenanc	00723
						CHECK TOTAL				
						85.25				
00000	000407	DMV	14330335	11/26/2014	4100-012100-3170-	- -				
						20.00	8116	12/10/2014	DMV Stops (Town Expense)	00723
						CHECK TOTAL				
						20.00				
00000	000107	DOMINION VIRGINIA POWER	0002 12/2014	12/04/2014	4100-041000-5100-	- -				
						561.30	8117	12/10/2014	Utilities	00723
00000	000107	DOMINION VIRGINIA POWER	7640 11/2014	11/26/2014	4100-041000-5110-	- -				
						2,563.77	8117	12/10/2014	Utilities - Street Lights	00723

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000107	DOMINION VIRGINIA POWER	8591 11/2014	11/18/2014	4100-041000-5100-	85.01	8117	12/10/2014	Utilities	00723
					- -					
					CHECK TOTAL	3,210.08				
00000	000534	EMBROIDERY EXPRESSIONS	1163	11/23/2014	4100-031100-6004-	80.00	8118	12/10/2014	Equipment	00723
					- -	80.00				
					CHECK TOTAL	80.00				
00000	000182	GUARDIAN SECURITY SYSTEMS	36107	12/02/2014	4100-031100-6026-	160.00	8119	12/10/2014	Building Operations - Maintena	00723
					- -	160.00				
					CHECK TOTAL	160.00				
00000	000144	HARDY'S TOWING & REPAIR	6012	7/04/2014	4100-012100-3100-	300.00	8120	12/10/2014	Professional Services	00723
00000	000144	HARDY'S TOWING & REPAIR	6086	11/28/2014	4100-031100-6005-	95.00	8120	12/10/2014	Vehicle Repairs and Maintenanc	00723
					- -	395.00				
					CHECK TOTAL	395.00				
00000	000041	ISLE OF WIGHT COUNTY	1304	12/02/2014	4100-011010-7777-	214.80	8121	12/10/2014	Election Expense	00723
					- -	214.80				
					CHECK TOTAL	214.80				
00000	000397	LASER LABS, INC	16633	12/08/2014	4100-031100-6004-	37.00	8122	12/10/2014	Equipment	00723
					- -	37.00				
					CHECK TOTAL	37.00				
00000	000211	LEXISNEXIS RISK DATA MNGT	NOV 2014	11/30/2014	4100-012100-3100-	175.00	8123	12/10/2014	Professional Services	00723
					- -	175.00				
					CHECK TOTAL	175.00				
00000	000261	MANFIELD OIL COMPANY	00094544	11/19/2014	4100-081100-4200-	27.47	8124	12/10/2014	Fuel	00723
00000	000261	MANFIELD OIL COMPANY	00094544	11/19/2014	4100-031100-6008-	888.90	8124	12/10/2014	Fuel and Tires	00723
					- -	916.37				
					CHECK TOTAL	916.37				
00000	000059	MCI	0328 11/2014	11/19/2014	4100-031100-6001-	31.95	8125	12/10/2014	Communications	00723
					- -	31.95				
					CHECK TOTAL	31.95				
00000	000126	MINNESOTA LIFE	055252 11/2014	11/30/2014	100-000200-0200-	138.76	8126	12/10/2014	PR Liability Account	00723
					- -	138.76				
					CHECK TOTAL	138.76				
00000	000475	PATTY FLEMMING	14/15 STIPEND	12/01/2014	4100-011010-1100-	600.00	8127	12/10/2014	Mayor & Council Compensation	00723
					- -	600.00				
					CHECK TOTAL	600.00				
00000	000036	RICOH USA, INC	18986737	11/14/2014	4100-031100-6025-	102.68	8128	12/10/2014	Building Operations - Equip Re	00723
00000	000036	RICOH USA, INC	50334596652	11/20/2014	4100-012100-5410-	109.46	8128	12/10/2014	Equipment Rental	00723
00000	000036	RICOH USA, INC	5033521054	11/25/2014	4100-031100-6025-	30.91	8128	12/10/2014	Building Operations - Equip Re	00723
					- -	243.05				
					CHECK TOTAL	243.05				
00000	000254	SECOND OPINION PEST CONTR	66726	11/24/2014	4100-041000-3315-	55.00	8129	12/10/2014	Building Repairs and Maintenanc	00723
00000	000254	SECOND OPINION PEST CONTR	66727	11/24/2014	4100-041000-3315-	55.00	8129	12/10/2014	Building Repairs and Maintenanc	00723
					- -	110.00				
					CHECK TOTAL	110.00				
00000	000430	STATE FARM	8248-07 DEC 14	11/19/2014	100-000200-0200-	90.83	8130	12/10/2014	PR Liability Account	00723
					- -	90.83				
					CHECK TOTAL	90.83				
00000	000381	SUNTRUST BANK	5882 11/2014	11/22/2014	4100-091600-0001-	400.44	8131	12/10/2014	Contingency	00723
00000	000381	SUNTRUST BANK	5882 11/2014	11/22/2014	4100-081100-6001-	5.13	8131	12/10/2014	Planning Comm & BZA - Supplies	00723
00000	000381	SUNTRUST BANK	5882 11/2014	11/22/2014	4100-031100-6006-	94.34	8131	12/10/2014	Training and Travel	00723
00000	000381	SUNTRUST BANK	5882 11/2014	11/22/2014	4100-031100-6002-	37.66	8131	12/10/2014	Materials and Supplies	00723

F/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000381	SUNTRUST BANK	5882 11/2014	11/22/2014	4100-012100-6001-	- -			Office Operations (Supplies)	00723
00000	000381	SUNTRUST BANK	5882 11/2014	11/22/2014	4100-012100-6001-	- -			Office Operations (Supplies)	00723
00000	000381	SUNTRUST BANK	5882 11/2014	11/22/2014	4100-012100-5500-	- -			Travel and Training	00723
00000	000381	SUNTRUST BANK	5882 11/2014	11/22/2014	4100-011010-5900-	- -			Special Meetings	00723
					CHECK TOTAL	732.51				
00000	000089	TOTAL BUSINESS SOLUTIONS	200240-0	11/24/2014	4100-012100-6001-	- -			Office Operations (Supplies)	00723
00000	000089	TOTAL BUSINESS SOLUTIONS	200500-0	12/05/2014	4100-012100-6001-	- -			Office Operations (Supplies)	00723
					CHECK TOTAL	184.48				
00000	000594	VACORP	NOV 2014	11/30/2014	4100-091600-0001-	- -			Contingency	00723
					CHECK TOTAL	19.91				
00000	000108	VERIZON	6020 11/2014	11/19/2014	4100-031100-6001-	- -			Communications	00723
00000	000108	VERIZON	6218 11/2014	11/19/2014	4100-012100-5230-	- -			Telephone - Communications	00723
					CHECK TOTAL	409.98				
00000	000109	VERIZON WIRELESS	9735777033	11/20/2014	4100-012100-5230-	- -			Telephone - Communications	00723
00000	000109	VERIZON WIRELESS	9735777033	11/20/2014	4100-031100-6001-	- -			Communications	00723
00000	000109	VERIZON WIRELESS	9735777033	11/20/2014	4100-081100-5230-	- -			Telephone - Communications	00723
					CHECK TOTAL	657.03				
00000	000119	WINDSOR HARDWARE	5157 11/2014	11/30/2014	4100-041000-3318-	- -			Rental Property-Repairs & Main	00723
00000	000119	WINDSOR HARDWARE	5157 11/2014	11/30/2014	4100-041000-3315-	- -			Building Repairs and Maintenanc	00723
					CHECK TOTAL	335.54				
00000	000333	AFLAC	993962	12/13/2014	100-000200-0200-	- -			PR Liability Account	00725
					CHECK TOTAL	515.66				
00000	000006	ANTHEM BLUE CROSS	JAN-FEB 2015	12/10/2014	100-000200-0200-	- -			PR Liability Account	00725
					CHECK TOTAL	14,972.00				
00000	000015	CHARTER	0000189 12/2014	12/06/2014	4100-012100-5230-	- -			Telephone - Communications	00725
00000	000015	CHARTER	0000189 12/2014	12/06/2014	4100-031100-6001-	- -			Communications	00725
					CHECK TOTAL	380.51				
00000	000107	DOMINION VIRGINIA POWER	4958 12/2014	12/09/2014	4100-031100-6024-	- -			Building Operations - Utilitie	00725
00000	000107	DOMINION VIRGINIA POWER	5004 12/2014	12/09/2014	4100-041000-5100-	- -			Utilities	00725
00000	000107	DOMINION VIRGINIA POWER	7615 12/2014	12/09/2014	4100-041000-5100-	- -			Utilities	00725
					CHECK TOTAL	363.15				
00000	000182	GUARDIAN SECURITY SYSTEMS	36503	12/15/2014	4100-012100-3320-	- -			Maintenance Contracts	00725
					CHECK TOTAL	75.00				
00000	000032	HRSD	0003 09/2014	12/12/2014	4100-041000-5100-	- -			Utilities	00725
					CHECK TOTAL	15.75				
00000	000525	NATIONAL PEN	500374242	12/04/2014	4100-031100-6002-	- -			Materials and Supplies	00725
					CHECK TOTAL	147.00				
00000	000416	RICOH USA, INC.	93778935	12/10/2014	4100-012100-5410-	- -			Equipment Rental	00725
					CHECK TOTAL	216.01				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000089	TOTAL BUSINESS SOLUTIONS	200594-0	12/10/2014	4100-012100-6001- - -	62.66	8145	12/18/2014	Office Operations (Supplies)	00725
					CHECK TOTAL	62.66				
00000	000411	TOWN OF WINDSOR	CM 12/9/14	12/09/2014	100-000300-0100- - -	200,000.00	8146	12/18/2014	Fund Balance	00725
					CHECK TOTAL	200,000.00				
00000	000035	VANTAGEPT. TRANSF. AGENTS	304565 12/2014	12/15/2014	100-000200-0200- - -	210.76	8147	12/18/2014	PR Liability Account	00725
					CHECK TOTAL	210.76				
					CHECK TYPE TOTAL	238,039.09				
					FINAL TOTAL	244,153.85				

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,249.71	17
0025	HARRIS, JOSHUA L		2	1,397.83	8
0019	DUNLOW, MARY J		3	780.81	2
0006	WHITEHEAD, TERRY S		3	855.17	4
0014	BOWDEN, PHILLIP H		4	740.52	15
0023	JERNIGAN, GRAFTON P		4	1,154.08	9
0031	NEWSOME, CHRISTINA M		4	795.33	3
0007	SIMS, KENNETH W		4	1,266.69	16
0012	OWENS, WILIFORD D. JR.		6	1,148.74	11
0015	STALLINGS, MICHAEL R JR		6	1,966.59	1
0032	SWAN, ROBERT B		8	1,253.46	14
0027	RIDDLE, RODNEY D		9	1,186.11	12
0034	GUTIERREZ, JOSEPH R.		10	856.13	5
*****BANK TOTAL*****				14,651.17	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW
OR PREVIOUSLY DOCUMENTED. THE TOTAL 14,651.17 EQUALS THE DIRECT
DEPOSIT REGISTER.

12/1/14 

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,249.71	18
0025	HARRIS, JOSHUA L		2	1,193.52	8
0019	DUNLOW, MARY J		3	780.81	2
0006	WHITEHEAD, TERRY S		3	855.17	4
0014	BOWDEN, PHILLIP H		4	740.52	16
0023	JERNIGAN, GRAFTON P		4	1,138.51	9
0031	NEWSOME, CHRISTINA M		4	795.33	3
0007	SIMS, KENNETH W		4	1,266.69	17
0012	OWENS, WILLIFORD D. JR.		6	1,314.14	12
0015	STALLINGS, MICHAEL R JR		6	1,680.19	1
0032	SWAN, ROBERT B		8	1,285.09	15
0027	RIDDLE, RODNEY D		9	1,186.11	13
0034	GUTIERREZ, JOSEPH R.		10	764.76	5
*****BANK TOTAL*****				14,250.55	

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 OR PREVIOUSLY DOCUMENTED. THE TOTAL 14,250.55 EQUALS THE DIRECT
 DEPOSIT REGISTER.

12/16/14

[Signature]

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,249.71	19
0025	HARRIS, JOSHUA L		2	1,321.40	8
0019	DUNLOW, MARY J		3	780.82	2
0006	WHITEHEAD, TERRY S		3	855.17	4
0014	BOWDEN, PHILLIP H		4	740.52	17
0023	JERNIGAN, GRAFTON P		4	1,138.51	9
0031	NEWSOME, CHRISTINA M		4	1,003.27	3
0007	SIMS, KENNETH W		4	1,266.69	18
0012	OWENS, WILIFORD D. JR.		6	1,487.08	12
0015	STALLINGS, MICHAEL R JR		6	1,966.59	1
0032	SWAN, ROBERT B		8	1,286.70	16
0027	RIDDLE, RODNEY D		9	1,186.11	13
0034	GUTIERREZ, JOSEPH R.		10	843.14	5
*****BANK TOTAL*****				15,125.71	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW
 OR PREVIOUSLY DOCUMENTED. THE TOTAL 15,125.71 EQUALS THE DIRECT
 DEPOSIT REGISTER.

12/30/14 *[Signature]*

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	DEBIT NO.	DEBIT DATE	DESCRIPTION	BATCH
00000	000451	USDA RURAL DEVELOPMENT	DEC 2014	12/03/2014	4200-042000-9095-	3,323.00	58	12/03/2014	New USDA Loan Fund Reserve	00727
					- -	3,323.00				
					DEBIT TOTAL	3,323.00				
00000	000620	MERCHANT BANK FEES	DEC 2014 WTR	12/11/2014	4200-042000-3160-	69.75	61	12/11/2014	Bank Fees	00727
					- -	69.75				
					DEBIT TOTAL	69.75				
					CHECK TYPE TOTAL	3,392.75				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000107	DOMINION VIRGINIA POWER	4197	12/05/2014	4200-042000-5100-	750.51	7631	12/10/2014	Utilities	00722
00000	000107	DOMINION VIRGINIA POWER	5000	12/04/2014	4200-042000-5100-	16.58	7631	12/10/2014	Utilities	00722
00000	000107	DOMINION VIRGINIA POWER	5002	12/05/2014	4200-042000-5100-	144.02	7631	12/10/2014	Utilities	00722
00000	000107	DOMINION VIRGINIA POWER	9251	12/05/2014	4200-042000-5100-	724.96	7631	12/10/2014	Utilities	00722
					CHECK TOTAL	1,636.07				
00000	000267	HD SUPPLY WATERWORKS, LTD	D225653	11/17/2014	4200-042000-6007-	375.51	7632	12/10/2014	Maintenance & Repairs - System	00722
					CHECK TOTAL	375.51				
00000	000261	MANSFIELD OIL COMPANY	00094544	11/19/2014	4200-042000-4200-	100.00	7633	12/10/2014	Vehicle Fuel	00722
					CHECK TOTAL	100.00				
00000	000302	PHILLIP BOWDEN	DEC 2014	12/01/2014	4200-042000-5230-	30.00	7634	12/10/2014	Telephone - Communications	00722
					CHECK TOTAL	30.00				
00000	000165	TOTAL PRODUCTS CO.	4918	11/28/2014	4200-042000-6007-	63.24	7635	12/10/2014	Maintenance & Repairs - System	00722
					CHECK TOTAL	63.24				
00000	000098	UTILITY SERVICE CO. INC.	355942	12/01/2014	4200-042000-3380-	8,954.65	7636	12/10/2014	Maintainence Contracts	00722
					CHECK TOTAL	8,954.65				
00000	000108	VERIZON	0406	11/19/2014	4200-042000-5230-	52.06	7637	12/10/2014	Telephone - Communications	00722
					CHECK TOTAL	52.06				
00000	000109	VERIZON WIRELESS	9735777033	11/20/2014	4200-042000-5230-	65.56	7638	12/10/2014	Telephone - Communications	00722
					CHECK TOTAL	65.56				
00000	000113	VUPS	11140512	11/30/2014	4200-042000-6007-	28.35	7639	12/10/2014	Maintenance & Repairs - System	00722
					CHECK TOTAL	28.35				
00000	000107	DOMINION VIRGINIA POWER	7818	12/09/2014	4200-042000-5100-	6.78	7641	12/18/2014	Utilities	00724
					CHECK TOTAL	6.78				
00000	000284	VDACS	B032387	11/30/2014	4200-042000-3101-	40.00	7642	12/18/2014	State Fees	00724
					CHECK TOTAL	40.00				
00000	000302	PHILLIP BOWDEN	REIMBURSE 12/14	12/20/2014	4200-042000-2810-	244.57	7644	12/22/2014	Clothing Allowance - Uniforms	00726
					CHECK TOTAL	244.57				
					CHECK TYPE TOTAL	11,596.79				
					FINAL TOTAL	14,989.54				