



# VILLAGE OF FAIRPORT, NY

## FINANCIAL REPORT

**JANUARY 2023**

Prepared by:  
Megan A. Cook, CPA  
Clerk-Treasurer

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Megan A. Cook, CPA  
Clerk-Treasurer



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February 13, 2023

To the Board of Trustees,

I have compiled this Financial Report for the month of January 2023. This report includes an analysis of the General Fund, Capital Projects Fund, Reserves Fund, Sewer Fund, and Debt Service Fund through January 31, 2023. Included in each fund is a monthly analysis, a balance sheet, a revenue statement, an expenditure statement, and a statement of changes in fund balance.

I have also included a reconciliation of the 3 capital reserve funds as well as the January Bank Reconciliation.

Sincerely,

A handwritten signature in dark ink that reads "Megan A. Cook". The signature is written in a cursive style with a large, stylized 'M' and 'C'.

Megan A. Cook, CPA  
Clerk-Treasurer

# GENERAL FUND ANALYSIS

## JANUARY 2023

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### BALANCE SHEET

The General Fund ended the month with a fund balance of **\$3,636,342.22** of which \$3,138,818.70 is unassigned. The majority of fund balance is equal to cash in the bank of \$2,519,665.73. The remainder of the fund balance is related to \$56,803.81 in unpaid tax bills, \$2,781.15 in invoices billed but not yet received in cash, an amount owed from other funds of \$1,011,717.74 related to grant reimbursements, a prepayment of the Workers Compensation contract bill of \$121,018.33, offset by an amount owed to the NYS retirement systems.

### REVENUES

Through January 31, 2023, 67% of budgeted revenues have been earned and recorded.

#### Current Month Activity

During the month of January, the Village earned and recorded \$26,457.00 in revenues. Significant revenues earned in January were as follows:

- \$8,577.36 in the monthly rental fees mainly related to the Cell Tower agreements.
- \$7,043.08 in insurance recoveries directly related to the repair of a Fire Truck for damages in December 2021.

#### Year – to Date Activity

As of January 31, 2023, the Village should expect that between 58% and 66% of revenues have been earned and recorded as 8 of the 12 months of the fiscal year have passed. Significant variances from this expectation are noted below:

- **Real Property Taxes** are at 100% because the Village earns that revenue on the first day of the year.
- **Interest & Penalties** are at 106% noting fees are due starting July 1 through October 31.
- **Sales Tax** is at 33% noting the Village has only received Sales Tax through September 30, 2022.
- **Fire Protection** is at 0% as this is an annual amount received from the Town in March each year.
- **Interest & Earnings** is well above budget as interest rates have significantly increased. Current rate at 1/31/2023 was 4.18%.
- **Interfund revenue** is at 0% as the Village bills FMC in February and May each year for reimbursement of a portion of the Village Manager and Clerk-Treasurer's salaries.
- **AIM** is at 100% as the Village receives this payment from the state once a year.
- **Mortgage Tax** has already surpassed budget. The Village has received both semiannual payments and therefore does not anticipate any further receipts.
- **Federal Aid – Health** was received related to ARPA (American Rescue Plan Act) and not included in the budget.
- **Transfer-In** is at 0% as the Village does a onetime year-end transfer from the Sewer Fund for personnel related cost reimbursements.

# GENERAL FUND ANALYSIS

## JANUARY 2023

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### EXPENDITURES

Through January 31, 2023, 57% of budgeted appropriations have been spent or encumbered.

#### Current Month Activity

During the month of January, the Village incurred and recorded \$498,286.34 in expenditures. Significant expenditures in January were as follows:

- The Village recorded Payroll expenses in the amount of \$111,050.37 for check date January 5, 2023.
- The Village recorded Payroll expenses in the amount of \$102,446.68 for check date January 19, 2023.
- The Village paid its monthly Fleet bills of \$6,199.68.
- The Village paid its monthly IT bills of \$8,011.16.
- The Village paid its monthly electric bills of \$97,35.77.
- The Village recorded monthly refuse and composting of \$6,702.71.
- The Village paid its monthly health care bills (including the Employer funding of FSA accounts) of \$50,871.04.
- The Village made its quarterly contributions to the General Capital Reserve, Fire Rolling Stock Reserve, and Fire Equipment Reserve in the amounts of \$83,486.00, 62,984.25, and 17,500.00, respectively.

#### Year – to – Date Activity

As of January 31, 2023, the Village should expect that between 58% and 66% of expenditures have been incurred and recorded as 8 of the 12 months of the fiscal year have passed. Significant variances from the expectation are noted below:

- **Village Justice** is already at 87% noting the budget includes costs through 12/31/2022 at which point the court was dissolved. The Village expects minimal payments in February 2023.
- **Unallocated Insurance** is already at 99% noting the Village pays the total General Liability insurance at the beginning of the fiscal year.
- **Snow Removal** is only at 7% noting the season through January has been mild.
- **Dock Facilities** is already at 84% as this is a seasonal account which spends the majority of the funds in the summer months.
- **ZBA** is only at 1% as this line item includes significant funds for a Village Code revision which has not occurred yet.
- **NYS Retirement** is at 96% noting the Village made this annual payment this month.
- **Transfers out** is only at 37%. The Village will be making the next quarterly transfer to the reserves in February 2023 and the next transfer to the Debt Service fund in May 2023.

# VILLAGE OF FAIRPORT

## GENERAL FUND

### Balance Sheet

	JANUARY 31, 2023	DECEMBER 31, 2022	\$\$ VARIANCE
<b>ASSETS:</b>			
Cash - Flexible Spending	1,919.14	5,043.85	(3,124.71)
Cash - Savings Account	1,223,330.59	1,030,134.14	193,196.45
Investments - NYCLASS	1,033,483.29	1,029,884.79	3,598.50
Cash - Accounts Payable	1.00	1.00	-
Cash - Petty	125.00	125.00	-
Cash - Departmental	177.50	177.50	-
Restricted Cash - Insurance Reserve	30,468.75	30,364.51	104.24
Restricted Cash - Workers Compensation	215,232.85	214,485.05	747.80
Restricted Cash - Asset Forfeiture	14,927.61	14,913.23	14.38
Taxes Receivable - Current	56,803.81	56,803.81	-
Accounts Receivable	2,781.15	3,618.56	(837.41)
Due from other funds	1,011,717.74	1,802,467.74	(790,750.00)
Due from Federal & State	-	-	-
Due from other governments	-	-	-
Prepaid Expense	121,018.33	121,018.33	-
<b>Total Assets</b>	<b>3,711,986.76</b>	<b>4,309,037.51</b>	<b>(597,050.75)</b>
<b>LIABILITIES:</b>			
Accounts Payable	-	-	-
Accrued Liabilities	-	-	-
Deposits for Flexible Spending	1,919.14	5,043.85	(3,124.71)
Due to other funds	(7.19)	125,759.51	(125,766.70)
Due to NYS Retirement Systems	69,528.09	69,528.09	-
Overpayments and clearing	4,204.50	534.50	3,670.00
<b>Total Liabilities</b>	<b>75,644.54</b>	<b>200,865.95</b>	<b>(125,221.41)</b>
<b>FUND BALANCE:</b>			
Non-Spendable	121,018.33	121,018.33	-
Assigned for Encumbrances	41,029.98	31,300.48	9,729.50
Appropriated for 2022-2023 Budget	74,846.00	74,846.00	-
Restricted:			
Insurance	30,468.75	30,364.51	104.24
Workers Compensation	215,232.85	214,485.05	747.80
Asset Forfeiture	14,927.61	14,913.23	14.38
Unassigned	3,138,818.70	3,621,243.96	(482,425.26)
<b>Total Fund Balance</b>	<b>3,636,342.22</b>	<b>4,108,171.56</b>	<b>(471,829.34)</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>3,711,986.76</b>	<b>4,309,037.51</b>	<b>(597,050.75)</b>

# VILLAGE OF FAIRPORT

## General Fund

### TOTAL REVENUES & EXPENDITURES

	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	YEAR TO DATE	BUDGET VARIANCE OVER (UNDER)	% OF BUDGET RECORDED
REVENUES:							
Real Property Taxes	-	3,051,635.00	-	3,051,635.00	3,059,715.95	8,080.95	100.26%
Special Assessments	-	-	-	-	-	-	#DIV/0!
PILOTS	-	226,328.00	-	226,328.00	141,110.44	(85,217.56)	62.35%
Interest & Penalties	-	7,500.00	-	7,500.00	7,990.58	490.58	106.54%
Sales Tax	-	2,009,157.00	-	2,009,157.00	674,335.42	(1,334,821.58)	33.56%
Utilities Gross Receipts	3,474.03	15,000.00	-	15,000.00	16,695.02	1,695.02	111.30%
Franchise Fees	-	57,600.00	-	57,600.00	30,353.53	(27,246.47)	52.70%
Departmental - General Gov	82.00	2,750.00	-	2,750.00	1,521.00	(1,229.00)	55.31%
Departmental - Public Safety	203.25	3,000.00	-	3,000.00	2,220.00	(780.00)	74.00%
Departmental - Transportation	-	1,500.00	-	1,500.00	2,305.33	805.33	153.69%
Departmental - Culture & Rec	-	52,500.00	-	52,500.00	44,592.36	(7,907.64)	84.94%
Departmental - Home & Comm	-	68,840.00	-	68,840.00	33,940.32	(34,899.68)	49.30%
Fire Protection	-	729,804.00	-	729,804.00	-	(729,804.00)	0.00%
Intergovernmental Charges	-	4,000.00	-	4,000.00	-	(4,000.00)	0.00%
Interest & Earnings	4,464.92	500.00	-	500.00	21,903.55	21,403.55	4380.71%
Rental of Real Property	8,577.36	208,620.00	-	208,620.00	122,154.42	(86,465.58)	58.55%
Licenses & Permits	1,913.90	25,600.00	-	25,600.00	21,539.60	(4,060.40)	84.14%
Fines & Forfeitures	-	10,000.00	-	10,000.00	7,418.25	(2,581.75)	74.18%
Sale of Property & Insurance Recoveries	7,043.08	-	-	-	(7,799.54)	(7,799.54)	#DIV/0!
Misc	90.00	500.00	-	500.00	10,298.56	9,798.56	2059.71%
Interfund Revenues	-	113,930.00	-	113,930.00	-	(113,930.00)	0.00%
AIM	-	140,035.00	-	140,035.00	140,035.00	-	100.00%
Mortgage Tax	-	75,000.00	-	75,000.00	89,905.41	14,905.41	119.87%
State Aid - Public Safety	608.46	3,100.00	-	3,100.00	2,867.72	(232.28)	92.51%
Federal Aid - Health	-	-	-	-	272,050.46	272,050.46	
Transfer - In	-	150,995.00	-	150,995.00	-	(150,995.00)	0.00%
Appropriated Fund Balance	-	74,846.00	-	74,846.00	-		
<b>Total Revenues</b>	<b>26,457.00</b>	<b>7,032,740.00</b>	<b>-</b>	<b>7,032,740.00</b>	<b>4,697,929.02</b>	<b>(2,259,964.98)</b>	<b>67%</b>

# VILLAGE OF FAIRPORT

## GENERAL FUND

### Total Expenditures

	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	YEAR TO DATE	ENCUM	BUDGET AVAILABLE	% OF BUDGET SPENT
BOARD OF TRUSTEES	4,228.00	60,852.00	151.48	61,003.48	40,916.90	151.48	19,935.10	67%
VILLAGE JUSTICE	3,648.68	39,992.00	-	39,992.00	34,794.25	-	5,197.75	87%
MAYOR	1,272.46	19,042.00	-	19,042.00	10,361.46	-	8,680.54	54%
MANAGER	11,024.03	145,736.00	-	145,736.00	88,462.33	-	57,273.67	61%
TREASURER	13,518.45	199,589.00	-	199,589.00	118,606.27	-	80,982.73	59%
RECORD ARCHIVE	-	550.00	-	550.00	132.00	-	418.00	24%
VILLAGE ATTORNEY	2,318.75	29,000.00	-	29,000.00	15,082.69	-	13,917.31	52%
PERSONNEL	521.12	9,700.00	-	9,700.00	2,153.94	-	7,546.06	22%
VILLAGE HALL	424.95	18,312.00	-	18,312.00	12,518.01	-	5,793.99	68%
CENTRAL GARAGE	6,199.68	166,190.00	-	166,190.00	89,326.99	-	76,863.01	54%
DPW FACILITY	3,312.07	22,440.00	-	22,440.00	11,699.96	-	10,740.04	52%
INFORMATION TECHNOLOGY	8,011.16	182,035.00	-	182,035.00	134,485.46	-	47,549.54	74%
UNALLOCATED INSURANCE	-	80,000.00	-	80,000.00	79,577.76	-	422.24	99%
MUNICIPAL ASSN DUES	-	4,000.00	-	4,000.00	3,545.00	-	455.00	89%
TAXES & ASSESS	3,283.17	3,600.00	-	3,600.00	3,283.17	-	316.83	91%
CONTINGENT ACCOUNT	-	25,000.00	-	25,000.00	2,500.00	-	22,500.00	10%
POLICE	83,174.47	1,310,740.00	1,683.50	1,312,423.50	777,208.86	-	535,214.64	59%
ASSET FORFEITURE	-	-	-	-	5,202.00	9,729.50	(14,931.50)	
FIRE	14,952.82	219,673.00	-	219,673.00	162,140.48	-	57,532.52	74%
FIRE FACILITY TRAINING	-	15,000.00	-	15,000.00	-	-	15,000.00	0%
SAFETY INSPECTION	6,597.40	91,383.00	-	91,383.00	55,976.64	-	35,406.36	61%
DPW ADMINISTRATION	60,298.48	955,596.00	6,598.50	962,194.50	564,057.64	-	398,136.86	59%
STREETS MAINT. & CLEAN.	-	106,700.00	-	106,700.00	65,256.18	3,000.00	38,443.82	64%
SNOW REMOVAL	3,609.76	93,200.00	-	93,200.00	6,378.10	-	86,821.90	7%
STREET LIGHTING	9,735.77	190,000.00	-	190,000.00	102,666.14	-	87,333.86	54%
SIDEWALKS	-	-	-	-	-	-	-	
OFF STREET PARKING	1,958.25	3,600.00	-	3,600.00	6,437.64	-	(2,837.64)	179%



PUBLICITY	-	14,450.00	-	14,450.00	8,604.88	-	5,845.12	60%
PARKS	-	14,550.00	10,500.00	25,050.00	12,203.61	-	12,846.39	49%
POTTER	559.76	-	-	-	5,543.24	-	(5,543.24)	
DOCK FACILITIES	19.42	26,855.00	-	26,855.00	22,434.74	-	4,420.26	84%
MUSEUM	-	500.00	-	500.00	-	-	500.00	0%
CELEBRATIONS	-	2,568.00	-	2,568.00	1,890.53	-	677.47	74%
ZBA	-	125,100.00	-	125,100.00	1,753.63	-	123,346.37	1%
PLANNING BOARD	7,245.22	117,783.00	-	117,783.00	72,866.02	-	44,916.98	62%
HPC	55.60	5,050.00	-	5,050.00	1,375.95	-	3,674.05	27%
SANITARY SEWER	2,037.43	29,975.00	-	29,975.00	19,392.72	-	10,582.28	65%
REFUSE COLLECTION	6,702.71	160,817.00	-	160,817.00	103,639.13	-	57,177.87	64%
STREET CLEANING	-	2,200.00	-	2,200.00	847.19	-	1,352.81	39%
COMM. BEAUTIFICATION	-	15,400.00	12,800.00	28,200.00	1,584.11	12,800.00	13,815.89	51%
STORM SEWER DRAINAGE	4,547.10	25,250.00	-	25,250.00	12,300.09	-	12,949.91	49%
SHADE TREES	-	76,200.00	21,535.82	97,735.82	14,777.21	15,349.00	67,609.61	31%
OTHER HOME & COMM SERV	-	15,955.00	-	15,955.00	12,436.53	-	3,518.47	78%
NYS RETIREMENT	-	454,400.00	-	454,400.00	435,236.00	-	19,164.00	96%
EMPLOYEE BENEFITS	74,789.38	988,768.00	-	988,768.00	528,676.45	-	460,091.55	53%
TRANSFER-OUT	164,240.25	964,989.00	-	964,989.00	356,916.76	-	608,072.24	37%
<b>Total Expenditures</b>	<u>498,286.34</u>	<u>7,032,740.00</u>	<u>53,269.30</u>	<u>7,086,009.30</u>	<u>4,005,248.66</u>	<u>41,029.98</u>	<u>3,039,730.66</u>	<b>57%</b>

# VILLAGE OF FAIRPORT

## GENERAL FUND

### Change in Fund Balance

	1/1/2023 - 1/31/2023 MONTH - TO - DATE	6/1/2022 - 1/31/2023 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 4,108,171.56	\$ 2,943,661.86
REVENUES	26,457.00	4,697,929.02
EXPENDITURES	(498,286.34)	(4,005,248.66)
FUND BALANCE - ending	\$ 3,636,342.22	\$ 3,636,342.22

# CAPITAL PROJECTS FUND ANALYSIS

## JANUARY 2023

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### BALANCE SHEET

The Capital Projects Fund ended the month with a fund balance of **\$113,578.95**. This is equal to cash in the bank from a reimbursement under the NYS Touring Routes Programs. It relates to reimbursement of costs from the 2021-2022 fiscal year.

### CURRENT MONTH ACTIVITY

During the month of January, the Village incurred total capital costs of \$158,825.17 related to the following projects:

- \$2,213.63 for the Streetscape Project planning costs, financed through the General Capital Reserve
- \$18,248.61 for the Liftbridge Lane E project, financed through the General Capital Reserve.
- \$66,608.81 for a John Deere Compact Tractor, financed through the General Capital Reserve.
- \$500.00 paid for grant administration, financed through the General Capital Reserve.
- \$395.32 paid for the Clerk's Office upgrade, financed through the General Capital Reserve.
- \$23,550.00 paid for the Public Restroom project, financed through state grants.
- \$47,308.80 paid for Turnout Gear, financed through the Fire Equipment Reserve.

### YEAR TO DATE ACTIVITY

Through January 31, 2023, the Village has incurred total capital costs of \$1,380,261.34 related to the following projects:

- \$51,127.29 paid for Village Hall projects, including the front door refurbishment, Clerk's Office upgrades, and a Fire Alarm System upgrade, financed through the General Capital Reserve.
- \$392,475.72 paid for the Public Restroom project, financed through state grants.
- \$40,645.76 paid for a new Police Vehicle and accessories, financed through the General Capital Reserve.
- \$169,559.80 paid for Fire Equipment, financed with the Fire Equipment Capital Reserve and the Fire Rolling Stock Reserve.
- \$130,589.65 for DPW Equipment, financed through NYS IEEP and the General Capital Reserve.
- \$39,558.00 paid for the Wayfinding project, financed through the General Capital Reserve.
- \$18,148.00 paid for refuse containers, financed through the General Capital Reserve.
- \$329,673.64 paid for Street projects, financed through CHIPS funding and the General Capital Reserve.
- \$40,195.73 for the Liftbridge Ln E improvement project, financed through the General Capital Reserve.
- \$92,962.50 for Sidewalk Improvements, financed through the General Capital Reserve.
- \$2,000.00 for grant administration, financed through the General Capital Reserve.
- \$65,770.00 paid for Storm Sewer Drainage projects, financed through the General Capital Reserve and CDBG (Community Development Block Grant).
- \$5,341.62 paid for the Greenvale Cemetery Fence, financed through the General Capital Reserve.

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### BALANCE SHEET

	JANUARY 31, 2023	DECEMBER 31, 2022	\$ \$ VARIANCE
ASSETS			
CHASE BANK	\$ 113,578.95	\$ 458,759.11	\$ (345,180.16)
ACCOUNTS RECEIVABLE	-	-	-
STATE & FEDERAL AID RECEIVABLE	1,011,217.74	1,052,467.74	(41,250.00)
DUE FROM OTHER FUNDS	-	404,819.84	(404,819.84)
<b>Total Assets</b>	<b>\$ 1,124,796.69</b>	<b>\$ 1,916,046.69</b>	<b>\$ (791,250.00)</b>
LIABILITIES:			
ACCOUNTS PAYABLE	\$ -	-	-
BAN PAYABLE	-	-	-
DUE TO OTHER FUNDS	1,011,217.74	\$ 1,802,467.74	\$ (791,250.00)
<b>Total Liabilities</b>	<b>1,011,217.74</b>	<b>1,802,467.74</b>	<b>(791,250.00)</b>
FUND BALANCE:			
Unassigned	113,578.95	113,578.95	0.00
<b>Total Fund Balance</b>	<b>113,578.95</b>	<b>113,578.95</b>	<b>0.00</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 1,124,796.69</b>	<b>\$ 1,916,046.69</b>	<b>\$ (791,250.00)</b>

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### TOTAL REVENUES & EXPENDITURES

	1/1/2023 - 1/31/2023 MONTH - TO - DATE	6/1/2022 - 1/31/2023 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST	\$ -	\$ -
STATE AID - OTHER	23,550.00	373,127.12
STATE AID - CHIPS	-	424,277.57
STATE AID - IEEP	-	27,392.00
FEDERAL AID - CDBG	-	64,800.00
TRANSFER IN	135,275.17	593,520.06
	<hr/>	<hr/>
<b>Total Revenues</b>	<b>\$ 158,825.17</b>	<b>\$ 1,483,116.75</b>
	<hr/>	<hr/>
<b>EXPENDITURES:</b>		
VILLAGE HALL EQUIPMENT	\$ 395.32	\$ 51,127.29
PUBLIC RESTROOMS	23,550.00	392,475.72
POLICE EQUIPMENT	-	40,645.76
FIRE EQUIPMENT	-	122,251.00
FIRE IT INTEGRATION	-	-
FIRE ROOF REPAIRS AND IMPROVEMENTS	-	-
FIRE STATION REPAIRS	-	-
FIRE TURNOUT GEAR	47,308.80	47,308.80
DPW EQUIPMENT	66,608.81	130,589.65
PARKING LOT SIGNAGE	-	39,558.00
REFUSE CONTAINERS	-	18,148.00
STREETS MAINT. & CLEAN.EQUIPMENT	-	329,673.64
LIFTBRIDGE LANE E	18,248.61	40,195.73
STREETSCAPE	2,213.63	2,213.63
SIDEWALKS	-	92,962.50
PARKS	500.00	2,000.00
SANITARY SEWER EQUIPMENT	-	-
STORM SEWER DRAINAGE EQUIPMENT	-	65,770.00
CEMETERY FENCE	-	5,341.62
TRANSFER TO GENERAL FUND	-	-
TRANSFER TO DEBT SERVICE	-	-
	<hr/>	<hr/>
<b>Total Expenditures</b>	<b>\$ 158,825.17</b>	<b>\$ 1,380,261.34</b>
	<hr/>	<hr/>

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### CHANGE IN FUND BALANCE

	1/1/2023 - 1/31/2023 MONTH - TO - DATE	6/1/2022 - 1/31/2023 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 113,578.95	\$ 10,723.54
REVENUES	158,825.17	1,483,116.75
EXPENDITURES	<u>(158,825.17)</u>	<u>(1,380,261.34)</u>
FUND BALANCE - ending	<u>\$ 113,578.95</u>	<u>\$ 113,578.95</u>

# **CAPITAL RESERVES FUND ANALYSIS**

## **JANUARY 2023**

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### **BALANCE SHEET**

The Capital Reserves Fund ended the month with a fund balance of **\$3,220,821.53**. The balance is equal to the cash in the bank allocated to the three reserves as follows: (1) \$2,037,257.62 in General Capital, (2) \$1,028,639.56 in Fire Rolling Stock, and (3) \$141,924.35 in Fire Equipment, plus \$13,000 in accounts receivable related to an unpaid bill for the sale of the EV Shuttle.

### **CURRENT MONTH ACTIVITY**

During the month of January 2023, the Village utilized \$135,275.17 in capital reserve money to fund the following:

- \$2,213.63 for the Streetscape Project planning costs, financed through the General Capital Reserve
- \$18,248.61 for the Liftbridge Lane E project, financed through the General Capital Reserve.
- \$66,608.81 for a John Deere Compact Tractor, financed through the General Capital Reserve.
- \$500 paid for grant administration, financed through the General Capital Reserve.
- \$395.32 paid for the Clerk's Office upgrade, financed through the General Capital Reserve.
- \$47,308.80 paid for Turnout Gear, financed through the Fire Equipment Reserve.

During the month of January 2023, the Village earned and recorded \$11,223.19 in revenues in the form of interest earnings allocated to each capital reserve.

Additionally, during the month of January 2023, the Village accrued \$13,000.00 related to the sale of the EV Shuttle to the School District. These proceeds will be reinvested in the General Capital Reserve when received.

Finally, during the month of January 2023, the Village made the Board approved quarterly transfers of \$83,486.00, \$62,984.25, and \$17,500.00 to the General Capital Reserve, the Fire Rolling Stock Reserve, and the Fire Equipment Reserve, respectively.

### **YEAR TO DATE ACTIVITY**

Through January 31, 2023, the Village has utilized \$593,620.06 in capital reserve money to fund ongoing projects.

Additionally, through January 31, 2023, \$413,058.27 has been reinvested in the Capital Reserve Funds through interest earned, auction proceeds, and annual transfers from the General Fund.

A YTD reconciliation of each reserve fund along with the Capital Projects can be found on pages 17-19.

# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### BALANCE SHEET

	JANUARY 31, 2023	DECEMBER 31, 2022	\$ \$ VARIANCE
ASSETS:			
CASH RESERVE - Capital	\$ 2,037,257.62	\$ 2,208,372.15	\$ (171,114.53)
CASH RESERVE - Fire Rolling Stock	1,028,639.56	1,016,008.92	12,630.64
CASH RESERVE - Fire Equipment	141,924.35	222,565.33	(80,640.98)
ACCOUNTS RECEIVABLE - Capital	13,000.00	-	-
DUE FROM OTHER FUNDS - Capital	-	-	-
<b>Total Assets</b>	<b>\$ 3,220,821.53</b>	<b>\$ 3,446,946.40</b>	<b>\$ (226,124.87)</b>
LIABILITIES:			
DUE TO OTHER FUNDS - Capital	\$ -	\$ 173,785.14	\$ (173,785.14)
DUE TO OTHER FUNDS - Fire Rolling Stock	-	53,890.00	(53,890.00)
DUE TO OTHER FUNDS - Fire Equipment	-	51,378.00	(51,378.00)
<b>Total Liabilities</b>	<b>-</b>	<b>279,053.14</b>	<b>(279,053.14)</b>
FUND BALANCE:			
RESTRICTED			
Capital Plan	2,050,257.62	2,034,587.01	15,670.61
Fire Rolling Stock	1,028,639.56	962,118.92	66,520.64
Fire Equipment	141,924.35	171,187.33	(29,262.98)
<b>Total Fund Balance</b>	<b>3,220,821.53</b>	<b>3,167,893.26</b>	<b>52,928.27</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 3,220,821.53</b>	<b>\$ 3,446,946.40</b>	<b>\$ (226,124.87)</b>



# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### TOTAL REVENUES & EXPENDITURES

	1/1/2023 - 1/31/2023 MONTH - TO - DATE	6/1/2022 - 1/31/2023 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST - General Capital	\$ 7,150.98	\$ 35,371.29
INTEREST - Fire Rolling Stock	3,536.39	17,061.79
INTEREST - Fire Equipment	545.82	3,540.36
SALE OF PROPERTY - General Capital	13,000.00	28,936.00
SALE OF PROPERTY - Fire Rolling Stock	-	-
SALE OF PROPERTY - Fire Equipment	-	-
GIFTS & DONATIONS - General Capital	-	208.33
TRANSFER IN - General Capital	83,486.00	166,972.00
TRANSFER IN - Fire Rolling Stock	62,984.25	125,968.50
TRANSFER IN- Fire Equipment	17,500.00	35,000.00
<b>Total Revenues</b>	<b>\$ 188,203.44</b>	<b>\$ 413,058.27</b>
<b>EXPENDITURES:</b>		
TRANSFER OUT - General Capital	87,966.37	423,960.26
TRANSFER OUT - Fire Rolling Stock	-	57,737.00
TRANSFER OUT - Fire Equipment	47,308.80	111,822.80
<b>Total Expenditures</b>	<b>\$ 135,275.17</b>	<b>\$ 593,520.06</b>

# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### CHANGE IN FUND BALANCE

	1/1/2023 - 1/31/2023 MONTH - TO - DATE	6/1/2022 - 1/31/2023 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 3,167,893.26	\$ 3,401,283.32
REVENUES	188,203.44	413,058.27
EXPENDITURES	(135,275.17)	(593,520.06)
FUND BALANCE - ending	<u>\$ 3,220,821.53</u>	<u>\$ 3,220,821.53</u>

**VILLAGE OF FAIRPORT**  
**THE CURRENT STATE OF THE CAPITAL FUND**  
For the Period 6/1/2022 - 5/31/2023

	CAPITAL RESERVE	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	TOTAL CAPITAL
	BALANCE	Police	DPW Infrastructure	DPW Buildings & Grounds	DPW Vehicles	Village Hall	FUND
<b>BALANCE ON JUNE 01, 2022</b>	\$ 2,242,730.26	\$ -	\$ -	\$ -	\$ -	\$ 10,723.54	\$ 10,723.54
<b>GRANT/OTHER FUNDING SOURCES/BOND</b>							
CHIPs			424,277.57				424,277.57
Street Resurfacing/Side Walk/Equipment			(310,698.62)				(310,698.62)
OTHER STATE AID						373,127.12	373,127.12
Public Restroom						(383,850.66)	(383,850.66)
CDBG				64,800.00			64,800.00
YEAR #45				(22,320.00)			(22,320.00)
YEAR #46				(42,480.00)			(42,480.00)
OTHER FUNDING SOURCES							
Greenvale Cemetery Fund							-
Fairport Municipal Commission							-
Sewer Fund							-
<b>CAPITAL RESERVE TRANSACTIONS</b>							
Fund Capital Reserve from Unrestricted	166,972.00						
Transfer to H Fund from Cap Reserve	(423,960.26)	(54,181.54)	(155,316.88)	(133,245.27)	(35,000.00)	(46,216.57)	(423,960.26)
VILLAGE HALL EQUIPMENT		13,535.78				37,591.51	51,127.29
PUBLIC RESTROOMS						8,625.06	8,625.06
POLICE EQUIPMENT		40,645.76					40,645.76
DPW EQUIPMENT				68,197.65	35,000.00		103,197.65
PARKING LOT SIGNAGE				39,558.00			39,558.00
REFUSE CONTAINERS				18,148.00			18,148.00
STREETS MAINT. & CLEAN.EQUIPMENT			18,975.02				18,975.02
LIFTBRIDGE LANE E			40,195.73				40,195.73
STREETSCAPE			2,213.63				2,213.63
SIDEWALKS			92,962.50				92,962.50
PARKS				2,000.00			2,000.00
SANITARY SEWER EQUIPMENT							-
STORM SEWER DRAINAGE EQUIPMENT			970.00				970.00
CEMETERY FENCE				5,341.62			5,341.62
<b>Additional Funding</b>							
Sale of Assets	28,936.00						-
Dock Damage Proceeds from Colonial Belle	208.33						-
Interest	35,371.29						-
<b>CURRENT BALANCES</b>	<b>\$ 2,050,257.62</b>	<b>\$ -</b>	<b>\$ 113,578.95</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0.00)</b>	<b>\$ 113,578.95</b>

**VILLAGE OF FAIRPORT**  
**THE CURRENT STATE OF THE CAPITAL FUND**  
For the Period 6/1/2022 - 5/31/2023

	Fire Equipment RESERVE	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	TOTAL CAPITAL FUND
	BALANCE	IT Integration	Roof Improvements	Station Repairs	EQUIPMENT	Turnout Gear	
BALANCE ON JUNE 01, 2022	\$ 215,206.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT/OTHER FUNDING SOURCES/BOND							-
CAPITAL RESERVE TRANSACTIONS							
Fund Capital Reserve from Unrestricted	35,000.00						
Transfer to H Fund from Cap Reserve	(111,822.80)	-	-	(13,136.00)	(51,378.00)	(47,308.80)	(111,822.80)
FIRE IT INTEGRATION & NETWORKING							-
FIRE ROOF IMPROVEMENTS							-
STATION REPAIRS				13,136.00			13,136.00
EQUIPMENT					51,378.00		51,378.00
TURNOUT GEAR						47,308.80	47,308.80
Additional Funding							
Sale of Assets							-
Interest	3,540.36						-
Additional Appropriation	-						-
CURRENT BALANCES	\$ 141,924.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<p align="center"><b>VILLAGE OF FAIRPORT</b>  <b>THE CURRENT STATE OF THE CAPITAL FUND</b>          For the Period 6/1/2022 - 5/31/2023</p>									
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	FIRE ROLLING STOCK RESERVE	CAPITAL FUND	CAPITAL FUND	CAPITAL FUND	CAPITAL FUND	CAPITAL FUND	TOTAL
	BALANCE	PROJECT	PROJECT	PROJECT	PROJECT	PROJECT	CAPITAL FUND
BALANCE ON JUNE 01, 2022	\$ 943,346.27	Fire Truck					\$ -
GRANT TRANSACTIONS							-
							-
							-
							-
							-
							-
CAPITAL RESERVE TRANSACTIONS							
Fund Capital Reserve from Unrestricted	125,968.50						
Transfer to H Fund from Cap Reserve	(57,737.00)	(57,737.00)					(57,737.00)
FIRE EQUIPMENT		57,737.00					57,737.00
Additional Funding							
Sale of Assets							
Interest	17,061.79						-
Additional Appropriation							-
							-
CURRENT BALANCES	\$ 1,028,639.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# SEWER FUND ANALYSIS

## JANUARY 2023

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### BALANCE SHEET

The Sewer Fund ended the month with a fund balance of \$819,931.68. The fund balance is equal to cash in the bank of \$817,131.68 plus unpaid sewer rents of \$2,800.00.

### REVENUES

Through January 31, 2023, 74% of budgeted revenues have been earned and recorded.

There was no revenue earned in the month of January 2023.

### EXPENDITURES

Through January 31, 2023, 45% of the budget has been spent or encumbered mainly due to the Sanitary Sewer Televising Contract with Kenyon Pipeline.

During the month of January 2023 there was a small expense of \$1,160 paid for the annual pump station monitoring services.

# VILLAGE OF FAIRPORT

## SEWER FUND

### BALANCE SHEET

	JANUARY 31, 2023	DECEMBER 31, 2022	\$\$ VARIANCE
ASSETS:			
CASH	817,131.68	818,291.68	(1,160.00)
TAXES REXCEIVABLE	2,800.00	2,800.00	-
DUE FROM OTHER FUNDS	-	-	-
DUE FROM STATE & FED	-	-	-
DUE FROM PERINTON	-	-	-
<b>Total Assets</b>	<b>819,931.68</b>	<b>821,091.68</b>	<b>(1,160.00)</b>
LIABILITIES:			
DUE TO OTHER FUNDS	-	-	-
ACCOUNTS PAYABLE	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
FUND BALANCE:			
ASSIGNED	819,931.68	821,091.68	(1,160.00)
<b>Total Fund Balance</b>	<b>819,931.68</b>	<b>821,091.68</b>	<b>(1,160.00)</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>819,931.68</b>	<b>821,091.68</b>	<b>(1,160.00)</b>

# VILLAGE OF FAIRPORT

## SEWER FUND

### TOTAL REVENUES & EXPENDITURES

	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	ENCUM	YEAR TO DATE	BUDGET VARIANCE OVER (UNDER)	% OF BUDGET COLLECTED
REVENUES:								
SEWER RENT	-	378,875.00	-	378,875.00	-	375,025.00	(3,850.00)	98.98%
INTEREST	-	-	-	-	-	-	-	
INTERGOVERNMENTAL	-	34,205.00	-	34,205.00	-	-	(34,205.00)	0.00%
FEDERAL AID - CDBG	-	-	-	-	-	-	-	
TRANSFER IN	-	-	-	-	-	-	-	
APPROPRIATED FB	-	91,387.00	-	91,387.00	-	-	(91,387.00)	
<b>Total Revenues</b>	-	504,467.00	-	504,467.00	-	375,025.00	(129,442.00)	74%
EXPENDITURES:								
EQUIPMENT	-	9,500.00	-	9,500.00	9,899.79	-	(399.79)	104%
CONTRACTUAL	1,160.00	138,672.00	150,587.19	289,259.19	177,030.40	108,207.60	4,021.19	99%
MAINTENANCE	-	5,300.00	-	5,300.00	-	-	5,300.00	0%
TRANSFER OUT	-	350,995.00	-	350,995.00	-	-	350,995.00	0%
<b>Total Expenditures</b>	1,160.00	504,467.00	150,587.19	655,054.19	186,930.19	108,207.60	359,916.40	45%



# VILLAGE OF FAIRPORT

## SEWER FUND

### CHANGE IN FUND BALANCE

	1/1/2023 - 1/31/2023 MONTH - TO - DATE	6/1/2022 - 1/31/2023 YEAR - TO - DATE
FUND BALANCE - beginning	821,091.68	553,114.28
REVENUES	-	375,025.00
EXPENDITURES	(1,160.00)	(108,207.60)
FUND BALANCE - ending	819,931.68	819,931.68

## DEBT SERVICE FUND ANALYSIS

### JANUARY 2023

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#### BALANCE SHEET

The Debt Service Fund ended the month with a fund balance of \$0.

#### CURRENT MONTH ACTIVITY

There was no activity during the month of January 2023. The Village doesn't anticipate any activity until May 15, 2023, when the next payment is due.

#### YEAR TO DATE ACTIVITY

Through January 31, 2023, the Village has made its first semi-annual debt service payment totaling \$57,056.26 related to the following debt issuances:

	VILLAGE	
	Principal	Interest
\$4,100,000 Pubic Improvement Bonds - Fire Stations & Water	36,000.00	450.00
\$1,055,000 Public Improvement Bonds - DPW	-	5,550.00
\$802,000 Public Improvement Bonds - Fire Equipment	-	8,053.13
\$688,000 Public Improvement Bonds - Fire Truck	-	3,975.00
\$565,000 Public Improvement Bonds - Waterfront Enhancements	-	3,028.13
Total Debt Service Payment	<u>36,000.00</u>	<u>21,056.26</u>

The Village does not anticipate any other activity in this fund until May 2023 when the second semi-annual debt service payment becomes due.

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### BALANCE SHEET

	JANUARY 31, 2023	DECEMBER 31, 2022	\$\$ VARIANCE
ASSETS:			
CASH	\$ -	\$ -	\$ -
Total Assets	\$ -	\$ -	\$ -
FUND BALANCE:			
RESTRICTED	-	-	-
Total Fund Balance	-	-	-
Total Liabilities & Fund Balance	\$ -	\$ -	\$ -

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### TOTAL REVENUES & EXPENDITURES

	1/1/2023 - 1/31/2023 MONTH - TO - DATE	6/1/2022 - 1/31/2023 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST	\$ -	\$ -
SERIAL BONDS	-	36,450.00
TRANSFER IN	-	20,606.26
Total Revenues	\$ -	\$ 57,056.26
<b>EXPENDITURES:</b>		
PRINCIPAL	-	36,000.00
INTEREST	-	21,056.26
Total Expenditures	\$ -	\$ 57,056.26

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### CHANGE IN FUND BALANCE

	1/1/2023 - 1/31/2023 MONTH - TO - DATE	6/1/2022 - 1/31/2023 YEAR - TO - DATE
FUND BALANCE - beginning	\$ -	\$ -
REVENUES	-	57,056.26
EXPENDITURES	-	(57,056.26)
FUND BALANCE - ending	\$ -	\$ -

# BANK RECONCILIATIONS

## JANUARY 2023

### BANK RECONCILIATIONS

Bank Reconciliations were performed by the Clerk – Treasurer for the month ending January 31, 2023. A summary of the Bank Reconciliations is provided below:

BANK RECONCILIATIONS					
Bank Account	Bank Balance	O/S Checks	DIT	Other	Book Balance by Bank account
5307	-				-
8372	4,063.96	(4,233.06)	170.10		1.00
5420	1,938,854.33		8.00	102,863.48	2,041,725.81
5705	5,058.18	(3,037.12)		(101.92)	1,919.14
0547	12,139.60			(11,839.01)	300.59
5439	113,578.95				113,578.95
5005	14,927.61				14,927.61
2199	103,512.60				103,512.60
NYCLASS	4,511,692.87				4,511,692.87
	<u>6,703,828.10</u>	<u>(7,270.18)</u>	<u>178.10</u>	<u>90,922.55</u>	<u>\$ 6,787,658.57</u>

### RECORDED IN GENERAL LEDGER BY FUND:

GENERAL FUND	2,519,665.73
CAPITAL RESERVES FUND	3,207,821.53
CAPITAL PROJECTS	113,578.95
SEWER	817,131.68
PERMANENT	25,949.99
TRUST & AGENCY	300.59
PERMANENT - MOUNT PLEASANT	103,512.60
DEBT SERVICE	-
Total Funds	<u>\$ 6,787,961.07</u>
DIFFERENCE	302.50
LESS: Petty Cash	(302.50)
DIFFERENCE	<u>-</u>