



VILLAGE OF FAIRPORT, NY

FINANCIAL REPORT

April 2020

Prepared by:
Megan C. Anderson, CPA
Clerk-Treasurer

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Megan C. Anderson, CPA
Clerk-Treasurer



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May 11, 2020

To the Board of Trustees,

I have compiled this Financial Report for the month of April 2020.

This report includes and analysis of the General Fund, Capital Projects Fund, Reserves Fund, Sewer Fund, and Debt Service Fund through April 30, 2020. 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 April Bank Reconciliation.

Sincerely,

A handwritten signature in dark ink that reads "Megan C. Anderson".

Megan C. Anderson, CPA
Clerk-Treasurer

GENERAL FUND ANALYSIS

APRIL 2020

BALANCE SHEET

The General Fund ended the month with a fund balance of **\$3,295,971.57** of which \$2,871,311.94 is unassigned. The majority of fund balance is equal to cash in the bank of \$3,131,926.26. The remainder of the fund balance is related to \$49,985.86 in invoices billed but not yet received in cash, \$39,392.55 owed from the Capital Fund to be repaid upon receipt of BAN proceeds, a prepayment of the Workers Compensation Contract bill of \$156,623.24, offset by an amount owed to NYS Retirements systems.

REVENUES

Through April 30, 2020, 85% of budgeted revenues have been earned and recorded which is comparable to March 31, 2020.

Current Monthly Activity

During the month of April, the Village accrued the Gross Receipts from the Fairport Landing Agreement in the amount of \$29,800.08. Cash proceeds from this transaction are due no later than December 31, 2020. The Village reimbursed FMC and OCED for their portions of the 2019 Workers' Compensation Refund in the amount of \$34,801.36 and \$372.46, respectively.

Year – to - Date Activity

As of April 30, 2020, the Village should expect that between 83% and 92% of revenues have been earned as recorded as 11 of the 12 months of the fiscal year have passed. Significant variations from this expectation are noted below:

- **PILOTS** are at 106% as all PILOTS have been billed for the current fiscal year.
- **Sales Tax** is only at 62% because the Village has only received proceeds for the months of June – December. The Village will receive its Sales Tax check for the months of January – March on May 15, 2020 and April – June on August 15, 2020. Based on discussions with Monroe County, the Village will be receiving \$407,787 on May 15, 2020. This amount exceeds Village Projections.
- **Departmental income- transportation** is only at 13.43% because a significant amount of this budget will not be collected during the year related to OCED.
- **Departmental income – home & community** is already at 138% due to significant planning board fees collected for larger projects.
- **Interest and Earnings** is already at 141% as the NYCLASS funds are performing better than anticipated.
- **Interfund revenues** is at 45% because the Village bills FMC for reimbursement of time on January 1 and May 31 of each year. Therefore, only half of the year has been recorded.
- **Transfers in** is at 0% because the Village transfers reimbursement from the Sewer Fund for personnel costs at the end of each year.

GENERAL FUND ANALYSIS (Continued)

APRIL 2020

EXPENDITURES

Through April 30, 2020, 88% of budgeted appropriations have been spent or encumbered compared to 82% through March 31, 2020.

Current Monthly Activity

During the month of April, the Village incurred and recorded \$432,489.51 in expenditures. Significant expenditures incurred in April were as follows:

- The Village recorded payroll expenses in the amount of \$107,655.88 for pay period ending March 28, 2020, check date April 2, 2020.
- The Village recorded payroll expenses in the amount of \$99,632.20 for pay period ending April 11, 2020, check date April 16, 2020.
- The Village recorded payroll expenses in the amount of \$99,438.83 for pay period ending April 25, 2020, check date April 30, 2020
- The Village paid its monthly Central Garage Bill of \$7,791.61
- The Village paid its monthly IT bill of \$7,928.89
- The Village paid its monthly Waste Management bill of \$8,620.04
- The Village purchased budgeted protective gear for the Fire Department in the amount of \$11,966.40.

Year – to - Date Activity

As of April 30, 2020, the Village should expect that between 83% and 92% of expenditures have been incurred and recorded as 11 of the 12 months of the fiscal year have passed. Significant variations from this expectation are noted below:

- Information technology expenditures are already at 104% spent. The IT department is anticipated to come in slightly over budget. The Clerk-Treasurer has requested a budget transfer at the 5-11-2020 VB Meeting from Central Communications to cover this slight overage.
- Snow Removal expenditures is only at 58% spent. Overtime personnel costs have come in under budget and the Village is still waiting to be billed for Salt usage for the period January 2020 – April 2020. The Village expects to pay that bill in the June check run but will accrue the cost back to the 2019-2020 fiscal year.
- Street Lighting is only at 52% spent. This is due to the fact that the Village has only been billed through January. The February and March bills will be paid in the May check run. The April and May bills will be accrued at year end.
- Publicity is only at 49% spent. This will remain close to 49% spent through the end of the year noting the budgeted personnel costs for the Lift Bridge Shuttle will not occur during this fiscal year.
- Zoning Board and Planning Board costs are at 111% and 153%, respectively. This is reasonable noting the significant projects in progress, however, much of the cost is being billed back to the applicants and recorded in Department Income – Home & Community which is also exceeding budget expectations to date.
- Shade Trees is only at 27%. The contractor was required to stop work due to COVID -19 but should return shortly. The Village will plan to issue a purchase order for the remainder of the 2019-2020 contract before year end.
- Transfers is at 109% noting the Village made a one-time contribution to the General Capital Reserve fund in the amount of \$444,144 in accordance of the adopted 2019-2020 Capital Plan and assessment of unassigned fund balance at June 1, 2019.



GENERAL FUND

Balance Sheet

	APRIL 30, 2020	MAR 31, 2020	\$ \$ VARIANCE
ASSETS:			
Cash - Flexible Spending	7,369.34	7,036.07	333.27
Cash - Savings Account	1,260,447.52	1,719,484.60	(459,037.08)
Investments - NYCLASS	1,595,769.51	1,594,920.05	849.46
Cash - Accounts Payable	1.00	1.00	-
Cash - Petty	125.00	125.00	-
Cash - Departmental	177.50	177.50	-
Restricted Cash - Insurance Reserve	29,886.57	29,870.75	15.82
Restricted Cash - Workers Compensation	211,059.97	210,948.22	111.75
Restricted Cash - Asset Forfeiture	27,089.85	27,088.74	1.11
Taxes Receivable - Current	-	24,286.60	(24,286.60)
Accounts Receivable	49,985.86	28,007.81	21,978.05
Due from other funds	39,392.55	-	39,392.55
Due from Federal & State	-	-	-
Due from other governments	-	-	-
Prepaid Expense	156,623.24	156,623.24	-
Total Assets	3,377,927.91	3,798,569.58	(420,641.67)
LIABILITIES:			
Accounts Payable	26.95	(43.05)	70.00
Accrued Liabilities	-	-	-
Deposits for Flexible Spending	7,329.34	6,996.07	333.27
Due to other funds	-	-	-
Due to NYS Retirement Systems	68,496.55	68,496.55	-
Overpayments and clearing	6,103.50	6,103.50	-
Total Liabilities	81,956.34	81,553.07	403.27
FUND BALANCE:			
Non-Spendable	156,623.24	156,623.24	-
Assigned for Encumbrances			
Restricted:			
Insurance	29,886.57	29,870.75	15.82
Workers Compensation	211,059.97	210,948.22	111.75
Asset Forfeiture	27,089.85	27,088.74	1.11
Unassigned	2,871,311.94	3,292,485.56	(421,173.62)
Total Fund Balance	3,295,971.57	3,717,016.51	(421,044.94)
Total Liabilities & Fund Balance	3,377,927.91	3,798,569.58	(420,641.67)



GENERAL FUND
TOTAL REVENUES

	MONTH - TO - DATE	ORIG. BUDGET	BUDGET ADJ	ADJUSTED BUDGET	YEAR - TO - DATE	BUDGET VARIANCE OVER (UNDER)	% OF BUDGET RECORDED
Real Property Taxes	-	2,921,050.00	-	2,921,050.00	2,919,645.74	(1,404.26)	99.95%
Special Assessments	-	3,893.00	-	3,893.00	3,893.02	0.02	100.00%
PILOTS	-	98,571.00	-	98,571.00	104,864.93	6,293.93	106.39%
Interest & Penalties	2,101.33	7,500.00	-	7,500.00	15,765.95	8,265.95	210.21%
Sales Tax	-	1,780,035.00	(140,035.00)	1,640,000.00	1,024,476.03	(615,523.97)	62.47%
Utilities Gross Receipts	5,446.48	25,000.00	-	25,000.00	27,733.06	2,733.06	110.93%
Franchise Fees	-	70,000.00	-	70,000.00	66,809.96	(3,190.04)	95.44%
Departmental Income - General Gov	200.00	5,250.00	-	5,250.00	3,285.50	(1,964.50)	62.58%
Departmental Income - Public Safety	-	4,100.00	-	4,100.00	2,825.75	(1,274.25)	68.92%
Departmental Income - Transportation	-	18,700.00	-	18,700.00	2,511.85	(16,188.15)	13.43%
Departmental Income - Culture & Rec	(1,055.00)	51,095.00	-	51,095.00	40,919.50	(10,175.50)	80.09%
Departmental Income - Home & Comm	454.00	55,860.00	-	55,860.00	77,612.35	21,752.35	138.94%
Fire Protection	-	892,859.00	(64,403.00)	828,456.00	810,850.00	(17,606.00)	97.87%
Intergovernmental Charges - Home & Comm	-	3,915.00	-	3,915.00	4,414.71	499.71	112.76%
Interest & Earnings	978.14	25,000.00	-	25,000.00	35,219.61	10,219.61	140.88%
Rental of Real Property	38,523.44	151,715.00	-	151,715.00	180,379.05	28,664.05	118.89%
Licenses & Permits	40.00	44,900.00	-	44,900.00	49,103.40	4,203.40	109.36%
Fines & Forfeitures	-	31,500.00	-	31,500.00	22,507.00	(8,993.00)	71.45%
Sale of Property	-	1,000.00	-	1,000.00	4,124.06	3,124.06	412.41%
Misc	(35,243.82)	100,500.00	150,035.00	250,535.00	224,643.16	(25,891.84)	89.67%
Interfund Revenues	-	139,147.00	-	139,147.00	62,846.41	(76,300.59)	45.17%
Mortgage Tax	-	50,000.00	-	50,000.00	69,296.45	19,296.45	138.59%
Stated Aid - Court Facilities	-	-	7,562.00	7,562.00	7,562.00	-	100.00%
State Aid - Public Safety	-	5,022.00	1,500.00	6,522.00	4,305.89	(2,216.11)	66.02%
State Aid - Homeland Security	-	15,000.00	-	15,000.00	-	(15,000.00)	0.00%
Transfer - In	-	153,776.00	-	153,776.00	-	(153,776.00)	0.00%
Appropriated Fund Balance	-	100,000.00	50,000.00	150,000.00	-		
Total Revenues	11,444.57	6,755,388.00	4,659.00	6,760,047.00	5,765,595.38	(844,451.62)	85%



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	7,495.89	85,052.00	(9,000.00)	76,052.00	60,170.40	-	15,881.60	79%
VILLAGE JUSTICE	4,313.70	67,376.00	10,282.00	77,658.00	62,205.90	-	15,452.10	80%
MAYOR	1,859.83	18,922.00	-	18,922.00	17,167.40	-	1,754.60	91%
MANAGER	14,238.00	135,395.00	-	135,395.00	118,389.20	-	17,005.80	87%
TREASURER	27,641.61	251,816.00	(14,653.00)	237,163.00	208,024.16	-	29,138.84	88%
RECORD ARCHIVE	-	1,270.00	-	1,270.00	85.48	-	1,184.52	7%
VILLAGE ATTORNEY	1,400.00	29,000.00	-	29,000.00	19,861.79	-	9,138.21	68%
PERSONNEL	207.65	11,235.00	-	11,235.00	11,153.10	-	81.90	99%
ENGINEER	-	2,500.00	6,900.00	9,400.00	6,900.00	-	2,500.00	73%
VILLAGE HALL	1,635.23	19,735.00	-	19,735.00	9,490.72	-	10,244.28	48%
CENTRAL GARAGE	7,791.61	155,707.00	-	155,707.00	126,639.77	-	29,067.23	81%
DPW FACILITY	2,287.85	23,840.00	-	23,840.00	21,070.56	-	2,769.44	88%
CENTRAL COMMUNICATIONS	607.05	22,900.00	-	22,900.00	10,267.30	-	12,632.70	45%
INFORMATION TECHNOLOGY	7,928.89	107,283.00	-	107,283.00	111,594.47	-	(4,311.47)	104%
UNALLOCATED INSURANCE	-	70,000.00	-	70,000.00	68,583.79	-	1,416.21	98%
MUNICIPAL ASSN DUES	-	3,650.00	-	3,650.00	3,545.00	-	105.00	97%
TAXES & ASSESS	-	3,600.00	-	3,600.00	2,769.67	-	830.33	77%
MISC	-	400.00	-	400.00	119.46	-	280.54	30%
CONTINGENT ACCOUNT	-	40,000.00	(31,450.00)	8,550.00	-	-	8,550.00	0%
POLICE	118,925.07	1,175,836.00	-	1,175,836.00	1,051,776.96	-	124,059.04	89%
ASSET FORFEITURE	-	-	-	-	7,665.00	-	(7,665.00)	0%
FIRE	31,165.17	216,986.00	1,500.00	218,486.00	171,649.38	-	46,836.62	79%
FIRE FACILITY TRAINING	-	15,000.00	-	15,000.00	-	-	15,000.00	0%
CONTROL OF ANIMALS	-	-	-	-	100.00	-	(100.00)	0%
SAFETY INSPECTION	11,115.79	111,038.00	-	111,038.00	103,587.39	-	7,450.61	93%
DPW ADMINISTRATION	90,917.63	877,198.00	-	877,198.00	768,396.93	-	108,801.07	88%
STREETS MAINT. & CLEAN.	3,579.93	98,612.00	-	98,612.00	91,059.23	-	7,552.77	92%
SNOW REMOVAL	-	95,153.00	-	95,153.00	54,918.18	-	40,234.82	58%
STREET LIGHTING	-	193,536.00	-	193,536.00	100,244.69	-	93,291.31	52%

SIDEWALKS	-	-	-	-	49.20	-	(49.20)	#DIV/0!
OFF STREET PARKING	-	3,600.00	-	3,600.00	1,632.41	-	1,967.59	45%
PUBLICITY	-	25,200.00	74,700.00	99,900.00	49,046.43	7,350.00	43,503.57	49%
PROGRAMS FOR AGING	-	3,500.00	(1,750.00)	1,750.00	1,750.00	-	-	100%
ECONOMIC DEVELOPMENT	3,666.66	11,000.00	-	11,000.00	10,999.98	-	0.02	100%
PARKS	-	15,100.00	-	15,100.00	990.26	-	14,109.74	7%
POTTER	554.15	3,000.00	9,850.00	12,850.00	12,384.48	-	465.52	96%
SPECIAL REC DOCK FACILITIES	17.02	22,192.00	-	22,192.00	17,268.91	-	4,923.09	78%
MUSEUM	-	700.00	-	700.00	347.33	-	352.67	50%
CELEBRATIONS	-	3,040.00	-	3,040.00	2,887.48	-	152.52	95%
ZBA	2,716.63	30,804.00	-	30,804.00	34,166.14	-	(3,362.14)	111%
PLANNING BOARD	5,518.50	35,904.00	-	35,904.00	54,872.68	-	(18,968.68)	153%
HPC	3,748.50	18,778.00	-	18,778.00	15,073.34	-	3,704.66	80%
SANITARY SEWER	2,922.33	34,989.00	-	34,989.00	24,233.26	-	10,755.74	69%
REFUSE COLLECTION	9,242.29	134,336.00	-	134,336.00	103,086.54	-	31,249.46	77%
STREET CLEANING	336.90	2,500.00	-	2,500.00	455.44	-	2,044.56	18%
COMM. BEAUTIFICATION	-	2,736.00	-	2,736.00	1,916.72	-	819.28	70%
STORM SEWER DRAINAGE	-	22,100.00	3,249.00	25,349.00	21,200.87	3,249.00	899.13	84%
SHADE TREES	-	68,200.00	-	68,200.00	18,552.64	-	49,647.36	27%
OTHER HOME & COMM SERV	-	7,051.00	-	7,051.00	4,713.75	-	2,337.25	67%
NYS RETIREMENT	-	424,576.00	-	424,576.00	408,806.00	-	15,770.00	96%
EMPLOYEE BENEFITS	70,655.63	1,054,805.00	(4,000.00)	1,050,805.00	932,450.20	169.71	118,185.09	89%
TRANSFER-OUT	-	998,237.00	(35,000.00)	963,237.00	1,054,043.67	-	(90,806.67)	109%
Total Expenditures	432,489.51	6,755,388.00	10,628.00	6,766,016.00	5,978,363.66	10,768.71	776,883.63	88%



GENERAL FUND
CHANGE IN FUND BALANCE

	4/1/2020 - 4/30/2020 MONTH - TO - DATE	6/1/2019 - 4/30/2020 YEAR - TO - DATE
FUND BALANCE	3,717,016.51	3,508,739.85
REVENUES	11,444.57	5,765,595.38
EXPENDITURES	(432,489.51)	(5,978,363.66)
FUND BALANCE - ending	3,295,971.57	3,295,971.57

CAPITAL PROJECTS FUND ANALYSIS

APRIL 2020

BALANCE SHEET

The Capital Projects Fund ended the month with a fund balance of **\$7,775.01**. The entire balance is equal to the cash in the bank that was generated from unspent Bond proceeds. Such unspent proceeds shall be used to make the related debt repayments.

CURRENT MONTH ACTIVITY

During the month of April, the Village incurred total capital costs of **\$317,488.43** as follows:

- \$40,004.19 for a Police Vehicle financed through General Capital Reserve funds.
- \$2,884.19 in costs related to the Fire Truck and Portable Radios project financed through Bond Proceeds.
- \$79,000 in costs related to the Train viewing Platform project financed through \$58,577.17 of local sources from OCED, Rotary, CSX, and Merchants and \$20,411.83 through General Capital Reserve funds.
- \$195,600.05 for the Bicentennial Canal Gateway project financed through \$150,000 of local sources from OCED and \$39,392.55 financed through a loan from the General Fund to be repaid upon receipt of the BAN proceed on May 20, 2020.

During the month of April, the Village earned total capital revenue of **\$236,634.52** as follows:

- \$170,000 in local sources from OCED to finance a portion of the Train Viewing Platform (\$20,000) and Bicentennial Canal Gateway Project (\$150,000).
- \$66,634.52 transferred in from the General Capital Reserve.

YEAR TO DATE ACTIVITY

Through April, the Village has spent **\$1,978,261.90** on Capital Projects as follows:

- \$46,159.73 spent on Record Archiving financed through NYS Grant Money.
- \$855.59 spent on the Public Restroom Project financed through the General Capital Reserve.
- \$5,975.00 for a new HVAC unit in the Police Department financed through the General Capital Reserve.
- \$10,012.96 for the records room update financed through General Capital Reserve.
- \$7,270.00 spent on Mobile Speed Signs financed through the General Capital Reserve.
- \$36,055.41 spent on a new Fire Building Alarm system financed through the Fire Equipment Reserve.
- \$378,782.92 spent on SCBA Bottles financed through Bond Proceeds.
- \$421,147.88 spent on Fire Truck Portable Radios financed through Bond Proceeds.
- \$45,648.03 spent on Fire Department IT Integration financed through the Fire Equipment Reserve.
- \$7,280.78 spent on signage material financed through the General Capital Reserve.
- \$82,960.37 spent on the Train Viewing Platform financed through Local Share Payments (CSX, Merchants, Rotary) as well as General Capital reserves.
- \$125,625.61 spent on Street Maintenance financed with CHIPs reimbursements.
- \$185,853.43 spent on Snow Removal Equipment originally financed through the General Capital Reserve, but now reimbursed through CHIPs.
- \$129,485.03 spent on the Sidewalk Improvement Project financed through the General Capital Reserve.
- \$276,413.51 spent on the Bicentennial Canal Gateway project financed through General Capital Reserve as well as a local share from OCED.
- \$47,174.70 spent on the DeLand Park B Storm Sewer project financed through CDBG.
- \$126,474.25 transfer back to the General Fund as prior year projects financed from the general fund have been submitted through CHIPs reimbursements.



CAPITAL PROJECTS FUND
BALANCE SHEET

	APRIL 30, 2020	MAR 31, 2020	\$\$ VARIANCE
TOTAL ASSETS:			
ASSETS			
CHASE BANK	\$ 7,775.01	\$ 49,236.37	\$ (41,461.36)
ACCOUNTS RECEIVABLE	-	-	-
STATE & FEDERAL AID RECEIVABLE	-	-	-
DUE FROM OTHER FUNDS	-	-	-
Total Assets	\$ 7,775.01	\$ 49,236.37	\$ (41,461.36)
TOTAL LIABILITIES & FUND BALANCE			
LIABILITIES:			
ACCOUNTS PAYABLE	\$ -	-	-
DUE TO OTHER FUNDS	39,392.55	\$ -	\$ 39,392.55
Total Liabilities	39,392.55	-	39,392.55
FUND BALANCE:			
ASSIGNED FOR CAPITAL PROJECTS	(31,617.54)	49,236.37	(80,853.91)
Total Fund Balance	(31,617.54)	49,236.37	(80,853.91)
Total Liabilities & Fund Balance	\$ 7,775.01	\$ 49,236.37	\$ (41,461.36)



CAPITAL PROJECTS FUND

TOTAL REVENUES & EXPENDITURES

	4/1/2020 - 4/30/2020 MONTH - TO - DATE	6/1/2019 - 4/30/2020 YEAR - TO - DATE
REVENUES:		
INTEREST	\$ -	\$ 289.64
OTHER LOCAL GOVERNMENTS	170,000.00	212,500.00
STATE AID - RECORDS MANAGEMENT	-	46,159.73
STATE AID - CHIPS	-	297,409.12
STATE AID - HIGHWAY	-	100,154.00
FEDERAL AID - DOT	-	-
FEDERAL AID - CDBG	-	47,174.70
SERIAL BONDS	-	802,000.00
TRANSFER IN	66,634.52	435,503.46
	<hr/>	<hr/>
Total Revenues	\$ 236,634.52	\$ 1,941,190.65
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EXPENDITURES:		
RECORD ARCHIVE.EQUIPMENT	\$ -	\$ 46,159.73
CARPET REPLACEMENT	-	-
CLOCKTOWER	-	-
PUBLIC RESTROOMS	-	855.59
POLICE EQUIPMENT	40,004.19	40,004.19
POLICE CAPITAL OUTLAY	-	5,975.00
POLICE RECORD ROOM UPGRADE	-	10,012.96
POLICE MOBILE SPEED SIGNS	-	7,270.00
FIRE BUILDING ALARM SYSTEM	-	36,055.41
FIRE SCBA BOTTLES	-	378,782.92
FIRE TRUCK & PORTABLE RADIOS	2,884.19	421,147.88
FIRE IT INTEGRATION & NETWORKING	-	45,648.03
DPW EQUIPMENT	-	7,280.78
TRAINVIEWING STATION	79,000.00	82,960.37
PARKING LOT SIGNAGE	-	-
BOAT RENTAL BUILDING REPAIRS	-	-
STREETS MAINT. & CLEAN.EQUIPMENT	-	125,625.61
STREETSCAPE	-	5,082.50
SNOW REMOVAL EQUIPMENT	-	185,853.43
SIDEWALKS	-	129,485.03
BICENTENNIAL CANAL GATEWAY PROJECT	195,600.05	276,413.51
STORM SEWER DRAINAGE EQUIPMENT	-	47,174.70
TRANSFER TO GENERAL FUND	-	126,474.26
	<hr/>	<hr/>
Total Expenditures	\$ 317,488.43	\$ 1,978,261.90
	<hr/>	<hr/>



CAPITAL PROJECTS FUND
CHANGE IN FUND BALANCE

	4/1/2020 - 4/30/2020 MONTH - TO - DATE	6/1/2019 - 4/30/2020 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 49,236.37	\$ 5,453.71
REVENUES	236,634.52	1,941,190.65
EXPENDITURES	(317,488.43)	(1,978,261.90)
FUND BALANCE - ending	\$ (31,617.54)	\$ (31,617.54)

CAPITAL RESERVES FUND ANALYSIS

APRIL 2020

BALANCE SHEET

The Capital Reserves Fund ended the month with a fund balance of \$1,944,159.51. The balance is equal to the cash in the bank allocated to the three reserves as follows: (1) \$1,305,623.63 in General Capital, (2) \$93,610.07 in Fire Equipment, and (3) \$544,925.81 in Fire Rolling Stock.

CURRENT MONTH ACTIVITY

During the month of April, the Village utilized a total of \$66,634.52 from the reserve funds to finance ongoing projects. \$66,634.52 was transferred from the General Capital Reserve to pay for the (1) Police Vehicle, (2) Bicentennial Canal Gateway Project, and (3) Train Viewing Platform.

During the month of April, interest income in the amount of \$1,050.26 was applied to the reserves, allocated based on account balances.

YEAR TO DATE ACTIVITY

Through April 30, 2020, the Village has utilized \$435,503.46 in capital reserve money to fund ongoing projects. \$353,800.02 relates to the General Capital Reserve and \$81,703.44 relates to the Fire Equipment Reserve.

A YTD reconciliation of each reserve fund can be found on pages 17-19.



CAPITAL RESERVES FUND
BALANCE SHEET

	APRIL 30, 2020	MAR 31, 2020	\$ \$ VARIANCE
TOTAL ASSETS:			
ASSETS			
CASH RESERVE - Capital	\$ 1,305,623.63	\$ 1,371,547.22	\$ (65,923.59)
CASH RESERVE - Fire Rolling Stock	544,925.81	544,636.24	289.57
CASH RESERVE - Fire Equipment	93,610.07	93,560.31	49.76
DUE FROM OTHER FUNDS - Capital	-	-	-
Total Assets	\$ 1,944,159.51	\$ 2,009,743.77	\$ (65,584.26)
TOTAL LIABILITIES & FUND BALANCE			
LIABILITIES:			
DUE TO OTHER FUNDS - Capital	\$ -	\$ -	\$ -
Total Liabilities	-	-	-
FUND BALANCE:			
RESTRICTED			
Capital Plan	1,305,623.63	1,371,547.22	(65,923.59)
Fire Rolling Stock	544,925.81	544,636.24	289.57
Fire Equipment	93,610.07	93,560.31	49.76
Total Fund Balance	1,944,159.51	2,009,743.77	(65,584.26)
Total Liabilities & Fund Balance	\$ 1,944,159.51	\$ 2,009,743.77	\$ (65,584.26)



CAPITAL RESERVES FUND

TOTAL REVENUES & EXPENDITURES

	4/1/2020 - 4/30/2020 MONTH - TO - DATE	6/1/2019 - 4/30/2020 YEAR - TO - DATE
REVENUES:		
INTEREST - General Capital	\$ 710.93	\$ 8,820.57
INTEREST - Fire Rolling Stock	289.57	4,720.70
INTEREST - Fire Equipment	49.76	1,160.06
SALE OF PROPERTY - General Capital	-	13,690.00
SALE OF PROPERTY - Fire Rolling Stock	-	-
SALE OF PROPERTY - Fire Equipment	-	-
TRANSFER IN - General Capital	-	843,143.38
TRANSFER IN - Fire Rolling Stock	-	220,072.50
TRANSFER IN- Fire Equipment	-	15,000.00
Total Revenues	\$ 1,050.26	\$ 1,106,607.21
EXPENDITURES:		
TRANSFER OUT - General Capital	66,634.52	353,800.02
TRANSFER OUT - Fire Rolling Stock	-	-
TRANSFER OUT - Fire Equipment	-	81,703.44
Total Expenditures	\$ 66,634.52	\$ 435,503.46



CAPITAL RESERVES FUND

CHANGE IN FUND BALANCE

	4/1/2020 - 4/30/2020 MONTH - TO - DATE	6/1/2019 - 4/30/2020 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 2,009,743.77	\$ 1,273,055.76
REVENUES	1,050.26	1,106,607.21
EXPENDITURES	(66,634.52)	(435,503.46)
FUND BALANCE - ending	\$ 1,944,159.51	\$ 1,944,159.51

VILLAGE OF FAIRPORT
THE CURRENT STATE OF THE CAPITAL FUND
For the Period 6/1/2019 - 5/31/2020

	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
BALANCE ON JUNE 01, 2019	\$ 793,769.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT/OTHER FUNDING SOURCES/BOND							
CHIPS			111,555.69		185,853.43		297,409.12
Street Resurfacing/Side Walk/Equipment			(111,555.69)		(185,853.43)		(297,409.12)
Other Funding Sources				62,537.54			62,537.54
Trainviewing Station				(62,537.54)			(62,537.54)
CDBG			47,174.70				47,174.70
Storm Sewer			(47,174.70)				(47,174.70)
Records Management Grant						46,159.73	46,159.73
Payment 3						(46,159.73)	(46,159.73)
Other Funding Sources			150,000.00				150,000.00
BAN/BOND			39,392.55				39,392.55
Bicentennial Canal Gateway Projects			(189,392.55)				(189,392.55)
West Church Street Marchiselli Funding			100,154.00				
Repay reserve			(100,154.00)				
CAPITAL RESERVE TRANSACTIONS							
Fund Capital Reserve from Unrestricted	706,644.00						
Transfer to H Fund from Cap Reserve	(353,800.02)	63,262.15	261,978.67	27,703.61	-	855.59	353,800.02
RECORD ARCHIVE EQUIPMENT							-
CARPET REPLACEMENT							-
CLOCKTOWER							-
PUBLIC RESTROOMS						(855.59)	(855.59)
POLICE EQUIPMENT		(40,004.19)					(40,004.19)
POLICE CAPITAL OUTLAY		(5,975.00)					(5,975.00)
POLICE RECORD ROOM UPGRADE		(10,012.96)					(10,012.96)
POLICE MOBILE SPEED SIGNS		(7,270.00)					(7,270.00)
DPW EQUIPMENT				(7,280.78)			(7,280.78)
TRAINVIEWING STATION				(20,422.83)			(20,422.83)
PARKING LOT SIGNAGE							-
BOAT RENTAL BUILDING REPAIRS							-
STREETS MAINT. & CLEAN EQUIPMENT			(40,390.18)				(40,390.18)
SNOW REMOVAL EQUIPMENT							-
SIDEWALKS			(129,485.03)				(129,485.03)
BICENTENNIAL CANAL GATEWAY PROJECT			(87,020.96)				(87,020.96)
STREETSCAPE			(5,082.50)				(5,082.50)
STORM SEWER DRAINAGE EQUIPMENT							-
Additional Funding							
Sale of Assets	13,690.00						-
Dock Damage Insurance Proceeds	10,025.12						-
Marchiselli Money	100,154.00						-
CHIPS reimbursement	26,320.26						-
Interest	8,820.57						-
CURRENT BALANCES	\$ 1,305,623.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<p style="text-align: center;">VILLAGE OF FAIRPORT</p> <p style="text-align: center;">THE CURRENT STATE OF THE CAPITAL FUND</p> <p style="text-align: center;">For the Period 6/1/2019 - 5/31/2020</p>	
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VILLAGE OF FAIRPORT
THE CURRENT STATE OF THE CAPITAL FUND
For the Period 6/1/2019 - 5/31/2020

	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, 2019	\$ 320,132.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT TRANSACTIONS							-
							-
							-
							-
							-
CAPITAL RESERVE TRANSACTIONS							
Fund Capital Reserve from Unrestricted	220,072.50						
Fund Capital Reserve from Unrestricted							
Transfer to H Fund from Cap Reserve	-						-
							-
Additional Funding							
Sale of Assets							
Interest	4,720.70						-
Additional Appropriation							-
							-
CURRENT BALANCES	\$ 544,925.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SEWER FUND ANALYSIS

APRIL 2020

BALANCE SHEET

The Sewer Fund ended the month with a fund balance of \$288,810.40. The Fund balance is equal to cash of \$261,390.84, and \$27,419.56 owed from the Federal Government related to CDBG for the Maple Street Sanitary Sewer CIPP project.

REVENUES

Through April 30, 2020, 96% of budgeted revenues have been earned and recorded.

Current Monthly Activity

No revenue activity in April.

Year – to - Date Activity

As of April 30, 2020, the Village should expect that between 83% and 92% of revenues have been earned and recorded as 11 of the 12 months of the fiscal year have passed. Significant variations from this expectation are noted below:

- Sewer Rent is at 98% as the Village earns and records this revenue on the first day of the Fiscal year when the bills are mailed.
- Intergovernmental Charges are at 0% because the Village receives this payment from the Town in May of each year.
- There is un-budgeted Federal Aid recorded in the amount of \$27,419.56 related to a Sanitary Sewer Lining project that was budgeted in the previous fiscal year but has occurred in the current fiscal year.

EXPENDITURES

Through April 30, 2020, 40% of budgeted appropriations have been spent or encumbered.

Current Monthly Activity

During the month of April, the Village paid \$8,013.32 in contractual costs to the MRB group related to the ongoing Sanitary Sewer Analysis.

Year – to - Date Activity

Through April 30, 2020, the Village has spent \$104,796.26. Most of this amount relates to Phase I of the Sanitary Sewer System Analysis through MRB Group as well as the Maple Street Sanitary Sewer CIPP project. There remains \$55,556.27 encumbered through the contract with MRB Group for Sanitary Sewer Analysis project and Kenyon Pipeline Inspection, LLC for the Sanitary Sewer Lining Project.



SEWER FUND

Balance Sheet

	APRIL 30, 2020	MAR 31, 2020	\$\$ VARIANCE
ASSETS:			
CASH	261,390.84	267,424.16	(6,033.32)
TAXES REXCEIVABLE	-	1,980.00	(1,980.00)
DUE FROM STATE & FED	27,419.56	27,419.56	-
DUE FROM PERINTON	-	-	-
Total Assets	288,810.40	296,823.72	(8,013.32)
LIABILITIES:			
DUE TO OTHER FUNDS	-	-	-
ACCOUNTS PAYABLE	-	-	-
Total Liabilities	-	-	-
FUND BALANCE:			
ASSIGNED	288,810.40	296,823.72	(8,013.32)
Total Fund Balance	288,810.40	296,823.72	(8,013.32)
Total Liabilities & Fund Balance	288,810.40	296,823.72	(8,013.32)



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	-	240,680.00	-	240,680.00	-	237,160.00	(3,520.00)	98.54%
INTEREST	-	-	-	-	-	363.98	363.98	
INTERGOVERNMENTAL	-	34,205.00	-	34,205.00	-	-	(34,205.00)	0.00%
FEDERAL AID - CDBG	-	-	-	-	-	27,419.56	27,419.56	
TRANSFER IN	-	-	-	-	-	110.00	110.00	
Total Revenues	<u>-</u>	<u>274,885.00</u>	<u>-</u>	<u>274,885.00</u>	<u>-</u>	<u>265,053.54</u>	<u>(9,831.46)</u>	<u>96%</u>
	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	ENCUM	YEAR TO DATE	BUDGET AVAILABLE	% OF BUDGET USED
EXPENDITURES:								
EQUIPMENT	-	7,500.00	1,410.00	8,910.00	-	1,410.00	7,500.00	16%
CONTRACTUAL	8,013.32	73,554.00	153,720.00	227,274.00	55,556.27	102,886.26	68,831.47	70%
MAINTENANCE	-	10,300.00	-	10,300.00	-	500.00	9,800.00	5%
TRANSFER OUT	-	153,776.00	-	153,776.00	-	-	153,776.00	0%
Total Expenditures	<u>8,013.32</u>	<u>245,130.00</u>	<u>155,130.00</u>	<u>400,260.00</u>	<u>55,556.27</u>	<u>104,796.26</u>	<u>239,907.47</u>	<u>40%</u>



SEWER FUND

CHANGE IN FUND BALANCE

	4/1/2020 - 4/30/2020 MONTH - TO - DATE	6/1/2019 - 4/30/2020 YEAR - TO - DATE
FUND BALANCE - beginning, restated	296,823.72	128,553.12
REVENUES	-	265,053.54
EXPENDITURES	(8,013.32)	(104,796.26)
FUND BALANCE - ending	288,810.40	288,810.40

DEBT SERVICE FUND ANALYSIS

APRIL 2020

BALANCE SHEET

The Debt Service Fund ended the month with a fund balance of \$1,471.88 all of which is cash received from MCWA for the May 15th interest payment on water related debt.

CURRENT MONTH ACTIVITY

The Village received \$1,471.88 from MCWA for the upcoming interest payment due on May 15, 2020 for Water related debt.

YEAR TO DATE ACTIVITY

Through April 30, 2020, the Village received \$41,006.26 from the MCWA and \$96,252.05 from the General fund. These proceeds plus interest of \$4.28 was used to make the required November Debt Service payment of \$135,790.71. The Village does not anticipate any further activity in the fund until the required May 15 debt service payment.



DEBT SERVICE FUND
BALANCE SHEET

	APRIL 30, 2020	MAR 31, 2020	\$\$ VARIANCE
TOTAL ASSETS:			
ASSETS			
CASH	\$ 1,471.88	\$ -	\$ 1,471.88
Total Assets	\$ 1,471.88	\$ -	\$ 1,471.88
TOTAL LIABILITIES & FUND BALANCE			
FUND BALANCE:			
RESTRICTED	1,471.88	-	1,471.88
Total Fund Balance	1,471.88	-	1,471.88
Total Liabilities & Fund Balance	\$ 1,471.88	\$ -	\$ 1,471.88



DEBT SERVICE FUND

TOTAL REVENUES & EXPENDITURES

	4/1/2020 - 4/30/2020 MONTH - TO - DATE	6/1/2019 - 4/30/2020 YEAR - TO - DATE
REVENUES:		
INTEREST	\$ -	\$ 4.28
SERIAL BONDS	-	41,006.26
TRANSFER IN	1,471.88	96,252.05
Total Revenues	\$ 1,471.88	\$ 137,262.59
EXPENDITURES:		
PRINCIPAL	-	107,500.00
INTEREST	-	28,290.71
Total Expenditures	\$ -	\$ 135,790.71



DEBT SERVICE FUND
CHANGE IN FUND BALANCE

	4/1/2020 - 4/30/2020 MONTH - TO - DATE	6/1/2019 - 4/30/2020 YEAR - TO - DATE
FUND BALANCE - beginning	\$ -	\$ -
REVENUES	1,471.88	137,262.59
EXPENDITURES	-	(135,790.71)
FUND BALANCE - ending	\$ 1,471.88	\$ 1,471.88

BANK RECONCILIATIONS

APRIL 2020

BANK RECONCILIATIONS

Bank Reconciliations were performed by the Deputy Clerk and reviewed by the Clerk – Treasurer for the month ending April 30, 2020.
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	4,217.89	(4,216.89)	-	-	1.00
5420	1,522,571.90	-	-	-	1,522,571.90
5705	7,369.34	-	-	-	7,369.34
0547	20,017.18	-	-	-	20,017.18
5439	9,246.89	-	-	-	9,246.89
5005	27,089.85	-	-	-	27,089.85
2199	125,886.53	-	-	-	125,886.53
NYCLASS	3,805,107.41	-	-	-	3,805,107.41
	<u>5,521,506.99</u>	<u>(4,216.89)</u>	<u>-</u>	<u>-</u>	<u>\$ 5,517,290.10</u>

RECORDED IN GENERAL LEDGER BY FUND:

GENERAL FUND	3,131,926.26
CAPITAL RESERVES FUND	1,944,159.51
CAPITAL PROJECTS	7,775.01
SEWER	261,390.84
PERMANENT	24,965.39
TRUST & AGENCY	20,017.18
PERMANENT - MOUNT PLEASANT	125,886.53
DEBT SERVICE	1,471.88
Total Funds	<u>\$ 5,517,592.60</u>
DIFFERENCE	302.50
LESS: Petty Cash	<u>(302.50)</u>
DIFFERENCE	<u>-</u>