



VILLAGE OF FAIRPORT, NY

FINANCIAL REPORT

MAY 2020

Final Report for Fiscal Year 2019-2020

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

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Megan C. Anderson, CPA
Clerk-Treasurer



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July 28, 2020

To the Board of Trustees,

I have compiled this Financial Report for the month of May 2020 as of July 28, 2020. This report includes a finalized version of the Month of May and completes the fiscal year June 1, 2019 through May 31, 2020. It is important to note that this report includes an estimated Sales Tax figure for the months of April and May 2020. The final number will be available on July 31, 2020. The estimate was calculated utilizing the monthly State reports provided to each County.

This report includes an analysis of the General Fund, Capital Projects Fund, Reserves Fund, Sewer Fund, and Debt Service Fund through May 31, 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 May Bank Reconciliation.

Sincerely,

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

Megan C. Anderson, CPA
Clerk-Treasurer

GENERAL FUND ANALYSIS

MAY 2020

BALANCE SHEET

The General Fund ended the month and fiscal year with a fund balance of **\$3,421,770.16** of which \$2,688,868.52 is unassigned. The majority of fund balance is equal to cash in the bank of \$3,141,657.36. The remainder of the fund balance is related to \$87,936.01 in invoices billed but not yet received in cash, an amount owed from the Sewer Fund for personnel reimbursements in the amount of \$145,303.26, an estimated amount of \$224,252.79 owed from Monroe County for April and May Sales Tax, a prepayment of the Workers Compensation Contract bill of \$122,876.25, offset by an amount owed to NYS Retirements systems, May bills of \$143,992.44 to be paid in June and July, and accrued payroll for May payroll paid in a June check run.

Unassigned fund balance of \$2,688,868.52 remains within the Village's Fund Balance policy at 39% of the subsequent year's budget. The Village was projected to end the year at 33%. The increase in fund balance as compared to projection is due to an unanticipated refund of Workers Compensation Premiums as well as lower than projected spending in the areas of Police, Fire, DPW Administration, and Snow removal.

REVENUES

Through May 31, 2020, 101% of budgeted revenues have been earned and recorded.

Current Monthly Activity

During the month of May, the Village received its quarterly sales tax for the period January 1, 2020 through March 31, 2020 in the amount of \$407,787. This is 6% higher than the same quarter in the prior year and 4% higher than the year end projection. Additionally, the Village estimated and recorded April and May sales tax at a 20% decrease from the prior year based on figures provided by NYS. The Village also received AIM aid in the amount of \$140,035 as budgeted. In addition, the Village recorded interfund revenues from FMC for January – May 31 reimbursement of personnel costs and interfund transfers from Sewer fund for June 1- May31 reimbursement of personnel costs.

Year – to – Date Activity

Through May 31, 2020, the Village came in slightly over budget at 101%. There were some offsetting budget variations as follows:

- **Departmental income- transportation** is only at 11.93% because a significant amount of this budget will not be collected during the year related to OCED.
- **Departmental income – home & community** ended the fiscal year at 143.91% due to significant planning board fees collected for larger projects.
- **Fire Protection Contract** ended the year under budget by \$17,060 noting the calculation with the Town of Perinton decreased due to decreases in personnel costs, and disability insurance costs.
- **Rental of Real Property** ended the fiscal year at 125.51% noted the Village Landing Gross Receipts were not included in the 2019-2020 budget. Such amount has been included in the 2020-2021 fiscal year budget.
- **Miscellaneous income** ended the fiscal year at 167% noting a significant return of workers compensation premiums of \$257,955.04 compared to budget of \$100,000.

GENERAL FUND ANALYSIS (Continued)

MAY 2020

EXPENDITURES

Through May 31, 2020 as of June 5, 2020, 102% of budgeted appropriations have been spent or encumbered.

Current Monthly Activity

During the month of May, the Village incurred and recorded \$956,245.24 in expenditures. Significant expenditures incurred in May were as follows:

- The Village recorded payroll expenses in the amount of \$100,968.09 for pay period ending May 9, 2020, check date May 14, 2020.
- The Village recorded payroll expenses in the amount of \$103,004.30 for pay period ending May 23, 2020, check date May 28, 2020.
- The Village accrued May payroll that was paid check date June 11, 2020 in the amount of \$68,916.99
- Quarterly contributions to the capital reserves were made in the amount of \$165,857.50.
- A transfer of \$214,788.00 was made to the debt service fund to finance the repayment of the May 15, 2020 debt service requirements.
- The Village paid its annual Fire Training Facility invoice in the amount of \$20,871.12.
- The Village paid its April and May monthly Central Garage Bills of \$11,201.63 and \$13,531.89.
- The Village paid its April and May IT bill of \$1,807.43 and \$5,006.30.
- The Village paid its February, March, April, and May Electric bills in the amount of \$50,257.27.
- The Village paid its April and May Waste Management Invoices in the amounts of \$11,716.39 and \$14,885.40.
- The Village paid the remainder of the Revize contract after the new website went live in the amount of \$7,350.
- The Village paid the Town of Perinton for the remainder of the year's Salt use in the amount of \$11,615.44.

Year – to - Date Activity

The Village monitors its spending on a monthly basis. As a result, the Village came within 2% of its general fund budget. Offsetting variations to the budget are as follows:

- Board of Trustees came in slightly over budget noting the Comprehensive Plan was significant, This overage was discussed previously during the year and included in year end projections.
- Publicity ended the year at 59% spent noting the budgeted personnel costs for the Lift Bridge Shuttle will not occur during this fiscal year.
- Zoning Board and Planning Board costs ended the year at 119% and 174%, 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.
- Transfers ended the year at 149% 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.



VILLAGE OF FAIRPORT

GENERAL FUND

Balance Sheet

	MAY 31, 2020	APRIL 30, 2020	\$\$ VARIANCE
ASSETS:			
Cash - Flexible Spending	7,655.60	7,369.34	286.26
Cash - Savings Account	1,269,134.13	1,260,447.52	8,686.61
Investments - NYCLASS	1,596,427.81	1,595,769.51	658.30
Cash - Accounts Payable	1.00	1.00	-
Cash - Petty	125.00	125.00	-
Cash - Departmental	177.50	177.50	-
Restricted Cash - Insurance Reserve	29,898.83	29,886.57	12.26
Restricted Cash - Workers Compensation	211,146.57	211,059.97	86.60
Restricted Cash - Asset Forfeiture	27,090.92	27,089.85	1.07
Taxes Receivable - Current	-	-	-
Accounts Receivable	87,936.01	49,985.86	37,950.15
Due from other funds	145,303.26	39,392.55	105,910.71
Due from Federal & State	-	-	-
Due from other governments	224,252.79	-	224,252.79
Prepaid Expense	122,876.25	156,623.24	(33,746.99)
Total Assets	3,722,025.67	3,377,927.91	344,097.76
LIABILITIES:			
Accounts Payable	143,992.44	26.95	143,965.49
Accrued Liabilities	68,916.99	-	68,916.99
Deposits for Flexible Spending	7,615.60	7,329.34	286.26
Due to other funds	8,000.00	-	8,000.00
Due to NYS Retirement Systems	71,208.18	68,496.55	2,711.63
Overpayments and clearing	522.30	6,103.50	(5,581.20)
Total Liabilities	300,255.51	81,956.34	218,299.17
FUND BALANCE:			
Non-Spendable	122,876.25	156,623.24	(33,746.99)
Assigned for Encumbrances	104,889.07		
Appropriated for 2020-2021 Budget	237,000.00		
Restricted:			
Insurance	29,898.83	29,886.57	12.26
Workers Compensation	211,146.57	211,059.97	86.60
Asset Forfeiture	27,090.92	27,089.85	1.07
Unassigned	2,688,868.52	2,871,311.94	(182,443.42)
Total Fund Balance	3,421,770.16	3,295,971.57	(216,090.48)
Total Liabilities & Fund Balance	3,722,025.67	3,377,927.91	2,208.69



VILLAGE OF FAIRPORT

GENERAL FUND TOTAL REVENUES

	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	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	-	7,500.00	-	7,500.00	15,765.95	8,265.95	210.21%
Sales Tax	632,039.79	1,780,035.00	(140,035.00)	1,640,000.00	1,656,515.82	16,515.82	101.01%
Utilities Gross Receipts	526.86	25,000.00	-	25,000.00	28,259.92	3,259.92	113.04%
Franchise Fees	-	70,000.00	-	70,000.00	66,809.96	(3,190.04)	95.44%
Departmental Income - General Gov	160.00	5,250.00	-	5,250.00	3,445.50	(1,804.50)	65.63%
Departmental Income - Public Safety	350.00	4,100.00	-	4,100.00	3,175.75	(924.25)	77.46%
Departmental Income - Transportation	(281.81)	18,700.00	-	18,700.00	2,230.04	(16,469.96)	11.93%
Departmental Income - Culture & Rec	600.00	51,095.00	-	51,095.00	41,519.50	(9,575.50)	81.26%
Departmental Income - Home & Comm	878.00	55,860.00	-	55,860.00	78,490.35	22,630.35	140.51%
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	758.23	25,000.00	-	25,000.00	35,977.84	10,977.84	143.91%
Rental of Real Property	10,037.92	151,715.00	-	151,715.00	190,416.97	38,701.97	125.51%
Licenses & Permits	7,458.16	44,900.00	-	44,900.00	56,561.56	11,661.56	125.97%
Fines & Forfeitures	3,947.75	31,500.00	-	31,500.00	26,454.75	(5,045.25)	83.98%
Sale of Property	2,617.50	1,000.00	-	1,000.00	6,741.56	5,741.56	674.16%
Misc	193,872.00	100,500.00	150,035.00	250,535.00	418,515.16	167,980.16	167.05%
Interfund Revenues	83,776.17	139,147.00	-	139,147.00	146,622.58	7,475.58	105.37%
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	145,303.26	153,776.00	-	153,776.00	145,303.26	(8,472.74)	94.49%
Appropriated Fund Balance	-	100,000.00	50,000.00	150,000.00	-		
Total Revenues	1,082,043.83	6,755,388.00	4,659.00	6,760,047.00	6,847,639.21	237,592.21	101%



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	5,684.64	85,052.00	13,000.00	98,052.00	65,855.04	43,048.00	(10,851.04)	111%
VILLAGE JUSTICE	4,054.48	67,376.00	10,282.00	77,658.00	66,260.38	-	11,397.62	85%
MAYOR	1,563.95	18,922.00	-	18,922.00	18,731.35	-	190.65	99%
MANAGER	12,300.90	135,395.00	-	135,395.00	130,690.10	-	4,704.90	97%
TREASURER	22,776.62	251,816.00	(14,653.00)	237,163.00	230,800.78	-	6,362.22	97%
RECORD ARCHIVE	22.00	1,270.00	-	1,270.00	107.48	-	1,162.52	8%
VILLAGE ATTORNEY	2,585.75	29,000.00	-	29,000.00	22,447.54	-	6,552.46	77%
PERSONNEL	1,110.40	11,235.00	-	11,235.00	12,263.50	-	(1,028.50)	109%
ENGINEER	1,900.00	2,500.00	6,900.00	9,400.00	8,800.00	-	600.00	94%
VILLAGE HALL	10,298.68	19,735.00	-	19,735.00	19,789.40	-	(54.40)	100%
CENTRAL GARAGE	24,733.52	155,707.00	-	155,707.00	151,373.29	-	4,333.71	97%
DPW FACILITY	3,819.65	23,840.00	-	23,840.00	24,890.21	-	(1,050.21)	104%
CENTRAL COMMUNICATIONS	1,660.60	22,900.00	(6,000.00)	16,900.00	11,927.90	-	4,972.10	71%
INFORMATION TECHNOLOGY	6,813.73	107,283.00	6,000.00	113,283.00	118,408.20	-	(5,125.20)	105%
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	118,996.47	1,175,836.00	-	1,175,836.00	1,170,773.43	-	5,062.57	100%
ASSET FORFEITURE	1,462.00	-	-	-	9,127.00	-	(9,127.00)	#DIV/0!
FIRE	11,348.97	216,986.00	1,500.00	218,486.00	182,998.35	-	35,487.65	84%
FIRE FACILITY TRAINING	20,871.12	15,000.00	-	15,000.00	20,871.12	-	(5,871.12)	139%
CONTROL OF ANIMALS	-	-	-	-	100.00	-	(100.00)	#DIV/0!
SAFETY INSPECTION	10,351.47	111,038.00	-	111,038.00	113,938.86	-	(2,900.86)	103%
DPW ADMINISTRATION	85,878.82	877,198.00	-	877,198.00	854,275.75	-	22,922.25	97%
STREETS MAINT. & CLEAN.	2,701.51	98,612.00	-	98,612.00	93,760.74	-	4,851.26	95%
SNOW REMOVAL	12,737.44	95,153.00	-	95,153.00	67,655.62	-	27,497.38	71%
STREET LIGHTING	87,882.76	193,536.00	-	193,536.00	188,127.45	-	5,408.55	97%
SIDEWALKS	-	-	-	-	49.20	-	(49.20)	#DIV/0!
OFF STREET PARKING	1,520.02	3,600.00	-	3,600.00	3,152.43	-	447.57	88%
PUBLICITY	9,444.81	25,200.00	74,700.00	99,900.00	58,491.24	-	41,408.76	59%
PROGRAMS FOR AGING	-	3,500.00	(1,750.00)	1,750.00	1,750.00	-	-	100%
ECONOMIC DEVELOPMENT	-	11,000.00	-	11,000.00	10,999.98	-	0.02	100%

PARKS	149.99	15,100.00	-	15,100.00	1,140.25	9,775.00	4,184.75	72%
POTTER	288.14	3,000.00	9,850.00	12,850.00	12,672.62	-	177.38	99%
SPECIAL REC DOCK FACILITIES	867.42	22,192.00	-	22,192.00	18,136.33	-	4,055.67	82%
MUSEUM	-	700.00	-	700.00	347.33	-	352.67	50%
CELEBRATIONS	-	3,040.00	-	3,040.00	2,887.48	-	152.52	95%
ZBA	2,521.51	30,804.00	-	30,804.00	36,687.65	-	(5,883.65)	119%
PLANNING BOARD	7,584.20	35,904.00	-	35,904.00	62,456.88	-	(26,552.88)	174%
HPC	1,136.97	18,778.00	-	18,778.00	16,210.31	-	2,567.69	86%
SANITARY SEWER	2,426.54	34,989.00	-	34,989.00	26,659.80	-	8,329.20	76%
REFUSE COLLECTION	28,039.82	134,336.00	-	134,336.00	131,126.36	-	3,209.64	98%
STREET CLEANING	336.90	2,500.00	-	2,500.00	792.34	-	1,707.66	32%
COMM. BEAUTIFICATION	1,125.18	2,736.00	-	2,736.00	3,041.90	-	(305.90)	111%
STORM SEWER DRAINAGE	1,392.24	22,100.00	3,249.00	25,349.00	22,593.11	3,249.00	(493.11)	102%
SHADE TREES	-	68,200.00	-	68,200.00	18,552.64	48,647.36	1,000.00	99%
OTHER HOME & COMM SERV	1,917.48	7,051.00	-	7,051.00	6,631.23	-	419.77	94%
NYS RETIREMENT	2,711.63	424,576.00	-	424,576.00	411,517.63	-	13,058.37	97%
EMPLOYEE BENEFITS	63,613.29	1,054,805.00	(26,000.00)	1,028,805.00	996,063.49	169.71	32,571.80	97%
TRANSFER-OUT	<u>379,613.62</u>	<u>998,237.00</u>	<u>(35,000.00)</u>	<u>963,237.00</u>	<u>1,433,657.29</u>	<u>-</u>	<u>(470,420.29)</u>	<u>149%</u>
Total Expenditures	<u>956,245.24</u>	<u>6,755,388.00</u>	<u>10,628.00</u>	<u>6,766,016.00</u>	<u>6,934,608.90</u>	<u>104,889.07</u>	<u>(273,481.97)</u>	102%



VILLAGE OF FAIRPORT

GENERAL FUND

Change in Fund Balance

	5/1/2020 - 5/31/2020 MONTH - TO - DATE	6/1/2019 - 5/31/2020 YEAR - TO - DATE
FUND BALANCE	\$ 3,295,971.57	\$ 3,508,739.85
REVENUES	1,082,043.83	6,847,639.21
EXPENDITURES	(956,245.24)	(6,934,608.90)
FUND BALANCE - ending	<u>\$ 3,421,770.16</u>	<u>\$ 3,421,770.16</u>

Unassigned Fund Balance Policy Calculation

UNASSIGNED FUND BALANCE - ending	\$ <u>2,688,868.52</u>	
Adopted General Fund Budget	6,908,894.00	
Fund Balance Policy Limit	1,381,778.80	20%
	1,727,223.50	25%
	2,072,668.20	30%
Actual Year End Unassigned Fund Balance	2,688,868.52	39%

CAPITAL PROJECTS FUND ANALYSIS

MAY 2020

BALANCE SHEET

The Capital Projects Fund ended the month and fiscal year with a fund balance of **\$(173,172.72)**. The negative fund balance is due to the fact that a significant project is financed through a short-term liability (BAN). On May 15, 2020, the Village received \$500,000 in short term financing of which \$460,607.45 is unspent as of May 31, 2020 causing the deficit. Once the BAN is converted to a long-term bond, the Village will recognize revenue and the deficit will be eliminated.

CURRENT MONTH ACTIVITY

During the month of May, the Village incurred total capital costs of **\$295,739.48** as follows:

- \$4,600 for the Clock Tower Assessment financed through the General Capital Reserve
- \$62,382.25 for the Train Viewing Station financed through the General Capital Reserve
- \$40,383.25 for the repaving of the Ricki's Parking Lot financed through the General Capital Reserve
- \$174,575.98 for the Bicentennial Canal Gateway project financed through BAN proceeds
- A transfer of \$13,798 back to the General Capital Reserve for the final Marchiselli Reimbursement received for the West Church Street Resurfacing Project.

During the month of May, the Village earned total capital revenue of **\$150,184.30** as follows:

- \$13,798 in State Aid through the Marchiselli program relating to the West Church Street Resurfacing Project/
- \$140,386.30 transferred in from the General Capital Reserve.

YEAR TO DATE ACTIVITY

Through the end of the 2019-2020 fiscal year, the Village has spent **\$2,274,001.38** on Capital Projects as follows:

- \$46,159.73 spent on Record Archiving financed through NYS Grant Money.
- \$4,600 spent on the Clock Tower Assessment financed through the General Capital Reserve.
- \$855.59 spent on the Public Restroom Project financed through the General Capital Reserve.
- \$40,004.19 spent on a new Police Vehicle 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.
- \$145,342.62 spent on the Train Viewing Platform financed through Local Share Payments (CSX, Merchants, Rotary) as well as General Capital reserves.
- \$166,008.86 spent on Street Maintenance financed with CHIPs reimbursements as well as General Capital Reserves.
- \$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.
- \$450,989.49 spent on the Bicentennial Canal Gateway project financed through General Capital Reserve as well as a local share from OCED and BAN Proceeds.
- \$47,174.70 spent on the DeLand Park B Storm Sewer project financed through CDBG.
- \$140,272.26 transfer back to the General Fund as prior year projects financed from the general fund have been submitted through CHIPs reimbursements or unanticipated Marchiselli Funds.



VILLAGE OF FAIRPORT

CAPITAL PROJECTS FUND

BALANCE SHEET

	MAY 31, 2020	APRIL 30, 2020	\$\$ VARIANCE
TOTAL ASSETS:			
ASSETS			
CHASE BANK	\$ 468,382.46	\$ 7,775.01	\$ 460,607.45
ACCOUNTS RECEIVABLE	-	-	-
STATE & FEDERAL AID RECEIVABLE	-	-	-
DUE FROM OTHER FUNDS	73,867.00	-	73,867.00
Total Assets	\$ 542,249.46	\$ 7,775.01	\$ 534,474.45
TOTAL LIABILITIES & FUND BALANCE			
LIABILITIES:			
ACCOUNTS PAYABLE	\$ 215,422.18	-	215,422.18
BAN PAYABLE	500,000.00		
DUE TO OTHER FUNDS	-	\$ 39,392.55	\$ (39,392.55)
Total Liabilities	715,422.18	39,392.55	676,029.63
FUND BALANCE:			
Unassigned	(173,172.72)	(31,617.54)	(141,555.18)
Total Fund Balance	(173,172.72)	(31,617.54)	(141,555.18)
Total Liabilities & Fund Balance	\$ 542,249.46	\$ 7,775.01	\$ 534,474.45



VILLAGE OF FAIRPORT

CAPITAL PROJECTS FUND

TOTAL REVENUES & EXPENDITURES

	5/1/2020 - 5/31/2020 MONTH - TO - DATE	6/1/2019 - 5/31/2020 YEAR - TO - DATE
REVENUES:		
INTEREST	\$ -	\$ 289.64
OTHER LOCAL GOVERNMENTS	-	212,500.00
STATE AID - RECORDS MANAGEMENT	-	46,159.73
STATE AID - CHIPS	-	297,409.12
STATE AID - HIGHWAY	13,798.00	113,952.00
FEDERAL AID - DOT	-	-
FEDERAL AID - CDBG	-	47,174.70
SERIAL BONDS	-	802,000.00
TRANSFER IN	140,386.30	575,889.76
Total Revenues	\$ 154,184.30	\$ 2,095,374.95
EXPENDITURES:		
RECORD ARCHIVE.EQUIPMENT	\$ -	\$ 46,159.73
CARPET REPLACEMENT	-	-
CLOCKTOWER	4,600.00	4,600.00
PUBLIC RESTROOMS	-	855.59
POLICE EQUIPMENT	-	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	-	421,147.88
FIRE IT INTEGRATION & NETWORKING	-	45,648.03
DPW EQUIPMENT	-	7,280.78
TRAINVIEWING STATION	62,382.25	145,342.62
PARKING LOT SIGNAGE	-	-
BOAT RENTAL BUILDING REPAIRS	-	-
STREETS MAINT. & CLEAN.EQUIPMENT	40,383.25	166,008.86
STREETSCAPE	-	5,082.50
SNOW REMOVAL EQUIPMENT	-	185,853.43
SIDEWALKS	-	129,485.03
BICENTENNIAL CANAL GATEWAY PROJECT	174,575.98	450,989.49
STORM SEWER DRAINAGE EQUIPMENT	-	47,174.70
TRANSFER TO GENERAL FUND	13,798.00	140,272.26
Total Expenditures	\$ 295,739.48	\$ 2,274,001.38



VILLAGE OF FAIRPORT

CAPITAL PROJECTS FUND

Change in Fund Balance

	5/1/2020 -5/31/2020 MONTH - TO - DATE	6/1/2019 - 5/31/2020 YEAR - TO - DATE
FUND BALANCE - beginning	\$ (31,617.54)	\$ 5,453.71
REVENUES	154,184.30	2,095,374.95
EXPENDITURES	<u>(295,739.48)</u>	<u>(2,274,001.38)</u>
FUND BALANCE - ending	<u>\$ (173,172.72)</u>	<u>\$ (173,172.72)</u>

CAPITAL RESERVES FUND ANALYSIS

MAY 2020

BALANCE SHEET

The Capital Reserves Fund ended the month with a fund balance of \$1,992,249.57. The balance is equal to the cash in the bank allocated to the three reserves as follows: (1) \$1,340,943.73 in General Capital, (2) \$98,649.70 in Fire Equipment, and (3) \$618,523.14 in Fire Rolling Stock offset by an amount owed from the General Capital Reserve to the Capital Projects fund in the amount of \$73,867.

CURRENT MONTH ACTIVITY

During the month of May, the Village utilized a total of \$140,386.30 from the reserve funds to finance ongoing projects. \$140,386.30 was transferred from the General Capital Reserve to pay for the (1) Ricki's Parking Lot repaving, (2) Train Viewing Station, and (3) Clock Tower Assessment.

During the month of May, interest income in the amount of \$820.86 was applied to the reserves, allocated based on account balances. Quarterly transfers totaling \$165,857.50 were applied to the reserve, additional Marchiselli proceeds of \$13,798 were received and were deposited into the General Capital Reserve as approved by the Village Board at the 2-10-2020 Village Board Meeting. Additionally \$8,000 in sale proceeds from the sale of a truck were deposited to the General Capital Reserve in accordance with the General Capital Reserve Resolution.

YEAR TO DATE ACTIVITY

Through the end of the 2019-2020 fiscal year, the Village has utilized \$575,889.76 in capital reserve money to fund ongoing projects. \$494,186.32 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.



VILLAGE OF FAIRPORT

CAPITAL RESERVES FUND

BALANCE SHEET

	MAY 31, 2020	APRIL 30, 2020	\$\$ VARIANCE
TOTAL ASSETS:			
ASSETS			
CASH RESERVE - Capital	\$ 1,340,943.73	\$ 1,305,623.63	\$ 35,320.10
CASH RESERVE - Fire Rolling Stock	618,523.14	544,925.81	73,597.33
CASH RESERVE - Fire Equipment	98,649.70	93,610.07	5,039.63
DUE FROM OTHER FUNDS - Capital	8,000.00	-	8,000.00
Total Assets	\$ 2,066,116.57	\$ 1,944,159.51	\$ 121,957.06
TOTAL LIABILITIES & FUND BALANCE			
LIABILITIES:			
DUE TO OTHER FUNDS - Capital	\$ 73,867.00	\$ -	\$ 73,867.00
Total Liabilities	73,867.00	-	73,867.00
FUND BALANCE:			
RESTRICTED			
Capital Plan	1,275,076.73	1,305,623.63	(30,546.90)
Fire Rolling Stock	618,523.14	544,925.81	73,597.33
Fire Equipment	98,649.70	93,610.07	5,039.63
Total Fund Balance	1,992,249.57	1,944,159.51	48,090.06
Total Liabilities & Fund Balance	\$ 2,066,116.57	\$ 1,944,159.51	\$ 121,957.06



VILLAGE OF FAIRPORT

CAPITAL RESERVES FUND

TOTAL REVENUES & EXPENDITURES

	5/1/2020 - 5/31/2020 MONTH - TO - DATE	6/1/2019 - 5/31/2020 YEAR - TO - DATE
REVENUES:		
INTEREST - General Capital	\$ 541.40	\$ 9,361.97
INTEREST - Fire Rolling Stock	239.83	4,960.53
INTEREST - Fire Equipment	39.63	1,199.69
SALE OF PROPERTY - General Capital	8,000.00	21,690.00
SALE OF PROPERTY - Fire Rolling Stock	-	-
SALE OF PROPERTY - Fire Equipment	-	-
TRANSFER IN - General Capital	101,298.00	944,441.38
TRANSFER IN - Fire Rolling Stock	73,357.50	293,430.00
TRANSFER IN - Fire Equipment	5,000.00	20,000.00
Total Revenues	\$ 188,476.36	\$ 1,295,083.57
EXPENDITURES:		
TRANSFER OUT - General Capital	140,386.30	494,186.32
TRANSFER OUT - Fire Rolling Stock	-	-
TRANSFER OUT - Fire Equipment	-	81,703.44
Total Expenditures	\$ 140,386.30	\$ 575,889.76



VILLAGE OF FAIRPORT

CAPITAL RESERVES FUND CHANGE IN FUND BALANCE

	5/1/2020 - 5/31/2020 MONTH - TO - DATE	6/1/2019 - 5/31/2020 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 1,944,159.51	\$ 1,273,055.76
REVENUES	188,476.36	1,295,083.57
EXPENDITURES	(140,386.30)	(575,889.76)
FUND BALANCE - ending	\$ 1,992,249.57	\$ 1,992,249.57

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			500,000.00				500,000.00
Bicentennial Canal Gateway Projects			(189,392.55)				(189,392.55)
West Church Street Marchiselli Funding			100,154.00				100,154.00
Repay reserve			(100,154.00)				(100,154.00)
CAPITAL RESERVE TRANSACTIONS							
Fund Capital Reserve from Unrestricted	794,144.00						
Transfer to H Fund from Cap Reserve	(494,186.32)	63,262.15	335,382.72	90,085.86	-	5,455.59	494,186.32
RECORD ARCHIVE.EQUIPMENT							-
CARPET REPLACEMENT							-
CLOCKTOWER						(4,600.00)	(4,600.00)
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				(82,805.08)			(82,805.08)
PARKING LOT SIGNAGE							-
BOAT RENTAL BUILDING REPAIRS							-
STREETS MAINT. & CLEAN.EQUIPMENT			(80,773.43)				(80,773.43)
SNOW REMOVAL EQUIPMENT							-
SIDEWALKS			(129,485.03)				(129,485.03)
BICENTENNIAL CANAL GATEWAY PROJECT			(120,041.76)				(120,041.76)
STREETSCAPE			(5,082.50)				(5,082.50)
STORM SEWER DRAINAGE EQUIPMENT							-
Additional Funding							
Sale of Assets	21,690.00						-
Dock Damage Insurance Proceeds	10,025.12						-
Marchiselli Money	113,952.00						-
CHIPs reimbursement	26,320.26						-
Interest	9,361.97						-
CURRENT BALANCES	\$ 1,275,076.73	\$ -	\$ 460,607.45	\$ -	\$ -	\$ -	\$ 460,607.45

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

	Fire Equipment RESERVE	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	TOTAL CAPITAL FUND
	BALANCE	IT Integration	SCBA	Portable Radios	Fire Alarm System		FUND
BALANCE ON JUNE 01, 2019	\$ 159,153.45	\$ -	\$ 5,453.71	\$ -	\$ -	\$ -	\$ 5,453.71
GRANT / BOND TRANSACTIONS							
Bond Proceeds - \$380,000			375,000.00				375,000.00
INTEREST			130.08				
SCBA			(378,782.92)				(378,782.92)
Bond Proceeds - \$427,000				427,000.00			427,000.00
INTEREST				122.02			122.02
Portable Radios				(421,147.88)			(421,147.88)
							-
							-
CAPITAL RESERVE TRANSACTIONS							
Fund Capital Reserve from Unrestricted	20,000.00						
Transfer to H Fund from Cap Reserve	(81,703.44)	45,648.03	-	-	36,055.41	-	81,703.44
FIRE IT INTEGRATION & NETWORKING		(45,648.03)					(45,648.03)
FIRE BUILDING ALARM SYSTEM					(36,055.41)		(36,055.41)
Additional Funding							
Sale of Assets	-						
Interest	1,199.69						-
Additional Appropriation	-						-
							-
CURRENT BALANCES	\$ 98,649.70	\$ -	\$ 1,800.87	\$ 5,974.14	\$ -	\$ -	\$ 7,775.01

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 PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	TOTAL CAPITAL FUND
	BALANCE						
BALANCE ON JUNE 01, 2019	\$ 320,132.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>GRANT TRANSACTIONS</u>							-
							-
							-
							-
							-
<u>CAPITAL RESERVE TRANSACTIONS</u>							
Fund Capital Reserve from Unrestricted	293,430.00						
Fund Capital Reserve from Unrestricted							
Transfer to H Fund from Cap Reserve	-						-
							-
<u>Additional Funding</u>							
Sale of Assets							
Interest	4,960.53						-
Additional Appropriation							-
							-
CURRENT BALANCES	\$ 618,523.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SEWER FUND ANALYSIS

MAY 2020

BALANCE SHEET

The Sewer Fund ended the month with a fund balance of \$173,588.44. The Fund balance is equal to cash of \$260,847.04, \$27,419.56 owed from the Federal Government related to CDBG for the Maple Street Sanitary Sewer CIPP project, \$34,205.60 owed from the Town of Perinton related to the Intermunicipal Sewer Agreement offset by an amount owed to the General Fund to pay for personnel related costs and May bills in the amount of \$3,580.50 paid in June and July.

REVENUES

Through May 31, 2020, all budgeted revenues have been earned and recorded.

Current Monthly Activity

The Village recorded the amount owed from the Town of Perinton related to the Intermunicipal Sewer Agreement in the amount of \$34,205.60

Year - to - Date Activity

As of May 31, 2020, all of the budgeted revenues have been earned and recorded.

EXPENDITURES

Through May 31, 2020, 77% of budgeted appropriations have been spent or encumbered. The significant under spending is due to Miscellaneous Engineering Fees that did not occur during the fiscal year.

Current Monthly Activity

The Village recorded the transfer to the general fund for personnel costs.

Year - to - Date Activity

Through May 31, 2020, the Village has spent \$104,340.06. 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.



VILLAGE OF FAIRPORT

SEWER FUND BALANCE SHEET

	MAY 31, 2020	APRIL 30, 2020	\$\$ VARIANCE
ASSETS:			
CASH	260,847.04	261,390.84	(543.80)
TAXES RECEIVABLE	-	-	-
DUE FROM STATE & FED	27,419.56	27,419.56	-
DUE FROM PERINTON	34,205.60	-	34,205.60
	<u>322,472.20</u>	<u>288,810.40</u>	<u>33,661.80</u>
Total Assets	<u>322,472.20</u>	<u>288,810.40</u>	<u>33,661.80</u>
LIABILITIES:			
DUE TO OTHER FUNDS	145,303.26	-	145,303.26
ACCOUNTS PAYABLE	3,580.50	-	3,580.50
	<u>148,883.76</u>	<u>-</u>	<u>3,580.50</u>
Total Liabilities	<u>148,883.76</u>	<u>-</u>	<u>3,580.50</u>
FUND BALANCE:			
ASSIGNED	173,588.44	288,810.40	(115,221.96)
	<u>173,588.44</u>	<u>288,810.40</u>	<u>(115,221.96)</u>
Total Fund Balance	<u>173,588.44</u>	<u>288,810.40</u>	<u>(115,221.96)</u>
Total Liabilities & Fund Balance	<u>322,472.20</u>	<u>288,810.40</u>	<u>(111,641.46)</u>



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	-	240,680.00	-	240,680.00	-	237,160.00	(3,520.00)	98.54%
INTEREST	-	-	-	-	-	363.98	363.98	
INTERGOVERNMENTAL	34,205.60	34,205.00	-	34,205.00	-	34,205.60	0.60	100.00%
FEDERAL AID - CDBG	-	-	-	-	-	27,419.56	27,419.56	
TRANSFER IN	-	-	-	-	-	110.00	110.00	
Total Revenues	<u>34,205.60</u>	<u>274,885.00</u>	<u>-</u>	<u>274,885.00</u>	<u>-</u>	<u>299,259.14</u>	<u>24,374.14</u>	109%
EXPENDITURES:								
EQUIPMENT	-	7,500.00	1,410.00	8,910.00	-	1,410.00	7,500.00	16%
CONTRACTUAL	4,124.30	73,554.00	153,720.00	227,274.00	55,556.27	107,010.56	64,707.17	72%
MAINTENANCE	-	10,300.00	-	10,300.00	-	500.00	9,800.00	5%
TRANSFER OUT	145,303.26	153,776.00	-	153,776.00	-	145,303.26	8,472.74	94%
Total Expenditures	<u>149,427.56</u>	<u>245,130.00</u>	<u>155,130.00</u>	<u>400,260.00</u>	<u>55,556.27</u>	<u>254,223.82</u>	<u>90,479.91</u>	77%



VILLAGE OF FAIRPORT

SEWER FUND

CHANGE IN FUND BALANCE

	5/1/2020 -5/31/2020 MONTH - TO - DATE	6/1/2019 - 5/31/2020 YEAR - TO - DATE
FUND BALANCE - beginning, restated	288,810.40	128,553.12
REVENUES	34,205.60	299,259.14
EXPENDITURES	(149,427.56)	(254,223.82)
FUND BALANCE - ending	<u>173,588.44</u>	<u>173,588.44</u>

DEBT SERVICE FUND ANALYSIS

MAY 2020

BALANCE SHEET

The Debt Service Fund ended the month with a fund balance of \$0.00.

CURRENT MONTH ACTIVITY

The Village made its May 15, 2020 required debt service payment totaling \$214,788.00

YEAR TO DATE ACTIVITY

Through May 31, 2020, the Village received \$41,006.26 from the MCWA and \$309,568.17 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 and the required May Debt Service payment of \$214,788.00.



VILLAGE OF FAIRPORT

DEBT SERVICE FUND

BALANCE SHEET

	MAY 31, 2020	APRIL 30, 2020	\$\$ VARIANCE
TOTAL ASSETS:			
ASSETS			
CASH	\$ -	\$ 1,471.88	\$ (1,471.88)
Total Assets	<u>\$ -</u>	<u>\$ 1,471.88</u>	<u>\$ (1,471.88)</u>
TOTAL LIABILITIES & FUND BALANCE			
FUND BALANCE:			
RESTRICTED	-	1,471.88	(1,471.88)
Total Fund Balance	<u>-</u>	<u>1,471.88</u>	<u>(1,471.88)</u>
Total Liabilities & Fund Balance	<u>\$ -</u>	<u>\$ 1,471.88</u>	<u>\$ (1,471.88)</u>



VILLAGE OF FAIRPORT

DEBT SERVICE FUND

TOTAL REVENUES & EXPENDITURES

	5/1/2020 - 5/31/2020 MONTH - TO - DATE	6/1/2019 - 5/31/2020 YEAR - TO - DATE
REVENUES:		
INTEREST	\$ -	\$ 4.28
SERIAL BONDS	-	41,006.26
TRANSFER IN	213,316.12	309,568.17
Total Revenues	\$ 213,316.12	\$ 350,578.71
EXPENDITURES:		
PRINCIPAL	187,000.00	294,500.00
INTEREST	27,788.00	56,078.71
Total Expenditures	\$ 214,788.00	\$ 350,578.71



VILLAGE OF FAIRPORT

DEBT SERVICE FUND CHANGE IN FUND BALANCE

	5/1/2020 - 5/31/2020 MONTH - TO - DATE	6/1/2019 - 5/31/2020 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 1,471.88	\$ -
REVENUES	213,316.12	350,578.71
EXPENDITURES	(214,788.00)	(350,578.71)
FUND BALANCE - ending	\$ -	\$ -

BANK RECONCILIATIONS

MAY 2020

BANK RECONCILIATIONS

Bank Reconciliations were performed by the Deputy Clerk and reviewed by the Clerk – Treasurer for the month ending May 31, 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	481.74	(480.74)	-	-	1.00
5420	1,530,714.71	-	-	-	1,530,714.71
5705	7,655.60	-	-	-	7,655.60
0547	19,790.73	-	-	-	19,790.73
5439	468,382.46	-	-	-	468,382.46
5005	27,090.92	-	-	-	27,090.92
2199	125,631.83	-	-	-	125,631.83
NYCLASS	<u>3,919,830.83</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,919,830.83</u>
	<u><u>6,099,578.82</u></u>	<u><u>(480.74)</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>\$ 6,099,098.08</u></u>

RECORDED IN GENERAL LEDGER BY FUND:

GENERAL FUND	3,141,657.36
CAPITAL RESERVES FUND	2,058,116.57
CAPITAL PROJECTS	468,382.46
SEWER	260,847.04
PERMANENT	24,974.59
TRUST & AGENCY	19,790.73
PERMANENT - MOUNT PLEASANT	125,631.83
DEBT SERVICE	-
Total Funds	<u><u>\$ 6,099,400.58</u></u>
DIFFERENCE	302.50
LESS: Petty Cash	<u>(302.50)</u>
DIFFERENCE	<u><u>-</u></u>