



VILLAGE OF FAIRPORT, NY

FINANCIAL REPORT

DECEMBER 2021

Prepared by:  
Megan A. Cook  
Clerk-Treasurer

# Table of Contents

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REPORT TO BOARD OF TRUSTEES.....	1
GENERAL FUND	
Monthly Analysis.....	2-3
Balance Sheet .....	4
Revenues.....	5
Expenditures.....	6-7
Changes in Fund Balance.....	8
CAPITAL PROJECTS FUND	
Monthly Analysis.....	9
Balance Sheet.....	10
Revenues & Expenditures .....	11
Changes in Fund Balance.....	12
CAPITAL RESERVES FUND	
Monthly Analysis.....	13
Balance Sheet .....	14
Revenues & Expenditures .....	15
Changes in Fund Balance.....	16
Reconciliation of Reserve Balances.....	17-19
SEWER FUND	
Monthly Analysis.....	20
Balance Sheet .....	21
Revenues & Expenditures .....	22
Changes in Fund Balance.....	23
DEBT SERVICE FUND	
Monthly Analysis.....	24
Balance Sheet .....	25
Revenues & Expenditures .....	26
Changes in Fund Balance.....	27
OTHER	
Monthly Bank Reconciliation.....	28

Megan A. Cook, CPA  
Clerk-Treasurer



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January 10, 2022

To the Board of Trustees,

I have compiled this Financial Report for the month of December 2021. This report includes an analysis of the General Fund, Capital Projects Fund, Reserves Fund, Sewer Fund, and Debt Service Fund through December 31, 2021. 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 December Bank Reconciliation.

Sincerely,

A handwritten signature in black ink that reads "Megan A. Cook". The signature is written in a cursive, slightly slanted style.

Megan A. Cook, CPA  
Clerk-Treasurer

# GENERAL FUND ANALYSIS

## DECEMBER 2021

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### BALANCE SHEET

The General Fund ended the month with a fund balance of **\$3,937,012.10** of which \$3,297,554.99 is unassigned. The majority of fund balance is equal to cash in the bank of \$3,497,874.12. The remainder of the fund balance is related to \$15,202.56 in unpaid tax bills, \$7,403.33 in invoices billed but not yet received in cash, \$388,838.24 owed from other funds, a prepayment of the Workers Compensation Contract bill of \$122,176.25, offset by an amount owed to the NYS retirement systems.

### REVENUES

Through December 31, 2021, 65% of budgeted revenues have been earned and recorded.

#### Current Month Activity

During the month of December 2021, the Village earned and recorded \$68,382.03 in revenues. Significant revenues earned in the month were as follows:

- \$9,570 was billed for third quarter Commercial Refuse (included in Departmental – Home & Comm).
- \$9,275.63 in the monthly rental of real property mainly related to the cell tower.
- \$48,398.41 was received for the final mortgage tax check for the fiscal year. Refinancing and mortgaged sales remain strong.

#### Year – to – Date Activity

As of December 31, 2021, the Village should expect that between 50% and 58% of revenues have been earned and recorded as 7 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 100% noting fees are due in July after the first tax payment deadline.
- **Sales Tax** is only at 40%. The Village has received payments through September 30, 2021, or 4 months of the year. Therefore 40% earned to date slightly exceeds expectation. The next Sales Tax check is expected to be received on 2/15/2022 for the period October 1, 2021 – December 31, 2021.
- **Departmental – Culture & Rec** is already at 77% noting the majority of this account relates to dock fees which is a seasonal account.
- **Fire Protection** is at 0% as this is an annual amount received from the Town in March each year.
- **Misc** is at 2% noting that this account includes AIM funding which is received in May of each year as well as the Workers Comp refund that is received in April each year.
- **Interfund revenues** and **Transfers-in** are both at 2% and 0% noting the Village is reimbursed by the Electric Fund and Sewer fund two times and one time per year, respectively.
- **Mortgage Tax** is already at 191%. Actual receipts continue to exceed expectation with interest rates remaining low and the competitive real estate market. The Village has received both semi annual payments and therefore does not expect any additional funds this fiscal year.
- **Federal Aid – Health** was received related to ARPA (American Rescue Plan Act) and not included in the budget.

## GENERAL FUND ANALYSIS (Continued)

### DECEMBER 2021

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#### EXPENDITURES

Through December 31, 2021, 56% of budgeted appropriations have been spent or encumbered.

#### Current Month Activity

During the month of December 2021, the Village incurred and recorded \$354,924.95 in expenditures. Significant expenditures in the month were as follows:

- Payroll expenses in the amount of \$110,305.09 for check date December 9, 2021.
- Payroll expenses in the amount of \$105,938.37 for check date December 23, 2021.
- November 2021 central garage costs of \$15,653.41.
- November 2021 IT costs of \$6,907.28.
- October - November 2021 electric costs of \$20,736.44.
- November 2021 refuse costs of \$12,671.74.
- January 2022 health care bills of \$42,215.07 (employer portion).

#### Year – to – Date Activity

As of December 31, 2021, the Village should expect that between 50% and 58% of expenditures have been incurred and recorded as 7 of the 12 months of the fiscal year have passed. Significant variances from the expectation are noted below:

- **Unallocated Insurance** is already at 96% as the Village pays for the General Liability Insurance and Cyber Liability Insurance on an annual basis.
- **Municipal Dues** is already at 89% as the Village pays these dues on an annual basis and a significant portion of the dues have already been paid in full.
- **Publicity** is already at 98% spent noting a significant contract for Public Access was paid for the full year in advance as well as the promotional videos for the new composting program.
- **Dock Facilities and Community Beautification** are already at 81% and 74%. These are seasonal accounts which spend the majority of the funds in the summer months.
- **Street Cleaning** is already at 66%. This budget included new supplies which were purchased at the beginning of the fiscal year.
- **NYS Retirement** is at 97% noting the Village makes this payment once every year. Such payment was made on November 15, 2021.
- **Transfer-out** is already at 83% noting that in addition to the first two quarterly transfers to the capital reserves, a Board approved one-time transfer of excess fiscal year 2021 unassigned fund balance in the amount of \$407,000 was made to the General Capital Reserve.

# VILLAGE OF FAIRPORT

## GENERAL FUND

### Balance Sheet

	DECEMBER 31, 2021	NOVEMBER 30, 2021	\$\$ VARIANCE
<b>ASSETS:</b>			
Cash - Flexible Spending	\$ 7,372.10	\$ 7,284.57	\$ 87.53
Cash - Savings Account	2,213,780.83	2,503,257.93	(289,477.10)
Investments - NYCLASS	1,015,026.31	1,014,996.01	30.30
Cash - Accounts Payable	1.00	5,067.99	(5,066.99)
Cash - Petty	125.00	125.00	-
Cash - Departmental	177.50	177.50	-
Restricted Cash - Insurance Reserve	29,934.11	29,933.23	0.88
Restricted Cash - Workers Compensation	211,397.31	211,391.01	6.30
Restricted Cash - Asset Forfeiture	20,059.96	20,059.79	0.17
Taxes Receivable - Current	15,202.56	15,202.56	-
Accounts Receivable	7,403.33	5,551.80	1,851.53
Due from other funds	388,838.24	388,838.24	-
Due from Federal & State	-	-	-
Due from other governments	-	-	-
Prepaid Expense	122,176.25	122,176.25	-
	<b>Total Assets</b>	<b>Total Assets</b>	<b>Total Assets</b>
	<b>\$ 4,031,494.50</b>	<b>\$ 4,324,061.88</b>	<b>\$ (292,567.38)</b>
<b>LIABILITIES:</b>			
Accounts Payable	\$ -	\$ 5,066.99	\$ (5,066.99)
Accrued Liabilities	-	-	-
Deposits for Flexible Spending	7,372.10	7,284.57	87.53
Due to other funds	(7.19)	(7.19)	-
Due to NYS Retirement Systems	85,046.99	85,046.99	-
Overpayments and clearing	2,070.50	3,115.50	(1,045.00)
	<b>Total Liabilities</b>	<b>Total Liabilities</b>	<b>Total Liabilities</b>
	<b>94,482.40</b>	<b>100,506.86</b>	<b>(6,024.46)</b>
<b>FUND BALANCE:</b>			
Non-Spendable	122,176.25	122,176.25	-
Assigned for Encumbrances	2,494.48	3,814.48	(1,320.00)
Appropriated for 2020-2021 Budget	253,395.00	253,395.00	-
Restricted:			
Insurance	29,934.11	29,933.23	0.88
Workers Compensation	211,397.31	211,391.01	6.30
Asset Forfeiture	20,059.96	20,059.79	0.17
Unassigned	3,297,554.99	3,582,785.26	(285,230.27)
	<b>Total Fund Balance</b>	<b>Total Fund Balance</b>	<b>Total Fund Balance</b>
	<b>3,937,012.10</b>	<b>4,223,555.02</b>	<b>(286,542.92)</b>
	<b>Total Liabilities &amp; Fund Balance</b>	<b>Total Liabilities &amp; Fund Balance</b>	<b>Total Liabilities &amp; Fund Balance</b>
	<b>\$ 4,031,494.50</b>	<b>\$ 4,324,061.88</b>	<b>\$ (292,567.38)</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	\$ 3,053,188.10	\$ 1,553.10	100%
Special Assessments	-	-	-	-	-	-	#DIV/0!
PILOTS	-	215,357.00	-	215,357.00	131,058.57	(84,298.43)	61%
Interest & Penalties	-	7,500.00	-	7,500.00	8,622.29	1,122.29	115%
Sales Tax	-	1,667,277.00	-	1,667,277.00	671,897.54	(995,379.46)	40%
Utilities Gross Receipts	306.69	19,000.00	-	19,000.00	7,020.39	(11,979.61)	37%
Franchise Fees	-	60,000.00	-	60,000.00	29,369.43	(30,630.57)	49%
Departmental - General Gov	150.00	4,250.00	-	4,250.00	1,792.25	(2,457.75)	42%
Departmental - Public Safety	50.00	13,000.00	-	13,000.00	1,404.75	(11,595.25)	11%
Departmental - Transportation	-	1,500.00	-	1,500.00	555.34	(944.66)	37%
Departmental - Culture & Rec	-	43,845.00	-	43,845.00	33,562.99	(10,282.01)	77%
Departmental - Home & Comm	9,926.50	76,680.00	-	76,680.00	47,837.27	(28,842.73)	62%
Fire Protection	-	729,804.00	-	729,804.00	-	(729,804.00)	0%
Intergovernmental Charges	-	3,915.00	-	3,915.00	-	(3,915.00)	0%
Interest & Earnings	37.65	3,000.00	-	3,000.00	231.99	(2,768.01)	8%
Rental of Real Property	9,275.63	189,881.00	-	189,881.00	96,720.08	(93,160.92)	51%
Licenses & Permits	814.40	36,100.00	-	36,100.00	12,761.45	(23,338.55)	35%
Fines & Forfeitures	1,432.75	14,000.00	-	14,000.00	4,719.00	(9,281.00)	34%
Sale of Property	-	-	-	-	4,177.48	4,177.48	#DIV/0!
Misc	(2,010.00)	212,528.00	-	212,528.00	4,929.42	(207,598.58)	2%
Interfund Revenues	-	120,625.00	-	120,625.00	1,888.30	(118,736.70)	2%
Mortgage Tax	48,398.41	50,000.00	-	50,000.00	95,292.71	45,292.71	191%
State Aid - Other General Government	-	-	15,000.00	15,000.00	15,000.00	-	100%
State Aid - Public Safety	-	3,300.00	-	3,300.00	1,528.83	(1,771.17)	46%
Federal Aid - Health	-	-	-	-	272,050.46	272,050.46	#DIV/0!
Transfer - In	-	155,400.00	-	155,400.00	-	(155,400.00)	0%
Appropriated Fund Balance	-	253,395.00	-	253,395.00	-	-	-
<b>Total Revenues</b>	<b>\$ 68,382.03</b>	<b>\$ 6,931,992.00</b>	<b>\$ 15,000.00</b>	<b>\$ 6,946,992.00</b>	<b>\$ 4,495,608.64</b>	<b>\$ (2,197,988.36)</b>	<b>65%</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	\$ 5,923.36	\$ 57,244.00	\$ 7,381.48	\$ 64,625.48	\$ 38,324.12	\$ 411.48	\$ 25,889.88	60%
VILLAGE JUSTICE	4,248.04	68,494.00	-	68,494.00	30,108.25	-	38,385.75	44%
MAYOR	1,241.42	18,639.00	-	18,639.00	8,970.74	-	9,668.26	48%
MANAGER	10,074.00	142,462.00	-	142,462.00	80,658.63	-	61,803.37	57%
TREASURER	14,700.00	194,935.00	-	194,935.00	106,748.98	-	88,186.02	55%
RECORD ARCHIVE	-	1,550.00	-	1,550.00	32.92	-	1,517.08	2%
VILLAGE ATTORNEY	4,164.50	29,000.00	-	29,000.00	13,934.75	-	15,065.25	48%
PERSONNEL	50.00	10,545.00	-	10,545.00	1,745.22	-	8,799.78	17%
VILLAGE HALL	1,414.76	18,112.00	-	18,112.00	7,220.43	-	10,891.57	40%
CENTRAL GARAGE	15,653.41	166,190.00	-	166,190.00	99,238.47	-	66,951.53	60%
DPW FACILITY	463.55	23,740.00	10,277.12	34,017.12	14,479.99	-	19,537.13	43%
INFORMATION TECHNOLOGY	6,907.28	195,065.00	-	195,065.00	46,206.71	-	148,858.29	24%
UNALLOCATED INSURANCE	134.50	78,000.00	-	78,000.00	75,123.00	-	2,877.00	96%
MUNICIPAL ASSN DUES	-	4,000.00	-	4,000.00	3,545.00	-	455.00	89%
TAXES & ASSESS	-	3,600.00	-	3,600.00	-	-	3,600.00	0%
CONTINGENT ACCOUNT	-	30,000.00	-	30,000.00	-	-	30,000.00	0%
POLICE	93,131.68	1,253,265.00	-	1,253,265.00	699,040.45	-	554,224.55	56%
FIRE	14,868.99	213,764.00	-	213,764.00	84,578.41	-	129,185.59	40%
FIRE FACILITY TRAINING	-	15,000.00	-	15,000.00	-	-	15,000.00	0%
SAFETY INSPECTION	7,327.79	100,753.00	-	100,753.00	49,814.96	-	50,938.04	49%
DPW ADMINISTRATION	61,135.16	926,610.00	-	926,610.00	463,020.76	-	463,589.24	50%
STREETS MAINT. & CLEAN.	3,274.15	99,700.00	-	99,700.00	42,010.57	-	57,689.43	42%
SNOW REMOVAL	918.29	95,200.00	-	95,200.00	918.29	-	94,281.71	1%
STREET LIGHTING	20,736.44	190,000.00	-	190,000.00	88,329.62	-	101,670.38	46%
SIDEWALKS	-	500.00	-	500.00	-	-	500.00	0%
OFF STREET PARKING	-	3,600.00	-	3,600.00	715.07	-	2,884.93	20%



PUBLICITY	-	4,200.00	-	4,200.00	4,104.78	-	95.22	98%
ECONOMIC DEVELOPMENT	2,184.00	8,250.00	2,750.00	11,000.00	2,184.00	-	8,816.00	20%
PARKS	-	14,550.00	8,625.00	23,175.00	7,177.99	1,794.00	14,203.01	39%
POTTER	18.23	-	-	-	394.48	-	(394.48)	#DIV/0!
DOCK FACILITIES	388.97	25,541.00	-	25,541.00	20,980.01	-	4,560.99	82%
MUSEUM	-	500.00	-	500.00	180.09	-	319.91	36%
CELEBRATIONS	-	2,568.00	-	2,568.00	1,643.08	-	924.92	64%
ZBA	645.00	35,100.00	-	35,100.00	1,690.21	-	33,409.79	5%
PLANNING BOARD	6,911.48	123,983.00	-	123,983.00	53,780.39	-	70,202.61	43%
HPC	367.40	6,550.00	-	6,550.00	367.40	-	6,182.60	6%
SANITARY SEWER	2,583.00	33,350.00	-	33,350.00	17,684.36	-	15,665.64	53%
REFUSE COLLECTION	15,146.16	159,817.00	-	159,817.00	86,328.52	-	73,488.48	54%
STREET CLEANING	-	2,200.00	-	2,200.00	1,163.00	289.00	748.00	66%
COMM. BEAUTIFICATION	-	1,200.00	3,013.00	4,213.00	3,115.95	-	1,097.05	74%
STORM SEWER DRAINAGE	-	18,950.00	-	18,950.00	12,152.57	-	6,797.43	64%
SHADE TREES	-	73,650.00	-	73,650.00	8,131.00	-	65,519.00	11%
OTHER HOME & COMM SERV	1,610.29	15,931.00	-	15,931.00	10,274.85	-	5,656.15	64%
NYS RETIREMENT	-	496,754.00	-	496,754.00	482,005.50	-	14,748.50	97%
EMPLOYEE BENEFITS	57,478.10	1,009,430.00	-	1,009,430.00	459,742.55	-	549,687.45	46%
TRANSFER-OUT	1,225.00	959,500.00	15,000.00	974,500.00	806,382.90	-	168,117.10	83%
<b>Total Expenditures</b>	<b>\$ 354,924.95</b>	<b>\$ 6,931,992.00</b>	<b>\$ 47,046.60</b>	<b>\$ 6,979,038.60</b>	<b>\$ 3,934,248.97</b>	<b>\$ 2,494.48</b>	<b>\$ 3,042,295.15</b>	<b>56%</b>

# VILLAGE OF FAIRPORT

## GENERAL FUND

### Change in Fund Balance

	12/1/2021 - 12/31/2021 MONTH - TO - DATE	6/1/2021 - 12/31/2021 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 4,223,555.02	\$ 3,375,652.43
REVENUES	68,382.03	4,495,608.64
EXPENDITURES	<u>(354,924.95)</u>	<u>(3,934,248.97)</u>
FUND BALANCE - ending	<u>\$ 3,937,012.10</u>	<u>\$ 3,937,012.10</u>

# CAPITAL PROJECTS FUND ANALYSIS

## DECEMBER 2021

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### BALANCE SHEET

The Capital Projects Fund ended the month with a fund balance of \$0. There are currently no unspent proceeds related to capital projects.

### CURRENT MONTH ACTIVITY

During the month of December 2021, the Village incurred total capital costs of \$360,956.54 related to the following projects:

- \$2,000 spent on roof repairs for the fire stations financed through the Fire Equipment Reserve.
- \$85,314.89 spent on sidewalk maintenance financed through the General Capital Reserve.
- \$273,641.65 spent on the Bicentennial Canal Gateway project financed through General Capital Reserve.

### YEAR TO DATE ACTIVITY

Through December 31, 2021, the Village has incurred total capital costs of \$1,029,610.58 related to the following projects:

- \$6,974.52 spent on the new truck set up for Fire Truck #305 financed through the Fire Rolling Stock Reserve.
- \$2,000 spent on roof repairs for the fire stations financed through the Fire Equipment Reserve,
- \$11,080.00 spent to purchase Automated External Defibrillators (AED). This is financed through NYS Grants.
- \$64,046.00 spent on DPW Equipment including a roller, a paint machine and a Ford F550. These purchases were financed through the General Capital Reserve.
- \$14,114.00 spent to purchase new refuse containers financed through the General Capital Reserve.
- \$115,423.19 spent on road maintenance financed in part through CDBG funds and General Capital Reserve funds.
- \$91,111.38 spent on sidewalk maintenance financed through the General Capital Reserve.
- \$717,899.82 spent on the Bicentennial Canal Gateway project financed through General Capital Reserves, NYS Grants, as well as cash on hand from previous bond issuances.
- \$5,709.41 spent on Storm Sewer Drainage Equipment for gutter replacements on Winding Brook Drive financed through the General Capital Reserve.
- \$1,252.26 of unspent bond proceeds related to the Southwest Banks Enhancements were transferred to the Debt Service Fund to cover the related portion of the November 15, 2021, bond payments.

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### BALANCE SHEET

	DECEMBER 31, 2021	NOVEMBER 30, 2021	\$\$ VARIANCE
ASSETS			
CHASE BANK	\$ -	\$ -	\$ -
ACCOUNTS RECEIVABLE	-	-	-
STATE & FEDERAL AID RECEIVABLE	388,838.24	388,838.24	-
DUE FROM OTHER FUNDS	-	-	-
<b>Total Assets</b>	<b>\$ 388,838.24</b>	<b>\$ 388,838.24</b>	<b>\$ -</b>
LIABILITIES:			
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -
BAN PAYABLE	-	-	-
DUE TO OTHER FUNDS	388,838.24	388,838.24	-
<b>Total Liabilities</b>	<b>388,838.24</b>	<b>388,838.24</b>	<b>-</b>
FUND BALANCE:			
Unassigned	0.00	(0.00)	0.00
<b>Total Fund Balance</b>	<b>0.00</b>	<b>(0.00)</b>	<b>0.00</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 388,838.24</b>	<b>\$ 388,838.24</b>	<b>\$ -</b>

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### TOTAL REVENUES & EXPENDITURES

	12/1/2021 - 12/30/2021 MONTH - TO - DATE	6/1/2021 - 12/31/2021 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST	\$ -	\$ -
STATE AID - OTHER GENERAL	-	11,080.00
STATE AID - CHIPS	-	-
STATE AID - CULTURE & RECREATION	-	70,072.52
FEDERAL AID - CDBG	-	77,758.24
TRANSFER IN	360,956.54	871,260.94
	<hr/>	<hr/>
<b>Total Revenues</b>	<b>\$ 360,956.54</b>	<b>\$ 1,030,171.70</b>
<b>EXPENDITURES:</b>		
VILLAGE HALL EQUIPMENT	\$ -	\$ -
POLICE EQUIPMENT	-	-
POLICE SECURITY CAMERAS	-	-
FIRE EQUIPMENT	-	6,974.52
FIRE IT INTEGRATION	-	-
FIRE ROOF REPAIRS AND IMPROVEMENTS	2,000.00	2,000.00
FIRE STATION REPAIRS	-	-
AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	-	11,080.00
FIRE TURNOUT GEAR	-	-
DPW EQUIPMENT	-	64,046.00
PARKING LOT SIGNAGE	-	-
NORTH BANK PAVILLION	-	-
KENNELLY PARK GAZEBO	-	-
REFUSE CONTAINERS	-	14,114.00
LIFTBRIDGE LANE WEST PEDESTRAIN CORRIDOR	-	-
STREETS MAINT. & CLEAN.EQUIPMENT	-	115,423.19
STREETSCAPE	-	-
SIDEWALKS	85,314.89	91,111.38
BICENTENNIAL CANAL GATEWAY PROJECT	273,641.65	717,899.82
STORM SEWER DRAINAGE EQUIPMENT	-	5,709.41
TRANSFER TO GENERAL FUND	-	-
TRANSFER TO DEBT SERVICE	-	1,252.26
	<hr/>	<hr/>
<b>Total Expenditures</b>	<b>\$ 360,956.54</b>	<b>\$ 1,029,610.58</b>

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### CHANGE IN FUND BALANCE

	12/1/2021 - 12/30/2021 MONTH - TO - DATE	6/1/2021 - 12/31/2021 YEAR - TO - DATE
FUND BALANCE - beginning	\$ -	\$ (561.12)
REVENUES	360,956.54	1,030,171.70
EXPENDITURES	<u>(360,956.54)</u>	<u>(1,029,610.58)</u>
FUND BALANCE - ending	<u>\$ -</u>	<u>\$ -</u>

## CAPITAL RESERVES FUND ANALYSIS

### DECEMBER 2021

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#### BALANCE SHEET

The Capital Reserves Fund ended the month with a fund balance of \$2,591,188.99. The balance is equal to the cash in the bank allocated to the three reserves as follows: (1) \$1,535,056.65 in General Capital, (2) \$851,227.16 in Fire Rolling Stock, and (3) \$204,905.18 in Fire Equipment.

#### CURRENT MONTH ACTIVITY

During the month of December 2021, the Village utilized \$358,956.54 in General Capital Reserve money to fund (1) the Bicentennial Canal Gateway Project and (2) Sidewalks. Additionally, during the month of December 2021, the Village utilized \$2,000 in Fire Equipment Reserve money to fund (1) roof improvements.

During the month of December 2021, the Village earned and recorded \$290.21 in revenues as follows:

- \$81.88 in interest applied to each reserve.
- \$208.33 donation from the Colonial Belle was reinvested in the General Capital Reserve.

#### YEAR TO DATE ACTIVITY

Through December 31, 2021, the Village has utilized \$871,260.94 in capital reserve money to fund ongoing projects.

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

	DECEMBER 31, 2021	NOVEMBER 30, 2021	\$\$ VARIANCE
<b>ASSETS:</b>			
CASH RESERVE - Capital	\$ 1,535,056.65	\$ 1,893,754.58	\$ (358,697.93)
CASH RESERVE - Fire Rolling Stock	851,227.16	851,201.74	25.42
CASH RESERVE - Fire Equipment	204,905.18	206,899.00	(1,993.82)
ACCOUNTS RECEIVABLE - Capital	-	-	-
DUE FROM OTHER FUNDS - Capital	-	-	-
<b>Total Assets</b>	<u>\$ 2,591,188.99</u>	<u>\$ 2,951,855.32</u>	<u>\$ (360,666.33)</u>
<b>LIABILITIES:</b>			
DUE TO OTHER FUNDS - Capital	\$ -	\$ -	\$ -
<b>Total Liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE:</b>			
<b>RESTRICTED</b>			
Capital Plan	1,535,056.65	1,893,754.58	(358,697.93)
Fire Rolling Stock	851,227.16	851,201.74	25.42
Fire Equipment	204,905.18	206,899.00	(1,993.82)
<b>Total Fund Balance</b>	<u>2,591,188.99</u>	<u>2,951,855.32</u>	<u>(360,666.33)</u>
<b>Total Liabilities &amp; Fund Balance</b>	<u>\$ 2,591,188.99</u>	<u>\$ 2,951,855.32</u>	<u>\$ (360,666.33)</u>



# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### TOTAL REVENUES & EXPENDITURES

	12/1/2021 - 12/31/2021 MONTH - TO - DATE	6/1/2021 - 12/31/2021 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST - General Capital	\$ 50.28	\$ 308.79
INTEREST - Fire Rolling Stock	25.42	146.46
INTEREST - Fire Equipment	6.18	34.39
SALE OF PROPERTY - General Capital	-	9,360.00
SALE OF PROPERTY - Fire Rolling Stock	-	6,480.00
SALE OF PROPERTY - Fire Equipment	-	-
GIFTS & DONATIONS - General Capital	208.33	1,458.31
TRANSFER IN - General Capital	-	586,244.50
TRANSFER IN - Fire Rolling Stock	-	91,415.00
TRANSFER IN- Fire Equipment	-	35,000.00
<b>Total Revenues</b>	<b>\$ 290.21</b>	<b>\$ 730,447.45</b>
<b>EXPENDITURES:</b>		
TRANSFER OUT - General Capital	\$ 358,956.54	\$ 862,286.42
TRANSFER OUT - Fire Rolling Stock	-	6,974.52
TRANSFER OUT - Fire Equipment	2,000.00	2,000.00
<b>Total Expenditures</b>	<b>\$ 360,956.54</b>	<b>\$ 871,260.94</b>

# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### CHANGE IN FUND BALANCE

	12/1/2021 - 12/31/2021 MONTH - TO - DATE	6/1/2021 - 12/31/2021 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 2,951,855.32	\$ 2,732,002.48
REVENUES	290.21	730,447.45
EXPENDITURES	<u>(360,956.54)</u>	<u>(871,260.94)</u>
FUND BALANCE - ending	<u>\$ 2,591,188.99</u>	<u>\$ 2,591,188.99</u>

**VILLAGE OF FAIRPORT**  
**THE CURRENT STATE OF THE CAPITAL FUND**  
For the Period 6/1/2021 - 5/31/2022

	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, 2021</b>	\$ 1,799,971.47	\$ -	\$ 8,684.82	\$ -	\$ -	\$ -	\$ 8,684.82
<b>GRANT/OTHER FUNDING SOURCES/BOND</b>							
CHIPs							-
Street Resurfacing/Side Walk/Equipment							-
CDBG			74,762.16				74,762.16
Monroe/Hillsborough/Suffolk Resurfacing			(74,762.16)				(74,762.16)
Orchard Street Storm Sewer Relining							
Homestead/Fireside Storm Sewer Lining							
NYS Parks Grant			218,980.50				218,980.50
Bicentennial Canal Gateway Projects			(226,413.06)				(226,413.06)
Transfer to Debt Service - Unspent Bond Proceeds			(1,252.26)				(1,252.26)
<b>CAPITAL RESERVE TRANSACTIONS</b>							
Fund Capital Reserve from Unrestricted	586,244.50						
Transfer to H Fund from Cap Reserve	(862,286.42)	-	(784,126.42)	(14,114.00)	(64,046.00)	-	(862,286.42)
VILLAGE HALL EQUIPMENT							-
POLICE EQUIPMENT							-
POLICE SECURITY CAMERAS							-
DPW EQUIPMENT					64,046.00		64,046.00
PARKING LOT SIGNAGE							-
NORTH BANK PAVILLION							-
KENNELLY PARK GAZEBO							-
REFUSE CONTAINERS				14,114.00			14,114.00
LIFTBRIDGE LANE WEST PEDESTRAIN CORRIDOR							-
STREETS MAINT. & CLEAN.EQUIPMENT			42,064.95				42,064.95
STREETSCAPE							-
SIDEWALKS			91,111.38				91,111.38
BICENTENNIAL CANAL GATEWAY PROJECT			649,640.68				649,640.68
STORM SEWER DRAINAGE EQUIPMENT			1,309.41				1,309.41
							-
							-
<b>Additional Funding</b>							
Sale of Assets	9,360.00						-
Dock Damage Proceeds from Colonial Belle	1,458.31						-
Interest	308.79						-
							-
<b>CURRENT BALANCES</b>	<b>\$ 1,535,056.65</b>	<b>\$ -</b>	<b>\$ (0.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0.00)</b>

**VILLAGE OF FAIRPORT**  
**THE CURRENT STATE OF THE CAPITAL FUND**  
For the Period 6/1/2021 - 5/31/2022

	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	AED	Turnout Gear	FUND
BALANCE ON JUNE 01, 2021	\$ 171,870.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>GRANT/OTHER FUNDING SOURCES/BOND</b>							
NYS Grant AEDs					11,080.00 (11,080.00)		-
<b>CAPITAL RESERVE TRANSACTIONS</b>							
Fund Capital Reserve from Unrestricted	35,000.00						
Transfer to H Fund from Cap Reserve	(2,000.00)	-	(2,000.00)	-	-	-	(2,000.00)
FIRE IT INTEGRATION & NETWORKING							-
FIRE ROOF IMPROVEMENTS			2,000.00				
STATION REPAIRS							
AUTOMATED EXTERNAL DEFIBRILLATOR (AED)							
TURNOUT GEAR							
<b>Additional Funding</b>							
Sale of Assets							
Interest	34.39						-
Additional Appropriation	-						-
	-						-
<b>CURRENT BALANCES</b>	<b>\$ 204,905.18</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**VILLAGE OF FAIRPORT**  
**THE CURRENT STATE OF THE CAPITAL FUND**  
For the Period 6/1/2021 - 5/31/2022

	FIRE ROLLING STOCK RESERVE BALANCE	CAPITAL FUND PROJECT Fire Truck	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	TOTAL CAPITAL FUND
BALANCE ON JUNE 01, 2021	\$ 760,160.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>GRANT TRANSACTIONS</b>							-
							-
							-
							-
							-
							-
<b>CAPITAL RESERVE TRANSACTIONS</b>							
Fund Capital Reserve from Unrestricted	91,415.00						
Transfer to H Fund from Cap Reserve	(6,974.52)	6,974.52					6,974.52
FIRE EQUIPMENT		(6,974.52)					(6,974.52)
<b>Additional Funding</b>							
Sale of Assets	6,480.00						
Interest	146.46						-
Additional Appropriation							-
							-
<b>CURRENT BALANCES</b>	<b>\$ 851,227.16</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## SEWER FUND ANALYSIS

### DECEMBER 2021

---

#### BALANCE SHEET

The Sewer Fund ended the month with a fund balance of \$712,465.97. The fund balance is equal to cash in the bank of \$710,365.97 plus unpaid sewer rents of \$2,100.

#### REVENUES

Through December 31, 2021, 92% of budgeted revenues have been earned and recorded.

There was no revenue activity during the month of December 2021.

#### EXPENDITURES

Through December 31, 2021, 3% of expenditures have been spent and encumbered.

There were no significant expenditures during the month of December 2021.

**VILLAGE OF FAIRPORT**  
**SEWER FUND**  
**BALANCE SHEET**

	DECEMBER 31, 2021	NOVEMBER 30, 2021	\$\$ VARIANCE
<b>ASSETS:</b>			
CASH	\$ 710,365.97	\$ 711,183.12	\$ (817.15)
TAXES REXCEIVABLE	2,100.00	2,100.00	-
DUE FROM OTHER FUNDS	-	-	-
DUE FROM STATE & FED	-	-	-
DUE FROM PERINTON	-	-	-
<b>Total Assets</b>	<u>\$ 712,465.97</u>	<u>\$ 713,283.12</u>	<u>\$ (817.15)</u>
<b>LIABILITIES:</b>			
DUE TO OTHER FUNDS	\$ -	\$ -	\$ -
ACCOUNTS PAYABLE	-	-	-
<b>Total Liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE:</b>			
ASSIGNED	<u>712,465.97</u>	<u>713,283.12</u>	<u>(817.15)</u>
<b>Total Fund Balance</b>	<u>712,465.97</u>	<u>713,283.12</u>	<u>(817.15)</u>
<b>Total Liabilities &amp; Fund Balance</b>	<u>\$ 712,465.97</u>	<u>\$ 713,283.12</u>	<u>\$ (817.15)</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	\$ -	\$ 378,350.00	\$ -	\$ 378,350.00	\$ -	\$ 378,525.00	\$ 175.00	100.05%
INTEREST	-	-	-	-	-	-	-	
INTERGOVERNMENTAL	-	34,205.00	-	34,205.00	-	-	(34,205.00)	0.00%
FEDERAL AID - CDBG	-	-	-	-	-	-	-	
TRANSFER IN	-	-	-	-	-	-	-	
<b>Total Revenues</b>	<u>\$ -</u>	<u>\$ 412,555.00</u>	<u>\$ -</u>	<u>\$ 412,555.00</u>	<u>\$ -</u>	<u>\$ 378,525.00</u>	<u>\$ (34,030.00)</u>	92%

	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	ENCUM	YEAR TO DATE	BUDGET AVAILABLE	% OF BUDGET USED
EXPENDITURES:								
EQUIPMENT	\$ -	\$ 21,500.00	\$ 3,775.00	\$ 25,275.00	\$ 7,215.25	\$ 815.00	\$ 17,244.75	32%
CONTRACTUAL	14.25	187,172.00	10.98	187,182.98	-	3,202.51	183,980.47	2%
MAINTENANCE	802.90	6,300.00	-	6,300.00	-	802.90	5,497.10	13%
TRANSFER OUT	-	197,583.00	-	197,583.00	-	-	197,583.00	0%
<b>Total Expenditures</b>	<u>\$ 817.15</u>	<u>\$ 412,555.00</u>	<u>\$ 3,785.98</u>	<u>\$ 416,340.98</u>	<u>\$ 7,215.25</u>	<u>\$ 4,820.41</u>	<u>\$ 404,305.32</u>	3%



# VILLAGE OF FAIRPORT

## SEWER FUND

### CHANGE IN FUND BALANCE

	12/1/2021 - 12/31/2021 MONTH - TO - DATE	6/1/2021 - 12/31/2021 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 713,283.12	\$ 338,761.38
REVENUES	-	378,525.00
EXPENDITURES	<u>(817.15)</u>	<u>(4,820.41)</u>
FUND BALANCE - ending	<u>\$ 712,465.97</u>	<u>\$ 712,465.97</u>

# DEBT SERVICE FUND ANALYSIS

## DECEMBER 2021

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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 December 2021. The Village does not anticipate any activity until May 15, 2022, when the next payment is due.

### YEAR TO DATE ACTIVITY

Through December 31, 2021, the Village has made principal payments in the amount of \$101,750 and interest payments in the amount of \$24,431.92 for a total of \$126,181.92 spent to date.

Of this amount, \$37,659.38 was financed with a payment from MCWA for water related debt, \$2,694.14 was financed through cash on hand from unspent bond proceeds and interest earned on refunded escrow balance, and the remaining \$85,828.40 was financed by the General Fund.

	VILLAGE	
	Principal	Interest
\$4,100,000 Pubic Improvement Bonds Refunding; 2011	101,750.00	1,721.88
\$1,055,000 Public Improvement Bonds Refudning; 2016	-	6,550.00
\$5,850,000 Public Improvement Bonds; 2018	-	-
\$802,000 Public Improvement Bonds; 2019	-	8,728.13
\$1,930,000 Public Improvement Bonds; 2021	-	4,150.00
\$565,000 Public Improvement Binds; 2021	-	3,281.91
 Total Debt Service Payment	<u>101,750.00</u>	<u>24,431.92</u>
<b>Payment received from MCWA</b>	<u>(36,750.00)</u>	<u>(909.38)</u>
<b>Unspent Bond Proceeds</b>	<u>-</u>	<u>(2,694.14)</u>
<b>Transfer needed from General Fund</b>	<u>65,000.00</u>	<u>20,828.40</u>

**VILLAGE OF FAIRPORT**

**DEBT SERVICE FUND**

*BALANCE SHEET*

	DECEMBER 31, 2021	NOVEMBER 30, 2021	\$\$ VARIANCE
ASSETS:			
CASH	\$ -	\$ -	\$ -
Total Assets	\$ -	\$ -	\$ -
FUND BALANCE:			
RESTRICTED	\$ -	\$ -	\$ -
Total Fund Balance	-	-	-
Total Liabilities & Fund Balance	\$ -	\$ -	\$ -

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### TOTAL REVENUES & EXPENDITURES

	12/1/2021 - 12/31/2021 MONTH - TO - DATE	6/1/2021 - 12/31/2021 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST	\$ -	\$ -
SERIAL BONDS	-	37,659.38
TRANSFER IN	-	87,080.66
	<hr/>	<hr/>
Total Revenues	\$ -	\$ 124,740.04
	<hr/>	<hr/>
<b>EXPENDITURES:</b>		
PRINCIPAL	-	101,750.00
INTEREST	-	24,431.92
	<hr/>	<hr/>
Total Expenditures	\$ -	\$ 126,181.92
	<hr/>	<hr/>

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### CHANGE IN FUND BALANCE

	12/1/2021 - 12/31/2021 MONTH - TO - DATE	6/1/2021 - 12/31/2021 YEAR - TO - DATE
FUND BALANCE - beginning	\$ -	\$ 1,441.88
REVENUES	-	124,740.04
EXPENDITURES	-	(126,181.92)
FUND BALANCE - ending	\$ -	\$ -

# BANK RECONCILIATIONS

## DECEMBER 2021

### BANK RECONCILIATIONS

Bank Reconciliations were performed by the Clerk – Treasurer for the month ending December 31, 2021. 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	4,605.91	(4,604.91)	-	-	1.00
5420	2,918,550.62	-	-	6,859.72	2,925,410.34
5705	7,472.10	-	-	(100.00)	7,372.10
0547	12,056.92	-	-	(6,759.72)	5,297.20
5439	-	-	-	-	-
5005	20,059.96	-	-	-	20,059.96
2199	109,276.40	-	-	-	109,276.40
NYCLASS	<u>3,871,814.73</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,871,814.73</u>
	<u><u>6,943,836.64</u></u>	<u><u>(4,604.91)</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>\$ 6,939,231.73</u></u>

### RECORDED IN GENERAL LEDGER BY FUND:

GENERAL FUND	3,497,874.12
CAPITAL RESERVES FUND	2,591,188.99
CAPITAL PROJECTS	-
SEWER	710,365.97
PERMANENT	25,531.55
TRUST & AGENCY	5,297.20
PERMANENT - MOUNT PLEASANT	109,276.40
DEBT SERVICE	-
Total Funds	<u><u>\$ 6,939,534.23</u></u>
DIFFERENCE	302.50
LESS: Petty Cash	<u>(302.50)</u>
DIFFERENCE	<u><u>-</u></u>