



# VILLAGE OF FAIRPORT, NY

## FINANCIAL REPORT

**FEBRUARY 2023**

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

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Megan A. Cook, CPA  
Clerk-Treasurer



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March 13, 2023

To the Board of Trustees,

I have compiled this Financial Report for the month of February 2023. This report includes an analysis of the General Fund, Capital Projects Fund, Reserves Fund, Sewer Fund, and Debt Service Fund through February 28, 2023. Included in each fund is a monthly analysis, a balance sheet, a revenue statement, an expenditure statement, and a statement of changes in fund balance.

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

Sincerely,

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

Megan A. Cook, CPA  
Clerk-Treasurer

# GENERAL FUND ANALYSIS

## FEBRUARY 2023

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### BALANCE SHEET

The General Fund ended the month with a fund balance of **\$3,609,638.82** of which \$3,111,277.03 is unassigned. The majority of fund balance is equal to cash in the bank of \$2,471,931.77. The remainder of the fund balance is related to \$56,803.81 in unpaid tax bills, \$7232.24 in invoices billed but not yet received in cash, an amount owed from other funds of \$1,042,383.74 related to grant reimbursements, a prepayment of the Workers Compensation contract bill of \$121,018.33, offset by an amount owed to the NYS retirement systems.

### REVENUES

Through February 28, 2023, 77% of budgeted revenues have been earned and recorded.

#### Current Month Activity

During the month of February, the Village earned and recorded \$703,524.99 in revenues. Significant revenues earned in February were as follows:

- \$70,793.16 received from FMC for their PILOT Agreement.
- \$519,223.42 in Sales Tax for the period 10/1/22 – 12/31/22. This is an increase of approx.. \$26k or 5% over the same period in the prior year.
- \$31,141.04 for the second semi-annual Franchise Fee from Spectrum cable.
- \$22882.36 in rental of real property related to the cell tower leases and the annual rent paid by FMC.
- \$65,091.50 received from FMC for reimbursement of a portion of the Village Manager and Clerk-Treasurer salary for the time frame 6/1/22 – 12/31/22.

#### Year – to Date Activity

As of February 28, 2023, the Village should expect that between 66% and 75% of revenues have been earned and recorded as 9 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.
- **PILOTS** are at 93% noting that all but one agreement has been invoiced and paid.
- **Interest & Penalties** are at 106% noting fees are due starting July 1 through October 31.
- **Sales Tax** is at 59% noting the Village has only received Sales Tax through December 31, 2022.
- **Franchise Fees** is at 100% noting that both of the semi-annual payments have been received.
- **Fire Protection** is at 0% as this is an annual amount received from the Town in March each year.
- **Interest & Earnings** is well above budget as interest rates have significantly increased. Current rate at 2/28/23 was 4.43%.
- **AIM** is at 100% as the Village receives this payment from the state once a year.
- **Mortgage Tax** has already surpassed budget. The Village has received both semiannual payments and therefore does not anticipate any further receipts.
- **Federal Aid – Health** was received related to ARPA (American Rescue Plan Act) and not included in the budget.
- **Transfer-In** is at 0% as the Village does a onetime year-end transfer from the Sewer Fund for personnel related cost reimbursements.

# GENERAL FUND ANALYSIS

## FEBRUARY 2023

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### EXPENDITURES

Through February 28, 2023, 67% of budgeted appropriations have been spent or encumbered.

#### Current Month Activity

During the month of February, the Village incurred and recorded \$730,229.63 in expenditures. Significant expenditures were as follows:

- The Village recorded Payroll expenses in the amount of \$102,863.48 for check date February 2, 2023.
- The Village recorded Payroll expenses in the amount of \$103,557.21 for check date February 16, 2023.
- The Village paid its monthly Fleet bills of \$14,243.11.
- The Village paid its monthly IT bills of \$17,564.46.
- The Village paid its monthly electric bills of \$26,160.22.
- The Village recorded monthly refuse and composting of \$8,408.19.
- The Village paid its annual Workers Compensation Premiums of \$206,805.
- The Village paid its monthly health care bills of \$43,466.77.
- The Village made its quarterly contributions to the General Capital Reserve, Fire Rolling Stock Reserve, and Fire Equipment Reserve in the amounts of \$83,486.00, 62,984.25, and 17,500.00, respectively.

#### Year – to – Date Activity

As of February 28, 2023, the Village should expect that between 66% and 75% of expenditures have been incurred and recorded as 9 of the 12 months of the fiscal year have passed. Significant variances from the expectation are noted below:

- **Village Justice** is already at 90% noting the budget includes costs through 12/31/2022 at which point the court was dissolved. The Village expects there to be no more payments.
- **Village Attorney** is already at 87% noting there was added expenses related to Police Contract negotiations.
- **Unallocated Insurance** is already at 100% noting the Village pays the total General Liability insurance at the beginning of the fiscal year.
- **Snow Removal** is only at 12% noting the season through February has been mild.
- **Dock Facilities** is already at 92% as this is a seasonal account which spends the majority of the funds in the summer months.
- **ZBA** is only at 1% as this line item includes significant funds for a Village Code revision which has not occurred yet.
- **NYS Retirement** is at 96% noting the Village has already made its annual payment.

# VILLAGE OF FAIRPORT

## GENERAL FUND

### Balance Sheet

	FEBRUARY 28, 2023	JANUARY 31, 2023	\$\$ VARIANCE
<b>ASSETS:</b>			
Cash - Flexible Spending	5,029.61	1,919.14	3,110.47
Cash - Savings Account	1,153,524.29	1,223,330.59	(69,806.30)
Investments - NYCLASS	1,036,960.83	1,033,483.29	3,477.54
Cash - Accounts Payable	14,647.06	1.00	14,646.06
Cash - Petty	125.00	125.00	-
Cash - Departmental	177.50	177.50	-
Restricted Cash - Insurance Reserve	30,569.48	30,468.75	100.73
Restricted Cash - Workers Compensation	215,955.51	215,232.85	722.66
Restricted Cash - Asset Forfeiture	14,942.49	14,927.61	14.88
Taxes Receivable - Current	56,803.81	56,803.81	-
Accounts Receivable	7,232.24	2,781.15	4,451.09
Due from other funds	1,042,383.74	1,011,717.74	30,666.00
Due from Federal & State	-	-	-
Due from other governments	-	-	-
Prepaid Expense	121,018.33	121,018.33	-
<b>Total Assets</b>	<b>3,699,369.89</b>	<b>3,711,986.76</b>	<b>(12,616.87)</b>
<b>LIABILITIES:</b>			
Accounts Payable	14,646.06	-	14,646.06
Accrued Liabilities	-	-	-
Deposits for Flexible Spending	5,029.61	1,919.14	3,110.47
Due to other funds	(7.19)	(7.19)	-
Due to NYS Retirement Systems	69,528.09	69,528.09	-
Overpayments and clearing	534.50	4,204.50	(3,670.00)
<b>Total Liabilities</b>	<b>89,731.07</b>	<b>75,644.54</b>	<b>14,086.53</b>
<b>FUND BALANCE:</b>			
Non-Spendable	121,018.33	121,018.33	-
Assigned for Encumbrances	41,029.98	41,029.98	-
Appropriated for 2022-2023 Budget	74,846.00	74,846.00	-
Restricted:			
Insurance	30,569.48	30,468.75	100.73
Workers Compensation	215,955.51	215,232.85	722.66
Asset Forfeiture	14,942.49	14,927.61	14.88
Unassigned	3,111,277.03	3,138,818.70	(27,541.67)
<b>Total Fund Balance</b>	<b>3,609,638.82</b>	<b>3,636,342.22</b>	<b>(26,703.40)</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>3,699,369.89</b>	<b>3,711,986.76</b>	<b>(12,616.87)</b>

# VILLAGE OF FAIRPORT

## General Fund

### TOTAL REVENUES & EXPENDITURES

	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	YEAR TO DATE	BUDGET VARIANCE OVER (UNDER)	% OF BUDGET RECORDED
REVENUES:							
Real Property Taxes	-	3,051,635.00	-	3,051,635.00	3,059,715.95	8,080.95	100.26%
Special Assessments	-	-	-	-	-	-	#DIV/0!
PILOTS	70,793.16	226,328.00	-	226,328.00	211,903.60	(14,424.40)	93.63%
Interest & Penalties	-	7,500.00	-	7,500.00	7,990.58	490.58	106.54%
Sales Tax	519,223.42	2,009,157.00	-	2,009,157.00	1,193,558.84	(815,598.16)	59.41%
Utilities Gross Receipts	270.80	15,000.00	-	15,000.00	16,965.82	1,965.82	113.11%
Franchise Fees	31,141.04	57,600.00	-	57,600.00	61,494.57	3,894.57	106.76%
Departmental - General Gov	70.00	2,750.00	-	2,750.00	1,591.00	(1,159.00)	57.85%
Departmental - Public Safety	104.50	3,000.00	-	3,000.00	2,324.50	(675.50)	77.48%
Departmental - Transportation	-	1,500.00	-	1,500.00	2,305.33	805.33	153.69%
Departmental - Culture & Rec	25.00	52,500.00	-	52,500.00	44,617.36	(7,882.64)	84.99%
Departmental - Home & Comm	100.00	68,840.00	-	68,840.00	34,040.32	(34,799.68)	49.45%
Fire Protection	-	729,804.00	-	729,804.00	-	(729,804.00)	0.00%
Intergovernmental Charges	4,468.68	4,000.00	-	4,000.00	4,468.68	468.68	111.72%
Interest & Earnings	4,315.81	500.00	-	500.00	26,219.36	25,719.36	5243.87%
Rental of Real Property	22,882.36	208,620.00	-	208,620.00	145,036.78	(63,583.22)	69.52%
Licenses & Permits	765.00	25,600.00	-	25,600.00	22,304.60	(3,295.40)	87.13%
Fines & Forfeitures	1,698.00	10,000.00	-	10,000.00	9,116.25	(883.75)	91.16%
Sale of Property & Insurance Recoveries	(18,519.02)	-	-	-	(26,318.56)	(26,318.56)	#DIV/0!
Misc	1,094.74	500.00	-	500.00	11,393.30	10,893.30	2278.66%
Interfund Revenues	65,091.50	113,930.00	-	113,930.00	65,091.50	(48,838.50)	57.13%
AIM	-	140,035.00	-	140,035.00	140,035.00	-	100.00%
Mortgage Tax	-	75,000.00	-	75,000.00	89,905.41	14,905.41	119.87%
State Aid - Public Safety	-	3,100.00	-	3,100.00	2,867.72	(232.28)	92.51%
Federal Aid - Health	-	-	-	-	272,050.46	272,050.46	
Transfer - In	-	150,995.00	-	150,995.00	-	(150,995.00)	0.00%
Appropriated Fund Balance	-	74,846.00	-	74,846.00	-		
<b>Total Revenues</b>	<b>703,524.99</b>	<b>7,032,740.00</b>	<b>-</b>	<b>7,032,740.00</b>	<b>5,401,454.01</b>	<b>(1,556,439.99)</b>	<b>77%</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	3,910.66	60,852.00	151.48	61,003.48	44,827.56	151.48	16,024.44	74%
VILLAGE JUSTICE	1,097.92	39,992.00	-	39,992.00	35,892.17	-	4,099.83	90%
MAYOR	1,272.46	19,042.00	-	19,042.00	11,633.92	-	7,408.08	61%
MANAGER	10,326.00	145,736.00	-	145,736.00	98,788.33	-	46,947.67	68%
TREASURER	14,761.25	199,589.00	-	199,589.00	133,367.52	-	66,221.48	67%
RECORD ARCHIVE	12.00	550.00	-	550.00	144.00	-	406.00	26%
VILLAGE ATTORNEY	10,007.50	29,000.00	-	29,000.00	25,090.19	-	3,909.81	87%
PERSONNEL	2,094.52	9,700.00	-	9,700.00	4,248.46	-	5,451.54	44%
VILLAGE HALL	2,535.62	18,312.00	-	18,312.00	15,053.63	-	3,258.37	82%
CENTRAL GARAGE	14,243.11	166,190.00	-	166,190.00	103,570.10	-	62,619.90	62%
DPW FACILITY	2,977.12	22,440.00	-	22,440.00	14,677.08	-	7,762.92	65%
INFORMATION TECHNOLOGY	17,564.46	182,035.00	-	182,035.00	152,049.92	-	29,985.08	84%
UNALLOCATED INSURANCE	299.00	80,000.00	-	80,000.00	79,876.76	-	123.24	100%
MUNICIPAL ASSN DUES	-	4,000.00	-	4,000.00	3,545.00	-	455.00	89%
TAXES & ASSESS	-	3,600.00	-	3,600.00	3,283.17	-	316.83	91%
CONTINGENT ACCOUNT	-	25,000.00	-	25,000.00	2,500.00	-	22,500.00	10%
POLICE	83,655.38	1,310,740.00	1,683.50	1,312,423.50	860,863.00	-	451,560.50	66%
ASSET FORFEITURE	-	-	-	-	5,202.00	9,729.50	(14,931.50)	
FIRE	12,633.01	219,673.00	-	219,673.00	174,773.49	-	44,899.51	80%
FIRE FACILITY TRAINING	-	15,000.00	-	15,000.00	-	-	15,000.00	0%
SAFETY INSPECTION	7,639.83	91,383.00	-	91,383.00	63,616.47	-	27,766.53	70%
DPW ADMINISTRATION	60,540.18	955,596.00	6,598.50	962,194.50	624,597.82	-	337,596.68	65%
STREETS MAINT. & CLEAN.	4,441.83	106,700.00	-	106,700.00	69,698.01	3,000.00	34,001.99	68%
SNOW REMOVAL	4,586.87	93,200.00	-	93,200.00	10,964.97	-	82,235.03	12%
STREET LIGHTING	26,160.22	190,000.00	-	190,000.00	128,826.36	-	61,173.64	68%
SIDEWALKS	-	-	-	-	-	-	-	
OFF STREET PARKING	-	3,600.00	-	3,600.00	6,437.64	-	(2,837.64)	179%



PUBLICITY	-	14,450.00	-	14,450.00	8,604.88	-	5,845.12	60%
PARKS	-	14,550.00	10,500.00	25,050.00	12,203.61	-	12,846.39	49%
POTTER	215.18	-	-	-	5,758.42	-	(5,758.42)	
DOCK FACILITIES	2,225.02	26,855.00	-	26,855.00	24,659.76	-	2,195.24	92%
MUSEUM	-	500.00	-	500.00	-	-	500.00	0%
CELEBRATIONS	-	2,568.00	-	2,568.00	1,890.53	-	677.47	74%
ZBA	-	125,100.00	-	125,100.00	1,753.63	-	123,346.37	1%
PLANNING BOARD	6,973.51	117,783.00	-	117,783.00	79,839.53	-	37,943.47	68%
HPC	961.60	5,050.00	-	5,050.00	2,337.55	-	2,712.45	46%
SANITARY SEWER	2,058.34	29,975.00	-	29,975.00	21,451.06	-	8,523.94	72%
REFUSE COLLECTION	8,408.19	160,817.00	-	160,817.00	112,047.32	-	48,769.68	70%
STREET CLEANING	-	2,200.00	-	2,200.00	847.19	-	1,352.81	39%
COMM. BEAUTIFICATION	29.86	15,400.00	12,800.00	28,200.00	1,613.97	12,800.00	13,786.03	51%
STORM SEWER DRAINAGE	-	25,250.00	-	25,250.00	12,300.09	-	12,949.91	49%
SHADE TREES	200.00	76,200.00	21,535.82	97,735.82	14,977.21	15,349.00	67,409.61	31%
OTHER HOME & COMM SERV	-	15,955.00	-	15,955.00	12,436.53	-	3,518.47	78%
NYS RETIREMENT	-	454,400.00	-	454,400.00	435,236.00	-	19,164.00	96%
EMPLOYEE BENEFITS	264,428.74	988,768.00	-	988,768.00	793,105.19	-	195,662.81	80%
TRANSFER-OUT	163,970.25	964,989.00	-	964,989.00	520,887.01	-	444,101.99	54%
<b>Total Expenditures</b>	<u>730,229.63</u>	<u>7,032,740.00</u>	<u>53,269.30</u>	<u>7,086,009.30</u>	<u>4,735,477.05</u>	<u>41,029.98</u>	<u>2,309,502.27</u>	<b>67%</b>

# VILLAGE OF FAIRPORT

## GENERAL FUND

### *Change in Fund Balance*

	2/1/2023 - 2/28/2023 MONTH - TO - DATE	6/1/2022 - 2/28/2023 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 3,636,342.22	\$ 2,943,661.86
REVENUES	703,524.99	5,401,454.01
EXPENDITURES	(730,229.63)	(4,735,477.05)
FUND BALANCE - ending	<u>\$ 3,609,637.58</u>	<u>\$ 3,609,638.82</u>

# CAPITAL PROJECTS FUND ANALYSIS

## FEBRUARY 2023

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### BALANCE SHEET

The Capital Projects Fund ended the month with a fund balance of \$0.

### CURRENT MONTH ACTIVITY

During the month of February, the Village incurred total capital costs of \$170,578.95 related to the following projects:

- \$107.50 for the Streetscape Project planning costs, financed through the General Capital Reserve
- \$412.86 for the Liftbridge Lane E project, financed through the General Capital Reserve.
- \$24,800 for a Snow Wing Blade, financed through the General Capital Reserve.
- \$575.82 paid for the Clerk's Office upgrade, financed through the General Capital Reserve.
- \$30,666 paid for the Public Restroom project, financed through state grants.
- \$113,578.95 transferred to the General Capital Reserve for a previous reimbursement under the NYS Touring Routes Program for a portion of the Liftbridge Lane West Reconstruction project

### YEAR TO DATE ACTIVITY

Through February 28, 2023, the Village has incurred total capital costs of \$1,550,402.47 related to the following projects:

- \$51,703.11 paid for Village Hall projects, including the front door refurbishment, Clerk's Office upgrades, and a Fire Alarm System upgrade, financed through the General Capital Reserve.
- \$423,141.72 paid for the Public Restroom project, financed through state grants.
- \$40,645.76 paid for a new Police Vehicle and accessories, financed through the General Capital Reserve.
- \$169,559.80 paid for Fire Equipment, financed with the Fire Equipment Capital Reserve and the Fire Rolling Stock Reserve.
- \$155,389.65 for DPW Equipment, financed through NYS IEEP and the General Capital Reserve.
- \$39,558.00 paid for the Wayfinding project, financed through the General Capital Reserve.
- \$18,148.00 paid for refuse containers, financed through the General Capital Reserve.
- \$329,673.64 paid for Street projects, financed through CHIPS funding and the General Capital Reserve.
- \$40,608.59 for the Liftbridge Ln E improvement project, financed through the General Capital Reserve.
- \$92,962.50 for Sidewalk Improvements, financed through the General Capital Reserve.
- \$2,000.00 for grant administration, financed through the General Capital Reserve.
- \$65,770.00 paid for Storm Sewer Drainage projects, financed through the General Capital Reserve and CDBG (Community Development Block Grant).
- \$5,341.62 paid for the Greenvale Cemetery Fence, financed through the General Capital Reserve.

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### BALANCE SHEET

	FEBRUARY 28, 2023	JANUARY 31, 2023	\$\$ VARIANCE
ASSETS			
CHASE BANK	\$ -	\$ 113,578.95	\$ (113,578.95)
ACCOUNTS RECEIVABLE	-	-	-
STATE & FEDERAL AID RECEIVABLE	1,041,883.74	1,011,217.74	30,666.00
DUE FROM OTHER FUNDS	-	-	-
<b>Total Assets</b>	<b>\$ 1,041,883.74</b>	<b>\$ 1,124,796.69</b>	<b>\$ (82,912.95)</b>
LIABILITIES:			
ACCOUNTS PAYABLE	\$ -	-	-
BAN PAYABLE	-	-	-
DUE TO OTHER FUNDS	1,041,883.74	\$ 1,011,217.74	\$ 30,666.00
<b>Total Liabilities</b>	<b>1,041,883.74</b>	<b>1,011,217.74</b>	<b>30,666.00</b>
FUND BALANCE:			
Unassigned	0.00	113,578.95	(113,578.95)
<b>Total Fund Balance</b>	<b>0.00</b>	<b>113,578.95</b>	<b>(113,578.95)</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 1,041,883.74</b>	<b>\$ 1,124,796.69</b>	<b>\$ (82,912.95)</b>

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### TOTAL REVENUES & EXPENDITURES

	2/1/2023 - 2/28/2023 MONTH - TO - DATE	6/1/2022 - 2/28/2023 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST	\$ -	\$ -
STATE AID - OTHER	30,666.00	403,793.12
STATE AID - CHIPS	-	424,277.57
STATE AID - IEEP	-	27,392.00
FEDERAL AID - CDBG	-	64,800.00
TRANSFER IN	25,896.18	619,416.24
	<hr/>	<hr/>
<b>Total Revenues</b>	<b>\$ 56,562.18</b>	<b>\$ 1,539,678.93</b>
	<hr/>	<hr/>
<b>EXPENDITURES:</b>		
VILLAGE HALL EQUIPMENT	\$ 575.82	\$ 51,703.11
PUBLIC RESTROOMS	30,666.00	423,141.72
POLICE EQUIPMENT	-	40,645.76
FIRE EQUIPMENT	-	122,251.00
FIRE IT INTEGRATION	-	-
FIRE ROOF REPAIRS AND IMPROVEMENTS	-	-
FIRE STATION REPAIRS	-	-
FIRE TURNOUT GEAR	-	47,308.80
DPW EQUIPMENT	24,800.00	155,389.65
PARKING LOT SIGNAGE	-	39,558.00
REFUSE CONTAINERS	-	18,148.00
STREETS MAINT. & CLEAN.EQUIPMENT	-	329,673.64
LIFTBRIDGE LANE E	412.86	40,608.59
STREETSCAPE	107.50	2,321.13
SIDEWALKS	-	92,962.50
PARKS	-	2,000.00
SANITARY SEWER EQUIPMENT	-	-
STORM SEWER DRAINAGE EQUIPMENT	-	65,770.00
CEMETERY FENCE	-	5,341.62
TRANSFER TO GENERAL FUND	113,578.95	113,578.95
TRANSFER TO DEBT SERVICE	-	-
	<hr/>	<hr/>
<b>Total Expenditures</b>	<b>\$ 170,141.13</b>	<b>\$ 1,550,402.47</b>
	<hr/>	<hr/>

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### CHANGE IN FUND BALANCE

	2/1/2023 - 2/28/2023 MONTH - TO - DATE	6/1/2022 - 2/28/2023 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 113,578.95	\$ 10,723.54
REVENUES	56,562.18	1,539,678.93
EXPENDITURES	(170,141.13)	(1,550,402.47)
FUND BALANCE - ending	\$ -	\$ -

# **CAPITAL RESERVES FUND ANALYSIS**

## **FEBRUARY 2023**

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### **BALANCE SHEET**

The Capital Reserves Fund ended the month with a fund balance of **\$3,483,481.62**. The balance is equal to the cash in the bank allocated to the three reserves as follows: (1) \$2,228,423.40 in General Capital, (2) \$1,095,140.14 in Fire Rolling Stock, and (3) \$159,918.08 in Fire Equipment.

### **CURRENT MONTH ACTIVITY**

During the month of February 2023, the Village utilized \$25,896.18 in capital reserve money to fund the following:

- \$107.50 for the Streetscape Project planning costs, financed through the General Capital Reserve
- \$412.86 for the Liftbridge Lane E project, financed through the General Capital Reserve.
- \$24,800 for a Snow Wing Blade, financed through the General Capital Reserve.
- \$575.82 paid for the Clerk's Office upgrade, financed through the General Capital Reserve.

During the month of February 2023, the Village earned and recorded \$11,007.07 in revenues in the form of interest earnings allocated to each capital reserve.

Additionally, during the month of February 2023, \$113,578.95 was reinvested into the General Capital Reserve arising from a reimbursement under the NYS Touring Routes Program for a portion of the Liftbridge Lane West Reconstruction project.

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

### **YEAR TO DATE ACTIVITY**

Through February 28, 2023, the Village has utilized \$619,416.24 in capital reserve money to fund ongoing projects.

Additionally, through February 28, 2023, \$701,614.54 has been reinvested in the Capital Reserve Funds through interest earned, auction proceeds, and annual transfers from the General Fund.

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

# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### BALANCE SHEET

	FEBRUARY 28, 2023	JANUARY 31, 2023	\$\$ VARIANCE
ASSETS:			
CASH RESERVE - Capital	\$ 2,228,423.40	\$ 2,037,257.62	\$ 191,165.78
CASH RESERVE - Fire Rolling Stock	1,095,140.14	1,028,639.56	66,500.58
CASH RESERVE - Fire Equipment	159,918.08	141,924.35	17,993.73
ACCOUNTS RECEIVABLE - Capital	-	13,000.00	
DUE FROM OTHER FUNDS - Capital	-	-	-
<b>Total Assets</b>	<b>\$ 3,483,481.62</b>	<b>\$ 3,220,821.53</b>	<b>\$ 262,660.09</b>
LIABILITIES:			
DUE TO OTHER FUNDS - Capital	\$ -	\$ -	\$ -
DUE TO OTHER FUNDS - Fire Rolling Stock	-	-	-
DUE TO OTHER FUNDS - Fire Equipment	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
FUND BALANCE:			
RESTRICTED			
Capital Plan	2,228,423.40	2,050,257.62	178,165.78
Fire Rolling Stock	1,095,140.14	1,028,639.56	66,500.58
Fire Equipment	159,918.08	141,924.35	17,993.73
<b>Total Fund Balance</b>	<b>3,483,481.62</b>	<b>3,220,821.53</b>	<b>262,660.09</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 3,483,481.62</b>	<b>\$ 3,220,821.53</b>	<b>\$ 262,660.09</b>



# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### TOTAL REVENUES & EXPENDITURES

	2/1/2023 - 2/28/2023 MONTH - TO - DATE	6/1/2022 - 2/28/2023 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST - General Capital	\$ 6,997.01	\$ 42,368.30
INTEREST - Fire Rolling Stock	3,516.33	20,578.12
INTEREST - Fire Equipment	493.73	4,034.09
SALE OF PROPERTY - General Capital	-	28,936.00
SALE OF PROPERTY - Fire Rolling Stock	-	-
SALE OF PROPERTY - Fire Equipment	-	-
GIFTS & DONATIONS - General Capital	-	208.33
TRANSFER IN - General Capital	197,064.95	364,036.95
TRANSFER IN - Fire Rolling Stock	62,984.25	188,952.75
TRANSFER IN- Fire Equipment	17,500.00	52,500.00
Total Revenues	\$ 288,556.27	\$ 701,614.54
<b>EXPENDITURES:</b>		
TRANSFER OUT - General Capital	25,896.18	449,856.44
TRANSFER OUT - Fire Rolling Stock	-	57,737.00
TRANSFER OUT - Fire Equipment	-	111,822.80
Total Expenditures	\$ 25,896.18	\$ 619,416.24

# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### CHANGE IN FUND BALANCE

	2/1/2023 - 2/28/2023 MONTH - TO - DATE	6/1/2022 - 2/28/2023 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 3,220,821.53	\$ 3,401,283.32
REVENUES	288,556.27	701,614.54
EXPENDITURES	(25,896.18)	(619,416.24)
FUND BALANCE - ending	<u>\$ 3,483,481.62</u>	<u>\$ 3,483,481.62</u>

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

	CAPITAL RESERVE	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	TOTAL CAPITAL
	BALANCE	Police	DPW Infrastructure	DPW Buildings & Grounds	DPW Vehicles	Village Hall	FUND
<b>BALANCE ON JUNE 01, 2022</b>	\$ 2,242,730.26	\$ -	\$ -	\$ -	\$ -	\$ 10,723.54	\$ 10,723.54
<b>GRANT/OTHER FUNDING SOURCES/BOND</b>							
CHIPS			424,277.57				424,277.57
Street Resurfacing/Side Walk/Equipment			(310,698.62)				(310,698.62)
Transfer to General Capital Reserve			(113,578.95)				(113,578.95)
OTHER STATE AID						403,793.12	403,793.12
Public Restroom						(414,516.66)	(414,516.66)
CDBG				64,800.00			64,800.00
YEAR #45				(22,320.00)			(22,320.00)
YEAR #46				(42,480.00)			(42,480.00)
OTHER FUNDING SOURCES							
Greenville Cemetery Fund							-
Fairport Municipal Commission							-
Sewer Fund							-
<b>CAPITAL RESERVE TRANSACTIONS</b>							
Fund Capital Reserve from Unrestricted	364,036.95						
Transfer to H Fund from Cap Reserve	(449,856.44)	(54,181.54)	(155,837.24)	(133,245.27)	(59,800.00)	(46,792.39)	(449,856.44)
VILLAGE HALL EQUIPMENT		13,535.78				38,167.33	51,703.11
PUBLIC RESTROOMS						8,625.06	8,625.06
POLICE EQUIPMENT		40,645.76					40,645.76
DPW EQUIPMENT				68,197.65	59,800.00		127,997.65
PARKING LOT SIGNAGE				39,558.00			39,558.00
REFUSE CONTAINERS				18,148.00			18,148.00
STREETS MAINT. & CLEAN.EQUIPMENT			18,975.02				18,975.02
LIFTBRIDGE LANE E			40,608.59				40,608.59
STREETSCAPE			2,321.13				2,321.13
SIDEWALKS			92,962.50				92,962.50
PARKS				2,000.00			2,000.00
SANITARY SEWER EQUIPMENT							-
STORM SEWER DRAINAGE EQUIPMENT			970.00				970.00
CEMETERY FENCE				5,341.62			5,341.62
<b>Additional Funding</b>							
Sale of Assets	28,936.00						-
Dock Damage Proceeds from Colonial Belle	208.33						-
Interest	42,368.30						-
<b>CURRENT BALANCES</b>	<b>\$ 2,228,423.40</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>

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

	Fire Equipment RESERVE	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	CAPITAL FUND PROJECT	TOTAL CAPITAL
	BALANCE	IT Integration	Roof Improvements	Station Repairs	EQUIPMENT	Turnout Gear	FUND
BALANCE ON JUNE 01, 2022	\$ 215,206.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT/OTHER FUNDING SOURCES/BOND							-
CAPITAL RESERVE TRANSACTIONS							
Fund Capital Reserve from Unrestricted	52,500.00						
Transfer to H Fund from Cap Reserve	(111,822.80)	-	-	(13,136.00)	(51,378.00)	(47,308.80)	(111,822.80)
FIRE IT INTEGRATION & NETWORKING							-
FIRE ROOF IMPROVEMENTS							-
STATION REPAIRS				13,136.00			13,136.00
EQUIPMENT					51,378.00		51,378.00
TURNOUT GEAR						47,308.80	47,308.80
Additional Funding							
Sale of Assets							-
Interest	4,034.09						-
Additional Appropriation	-						-
CURRENT BALANCES	\$ 159,918.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<p align="center"><b>VILLAGE OF FAIRPORT</b>  <b>THE CURRENT STATE OF THE CAPITAL FUND</b>          For the Period 6/1/2022 - 5/31/2023</p>	
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	FIRE ROLLING STOCK RESERVE	CAPITAL FUND	CAPITAL FUND	CAPITAL FUND	CAPITAL FUND	CAPITAL FUND	TOTAL
	BALANCE	PROJECT Fire Truck	PROJECT	PROJECT	PROJECT	PROJECT	CAPITAL FUND
BALANCE ON JUNE 01, 2022	\$ 943,346.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT TRANSACTIONS							-
							-
							-
							-
							-
							-
CAPITAL RESERVE TRANSACTIONS							
Fund Capital Reserve from Unrestricted	188,952.75						
Transfer to H Fund from Cap Reserve	(57,737.00)	(57,737.00)					(57,737.00)
FIRE EQUIPMENT		57,737.00					57,737.00
Additional Funding							
Sale of Assets							
Interest	20,578.12						-
Additional Appropriation							-
							-
CURRENT BALANCES	\$ 1,095,140.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# SEWER FUND ANALYSIS

## FEBRUARY 2023

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### BALANCE SHEET

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

### REVENUES

Through February 28, 2023, 74% of budgeted revenues have been earned and recorded.

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

### EXPENDITURES

Through February 28, 2023, 45% of the budget has been spent or encumbered mainly due to the Sanitary Sewer Televising Contract with Kenyon Pipeline.

There were no expenditures in the month of February 2023.

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

	<b>FEBRUARY 28, 2023</b>	<b>JANUARY 31, 2023</b>	<b>\$\$ VARIANCE</b>
ASSETS:			
CASH	817,131.68	817,131.68	-
TAXES REXCEIVABLE	2,800.00	2,800.00	-
DUE FROM OTHER FUNDS	-	-	-
DUE FROM STATE & FED	-	-	-
DUE FROM PERINTON	-	-	-
<b>Total Assets</b>	<b>819,931.68</b>	<b>819,931.68</b>	<b>-</b>
LIABILITIES:			
DUE TO OTHER FUNDS	-	-	-
ACCOUNTS PAYABLE	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
FUND BALANCE:			
ASSIGNED	819,931.68	819,931.68	-
<b>Total Fund Balance</b>	<b>819,931.68</b>	<b>819,931.68</b>	<b>-</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>819,931.68</b>	<b>819,931.68</b>	<b>-</b>

# VILLAGE OF FAIRPORT

## SEWER FUND

### TOTAL REVENUES & EXPENDITURES

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



# VILLAGE OF FAIRPORT

## SEWER FUND

### CHANGE IN FUND BALANCE

	2/1/2023 - 2/28/2023 MONTH - TO - DATE	6/1/2022 - 2/28/2023 YEAR - TO - DATE
FUND BALANCE - beginning	819,931.68	553,114.28
REVENUES	-	375,025.00
EXPENDITURES	-	(108,207.60)
FUND BALANCE - ending	819,931.68	819,931.68

# DEBT SERVICE FUND ANALYSIS

## FEBRUARY 2023

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### BALANCE SHEET

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

### CURRENT MONTH ACTIVITY

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

### YEAR TO DATE ACTIVITY

Through February 28, 2023, the Village has made its first semi-annual debt service payment totaling \$57,056.26 related to the following debt issuances:

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

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

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### BALANCE SHEET

	FEBRUARY 28, 2023	JANUARY 31, 2023	\$\$ VARIANCE
ASSETS:			
CASH	\$ -	\$ -	\$ -
Total Assets	\$ -	\$ -	\$ -
FUND BALANCE:			
RESTRICTED	-	-	-
Total Fund Balance	-	-	-
Total Liabilities & Fund Balance	\$ -	\$ -	\$ -

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### TOTAL REVENUES & EXPENDITURES

	2/1/2023 - 2/28/2023 MONTH - TO - DATE	6/1/2022 - 2/28/2023 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST	\$ -	\$ -
SERIAL BONDS	-	36,450.00
TRANSFER IN	-	20,606.26
Total Revenues	\$ -	\$ 57,056.26
<b>EXPENDITURES:</b>		
PRINCIPAL	-	36,000.00
INTEREST	-	21,056.26
Total Expenditures	\$ -	\$ 57,056.26

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### CHANGE IN FUND BALANCE

	2/1/2023 - 2/28/2023 MONTH - TO - DATE	6/1/2022 - 2/28/2023 YEAR - TO - DATE
FUND BALANCE - beginning	\$ -	\$ -
REVENUES	-	57,056.26
EXPENDITURES	-	(57,056.26)
FUND BALANCE - ending	\$ -	\$ -

# BANK RECONCILIATIONS

## FEBRUARY 2023

### BANK RECONCILIATIONS

Bank Reconciliations were performed by the Clerk – Treasurer for the month ending February 28, 2023. A summary of the Bank Reconciliations is provided below:

BANK RECONCILIATIONS					
Bank Account	Bank Balance	O/S Checks	DIT	Other	Book Balance by Bank account
5307	-	-	-	-	-
8372	228,314.27	(213,837.31)	170.10	-	14,647.06
5420	1,859,542.94	-	74.00	112,302.57	1,971,919.51
5705	5,222.02	(90.49)	-	(101.92)	5,029.61
0547	5,606.41			(18,663.30)	(13,056.89)
5439	-				-
5005	14,942.49	-	-	-	14,942.49
2199	104,107.95	-	-	-	104,107.95
NYCLASS	4,791,732.73	-	-	-	4,791,732.73
	<u>7,009,468.81</u>	<u>(213,927.80)</u>	<u>244.10</u>	<u>93,537.35</u>	<u>\$ 6,889,322.46</u>

### RECORDED IN GENERAL LEDGER BY FUND:

GENERAL FUND	2,471,931.77
CAPITAL RESERVES FUND	3,483,481.62
CAPITAL PROJECTS	-
SEWER	817,131.68
PERMANENT	26,028.83
TRUST & AGENCY	(13,056.89)
PERMANENT - MOUNT PLEASANT	104,107.95
DEBT SERVICE	-
Total Funds	<u>\$ 6,889,624.96</u>
DIFFERENCE	302.50
LESS: Petty Cash	(302.50)
DIFFERENCE	<u>-</u>