



# VILLAGE OF FAIRPORT, NY

## FINANCIAL REPORT

**NOVEMBER 2022**

Prepared by:  
Megan A. Cook, CPA  
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 9, 2023

To the Board of Trustees,

I have compiled this Financial Report for the month of November 2022. This report includes an analysis of the General Fund, Capital Projects Fund, Reserves Fund, Sewer Fund, and Debt Service Fund through November 30, 2022. 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 November Bank Reconciliation.

Sincerely,

Megan A. Cook, CPA  
Clerk-Treasurer

# GENERAL FUND ANALYSIS

## NOVEMBER 2022

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### BALANCE SHEET

The General Fund ended the month with a fund balance of **\$4,887,759.38** of which \$4,396,436.45 is unassigned. The majority of fund balance is equal to cash in the bank of \$3,106,796.84. The remainder of the fund balance is related to \$56,803.81 in unpaid tax bills, \$2,508.56 in invoices billed but not yet received in cash, an amount owed from other funds of \$1,800,535.04 related to grant reimbursements and interfund loans, a prepayment of the Workers Compensation contract bill of \$121,018.33, offset by an amount owed to the NYS retirement systems.

### REVENUES

Through November 30, 2022, 65% of budgeted revenues have been earned and recorded.

#### Current Month Activity

During the month of November, the Village earned and recorded \$487,539.19 in revenues. Significant revenues earned in November were as follows:

- \$503,437.20 in Sales Tax for the period 7/1/2022 – 9/30/2022. This is comparable to the same quarter in the prior year.

#### Year – to Date Activity

As of November 30, 2022, the Village should expect that between 42% and 50% of revenues have been earned and recorded as 6 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 62% because a significant portion of the agreements are billed on June 1<sup>st</sup> each year. The remainder of the PILOTS will be billed in January 2023.
- **Interest & Penalties** are at 106% noting fees are due starting July 1 through October 31.
- **Sales Tax** is at 33% noting the Village has only received Sales Tax through September 30, 2022.
- **Fire Protection** is at 0% as this is an annual amount received from the Town in March each year.
- **Interest & Earnings** is well above budget as interest rates have significantly increased.
- **AIM** is at 100% as the Village receives this payment from the state once a year.
- **Federal Aid – Health** was received related to ARPA (American Rescue Plan Act) and not included in the budget.

# GENERAL FUND ANALYSIS

## NOVEMBER 2022

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### EXPENDITURES

Through November 30, 2022, 38% of budgeted appropriations have been spent or encumbered.

#### Current Month Activity

During the month of , the Village incurred and recorded \$468,996.93 in expenditures. Significant expenditures in November were as follows:

- The Village recorded Payroll expenses in the amount of \$108,615.43 for check date November 10, 2022.
- The Village recorded Payroll expenses in the amount of \$149,402.72 for check date November 23, 2022.
- The Village paid its monthly Fleet bills of \$12,210.61.
- The Village paid its monthly IT bills of \$30,473.98.
- The Village paid its monthly electric bills of \$15,562.25.
- The Village recorded monthly refuse and composting of \$15,018.19.
- The Village paid its monthly health care bills of \$41,378.99.

#### Year – to – Date Activity

As of November 30, 2022, the Village should expect that between 42% and 50% of expenditures have been incurred and recorded as 6 of the 12 months of the fiscal year have passed. Significant variances from the expectation are noted below:

- **Unallocated Insurance** is already at 99% noting the Village pays the total General Liability insurance at the beginning of the fiscal year.
- **Snow Removal** is only at 1% noting the season has not started.
- **Dock Facilities, Celebrations and Community Beautification** are already at 82%, 74%, and 51%. These are seasonal accounts which spend the majority of the funds in the summer months.
- **NYS Retirement** is at 0% noting the Village makes this annual payment in December of each year.
- **Transfers out** is only at 20%. The Village will be making the next quarterly transfer to the reserves.

# VILLAGE OF FAIRPORT

## GENERAL FUND

### Balance Sheet

	NOVEMBER 30, 2022	OCTOBER 31, 2022	\$\$ VARIANCE
<b>ASSETS:</b>			
Cash - Flexible Spending	5,228.80	5,509.68	(280.88)
Cash - Savings Account	1,810,563.71	1,797,840.73	12,722.98
Investments - NYCLASS	1,026,542.71	1,023,600.45	2,942.26
Cash - Accounts Payable	1.00	5,262.29	(5,261.29)
Cash - Petty	125.00	125.00	-
Cash - Departmental	177.50	177.50	-
Restricted Cash - Insurance Reserve	30,267.70	30,182.47	85.23
Restricted Cash - Workers Compensation	213,790.54	213,179.11	611.43
Restricted Cash - Asset Forfeiture	20,099.88	20,086.68	13.20
Taxes Receivable - Current	56,803.81	56,803.81	-
Accounts Receivable	2,508.56	3,205.40	(696.84)
Due from other funds	1,800,535.04	1,676,701.04	123,834.00
Due from Federal & State	-	-	-
Due from other governments	-	-	-
Prepaid Expense	121,018.33	121,018.33	-
<b>Total Assets</b>	<b>5,087,662.58</b>	<b>4,953,692.49</b>	<b>133,970.09</b>
<b>LIABILITIES:</b>			
Accounts Payable	-	5,261.29	(5,261.29)
Accrued Liabilities	-	-	-
Deposits for Flexible Spending	5,228.80	5,509.68	(280.88)
Due to other funds	123,826.81	(7.19)	123,834.00
Due to NYS Retirement Systems	69,528.09	69,528.09	-
Overpayments and clearing	1,319.50	4,183.50	(2,864.00)
<b>Total Liabilities</b>	<b>199,903.20</b>	<b>84,475.37</b>	<b>115,427.83</b>
<b>FUND BALANCE:</b>			
Non-Spendable	121,018.33	121,018.33	-
Assigned for Encumbrances	31,300.48	39,148.15	(7,847.67)
Appropriated for 2022-2023 Budget	74,846.00	74,846.00	-
Restricted:			
Insurance	30,267.70	30,182.47	85.23
Workers Compensation	213,790.54	213,179.11	611.43
Asset Forfeiture	20,099.88	20,086.68	13.20
Unassigned	4,396,436.45	4,370,756.38	25,680.07
<b>Total Fund Balance</b>	<b>4,887,759.38</b>	<b>4,869,217.12</b>	<b>18,542.26</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>5,087,662.58</b>	<b>4,953,692.49</b>	<b>133,970.09</b>

# VILLAGE OF FAIRPORT

## General Fund

### TOTAL REVENUES & EXPENDITURES

	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	YEAR TO DATE	BUDGET VARIANCE OVER (UNDER)	% OF BUDGET RECORDED
REVENUES:							
Real Property Taxes	-	3,051,635.00	-	3,051,635.00	3,059,715.95	8,080.95	100.26%
Special Assessments	-	-	-	-	-	-	#DIV/0!
PILOTS	-	226,328.00	-	226,328.00	141,110.44	(85,217.56)	62.35%
Interest & Penalties	-	7,500.00	-	7,500.00	7,990.58	490.58	106.54%
Sales Tax	503,437.20	2,009,157.00	-	2,009,157.00	674,335.42	(1,334,821.58)	33.56%
Utilities Gross Receipts	175.65	15,000.00	-	15,000.00	9,417.94	(5,582.06)	62.79%
Franchise Fees	-	57,600.00	-	57,600.00	30,353.53	(27,246.47)	52.70%
Departmental - General Gov	165.00	2,750.00	-	2,750.00	1,299.00	(1,451.00)	47.24%
Departmental - Public Safety	100.00	3,000.00	-	3,000.00	1,812.00	(1,188.00)	60.40%
Departmental - Transportation	-	1,500.00	-	1,500.00	2,305.33	805.33	153.69%
Departmental - Culture & Rec	396.66	52,500.00	-	52,500.00	44,592.36	(7,907.64)	84.94%
Departmental - Home & Comm	60.00	68,840.00	-	68,840.00	23,935.32	(44,904.68)	34.77%
Fire Protection	-	729,804.00	-	729,804.00	-	(729,804.00)	0.00%
Intergovernmental Charges	-	4,000.00	-	4,000.00	-	(4,000.00)	0.00%
Interest & Earnings	3,652.12	500.00	-	500.00	13,289.88	12,789.88	2657.98%
Rental of Real Property	4,735.11	208,620.00	-	208,620.00	104,236.33	(104,383.67)	49.96%
Licenses & Permits	732.00	25,600.00	-	25,600.00	19,285.70	(6,314.30)	75.33%
Fines & Forfeitures	1,376.00	10,000.00	-	10,000.00	5,561.00	(4,439.00)	55.61%
Sale of Property & Insurance Recoveries	(28,530.55)	-	-	-	(15,109.02)	(15,109.02)	#DIV/0!
Misc	1,240.00	500.00	-	500.00	11,948.56	11,448.56	2389.71%
Interfund Revenues	-	113,930.00	-	113,930.00	-	(113,930.00)	0.00%
AIM	-	140,035.00	-	140,035.00	140,035.00	-	100.00%
Mortgage Tax	-	75,000.00	-	75,000.00	50,700.09	(24,299.91)	67.60%
State Aid - Public Safety	-	3,100.00	-	3,100.00	2,259.26	(840.74)	72.88%
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>	<u>487,539.19</u>	<u>7,032,740.00</u>	<u>-</u>	<u>7,032,740.00</u>	<u>4,603,900.77</u>	<u>(2,353,993.23)</u>	<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	3,366.91	60,852.00	151.48	61,003.48	32,496.28	151.48	28,355.72	54%
VILLAGE JUSTICE	4,266.30	39,992.00	-	39,992.00	25,669.51	-	14,322.49	64%
MAYOR	1,272.46	19,042.00	-	19,042.00	7,816.54	-	11,225.46	41%
MANAGER	10,460.00	145,736.00	-	145,736.00	65,941.50	-	79,794.50	45%
TREASURER	13,386.12	199,589.00	-	199,589.00	91,187.28	-	108,401.72	46%
RECORD ARCHIVE	-	550.00	-	550.00	132.00	-	418.00	24%
VILLAGE ATTORNEY	3,751.75	29,000.00	-	29,000.00	11,064.69	-	17,935.31	38%
PERSONNEL	608.12	9,700.00	-	9,700.00	1,479.70	-	8,220.30	15%
ENGINEER	-	-	-	-	-	-	-	#DIV/0!
VILLAGE HALL	3,934.76	18,312.00	-	18,312.00	11,777.22	-	6,534.78	64%
CENTRAL GARAGE	12,210.61	166,190.00	-	166,190.00	64,044.14	-	102,145.86	39%
DPW FACILITY	1,779.59	22,440.00	-	22,440.00	6,968.19	-	15,471.81	31%
INFORMATION TECHNOLOGY	30,473.98	182,035.00	-	182,035.00	101,096.77	-	80,938.23	56%
UNALLOCATED INSURANCE	-	80,000.00	-	80,000.00	79,082.76	-	917.24	99%
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	-	25,000.00	-	25,000.00	2,500.00	-	22,500.00	10%
POLICE	127,895.37	1,310,740.00	1,683.50	1,312,423.50	603,642.17	-	708,781.33	46%
ASSET FORFEITURE	-	-	-	-	-	-	-	
FIRE	53,747.40	219,673.00	-	219,673.00	120,862.75	-	98,810.25	55%
FIRE FACILITY TRAINING	-	15,000.00	-	15,000.00	-	-	15,000.00	0%
SAFETY INSPECTION	6,597.38	91,383.00	-	91,383.00	42,681.23	-	48,701.77	47%
DPW ADMINISTRATION	72,512.02	955,596.00	6,598.50	962,194.50	440,480.01	-	521,714.49	46%
STREETS MAINT. & CLEAN.	4,335.67	106,700.00	-	106,700.00	45,554.64	3,000.00	58,145.36	46%
SNOW REMOVAL	824.49	93,200.00	-	93,200.00	824.49	-	92,375.51	1%
STREET LIGHTING	15,562.25	190,000.00	-	190,000.00	71,640.37	-	118,359.63	38%
SIDEWALKS	-	-	-	-	-	-	-	
OFF STREET PARKING	430.00	3,600.00	-	3,600.00	3,924.07	-	(324.07)	109%



PUBLICITY	-	14,450.00	-	14,450.00	6,391.64	-	8,058.36	44%
PARKS	-	14,550.00	10,500.00	25,050.00	11,921.25	-	13,128.75	48%
POTTER	40.92	-	-	-	4,166.36	-	(4,166.36)	
DOCK FACILITIES	307.16	26,855.00	-	26,855.00	22,121.55	-	4,733.45	82%
MUSEUM	-	500.00	-	500.00	-	-	500.00	0%
CELEBRATIONS	-	2,568.00	-	2,568.00	1,890.53	-	677.47	74%
ZBA	640.63	125,100.00	-	125,100.00	1,471.18	-	123,628.82	1%
PLANNING BOARD	7,049.62	117,783.00	-	117,783.00	58,235.29	-	59,547.71	49%
HPC	242.20	5,050.00	-	5,050.00	1,203.70	-	3,846.30	24%
SANITARY SEWER	2,658.58	29,975.00	-	29,975.00	14,639.71	-	15,335.29	49%
REFUSE COLLECTION	19,226.29	160,817.00	-	160,817.00	80,975.81	-	79,841.19	50%
STREET CLEANING	-	2,200.00	-	2,200.00	847.19	-	1,352.81	39%
COMM. BEAUTIFICATION	475.00	15,400.00	12,800.00	28,200.00	1,584.11	12,800.00	13,815.89	51%
STORM SEWER DRAINAGE	4,364.42	25,250.00	-	25,250.00	7,752.99	-	17,497.01	31%
SHADE TREES	3,347.00	76,200.00	21,535.82	97,735.82	14,777.21	15,349.00	67,609.61	31%
OTHER HOME & COMM SERV	1,548.33	15,955.00	-	15,955.00	10,632.20	-	5,322.80	67%
NYS RETIREMENT	-	454,400.00	-	454,400.00	-	-	454,400.00	0%
EMPLOYEE BENEFITS	59,251.60	988,768.00	-	988,768.00	394,104.71	-	594,663.29	40%
TRANSFER-OUT	2,430.00	964,989.00	-	964,989.00	192,676.51	-	772,312.49	20%
<b>Total Expenditures</b>	<u>468,996.93</u>	<u>7,032,740.00</u>	<u>53,269.30</u>	<u>7,086,009.30</u>	<u>2,659,803.25</u>	<u>31,300.48</u>	<u>4,394,905.57</u>	<b>38%</b>

# VILLAGE OF FAIRPORT

## GENERAL FUND

### Change in Fund Balance

	11/1/2022 - 11/30/2022 MONTH - TO - DATE	6/1/2022 - 11/30/2022 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 4,869,217.12	\$ 2,943,661.86
REVENUES	487,539.19	4,603,900.77
EXPENDITURES	<u>(468,996.93)</u>	<u>(2,659,803.25)</u>
FUND BALANCE - ending	<u>\$ 4,887,759.38</u>	<u>\$ 4,887,759.38</u>

# CAPITAL PROJECTS FUND ANALYSIS

## NOVEMBER 2022

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### BALANCE SHEET

The Capital Projects Fund ended the month with a fund balance of \$0. This is reasonable noting that Capital Projects are typically funded from either reserves or grants as costs are incurred.

### CURRENT MONTH ACTIVITY

During the month of November, the Village incurred total capital costs of \$328,164.80 related to the following projects:

- \$2,275.65 paid for the Clerk's Office Upgrade, financed through the General Capital Reserve.
- \$123,834 paid for the Public Restroom project, financed through NYS Grants.
- \$53,890 paid for a new Fire Truck, financed through the Fire Rolling Stock Reserve.
- \$35,000 paid for a DPW truck purchased from FMC, financed through the General Capital Reserve.
- \$4,287 paid for the Village Sign project, financed through the General Capital Reserve.
- \$15,905.83 paid for the Liftbridge Ln E project, financed through the General Capital Reserve.
- \$86,505.70 paid for Sidewalk Improvements, financed through the General Capital Reserve.
- \$1,125 paid for Grant Administration financed through the General Capital Reserve.
- \$5,341.62 paid for the Greenvale Cemetery fence, financed through the General Capital Reserve.

### YEAR TO DATE ACTIVITY

Through November 30, 2022, the Village has incurred total capital costs of \$1,14,4781.13 related to the following projects:

- \$34,219.43 paid for Village Hall projects, including the front door refurbishment and a Fire Alarm System upgrade, financed through the General Capital Reserve.
- \$366,993.02 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.
- \$70,873.00 paid for Fire Equipment, financed with the Fire Equipment Capital Reserve and the Fire Rolling Stock Reserve.
- \$63,980.84 for DPW Equipment, financed through NYS IEEP and the General Capital Reserve.
- \$39,558 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.
- \$21,947.12 for the Liftbridge Ln E improvement project, financed through the General Capital Reserve.
- \$86,505.70 for Sidewalk Improvements, 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

	NOVEMBER 30, 2022	OCTOBER 31, 2022	\$\$ VARIANCE
ASSETS			
CHASE BANK	\$ 421,835.20	\$ 750,000.00	\$ (328,164.80)
ACCOUNTS RECEIVABLE	-	-	-
STATE & FEDERAL AID RECEIVABLE	1,050,535.04	926,701.04	123,834.00
DUE FROM OTHER FUNDS	<u>328,164.80</u>	<u>-</u>	<u>328,164.80</u>
<b>Total Assets</b>	<b>\$ <u>1,800,535.04</u></b>	<b>\$ <u>1,676,701.04</u></b>	<b>\$ <u>123,834.00</u></b>
LIABILITIES:			
ACCOUNTS PAYABLE	\$ -	-	-
BAN PAYABLE	-	-	-
DUE TO OTHER FUNDS	<u>1,800,535.04</u>	<u>\$ 1,676,701.04</u>	<u>\$ 123,834.00</u>
<b>Total Liabilities</b>	<b><u>1,800,535.04</u></b>	<b><u>1,676,701.04</u></b>	<b><u>123,834.00</u></b>
FUND BALANCE:			
Unassigned	<u>(0.00)</u>	<u>0.00</u>	<u>(0.00)</u>
<b>Total Fund Balance</b>	<b><u>(0.00)</u></b>	<b><u>0.00</u></b>	<b><u>(0.00)</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ <u>1,800,535.04</u></b>	<b>\$ <u>1,676,701.04</u></b>	<b>\$ <u>123,834.00</u></b>

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### TOTAL REVENUES & EXPENDITURES

	11/1/2022 - 11/30/2022 MONTH - TO - DATE	6/1/2022 - 11/30/2022 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST	\$ -	\$ -
STATE AID - OTHER	123,834.00	347,644.42
STATE AID - CHIPS	-	310,698.62
STATE AID - IEEP	-	27,392.00
FEDERAL AID - CDBG	-	64,800.00
TRANSFER IN	204,330.80	383,522.55
	<hr/>	<hr/>
<b>Total Revenues</b>	<b>\$ 328,164.80</b>	<b>\$ 1,134,057.59</b>
<b>EXPENDITURES:</b>		
VILLAGE HALL EQUIPMENT	\$ 2,275.65	\$ 34,219.43
PUBLIC RESTROOMS	123,834.00	366,993.02
POLICE EQUIPMENT	-	40,645.76
FIRE EQUIPMENT	53,890.00	70,873.00
FIRE IT INTEGRATION	-	-
FIRE ROOF REPAIRS AND IMPROVEMENTS	-	-
FIRE STATION REPAIRS	-	-
FIRE TURNOUT GEAR	-	-
DPW EQUIPMENT	35,000.00	63,980.84
PARKING LOT SIGNAGE	4,287.00	39,558.00
REFUSE CONTAINERS	-	18,148.00
STREETS MAINT. & CLEAN.EQUIPMENT	-	329,673.64
LIFTBRIDGE LANE E	15,905.83	21,947.12
STREETSCAPE	-	-
SIDEWALKS	86,505.70	86,505.70
PARKS	1,125.00	1,125.00
SANITARY SEWER EQUIPMENT	-	-
STORM SEWER DRAINAGE EQUIPMENT	-	65,770.00
CEMETERY FENCE	5,341.62	5,341.62
TRANSFER TO GENERAL FUND	-	-
TRANSFER TO DEBT SERVICE	-	-
	<hr/>	<hr/>
<b>Total Expenditures</b>	<b>\$ 328,164.80</b>	<b>\$ 1,144,781.13</b>

# VILLAGE OF FAIRPORT

## CAPITAL PROJECTS FUND

### CHANGE IN FUND BALANCE

	11/1/2022 - 11/30/2022 MONTH - TO - DATE	6/1/2022 - 11/30/2022 YEAR - TO - DATE
FUND BALANCE - beginning	\$ -	\$ 10,723.54
REVENUES	328,164.80	1,134,057.59
EXPENDITURES	<u>(328,164.80)</u>	<u>(1,144,781.13)</u>
FUND BALANCE - ending	<u>\$ -</u>	<u>\$ -</u>

# CAPITAL RESERVES FUND ANALYSIS

## NOVEMBER 2022

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### BALANCE SHEET

The Capital Reserves Fund ended the month with a fund balance of **\$3,228,989.47**. The balance is equal to the cash in the bank allocated to the three reserves as follows: (1) \$2,198,758.30 in General Capital, (2) \$1,012,717.63 in Fire Rolling Stock, and (3) \$221,844.34 in Fire Equipment, offset by \$204,330.80 owed to the Capital Projects fund for November capital related payments.

### CURRENT MONTH ACTIVITY

During the month of November 2022, the Village utilized \$204,330.80 in capital reserve money to fund the following:

- \$2,275.65 paid for the Clerk's Office Upgrade, financed through the General Capital Reserve.
- \$15,905.83 paid for the Liftbridge Ln E project, financed through the General Capital Reserve.
- \$86,505.70 paid for Sidewalk Improvements, financed through the General Capital Reserve.
- \$53,890 paid for a new Fire Truck, financed through the Fire Rolling Stock Reserve.
- \$35,000 paid for a DPW truck purchased from FMC, financed through the General Capital Reserve.
- \$5341.62 paid for the Greenvale Cemetery fence, financed through the General Capital Reserve.
- \$4,287 paid for the Village Sign project, financed through the General Capital Reserve.
- \$1,125 paid for Grant Administration financed through the General Capital Reserve.

During the month of November 2022, the Village earned and recorded \$9,798.66 in revenues in the form of interest earnings allocated to each capital reserve.

Additionally, during the month of November 2022, the Village received auction proceeds of \$8,640 for a Police Vehicle. These proceeds were reinvested in the General Capital Reserve.

### YEAR TO DATE ACTIVITY

Through November 30, 2022, the Village has utilized \$383,522.55 in capital reserve money to fund ongoing projects.

Additionally, through November 30, 2022, \$211,228.70 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

	NOVEMBER 30, 2022	OCTOBER 31, 2022	\$\$ VARIANCE
<b>ASSETS:</b>			
CASH RESERVE - Capital	\$ 2,198,758.30	\$ 2,183,851.96	\$ 14,906.34
CASH RESERVE - Fire Rolling Stock	1,012,717.63	1,009,820.05	2,897.58
CASH RESERVE - Fire Equipment	221,844.34	221,209.60	634.74
ACCOUNTS RECEIVABLE - Capital	-	-	-
DUE FROM OTHER FUNDS - Capital	-	-	-
<b>Total Assets</b>	<b><u>\$ 3,433,320.27</u></b>	<b><u>\$ 3,414,881.61</u></b>	<b><u>\$ 18,438.66</u></b>
<b>LIABILITIES:</b>			
DUE TO OTHER FUNDS - Capital	150,440.80		
DUE TO OTHER FUNDS - Fire Rolling Stock	\$ 53,890.00	\$ -	\$ 53,890.00
<b>Total Liabilities</b>	<b><u>204,330.80</u></b>	<b><u>-</u></b>	<b><u>204,330.80</u></b>
<b>FUND BALANCE:</b>			
<b>RESTRICTED</b>			
Capital Plan	2,048,317.50	2,183,851.96	(135,534.46)
Fire Rolling Stock	958,827.63	1,009,820.05	(50,992.42)
Fire Equipment	221,844.34	221,209.60	634.74
<b>Total Fund Balance</b>	<b><u>3,228,989.47</u></b>	<b><u>3,414,881.61</u></b>	<b><u>(185,892.14)</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>\$ 3,433,320.27</u></b>	<b><u>\$ 3,414,881.61</u></b>	<b><u>\$ 18,438.66</u></b>



# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### TOTAL REVENUES & EXPENDITURES

	11/1/2022 - 11/30/2022 MONTH - TO - DATE	6/1/2022 - 11/30/2022 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST - General Capital	\$ 6,266.34	\$ 21,102.46
INTEREST - Fire Rolling Stock	2,897.58	10,234.11
INTEREST - Fire Equipment	634.74	2,273.55
SALE OF PROPERTY - General Capital	8,640.00	13,440.00
SALE OF PROPERTY - Fire Rolling Stock	-	-
SALE OF PROPERTY - Fire Equipment	-	-
GIFTS & DONATIONS - General Capital	-	208.33
TRANSFER IN - General Capital	-	83,486.00
TRANSFER IN - Fire Rolling Stock	-	62,984.25
TRANSFER IN- Fire Equipment	-	17,500.00
<b>Total Revenues</b>	<b>\$ 18,438.66</b>	<b>\$ 211,228.70</b>
<b>EXPENDITURES:</b>		
TRANSFER OUT - General Capital	150,440.80	312,649.55
TRANSFER OUT - Fire Rolling Stock	53,890.00	57,737.00
TRANSFER OUT - Fire Equipment	-	13,136.00
<b>Total Expenditures</b>	<b>\$ 204,330.80</b>	<b>\$ 383,522.55</b>

# VILLAGE OF FAIRPORT

## CAPITAL RESERVES FUND

### CHANGE IN FUND BALANCE

	11/1/2022 - 11/30/2022 MONTH - TO - DATE	6/1/2022 - 11/30/2022 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 3,414,881.61	\$ 3,401,283.32
REVENUES	18,438.66	211,228.70
EXPENDITURES	<u>(204,330.80)</u>	<u>(383,522.55)</u>
FUND BALANCE - ending	<u>\$ 3,228,989.47</u>	<u>\$ 3,228,989.47</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			130,711.57				130,711.57
Street Resurfacing/Side Walk/Equipment			(130,711.57)				(130,711.57)
OTHER STATE AID						223,810.42	
Public Restroom						(358,367.96)	(358,367.96)
CDBG				64,800.00			64,800.00
YEAR #45				(22,320.00)			(22,320.00)
YEAR #46				(42,480.00)			(42,480.00)
<b>OTHER FUNDING SOURCES</b>							
Greenville Cemetery Fund							-
Fairport Municipal Commission							-
Sewer Fund							-
<b>CAPITAL RESERVE TRANSACTIONS</b>							
Fund Capital Reserve from Unrestricted	83,486.00						
Transfer to H Fund from Cap Reserve	(312,649.55)	(54,181.54)	(128,397.84)	(65,761.46)	(35,000.00)	(29,308.71)	(312,649.55)
VILLAGE HALL EQUIPMENT		13,535.78				20,683.65	34,219.43
PUBLIC RESTROOMS						8,625.06	
POLICE EQUIPMENT		40,645.76					40,645.76
DPW EQUIPMENT				1,588.84	35,000.00		36,588.84
PARKING LOT SIGNAGE				39,558.00			39,558.00
REFUSE CONTAINERS				18,148.00			
STREETS MAINT. & CLEAN.EQUIPMENT			18,975.02				18,975.02
LIFTBRIDGE LANE E			21,947.12				
STREETSCAPE							-
SIDEWALKS			86,505.70				86,505.70
PARKS				1,125.00			
SANITARY SEWER EQUIPMENT							-
STORM SEWER DRAINAGE EQUIPMENT			970.00				970.00
CEMETERY FENCE				5,341.62			
<b>Additional Funding</b>							
Sale of Assets	13,440.00						-
Dock Damage Proceeds from Colonial Belle	208.33						-
Interest	21,102.46						-
<b>CURRENT BALANCES</b>	<b>\$ 2,048,317.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (123,834.00)</b>	<b>\$ (123,834.00)</b>





# **SEWER FUND ANALYSIS**

## **NOVEMBER 2022**

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### **BALANCE SHEET**

The Sewer Fund ended the month with a fund balance of \$821,091.68. The fund balance is equal to cash in the bank of \$818,291.68 plus unpaid sewer rents of \$2,800.00.

### **REVENUES**

Through November 30, 2022, 74% of budgeted revenues have been earned and recorded.

There was no revenue earned in the month of November 2022.

### **EXPENDITURES**

Through November 30, 2022, 28% of the budget has been spent or encumbered mainly due to the Sanitary Sewer Televising Contract with Kenyon Pipeline.

There were no expenses incurred in the month of November 2022.

# VILLAGE OF FAIRPORT

## SEWER FUND

### BALANCE SHEET

	NOVEMBER 30, 2022	OCTOBER 31, 2022	\$\$ VARIANCE
ASSETS:			
CASH	818,291.68	818,291.68	-
TAXES REXCEIVABLE	2,800.00	2,800.00	-
DUE FROM OTHER FUNDS	-	-	-
DUE FROM STATE & FED	-	-	-
DUE FROM PERINTON	-	-	-
<b>Total Assets</b>	<b>821,091.68</b>	<b>821,091.68</b>	<b>-</b>
LIABILITIES:			
DUE TO OTHER FUNDS	-	-	-
ACCOUNTS PAYABLE	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
FUND BALANCE:			
ASSIGNED	821,091.68	821,091.68	-
<b>Total Fund Balance</b>	<b>821,091.68</b>	<b>821,091.68</b>	<b>-</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>821,091.68</b>	<b>821,091.68</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>	-	<u>504,467.00</u>	-	<u>504,467.00</u>	-	<u>375,025.00</u>	<u>(129,442.00)</u>	74%

	MONTH TO DATE	ORIGINAL BUDGET	BUDGET ADJUSTMENTS	ADJUSTED BUDGET	ENCUM	YEAR TO DATE	BUDGET AVAILABLE	% OF BUDGET USED
EXPENDITURES:								
EQUIPMENT	-	9,500.00	-	9,500.00	-	-	9,500.00	0%
CONTRACTUAL	-	138,672.00	150,587.19	289,259.19	77,030.40	107,047.60	105,181.19	64%
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>	-	<u>504,467.00</u>	<u>150,587.19</u>	<u>655,054.19</u>	<u>77,030.40</u>	<u>107,047.60</u>	<u>470,976.19</u>	28%



# VILLAGE OF FAIRPORT

## SEWER FUND

### CHANGE IN FUND BALANCE

	11/1/2022 - 11/30/2022 MONTH - TO - DATE	6/1/2022 - 11/30/2022 YEAR - TO - DATE
FUND BALANCE - beginning	821,091.68	553,114.28
REVENUES	-	375,025.00
EXPENDITURES	-	(107,047.60)
FUND BALANCE - ending	<u>821,091.68</u>	<u>821,091.68</u>

# DEBT SERVICE FUND ANALYSIS

## NOVEMBER 2022

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### BALANCE SHEET

The Debt Service Fund ended the month with a fund balance of \$0. All cash on hand from the previous month was utilized to make the November 15, 2022 Debt Repayment.

### CURRENT MONTH ACTIVITY

During the month of November, the Village made it required semi-annual Debt repayment including principal payments of \$36,000 and interest payments of \$21,056.26.

### YEAR TO DATE ACTIVITY

Through November 31, 2022, 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
	<u>36,000.00</u>	<u>21,056.26</u>
<b>Total Debt Service Payment</b>	<b><u>36,000.00</u></b>	<b><u>21,056.26</u></b>

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

	NOVEMBER 30, 2022	OCTOBER 31, 2022	\$\$ VARIANCE
ASSETS:			
CASH	\$ -	\$ 57,056.26	\$ (57,056.26)
<b>Total Assets</b>	<b>\$ -</b>	<b>\$ 57,056.26</b>	<b>\$ (57,056.26)</b>
FUND BALANCE:			
RESTRICTED	-	57,056.26	(57,056.26)
<b>Total Fund Balance</b>	<b>-</b>	<b>57,056.26</b>	<b>(57,056.26)</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ -</b>	<b>\$ 57,056.26</b>	<b>\$ (57,056.26)</b>

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### TOTAL REVENUES & EXPENDITURES

	11/1/2022 - 11/30/2022 MONTH - TO - DATE	6/1/2022 - 11/30/2022 YEAR - TO - DATE
<b>REVENUES:</b>		
INTEREST	\$ -	\$ -
SERIAL BONDS	-	36,450.00
TRANSFER IN	-	20,606.26
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 57,056.26</b>
<b>EXPENDITURES:</b>		
PRINCIPAL	36,000.00	36,000.00
INTEREST	21,056.26	21,056.26
<b>Total Expenditures</b>	<b>\$ 57,056.26</b>	<b>\$ 57,056.26</b>

# VILLAGE OF FAIRPORT

## DEBT SERVICE FUND

### CHANGE IN FUND BALANCE

	11/1/2022 - 11/30/2022 MONTH - TO - DATE	6/1/2022 - 11/30/2022 YEAR - TO - DATE
FUND BALANCE - beginning	\$ 57,056.26	\$ -
REVENUES	-	57,056.26
EXPENDITURES	(57,056.26)	(57,056.26)
FUND BALANCE - ending	\$ -	\$ -

# BANK RECONCILIATIONS

## NOVEMBER 30, 2022

### BANK RECONCILIATIONS

Bank Reconciliations were performed by the Clerk – Treasurer for the month ending November 30, 2022. 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	334,383.00	(184,470.10)	-	(149,911.90)	1.00
5420	2,638,758.93	-	-	(8,640.00)	2,630,118.93
5705	5,228.80	-	-	-	5,228.80
0547	7,026.80	-	-	-	7,026.80
5439	421,835.20	-	-	-	421,835.20
5005	20,099.88	-	-	-	20,099.88
2199	103,088.77	-	-	-	103,088.77
NYCLASS	4,719,810.32	-	8,640.00	-	4,728,450.32
	<u>8,250,231.70</u>	<u>(184,470.10)</u>	<u>8,640.00</u>	<u>(158,551.90)</u>	<u>\$ 7,915,849.70</u>

### RECORDED IN GENERAL LEDGER BY FUND:

GENERAL FUND	3,106,796.84
CAPITAL RESERVES FUND	3,433,320.27
CAPITAL PROJECTS	421,835.20
SEWER	818,291.68
PERMANENT	25,792.64
TRUST & AGENCY	7,026.80
PERMANENT - MOUNT PLEASANT	103,088.77
DEBT SERVICE	-
Total Funds	<u>\$ 7,916,152.20</u>
DIFFERENCE	302.50
LESS: Petty Cash	(302.50)
DIFFERENCE	<u>-</u>