




**TOWN COUNCIL**  
**Work Session & Executive Session**  
**Cape Charles Civic Center**

February 7, 2019  
6:30 PM

1. Call to Order: Roll Call
2. Order of Business
  - A. FY2019 Mid-Year Budget Review
3. Motion to Recess to Closed Session
  - A. Motion to go into Closed Session in accordance with Section 2.2-3711-A of the Code of Virginia of 1950, as amended for the purpose of:  
  
**Code of Virginia § 2.2-3711-A, Paragraph 3:** Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.  
  
**Specifically:** Potential Acquisition of Real Property
  - B. Motion to Return to Open Session  
  
Certification to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Roll call vote.
4. Adjournment

 <b>TOWN OF CAPE CHARLES</b>	<b>AGENDA TITLE:</b> Fiscal year 2019 mid-year budget review		<b>AGENDA DATE:</b> February 7, 2019
	<b>SUBJECT/PROPOSAL/REQUEST:</b> Review of mid-year FY2019 revenues and expenditures.		<b>ITEM NUMBER:</b> 2A
	<b>ATTACHMENTS:</b> FY2019 revenue and expenditure sheets; funding request from Citizens for Central Park.		<b>FOR COUNCIL:</b> Action ( ) Information ( X )
	<b>STAFF CONTACT (s):</b> Larry DiRe, Town Manager	<b>REVIEWED BY:</b>	

**BACKGROUND:**

Each year Town Council reviews the revenues and expenditures of the mid-fiscal year budget data.

**ITEM SPECIFICS:**

The attached revenue and expenditure sheets show the progress of collecting and spending public monies toward the budget lines established in the fiscal year 2019 adopted town budget. While line item budgeting proved the highest degree of individualized item specific transparency and scrutiny, the purpose of this report is not to provide such a review. Instead, staff wants to show several key trend lines: first) past years real and personal property tax collection represents a mixed-bag of results and while these numbers are never significant, pursuit of such outstanding revenue can be a significant part of finance staff time; second) revenue lines dependent on the summer seasonal and tourism-based economy are on target; third) staff discretionary expenditure lines (travel, meals, conferences, education, outside legal and consultant-based services, etc.) actuals at the mid-year indicate these lines will not likely be fully spent out as estimated come year's end; fourth) the sanitation fund shows a small revenue deficit at year's end; and fifth) capital projects have progressed at an irregular pace to this point in the fiscal year.

The following table presents departmental expenditures through December 31, 2018.

Department	Budgeted	Actual	Percentage
Clerk	144,083	67,033	47
Town Manager	835,459	296,370	35
Finance	282,330	127,136	45
Police	469,137	214,715	46
Library	150,249	67,119	45
Code\Building	131,368	88,083	67
Town Planner	93,356	26,449	28
Public Works	2,132,817	547,454	26
Recreation\Events	91,515	46,689	51
Harbor	1,787,637	439,416	25
Water	540,413	263,847	49
Sewer	1,094,602	505,072	46
Utility Admin\Billing	160,019	65,424	41
Legislative	34,345	16,360	48
Totals	6,068,178	2,771,167	45.48

Demolition of 207 Mason Avenue exceeded budget line by approximately \$19,000.

**RECOMMENDATION:**

Overall, the fiscal year data shows acceptable levels of departmental expenditures within the approved

budget lines. Revenue projections indicate targets will be met, and in some lines exceeded. The transient occupancy tax and meals tax lines appear to be on pace to exceed established targets, and so staff recommends granting the request from Citizens for Central Park for an additional five-thousand dollars (\$5,000) payable in two one-half installments on April 15, 2019 and May 15, 2019 as revenue lines show surplus.

## MID-YEAR BUDGET REVIEW FY 2019 - Revenue

Fund: 100      GENERAL FUND  
 Acct Type: Revenues

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)		Notes
					Anticipated		
100-3010-1000	Real Property Tax <= 2014	\$13,400.00	\$445.86	\$6,500.00		(\$6,900.00)	
100-3010-2015	Real Property Tax 2015	\$10,000.00	\$2,198.94	\$10,000.00		\$0.00	
100-3010-2016	Real Property Tax 2016	\$10,000.00	\$4,971.99	\$10,000.00		\$0.00	
100-3010-2017	Real Property Tax 2017	\$11,000.00	\$10,480.18	\$11,000.00		\$0.00	
100-3010-2018	Real Property Tax 2018	\$1,151,000.00	\$1,140,418.45	\$1,155,000.00		\$4,000.00	
100-3010-2019	Real Property Tax 2019	\$0.00	\$0.00	\$0.00		\$0.00	
100-3020-1000	Personal Property Tax <=2014	\$500.00	\$3,601.71	\$4,000.00		\$3,500.00	
100-3020-2015	Personal Property Tax 2015	\$1,500.00	\$5,205.96	\$5,300.00		\$3,800.00	
100-3020-2016	Personal Property Tax 2016	\$7,000.00	\$1,114.86	\$2,500.00		(\$4,500.00)	
100-3020-2017	Personal Property Tax 2017	\$12,000.00	\$11,172.29	\$13,000.00		\$1,000.00	
100-3020-2018	Personal Property Tax 2018	\$125,000.00	\$123,462.83	\$126,000.00		\$1,000.00	
100-3020-2019	Personal Property Tax 2019	\$0.00	\$0.00	\$0.00		\$0.00	
100-3025-1000	License Tax Prior Years <=2016	\$5,000.00	\$651.65	\$1,500.00		(\$3,500.00)	
100-3025-2017	License Tax 2017	\$4,500.00	\$3,049.88	\$4,500.00		\$0.00	
100-3025-2018	License Tax 2018	\$24,000.00	\$20,854.22	\$23,000.00		(\$1,000.00)	
100-3035-2018	Machinery & Tools Tax 2018	\$18,000.00	\$19,719.00	\$19,719.00		\$1,719.00	
100-3040-1000	Penalties All Property Tax	\$15,000.00	\$8,632.74	\$15,000.00		\$0.00	
100-3050-1000	Golf Cart Decals	\$5,700.00	\$3,074.50	\$5,700.00		\$0.00	
100-3050-1100	Consumer Utility Taxes - Elec & Gas	\$54,000.00	\$30,871.91	\$54,000.00		\$0.00	
100-3050-1200	Communications Tax - Phone	\$44,000.00	\$23,906.81	\$41,000.00		(\$3,000.00)	Decreasing due to reduction in landlines.
100-3050-1300	BPOL - ALL	\$150,000.00	\$3,966.18	\$150,000.00		\$0.00	
100-3050-1400	Admission Taxes	\$20,300.00	\$14,070.95	\$21,000.00		\$700.00	
100-3050-1500	Transient Occupancy Tax	\$145,000.00	\$108,104.62	\$145,000.00		\$0.00	\$141,246 projected for FY19 plus delinquent collections Additions - Second Bakery, Northampton Hotel cafe, Brewery's 1st Spring season, expansion at Shanty
100-3050-1600	Meals Tax	\$500,000.00	\$305,540.49	\$539,000.00		\$39,000.00	
100-3050-1700	Short Term Rental Tax	\$6,250.00	\$4,073.28	\$6,250.00		\$0.00	
100-3050-1800	Rolling Stock Taxes	\$0.00	\$5.61	\$5.61		\$5.61	
100-3075-1000	Penalties & Int Misc Taxes & Licenses	\$0.00	\$0.00	\$0.00		\$0.00	
100-3100-1000	Harbor Development Certificate	\$1,000.00	\$0.00	\$1,000.00		\$0.00	
100-3100-1050	Land Use/Conditional Use Application	\$300.00	\$1,525.00	\$1,600.00		\$1,300.00	
					<b>Over/(under)</b>		
Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Anticipated		Notes
100-3100-1060	Zoning Variance Advt & Mailing Fee	\$250.00	\$1,170.00	\$1,300.00		\$1,050.00	
100-3100-1070	Miscellaneous Planning Fees	\$0.00	\$356.00	\$500.00		\$500.00	
100-3100-1100	Historic Review Fees	\$2,000.00	\$2,250.00	\$2,300.00		\$300.00	

100-3100-1110	Building Permits	\$55,000.00	\$25,894.59	\$55,000.00	\$0.00
100-3100-1150	Planning & Review Fees	\$2,500.00	\$2,250.00	\$2,500.00	\$0.00
100-3100-1160	Electrical Permits	\$3,500.00	\$4,440.63	\$5,000.00	\$1,500.00
100-3100-1200	Plumbing Permits	\$3,500.00	\$2,965.73	\$3,500.00	\$0.00
100-3100-1250	Mechanical Permits	\$3,000.00	\$4,149.09	\$4,400.00	\$1,400.00
100-3100-1260	Elevator Permits	\$250.00	\$370.00	\$450.00	\$200.00
100-3100-1300	UST/AST Permit	\$300.00	\$400.00	\$400.00	\$100.00
100-3100-1350	Occupancy Permits, Temporary	\$250.00	\$0.00	\$100.00	(\$150.00)
100-3100-1360	Permit After Fact Admin Fee	\$300.00	\$100.00	\$300.00	\$0.00
100-3100-1400	Building Plan Review Fees	\$2,000.00	\$1,800.00	\$2,600.00	\$600.00
100-3100-1410	Shallow Well Permits	\$500.00	\$300.00	\$500.00	\$0.00
100-3100-1460	Erosion & Sediment Control Permit	\$1,000.00	\$1,350.00	\$1,500.00	\$500.00
100-3100-1470	Erosion & Sediment Plan Review Fee	\$360.00	\$0.00	\$360.00	\$0.00
100-3100-1500	Demolition Permit	\$100.00	\$100.00	\$100.00	\$0.00
100-3100-1510	Gas Permit	\$750.00	\$459.00	\$750.00	\$0.00
100-3100-1550	Miscellaneous Plan/Review Fees	\$500.00	\$800.00	\$900.00	\$400.00
100-3100-1560	Fire Permit	\$500.00	\$674.72	\$800.00	\$300.00
100-3100-1600	Rental Inspections	\$2,500.00	\$1,000.00	\$2,500.00	\$0.00
100-3200-1600	Court Fines and Forfeitures	\$14,000.00	\$4,252.72	\$10,000.00	(\$4,000.00)
100-3200-1650	Code Enf Admin Fees/Fines Collected	\$500.00	\$0.00	\$300.00	(\$200.00)
100-3200-1660	Traffic & Parking Fines	\$500.00	\$2,508.54	\$3,000.00	\$2,500.00
100-3200-1700	E-Summons \$5 Fee-Future Software Purchase	\$300.00	\$329.04	\$600.00	\$300.00
100-3200-1710	Police Nexis Lexis	\$0.00	\$45.00	\$55.00	\$55.00
100-3300-1700	Interest on Bank Deposits	\$10,000.00	\$11,490.67	\$18,000.00	\$8,000.00
100-3300-1750	Dividends & Interest on Investments	\$2,500.00	\$3,669.85	\$6,000.00	\$3,500.00
100-3400-1800	Lease Revenue - Town Property Shanty 1%	\$28,000.00	\$15,900.29	\$28,000.00	\$0.00
100-3400-1810	Lease Revenue - Town Property, Water Tower	\$2,400.00	\$0.00	\$2,400.00	\$0.00
100-3400-1850	Lease Revenue - Town Property Southport	\$0.00	\$0.00	\$0.00	\$0.00
100-3500-1850	Library Service & Misc Fees	\$1,800.00	\$579.05	\$1,300.00	(\$500.00)
100-3500-1900	Parks & Rec Fees Collected	\$2,000.00	\$0.00	\$0.00	(\$2,000.00) No New Year's event
100-3500-1960	Credit 1%/Debit \$.25 Card Use Fee	\$1,300.00	\$910.51	\$1,400.00	\$100.00
100-3500-1970	DMV Stop Fee Collected	\$0.00	\$800.00	\$1,400.00	\$1,400.00

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under) Anticipated	Notes
100-3600-3100	Gifts & Private Donations Library FOL	\$0.00	\$270.79	\$270.79	\$270.79	
100-3600-4000	Insurance Proceeds, Refund or Misc Rebate	\$0.00	\$5,238.56	\$5,238.56	\$5,238.56	
100-3600-5000	Surplus & Salvage Property Sale	\$0.00	\$0.00	\$0.00	\$0.00	
100-3600-6000	Appropriation From Fund Balance	\$167,914.40	\$0.00	\$167,914.40	\$0.00	Trail Portion subtracted
100-3600-9000	Gifts & Private Donations CEB	\$0.00	\$0.00	\$0.00	\$0.00	
100-3650-1500	Recovery Misc. Costs - Finance	\$0.00	\$12.00	\$12.00	\$12.00	
100-3650-2000	Recovery - Police Property Loss & Misc.	\$0.00	\$0.00	\$0.00	\$0.00	

100-3650-3000	Recovery, Misc.-Code Enf (mowing, demo, etc)	\$500.00	\$350.00	\$500.00	\$0.00	
100-3650-6000	Recovery Town Mgr-Misc.	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	Fireworks refund - may be appropriated for FY19
100-3700-2200	USDA RD Grant Gen Fund	\$11,900.00	\$0.00	\$11,900.00	\$0.00	
100-3750-2000	Personal Prop. Tax Reimbursement- PPTRA	\$35,423.60	\$35,423.60	\$35,423.60	\$0.00	
100-3750-3000	Local Sales and Use Taxes	\$49,000.00	\$32,368.39	\$55,000.00	\$6,000.00	
100-3750-3100	DMV Humane Plates Pybl to ESSO	\$0.00	\$0.00	\$0.00	\$0.00	
100-3800-1000	Assistance to Local Police Dept HB 599	\$29,000.00	\$15,038.00	\$30,076.00	\$1,076.00	
100-3800-2000	Grant - Criminal Justice Service Byrne	\$975.00	\$0.00	\$0.00	(\$975.00)	No grants available FY19
100-3800-3000	Grant - Fire Program Funds (Passthru)	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	
100-3800-7000	Grant - VA State Promotion of the Arts	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	
100-3800-8000	Grant - Library Program Other	\$0.00	\$500.00	\$500.00	\$500.00	
100-3800-9900	Grants - CCMS Branding \$7K	\$18,000.00	\$0.00	\$18,000.00	\$0.00	
100-3800-9901	Grants - CEB Travel \$1K	\$0.00	\$0.00	\$0.00	\$0.00	
100-3850-1000	Grant - Budget Contribution fm Another County/	\$20,000.00	\$0.00	\$20,000.00	\$0.00	Northampton County Library Support
100-3850-2000	Grant Other - Northampton County	\$7,000.00	\$2,239.53	\$2,239.53	(\$4,760.47)	Tourism Infrastructure Grant
100-3900-1000	Grant - VML Risk Management	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	
100-3950-1000	Loan Proceeds previous year	\$190,770.11	\$0.00	\$190,770.11	\$0.00	
100-3950-2100	USDA Rural Devlpmnt Loan Gen Fnd	\$22,100.00	\$0.00	\$22,100.00	\$0.00	Police Vehicle replacement. Apply in the spring
100-3975-1100	Miscellaneous Rev & NSF Fees-Gen Fund	\$1,500.00	\$664.00	\$1,500.00	\$0.00	
		<b>\$3,049,393.11</b>	<b>\$2,058,040.21</b>	<b>\$3,114,734.60</b>	<b>\$65,341.49</b>	

<b>Net projected over/(under)</b>	<b>\$65,341.49</b>
-----------------------------------	--------------------

**Assumptions: local tax revenue forecast by taking YTD, adding FY18's receipts x the percentage increase FY19 over FY18, adding new business**

**General Fund**

**Non-operational revenue**

100-3800-4000	Grant - VDOT Roads, Trails & Sidewks	\$1,146,400.00	\$22,402.40	\$1,146,400.00		
100-3500-2000	Sale of Town Real Property	\$0.00	\$0.00	\$500,000.00	\$500,000.00	Appropriate for FY20 Harbor Capital Projects
100-3800-6000	Grant - Miscellaneous/Other	\$15,000.00	\$0.00	\$0.00	(\$15,000.00)	CCP accepted the grant, and paid for the corresponding expenditures directly
100-3600-6000	Appropriation From Fund Balance	\$100,000.00	\$0.00	\$153,867.00	\$53,867.00	For trail project
100-3950-1000	Loan Proceeds previous year	\$53,867.00	\$0.00	\$53,867.00	\$0.00	For trail project

**Acct Type: Revenues**

**Fund: 501 Utility Fund**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under) Anticipated	Notes
501-3100-1201	Connection, Plumbing Permit Water	\$400.00	\$350.00	\$450.00	\$50.00	

501-3100-1202	Connection, Plumbing Permit Sewer	\$400.00	\$350.00	\$350.00	(\$50.00)
501-3100-5360	Utility Permit (Main to Meter)	\$0.00	\$0.00	\$0.00	\$0.00
501-3150-1501	Miscellaneous Revenues - Utilities	\$1,480.89	\$489.59	\$1,480.89	\$0.00
501-3150-1502	Septage Services Revenue - WWTP	\$0.00	\$0.00	\$0.00	\$0.00
501-3300-1000	Interest Earned on Bank Deposits - Util	\$1,400.00	\$1,081.87	\$3,245.61	\$1,845.61
501-3300-2000	Dividends & Int. on Investments - Util	\$2,100.00	\$1,683.53	\$3,367.06	\$1,267.06
501-3500-1501	Water Sales	\$534,680.00	\$268,452.36	\$534,680.00	\$0.00
501-3500-1502	Sewer Charges	\$1,032,448.00	\$529,472.31	\$1,032,448.00	\$0.00
501-3500-1800	Sale of Surplus Equipment & Misc.	\$600.00	\$0.00	\$600.00	\$0.00
501-3500-3501	Penalties & Interest - Water Charges	\$7,750.00	\$25.76	\$7,750.00	\$0.00
501-3500-3502	Penalties & Interest Wastewater Charges	\$10,000.00	\$0.00	\$10,000.00	\$0.00
501-3500-4501	Connection Fees - Bay Creek Water	\$2,625.00	\$1,750.00	\$2,625.00	\$0.00
501-3500-4502	Connection Fees - Bay Creek Sewer	\$2,625.00	\$1,750.00	\$2,625.00	\$0.00
501-3500-5501	Connection Fees - Historic Cape Charles Water	\$11,812.50	\$3,500.00	\$11,812.50	\$0.00
501-3500-5502	Connection Fees - Historic Cape Charles Sewer	\$11,812.50	\$3,500.00	\$11,812.50	\$0.00
501-3500-6501	Facility Fees, Rest. - Bay Creek Water	\$12,000.00	\$8,000.00	\$12,000.00	\$0.00
501-3500-6502	Facility Fees, Restr. - Bay Creek Sewer	\$19,800.00	\$13,200.00	\$19,800.00	\$0.00
501-3500-7501	Facility Fees, Restr.- Historic Cape Charles Water	\$54,000.00	\$16,000.00	\$54,000.00	\$0.00
501-3500-7502	Facility Fees, Restr. - Historic Cape Charles Se	\$89,100.00	\$26,400.00	\$89,100.00	\$0.00
501-3600-6000	Utility Fund Transfer from Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00
		<b>\$1,795,033.89</b>	<b>\$876,005.42</b>	<b>\$1,798,146.56</b>	
		<b>Net projected over/(under)</b>		<b>\$3,112.67</b>	

**Acct Type: Revenues**

**Fund: 510 HARBOR FUND**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	Notes
					Anticipated	
510-3150-1000	Harbor Fuel Sales	\$393,000.00	\$238,845.09	\$393,000.00	\$0.00	
510-3150-1100	Miscellaneous Sales-Snacks, Drinks, Ice, Clothing	\$12,500.00	\$4,200.61	\$11,588.52	(\$911.48)	
510-3150-1200	Miscellaneous Sales-Boating Supplies	\$3,125.00	\$2,806.42	\$5,000.00	\$1,875.00	
510-3150-1300	Miscellaneous Sales-RTIC	\$3,300.00	\$896.05	\$3,000.00	(\$300.00)	
510-3150-1500	Lube & Oil Sales	\$2,250.00	\$825.33	\$2,250.00	\$0.00	
510-3150-2000	Dockage Fees	\$215,000.00	\$110,390.85	\$220,781.70	\$5,781.70	
510-3150-2100	Harbor Electric Sales & Pump Out	\$12,000.00	\$11,382.05	\$14,000.00	\$2,000.00	
510-3150-2200	Lease/Storage Revenue	\$7,000.00	\$3,755.75	\$7,000.00	\$0.00	
510-3150-3000	Wharfage Fees	\$12,800.00	\$1,672.00	\$12,800.00	\$0.00	
510-3300-1520	Sale of Abandoned or Harbor Misc. Property	\$0.00	\$0.00	\$0.00	\$0.00	
510-3400-1000	Lease - Restaurant Base Amount	\$6,000.00	\$3,000.00	\$6,000.00	\$0.00	
510-3600-4000	Insurance Proceeds, Refund or Rebate	\$0.00	\$0.00	\$0.00	\$0.00	

510-3650-1000	Credit 1%/Debit\$0.25 Card Fee Rev	\$500.00	\$259.92	\$259.92	(\$240.08)	
510-3670-1000	Discount Earned - Harbor (Sales & Use Tax, Misc.	\$10.00	\$6.74	\$10.00	\$0.00	
510-3900-6000	Appropriation From Fund Balance	\$114,401.75	\$0.00	\$114,401.75	\$0.00	For debt service
510-3800-3500	Grant Virginia Dept of Health - Pumpout Costs	\$750.00	\$0.00	\$0.00	(\$750.00)	
		<b>\$782,636.75</b>	<b>\$378,040.81</b>	<b>\$790,091.89</b>	<b>\$7,455.14</b>	
		<b>Net projected over/(under)</b>		<b>\$7,455.14</b>		

**HARBOR Non-operational revenue**

510-3800-2000	VA Port Authority Grant	\$227,500.00	\$20,906.25	\$227,500.00	\$0.00	
510-3800-2050	Grant - Town Match	\$0.00	\$0.00	\$0.00	\$0.00	
510-3800-3000	Grant - Federal Boating Infrastructure BIG	\$33,000.00	\$0.00	\$0.00	(\$33,000.00)	Will be received most likely in FY2020 - for fuel system
510-3800-5000	Grant - Litter Prevention Grant (DEQ)	\$0.00	\$1,034.00	\$1,034.00	\$1,034.00	
510-3900-6000	Appropriation From Fund Balance	\$744,500.00	\$0.00	\$744,500.00	\$0.00	for capital projects
510-3950-1000	Loan Proceeds Previous Year	\$0.00	\$0.00	\$0.00	\$0.00	
		<b>\$1,005,000.00</b>	<b>\$21,940.25</b>	<b>\$973,034.00</b>		

**Acct Type: Revenues**

**Fund: 520 SANITATION FUND**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under) Anticipated	Notes
520-3150-1000	Refuse Collection Fees	\$186,572.16	\$96,974.98	\$186,572.16		
520-3150-2000	Bulk refuse collection fees	\$600.00	\$405.00	\$600.00		
520-3150-3000	Miscellaneous Refuse fees	\$0.00	\$0.00	\$0.00		
520-3150-4000	Penalties & Interest - Garbage Charges	\$2,150.00	\$1.46	\$1,500.00		
		<b>\$189,322.16</b>	<b>\$97,381.44</b>	<b>\$188,672.16</b>		
		<b>Net projected over/(under)</b>		<b>(\$650.00)</b>		



## MID-YEAR BUDGET REVIEW FY 2019 - Expenditures

Fund: 100 General

Acct Type: Expenses

Dept Desc: 4110 LEGISLATIVE

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
100-4110-6000	Office Supplies	\$400.00	\$193.32	\$400.00	\$0.00	
100-4110-6125	Departmental Equipment & Supplies	\$4,500.00	\$2,489.53	\$4,500.00	\$0.00	
100-4110-1200	PT Salaries & Wages Legislative	\$4,800.00	\$2,400.00	\$4,800.00	\$0.00	
100-4110-2000	FICA Expense	\$367.20	\$168.31	\$367.20	\$0.00	
100-4110-2100	SUI Expense	\$12.48	\$5.74	\$12.48	\$0.00	
100-4110-2230	Worker's Comp	\$0.00	\$0.00	\$0.00	\$0.00	
100-4110-3025	Repair Maint & Inspect Contracted Svcs	\$4,000.00	\$0.00	\$4,000.00	\$0.00	
100-4110-3430	IT, Software, Scan & Website Services	\$150.00	\$0.00	\$150.00	\$0.00	
100-4110-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00	
100-4110-3500	Advertising Services	\$3,000.00	\$1,072.91	\$3,000.00	\$0.00	
100-4110-5040	Phone Service, Landline & Wireless	\$516.00	\$217.17	\$516.00	\$0.00	
100-4110-5050	Internet & Cable Services	\$0.00	\$0.00	\$0.00	\$0.00	
100-4110-5080	Lease, Bldgs & Property	\$0.00	\$0.00	\$0.00	\$0.00	
100-4110-5200	Travel-Mileage, Parking & Tolls	\$1,605.00	\$694.98	\$1,486.00	(\$119.00)	
100-4110-5210	Travel-Lodging & Meals	\$5,123.00	\$2,429.39	\$5,123.00	\$0.00	
100-4110-5220	Conference	\$3,240.00	\$1,780.00	\$3,240.00	\$0.00	
100-4110-5230	Education	\$1,600.00	\$600.00	\$1,600.00	\$0.00	
100-4110-5240	Books & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	
100-4110-5250	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
100-4110-5310	Insurance, Public Official Liability	\$4,989.40	\$4,205.46	\$4,989.40	\$0.00	
100-4110-6150	Comptr, Sftware & Electronics < \$5,000	\$42.00	\$103.95	\$150.00	\$108.00	
100-4110-6225	Repair & Maintenance Supplies Legislative	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Legislative</b>		<b>\$34,345.08</b>	<b>\$16,360.76</b>	<b>\$34,334.08</b>	<b>(\$11.00)</b>	

Dept Desc: 4112 TOWN CLERK

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
100-4112-1000	Regular Salaries & Wages Town Clerk	\$87,255.75	\$43,760.08	\$87,255.75	\$0.00	
100-4112-1100	Regular Salaries & Wages OT Town Clerk	\$1,568.35	\$136.62	\$1,568.35	\$0.00	
100-4112-2000	FICA Expense	\$6,795.04	\$3,387.88	\$6,798.04	\$3.00	
100-4112-2100	SUI Expense	\$41.60	\$0.00	\$41.60	\$0.00	
100-4112-2200	Retirement-ER VRS & ICMA-RC Contribution	\$5,226.62	\$2,613.24	\$5,226.62	\$0.00	
100-4112-2210	Life Insurance	\$1,143.05	\$571.50	\$1,143.05	\$0.00	
100-4112-2220	Disability Insurance, LTD & STD	\$688.00	\$248.64	\$688.00	\$0.00	
100-4112-2230	Worker's Comp	\$92.55	\$97.64	\$92.55	\$0.00	
100-4112-2300	Health Insurance	\$7,981.16	\$4,864.01	\$7,981.16	\$0.00	
100-4112-2310	Dental Insurance	\$873.36	\$521.85	\$873.36	\$0.00	

100-4112-2320	Vision Insurance	\$91.32	\$53.27	\$91.32	\$0.00
100-4112-2345	Employee/Volunteer Testing	\$75.00	\$0.00	\$45.00	(\$30.00)
100-4112-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00
100-4112-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00
100-4112-3025	Repair Maint & Inspect Contracted Svcs	\$2,350.00	\$0.00	\$2,350.00	\$0.00
100-4112-3030	Lease - Storage	\$0.00	\$0.00	\$0.00	\$0.00
100-4112-3430	IT, Software, Scan & Website Services	\$4,250.00	\$2,839.00	\$4,250.00	\$0.00
100-4112-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00
100-4112-3500	Advertising Services	\$400.00	\$0.00	\$400.00	\$0.00
100-4112-5040	Phone Service, Landline & Wireless	\$780.00	\$325.00	\$780.00	\$0.00
100-4112-5050	Internet & Cable Services	\$0.00	\$0.00	\$0.00	\$0.00
100-4112-5110	Lease, Office Equipment	\$4,520.00	\$1,537.40	\$4,250.00	(\$270.00)
100-4112-5200	Travel-Mileage, Parking & Tolls	\$2,994.00	\$284.68	\$2,994.00	\$0.00
100-4112-5210	Travel-Lodging & Meals	\$3,162.00	\$387.33	\$3,162.00	\$0.00
100-4112-5220	Conference	\$2,550.00	\$690.00	\$2,550.00	\$0.00
100-4112-5230	Education	\$1,450.00	\$913.00	\$1,450.00	\$0.00
100-4112-5240	Books & Subscriptions	\$2,500.00	\$784.77	\$2,500.00	\$0.00
100-4112-5250	Dues & Memberships	\$950.00	\$119.63	\$950.00	\$0.00
100-4112-5260	Employee Testing & Certification	\$75.00	\$75.00	\$75.00	\$0.00
100-4112-6150	Compnr, Sftware & Electronics < \$5,000	\$420.00	\$33.00	\$420.00	\$0.00
100-4112-3020	Maint Svc Contracts - Annual	\$4,500.00	\$1,111.07	\$4,500.00	\$0.00
100-4112-6000	Office Supplies	\$1,350.00	\$197.44	\$1,350.00	\$0.00
<b>Total Town Clerk</b>		<b>\$144,082.80</b>	<b>\$65,552.05</b>	<b>\$143,785.80</b>	<b>(\$297.00)</b>

**Dept Desc: 4121 TOWN MANAGER**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
100-4121-5000	Tax Refund - Prior Year, (RE, PP, BPOL, MISC)	\$4,000.00	\$822.62	\$4,000.00	\$0.00	
100-4121-5010	Refund - Tourism Zone BPOL	\$3,500.00	\$0.00	\$3,500.00	\$0.00	
100-4121-5020	Refund - Tourism Zone Real & Business Property Tax	\$5,000.00	\$0.00	\$5,000.00	\$0.00	
100-4121-5030	Refund - Tourism Zone Permit Fees	\$6,000.00	\$0.00	\$6,000.00	\$0.00	
100-4121-1900	Personnel Lapse Allowance	(\$10,000.00)	\$0.00	\$0.00	\$10,000.00	Will be reflected in depts in which it occurs
100-4121-6850	Debt Service - Interest T Mgr	\$46,958.43	\$23,528.28	\$46,958.43	\$0.00	
100-4121-4200	Fireworks	\$15,000.00	\$0.00	\$15,000.00	\$0.00	
100-4121-6175	Vehicles & Powered Equipment Fuel - Admin Vehicle	\$1,000.00	\$166.61	\$600.00	(\$400.00)	
100-4121-8100	Transfer to Fund Balance - Excess Rev	\$114,401.75	\$0.00	\$114,401.75	\$0.00	To fund Harbor debt service
100-4121-5090	Lease, Right of Way	\$1,000.00	\$0.00	\$1,000.00	\$0.00	
100-4121-4100	Grant Exp - Community Support	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	
100-4121-5005	Refund - Misc. Fees	\$100.00	\$0.00	\$100.00	\$0.00	
100-4121-6200	Vehicles & Powered Equip.Supplies & Svcs.	\$2,100.00	\$55.95	\$2,100.00	\$0.00	
100-4121-4065	Grant Exp - Randy Custis Mmrl Fund, Youth Sports	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	
100-4121-7080	Computers, Software & Elec Equip.>\$5000	\$4,000.00	\$0.00	\$4,000.00	\$0.00	
100-4121-5350	Fines & Penalties	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-1000	Regular Salaries & Wages-Town Manager	\$90,000.00	\$35,417.73	\$82,999.00	(\$7,001.00)	personnel lapse
100-4121-1200	PT Salaries & Wages Town Mgr	\$22,908.00	\$9,777.68	\$22,908.00	\$0.00	

100-4121-1600	Bonus & Increase Pool Gen Fund	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-1800	Allocated Wages	(\$13,387.53)	(\$6,693.78)	(\$13,000.00)	\$387.53	
100-4121-2000	FICA Expense	\$8,637.46	\$3,050.73	\$7,500.00	(\$1,137.46)	personnel lapse
100-4121-2100	SUI Expense	\$41.60	\$0.00	\$41.60	\$0.00	
100-4121-2200	Retirement-ER VRS & ICMA-RC Contribution	\$5,391.00	\$1,857.10	\$4,710.00	(\$681.00)	personnel lapse
100-4121-2210	Life Insurance	\$1,179.00	\$414.72	\$950.00	(\$229.00)	personnel lapse
100-4121-2220	Disability Insurance, LTD & STD	\$677.88	\$188.76	\$500.00	(\$177.88)	personnel lapse
100-4121-2230	Worker's Comp	\$166.81	\$83.40	\$166.81	\$0.00	
100-4121-2300	Health Insurance	\$7,481.16	\$3,117.15	\$6,234.00	(\$1,247.16)	
100-4121-2310	Dental Insurance	\$291.12	\$121.30	\$260.00	(\$31.12)	
100-4121-2320	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-2345	Employee/Volunteer Testing	\$75.00	\$43.00	\$43.00	(\$32.00)	
100-4121-2350	Relocation Assistance	\$5,000.00	\$0.00	\$0.00	(\$5,000.00)	
100-4121-2360	Staff & Volunteer Appreciation	\$1,500.00	\$1,863.00	\$3,000.00	\$1,500.00	only Credit card point funding was used
100-4121-2800	Allocated Benefits	(\$3,263.89)	(\$1,631.94)	(\$3,000.00)	\$263.89	
100-4121-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-3020	Maint Svc Contracts - Annual	\$0.00	\$5,664.00	\$0.00	\$0.00	
100-4121-3025	Repair Maint & Inspect Contracted Svcs	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-3400	Legal Services TM	\$40,000.00	\$15,427.98	\$40,000.00	\$0.00	
100-4121-3401	Legal Services Finance	\$2,000.00	\$0.00	\$0.00	(\$2,000.00)	

					Over/(under)	
Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Budget	NOTES
100-4121-3402	Legal Services Code Enf	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-3404	Legal Services Police	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-3405	Legal Services Planner	\$2,000.00	\$0.00	\$0.00	(\$2,000.00)	
100-4121-3406	Legal Services Public Works	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-3410	Management Consulting	\$5,000.00	\$2,000.00	\$5,000.00	\$0.00	
100-4121-3420	Engineering & Architect Svcs Gen Fund	\$35,000.00	\$0.00	\$0.00	(\$35,000.00)	
100-4121-3430	IT, Software, Scan & Website Services	\$7,500.00	\$809.95	\$7,500.00	\$0.00	
100-4121-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-3500	Advertising Services	\$1,500.00	\$0.00	\$1,500.00	\$0.00	
100-4121-4010	Grant Exp Exp- Arts Enter Passthru	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	
100-4121-4015	Grant Exp - Town Match Arts Enter	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	
100-4121-4020	Grant Exp - Fire Department Passthru	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	
100-4121-4025	Grant Exp - Town Support Fire Dept	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	
100-4121-4030	Grant Exp - Nrthmptn Cty Tourism Infrast.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	
100-4121-4040	Grant Exp - Star Transit Support	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-4045	Grant Exp - Cape Charles Musm & Welcm Cntr	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	
100-4121-4050	Grant Exp - Eastern Shore Tourism Comm.	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	
100-4121-4060	Grant Exp - Local Arts, GEAR, Harbor for the Arts	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	
100-4121-4070	Grant Exp - VML Risk Mngmnt Grant Exp	\$4,000.00	\$1,150.00	\$4,000.00	\$0.00	
100-4121-4150	Grant Exp - TMgr Other	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-4210	Cape Charles Main Street	\$151,950.00	\$70,465.00	\$151,950.00	\$0.00	
100-4121-4220	Marketing - Social Media & Website	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-4230	Marketing - Printed Materials	\$0.00	\$0.00	\$0.00	\$0.00	

100-4121-5040	Phone Service, Landline & Wireless	\$7,000.00	\$3,569.39	\$7,000.00	\$0.00	
100-4121-5050	Internet & Cable Services	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-5070	Postage	\$5,500.00	\$2,279.60	\$5,500.00	\$0.00	
100-4121-5080	Lease, Bldgs & Property	\$1,775.00	\$375.00	\$1,775.00	\$0.00	
100-4121-5100	Lease, Vehicles & Equipment	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-5110	Lease, Office Equipment	\$3,300.00	\$810.00	\$3,300.00	\$0.00	
100-4121-5200	Travel-Mileage, Parking & Tolls	\$5,045.00	\$41.00	\$5,045.00	\$0.00	
100-4121-5210	Travel-Lodging & Meals	\$2,177.00	\$739.68	\$2,177.00	\$0.00	
100-4121-5220	Conference	\$385.00	\$54.84	\$385.00	\$0.00	
100-4121-5230	Education	\$0.00	\$123.00	\$123.00	\$123.00	
100-4121-5240	Books & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-5250	Dues & Memberships	\$2,600.00	\$1,017.00	\$2,600.00	\$0.00	
100-4121-5300	Insurance, Property & General Liability	\$25,780.00	\$21,729.42	\$25,780.00	\$0.00	
100-4121-5310	Insurance, Public Official Liability	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-5340	Licensing	\$0.00	\$0.00	\$0.00	\$0.00	
100-4121-6000	Office Supplies	\$7,000.00	\$2,957.60	\$7,000.00	\$0.00	
100-4121-6150	Comptr, Sftware & Electronics < \$5,000	\$1,100.00	\$0.00	\$1,100.00	\$0.00	
100-4121-6800	Debt Service - Principal Payment TM	\$100,089.25	\$9,345.00	\$100,089.25	\$0.00	
100-4121-6900	Contingency Fund Exp Gen Fund	\$40,000.00	\$0.00	\$0.00	(\$40,000.00)	Use \$22000 for demo exp.
<b>Total Town Manager</b>		<b>\$835,459.04</b>	<b>\$270,740.77</b>	<b>\$752,796.84</b>	<b>(\$82,662.20)</b>	

**Dept Desc: 4124 FINANCE**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
100-4124-1000	Regular Salaries & Wages-Finance	\$180,772.07	\$89,924.92	\$180,772.07	\$0.00	
100-4124-1100	Regular Salaries & Wages OT Finance	\$1,363.56	\$79.51	\$500.00	(\$863.56)	
100-4124-1200	PT Salaries & Wages Finance	\$0.00	\$0.00	\$0.00	\$0.00	
100-4124-1300	PT Salaries & Wages OT Fin	\$0.00	\$0.00	\$0.00	\$0.00	
100-4124-1800	Allocated Wages	(\$16,171.88)	(\$8,085.96)	(\$16,171.88)	\$0.00	
100-4124-2000	FICA Expense	\$13,697.76	\$6,113.69	\$13,697.76	\$0.00	
100-4124-2100	SUI Expense	\$83.20	\$0.00	\$83.20	\$0.00	
100-4124-2200	Retirement-ER VRS & ICMA-RC Contribution	\$10,519.16	\$5,231.61	\$10,519.16	\$0.00	
100-4124-2210	Life Insurance	\$2,300.52	\$1,144.20	\$2,300.52	\$0.00	
100-4124-2220	Disability Insurance, LTD & STD	\$1,383.93	\$497.58	\$1,383.93	\$0.00	
100-4124-2230	Worker's Comp	\$186.56	\$130.22	\$186.56	\$0.00	
100-4124-2300	Health Insurance	\$22,443.48	\$13,592.03	\$22,443.48	\$0.00	
100-4124-2310	Dental Insurance	\$1,164.48	\$679.28	\$1,164.48	\$0.00	
100-4124-2320	Vision Insurance	\$91.32	\$0.00	\$91.32	\$0.00	
100-4124-2330	Benefits Adminstn Fees	\$2,170.00	\$810.00	\$2,170.00	\$0.00	
100-4124-2345	Employee/Volunteer Testing	\$75.00	\$0.00	\$75.00	\$0.00	
100-4124-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	
100-4124-2800	Allocated Benefits	(\$5,138.81)	(\$2,566.26)	(\$5,138.81)	\$0.00	
100-4124-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	
100-4124-3020	Maint Svc Contracts - Annual	\$7,701.00	\$2,250.00	\$7,914.00	\$213.00	
100-4124-3430	IT, Software, Scan & Website Services	\$1,250.00	\$850.00	\$1,250.00	\$0.00	

100-4124-3500	Advertising Services	\$500.00	\$0.00	\$500.00	\$0.00	
100-4124-3600	Payroll Processing & Timekeeping	\$7,100.00	\$3,303.50	\$7,100.00	\$0.00	
100-4124-3700	Auditor & Accountant Services	\$25,000.00	\$0.00	\$25,000.00	\$0.00	
100-4124-3710	Collections Services & DMV Fees	\$250.00	\$450.00	\$750.00	\$500.00	corresponding increase in DMV fee income
100-4124-3730	Bank Service Charges	\$500.00	\$29.00	\$325.00	(\$175.00)	
100-4124-3740	Merchant Service Charges	\$3,900.00	\$2,135.57	\$3,900.00	\$0.00	
100-4124-3750	Late Fees & Fines	\$150.00	\$12.87	\$150.00	\$0.00	
100-4124-3760	Cash Short & Over Finance	\$0.00	\$0.00	\$0.00	\$0.00	
100-4124-5040	Phone Service, Landline & Wireless	\$0.00	\$150.00	\$360.00	\$360.00	Added phone reimb for payroll specialist
100-4124-5110	Lease, Office Equipment	\$1,174.00	\$584.46	\$1,174.00	\$0.00	
100-4124-5200	Travel-Mileage, Parking & Tolls	\$500.00	\$18.00	\$500.00	\$0.00	
100-4124-5210	Travel-Lodging & Meals	\$2,306.50	\$25.03	\$2,306.50	\$0.00	
100-4124-5220	Conference	\$225.00	\$275.00	\$275.00	\$50.00	
100-4124-5230	Education	\$1,500.00	\$462.00	\$1,500.00	\$0.00	
100-4124-5240	Books & Subscriptions	\$0.00	\$150.00	\$150.00	\$150.00	
100-4124-5250	Dues & Memberships	\$400.00	\$194.00	\$400.00	\$0.00	
100-4124-5260	Employee Testing & Certification	\$0.00	\$0.00	\$0.00	\$0.00	
100-4124-5340	Licensing	\$0.00	\$0.00	\$0.00	\$0.00	
100-4124-5350	Fines & Penalties	\$0.00	\$0.00	\$0.00	\$0.00	
100-4124-6000	Office Supplies	\$4,000.00	\$951.24	\$3,750.00	(\$250.00)	
100-4124-6150	Comptr, Sftware & Electronics < \$5,000	\$3,100.00	\$2,000.00	\$3,100.00	\$0.00	
100-4124-6800	Debt Service - Principal Payment FIN	\$6,798.57	\$0.00	\$6,798.57	\$0.00	
100-4124-6850	Debt Service Interest - Finance	\$1,035.00	\$0.00	\$1,035.00	\$0.00	
100-4124-7080	Computers, Software & Elec Equip.>\$5000	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Finance</b>		<b>\$282,330.42</b>	<b>\$121,391.49</b>	<b>\$282,314.86</b>	<b>(\$15.56)</b>	

**Dept Desc: 4310 POLICE**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under) Budget	NOTES
100-4310-1000	Regular Salaries & Wages-Police	\$259,880.03	\$131,587.26	\$259,880.03	\$0.00	
100-4310-1100	Regular Salaries & Wages OT Police	\$2,175.91	\$2,596.29	\$7,669.53	\$5,493.62	
100-4310-2000	FICA Expense	\$20,047.28	\$9,664.71	\$20,047.28	\$0.00	
100-4310-2100	SUI Expense	\$124.80	\$27.15	\$124.80	\$0.00	
100-4310-2200	Retirement-ER VRS & ICMA-RC Contribution	\$15,002.02	\$6,386.05	\$14,500.00	(\$502.02)	personnel lapse
100-4310-2210	Life Insurance	\$3,280.91	\$1,411.37	\$3,000.00	(\$280.91)	personnel lapse
100-4310-2220	Disability Insurance, LTD & STD	\$1,982.53	\$933.85	\$1,850.00	(\$132.53)	personnel lapse
100-4310-2230	Worker's Comp	\$8,591.39	\$5,996.92	\$8,591.39	\$0.00	
100-4310-2300	Health Insurance	\$44,886.96	\$21,820.05	\$40,550.00	(\$4,336.96)	personnel lapse
100-4310-2310	Dental Insurance	\$1,746.72	\$849.10	\$1,500.00	(\$246.72)	personnel lapse
100-4310-2320	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
100-4310-2345	Employee/Volunteer Testing	\$100.00	\$165.00	\$165.00	\$65.00	
100-4310-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	
100-4310-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	
100-4310-3010	Vehcl & Equip Repairs, Supplies	\$0.00	\$0.00	\$0.00	\$0.00	
100-4310-3020	Maint Svc Contracts - Annual	\$0.00	\$0.00	\$0.00	\$0.00	

100-4310-3025	Repair Maint & Inspect Contracted Svcs	\$0.00	\$0.00	\$0.00	\$0.00
100-4310-3410	Management Consulting	\$0.00	\$0.00	\$0.00	\$0.00
100-4310-3430	IT, Software, Scan & Website Services	\$2,000.00	\$1,000.00	\$2,000.00	\$0.00
100-4310-3440	Interpreter Services	\$0.00	\$0.00	\$0.00	\$0.00
100-4310-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00
100-4310-3500	Advertising Services	\$500.00	\$0.00	\$500.00	\$0.00
100-4310-4070	Grant - VML Risk Management Expense	\$0.00	\$0.00	\$0.00	\$0.00
100-4310-4080	Grant Exp - DCJS Byrne	\$1,000.00	\$0.00	\$1,000.00	\$0.00
100-4310-4150	Grant Exp - Police Other	\$0.00	\$0.00	\$0.00	\$0.00
100-4310-5040	Phone Service, Landline & Wireless	\$4,820.00	\$2,299.12	\$4,820.00	\$0.00
100-4310-5200	Travel-Mileage, Parking & Tolls	\$500.00	\$26.00	\$200.00	(\$300.00)
100-4310-5205	Travel-Mileage, Parking & Tolls - Pol. Acad.	\$700.00	\$1,004.00	\$1,004.00	\$304.00
100-4310-5210	Travel-Lodging & Meals	\$500.00	\$34.72	\$100.00	(\$400.00)
100-4310-5215	Travel-Lodging & Meals - Pol. Acad.	\$2,000.00	\$937.99	\$937.99	(\$1,062.01)
100-4310-5220	Conference	\$0.00	\$0.00	\$0.00	\$0.00
100-4310-5230	Education	\$2,015.00	\$2,184.00	\$3,000.00	\$985.00
100-4310-5240	Books & Subscriptions	\$0.00	\$113.94	\$113.94	\$113.94
100-4310-5250	Dues & Memberships	\$150.00	\$0.00	\$150.00	\$0.00
100-4310-5260	Employee Testing & Certification	\$0.00	\$0.00	\$0.00	\$0.00
100-4310-5310	Insurance, Public Official Liability	\$3,948.13	\$3,327.81	\$3,948.13	\$0.00
100-4310-5330	Insurance, LODA	\$3,344.00	\$2,508.00	\$3,344.00	\$0.00
100-4310-6000	Office Supplies	\$2,000.00	\$1,263.02	\$2,000.00	\$0.00
100-4310-6050	Uniforms Expense	\$4,000.00	\$1,416.41	\$4,000.00	\$0.00
100-4310-6125	Departmental Supplies & Equipment - Police	\$6,000.00	\$3,930.64	\$6,000.00	\$0.00
100-4310-6150	Comptr, Sftware & Electronics < \$5,000	\$4,100.00	\$0.00	\$4,100.00	\$0.00

**Over/(under)**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Budget	NOTES
100-4310-6175	Vehicles & Powered Equipment Fuel	\$18,000.00	\$7,903.92	\$16,000.00	(\$2,000.00)	
100-4310-6200	Vehicle & Powered Equip. Supplies & Svcs	\$9,000.00	\$1,697.80	\$9,000.00	\$0.00	
100-4310-6225	Repair & Maintenance Supplies Police	\$1,500.00	\$183.58	\$1,500.00	\$0.00	
100-4310-6800	Debt Service - Principal Payment PD	\$9,954.74	\$3,138.56	\$9,954.74	\$0.00	
100-4310-6850	Debt Service Interest Police Dept	\$1,286.59	\$253.44	\$1,286.59	\$0.00	
100-4310-7070	Vehicles & Equipment	\$34,000.00	\$0.00	\$34,000.00	\$0.00	
100-4310-7080	Computers, Software & Elec Equip.>\$5000	\$0.00	\$0.00	\$0.00	\$0.00	
100-4310-7090	Equipment, Other	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Police</b>		<b>\$469,137.01</b>	<b>\$214,660.70</b>	<b>\$466,837.42</b>	<b>(\$2,299.59)</b>	

**Dept Desc: 4340 CODE ENFORCEMENT**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under) Bud	NOTES
100-4340-1000	Regular Salaries & Wages-Code Enforcement	\$87,934.94	\$43,788.65	\$87,934.94	\$0.00	
100-4340-1100	Regular Salaries & Wages OT Code Enf	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-2000	FICA Expense	\$6,727.02	\$3,269.94	\$6,727.02	\$0.00	
100-4340-2100	SUI Expense	\$41.60	\$0.00	\$41.60	\$0.00	
100-4340-2200	Retirement-ER VRS & ICMA-RC Contribution	\$5,329.60	\$2,664.78	\$5,329.60	\$0.00	
100-4340-2210	Life Insurance	\$1,165.57	\$582.78	\$1,165.57	\$0.00	

100-4340-2220	Disability Insurance, LTD & STD	\$700.38	\$252.78	\$700.38	\$0.00	
100-4340-2230	Worker's Comp	\$565.62	\$394.82	\$565.62	\$0.00	
100-4340-2300	Health Insurance	\$8,481.16	\$4,864.01	\$8,481.16	\$0.00	
100-4340-2310	Dental Insurance	\$582.24	\$339.64	\$582.24	\$0.00	
100-4340-2320	Vision Insurance	\$91.32	\$53.27	\$91.32	\$0.00	
100-4340-2340	Employee Assist Program	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-2345	Employee/Volunteer Testing	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-3020	Maint Svc Contracts - Annual	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-3025	Repair Maint & Inspect Contracted Svcs-Mowing/Demo	\$4,000.00	\$23,004.52	\$25,650.00	\$21,650.00	207 Mason (yoghurt bar) demo - use contingency
100-4340-3430	IT, Software, Scan & Website Services	\$3,000.00	\$397.00	\$3,000.00	\$0.00	
100-4340-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-3500	Advertising Services	\$500.00	\$87.44	\$500.00	\$0.00	
100-4340-3760	Cash Short & Over Code Enf	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-5040	Phone Service, Landline & Wireless	\$780.00	\$325.00	\$780.00	\$0.00	
100-4340-5110	Lease, Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-5200	Travel-Mileage, Parking & Tolls	\$600.00	\$98.00	\$600.00	\$0.00	
100-4340-5210	Travel-Lodging & Meals	\$800.00	\$71.77	\$800.00	\$0.00	
100-4340-5220	Conference	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-5230	Education	\$1,000.00	\$0.00	\$1,000.00	\$0.00	
100-4340-5240	Books & Subscriptions	\$1,000.00	\$906.08	\$906.08	(\$93.92)	
100-4340-5250	Dues & Memberships	\$530.00	\$0.00	\$530.00	\$0.00	
100-4340-5260	Employee Testing & Certification	\$75.00	\$0.00	\$75.00	\$0.00	
100-4340-5300	Insurance, Property & General Liability	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-6000	Office Supplies	\$1,000.00	\$462.93	\$1,000.00	\$0.00	
100-4340-6075	Hand Tools, & Small Equipment	\$0.00	\$0.00	\$0.00	\$0.00	
100-4340-6150	Comptr, Sftware & Electronics < \$5,000	\$0.00	\$539.00	\$539.00	\$539.00	
100-4340-6175	Vehicles & Powered Equipment Fuel	\$700.00	\$416.26	\$700.00	\$0.00	
100-4340-6200	Vehicle & Powered Equip. Supplies & Svcs	\$200.00	\$0.00	\$200.00	\$0.00	
100-4340-6800	Debt Service - Principal Payment Code Enforcement	\$4,895.86	\$5,054.97	\$5,054.97	\$159.11	
100-4340-6850	Debt Service Interest - Code Enforcement	\$668.14	\$509.03	\$509.03	(\$159.11)	
100-4340-7070	Vehicles & Equipment	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Code Enforcement</b>		<b>\$131,368.45</b>	<b>\$88,082.67</b>	<b>\$153,463.53</b>	<b>\$22,095.08</b>	

**Dept Desc: 4430 PUBLIC WORKS**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
100-4430-1000	Regular Salaries & Wages-Public Works	\$144,261.65	\$72,432.87	\$144,261.65	\$0.00	
100-4430-1050	Salary & Wages - Director	\$21,496.71	\$11,439.45	\$21,496.71	\$0.00	
100-4430-1100	Regular Salaries & Wages OT Pub Works	\$750.00	\$666.75	\$750.00	\$0.00	
100-4430-1200	PT Salaries & Wages Pub Works	\$0.00	\$0.00	\$0.00	\$0.00	
100-4430-1300	PT Salaries & Wages OT Pub Works	\$0.00	\$0.00	\$0.00	\$0.00	
100-4430-1400	Seasonal Wages	\$0.00	\$0.00	\$0.00	\$0.00	

100-4430-1500	Seasonal Wages OT	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-2000	FICA Expense	\$12,737.89	\$6,012.57	\$12,737.89	\$0.00
100-4430-2100	SUI Expense	\$110.93	\$10.09	\$110.93	\$0.00
100-4430-2150	Benefit Allocation - Director	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-2200	Retirement-ER VRS & ICMA-RC Contribution	\$9,928.93	\$4,970.83	\$9,928.93	\$0.00
100-4430-2210	Life Insurance	\$2,171.43	\$1,087.26	\$2,171.43	\$0.00
100-4430-2220	Disability Insurance, LTD & STD	\$1,372.74	\$499.58	\$1,372.74	\$0.00
100-4430-2230	Worker's Comp	\$4,582.06	\$3,198.35	\$4,582.06	\$0.00
100-4430-2300	Health Insurance	\$31,091.24	\$19,583.70	\$31,091.24	\$0.00
100-4430-2310	Dental Insurance	\$1,967.66	\$1,160.18	\$1,967.66	\$0.00
100-4430-2320	Vision Insurance	\$121.76	\$53.27	\$121.76	\$0.00
100-4430-2345	Employee/Volunteer Testing	\$120.00	\$0.00	\$120.00	\$0.00
100-4430-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-3010	Vehcl & Equip Repairs, Supplies	\$500.00	\$0.00	\$500.00	\$0.00
100-4430-3020	Maint Svc Contracts - Annual	\$2,500.00	\$1,520.00	\$2,500.00	\$0.00
100-4430-3025	Repair Maint & Inspect Contracted Svcs	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-3030	Lease - Storage	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-3040	Grounds Maintenance	\$70,000.00	\$30,943.00	\$70,000.00	\$0.00
100-4430-3050	Waste Removal	\$200.00	\$0.00	\$200.00	\$0.00
100-4430-3060	Landfill Disposal	\$2,000.00	\$843.84	\$2,000.00	\$0.00
100-4430-3070	Mosquito & Pest Control	\$8,100.00	\$4,200.00	\$8,100.00	\$0.00
100-4430-3200	Cleaning and Janitorial Services	\$7,500.00	\$2,075.00	\$7,500.00	\$0.00
100-4430-3430	IT, Software, Scan & Website Services	\$300.00	\$100.00	\$300.00	\$0.00
100-4430-3500	Advertising Services	\$500.00	\$70.68	\$500.00	\$0.00
100-4430-4030	Grant Exp - Nrthmptn Cty Tourism Infrast.	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-4070	Grant Exp - VML Risk Mngmnt Grant Exp	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-4090	Grant Exp - Litter Prevention	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-5010	Electric Service	\$46,000.00	\$20,311.93	\$46,000.00	\$0.00
100-4430-5020	Propane & Fuel Oil Exp	\$1,500.00	\$0.00	\$1,500.00	\$0.00
100-4430-5040	Phone Service, Landline & Wireless	\$1,800.00	\$959.38	\$1,800.00	\$0.00
100-4430-5080	Lease, Bldgs & Property	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-5100	Lease, Vehicles & Equipment	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-5110	Lease, Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-5200	Travel-Mileage, Parking & Tolls	\$300.00	\$0.00	\$300.00	\$0.00

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	NOTES
					Budget	
100-4430-5210	Travel-Lodging & Meals	\$200.00	\$0.00	\$200.00	\$0.00	
100-4430-5220	Conference	\$0.00	\$0.00	\$0.00	\$0.00	
100-4430-5230	Education	\$400.00	\$0.00	\$400.00	\$0.00	
100-4430-5240	Books & Subscriptions	\$100.00	\$0.00	\$100.00	\$0.00	
100-4430-5250	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
100-4430-5260	Employee Testing & Certification	\$200.00	\$0.00	\$200.00	\$0.00	
100-4430-5300	Insurance, Property & General Liability	\$0.00	\$0.00	\$0.00	\$0.00	
100-4430-5340	Licensing	\$0.00	\$0.00	\$0.00	\$0.00	



100-4430-5350	Fines & Penalties	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-6000	Office Supplies	\$1,250.00	\$261.23	\$1,250.00	\$0.00
100-4430-6025	Janitorial & Kitchen Supplies	\$2,500.00	\$876.34	\$2,500.00	\$0.00
100-4430-6050	Uniforms Expense	\$900.00	\$520.88	\$900.00	\$0.00
100-4430-6075	Hand Tools, & Small Equipment	\$1,000.00	\$0.00	\$1,000.00	\$0.00
100-4430-6080	Safety Equipment	\$250.00	\$0.00	\$250.00	\$0.00
100-4430-6150	Comptr, Sftware & Electronics < \$5,000	\$1,100.00	\$1,061.80	\$1,100.00	\$0.00
100-4430-6175	Vehicles & Powered Equipment Fuel	\$12,500.00	\$6,705.38	\$12,500.00	\$0.00
100-4430-6200	Vehicle & Powered Equip. Supplies & Svcs	\$14,000.00	\$4,274.54	\$14,000.00	\$0.00
100-4430-6225	Repair & Maintenance Supplies Public Works	\$58,000.00	\$23,998.63	\$58,000.00	\$0.00
100-4430-6275	Beach Maint. & Safety Supplies & Svcs	\$30,000.00	\$3,545.08	\$30,000.00	\$0.00
100-4430-6800	Debt Service - Principal Payment PW	\$4,342.85	\$0.00	\$4,342.85	\$0.00
100-4430-6850	Debt Service Interest Public Works	\$661.25	\$0.00	\$661.25	\$0.00
100-4430-7010	Buildings & Improvements	\$60,000.00	\$0.00	\$60,000.00	\$0.00
100-4430-7020	Public Open Space-Parks, & Outdoor Equip.	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-7030	Public Infrastructure - Fixtures & Signage	\$65,500.00	\$22,513.54	\$65,500.00	\$0.00
100-4430-7040	Public Infrastructure - Parking Lots	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-7060	Public Infrastructure - Stormwater System	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-7070	Vehicles & Equipment	\$55,000.00	\$52,500.00	\$55,000.00	\$0.00
100-4430-7080	Computers, Software & Elec Equip.>\$5000	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-7090	Equipment, Other	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-7095	Work in Progress	\$0.00	\$0.00	\$0.00	\$0.00
100-4430-7050	Public Infrastructure - Streets & Walkways	\$137,733.00	\$0.00	\$137,733.00	
<b>Total Public Works</b>		<b>\$817,550.10</b>	<b>\$298,396.15</b>	<b>\$817,550.10</b>	<b>\$0.00</b>

Town match with current year revenue, trail project plus ST St Plaza Sidewalk extension

**Dept Desc: 4710 PARKS & REC**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)		NOTES
					Budget		
100-4710-1000	Regular Salaries & Wages-Recreation	\$42,560.00	\$21,692.72	\$42,560.00	\$0.00	\$0.00	
100-4710-1100	Regular Salaries & Wages OT Recreation	\$0.00	\$312.53	\$312.53	\$312.53	\$312.53	
100-4710-1200	PT Salaries - Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
100-4710-1400	Seasonal Wages Rec	\$1,500.00	\$0.00	\$1,048.00	(\$452.00)	\$0.00	
100-4710-1500	Seasonal Wages OT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
100-4710-2000	FICA Expense	\$3,370.59	\$1,405.80	\$3,390.00	\$19.41	\$0.00	
100-4710-2100	SUI Expense	\$24.70	\$0.00	\$24.70	\$0.00	\$0.00	
100-4710-2200	Retirement-ER VRS & ICMA-RC Contribution	\$2,549.34	\$1,274.70	\$2,549.34	\$0.00	\$0.00	
100-4710-2210	Life Insurance	\$557.54	\$278.76	\$557.54	\$0.00	\$0.00	
100-4710-2220	Disability Insurance, LTD & STD	\$336.31	\$121.71	\$336.31	\$0.00	\$0.00	
100-4710-2230	Worker's Comp	\$1,239.51	\$865.20	\$1,239.51	\$0.00	\$0.00	
100-4710-2300	Health Insurance	\$7,481.16	\$4,364.01	\$7,481.16	\$0.00	\$0.00	
100-4710-2310	Dental Insurance	\$291.12	\$169.82	\$291.12	\$0.00	\$0.00	
100-4710-2320	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
100-4710-2345	Employee/Volunteer Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
100-4710-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

100-4710-3000	Contract Labor	\$0.00	\$452.00	\$452.00	\$452.00
100-4710-3005	Program & Event Performers & Entertainers	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-3025	Repair Maint & Inspect Contracted Svcs	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-3430	IT, Software, Scan & Website Services	\$200.00	\$20.00	\$200.00	\$0.00
100-4710-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-3500	Advertising Services	\$1,250.00	\$550.00	\$1,250.00	\$0.00
100-4710-3760	Cash Short & Over Recr	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-4070	Grant Exp - VML Risk Mngmnt Grant Exp	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-4150	Grant Exp - Recreation Other	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-5040	Phone Service, Landline & Wireless	\$780.00	\$137.75	\$780.00	\$0.00
100-4710-5200	Travel-Mileage, Parking & Tolls	\$250.00	\$144.00	\$250.00	\$0.00
100-4710-5210	Travel-Lodging & Meals	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-5220	Conference	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-5230	Education	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-5240	Books & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-5250	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-5260	Employee Testing & Certification	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-5340	Licensing	\$750.00	\$715.00	\$715.00	(\$35.00) Pier license
100-4710-6000	Office Supplies	\$425.00	\$83.33	\$425.00	\$0.00
100-4710-6050	Uniforms Expense	\$150.00	\$0.00	\$150.00	\$0.00
100-4710-6100	Program & Event Supplies & Awards	\$27,300.00	\$13,749.51	\$25,300.00	(\$2,000.00) Less anticipated Crab Pot Drop expenses
100-4710-6150	Comptr, Software & Electronics < \$5,000	\$0.00	\$0.00	\$0.00	\$0.00
100-4710-6225	Repair & Maintenance Supplies Recreation	\$500.00	\$142.71	\$500.00	\$0.00
<b>Total Parks &amp; Rec</b>		<b>\$91,515.27</b>	<b>\$46,479.55</b>	<b>\$89,812.21</b>	<b>(\$1,703.06)</b>

**Dept Desc: 4730 LIBRARY**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
100-4730-1000	Regular Salaries & Wages-Library	\$45,633.44	\$22,759.16	\$45,633.44	\$0.00	
100-4730-1100	Regular Salaries & Wages OT Library	\$0.00	\$0.00	\$0.00	\$0.00	
100-4730-1200	PT Salaries & Wages Library	\$31,296.19	\$15,944.65	\$31,296.19	\$0.00	
100-4730-1300	PT Salaries & Wages OT Library	\$0.00	\$0.00	\$0.00	\$0.00	
100-4730-2000	FICA Expense	\$5,885.12	\$2,992.30	\$5,885.12	\$0.00	
100-4730-2100	SUI Expense	\$62.40	\$10.27	\$62.40	\$0.00	
100-4730-2200	Retirement-ER VRS & ICMA-RC Contribution	\$2,733.44	\$1,366.74	\$2,733.44	\$0.00	
100-4730-2210	Life Insurance	\$597.80	\$298.86	\$597.80	\$0.00	
100-4730-2220	Disability Insurance, LTD & STD	\$358.44	\$131.70	\$358.44	\$0.00	
100-4730-2230	Worker's Comp	\$80.15	\$55.95	\$80.15	\$0.00	
100-4730-2300	Health Insurance	\$7,481.16	\$4,364.01	\$7,481.16	\$0.00	
100-4730-2310	Dental Insurance	\$291.12	\$169.82	\$291.12	\$0.00	
100-4730-2345	Employee/Volunteer Testing	\$0.00	\$60.00	\$60.00	\$60.00	
100-4730-3005	Program & Event Performers & Entertainers	\$5,000.00	\$2,412.95	\$5,000.00	\$0.00	
100-4730-3020	Maint Svc Contracts - Annual	\$0.00	\$500.00	\$0.00	\$0.00	
100-4730-3025	Repair Maint & Inspect Contracted Svcs	\$350.00	\$157.50	\$393.75	\$43.75	
100-4730-3200	Cleaning and Janitorial Services	\$9,060.00	\$754.21	\$9,000.00	(\$60.00)	

100-4730-3430	IT, Software, Scan & Website Services	\$2,600.00	\$1,694.00	\$2,600.00	\$0.00	
100-4730-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00	
100-4730-3500	Advertising Services	\$500.00	\$86.36	\$259.08	(\$240.92)	
100-4730-4110	Grant Exp - Friends of Library Projects	\$0.00	\$270.79	\$270.08	\$270.08	
100-4730-5010	Electric Service	\$5,800.00	\$2,966.82	\$5,800.00	\$0.00	
100-4730-5020	Propane & Fuel Oil Exp	\$1,500.00	\$0.00	\$1,500.00	\$0.00	
100-4730-5110	Lease, Office Equipment	\$1,021.00	\$480.54	\$1,021.00	\$0.00	
100-4730-5200	Travel-Mileage, Parking & Tolls	\$650.00	\$132.10	\$650.00	\$0.00	
100-4730-5210	Travel-Lodging & Meals	\$550.00	\$0.00	\$550.00	\$0.00	
100-4730-5220	Conference	\$400.00	\$0.00	\$400.00	\$0.00	
100-4730-5230	Education	\$0.00	\$45.00	\$45.00	\$45.00	
100-4730-5240	Books & Subscriptions - Professional	\$300.00	\$33.00	\$300.00	\$0.00	
100-4730-5250	Dues & Memberships	\$449.00	\$0.00	\$449.00	\$0.00	
100-4730-5300	Insurance, Property & General Liability	\$0.00	\$0.00	\$0.00	\$0.00	
100-4730-6000	Office Supplies	\$1,500.00	\$742.45	\$1,500.00	\$0.00	
100-4730-6025	Janitorial & Kitchen Supplies	\$50.00	\$0.00	\$50.00	\$0.00	
100-4730-6050	Uniforms - Llibrary	\$0.00	\$0.00	\$0.00	\$0.00	
100-4730-6100	Program & Event Supplies & Awards	\$1,500.00	\$532.27	\$1,500.00	\$0.00	
100-4730-6125	Dept Sppls & Equip -Books, DVD's and CDs	\$16,500.00	\$4,793.55	\$16,500.00	\$0.00	
100-4730-6150	Comptr, Sftware & Electronics < \$5,000	\$5,100.00	\$0.00	\$5,100.00	\$0.00	1 lab computer plus Sharon's
100-4730-6225	Repair & Maintenance Supplies Library	\$3,000.00	\$3.00	\$2,882.09	(\$117.91)	
100-4730-7080	Computers, Software & Elec Equip.>\$5000	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Library</b>		<b>\$150,249.26</b>	<b>\$63,758.00</b>	<b>\$150,249.26</b>	<b>(\$0.00)</b>	

**Dept Desc: 4811 PLANNING**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
100-4811-1000	Regular Salaries & Wages-Planning	\$57,901.00	\$13,658.01	\$40,106.00	(\$17,795.00)	personnel lapse
100-4811-1200	PT Salaries & Wages Planning	\$3,140.00	\$1,544.98	\$3,140.00	\$0.00	
100-4811-2000	FICA Expense	\$4,669.64	\$1,561.52	\$3,310.00	(\$1,359.64)	personnel lapse
100-4811-2100	SUI Expense	\$26.26	\$8.47	\$26.26	\$0.00	
100-4811-2200	Retirement-ER VRS & ICMA-RC Contribution	\$3,468.27	\$892.17	\$2,615.00	(\$853.27)	personnel lapse
100-4811-2210	Life Insurance	\$758.50	\$186.42	\$520.00	(\$238.50)	personnel lapse
100-4811-2220	Disability Insurance, LTD & STD	\$446.77	\$56.05	\$380.00	(\$66.77)	personnel lapse
100-4811-2230	Worker's Comp	\$542.96	\$379.00	\$542.96	\$0.00	
100-4811-2300	Health Insurance	\$7,481.16	\$2,493.72	\$5,650.00	(\$1,831.16)	personnel lapse
100-4811-2310	Dental Insurance	\$291.12	\$97.04	\$220.00	(\$71.12)	personnel lapse
100-4811-2320	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
100-4811-2340	Relocation Expense	\$0.00	\$2,748.37	\$2,748.37	\$2,748.37	
100-4811-2345	Employee/Volunteer Testing	\$0.00	\$0.00	\$75.00	\$75.00	
100-4811-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	
100-4811-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	
100-4811-3020	Maint Svc Contracts - Annual	\$0.00	\$0.00	\$0.00	\$0.00	
100-4811-3025	Repair Maint & Inspect Contracted Svcs	\$0.00	\$0.00	\$0.00	\$0.00	
100-4811-3410	Management Consulting	\$4,000.00	\$0.00	\$4,000.00	\$0.00	

100-4811-3430	IT, Software, Scan & Website Services	\$2,000.00	\$237.00	\$2,000.00	\$0.00
100-4811-3450	Printing & Design Services	\$250.00	\$0.00	\$250.00	\$0.00
100-4811-3500	Advertising Services	\$2,000.00	\$1,180.08	\$2,000.00	\$0.00
100-4811-4150	Grant Expense - Planning	\$0.00	\$0.00	\$0.00	\$0.00
100-4811-5040	Phone Service, Landline & Wireless	\$0.00	\$0.00	\$0.00	\$0.00
100-4811-5200	Travel-Mileage, Parking & Tolls	\$1,400.00	\$307.22	\$1,400.00	\$0.00
100-4811-5210	Travel-Lodging & Meals	\$2,115.00	\$243.14	\$2,115.00	\$0.00
100-4811-5220	Conference	\$0.00	\$0.00	\$0.00	\$0.00
100-4811-5230	Education	\$2,000.00	\$0.00	\$2,000.00	\$0.00
100-4811-5240	Books & Subscriptions	\$165.00	\$150.00	\$165.00	\$0.00
100-4811-5250	Dues & Memberships	\$300.00	\$0.00	\$300.00	\$0.00
100-4811-5260	Employee Testing & Certification	\$0.00	\$20.00	\$0.00	\$0.00
100-4811-6000	Office Supplies	\$400.00	\$623.58	\$850.00	\$450.00
100-4811-6150	Comptr, Sftware & Electronics < \$5,000	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Planning</b>		<b>\$93,355.68</b>	<b>\$26,386.77</b>	<b>\$74,413.59</b>	<b>(\$18,942.09)</b>

**Total General Fund expenditures excluding Trail Project**      **\$3,049,393.11**    **\$1,211,808.91**    **\$2,965,557.69**    **(\$83,835.42)**

**Revenue less Expenditures**      **\$0.00**      **\$149,176.91**      **Net gain**

100-4430-7050      Public Infrastructure - Streets & Walkways      \$1,320,267.00      \$237,540.63      \$1,320,267.00      Trail Project, Sidewalk & Alley apron repair

**Acct Type: Expenses**

**Dept Desc: 4500 UTILITY ADMIN.**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under) Budget	NOTES
501-4500-1000	Regular Salaries & Wages-Utility Admin	\$44,978.22	\$22,882.39	\$44,978.22	\$0.00	
501-4500-1600	Bonus & Increase Pool Util Fund	\$0.00	\$0.00	\$0.00	\$0.00	
501-4500-1800	Allocated Wages	\$19,092.75	\$9,546.36	\$19,092.75	\$0.00	
501-4500-2000	FICA Expense	\$3,338.83	\$1,821.02	\$3,338.83	\$0.00	
501-4500-2100	SUI Expense	\$13.87	\$0.00	\$13.87	\$0.00	
501-4500-2200	Retirement-ER VRS & ICMA-RC Contribution	\$2,614.32	\$1,300.68	\$2,614.32	\$0.00	
501-4500-2210	Life Insurance	\$571.75	\$284.46	\$571.75	\$0.00	
501-4500-2220	Disability Insurance, LTD & STD	\$344.12	\$118.00	\$344.12	\$0.00	
501-4500-2230	Worker's Comp	\$409.28	\$285.68	\$409.28	\$0.00	
501-4500-2300	Health Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
501-4500-2310	Dental Insurance	\$441.94	\$257.81	\$441.94	\$0.00	
501-4500-2320	Vision Insurance	\$60.88	\$0.00	\$60.88	\$0.00	
501-4500-2345	Employee/Volunteer Testing	\$0.00	\$0.00	\$0.00	\$0.00	
501-4500-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	
501-4500-2800	Allocated Benefits	\$5,377.86	\$2,672.22	\$5,377.86	\$0.00	
501-4500-3430	IT, Software, Scan & Website Services	\$200.00	\$0.00	\$200.00	\$0.00	
501-4500-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00	

501-4500-3500	Advertising Services	\$0.00	\$0.00	\$0.00	\$0.00
501-4500-5040	Phone Service, Landline & Wireless	\$0.00	\$0.00	\$0.00	\$0.00
501-4500-5220	Conference	\$0.00	\$0.00	\$0.00	\$0.00
501-4500-5230	Education	\$0.00	\$0.00	\$0.00	\$0.00
501-4500-5240	Books & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00
501-4500-5250	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$0.00
501-4500-6000	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00
501-4500-6150	Comptr, Sftware & Electronics < \$5,000	\$0.00	\$0.00	\$0.00	\$0.00
501-4500-6900	Contingency Fund Expense Util Fund	\$29,746.77	\$0.00	\$29,746.77	\$0.00
<b>Total Utility Admin</b>		<b>\$107,190.59</b>	<b>\$39,168.62</b>	<b>\$107,190.59</b>	<b>\$0.00</b>

**Dept Desc: 4501 WATER**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	NOTES
					Budget	
501-4501-1000	Regular Salaries & Wages-Water	\$132,059.92	\$66,021.13	\$129,559.92	(\$2,500.00)	
501-4501-1100	Regular Salaries & Wages OT-Water	\$2,000.00	\$0.00	\$2,000.00	\$0.00	
501-4501-1200	PT Salaries - Water	\$17,945.60	\$10,994.52	\$17,945.60	\$0.00	
501-4501-2000	FICA Expense	\$11,628.42	\$5,580.77	\$11,628.42	\$0.00	
501-4501-2100	SUI Expense	\$104.00	\$19.90	\$104.00	\$0.00	
501-4501-2200	Retirement-ER VRS & ICMA-RC Contribution	\$7,910.39	\$3,893.64	\$7,910.39	\$0.00	
501-4501-2210	Life Insurance	\$1,729.98	\$851.70	\$1,729.98	\$0.00	
501-4501-2220	Disability Insurance, LTD & STD	\$1,070.35	\$373.05	\$1,070.35	\$0.00	
501-4501-2230	Worker's Comp	\$4,794.92	\$3,346.93	\$4,794.92	\$0.00	
501-4501-2300	Health Insurance	\$22,443.48	\$13,092.03	\$22,443.48	\$0.00	
501-4501-2310	Dental Insurance	\$873.36	\$509.46	\$873.36	\$0.00	
501-4501-2320	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-2345	Employee/Volunteer Testing	\$75.00	\$0.00	\$75.00	\$0.00	
501-4501-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-3020	Maint Svc Contracts - Annual	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-3025	Repair Maint & Inspect Contracted Svcs	\$20,000.00	\$500.00	\$20,000.00	\$0.00	
501-4501-3060	Landfill Disposal	\$0.00	\$926.24	\$0.00	\$0.00	
501-4501-3350	Water Sampling	\$10,000.00	\$4,194.16	\$10,000.00	\$0.00	
501-4501-3420	Engineering & Architect Svcs Water	\$10,000.00	\$0.00	\$10,000.00	\$0.00	
501-4501-3430	IT, Software, Scan & Website Services	\$200.00	\$40.00	\$200.00	\$0.00	
501-4501-3500	Advertising Services	\$500.00	\$0.00	\$500.00	\$0.00	
501-4501-3730	Bank Service Charges	\$150.00	\$84.00	\$150.00	\$0.00	
501-4501-4150	Grant Exp - Water Other	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-5000	Refund - Tourism Zone Connection Fees Water	\$9,750.00	\$0.00	\$9,750.00	\$0.00	
501-4501-5010	Electric Service	\$19,500.00	\$9,059.97	\$19,500.00	\$0.00	
501-4501-5020	Propane & Fuel Oil Exp	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-5040	Phone Service, Landline & Wireless	\$1,400.00	\$518.80	\$1,400.00	\$0.00	
501-4501-5050	Internet & Cable Services	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-5090	Lease, Right of Way	\$2,821.00	\$0.00	\$2,821.00	\$0.00	
501-4501-5100	Lease, Vehicles & Equipment	\$0.00	\$0.00	\$0.00	\$0.00	

501-4501-5200	Travel-Mileage, Parking & Tolls	\$150.00	\$0.00	\$150.00	\$0.00
501-4501-5210	Travel-Lodging & Meals	\$800.00	\$0.00	\$800.00	\$0.00
501-4501-5220	Conference	\$250.00	\$0.00	\$250.00	\$0.00
501-4501-5230	Education	\$0.00	\$0.00	\$0.00	\$0.00
501-4501-5240	Books & Subscriptions	\$150.00	\$0.00	\$150.00	\$0.00
501-4501-5250	Dues & Memberships	\$350.00	\$400.00	\$350.00	\$0.00
501-4501-5260	Employee Testing & Certification	\$180.00	\$300.00	\$180.00	\$0.00
501-4501-5300	Insurance, Property & General Liability	\$6,655.42	\$5,609.73	\$6,655.42	\$0.00
501-4501-5340	Licensing	\$5,000.00	\$3,283.35	\$5,000.00	\$0.00

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
501-4501-5350	Fines & Penalties	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-6000	Office Supplies	\$800.00	\$924.31	\$800.00	\$0.00	
501-4501-6025	Janitorial & Kitchen Supplies	\$50.00	\$0.00	\$50.00	\$0.00	
501-4501-6050	Uniforms Expense	\$2,600.00	\$0.00	\$2,600.00	\$0.00	
501-4501-6075	Hand Tools, & Small Equipment	\$200.00	\$0.00	\$200.00	\$0.00	
501-4501-6080	Safety Equipment	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-6150	Comptr, Sftware & Electronics < \$5,000	\$350.00	\$266.17	\$350.00	\$0.00	
501-4501-6175	Vehicles & Powered Equipment Fuel	\$4,000.00	\$2,905.73	\$4,000.00	\$0.00	
501-4501-6200	Vehicle & Powered Equip. Supplies & Svcs	\$2,000.00	\$882.36	\$2,000.00	\$0.00	
501-4501-6225	Repair & Maintenance Supplies Water	\$28,000.00	\$16,906.74	\$28,000.00	\$0.00	
501-4501-6300	Chemical Supplies	\$43,000.00	\$30,171.26	\$43,000.00	\$0.00	
501-4501-6325	Laboratory Supplies	\$2,900.00	\$0.00	\$2,900.00	\$0.00	
501-4501-6800	Debt Service - Principal Payment W	\$50,796.30	\$45,212.00	\$50,796.30	\$0.00	
501-4501-6850	Debt Service Interest Water	\$11,725.13	\$4.93	\$11,725.13	\$0.00	
501-4501-7070	Vehicles & Equipment CAPITAL BUDGET	\$22,500.00	\$21,586.33	\$22,500.00	\$0.00	
501-4501-7080	Computers, Software & Elec Equip.>\$5000 CAP BDGT	\$15,000.00	\$0.00	\$15,000.00	\$0.00	
501-4501-7090	Building, Equipment, Other CAPITAL BUDGET	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-7095	Work in Progress CAPITAL BUDGET	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-7100	Depreciation Expense - Utility Fund	\$0.00	\$0.00	\$0.00	\$0.00	
501-4501-8000	Reserve for Plant Expansion - Facility Fees	\$66,000.00	\$0.00	\$66,000.00	\$0.00	
501-4501-8100	Water Rate Increase Reserve - Future year	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Water</b>		<b>\$540,413.27</b>	<b>\$248,459.21</b>	<b>\$537,913.27</b>	<b>(\$2,500.00)</b>	

**Dept Desc: 4502 SEWER**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
501-4502-1000	Regular Salaries & Wages-Sewer	\$164,636.31	\$82,722.22	\$164,636.31	\$0.00	
501-4502-1100	Regular Salaries & Wages OT-Sewer	\$1,500.00	\$198.00	\$1,500.00	\$0.00	
501-4502-2000	FICA Expense	\$12,709.43	\$6,061.68	\$12,709.43	\$0.00	
501-4502-2100	SUI Expense	\$104.00	\$0.00	\$104.00	\$0.00	
501-4502-2200	Retirement-ER VRS & ICMA-RC Contribution	\$9,861.71	\$4,992.60	\$9,861.71	\$0.00	
501-4502-2210	Life Insurance	\$2,156.74	\$1,092.00	\$2,156.74	\$0.00	
501-4502-2220	Disability Insurance, LTD & STD	\$1,334.78	\$475.65	\$1,334.78	\$0.00	
501-4502-2230	Worker's Comp	\$2,402.41	\$1,676.92	\$2,402.41	\$0.00	

501-4502-2300	Health Insurance	\$29,924.64	\$17,456.04	\$29,924.64	\$0.00
501-4502-2310	Dental Insurance	\$1,164.48	\$655.02	\$1,164.48	\$0.00
501-4502-2320	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-2345	Employee/Volunteer Testing	\$150.00	\$0.00	\$150.00	\$0.00
501-4502-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-3020	Maint Svc Contracts - Annual	\$18,526.00	\$12,844.65	\$18,526.00	\$0.00
501-4502-3025	Repair Maint & Inspect Contracted Svcs	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-3040	Grounds Maintenance	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-3050	Waste Removal	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-3060	Landfill Disposal - Sludge	\$20,000.00	\$7,384.12	\$20,000.00	\$0.00
501-4502-3200	Cleaning and Janitorial Services	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-3350	Water Sampling	\$20,000.00	\$7,830.95	\$20,000.00	\$0.00
501-4502-3420	Engineering & Architect Svcs WW	\$10,000.00	\$950.00	\$10,000.00	\$0.00
501-4502-3430	IT, Software, Scan & Website Services	\$7,000.00	\$0.00	\$7,000.00	\$0.00
501-4502-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-3500	Advertising Services	\$300.00	\$0.00	\$300.00	\$0.00
501-4502-3730	Bank Service Charges	\$1,405.00	\$500.00	\$1,405.00	\$0.00
501-4502-4150	Grant Exp - Sewer Other	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-5000	Refund - Tourism Zone Connection Fees Sewer	\$14,950.00	\$0.00	\$14,950.00	\$0.00
501-4502-5010	Electric Service	\$80,000.00	\$33,511.14	\$80,000.00	\$0.00
501-4502-5040	Phone Service, Landline & Wireless	\$7,500.00	\$2,186.85	\$7,500.00	\$0.00
501-4502-5060	Security Monitoring Services	\$550.00	\$0.00	\$550.00	\$0.00
501-4502-5090	Lease, Right of Way	\$5,300.00	\$3,987.12	\$5,300.00	\$0.00
501-4502-5100	Lease, Vehicles & Equipment	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-5200	Travel-Mileage, Parking & Tolls	\$3,000.00	\$1,158.00	\$3,000.00	\$0.00
501-4502-5210	Travel-Lodging & Meals	\$500.00	\$0.00	\$500.00	\$0.00
501-4502-5220	Conference	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-5230	Education	\$1,200.00	\$120.00	\$1,200.00	\$0.00
501-4502-5240	Books & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-5250	Dues & Memberships	\$850.00	\$0.00	\$850.00	\$0.00
501-4502-5260	Employee Testing & Certification	\$450.00	\$0.00	\$450.00	\$0.00
501-4502-5300	Insurance, Property & General Liability	\$25,363.50	\$21,378.36	\$25,363.50	\$0.00

					Over/(under)	
Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Budget	NOTES
501-4502-5340	Licensing	\$5,000.00	\$2,773.00	\$5,000.00	\$0.00	
501-4502-5350	Fines & Penalties	\$0.00	\$0.00	\$0.00	\$0.00	
501-4502-6000	Office Supplies	\$1,500.00	\$1,295.91	\$1,500.00	\$0.00	
501-4502-6025	Janitorial & Kitchen Supplies	\$100.00	\$0.00	\$100.00	\$0.00	
501-4502-6050	Uniforms Expense	\$2,500.00	\$493.06	\$2,500.00	\$0.00	
501-4502-6075	Hand Tools, & Small Equipment	\$750.00	\$0.00	\$750.00	\$0.00	
501-4502-6080	Safety Equipment	\$0.00	\$0.00	\$0.00	\$0.00	
501-4502-6150	Comptr, Sftware & Electronics < \$5,000	\$1,200.00	\$0.00	\$1,200.00	\$0.00	
501-4502-6175	Vehicles & Powered Equipment Fuel	\$5,000.00	\$4,352.58	\$6,000.00	\$1,000.00	
501-4502-6200	Vehicle & Powered Equip. Supplies & Svcs	\$3,000.00	\$139.29	\$2,000.00	(\$1,000.00)	

501-4502-6225	Repair & Maintenance Supplies Wastewater	\$65,000.00	\$35,529.87	\$65,000.00	\$0.00
501-4502-6300	Chemical Supplies	\$34,500.00	\$17,285.53	\$34,500.00	\$0.00
501-4502-6325	Laboratory Supplies	\$4,400.00	\$1,603.69	\$4,400.00	\$0.00
501-4502-6800	Debt Service - Principal Payment WW	\$334,067.13	\$155,029.73	\$334,067.13	\$0.00
501-4502-6850	Debt Service Interest - Sewer	\$37,345.72	\$12,000.00	\$37,345.72	\$0.00
501-4502-7070	Vehicles & Equipment CAPITAL BUDGET	\$22,500.00	\$21,586.33	\$21,586.33	(\$913.67)
501-4502-7080	Computers, Software & Elec Equip.>\$5000 CAP BDGT	\$26,000.00	\$25,760.00	\$25,760.00	(\$240.00)
501-4502-7090	Public Infrastructure Waterlines	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-7095	Work in Progress - CAPITAL BUDGET	\$0.00	\$0.00	\$0.00	\$0.00
501-4502-8000	Reserve for Plant Expansion - Facility Fees	\$108,900.00	\$0.00	\$108,900.00	\$0.00
501-4502-8100	Wastewater Rate Increase Reserve - Future Year	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Wastewater</b>		<b>\$1,094,601.85</b>	<b>\$485,030.31</b>	<b>\$1,093,448.18</b>	<b>(\$1,153.67)</b>

**Dept Desc: 4503 UTILITY BILLING**

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)	
					Budget	NOTES
501-4503-1000	Regular Salaries & Wages-Utility Billing	\$28,849.81	\$14,697.59	\$28,849.81	\$0.00	
501-4503-1100	Regular Salaries & Wages OT-Util Billing	\$0.00	\$0.00	\$0.00	\$0.00	
501-4503-2000	FICA Expense	\$2,207.01	\$1,152.51	\$2,207.01	\$0.00	
501-4503-2100	SUI Expense	\$20.80	\$0.00	\$20.80	\$0.00	
501-4503-2200	Retirement-ER VRS & ICMA-RC Contribution	\$1,852.70	\$941.34	\$1,852.70	\$0.00	
501-4503-2210	Life Insurance	\$405.18	\$205.86	\$405.18	\$0.00	
501-4503-2220	Disability Insurance, LTD & STD	\$237.60	\$94.41	\$237.60	\$0.00	
501-4503-2230	Worker's Comp	\$30.58	\$21.36	\$30.58	\$0.00	
501-4503-2300	Health Insurance	\$7,481.16	\$4,364.01	\$7,481.16	\$0.00	
501-4503-2310	Dental Insurance	\$291.12	\$169.82	\$291.12	\$0.00	
501-4503-2320	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
501-4503-2345	Employee/Volunteer Testing	\$75.00	\$0.00	\$0.00	(\$75.00)	
501-4503-2360	Stasff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	
501-4503-3020	Maint Svc Contracts - Annual	\$432.00	\$189.00	\$432.00	\$0.00	
501-4503-3025	Repair Maint & Inspect Contracted Svcs	\$0.00	\$0.00	\$0.00	\$0.00	
501-4503-3430	IT, Software, Scan & Website Services	\$720.00	\$0.00	\$720.00	\$0.00	
501-4503-3500	Advertising Services	\$350.00	\$0.00	\$0.00	(\$350.00)	
501-4503-3760	Cash Short & Over Util Billing	\$0.00	\$0.03	\$0.03	\$0.03	
501-4503-5040	Phone Service, Landline & Wireless	\$360.00	\$75.00	\$360.00	\$0.00	
501-4503-5070	Postage	\$6,200.00	\$2,500.00	\$6,200.00	\$0.00	
501-4503-5110	Lease, Office Equipment	\$1,806.72	\$903.36	\$1,806.72	\$0.00	
501-4503-5200	Travel-Mileage, Parking & Tolls	\$0.00	\$0.00	\$0.00	\$0.00	
501-4503-5210	Travel-Lodging & Meals	\$408.50	\$0.00	\$408.50	\$0.00	Southern Software User's conference
501-4503-5220	Conference	\$0.00	\$0.00	\$0.00	\$0.00	
501-4503-5230	Education	\$0.00	\$99.00	\$99.00	\$99.00	
501-4503-5240	Books & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	
501-4503-5250	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
501-4503-6000	Office Supplies	\$1,100.00	\$817.20	\$1,200.00	\$100.00	
501-4503-6150	Comptr, Sftware & Electronics < \$5,000	\$0.00	\$0.00	\$0.00	\$0.00	



Total Util. Billing \$52,828.18      \$26,230.49      \$52,602.21      (\$225.97)

**Total Utility Fund** **\$1,795,033.89      \$798,888.63      \$1,791,154.25**

<b>Net Revenue less Expenditures</b>	<b>\$0.00</b>	<b>\$6,992.31</b>	<b>Net gain</b>
--------------------------------------	---------------	-------------------	-----------------

Acct Type: Expenses

Dept Desc: 4713 HARBOR

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under) Budget	NOTES
510-4713-1000	Regular Salaries & Wages-Harbor	\$116,030.36	\$58,577.49	\$116,030.36	\$0.00	
510-4713-1100	Regular Salaries & Wages OT Harbor	\$1,500.00	\$0.00	\$1,500.00	\$0.00	
510-4713-1400	Seasonal Wages Harbor	\$36,600.00	\$12,559.82	\$36,600.00	\$0.00	
510-4713-1500	Seasonal Wages OT	\$1,976.40	\$106.51	\$1,976.40	\$0.00	
510-4713-1600	Bonus & Increase Pool Harbor Fund	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-1800	Allocated Wages	\$10,466.66	\$5,233.38	\$10,466.66	\$0.00	
510-4713-2000	FICA Expense	\$11,942.17	\$5,405.47	\$11,942.17	\$0.00	
510-4713-2100	SUI Expense	\$162.24	\$32.94	\$162.24	\$0.00	
510-4713-2200	Retirement-ER VRS & ICMA-RC Contribution	\$3,752.50	\$1,876.26	\$3,752.50	\$0.00	
510-4713-2210	Life Insurance	\$820.66	\$410.34	\$820.66	\$0.00	
510-4713-2220	Disability Insurance, LTD & STD	\$510.81	\$188.34	\$510.81	\$0.00	
510-4713-2230	Worker's Comp	\$7,498.27	\$5,233.92	\$7,498.27	\$0.00	
510-4713-2300	Health Insurance	\$14,962.32	\$8,728.02	\$14,962.32	\$0.00	
510-4713-2310	Dental Insurance	\$582.24	\$339.64	\$582.24	\$0.00	
510-4713-2320	Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-2345	Employee/Volunteer Testing	\$75.00	\$60.00	\$75.00	\$0.00	
510-4713-2360	Staff & Volunteer Appreciation	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-2800	Allocated Benefits	\$3,069.13	\$1,525.98	\$3,069.13	\$0.00	
510-4713-3000	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3005	Program & Event Performers & Entertainers	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3010	Vehcl & Equip Repairs, Supplies	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3020	Maint Svc Contracts - Annual	\$3,300.00	\$1,575.00	\$3,300.00	\$0.00	
510-4713-3025	Repair Maint & Inspect Contracted Svcs	\$710.00	\$154.75	\$710.00	\$0.00	
510-4713-3030	Lease - Storage	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3040	Grounds Maintenance	\$3,400.00	\$0.00	\$3,400.00	\$0.00	
510-4713-3200	Cleaning and Janitorial Services	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3410	Management Consulting	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3420	Engineering & Architect Svcs Harbor	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3430	IT, Software, Scan & Website Services	\$2,800.00	\$490.00	\$2,800.00	\$0.00	
510-4713-3450	Printing & Design Services	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3500	Advertising Services	\$4,200.00	\$6,950.16	\$6,950.16	\$2,750.16	
510-4713-3730	Bank Service Charges Harbor	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-3740	Merchant Service Charges	\$12,750.00	\$10,822.30	\$16,000.00	\$3,250.00	
510-4713-3760	Cash Short & Over Harbor	\$0.00	\$2.42	\$0.00	\$0.00	
510-4713-4090	Grant Exp - Litter Prevention	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-4150	Grant Exp -Harbor VDH Safety & Other	\$0.00	\$0.00	\$0.00	\$0.00	
510-4713-4160	Grant Exp - VDH BIG	\$0.00	\$0.00	\$0.00	\$0.00	

510-4713-4170	Grant Exp - VA Port Authority	\$0.00	\$0.00	\$0.00	\$0.00
510-4713-4180	Grant Ex. - Northampton County Tourism	\$0.00	\$0.00	\$0.00	\$0.00
510-4713-5010	Electric Service	\$21,000.00	\$12,533.48	\$21,000.00	\$0.00

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under)		NOTES
					Budget		
510-4713-5020	Propane & Fuel Oil Exp	\$800.00	\$0.00	\$800.00		\$0.00	
510-4713-5030	Water Expense Harbor	\$750.00	\$391.16	\$750.00		\$0.00	
510-4713-5035	Sewer Expense Harbor	\$1,400.00	\$708.75	\$1,400.00		\$0.00	
510-4713-5040	Phone Service, Landline & Wireless	\$0.00	\$401.77	\$1,000.00		\$1,000.00	
510-4713-5110	Lease, Office Equipment	\$950.00	\$587.06	\$950.00		\$0.00	
510-4713-5200	Travel-Mileage, Parking & Tolls	\$100.00	\$0.00	\$0.00		(\$100.00)	
510-4713-5210	Travel-Lodging & Meals	\$50.00	\$0.00	\$0.00		(\$50.00)	
510-4713-5220	Conference	\$0.00	\$0.00	\$0.00		\$0.00	
510-4713-5230	Education	\$600.00	\$45.00	\$45.00		(\$555.00)	
510-4713-5240	Books & Subscriptions	\$0.00	\$0.00	\$0.00		\$0.00	
510-4713-5250	Dues & Memberships	\$350.00	\$0.00	\$0.00		(\$350.00)	
510-4713-5300	Insurance, Property & General Liability	\$19,454.32	\$16,397.64	\$19,454.32		\$0.00	
510-4713-6000	Office Supplies	\$3,800.00	\$867.76	\$2,600.00		(\$1,200.00)	
510-4713-6025	Janitorial & Kitchen Supplies	\$1,200.00	\$1,012.09	\$1,400.00		\$200.00	
510-4713-6050	Uniforms Expense	\$1,200.00	\$436.74	\$1,200.00		\$0.00	
510-4713-6075	Hand Tools, & Small Equipment	\$1,250.00	\$1,509.56	\$1,509.26		\$259.26	
510-4713-6080	Safety Equipment	\$700.00	\$0.00	\$700.00		\$0.00	
510-4713-6100	Program & Event Supplies & Awards	\$0.00	\$435.67	\$435.67		\$435.67	Auto Show
510-4713-6150	Comptr, Software & Electronics < \$5,000	\$1,600.00	\$0.00	\$1,600.00		\$0.00	Replace 2013 Harbormaster laptop
510-4713-6175	Vehicles & Powered Equipment Fuel	\$1,000.00	\$452.42	\$1,000.00		\$0.00	
510-4713-6200	Vehicle & Powered Equip. Supplies & Svcs	\$7,000.00	\$1,680.60	\$7,000.00		\$0.00	
510-4713-6225	Repair & Maintenance Supplies Harbor	\$24,571.92	\$20,479.06	\$24,571.92		\$0.00	
510-4713-6230	Repair & Maint Supplies Reimbursable - Pump Out	\$1,000.00	\$0.00	\$1,000.00		\$0.00	
510-4713-6400	COGS - Fuel for Resale	\$318,750.00	\$182,382.84	\$318,750.00		\$0.00	
510-4713-6410	COGS - Lube & Oil for Resale	\$1,500.00	\$175.22	\$1,500.00		\$0.00	
510-4713-6420	COGS - Boating Supplies for Resale	\$1,300.00	\$1,346.38	\$1,600.00		\$300.00	
510-4713-6430	COGS - Maps/Charts for Resale	\$1,200.00	\$260.91	\$1,200.00		\$0.00	
510-4713-6440	COGS - Clothing for Resale	\$5,000.00	\$3,407.50	\$5,000.00		\$0.00	
510-4713-6450	COGS - Food & Drink for Resale	\$1,500.00	\$395.03	\$1,500.00		\$0.00	
510-4713-6460	COGS - Ice for Resale	\$2,100.00	\$1,404.14	\$2,100.00		\$0.00	
510-4713-6470	COGS - Coolers and Drinkware	\$3,000.00	\$668.55	\$3,000.00		\$0.00	
510-4713-6800	Debt Service - Principal Payment HRB	\$75,220.77	\$0.00	\$75,220.77		\$0.00	
510-4713-6850	Debt Service Interest - Harbor	\$39,180.98	\$6,316.44	\$39,180.98		\$0.00	
510-4713-7010	Building, Equipment, Other CAPITAL BUDGET	\$0.00	\$3,480.00	\$5,820.00		\$5,820.00	NEW HVAC
510-4713-7090	Equipment, Other CAPITAL BDGT	\$8,000.00	\$0.00	\$8,000.00		\$0.00	Shade Sails
<b>Total Harbor</b>		<b>\$782,636.75</b>	<b>\$378,048.51</b>	<b>\$794,396.84</b>		<b>\$11,760.09</b>	<b>over budget</b>

<b>Revenue less Expenditures</b>		<b>\$0.00</b>	<b>(\$4,304.95)</b>		<b>Net loss</b>
----------------------------------	--	---------------	---------------------	--	-----------------

510-4713-7060	Public Infrastructure - Breakwaters & Misc.	\$875,000.00	\$27,963.82	\$875,000.00	\$0.00	
510-4713-7085	Public Infrastructure - Docks & Misc CAP BDGT	\$30,000.00	\$0.00	\$30,000.00	\$0.00	
510-4713-7090	Equipment, Other CAPITAL BDGT	\$100,000.00	\$0.00	\$100,000.00	\$0.00	Fuel system repair

Fund: 520

Acct Type: Expenses

Dept Desc: 4520 SANITATION

Account #	Account Description	FY19 Bgt	FY19 Actual	FY19 Estimated	Over/(under) Budget	NOTES
520-4520-3020	Maint Svc Contracts	\$186,572.16	\$79,813.61	\$192,000.00	\$5,427.84	Rate increase in November
520-4520-3500	Advertising Services	\$0.00	\$0.00	\$0.00	\$0.00	
520-4520-5300	Insurance, Property & General Liability	\$581.37	\$490.02	\$581.37	\$0.00	
520-4520-7090	Bulding, Equipment, Other CAPITAL BUDGET	\$0.00	\$0.00	\$0.00	\$0.00	
520-4520-6225	Repair & Maintenance Supplies Sanitation	\$2,168.63	\$527.00	\$1,000.00	(\$1,168.63)	
<b>Total Sanitation</b>		<b>\$189,322.16</b>	<b>\$80,830.63</b>	<b>\$193,581.37</b>		

<b>Revenue less Expenditures</b>	<b>\$0.00</b>	<b>(\$4,909.21)</b>	<b>Net loss</b>
----------------------------------	---------------	---------------------	-----------------

## Citizens for Central Park

P.O. Box 624  
Cape Charles, Virginia 23310

January 30, 2019

Larry DiRe, Manager  
Town of Cape Charles  
2 Plum Street  
Cape Charles, Virginia 23310

Dear Larry,

We would very much appreciate receiving \$5,000 from the Town in this current fiscal year to support the 2019 Harbor for the Arts Summer Festival of concerts in Central Park. We have \$4,250 remaining from the FY 2018-19 Town Budget allocation and the additional \$5,000 is needed to close the gap on this summer's program budget of about \$20,000.

Receiving these additional funds now will also enable us to hold the full amount approved in the upcoming FY 2019-20 Budget to support our 2020 summer concerts in Central Park. Having the full Town commitment as we start the season next year will give us greater strength in raising sponsorship funds, and flexibility in booking bands and making commitments on print advertising.

Thank you and the Council for your consideration,



Joan Natali, Chairperson