

SUPPORT SERVICES DEPARTMENT

**DIRECTOR OF
SUPPORT SERVICES**
Stefan Massol



2018 ACCOMPLISHMENTS

- Aided in the implementation of the new Program Based budget
- Onboarded two new staff members in Finance
- Converted to Synerion timekeeping system
- Added a new Health Savings Account (HSA) insurance option for employees

2019 GOALS

- Integrate security-based facility upgrades
- Attain the Certificate of Achievement for Excellence in Financial Reporting
- Streamline inventory control process for capital assets
- Improve town-wide safety policies and practices
- Analyze the Town's current utility rate and fee structure
- Review and update the Town's personnel policies, as well as all processing manuals and notes for the department

PROGRAMS

- Direct Interdepartmental Support
- Employee Administration
- Facility Maintenance
- Financial Management
- Information Technology
- Intradepartmental Administration
- Risk Management
- Townwide Services

DEPARTMENT OVERVIEW

The Support Services Department produces general financial and administrative support to the Town of Belleair. This department manages financial services, utility billing, human resources, risk mitigation, procurement, information technology, and facility maintenance. This department is also responsible for facilitating the Comprehensive Annual Financial Reporting (CAFR) document and delivering it to the Government Finance Officers Association (GFOA) in order for the Town to achieve the Certificate of Achievement for Excellence in Financial Reporting.



DIRECT INTERDEPARTMENTAL SUPPORT

The Direct Interdepartmental Support program includes costs for supporting other departments. This can include assisting other departments on a daily basis or filling in when staff members are absent. Additionally, this accounts for certain costs such as fuel and postage that are paid on behalf of the Town overall. This equates to only 3.00% of the department's total staff time and 4.15% of the total expenditures.

REVENUES	\$0
PERSONNEL	\$23,308
OPERATING	\$65,292
CAPITAL	\$0
EXPENSE SUBTOTAL	\$88,600

TOWNWIDE EMPLOYEE ADMINISTRATION

The Townwide Employee Administration program is responsible for managing the life cycle of the Town's employees. This includes the hiring process, benefits administration, personnel matters, and managing payroll duties. This program houses 15.00% of total staff time, but only 5.16% of the department's total budget.

REVENUES	\$0
PERSONNEL	\$96,995
OPERATING	\$12,965
CAPITAL	\$0
EXPENSE SUBTOTAL	\$109,960

SUPPORT SERVICES DEPARTMENT

FACILITY MAINTENANCE

The Facility Maintenance program includes responsibilities for the maintenance and repair of the town's facilities, in addition to custodial duties. This program also holds the costs of the ABM contract. Facility Maintenance includes 26.00% of personnel time and 12.39% of overall expenditures.

REVENUES	\$0
PERSONNEL	\$171,671
OPERATING	\$92,554
CAPITAL	\$0
EXPENSE SUBTOTAL	\$264,225

FINANCIAL MANAGEMENT

The Financial Management program encompasses all accounting, purchasing, utility billing, and budgeting activities. The majority of costs for this department come from three subprograms: Accounting and Auditing, Accounts Payable, and Accounts Receivable. This program is the largest within the Support Services Department, accounting for approximately 43.00% of staff time, and 15.62% of the total budget.

REVENUES	\$34,700
PERSONNEL	\$280,608
OPERATING	\$52,583
CAPITAL	\$0
EXPENSE SUBTOTAL	\$333,191

INFORMATION TECHNOLOGY

The Information Technology program is directly related to the costs of managing computer services and activities. This includes coordinating hardware and software expenditures, voice over IP telephone system management, and any contracts related to information technology. This program houses only 1.00% of the department's personnel time, but 8.92% of the overall costs.

REVENUES	\$0
PERSONNEL	\$5,312
OPERATING	\$185,040
CAPITAL	\$0
EXPENSE SUBTOTAL	\$190,352

INTRADEPARTMENTAL ADMINISTRATION

The Intradepartmental Administration program accounts for all management activities found within the department. This includes employee administration, duties for Support Services, purchase requests and budget preparation, and records management. This program is responsible for approximately 8.00% of staff time but only 4.27% of the Support Services budget.

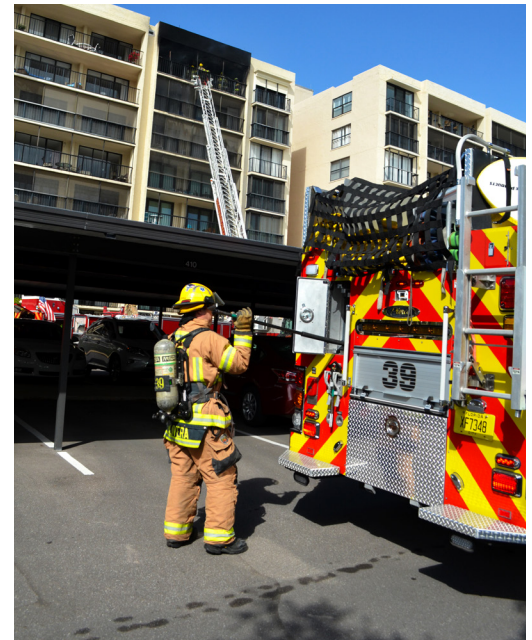
REVENUES	\$0
PERSONNEL	\$51,935
OPERATING	\$20,657
CAPITAL	\$0
EXPENSE SUBTOTAL	\$90,969

PERSONNEL

- Director of Support Services
- Assistant Finance Director
- Accounting Clerk II
- Accounting Clerk I
- Utility Billing Clerk
- Building Maintenance (2)
- Facility and Safety Supervisor
- Human Resources and Risk Management Coordinator

CAPITAL EQUIPMENT

- 2017 Ford Escape
- 2013 Ford Fusion
- 2016 Ford Transit
- Network upgrades



SUPPORT SERVICES DEPARTMENT

RISK MANAGEMENT

The Risk Management program handles claims, safety management, as well as the insurances for property and casualty. This program entails approximately 4.00% of personnel time and 13.32% of the department's budget.

REVENUES	\$0
PERSONNEL	\$26,422
OPERATING	\$257,659
CAPITAL	\$0
EXPENSE SUBTOTAL	\$284,081

TOWNWIDE PROFESSIONAL SERVICES

The final program, called Townwide Services, is responsible for managing professional services distributed in Belleair. This includes costs for Fire/Rescue Services from the City of Largo, the town planner, and the town attorney. While this program accounts for no staff time, it houses 36.17% of the Support Services budget.

REVENUES	\$0
PERSONNEL	\$0
OPERATING	\$771,400
CAPITAL	\$0
EXPENSE SUBTOTAL	\$771,400

PROGRAM NET INCOME

Program	Direct Interdepartmental Support	Townwide Employee Administration	Facility Maintenance	Financial Management	Information Technology	Intradepartmental Administration	Risk Management	Townwide Professional Services	18-19 Proposed	17-18 Amended
Revenues	\$0	\$0	\$0	\$34,700	\$0	\$0	\$0	\$0	\$34,700	\$34,700
Personnel	\$23,308	\$96,995	\$171,671	\$280,608	\$5,312	\$51,935	\$26,422	\$0	\$656,250	\$606,000
Operating	\$65,292	\$12,965	\$92,554	\$52,583	\$185,040	\$20,657	\$257,659	\$771,400	\$1,458,150	\$1,463,832
Capital	\$0	\$0	\$0	\$0	\$0	\$18,400	\$0	\$0	\$18,400	\$30,500
Expense Subtotal	\$88,600	\$109,960	\$264,225	\$333,191	\$190,352	\$90,992	\$284,081	\$771,400	\$2,132,800	\$2,100,332
Program Total	(88,600)	(109,960)	(264,225)	(298,491)	(190,352)	(90,992)	(284,081)	(771,400)	(2,098,100)	(2,065,632)
Program	Program Total	Personnel	Operating	Capital	% of Budget	% FTE Effort				
Direct Interdept Support	\$88,600	\$23,308	\$65,292	\$0	4.15%	3.33%				
Human Resources	\$109,960	\$96,995	\$12,965	\$0	5.16%	14.75%				
Facility Maintenance	\$264,223	\$171,671	\$92,554	\$0	12.39%	26.24%				
Financial Management	\$333,191	\$280,608	\$52,583	\$0	15.62%	42.89%				
Information Technology	\$190,352	\$5,312	\$185,040	\$0	8.92%	0.81%				
Intradept Administration	\$90,992	\$51,935	\$20,657	\$18,400	4.27%	7.94%				
Risk Mgmt	\$284,081	\$26,422	\$257,659	\$0	13.32%	4.04%				
Townwide Professional Services	\$771,400	\$0	\$771,400	\$0	36.17%	0.00%				
	\$2,132,798	\$656,250	\$1,458,150	\$18,400	100.00%	100.00%				

REVENUES

Direct Interdepartmental Support	Townwide Employee Administration	Facility Maintenance	Financial Management	Information Technology	Intradepartmental Administration	Risk Management	Townwide Professional Services	ITEM TOTAL	FY 2017-18
\$0	\$0	\$0	\$34,700	\$0	\$0	\$0	\$0	\$34,700	\$34,700
PROGRAM REVENUE TOTALS	\$0	\$0	\$34,700	\$0	\$0	\$0	\$0	\$34,700	\$34,700

EXPENDITURES

PERSONNEL	Direct Interdepartmental Support	Townwide Employee Administration	Facility Maintenance	Financial Management	Information Technology	Intradepartmental Administration	Risk Management	Townwide Professional Services	ITEM TOTAL	FY 2017-18
51200 Salaries	\$15,317	\$67,771	\$120,570	\$197,079	\$3,731	\$36,475	\$18,557	\$0	\$459,500	\$435,700
52100 FICA	\$1,172	\$5,184	\$9,223	\$15,076	\$285	\$2,790	\$1,420	\$0	\$35,150	\$33,350
52200 Retirement/401k	\$1,380	\$6,106	\$10,863	\$17,756	\$336	\$3,286	\$1,672	\$0	\$41,400	\$39,200
52300 Life/Hosp. Ins.	\$3,070	\$13,584	\$24,166	\$39,502	\$748	\$7,311	\$3,719	\$0	\$92,100	\$76,650
52301 Medical Benefit	\$360	\$1,593	\$2,834	\$4,632	\$88	\$857	\$436	\$0	\$10,800	\$10,200
51500 Sick Leave	\$510	\$2,257	\$4,015	\$6,562	\$124	\$1,215	\$618	\$0	\$15,300	\$8,900
53100 Physical Exams	\$0	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$500
51400 Overtime	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	\$1,500
Total	\$23,308	\$96,995	\$171,671	\$280,608	\$5,312	\$51,935	\$26,422	\$0	\$656,250	\$606,000

OPERATING										Item	FY 2017-18
Direct Interdepartmental Support	Townwide Employee Administration	Facility Maintenance	Financial Management	Information Technology	Intradepartmental Administration	Risk Management	Townwide Professional Services	ITEM TOTAL	FY 2017-18		
51305 Bank Fees	\$0	\$0	\$7,400	\$0	\$0	\$0	\$0	\$7,400	\$7,400		\$7,400
53110 Town Attorney	\$0	\$0	\$0	\$0	\$0	\$0	\$75,750	\$75,750	\$75,750		\$75,750
53151 Professional Services	\$0	\$42,000	\$0	\$0	\$0	\$0	\$0	\$42,000	\$42,000		\$50,000
53152 Fire Services	\$0	\$0	\$0	\$0	\$0	\$0	\$602,000	\$602,000	\$602,000		\$575,600
53153 Copies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
53155 Comm. Dev. Svcs	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	\$40,000	\$40,000		\$38,409
53200 Acct. and Audit	\$0	\$0	\$38,000	\$0	\$0	\$0	\$0	\$38,000	\$38,000		\$38,000
54000 Travel and Per Diem	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
54100 Telephone	\$117	\$532	\$1,319	\$10,028	\$278	\$125	\$0	\$13,500	\$13,500		\$13,500
54200 Postage	\$2,625	\$0	\$875	\$0	\$0	\$0	\$0	\$3,500	\$3,500		\$3,500
54212 Insurance-OPEB	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
54300 Electricity	\$0	\$13,500	\$0	\$0	\$0	\$0	\$0	\$13,500	\$13,500		\$20,500
54301 Water	\$10,000	\$3,500	\$0	\$0	\$0	\$0	\$0	\$13,500	\$13,500		\$6,400
54302 Sanitation	\$400	\$400	\$0	\$0	\$0	\$0	\$0	\$800	\$800		\$6,900
54303 Sewer	\$2,900	\$3,300	\$0	\$0	\$0	\$0	\$0	\$6,200	\$6,200		\$1,000
54401 Equipment Leasing	\$0	\$0	\$0	\$0	\$18,100	\$0	\$0	\$18,100	\$18,100		\$18,100
54510 Insurance-GL	\$0	\$0	\$0	\$0	\$0	\$257,000	\$0	\$257,000	\$257,000		\$237,000
54620 Maint. Veh	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000	\$2,000		\$2,000
54630 Maint. Building	\$0	\$24,500	\$0	\$0	\$0	\$0	\$0	\$24,500	\$24,500		\$53,994
54640 Maint. A/C	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$12,000
54670 Maint. Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
54901 Claims/Settlements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$10,438
54905 Ahlf Property	\$0	\$0	\$0	\$0	\$0	\$0	\$28,650	\$28,650	\$28,650		\$27,791
54930 Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
54950 Employee Relations	\$0	\$8,500	\$0	\$0	\$0	\$0	\$0	\$8,500	\$8,500		\$8,500
55100 Office Supplies	\$193	\$879	\$1,914	\$848	\$459	\$207	\$0	\$4,500	\$4,500		\$4,500
55210 Operating Supplies	\$1,557	\$3,004	\$2,975	\$464	\$620	\$277	\$0	\$9,600	\$9,600		\$8,400
55215 Planning/Zoning	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000		\$10,000
55220 Gasoline and Oil	\$47,500	\$50	\$100	\$0	\$0	\$50	\$0	\$48,000	\$48,000		\$43,200
55221 Tools	\$0	\$650	\$0	\$0	\$0	\$0	\$0	\$650	\$650		\$650
55235 Refund Exp	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
55240 Uniforms	\$0	\$0	\$0	\$0	\$1,200	\$0	\$0	\$1,200	\$1,200		\$1,200
55250 Cleaning Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$4,500
55260 Protective Clothing	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$600	\$600		\$600
55410 Memberships	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
55420 Training/Aids	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
56405 Computer	\$0	\$0	\$0	\$173,700	\$0	\$0	\$0	\$173,700	\$173,700		\$169,000
56568 Renovations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
57100 Library	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	\$15,000	\$15,000		\$15,000
Total										\$1,463,832	\$1,463,832

CAPITAL	Direct Interdepartmental Support	Townwide Employee Administration	Facility Maintenance	Financial Management	Information Technology	Intradepartmental Administration	Risk Management	Townwide Professional Services	ITEM TOTAL	FY 2017-18
57001 Vehicle Debt Service	\$0	\$0	\$0	\$0	\$0	\$5,900	\$0	\$0	\$5,900	\$8,000
58101 Capital Purchase	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
58102 Transfer to 301	\$0	\$0	\$0	\$0	\$0	\$12,500	\$0	\$0	\$12,500	\$22,500
<i>Capital Total</i>	\$0	\$0	\$0	\$0	\$0	\$18,400	\$0	\$0	\$18,400	\$30,500
PROGRAM EXPENDITURE TOTALS		\$88,600	\$109,960	\$333,191	\$190,352	\$90,992	\$284,081	\$771,400	\$2,132,800	\$2,100,332

PROGRAM DETAIL

Program	Revenues	Total Expenditures	Personnel	Operating	Capital	Net Income
All Programs	\$34,700	\$2,132,800	\$656,250	\$1,458,150	\$18,400	(\$2,098,100)
<i>Building</i>	\$0	\$7,958	\$7,769	\$189	\$0	-\$7,958
<i>Solid Waste</i>	\$0	\$80,642	\$15,539	\$65,103	\$0	-\$80,642
<i>Human Resources</i>	\$0	\$82,783	\$70,503	\$12,279	\$0	-\$82,783
<i>Payroll</i>	\$0	\$27,178	\$26,492	\$686	\$0	-\$27,178
<i>Custodial</i>	\$0	\$176,302	\$154,476	\$21,826	\$0	-\$176,302
<i>Repairs/Maintenance</i>	\$0	\$87,923	\$17,195	\$70,728	\$0	-\$87,923
<i>Accounting & Auditing</i>	\$0	\$71,373	\$31,524	\$39,849	\$0	-\$71,373
<i>Asset Management</i>	\$0	\$7,134	\$7,130	\$4	\$0	-\$7,134
<i>Budget</i>	\$0	\$15,614	\$15,308	\$306	\$0	-\$15,614
<i>Cash Management</i>	\$0	\$23,193	\$15,517	\$7,676	\$0	-\$23,193
<i>Grants</i>	\$0	\$4,984	\$4,858	\$126	\$0	-\$4,984
<i>Accounts Payable</i>	\$0	\$67,252	\$65,984	\$1,268	\$0	-\$67,252
<i>Accounts Receivable</i>	\$34,700	\$143,640	\$140,286	\$3,354	\$0	-\$108,940
<i>Contract Management</i>	\$0	\$1,363	\$1,328	\$35	\$0	-\$1,363
<i>Hardware</i>	\$0	\$7,763	\$1,328	\$6,435	\$0	-\$7,763
<i>Network Administration</i>	\$0	\$81,800	\$0	\$81,800	\$0	-\$81,800
<i>Software</i>	\$0	\$83,563	\$1,328	\$82,235	\$0	-\$83,563
<i>VOIP System/Internet</i>	\$0	\$15,863	\$1,328	\$14,535	\$0	-\$15,863
<i>Employee Administration</i>	\$0	\$77,225	\$44,144	\$20,581	\$12,500	-\$77,225
<i>Support Services Financial Resp.</i>	\$0	\$11,158	\$5,193	\$65	\$5,900	-\$11,158
<i>Record Management</i>	\$0	\$2,608	\$2,597	\$11	\$0	-\$2,608
<i>Claims Prevention</i>	\$0	\$22,166	\$21,669	\$497	\$0	-\$22,166
<i>Property/Casualty</i>	\$0	\$261,915	\$4,753	\$257,162	\$0	-\$261,915
<i>Fire Services</i>	\$0	\$602,000	\$0	\$602,000	\$0	-\$602,000
<i>Town Management</i>	\$0	\$75,750	\$0	\$75,750	\$0	-\$75,750
<i>Town Planner</i>	\$0	\$10,000	\$0	\$10,000	\$0	-\$10,000
<i>Other</i>	\$0	\$83,650	\$0	\$83,650	\$0	-\$83,650
Direct Interdept. Support	\$0	\$88,600	\$23,308	\$65,292	\$0	-\$88,600
<i>Building</i>	\$0	\$7,958	\$7,769	\$189	\$0	-\$7,958
<i>Solid Waste</i>	\$0	\$80,642	\$15,539	\$65,103	\$0	-\$80,642
Human Resources	\$0	\$109,960	\$96,995	\$12,965	\$0	-\$109,960
<i>Human Resources</i>	\$0	\$82,783	\$70,503	\$12,279	\$0	-\$82,783
<i>Payroll</i>	\$0	\$27,178	\$26,492	\$686	\$0	-\$27,178
Facility Maintenance	\$0	\$264,225	\$171,671	\$92,554	\$0	-\$264,225
<i>Custodial</i>	\$0	\$176,302	\$154,476	\$21,826	\$0	-\$176,302
<i>Repairs/Maintenance</i>	\$0	\$87,923	\$17,195	\$70,728	\$0	-\$87,923
Financial Mgmt	\$34,700	\$333,191	\$280,608	\$52,583	\$0	-\$298,491
<i>Accounting & Auditing</i>	\$0	\$71,373	\$31,524	\$39,849	\$0	-\$71,373
<i>Asset Management</i>	\$0	\$7,134	\$7,130	\$4	\$0	-\$7,134
<i>Budget</i>	\$0	\$15,614	\$15,308	\$306	\$0	-\$15,614
<i>Cash Management</i>	\$0	\$23,193	\$15,517	\$7,676	\$0	-\$23,193
<i>Grants</i>	\$0	\$4,984	\$4,858	\$126	\$0	-\$4,984
<i>Accounts Payable</i>	\$0	\$67,252	\$65,984	\$1,268	\$0	-\$67,252
<i>Accounts Receivable</i>	\$34,700	\$143,640	\$140,286	\$3,354	\$0	-\$108,940
Information Technology	\$0	\$190,352	\$5,312	\$185,040	\$0	-\$190,352
<i>Contract Management</i>	\$0	\$1,363	\$1,328	\$35	\$0	-\$1,363
<i>Hardware</i>	\$0	\$7,763	\$1,328	\$6,435	\$0	-\$7,763
<i>Network Administration</i>	\$0	\$81,800	\$0	\$81,800	\$0	-\$81,800

Software	\$0	\$83,563	\$1,328	\$82,235	\$0	-\$83,563
VOIP System/Internet	\$0	\$15,863	\$1,328	\$14,535	\$0	-\$15,863
Intradept Administration	\$0	\$90,992	\$51,935	\$20,657	\$18,400	-\$90,992
Employee Administration	\$0	\$77,225	\$44,144	\$20,581	\$12,500	-\$77,225
Support Services Financial Resp.	\$0	\$11,158	\$5,193	\$65	\$5,900	-\$11,158
Record Management	\$0	\$2,608	\$2,597	\$11	\$0	-\$2,608
Risk Mgmt	\$0	\$284,081	\$26,422	\$257,659	\$0	-\$284,081
Claims Prevention	\$0	\$22,166	\$21,669	\$497	\$0	-\$22,166
Property/Casualty	\$0	\$261,915	\$4,753	\$257,162	\$0	-\$261,915
Townwide Professional Services	\$0	\$771,400	\$0	\$771,400	\$0	-\$771,400
Fire Services	\$0	\$602,000	\$0	\$602,000	\$0	-\$602,000
Town Management	\$0	\$75,750	\$0	\$75,750	\$0	-\$75,750
Town Planner	\$0	\$10,000	\$0	\$10,000	\$0	-\$10,000
Other	\$0	\$83,650	\$0	\$83,650	\$0	-\$83,650

SUPPORT SERVICES

DIRECT INTERDEPARTMENTAL SUPPORT

EXPENDITURES

PERSONNEL	Building	Solid Waste	TOTAL
51200 Salaries	\$5,106	\$10,211	\$15,317
52100 FICA	\$391	\$781	\$1,172
52200 Retirement/401k	\$460	\$920	\$1,380
52300 Health	\$1,023	\$2,047	\$3,070
52301 Medical Benefit	\$120	\$240	\$360
51500 Sick Leave	\$170	\$340	\$510
51400 Overtime	\$500	\$1,000	\$1,500
Personnel Total	\$7,769	\$15,539	\$23,308

OPERATING	Building	Solid Waste	TOTAL
51305 Bank Fees	\$0	\$0	\$0
53110 Town Attorney	\$0	\$0	\$0
53151 Professional Services	\$0	\$0	\$0
53152 Fire Services	\$0	\$0	\$0
53153 Copies	\$0	\$0	\$0
53155 Comm. Dev. Svcs	\$0	\$0	\$0
53200 Acct. and Audit	\$0	\$0	\$0
54000 Travel and Per Diem	\$0	\$0	\$0
54100 Telephone	\$39	\$78	\$117
54200 Postage	\$0	\$2,625	\$2,625
54212 Insurance-OPEB	\$0	\$0	\$0
54300 Electricity	\$0	\$0	\$0
54301 Water	\$0	\$10,000	\$10,000
54302 Sanitation	\$0	\$400	\$400
54303 Sewer	\$0	\$2,900	\$2,900
54401 Equipment Leasing	\$0	\$0	\$0
54510 Insurance-GL	\$0	\$0	\$0
54620 Maint. Veh	\$0	\$0	\$0
54630 Maint. Building	\$0	\$0	\$0
54640 Maint. A/C	\$0	\$0	\$0
54670 Maint. Equip	\$0	\$0	\$0
54901 Claims/Settlements	\$0	\$0	\$0
54905 Ahlf Property	\$0	\$0	\$0
54930 Advertising	\$0	\$0	\$0
54950 Employee Relations	\$0	\$0	\$0

55100 Office Supplies	\$64	\$129	\$193
55210 Operating Supplies	\$86	\$1,471	\$1,557
55215 Planning/Zoning	\$0	\$0	\$0
55220 Gasoline and Oil	\$0	\$47,500	\$47,500
55221 Tools	\$0	\$0	\$0
55235 Refund Exp	\$0	\$0	\$0
55240 Uniforms	\$0	\$0	\$0
55250 Cleaning Supplies	\$0	\$0	\$0
55260 Protective Clothing	\$0	\$0	\$0
55410 Memberships	\$0	\$0	\$0
55420 Training/Aids	\$0	\$0	\$0
56405 Computer	\$0	\$0	\$0
56568 Renovations	\$0	\$0	\$0
57100 Library	\$0	\$0	\$0
Operating Total	\$189	\$65,103	\$65,292

CAPITAL	Building	Solid Waste	TOTAL
56402 Cars	\$0	\$0	\$0
Capital Expense Total	\$0	\$0	\$0

	Building	Solid Waste	TOTAL
EXPENDITURE TOTALS	\$7,958	\$80,642	\$88,600
	8.98%	91.02%	100.00%

NET INCOME

	Building	Solid Waste	TOTAL
TOTAL REVENUES	\$0	\$0	\$0
TOTAL EXPENDITURES	\$7,958	\$80,642	\$88,600
NET INCOME	-\$7,958	-\$80,642	-\$88,600

HUMAN RESOURCES

EXPENDITURES

PERSONNEL	HR	Payroll	TOTAL
51200 Salaries	\$49,166	\$18,606	\$67,771
52100 FICA	\$3,761	\$1,423	\$5,184
52200 Retirement/401k	\$4,430	\$1,676	\$6,106
52300 Health	\$9,855	\$3,729	\$13,584
52301 Medical Benefit	\$1,156	\$437	\$1,593
51500 Sick Leave	\$1,637	\$620	\$2,257
51400 Overtime	\$0	\$0	\$0
53100 Physical Exams	\$500	\$0	\$500
Personnel Total	\$70,503	\$26,492	\$96,995

OPERATING	HR	Payroll	TOTAL
51305 Bank Fees	\$0	0	\$0
53110 Town Attorney	\$0	0	\$0
53151 Professional Services	\$0	0	\$0
53152 Fire Services	\$0	0	\$0
53153 Copies	\$0	0	\$0
53155 Comm. Dev. Svcs	\$0	0	\$0
53200 Acct. and Audit	\$0	0	\$0
54000 Travel and Per Diem	\$0	0	\$0
54100 Telephone	\$390	\$142	\$532
54200 Postage	\$0	\$0	\$0
54212 Insurance-OPEB	\$0	\$0	\$0
54300 Electricity	\$0	\$0	\$0
54301 Water	\$0	\$0	\$0
54302 Sanitation	\$0	\$0	\$0
54303 Sewer	\$0	\$0	\$0
54401 Equipment Leasing	\$0	\$0	\$0
54510 Insurance-GL	\$0	\$0	\$0
54620 Maint. Veh	\$0	\$0	\$0
54630 Maint. Building	\$0	\$0	\$0
54640 Maint. A/C	\$0	\$0	\$0
54670 Maint. Equip	\$0	\$0	\$0
54901 Claims/Settlements	\$0	\$0	\$0
54905 Ahlf Property	\$0	\$0	\$0

54930 Advertising	\$0	\$0	\$0
54950 Employee Relations	\$8,500	\$0	\$8,500
55100 Office Supplies	\$645	\$234	\$879
55210 Operating Supplies	\$2,694	\$310	\$3,004
55215 Planning/Zoning	\$0	\$0	\$0
55220 Gasoline and Oil	\$50	\$0	\$50
55221 Tools	\$0	\$0	\$0
55235 Refund Exp	\$0	\$0	\$0
55240 Uniforms	\$0	\$0	\$0
55250 Cleaning Supplies	\$0	\$0	\$0
55260 Protective Clothing	\$0	\$0	\$0
55410 Memberships	\$0	\$0	\$0
55420 Training/Aids	\$0	\$0	\$0
56405 Computer	\$0	\$0	\$0
56568 Renovations	\$0	\$0	\$0
57100 Library	\$0	\$0	\$0
Operating Total	\$12,279	\$686	\$12,965

CAPITAL	HR	Payroll	TOTAL
56402 Cars	\$0	\$0	\$0
Capital Expense Total	\$0	\$0	\$0

	HR	Payroll	TOTAL
EXPENDITURE TOTALS	\$82,783	\$27,178	\$109,960
	75.28%	24.72%	100.00%

NET INCOME

	HR	Payroll	TOTAL
TOTAL REVENUES	\$0	\$0	\$0
TOTAL EXPENDITURES	\$82,783	\$27,178	\$109,960
NET INCOME	-\$82,783	-\$27,178	-\$109,960

FACILITY MAINTENANCE

EXPENDITURES

PERSONNEL	Custodial	Repairs/ Maintenance	TOTAL
51200 Salaries	\$108,493	\$12,077	\$120,570
52100 FICA	\$8,299	\$924	\$9,223
52200 Retirement/401k	\$9,775	\$1,088	\$10,863
52300 Health	\$21,746	\$2,421	\$24,166
52301 Medical Benefit	\$2,550	\$284	\$2,834
51500 Sick Leave	\$3,613	\$402	\$4,015
54100 Overtime	\$0	\$0	\$0
53100 Physical Exams	\$0	\$0	\$0
Personnel Total	\$154,476	\$17,195	\$171,671

OPERATING	Custodial	Repairs/ Maintenance	TOTAL
51305 Bank Fees	\$0	\$0	\$0
53110 Town Attorney	\$0	\$0	\$0
53151 Professional Services	\$0	\$42,000	\$42,000
53152 Fire Services	\$0	\$0	\$0
53153 Copies	\$0	\$0	\$0
53155 Comm. Dev. Svcs	\$0	\$0	\$0
53200 Acct. and Audit	\$0	\$0	\$0
54000 Travel and Per Diem	\$0	\$0	\$0
54100 Telephone	\$826	\$275	\$1,101
54200 Postage	\$0	\$0	\$0
54212 Insurance-OPEB	\$0	\$0	\$0
54300 Electricity	\$0	\$13,500	\$13,500
54301 Water	\$0	\$3,500	\$3,500
54302 Sanitation	\$0	\$400	\$400
54303 Sewer	\$0	\$3,300	\$3,300
54401 Equipment Leasing	\$0	\$0	\$0
54510 Insurance-GL	\$0	\$0	\$0
54620 Maint. Veh	\$0	\$2,000	\$2,000
54630 Maint. Building	\$20,500	\$4,000	\$24,500
54640 Maint. A/C	\$0	\$0	\$0
54670 Maint. Equip	\$0	\$0	\$0
54901 Claims/Settlements	\$0	\$0	\$0
54905 Ahlf Property	\$0	\$0	\$0

54930 Advertising	\$0	\$0	\$0
54950 Employee Relations	\$0	\$0	\$0
55100 Office Supplies	\$0	\$0	\$0
55210 Operating Supplies	\$350	\$353	\$703
55215 Planning/Zoning	\$0	\$0	\$0
55220 Gasoline and Oil	\$150	\$150	\$300
55221 Tools	\$0	\$650	\$650
55235 Refund Exp	\$0	\$0	\$0
55240 Uniforms	\$0	\$0	\$0
55250 Cleaning Supplies	\$0	\$0	\$0
55260 Protective Clothing	\$0	\$600	\$600
55410 Memberships	\$0	\$0	\$0
55420 Training/Aids	\$0	\$0	\$0
56405 Computer	\$0	\$0	\$0
56568 Renovations	\$0	\$0	\$0
57100 Library	\$0	\$0	\$0
Operating Total	\$21,826	\$70,728	\$92,554

CAPITAL	Custodial	Repairs/ Maintenance	TOTAL
56402 Cars	\$0	\$0	\$0
Capital Expense Total	\$0	\$0	\$0

	Custodial	Repairs/ Maintenance	TOTAL
EXPENDITURE TOTALS	\$176,302	\$87,923	\$264,225
	66.72%	33.28%	100.00%

NET INCOME

	Custodial	Repairs/ Maintenance	TOTAL
TOTAL REVENUES	\$0	\$0	\$0
TOTAL EXPENDITURES	\$176,302	\$87,923	\$264,225
NET INCOME	-\$176,302	-\$87,923	-\$264,225

FINANCIAL MANAGEMENT

REVENUES

	Acct. & Audit.	Asset Management	Budget	Cash Management	Grants	AP	AR	TOTAL
369000 Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$34,700	\$34,700
REVENUE TOTALS	\$0	\$0	\$0	\$0	\$0	\$0	\$34,700	\$34,700

EXPENDITURES

	Acct. & Audit.	Asset Management	Budget	Cash Management	Grants	AP	AR	TOTAL
PERSONNEL								
51200 Salaries	\$22,140	\$5,007	\$10,751	\$10,898	\$3,412	\$46,343	\$98,527	\$197,079
52100 FICA	\$1,694	\$383	\$822	\$834	\$261	\$3,545	\$7,537	\$15,076
52200 Retirement/401k	\$1,995	\$451	\$969	\$982	\$307	\$4,175	\$8,877	\$17,756
52300 Health	\$4,438	\$1,004	\$2,155	\$2,184	\$684	\$9,289	\$19,748	\$39,502
52301 Medical Benefit	\$520	\$118	\$253	\$256	\$80	\$1,089	\$2,316	\$4,632
51500 Sick Leave	\$737	\$167	\$358	\$363	\$114	\$1,543	\$3,281	\$6,562
54100 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53100 Physical Exams	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Total	\$31,524	\$7,130	\$15,308	\$15,517	\$4,858	\$65,984	\$140,286	\$280,608

	Acct. & Audit.	Asset Management	Budget	Cash Management	Grants	AP	AR	TOTAL
OPERATING								
51305 Bank Fees	\$0	\$0	\$0	\$7,400	\$0	\$0	\$0	\$7,400
53110 Town Attorney	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53151 Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53152 Fire Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53153 Copies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53155 Comm. Dev. Svcs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53200 Acct. and Audit	\$38,000	\$0	\$0	\$0	\$0	\$0	\$0	\$38,000
54000 Travel and Per Diem	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54100 Telephone	\$127	\$1	\$63	\$36	\$26	\$316	\$750	\$1,319
54200 Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$875	\$875
54212 Insurance-OPEB	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54300 Electricity	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54301 Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54302 Sanitation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54303 Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54401 Equipment Leasing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54510 Insurance-GL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54620 Maint. Veh	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54630 Maint. Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54640 Maint. A/C	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54670 Maint. Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54901 Claims/Settlements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54905 Ahlf Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54930 Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54950 Employee Relations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55100 Office Supplies	\$209	\$1	\$104	\$60	\$43	\$256	\$1,241	\$1,914
55210 Operating Supplies	\$1,513	\$2	\$139	\$80	\$57	\$696	\$488	\$2,975
55215 Planning/Zoning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55220 Gasoline and Oil	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$100
55221 Tools	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55235 Refund Exp	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55240 Uniforms	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55250 Cleaning Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55260 Protective Clothing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55410 Memberships	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55420 Training/Aids	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
56405 Computer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
56568 Renovations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
57100 Library	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Operating Total	\$39,849	\$4	\$306	\$7,676	\$126	\$1,268	\$3,354	\$52,583
CAPITAL	Acct. & Audit.	Asset Management	Budget	Cash Management	Grants	AP	AR	TOTAL
56402 Cars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Expense Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE TOTALS	Acct. & Audit.	Asset Management	Budget	Cash Management	Grants	AP	AR	TOTAL
	\$71,373	\$7,134	\$15,614	\$23,193	\$4,984	\$67,252	\$143,640	\$333,191
	21.42%	2.14%	4.69%	6.96%	1.50%	20.18%	43.11%	100.00%

NET INCOME

	Acct. & Audit.	Asset Management	Budget	Cash Management	Grants	AP	AR	TOTAL
TOTAL REVENUES	\$0	\$0	\$0	\$0	\$0	\$0	\$34,700	\$34,700
TOTAL EXPENDITURES	\$71,373	\$7,134	\$15,614	\$23,193	\$4,984	\$67,252	\$143,640	\$333,191
NET INCOME	-\$71,373	-\$7,134	-\$15,614	-\$23,193	-\$4,984	-\$67,252	-\$108,940	-\$298,491

INFORMATION TECHNOLOGY

EXPENDITURES

PERSONNEL	Contract Management	Hardware	Network Administration	Software	VOIP Sys./Int.	TOTAL
51200 Salaries	\$933	\$933	\$0	\$933	\$933	\$3,731
52100 FICA	\$71	\$71	\$0	\$71	\$71	\$285
52200 Retirement/401k	\$84	\$84	\$0	\$84	\$84	\$336
52300 Health	\$187	\$187	\$0	\$187	\$187	\$748
52301 Medical Benefit	\$22	\$22	\$0	\$22	\$22	\$88
51500 Sick Leave	\$31	\$31	\$0	\$31	\$31	\$124
54100 Overtime	\$0	\$0	\$0	\$0	\$0	\$0
53100 Physical Exams	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Total	\$1,328	\$1,328	\$0	\$1,328	\$1,328	\$5,312

OPERATING	Contract Management	Hardware	Network Administration	Software	VOIP Sys./Int.	TOTAL
51305 Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0
53110 Town Attorney	\$0	\$0	\$0	\$0	\$0	\$0
53151 Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
53152 Fire Services	\$0	\$0	\$0	\$0	\$0	\$0
53153 Copies	\$0	\$0	\$0	\$0	\$0	\$0
53155 Comm. Dev. Svcs	\$0	\$0	\$0	\$0	\$0	\$0
53200 Acct. and Audit	\$0	\$0	\$0	\$0	\$0	\$0
54000 Travel and Per Diem	\$0	\$0	\$0	\$0	\$0	\$0
54100 Telephone	\$7	\$7	\$0	\$7	\$10,007	\$10,028
54200 Postage	\$0	\$0	\$0	\$0	\$0	\$0
54212 Insurance-OPEB	\$0	\$0	\$0	\$0	\$0	\$0
54300 Electricity	\$0	\$0	\$0	\$0	\$0	\$0
54301 Water	\$0	\$0	\$0	\$0	\$0	\$0
54302 Sanitation	\$0	\$0	\$0	\$0	\$0	\$0
54303 Sewer	\$0	\$0	\$0	\$0	\$0	\$0
54401 Equipment Leasing	\$0	\$0	\$0	\$0	\$0	\$0
54510 Insurance-GL	\$0	\$0	\$0	\$0	\$0	\$0
54620 Maint. Veh	\$0	\$0	\$0	\$0	\$0	\$0
54630 Maint. Building	\$0	\$0	\$0	\$0	\$0	\$0
54640 Maint. A/C	\$0	\$0	\$0	\$0	\$0	\$0
54670 Maint. Equip	\$0	\$0	\$0	\$0	\$0	\$0
54901 Claims/Settlements	\$0	\$0	\$0	\$0	\$0	\$0
54905 Ahlf Property	\$0	\$0	\$0	\$0	\$0	\$0
54930 Advertising	\$0	\$0	\$0	\$0	\$0	\$0
54950 Employee Relations	\$0	\$0	\$0	\$0	\$0	\$0
55100 Office Supplies	\$12	\$812	\$0	\$12	\$12	\$848
55210 Operating Supplies	\$16	\$316	\$0	\$116	\$16	\$464
55215 Planning/Zoning	\$0	\$0	\$0	\$0	\$0	\$0
55220 Gasoline and Oil	\$0	\$0	\$0	\$0	\$0	\$0
55221 Tools	\$0	\$0	\$0	\$0	\$0	\$0
55235 Refund Exp	\$0	\$0	\$0	\$0	\$0	\$0
55240 Uniforms	\$0	\$0	\$0	\$0	\$0	\$0
55250 Cleaning Supplies	\$0	\$0	\$0	\$0	\$0	\$0
55260 Protective Clothing	\$0	\$0	\$0	\$0	\$0	\$0

55410 Memberships	\$0	\$0	\$0	\$0	\$0	\$0
55420 Training/Aids	\$0	\$0	\$0	\$0	\$0	\$0
56405 Computer	\$0	\$5,300	\$81,800	\$82,100	\$4,500	\$173,700
56568 Renovations	\$0	\$0	\$0	\$0	\$0	\$0
57100 Library	\$0	\$0	\$0	\$0	\$0	\$0
Operating Total	\$35	\$6,435	\$81,800	\$82,235	\$14,535	\$185,040

CAPITAL	Contract Management	Hardware	Network Administration	Software	VOIP Sys./Int.	TOTAL
56402 Cars	\$0	\$0	\$0	\$0	\$0	\$0
Capital Expense Total	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE TOTALS	Contract Management	Hardware	Network Administration	Software	VOIP Sys./Int.	TOTAL
	\$1,363	\$7,763	\$81,800	\$83,563	\$15,863	\$190,352
	0.72%	4.08%	42.97%	43.90%	8.33%	100.00%

NET INCOME

	Contract Management	Hardware	Network Administration	Software	VOIP Sys./Int.	TOTAL
TOTAL REVENUES	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,363	\$7,763	\$81,800	\$83,563	\$15,863	\$190,352
NET INCOME	-\$1,363	-\$7,763	-\$81,800	-\$83,563	-\$15,863	-\$190,352

INTRADEPARTMENTAL ADMINISTRATION

EXPENDITURES

PERSONNEL	Employee Administration	Support Services Finance Responsibility	Records Management	TOTAL
51200 Salaries	\$31,004	\$3,648	\$1,824	\$36,475
52100 FICA	\$2,372	\$279	\$140	\$2,790
52200 Retirement/401k	\$2,793	\$329	\$164	\$3,286
52300 Health	\$6,214	\$731	\$366	\$7,311
52301 Medical Benefit	\$729	\$86	\$43	\$857
51500 Sick Leave	\$1,032	\$121	\$61	\$1,215
51400 Overtime	\$0	\$0	\$0	\$0
53100 Physical Exams	\$0	\$0	\$0	\$0
Personnel Total	\$44,144	\$5,193	\$2,597	\$51,935

OPERATING	Employee Administration	Support Services Finance Responsibility	Records Management	TOTAL
51305 Bank Fees	\$0	\$0	\$0	\$0
53110 Town Attorney	\$0	\$0	\$0	\$0
53151 Professional Services	\$0	\$0	\$0	\$0
53152 Fire Services	\$0	\$0	\$0	\$0
53153 Copies	\$0	\$0	\$0	\$0
53155 Comm. Dev. Svcs	\$0	\$0	\$0	\$0
53200 Acct. and Audit	\$0	\$0	\$0	\$0
54000 Travel and Per Diem	\$0	\$0	\$0	\$0
54100 Telephone	\$264	\$13	\$1	\$278
54200 Postage	\$0	\$0	\$0	\$0
54212 Insurance-OPEB	\$0	\$0	\$0	\$0
54300 Electricity	\$0	\$0	\$0	\$0
54301 Water	\$0	\$0	\$0	\$0
54302 Sanitation	\$0	\$0	\$0	\$0
54303 Sewer	\$0	\$0	\$0	\$0
54401 Equipment Leasing	\$18,100	\$0	\$0	\$18,100
54510 Insurance-GL	\$0	\$0	\$0	\$0
54620 Maint. Veh	\$0	\$0	\$0	\$0
54630 Maint. Building	\$0	\$0	\$0	\$0
54640 Maint. A/C	\$0	\$0	\$0	\$0
54670 Maint. Equip	\$0	\$0	\$0	\$0
54901 Claims/Settlements	\$0	\$0	\$0	\$0

54905 Ahlf Property	\$0	\$0	\$0	\$0
54930 Advertising	\$0	\$0	\$0	\$0
54950 Employee Relations	\$0	\$0	\$0	\$0
55100 Office Supplies	\$436	\$22	\$1	\$459
55210 Operating Supplies	\$581	\$30	\$9	\$620
55215 Planning/Zoning	\$0	\$0	\$0	\$0
55220 Gasoline and Oil	\$0	\$0	\$0	\$0
55221 Tools	\$0	\$0	\$0	\$0
55235 Refund Exp	\$0	\$0	\$0	\$0
55240 Uniforms	\$1,200	\$0	\$0	\$1,200
55250 Cleaning Supplies	\$0	\$0	\$0	\$0
55260 Protective Clothing	\$0	\$0	\$0	\$0
55410 Memberships	\$0	\$0	\$0	\$0
55420 Training/Aids	\$0	\$0	\$0	\$0
56405 Computer	\$0	\$0	\$0	\$0
56568 Renovations	\$0	\$0	\$0	\$0
57100 Library	\$0	\$0	\$0	\$0
Operating Total	\$20,581	\$65	\$11	\$20,657

CAPITAL	Employee Administration	Support Services Finance Responsibility	Records Management	TOTAL
57001 Veh Debt Svc	\$0	\$5,900	\$0	\$5,900
56402 Cars	\$0	\$0	\$0	\$0
58102 Transfer to 301	\$12,500	\$0	\$0	\$12,500
Capital Expense Total	\$12,500	\$5,900	\$0	\$18,400

	Employee Administration	Support Services Finance Responsibility	Records Management	TOTAL
EXPENDITURE TOTALS	\$77,225	\$11,158	\$2,608	\$90,992
	84.87%	12.26%	2.87%	100.00%

NET INCOME

	Employee Administration	Support Services Finance Responsibility	Records Management	TOTAL
TOTAL REVENUES	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$77,225	\$11,158	\$2,608	\$90,992
NET INCOME	-\$77,225	-\$11,158	-\$2,608	-\$90,992

RISK MANAGEMENT

EXPENDITURES

PERSONNEL	Claims Prevention	Property/ Casualty	TOTAL
51200 Salaries	\$15,218	\$3,338	\$18,557
52100 FICA	\$1,164	\$255	\$1,420
52200 Retirement/401k	\$1,371	\$301	\$1,672
52300 Health	\$3,050	\$669	\$3,719
52301 Medical Benefit	\$358	\$78	\$436
51500 Sick Leave	\$507	\$111	\$618
54100 Overtime	\$0	\$0	\$0
53100 Physical Exams	\$0	\$0	\$0
Personnel Total	\$21,669	\$4,753	\$26,422

OPERATING	Claims Prevention	Property/ Casualty	TOTAL
51305 Bank Fees	\$0	\$0	\$0
53110 Town Attorney	\$0	\$0	\$0
53151 Professional Services	\$0	\$0	\$0
53152 Fire Services	\$0	\$0	\$0
53153 Copies	\$0	\$0	\$0
53155 Comm. Dev. Svcs	\$0	\$0	\$0
53200 Acct. and Audit	\$0	\$0	\$0
54000 Travel and Per Diem	\$0	\$0	\$0
54100 Telephone	\$102	\$23	\$125
54200 Postage	\$0	\$0	\$0
54212 Insurance-OPEB	\$0	\$0	\$0
54300 Electricity	\$0	\$0	\$0
54301 Water	\$0	\$0	\$0
54302 Sanitation	\$0	\$0	\$0
54303 Sewer	\$0	\$0	\$0
54401 Equipment Leasing	\$0	\$0	\$0
54510 Insurance-GL	\$0	\$257,000	\$257,000
54620 Maint. Veh	\$0	\$0	\$0
54630 Maint. Building	\$0	\$0	\$0
54640 Maint. A/C	\$0	\$0	\$0
54670 Maint. Equip	\$0	\$0	\$0
54901 Claims/Settlements	\$0	\$0	\$0
54905 Ahlf Property	\$0	\$0	\$0

54930 Advertising	\$0	\$0	\$0
54950 Employee Relations	\$0	\$0	\$0
55100 Office Supplies	\$169	\$38	\$207
55210 Operating Supplies	\$226	\$51	\$277
55215 Planning/Zoning	\$0	\$0	\$0
55220 Gasoline and Oil	\$0	\$50	\$50
55221 Tools	\$0	\$0	\$0
55235 Refund Exp	\$0	\$0	\$0
55240 Uniforms	\$0	\$0	\$0
55250 Cleaning Supplies	\$0	\$0	\$0
55260 Protective Clothing	\$0	\$0	\$0
55410 Memberships	\$0	\$0	\$0
55420 Training/Aids	\$0	\$0	\$0
56405 Computer	\$0	\$0	\$0
56568 Renovations	\$0	\$0	\$0
57100 Library	\$0	\$0	\$0
Operating Total	\$497	\$257,162	\$257,659

CAPITAL	Claims Prevention	Property/ Casualty	TOTAL
56402 Cars	\$0	\$0	\$0
Capital Expense Total	\$0	\$0	\$0

	Claims Prevention	Property/ Casualty	TOTAL
EXPENDITURE TOTALS	\$22,166	\$261,915	\$284,081
	7.80%	92.20%	100.00%

NET INCOME

	Claims Prevention	Property/ Casualty	TOTAL
TOTAL REVENUES	\$0	\$0	\$0
TOTAL EXPENDITURES	\$22,166	\$261,915	\$284,081
NET INCOME	-\$22,166	-\$261,915	-\$284,081

TOWNWIDE PROFESSIONAL SERVICES

EXPENDITURES

PERSONNEL	Fire Services	Town Attorney	Town Planner	Other	TOTAL
51200 Salaries	\$0	\$0	\$0	\$0	\$0
52100 FICA	\$0	\$0	\$0	\$0	\$0
52200 Retirement/401k	\$0	\$0	\$0	\$0	\$0
52300 Health	\$0	\$0	\$0	\$0	\$0
52301 Medical Benefit	\$0	\$0	\$0	\$0	\$0
51500 Sick Leave	\$0	\$0	\$0	\$0	\$0
54100 Overtime	\$0	\$0	\$0	\$0	\$0
53100 Physical Exams	\$0	\$0	\$0	\$0	\$0
Personnel Total	\$0	\$0	\$0	\$0	\$0

OPERATING	Fire Services	Town Attorney	Town Planner	Other	TOTAL
51305 Bank Fees	\$0	\$0	\$0	\$0	\$0
53110 Town Attorney	\$0	\$75,750	\$0	\$0	\$75,750
53151 Professional Services	\$0	\$0	\$0	\$0	\$0
53152 Fire Services	\$602,000	\$0	\$0	\$0	\$602,000
53153 Copies	\$0	\$0	\$0	\$0	\$0
53155 Comm. Dev. Svcs	\$0	\$0	\$0	\$40,000	\$40,000
53200 Acct. and Audit	\$0	\$0	\$0	\$0	\$0
54000 Travel and Per Diem	\$0	\$0	\$0	\$0	\$0
54100 Telephone	\$0	\$0	\$0	\$0	\$0
54200 Postage	\$0	\$0	\$0	\$0	\$0
54212 Insurance-OPEB	\$0	\$0	\$0	\$0	\$0
54300 Electricity	\$0	\$0	\$0	\$0	\$0
54301 Water	\$0	\$0	\$0	\$0	\$0
54302 Sanitation	\$0	\$0	\$0	\$0	\$0
54303 Sewer	\$0	\$0	\$0	\$0	\$0
54401 Equipment Leasing	\$0	\$0	\$0	\$0	\$0
54510 Insurance-GL	\$0	\$0	\$0	\$0	\$0
54620 Maint. Veh	\$0	\$0	\$0	\$0	\$0
54630 Maint. Building	\$0	\$0	\$0	\$0	\$0
54640 Maint. A/C	\$0	\$0	\$0	\$0	\$0
54670 Maint. Equip	\$0	\$0	\$0	\$0	\$0
54901 Claims/Settlements	\$0	\$0	\$0	\$0	\$0
54905 Ahlf Property	\$0	\$0	\$0	\$28,650	\$28,650
54930 Advertising	\$0	\$0	\$0	\$0	\$0
54950 Employee Relations	\$0	\$0	\$0	\$0	\$0
55100 Office Supplies	\$0	\$0	\$0	\$0	\$0
55210 Operating Supplies	\$0	\$0	\$0	\$0	\$0
55215 Planning/Zoning	\$0	\$0	\$10,000	\$0	\$10,000
55220 Gasoline and Oil	\$0	\$0	\$0	\$0	\$0

55221 Tools	\$0	\$0	\$0	\$0	\$0
55235 Refund Exp	\$0	\$0	\$0	\$0	\$0
55240 Uniforms	\$0	\$0	\$0	\$0	\$0
55250 Cleaning Supplies	\$0	\$0	\$0	\$0	\$0
55260 Protective Clothing	\$0	\$0	\$0	\$0	\$0
55410 Memberships	\$0	\$0	\$0	\$0	\$0
55420 Training/Aids	\$0	\$0	\$0	\$0	\$0
56405 Computer	\$0	\$0	\$0	\$0	\$0
56568 Renovations	\$0	\$0	\$0	\$0	\$0
57100 Library	\$0	\$0	\$0	\$15,000	\$15,000

Operating Total	\$602,000	\$75,750	\$10,000	\$83,650	\$771,400
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CAPITAL	Fire Services	Town Attorney	Town Planner	Other	TOTAL
56402 Cars	\$0	\$0	\$0	0	\$0
Capital Expense Total	\$0	\$0	\$0	\$0	\$0

EXPENDITURE TOTALS	Fire Services	Town Attorney	Town Planner	Other	TOTAL
	\$602,000	\$75,750	\$10,000	\$83,650	\$771,400
	78.04%	9.82%	1.30%	10.84%	100.00%

NET INCOME

	Fire Services	Town Attorney	Town Planner	Other	TOTAL
TOTAL REVENUES	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$602,000	\$75,750	\$10,000	\$83,650	\$771,400
NET INCOME	-\$602,000	-\$75,750	-\$10,000	-\$83,650	-\$771,400