

## Town of Windsor

### Memorandum

August 11, 2015

**TO:** The Honorable Mayor and Members of Town Council

**FROM:** Christy Newsome, Treasurer

**RE:** Treasurer's Report

I am enclosing the treasurer's report for the month of July.

For your information:

- Meals Tax Audits are being done on the following businesses:  
Farmer's Daughter, Windsor Food & Gas, Shun King,  
Hong Kong, and Burger King
- Close out for 2014/2015 fiscal year is done.
- Our auditor Diane Smith will be here September to begin the town's 2014/2015 audit.
- You may notice that payroll is higher than usual, due to three payroll cycles this month.
- With this being the first treasurer's report of the new fiscal year some revenues and expenditures will be charged back to the previous fiscal year and effect the totals of upcoming reports.

**TREASURER'S REPORT**  
**July 31, 2015**

**General Fund**

Checking – Farmers Bank	\$ 533,812.37
Certificates of Deposit – Cemetery	109,025.78
Certificates of Deposit (CNB)	511,500.74
Certificates of Deposit (FB)	<u>300,756.15</u>
	\$ 1,455,095.04

**Water Fund**

Checking – Farmers Bank	\$ 454,508.49
Certificate of Deposit	<u>271,257.30</u>
	\$ 679,590.57

**Rural Development Construction Account**

Checking – Farmers Bank	\$ 22,055.00
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**Town Center/Future Development  
& Space Needs Fund**

Checking – Farmers Bank	\$ 396,333.13
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**All Funds**

Total Bank Assets	<u>\$ 2,599,248.96</u>
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**Liabilities – Water Fund**

Farmers Bank – Bond – Water Fund	\$ 689,868.17 (principal only)
USDA Rural Dev.	<u>\$ 793,781.09</u>
	\$ 1,483,649.26

# TOWN OF WINDSOR

## TREASURER'S REPORT

### GENERAL FUND

August 1, 2015

Balance on hand June 30, 2015		\$575,534.71
Receipts:		
Total receipts collected in July	<u>153,464.69</u>	
Total receipts prior to month's disbursements		729,999.40
Disbursements:		
Total disbursements in July	<u>195,187.03</u>	
Balance on hand July 31, 2015 - Farmers Bank		\$533,812.37

**TOWN OF WINDSOR**

**TREASURER'S REPORT**

**WATER FUND**

August 1, 2015

Balance on hand June 30, 2015		\$408,333.27
Receipts:		
Total receipts collected in July	<u>64,981.92</u>	
Total receipts prior to month's disbursement		473,315.19
Disbursements:		
Total disbursements in July	<u>18,806.70</u>	
Balance on hand July 31, 2015 - Farmers Bank		\$454,508.49

**TOWN OF WINDSOR**

**TREASURER'S REPORT**

**RURAL DEVELOPMENT CONSTRUCTION ACCOUNT**

August 1, 2015

Balance on hand June 30, 2015		\$ 22,051.25
Receipts:		
Total receipts collected in July	<u>3.75</u>	
Total receipts prior to month's disbursements		22,055.00
Disbursements:		
Total disbursements in July	<u>0.00</u>	
Balance on hand July 31, 2015 – Farmers Bank		\$ 22,055.00

**TOWN OF WINDSOR**

**TREASURER'S REPORT**

**TOWN CENTER/FUTURE DEVELOPMENT  
& SPACE NEEDS FUND**

August 1, 2015

Balance on hand June 30, 2015		\$ 396,265.82
Receipts:		
Total receipts collected in July	<u>67.31</u>	
Total receipts prior to month's disbursements		396,333.13
Disbursements:		
Total disbursements in July	<u>0.00</u>	
Balance on hand July 31, 2015 – Farmers Bank		\$ 396,333.13

**Finan. Statements Fiscal Year 2015-2016**  
**General Fund Revenue**  
**July 31, 2015**

	2015-16 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
<b>General Property Taxes</b>				
Taxes on Real Property	\$ 190,000	\$ 684	\$ 684	\$ (189,316)
Taxes on Mobile Homes	4,200	55	55	(4,145)
Taxes on Personal Property	66,000	494	494	(65,506)
PPTRA Funding	19,525	-	-	(19,525)
Public Service Corporation Taxes	9,750	-	-	(9,750)
Penalties & Interest on Delinquent Taxes	2,750	208	208	(2,542)
<b>Total</b>	<u>\$ 292,225</u>	<u>\$ 1,442</u>	<u>\$ 1,442</u>	<u>\$ (290,783)</u>
<b>Other Local Taxes</b>				
Bank Franchise Tax	\$ 130,000	\$ 32,928	\$ 32,928	\$ (97,072)
Communication Tax/Cable Franchise Tax	65,000	5,609	5,609	(59,391)
Cigarette Tax	58,000	7,500	7,500	(50,500)
Local Sales Tax	85,000	8,226	8,226	(76,774)
Meals Tax	310,000	82,242	82,242	(227,758)
Utility Taxes	90,000	7,621	7,621	(82,379)
<b>Total</b>	<u>\$ 738,000</u>	<u>\$ 144,125</u>	<u>\$ 144,125</u>	<u>\$ (593,875)</u>
<b>Licenses</b>				
Merchants & Other Licenses	\$ 126,000	\$ -	\$ -	\$ (126,000)
Motor Vehicle Licenses	40,000	635	635	(39,365)
<b>Total</b>	<u>\$ 166,000</u>	<u>\$ 635</u>	<u>\$ 635</u>	<u>\$ (165,365)</u>

Financial Statements Fiscal Year 2015-2016  
 General Fund Revenue  
 July 31, 2015

	2015-16 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
<b>Rents</b>				
Post Office Rental	\$ 18,000	\$ 1,500	\$ 1,500	\$ (16,500)
<b>Total</b>	<u>\$ 18,000</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ (16,500)</u>
 <b>Revenues from the Commonwealth</b>				
<i>Categorical Aid:</i>				
Police HB 599 Funding	\$ 57,289	\$ -	\$ -	\$ (57,289)
Litter Control Grant	1,000	-	-	(1,000)
Fire Program Grant	8,000	-	-	(8,000)
<i>Noncategorical aid:</i>				
Mobile Home Titling Taxes	<u>3,500</u>	<u>-</u>	<u>-</u>	<u>(3,500)</u>
<b>Total</b>	<u>\$ 69,789</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (69,789)</u>



Financial Statements Fiscal Year 2015-2016  
 General Fund Revenue  
 July 31, 2015

	2015-16 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
<b>Fines</b>				
Traffic Fines	\$ 145,000	\$ 98	\$ 98	\$ (144,902)
<b>Total</b>	<b>\$ 145,000</b>	<b>\$ 98</b>	<b>\$ 98</b>	<b>\$ (144,902)</b>
<b>Miscellaneous Revenues</b>				
Administrative Collection Fee	\$ 6,000	\$ 945	\$ 945	\$ (5,055)
Cemetery Plot Sales	1,000	-	-	(1,000)
Credit Card Convenience Fee	500	51	51	(449)
DMV Grant Reimbursement	-	360	360	360
Interest Earned	12,000	96	96	(11,904)
Other Miscellaneous Revenues	7,500	2,820	2,820	(4,680)
Reimbursement from Water Fund	63,240	-	-	(63,240)
Unappropriated Fund Balance	115,000	-	-	(115,000)
Zoning Fees	1,500	150	150	(1,350)
<b>Total</b>	<b>\$ 206,740</b>	<b>\$ 4,422</b>	<b>\$ 4,422</b>	<b>\$ (202,318)</b>
<b>Total All Revenues</b>	<b>\$ 1,635,754</b>	<b>\$ 152,221</b>	<b>\$ 152,221</b>	<b>\$ (1,483,533)</b>

Financial Statements Fiscal Year 2015-2016  
 General Fund Expenditure  
 July 31, 2015

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Legislative</b>				
Mayor & Council Members				
Compensation	\$ 9,600	\$ 300	\$ 300	\$ 9,300
Advertising	1,700	-	-	1,700
Audit	15,000	-	-	15,000
Travel and Training	7,000	-	-	7,000
Special Meetings	500	-	-	500
<b>Total Legislative</b>	<u>\$ 33,800</u>	<u>\$ 300</u>	<u>\$ 300</u>	<u>\$ 33,500</u>
<b>Legal</b>				
Legal Services	\$ 27,000	\$ -	\$ -	\$ 27,000
Dues and Subscriptions	350	-	-	350
Publications	300	-	-	300
Supplies	100	-	-	100
Travel and Training	500	-	-	500
<b>Total Legal</b>	<u>\$ 28,250</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 28,250</u>

**Financial Statements Fiscal Year 2015-2016**  
**General Fund Expenditure**  
**July 31, 2015**

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>General Management</b>				
Salaries and Wages	\$ 107,408	\$ 21,421	\$ 21,421	\$ 85,987
Overtime	1,500	-	-	1,500
Part time	5,000	-	-	5,000
Non-compensation Expenses				
FICA	6,755	1,198	1,198	5,557
Medicare	2,320	311	311	2,009
Health Insurance	22,050	4,198	4,198	17,852
Retirement	8,121	1,599	1,599	6,522
Life Insurance	3,020	283	283	2,737
Advertising	500	-	-	500
Bank Fees	900	190	190	710
Dues and Subscriptions	4,000	2,184	2,184	1,816
DMV Stop Fees	-	-	-	-
Equipment	3,500	-	-	3,500
Equipment Rental	6,000	470	470	5,530
Information Technology	27,680	12,300	12,300	15,380
Maintenance Contracts	5,000	2,420	2,420	2,580
Postal Services	7,100	-	-	7,100
Professional Services	15,000	437	437	14,563
Publications	2,000	596	596	1,404
Supplies	9,500	53	53	9,447
Telephone-Communications	7,000	147	147	6,853
Travel and Training	15,000	-	-	15,000
Vehicle Allowance	4,800	400	400	4,400
<b>Total General Management</b>	<b>\$ 264,154</b>	<b>\$ 48,207</b>	<b>\$ 48,207</b>	<b>\$ 215,947</b>

Financial Statements Fiscal Year 2015-2016

General Fund Expenditure

July 31, 2015

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Planning &amp; Community Development</b>				
Compensation - Planning Commission	\$ 2,200	\$ -	\$ -	\$ 2,200
Salaries and Wages	49,000	5,654	5,654	43,346
Non-compensation Expenses				
FICA	3,040	296	296	2,744
Medicare	715	82	82	633
Health Insurance	10,725	1,237	1,237	9,488
Retirement	3,275	378	378	2,897
Life Insurance	650	75	75	575
Advertising	1,500	-	-	1,500
Dues and Subscriptions	500	-	-	500
Professional Services	2,600	-	-	2,600
Publications	100	-	-	100
Supplies	200	-	-	200
Telephone-Communications	650	-	-	650
Travel and Training	2,685	-	-	2,685
Vehicle Fuel	500	22	22	478
Vehicle Repairs and Maintenance	300	-	-	300
<b>Total Planning</b>	<b>\$ 78,640</b>	<b>\$ 7,744</b>	<b>\$ 7,744</b>	<b>\$ 70,896</b>

Financial Statements Fiscal Year 2015-2016  
 General Fund Expenditure  
 July 31, 2015

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Public Works &amp; Property Maintenance</b>				
Salaries and Wages	\$ 43,325	\$ 9,997	\$ 9,997	\$ 33,328
Overtime	2,000	-	-	2,000
Part-time-Year Round	7,953	-	-	7,953
Part-time-Temporary	8,000	4,349	4,349	3,651
Non-compensation Expenses				
FICA	3,200	528	528	2,672
Medicare	630	145	145	630
Health Insurance	9,650	2,224	2,224	7,426
Retirement	2,900	668	668	2,232
Life Insurance	575	132	132	443
Building Repairs and Maintenance	14,370	138	138	14,232
Clothing - Uniforms	500	-	-	500
Equipment	3,500	-	-	3,500
Equipment Rental	500	-	-	500
Equipment Repairs and Maintenance	5,000	-	-	5,000
Rental Property - Repairs & Maintenance	2,500	-	-	2,500
Street and Sidewalk Maintenance	10,000	-	-	10,000
Street Lights - Utility Expense	35,000	-	-	35,000
Utilities	11,000	652	652	10,348
Vehicle Fuel	4,000	464	464	3,536
Vehicle Repairs and Maintenance	1,000	-	-	1,000
<b>Total Public Works &amp; Property Maintenance</b>	<b>\$ 165,603</b>	<b>\$ 19,297</b>	<b>\$ 19,297</b>	<b>\$ 146,451</b>

Financial Statements Fiscal Year 2015-2016  
 General Fund Expenditure  
 July 31, 2015

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Police</b>				
Salaries and Wages	\$ 283,679	\$ 30,636	\$ 30,636	\$ 253,043
Overtime	25,000	2,275	2,275	22,725
Non-compensation Expenses				
FICA	17,590	1,807	1,807	15,783
Medicare	4,115	-	-	4,115
Health Insurance	64,340	4,699	4,699	59,641
Retirement	18,950	1,433	1,433	17,517
Life Insurance	3,750	347	347	3,403
DMV Grant Disbursement	-	560	560	(560)
Advertising	500	-	-	500
Community Relations	500	-	-	500
Dues, Subscriptions & Publications	1,250	-	-	1,250
Equipment	9,800	-	-	9,800
Information Technology	2,500	-	-	2,500
Investigations	1,000	-	-	1,000
Office Supplies	3,000	-	-	3,000
Postage	250	-	-	250
Telephone-Communications	12,000	240	240	11,760
Travel and Training	9,000	-	-	9,000
Vehicle Fuel	40,000	915	915	39,085
Vehicle/Equipment Repairs and Maint	17,000	36	36	16,964
Body Camera	8,000	-	-	8,000
Building Operations				
Utilities	6,500	25	25	6,476
Equipment Rental	3,000	103	103	2,897
Maintenance Contracts	3,000	-	-	3,000
<b>Total Police</b>	<b>\$ 534,724</b>	<b>\$ 43,076</b>	<b>\$ 43,076</b>	<b>\$ 491,648</b>

Financial Statements Fiscal Year 2015-2016  
 General Fund Expenditure  
 July 31, 2015

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Cultural Events</b>				
4th of July Celebration	\$ 5,000	\$ 2,321	\$ 2,321	\$ 2,679
Christmas Holidays	300	-	-	300
Other Events	5,000	-	-	5,000
<b>Total Cultural Events</b>	<u>\$ 10,300</u>	<u>\$ 2,321</u>	<u>\$ 2,321</u>	<u>\$ 7,979</u>
<b>Economic Development</b>				
Business Appreciation	\$ 1,000	\$ -	\$ -	\$ 1,000
Dues and Subscriptions	3,500	3,500	3,500	-
Activities	750	-	-	750
Other Economic Development Activities	5,000	-	-	5,000
<b>Total Economic Development</b>	<u>\$ 10,250</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>	<u>\$ 6,750</u>
<b>Fire Department</b>				
Grant	8,000	-	-	8,000
<b>Total Fire Department</b>	<u>\$ 8,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,000</u>
<b>Refuse Collection</b>				
Residential Collection	\$ 73,000	\$ 6,401	\$ 6,401	\$ 66,599
Seasonal Clean-ups	3,000	-	-	3,000
<b>Total Refuse Collection</b>	<u>\$ 76,000</u>	<u>\$ 6,401</u>	<u>\$ 6,401</u>	<u>\$ 69,599</u>

Financial Statements Fiscal Year 2015-2016

General Fund Expenditure

July 31, 2015

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Capital Projects</b>				
Police Car	\$ 39,000	\$ -	\$ -	\$ 39,000
Streetlight Extensions	2,000	-	-	2,000
Information Technology Upgrades	5,000	-	-	5,000
Financial Software Upgrade	36,000	-	-	36,000
Police Department Technology	10,000	-	-	10,000
Construction of Public Works Facility	115,000	-	-	115,000
Space Needs Sinking Fund Expense	100,000	-	-	100,000
<b>Total Capital Projects</b>	<u>\$ 307,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 307,000</u>
<b>Non-departmental</b>				
Contingency	\$ 16,833	\$ 123	\$ 123	\$ 16,710
Contribution to Library	1,200	-	-	1,200
Contribution to TRIAD	1,000	-	-	1,000
Insurance	35,000	31,942	31,942	3,058
Payments to Other Governments	65,000	753	753	64,247
<b>Total Non-departmental</b>	<u>\$ 119,033</u>	<u>\$ 32,818</u>	<u>\$ 32,818</u>	<u>\$ 86,215</u>
<b>Total All Expenditures</b>	<u>\$ 1,635,754</u>	<u>\$ 163,664</u>	<u>\$ 163,664</u>	<u>\$ 1,472,235</u>



**Financial Statements Fiscal Year 2015-2016**  
**Water Fund**  
**July 31, 2015**

	2015-16 Budget	This Month's Revenues	YTD Revenues	Variance/ Balance
<b>Revenues</b>				
Water Sales	\$ 442,500	\$ 43,213	\$ 43,213	\$ (399,287)
Tap, Connection & Other Fees	45,000	10,270	10,270	(34,730)
Interest Earned	3,500	76	76	(3,424)
Prior Year Fund Balance	115,000	-	-	(115,000)
<b>Total Revenues</b>	<b>\$ 606,000</b>	<b>\$ 53,559</b>	<b>\$ 53,559</b>	<b>\$ (552,441)</b>

Financial Statements Fiscal Year 2015-2016

Water Fund

July 31, 2015

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Expenditures</b>				
Operating & Maintenance (O&M)				
Salaries	\$ 176,586	\$ -	\$ -	\$ 176,586
Advertising	100	-	-	100
Bank Fees	850	84	84	766
Clothing - Uniforms	500	-	-	500
Dues and Subscriptions	800	-	-	800
Equipment	4,000	-	-	4,000
Equipment Repairs and Maintenance	5,000	-	-	5,000
Equipment Rental	500	-	-	500
Maintenance Contracts	25,000	11,275	11,275	13,725
Meters	1,000	-	-	1,000
Professional Fees	4,000	-	-	4,000
Publications	200	-	-	200
Maintenance & Repairs System	15,000	350	350	14,650
State Fees/Lab Fees	4,500	2,522	2,522	1,978
Telephone - Communications	1,600	30	30	1,570
Part Time/Temporary Help	1,000	-	-	1,000
Travel and Training	2,500	65	65	2,435
Utilities	19,000	624	624	18,376
Vehicle Fuel	3,000	-	-	3,000
Vehicle Maintenance and Repair	900	-	-	900
Payments to General Fund				
Indirect Cost	50,040	-	-	50,040
Protection of Water System	13,200	-	-	13,200
<b>Total O&amp;M</b>	<b>\$ 329,276</b>	<b>\$ 14,950</b>	<b>\$ 14,950</b>	<b>\$ 314,326</b>

Financial Statements Fiscal Year 2015-2016  
 Water Fund  
 July 31, 2015

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
Depreciation				
Depreciation	\$ 58,724	\$ -	\$ -	\$ 58,724
<b>Total Depreciation</b>	<b>\$ 58,724</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,724</b>
Debt Service				
USDA Loan - Principal & Interest	\$ 55,000	\$ -	\$ -	\$ 55,000
New USDA Loan - Principal & Interest	43,000	3,323	3,323	39,677
<b>Total Debt Service</b>	<b>\$ 98,000</b>	<b>\$ 3,323</b>	<b>\$ 3,323</b>	<b>\$ 94,677</b>
Capital				
Water Main Replacement	\$ 5,000	\$ -	\$ -	\$ 5,000
New Maintenance Facility	115,000	-	-	115,000
<b>Total Capital</b>	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>
<b>Total All Expenditures</b>	<b>\$ 606,000</b>	<b>\$ 18,273</b>	<b>\$ 18,273</b>	<b>\$ 587,727</b>

Financial Statements Fiscal Year 2015-2016  
 Space Needs Fund  
 July 31, 2015

	2015-16 Budget	This Month's Revenues	YTD Revenues	Variance/ Balance
<b>Revenues</b>				
Transfer From General Fund	\$ 100,000	\$ -	\$ -	\$ (100,000)
Interest Earned	350	67	67	(283)
Prior Year Fund Balance	-	-	-	-
<b>Total Revenues</b>	<u>\$ 100,350</u>	<u>\$ 67</u>	<u>\$ 67</u>	<u>\$ (100,283)</u>

	2015-16 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Expenditures</b>				
Professional Services	\$ 25,350	\$ -		\$ 25,350
Future Space Needs	75,000			75,000
				-
				-
				-
				-
				-
<b>Total All Expenditures</b>	<u>\$ 100,350</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,350</u>

F/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	DEBIT NO.	DEBIT DATE	DESCRIPTION	BATCH
00000	000333	AFLAC	JUNE 2015	6/29/2015	100-000200-0200-	392.86	97	7/01/2015	PR Liability Account	00778
					DEBIT TOTAL	392.86				
00000	000612	ICMARC HYBRID	JULY 2015	7/02/2015	100-000200-0200-	101.22	100	7/02/2015	PR Liability Account	00778
					DEBIT TOTAL	101.22				
00000	000610	VRS	JULY 2015	7/01/2015	100-000200-0200-	5,630.25	99	7/10/2015	PR Liability Account	00778
					DEBIT TOTAL	5,630.25				
00000	000620	MERCHANT BANK FEES	JULY 2015	7/10/2015	4100-012100-5410-	38.03	101	7/10/2015	Equipment Rental	00778
					DEBIT TOTAL	38.03				
00000	000620	MERCHANT BANK FEES	JULY 2015 FEES	7/13/2015	4100-012100-3160-	190.38	101	7/13/2015	Bank Fees	00778
					DEBIT TOTAL	190.38				
00000	000206	VA EMPLOYMENT COMMISSION	2ND QTR 2015	7/23/2015	4100-091600-0001-	123.14	96	7/23/2015	Contingency	00778
					DEBIT TOTAL	123.14				
					CHECK TYPE TOTAL	6,475.88				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000430	STATE FARM	8248-07	AUG 15	6/21/2015	100-000200-0200-	-	-		
						90.83	12765	7/01/2015	PR Liability Account	00775
						CHECK TOTAL				
						90.83				
00000	000036	RICOH USA, INC	19874937		6/12/2015	4100-031100-6025-	-	-		
						102.68	12766	7/01/2015	Building Operations - Equip Re	00775
						CHECK TOTAL				
						102.68				
00000	000416	RICOH USA, INC.	94886619		6/10/2015	4100-012100-5410-	-	-		
						216.01	12767	7/01/2015	Equipment Rental	00775
						CHECK TOTAL				
						216.01				
00000	000182	GUARDIAN SECURITY SYSTEMS	37690		6/15/2015	4100-012100-3320-	-	-		
						75.00	12768	7/01/2015	Maintenance Contracts	00775
						CHECK TOTAL				
						75.00				
00000	000214	AVES - MOODY'S	80791		6/16/2015	4100-042300-3170-	-	-		
00000	000214	AVES - MOODY'S	80792		6/16/2015	4100-042300-3170-	-	-		
						22.50	12769	7/01/2015	Refuse Collection	00775
						CHECK TOTAL				
						22.50	12769	7/01/2015	Refuse Collection	00775
						45.00				
00000	000006	ANTHEM BLUE CROSS	JULY-AUG 2015		6/10/2015	100-000200-0200-	-	-		
						14,972.00	12770	7/01/2015	PR Liability Account	00775
						CHECK TOTAL				
						14,972.00				
00000	000403	SUNGARD PUBLIC SECTOR INC	101570		6/05/2015	4100-012100-4100-	-	-		
						2,246.51	12771	7/01/2015	Information Technology	00775
						CHECK TOTAL				
						2,246.51				
00000	000344	CAS SEVERN, INC.	15-16 CONTRACT		6/02/2015	4100-012100-3320-	-	-		
						1,429.99	12772	7/01/2015	Maintenance Contracts	00775
						CHECK TOTAL				
						1,429.99				
00000	000349	COMPUTERPLUS SALES &	MC0000179725		6/01/2015	4100-012100-3320-	-	-		
						915.00	12773	7/01/2015	Maintenance Contracts	00775
						CHECK TOTAL				
						915.00				
00000	000014	CHAMBER OF COMMERCE	12421		6/03/2015	4100-081500-5810-	-	-		
						3,500.00	12774	7/01/2015	Chamber of Commerce-Dues & Sub	00775
						CHECK TOTAL				
						3,500.00				
00000	000441	VML INSURANCE PROGRAMS	035727		5/29/2015	4100-091600-5300-	-	-		
						31,942.00	12775	7/01/2015	Insurance	00775
						CHECK TOTAL				
						31,942.00				
00000	000320	VML	035645		5/21/2015	4100-012100-5810-	-	-		
						1,534.00	12776	7/01/2015	Dues and Subscriptions	00775
						CHECK TOTAL				
						1,534.00				
00000	000554	JOE DEMATTEO	CONCERT 7/2015		7/01/2015	4100-072000-5640-	-	-		
						1,600.00	12777	7/04/2015	4th of July Celebration	00775
						CHECK TOTAL				
						1,600.00				
00000	000022	FARMERS BANK	TSHIRTS 2015		6/24/2015	4100-011010-1100-	-	-		
						300.00	12778	7/14/2015	Mayor & Council Compensation	00778
						CHECK TOTAL				
						300.00				
00000	000378	ISLE OF WIGHT COUNTY	APRIL/MAY 2015		6/30/2015	4100-091600-3800-	-	-		
						753.19	12779	7/21/2015	Payments to Other Governments	00778
						CHECK TOTAL				
						753.19				
						CHECK TYPE TOTAL				
						59,722.21				


P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000050	MATTHEW BENDER & CO., INC	7265936X	6/24/2015	4100-012100-6012-	489.71	8500	7/13/2015	Publications	00769
					CHECK TOTAL	489.71				
00000	000526	TREASURERS' ASSOC OF VA	2015-2016	7/01/2015	4100-012100-5810-	110.00	8501	7/13/2015	Dues and Subscriptions	00769
					CHECK TOTAL	110.00				
00000	000194	UNIVERSITY OF VIRGINIA	24175	6/17/2015	4100-012100-5810-	250.00	8502	7/13/2015	Dues and Subscriptions	00769
					CHECK TOTAL	250.00				
00000	000640	VAUGHAN TECH UNLIMITED	2085	6/05/2015	4100-012100-4100-	5,183.89	8503	7/13/2015	Information Technology	00769
00000	000640	VAUGHAN TECH UNLIMITED	2994	6/22/2015	4100-012100-4100-	4,869.29	8503	7/13/2015	Information Technology	00769
					CHECK TOTAL	10,053.18				
00000	000264	VLGMA	2015-2016 DUES	7/01/2015	4100-012100-5810-	200.00	8504	7/13/2015	Dues and Subscriptions	00769
					CHECK TOTAL	200.00				
00000	000006	ANTHEM BLUE CROSS	AUG-SEPT 2015	7/10/2015	100-000200-0200-	14,972.00	8525	7/28/2015	PR Liability Account	00774
					CHECK TOTAL	14,972.00				
00000	000214	AVES - MOODY'S	80869	7/01/2015	4100-042300-3170-	15.50	8526	7/28/2015	Refuse Collection	00774
00000	000214	AVES - MOODY'S	80885	7/01/2015	4100-042300-3170-	6,340.14	8526	7/28/2015	Refuse Collection	00774
00000	000214	AVES - MOODY'S	81163	7/12/2015	4100-072000-5640-	721.22	8526	7/28/2015	4th of July Celebration	00774
00000	000214	AVES - MOODY'S	81163	7/12/2015	4100-012100-3100-	246.54	8526	7/28/2015	Professional Services	00774
					CHECK TOTAL	7,323.40				
00000	000020	CRYSTAL SPRINGS	2080944 070315	7/03/2015	4100-041000-5100-	34.96	8527	7/28/2015	Utilities	00774
					CHECK TOTAL	34.96				
00000	000171	DEWITT'S AUTOM. CENTER	0083066	7/08/2015	4100-031100-6005-	35.65	8528	7/28/2015	Vehicle Repairs and Maintenanc	00774
					CHECK TOTAL	35.65				
00000	000107	DOMINION VIRGINIA POWER	0002 07/2015	7/06/2015	4100-041000-5100-	433.76	8529	7/28/2015	Utilities	00774
00000	000107	DOMINION VIRGINIA POWER	0270 07/2015	7/09/2015	4100-041000-5100-	10.95	8529	7/28/2015	Utilities	00774
00000	000107	DOMINION VIRGINIA POWER	5004 07/2015	7/09/2015	4100-041000-5100-	19.83	8529	7/28/2015	Utilities	00774
00000	000107	DOMINION VIRGINIA POWER	7615 07/2015	7/09/2015	4100-041000-5100-	12.62	8529	7/28/2015	Utilities	00774
					CHECK TOTAL	477.16				
00000	000032	HRSD	0003 06/2015	7/08/2015	4100-041000-5100-	24.13	8530	7/28/2015	Utilities	00774
					CHECK TOTAL	24.13				
00000	000482	JOHN DEERE FINANCIAL	19589 7/2015	7/10/2015	4100-041000-4200-	100.01	8531	7/28/2015	Fuel	00774
					CHECK TOTAL	100.01				
00000	000591	JONES SERVICES	502896	7/14/2015	4100-041000-3315-	138.25	8532	7/28/2015	Building Repairs and Maintenanc	00774
					CHECK TOTAL	138.25				
00000	000211	LEXISNEXIS RISK DATA MNGT	VA CODE 2015	6/30/2015	4100-012100-6012-	106.47	8533	7/28/2015	Publications	00774
					CHECK TOTAL	106.47				
00000	000261	MANSFIELD OIL COMPANY	00114976	7/06/2015	4100-081100-4200-	22.26	8534	7/28/2015	Fuel	00774
00000	000261	MANSFIELD OIL COMPANY	00114976	7/06/2015	4100-041000-4200-	364.23	8534	7/28/2015	Fuel	00774

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000261	MANSFIELD OIL COMPANY	00114976	7/06/2015	4100-031100-6008-	915.17	8534	7/28/2015	Fuel and Tires	00774
					CHECK TOTAL	1,301.66				
00000	000416	RICOH USA, INC.	95070193	7/10/2015	4100-012100-5410-	216.01	8535	7/28/2015	Equipment Rental	00774
					CHECK TOTAL	216.01				
00000	000015	SPECTRUM BUSINESS	0000189 07/2015	7/06/2015	4100-012100-5230-	147.28	8536	7/28/2015	Telephone - Communications	00774
00000	000015	SPECTRUM BUSINESS	0000189 07/2015	7/06/2015	4100-031100-6001-	240.28	8536	7/28/2015	Communications	00774
					CHECK TOTAL	387.56				
00000	000430	STATE FARM	8248-07 JULY 15	7/21/2015	100-000200-0200-	90.83	8537	7/28/2015	PR Liability Account	00774
					CHECK TOTAL	90.83				
00000	000574	STEALTH SHREDDING INC	33936	7/10/2015	4100-012100-3100-	190.00	8538	7/28/2015	Professional Services	00774
					CHECK TOTAL	190.00				
00000	000089	TOTAL BUSINESS SOLUTIONS	205248-0	7/02/2015	4100-041000-5100-	58.45	8539	7/28/2015	Utilities	00774
00000	000089	TOTAL BUSINESS SOLUTIONS	205636-0	7/22/2015	4100-012100-6001-	53.18	8539	7/28/2015	Office Operations (Supplies)	00774
					CHECK TOTAL	111.63				
00000	000092	TOWN OF WINDSOR WAT. FUND	314 06/2015	6/25/2015	4100-041000-5100-	24.50	8540	7/28/2015	Utilities	00774
00000	000092	TOWN OF WINDSOR WAT. FUND	506318 06/2015	6/29/2015	4100-031100-6024-	24.50	8540	7/28/2015	Building Operations - Utilitie	00774
00000	000092	TOWN OF WINDSOR WAT. FUND	97 06/2015	6/30/2015	4100-041000-5100-	33.18	8540	7/28/2015	Utilities	00774
					CHECK TOTAL	82.18				
00000	000194	UNIVERSITY OF VIRGINIA	MCSS2336	6/24/2015	4100-012100-5810-	90.00	8541	7/28/2015	Dues and Subscriptions	00774
					CHECK TOTAL	90.00				
00000	000639	VAC	JULY 14-JULY 27	7/14/2015	3100-018999-0099-	380.36	8542	7/28/2015	Miscellaneous Revenue	00774
					CHECK TOTAL	380.36				
00000	000035	VANFACEPT. TRANSF. AGENTS	304565 07/2015	7/16/2015	100-000200-0200-	210.76	8543	7/28/2015	PR Liability Account	00774
					CHECK TOTAL	210.76				
					CHECK TYPE TOTAL	37,375.91				
					FINAL TOTAL	103,574.00				



EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,282.98	22
0025	HARRIS, JOSHUA L		2	1,427.01	8
0019	DUNLOW, MARY J		3	810.01	2
0030	WHITEHEAD, LUKE E		3	402.05	21
0006	WHITEHEAD, TERRY S		3	895.25	4
0014	BOWDEN, PHILLIP H		4	766.42	18
0023	JERNIGAN, GRAFTON P		4	1,229.03	10
0031	NEWSOME, CHRISTINA M		4	1,057.18	3
0007	SIMS, KENNETH W		4	1,295.67	19
0012	OWENS, WILIFORD D. JR.		6	1,469.19	13
0015	STALLINGS, MICHAEL R JR		6	2,022.32	1
0032	SWAN, ROBERT B		8	1,456.74	17
0027	RIDDLE, RODNEY D		9	1,435.45	15
0034	GUTIERREZ, JOSEPH R.		10	908.09	5
0035	LOCKE, ROBERT JAMES		11	644.58	20
*****BANK TOTAL*****				17,101.97	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 17,101.97 EQUALS THE DIRECT  
DEPOSIT REGISTER.

6/30/15 

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,282.98	20
0025	HARRIS, JOSHUA L		2	1,121.79	7
0019	DUNLOW, MARY J		3	810.01	2
0030	WHITEHEAD, LUKE E		3	768.02	19
0006	WHITEHEAD, TERRY S		3	895.25	4
0014	BOWDEN, PHILLIP H		4	766.42	16
0023	JERNIGAN, GRAFTON P		4	1,337.47	9
0031	NEWSOME, CHRISTINA M		4	1,057.18	3
0007	SIMS, KENNETH W		4	1,295.67	17
0012	OWENS, WILIFORD D. JR.		6	1,183.53	11
0015	STALLINGS, MICHAEL R JR		6	1,735.92	1
0032	SWAN, ROBERT B		8	1,473.33	15
0027	RIDDLE, RODNEY D		9	1,467.40	13
0034	GUTIERREZ, JOSEPH R.		10	751.66	5
0035	LOCKE, ROBERT JAMES		11	528.82	18
*****BANK TOTAL*****				16,475.45	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
 OR PREVIOUSLY DOCUMENTED. THE TOTAL 16,475.45 EQUALS THE DIRECT  
 DEPOSIT REGISTER.

7/14/15 [Signature]

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,282.98	17
0025	HARRIS, JOSHUA L		2	1,140.67	7
0019	DUNLOW, MARY J		3	810.01	2
0030	WHITEHEAD, LUKE E		3	768.02	16
0006	WHITEHEAD, TERRY S		3	895.25	4
0014	BOWDEN, PHILLIP H		4	766.42	13
0023	JERNIGAN, GRAFTON P		4	1,426.61	9
0031	NEWSOME, CHRISTINA M		4	1,057.18	3
0007	SIMS, KENNETH W		4	1,295.67	14
0012	OWENS, WILIFORD D. JR.		6	1,107.15	10
0015	STALLINGS, MICHAEL R JR		6	1,735.92	1
0032	SWAN, ROBERT B		8	1,093.90	12
0027	RIDDLE, RODNEY D		9	1,395.20	11
0034	GUTIERREZ, JOSEPH R.		10	804.07	5
0035	LOCKE, ROBERT JAMES		11	345.81	15
*****BANK TOTAL*****				15,924.86	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 15,924.86 EQUALS THE DIRECT  
DEPOSIT REGISTER.

7/28/15 *[Signature]*

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	DEBIT NO.	DEBIT DATE	DESCRIPTION	BATCH
00000	000461	USDA RURAL DEVELOPMENT	JULY 2015	7/03/2015	4200-042000-9095-	3,323.00	98	7/03/2015	New USDA Loan Fund Reserve	00778
					DEBIT TOTAL	3,323.00				
00000	000620	MERCHANT BANK FEES	JULY 2015 FEES	7/13/2015	4200-042000-3160-	73.74	101	7/13/2015	Bank Fees	00778
					DEBIT TOTAL	73.74				
00000	000621	FARMERS BANK ACH	RET CK FEE 7/15	7/22/2015	4200-042000-3160-	10.00	102	7/22/2015	Bank Fees	00778
					DEBIT TOTAL	10.00				
					CHECK TYPE TOTAL	3,406.74				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000098	UTILITY SERVICE CO. INC.	371573	7/01/2015	4200-042000-3380-	11,274.75	5202	7/01/2015	Maintainence Contracts	00777
					CHECK TOTAL	11,274.75				
					CHECK TYPE TOTAL	11,274.75				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000302	PHILLIP BOWDEN	JULY 2015	7/01/2015	4200-042000-5230-	-	-			
					CHECK TOTAL	30.00	7733	7/13/2015	Telephone - Communications	00770
						30.00				
00000	000307	VRWA	2821	7/08/2015	4200-042000-5500-	-	-			
					CHECK TOTAL	65.00	7735	7/13/2015	Travel & Training	00770
						65.00				
00000	000196	BELCHER'S PAVING CO	1249	7/19/2015	4200-042000-6007-	-	-			
					CHECK TOTAL	350.00	7742	7/28/2015	Maintenance & Repairs - System	00773
						350.00				
00000	000107	DOMINION VIRGINIA POWER	4197 07/2015	7/07/2015	4200-042000-5100-	-	-			
						561.01	7743	7/28/2015	Utilities	00773
00000	000107	DOMINION VIRGINIA POWER	5000 07/2015	7/06/2015	4200-042000-5100-	-	-			
						11.29	7743	7/28/2015	Utilities	00773
00000	000107	DOMINION VIRGINIA POWER	5002 07/2015	7/07/2015	4200-042000-5100-	-	-			
					CHECK TOTAL	52.10	7743	7/28/2015	Utilities	00773
						624.40				
00000	000203	OFFICE OF DRINKING WATER	150381	7/13/2015	4200-042000-3101-	-	-			
					CHECK TOTAL	2,522.25	7744	7/28/2015	State Fees	00773
						2,522.25				
					CHECK TYPE TOTAL	3,591.65				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	999999	THOMAS RONALD J	UT0005061600001	7/31/2015	200-000200-0250- - -	50.50			Refund Liability Account	00169
00000	999999	CHERRY CHRIS	UT0005064330001	7/31/2015	200-000200-0250- - -	71.38			Refund Liability Account	00169
					CHECK TOTAL	121.88				
					CHECK TYPE TOTAL	121.88				
					FINAL TOTAL	18,395.02				