

## Town of Windsor

### Memorandum

August 13, 2013

**TO:** The Honorable Mayor and Members of Town Council  
**FROM:** Michael Stallings, Town Manager *MS*  
**SUBJECT:** Treasurer's Report

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

We have provided Council with the traditional treasurer's report as well as a report that is generated by the Bright system that shows all checks that were written during the month. This report is much quicker to generate than the traditional report. Please review this report and provide feedback. If this report is acceptable, then we may begin using Bright to generate the check report.

Also, be reminded that some of the revenues and expenses on this report are fiscal year 2012-13 transactions.

I recommend that you adopt and file this report.

# TOWN OF WINDSOR

## TREASURER'S REPORT

### GENERAL FUND

August 1, 2013

Balance on hand June 30, 2013		\$ 484,665.52
Real estate tax	119.30	
Personal property tax	400.03	
PPTRA	0.00	
Public Service RE & PP	0.00	
Mobile home tax	41.87	
Mobile home titling tax	0.00	
Equipment tax	0.00	
Penalties & Interest	79.03	
Administrative collection fee	420.00	
DMV Fee for DMV Stops	280.00	
Sales tax	7,085.59	
Utilities tax	7,647.03	
Merchant's licenses	835.31	
Vehicle licenses	466.11	
Communication tax	5,234.58	
Traffic fines collected	11,960.36	
Cigarette tax	3,450.00	
Zoning fees	150.00	
Meals tax	75,601.48	
Credit Card Fees	18.74	
Miscellaneous income	828.00	
Rental income	1,500.00	
Bank Franchise Tax	35,928.00	
Fire Program Fund Grant	800.00	
DMV Grant - Alcohol	0.00	
DMV Grant - Speed	0.00	
COPS Grant	8,510.54	
Litter Grant	0.00	
Proffers	4200.00	
Transfer from Space Needs Acct.	0.00	
Cemetery Plot	700.00	
Water Fund Reimbursement	0.00	
Police HB 599 Funds	0.00	
Interest earned	<u>81.85</u>	
Total receipts collected in July		<u>166,337.82</u>
Total receipts prior to month's disbursements		\$ 651,003.34
Disbursements:		
7/03/13 Payroll -		
Michael Stallings	1,913.59	
Jeannie Dunlow	764.25	

Minnesota Life – p/r opt. life	115.91
Ricoh USA, Inc. – copier usage	183.00
VACP – training & travel – P.D.	350.00
VEPGA – 13-14 assessment	36.00
VLGMA - dues	200.00
VMCA - renewal	40.00
VML - dues	1,538.00
VML Insurance Programs – ins.	27,959.00
J R Wills & Sons – Bldg. Renovations	30,338.00
7/18/2013 Payroll –	
Michael Stallings	1,627.19
Jeannie Dunlow	764.25
Robin L. Hewett	1,132.55
Terry Whitehead	882.09
J. Harris	1,000.91
J. Harris	129.29
P. Jernigan	1,065.58
P. Jernigan	122.46
W. Owens, Jr.	1,069.76
W. Owens, Jr.	170.59
Arlis V. Reynolds	27.40
R. Riddle	1,090.38
R. Riddle	252.15
J. Turner	1,004.52
J. Turner	108.44
Phillip H. Bowden	717.18
Kenneth W. Sims	1,240.66
Luke Whitehead	701.34
Dennis Carney	1,219.99
Christina Hobbs	224.95
EFT – IRS – p.r. FTD	4,529.97
EFT – Va. Dept. of Taxation – p.r. st wh	774.61
VML – reg. for VML conf.	2,435.00
Anthem BCBS – hlth ins.	16,580.00
AVES – 4 <sup>th</sup> July trash p/u	1,197.90
Beach Ford - repairs	845.32
Bryant's Lawn Care – grass cut at new PD	825.00
Charter – cable/internet	308.99
Crawford Small Engine - repairs	589.66
Crystal Springs – util.	44.96
Home Technologies – main. contract	400.00
Isle of Wight Co. – 4 <sup>th</sup> of July fireworks	2,000.00
S&B Tent Rentals – 4 <sup>th</sup> of July tent	50.00
State Farm – T.M. life ins.	90.83
Anthem BCBS – hlth ins.	16,580.00
Virginia Employment Comm – uitax pd	45.74
8/1/13 Payroll	
Michael Stallings	1,913.59
Jeannie Dunlow	764.25
Robin L. Hewett	1,132.55
Terry Whitehead	903.22

# TOWN OF WINDSOR

## TREASURER'S REPORT

### WATER FUND

August 1, 2013

Balance on hand June 30, 2013		\$ 290,924.17
Receipts:		
Water bills/late fees collected	\$ 40,837.58	
Connection fees	5,390.00	
Customer deposits	260.00	
Credit Card Fees	63.68	
Interest earned	<u>51.93</u>	
Total receipts collected in July		<u>46,603.19</u>
Total receipts prior to month's disbursements		\$ 337,527.36
Disbursements:		
EFT – USDA Rural Dev. – loan pmt.	3,323.00	
Returned Check – Amber Richeal	67.07	
HD Supply Waterworks – meter/sys r/m	2,483.25	
Mansfield Oil Company – fuel	97.10	
Verizon Wireless – E Griffin system	25.74	
VUPS – util tickets	16.46	
Windsor Hardware	16.66	
Deposit Refund – Boze, T	67.25	
Deposit Refund – Fuchs, Sharon	29.50	
Deposit Refund – Higginbotham, D	29.50	
Deposit Refund – Pippins, M	34.05	
Utility Service Co. – main. contract	10,157.43	
Harland Clark – check order	48.16	
Dominion Virginia Power - util	1,021.62	
VDACS – state lab fees	100.00	
VDH-Waterworks Tech AST F – st. lab fees	2,522.25	
Bank Fees	<u>86.08</u>	
Total disbursements in July		<u>20,125.12</u>
Balance on hand July 31, 2013 - Farmers Bank		\$ 317,402.24

**TOWN OF WINDSOR**

**TREASURER'S REPORT**

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

August 1, 2013

Balance on hand June 30, 2013		\$ 215,473.87
Receipts:		
Transfer from General Fund	\$ 0.00	
Interest earned	<u>36.62</u>	
Total receipts collected in July		<u>36.62</u>
Total receipts prior to month's disbursements		\$ 215,510.49
Disbursements:		
Lowe's – Blinds for Police Dept.	<u>117.73</u>	
Total disbursements in July		<u>117.73</u>
Balance on hand July 31, 2013 – Farmers Bank		\$ 215,392.76

**TREASURER'S REPORT**  
**July 30, 2013**

**General Fund**

Checking – Farmers Bank	\$ 455,632.39
Certificates of Deposit – Cemetery	106,107.68
Certificates of Deposit	<u>359,196.25</u>
	\$ 920,936.32

**Water Fund**

Checking – Farmers Bank	\$ 317,402.24
Certificate of Deposit	<u>266,725.22</u>
	\$ 584,127.46

**Rural Development Construction Account**

Checking – Farmers Bank	\$ 21,966.98
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**Town Center/Future Development  
& Space Needs Fund**

Checking – Farmers Bank	\$ 215,392.76
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**Economic Development Authority Fund**

Checking – Farmers Bank	\$ 12,050.00
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**All Funds**

Total Bank Assets	<u>\$ 1,754,473.52</u>
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**Liabilities – Water Fund/General Fund**

Farmers Bank – Bond – General Fund	\$ 400,000.00 (principal only)
Farmers Bank – Bond – Water Fund	\$ 766,000.00 (principal only)
USDA Rural Dev.	<u>823,048.12</u>
	\$ 1,989,048.12

Financial Statement for Fiscal Year 13-14  
 General Fund Revenues  
 July 31, 2013

	2013-14 Budget	This Month's Receipts	YTD Receipts	Variance/ Balance
<b>General Property Taxes</b>				
Current Taxes on Real Property	\$ 182,850	\$ 119	\$ 119	\$ (182,731)
Current Taxes on Mobile Homes	4,650	42	42	(4,608)
Current Taxes on Personal Property	63,200	400	400	(62,800)
PPTRA Funding	19,525	-	-	(19,525)
Public Service Corporation Taxes	9,500	-	-	(9,500)
Penalties & Interest on Delinquent Taxes	3,000	79	79	(2,921)
<b>Total</b>	<u>\$ 282,725</u>	<u>\$ 640</u>	<u>\$ 640</u>	<u>\$ (282,085)</u>
<b>Other Local Taxes</b>				
Bank Franchise Tax	\$ 128,000	\$ 35,928	\$ 35,928	\$ (92,072)
Communication Tax/Cable Franchise Tax	65,000	5,235	5,235	(59,765)
Cigarette Tax	45,000	3,450	3,450	(41,550)
Local Sales Tax	82,640	7,086	7,086	(75,554)
Meals Tax	300,000	75,601	75,601	(224,399)
Utility Taxes	90,000	7,647	7,647	(82,353)
<b>Total</b>	<u>\$ 710,640</u>	<u>\$ 134,946</u>	<u>\$ 134,947</u>	<u>\$ (575,693)</u>
<b>Licenses</b>				
Merchants & Other Licenses	\$ 120,000	\$ 835	\$ 835	\$ (119,165)
Motor Vehicle Licenses	40,000	466	466	(39,534)
<b>Total</b>	<u>\$ 160,000</u>	<u>\$ 1,301</u>	<u>\$ 1,301</u>	<u>\$ (158,699)</u>

**Financial Statement for Fiscal Year 13-14**  
**General Fund Revenues**  
**July 31, 2013**

	<b>2013-14 Budget</b>	<b>This Month's Receipts</b>	<b>YTD Receipts</b>	<b>Variance/ Balance</b>
<b>Fines</b>				
Traffic Fines	\$ 137,000	\$ 11,960	\$ 11,960	\$ (125,040)
<b>Total</b>	<u>\$ 137,000</u>	<u>\$ 11,960</u>	<u>\$ 11,960</u>	<u>\$ (125,040)</u>
<b>Miscellaneous Revenues</b>				
Administrative Collection Fee	\$ 4,000	\$ 420	\$ 420	\$ (3,580)
Asset Forfeiture	-	-	-	-
Cemetery Plot Sales	1,000	700	700	(300)
Credit Card Convenience Fee	500	19	19	(481)
DMV Fee for DMV Stops	-	280	280	280
Donations	-	-	-	-
Interest Earned	15,000	82	82	(14,918)
Other Miscellaneous Revenues	7,500	828	828	(6,672)
Transfer from Cemetery Fund	-	-	-	-
Reimbursement from Water Fund	60,950	-	-	(60,950)
Transfer from Space Needs Fund	-	-	-	-
Unappropriated Fund Balance	-	-	-	-
Zoning Fees	1,500	150	150	(1,350)
<b>Total</b>	<u>\$ 90,450</u>	<u>\$ 2,479</u>	<u>\$ 2,479</u>	<u>\$ (87,971)</u>
<b>Total All Revenues</b>	<u>\$ 1,571,573</u>	<u>\$ 162,137</u>	<u>\$ 162,138</u>	<u>\$ (1,409,435)</u>



Financial Statement for Fiscal Year 13-14  
 General and Expenditures  
 July 31, 2013

	2013-14 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Legislative</b>				
Mayor & Council Members Compensation	\$ 9,600	\$ -	\$ -	\$ 9,600
Advertising	1,650	-	-	1,650
Audit	15,000	-	-	15,000
Dues and Subscriptions	-	-	-	-
Election Expense	-	-	-	-
Special Meetings	1,000	-	-	1,000
Travel and Training	7,000	-	-	7,000
<b>Total Legislative</b>	<u>\$ 34,250</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 34,250</u>
<b>Legal</b>				
Legal Services	\$ 36,000	\$ -	\$ -	\$ 36,000
Dues and Subscriptions	350	-	-	350
Publications	300	-	-	300
Supplies	100	-	-	100
Travel and Training	500	1,855	1,855	(1,355)
<b>Total Legal</b>	<u>\$ 37,250</u>	<u>\$ 1,855</u>	<u>\$ 1,855</u>	<u>\$ 35,395</u>

Financial Statement for Fiscal Year 13-14  
 General Fund Expenditures  
 July 31, 2013

	2013-14 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	46,800	5,400	5,400	41,400
Non-compensation Expenses	-	-	-	-
FICA	3,590	360	360	3,230
Health Insurance	10,550	1,217	1,217	9,333
Retirement	4,025	-	-	4,025
Life Insurance	625	-	-	625
Advertising	1,000	-	-	1,000
Dues and Subscriptions	600	-	-	600
Professional Services	3,000	-	-	3,000
Publications	100	-	-	100
Supplies	200	-	-	200
Telephone-Communications	850	-	-	850
Travel and Training	3,000	-	-	3,000
Vehicle Fuel	400	-	-	400
Vehicle Repairs and Maintenance	400	-	-	400
<b>Total Planning</b>	<b>\$ 77,340</b>	<b>\$ 6,976</b>	<b>\$ 6,976</b>	<b>\$ 70,364</b>

**Financial Statement for Fiscal Year 13-14**  
**General Fund Expenditures**  
**July 31, 2013**

	<b>2013-14 Budget</b>	<b>This Month's Expenditures</b>	<b>YTD Expenditures</b>	<b>Variance/ Balance</b>
<b>Police</b>				
Salaries and Wages	\$ 230,440	\$ 26,589	\$ 26,589	\$ 203,851
Overtime	25,000	1,429	1,429	23,571
Grant Funded Position	59,670	6,237	6,237	53,433
Non-compensation Expenses				
FICA	19,545	1,957	1,957	17,588
Health Insurance	52,720	5,837	5,837	46,883
Retirement	19,775	-	-	19,775
Life Insurance	3,045	-	-	3,045
DMV Grant Disbursement	-	1,295	1,295	(1,295)
Advertising	500	-	-	500
Community Relations	600	-	-	600
Dues, Subscriptions & Publications	1,500	-	-	1,500
Equipment	8,000	-	-	8,000
DMV Grant - Speed	-	-	-	-
DMV Grant - Alcohol	-	-	-	-
Information Technology	3,000	-	-	3,000
Investigations	400	-	-	400
Office Supplies	4,000	-	-	4,000
Postage	1,000	-	-	1,000
Telephone-Communications	12,000	-	-	12,000
Travel and Training	8,500	350	350	8,150
Vehicle Fuel	30,000	-	-	30,000
Vehicle/Equipment Repairs and Maint	17,000	845	845	16,155
Building Operations				
Utilities	6,700	224	224	6,476
Equipment Rental	3,000	825	825	2,175
Maintenance Contracts	2,000	400	400	1,600
<b>Total Police</b>	<b>\$ 508,395</b>	<b>\$ 45,988</b>	<b>\$ 45,988</b>	<b>\$ 462,407</b>

Financial Statement for Fiscal Year 13-14  
 General Fund Expenditures  
 July 31, 2013

	2013-14 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Capital Projects</b>				
Police Car	\$ 63,000	\$ -	\$ -	\$ 63,000
Sidewalks - <i>Federal Stimulus &amp; Eng.</i>	-	-	-	-
Streetlight Extensions	2,000	-	-	2,000
Sidewalk Repair and Construction	5,000	-	-	5,000
Sidewalks - SYIP Funds	45,000	-	-	45,000
Information Technology Upgrades	7,000	-	-	7,000
Financial Software Upgrade	36,000	-	-	36,000
Paving of Cemetery Driveways	-	-	-	-
Space Needs Sinking Fund Expense	111,000	-	-	111,000
<b>Total Capital Projects</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 269,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 269,000</u>
<b>Non-departmental</b>				
Contingency	\$ 9,508	\$ -	\$ -	\$ 9,508
Building Renovations	-	30,338	30,338	(30,338)
Replacement Town Signs	-	-	-	-
Contribution to Library	1,200	-	-	1,200
Contribution to TRIAD	1,000	-	-	1,000
Storm Related Cost	-	-	-	-
Grant Funded Position Set Aside	10,000	-	-	10,000
Insurance	28,000	27,959	27,959	41
Transfer to Town Center/Space Needs	-	-	-	-
Payments to Other Governments	50,000	-	-	50,000
<b>Total Non-departmental</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 99,708</u>	<u>\$ 58,297</u>	<u>\$ 58,297</u>	<u>\$ 41,411</u>
<b>Total All Expenditures</b>	<u>\$ 1,571,573</u>	<u>\$ 179,096</u>	<u>\$ 179,096</u>	<u>\$ 1,392,477</u>

Financial Statement for Fiscal Year 13-14  
 Water Fund  
 July 31, 2013

	2013-14 Budget	This Month's Expenditures	YTD Expenditures	Variance/ Balance
<b>Expenditures</b>				
Operating & Maintenance (O&M)				
Salaries	\$ 161,655	\$ -	\$ -	\$ 161,655
Advertising	100	-	-	100
Bank Fees	850	134	134	716
Clothing - Uniforms	500	-	-	500
Dues and Subscriptions	800	-	-	800
Equipment	3,500	-	-	3,500
Equipment Repairs and Maintenance	3,500	-	-	3,500
Equipment Rental	500	-	-	500
Insurance	-	-	-	-
Maintenance Contracts	23,000	10,157	10,157	12,843
Meters	1,000	-	-	1,000
Professional Fees	5,000	-	-	5,000
Publications	200	-	-	200
System Repairs and Maintenance	15,000	-	-	15,000
State Fees/Lab Fees	5,000	2,622	2,622	2,378
Telephone - Communications	1,600	-	-	1,600
Part Time/Temporary Help	1,000	-	-	1,000
Travel and Training	2,500	-	-	2,500
Utilities	18,500	1,022	1,022	17,478
Vehicle Fuel	2,500	-	-	2,500
Vehicle Maintenance and Repair	900	-	-	900
Indirect Cost	47,025	-	-	47,025
Protection of Water System	13,200	-	-	13,200
Salaries	-	-	-	-
<b>Total O&amp;M</b>	<b>\$ 307,830</b>	<b>\$ 13,935</b>	<b>\$ 13,935</b>	<b>\$ 293,895</b>

Financial Statement for Fiscal Year 13-14  
 Space Needs  
 July 31, 2013

	2013-14 Budget	This Month's Revenues	YTD Revenues	Variance/ Balance
<b>Revenues</b>				\$ -
Interest Earned		37	37	37
Prior Year Fund Balance	-	-	-	-
<b><i>Total Revenues</i></b>	<b>\$ -</b>	<b>\$ 37</b>	<b>\$ 37</b>	<b>\$ 37</b>

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000006	ANTHEM BLUE CROSS	07312013	7/31/2013	100-000200-0200- - -	16,580.00	12717	7/01/2013	PR Liability Account	00571
					CHECK TOTAL	16,580.00				
00000	000560	J R WILLS & SONS INC	07312013	7/31/2013	4100-091600-0003- - -	30,338.00	12718	7/24/2013	Building Renovations (Space Ne	00571
					CHECK TOTAL	30,338.00				
00000	000320	VML	07312013	7/31/2013	4100-012100-5500- - -	580.00	12719	7/25/2013	Travel and Training	00571
00000	000320	VML	07312013	7/31/2013	4100-011010-5500- - -	1,855.00	12719	7/25/2013	Travel & Training (All Expense	00571
					CHECK TOTAL	2,435.00				
					CHECK TYPE TOTAL	49,353.00				

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
00000	000333	AFLAC	176678	6/14/2013	100-000200-0200-	498.40	7126	7/09/2013	PR Liability Account	00563
					CHECK TOTAL	498.40				
00000	000134	BAI MUNICIPAL SOFTWARE	WATS201384-2	7/01/2013	4100-012100-4100-	4,776.00	7127	7/09/2013	Information Technology	00563
					CHECK TOTAL	4,776.00				
00000	000166	BENEFLEX MANAGEMENT	24669	6/05/2013	4100-012100-3100-	25.00	7128	7/09/2013	Professional Services	00563
					CHECK TOTAL	25.00				
00000	000170	BUSINESS DATA OF VA, INC	20130214 0215	7/01/2013	4100-012100-4100-	2,725.00	7129	7/09/2013	Information Technology	00563
					CHECK TOTAL	2,725.00				
00000	000344	CAS SEVERN, INC.	MAINT CONT 1314	7/01/2013	4100-012100-3320-	1,422.10	7130	7/09/2013	Maintenance Contracts	00563
					CHECK TOTAL	1,422.10				
00000	000014	CHAMBER OF COMMERCE	10851	7/01/2013	4100-081500-5810-	3,500.00	7131	7/09/2013	Chamber of Commerce-Dues & Sub	00563
					CHECK TOTAL	3,500.00				
00000	000349	COMPUTERPLUS SALES &	MC0000170252	7/01/2013	4100-012100-3320-	915.00	7132	7/09/2013	Maintenance Contracts	00563
					CHECK TOTAL	915.00				
00000	000407	DMV	13179266	6/28/2013	4100-012100-3170-	200.00	7133	7/09/2013	DMV Stops (Town Expense)	00563
					CHECK TOTAL	200.00				
00000	000107	DOMINION VIRGINIA POWER	4483480002 7/13	7/05/2013	4100-041000-5100-	457.66	7134	7/09/2013	Utilities	00563
					CHECK TOTAL	457.66				
00000	000182	GUARDIAN SECURITY SYSTEMS	32934	7/01/2013	4100-012100-3320-	75.00	7135	7/09/2013	Maintenance Contracts	00563
					CHECK TOTAL	75.00				
00000	000554	JOE DEMATTEO	7/4/13 BAND	7/01/2013	4100-072000-5640-	1,500.00	7136	7/09/2013	4th of July Celebration	00563
					CHECK TOTAL	1,500.00				
00000	000126	MINNESOTA LIFE	4698215000	7/01/2013	100-000200-0200-	115.91	7137	7/09/2013	PR Liability Account	00563
					CHECK TOTAL	115.91				
00000	000416	RICOH USA, INC.	89308389	6/30/2013	4100-012100-5410-	183.00	7138	7/09/2013	Equipment Rental	00563
					CHECK TOTAL	183.00				
00000	000330	VACP	#67	7/01/2013	4100-031100-6006-	350.00	7139	7/09/2013	Training and Travel	00563
					CHECK TOTAL	350.00				
00000	000177	VBPGA	029078	7/01/2013	4100-012100-5810-	36.00	7140	7/09/2013	Dues and Subscriptions	00563
					CHECK TOTAL	36.00				
00000	000264	VLGMA	DUES 13/14	7/01/2013	4100-012100-5810-	200.00	7141	7/09/2013	Dues and Subscriptions	00563
					CHECK TOTAL	200.00				
00000	000464	VMCA	DUES 13/14	7/01/2013	4100-012100-5810-	40.00	7142	7/09/2013	Dues and Subscriptions	00563
					CHECK TOTAL	40.00				



P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
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00000	000320	VML	029295	7/01/2013	4100-012100-5610-	- - 1,538.00	- - 7143	- - 7/09/2013	Dues and Subscriptions	00563
						CHECK TOTAL				
						1,538.00				
00000	000441	VML INSURANCE PROGRAMS	029731	7/01/2013	4100-091600-5300-	- - 27,959.00	- - 7144	- - 7/09/2013	Insurance	00563
						CHECK TOTAL				
						27,959.00				
00000	000006	ANTHEM BLUE CROSS	47125000 0713	7/29/2013	100-000200-0200-	- - 16,580.00	- - 7145	- - 7/29/2013	PR Liability Account	00565
						CHECK TOTAL				
						16,580.00				
00000	000214	AVES - MOODY'S	51247	7/29/2013	4100-042300-3170-	- - 1,197.90	- - 7146	- - 7/29/2013	Refuse Collection	00565
						CHECK TOTAL				
						1,197.90				
00000	000555	BEACH FORD	66121494/2	7/29/2013	4100-031100-6005-	- - 845.32	- - 7147	- - 7/29/2013	Vehicle Repairs and Maintenanc	00565
						CHECK TOTAL				
						845.32				
00000	000556	BRYANT'S LAWN CARE	001	7/29/2013	4100-031100-6025-	- - 825.00	- - 7148	- - 7/29/2013	Building Operations - Equip Re	00565
						CHECK TOTAL				
						825.00				
00000	000015	CHARTER	0542 072013	7/29/2013	4100-012100-5230-	- - 84.99	- - 7149	- - 7/29/2013	Telephone - Communications	00565
00000	000015	CHARTER	4600 0713	7/29/2013	4100-031100-6024-	- - 224.00	- - 7149	- - 7/29/2013	Building Operations - Utilitie	00565
						CHECK TOTAL				
						308.99				
00000	000019	CRAWFORD'S SMALL ENGINE	58129 57889	7/29/2013	4100-041000-3312-	- - 589.66	- - 7150	- - 7/29/2013	Equipment Repairs and Maintena	00565
						CHECK TOTAL				
						589.66				
00000	000020	CRYSTAL SPRINGS	2080944 070513	7/29/2013	4100-041000-5100-	- - 44.96	- - 7151	- - 7/29/2013	Utilities	00565
						CHECK TOTAL				
						44.96				
00000	000550	HOME TECHNOLOGIES	29481 0713	7/29/2013	4100-031100-6026-	- - 400.00	- - 7152	- - 7/29/2013	Building Operations - Maintena	00565
						CHECK TOTAL				
						400.00				
00000	000041	ISLE OF WIGHT COUNTY	993	7/29/2013	4100-072000-5640-	- - 2,000.00	- - 7153	- - 7/29/2013	4th of July Celebration	00565
						CHECK TOTAL				
						2,000.00				
00000	000557	S & B TENT RENTAL	07042013	7/29/2013	4100-012100-3100-	- - 50.00	- - 7154	- - 7/29/2013	Professional Services	00565
						CHECK TOTAL				
						50.00				
00000	000430	STATE FARM	8248-07 0713	7/29/2013	4100-012100-2400-	- - 90.83	- - 7155	- - 7/29/2013	Life Insurance	00565
						CHECK TOTAL				
						90.83				
						CHECK TYPE TOTAL				
						69,448.73				
						FINAL TOTAL				
						118,801.73				

E/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.	319837	7/01/2013	4200-042000-3380-	-	-			
					CHECK TOTAL	10,157.43	7353	7/09/2013	Maintainence Contracts	00562
						10,157.43				
00000	000107	DOMINION VIRGINIA POWER	4197 0713	7/29/2013	4200-042000-5100-	-	-			
00000	000107	DOMINION VIRGINIA POWER	5000 0713	7/29/2013	4200-042000-5100-	-	-			
00000	000107	DOMINION VIRGINIA POWER	5002 0713	7/29/2013	4200-042000-5100-	-	-			
00000	000107	DOMINION VIRGINIA POWER	9251 0713	7/29/2013	4200-042000-5100-	-	-			
					CHECK TOTAL	27.44	7359	7/30/2013	Utilities	00564
						10.59	7359	7/30/2013	Utilities	00564
						40.14	7359	7/30/2013	Utilities	00564
						943.45	7359	7/30/2013	Utilities	00564
					CHECK TOTAL	1,021.62				
00000	000284	VDACS	A00779 0713	7/29/2013	4200-042000-3101-	-	-			
					CHECK TOTAL	100.00	7360	7/30/2013	State Fees	00564
						100.00				
00000	000268	VDH-WATERWORKS TECH AST F	140387 0713	7/29/2013	4200-042000-3101-	-	-			
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					FINAL TOTAL	13,801.30				

VEND#	N-A-M-E	CK DATE	AMOUNT	CHECK#
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000006	ANTHEM BLUE CROSS	2013/07/01	16,580.00	12717
000560	J R WILLS & SONS INC	2013/07/24	30,338.00	12718
000320	VML	2013/07/25	2,435.00	12719
	CHECK TYPE TOTAL		49,353.00	

VEND#	N-A-M-E	CK DATE	AMOUNT	CHECK#
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000333	AFLAC	2013/07/09	498.40	7126
000134	BAT MUNICIPAL SOFTWARE	2013/07/09	4,776.00	7127
000166	BENEFLEX MANAGEMENT	2013/07/09	25.00	7128
000170	BUSINESS DATA OF VA, INC	2013/07/09	2,725.00	7129
000344	CAS SEVERN, INC.	2013/07/09	1,422.10	7130
000014	CHAMBER OF COMMERCE	2013/07/09	3,500.00	7131
000349	COMPUTERPLUS SALES &	2013/07/09	915.00	7132
000407	DMV	2013/07/09	200.00	7133
000107	DOMINION VIRGINIA POWER	2013/07/09	457.66	7134
000182	GUARDIAN SECURITY SYSTEMS	2013/07/09	75.00	7135
000554	JOE DEMATTEO	2013/07/09	1,500.00	7136
000126	MINNESOTA LIFE	2013/07/09	115.91	7137
000416	RICOH USA, INC.	2013/07/09	183.00	7138
000330	VACP	2013/07/09	350.00	7139
000177	VEPGA	2013/07/09	36.00	7140
000264	VLGMA	2013/07/09	200.00	7141
000464	VMCA	2013/07/09	40.00	7142
000320	VNL	2013/07/09	1,538.00	7143
000441	VNL INSURANCE PROGRAMS	2013/07/09	27,959.00	7144
000006	ANTHEM BLUE CROSS	2013/07/29	16,580.00	7145
000214	AVES - MOODY'S	2013/07/29	1,197.90	7146
000555	BEACH FORD	2013/07/29	845.32	7147
000556	BRYANT'S LAWN CARE	2013/07/29	825.00	7148
000015	CHARTER	2013/07/29	308.99	7149
000019	CRAWFORD'S SMALL ENGINE	2013/07/29	589.66	7150
000020	CRYSTAL SPRINGS	2013/07/29	44.96	7151
000550	HOME TECHNOLOGIES	2013/07/29	400.00	7152
000041	ISLE OF WIGHT COUNTY	2013/07/29	2,000.00	7153
000557	S & B TENT RENTAL	2013/07/29	50.00	7154
000430	STATE FARM	2013/07/29	90.83	7155
	CHECK TYPE TOTAL		69,448.73	
	FINAL TOTAL		118,801.73	

VEND#	N-A-M-E	CK DATE	AMOUNT	CHECK#
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000098	UTILITY SERVICE CO. INC.	2013/07/09	10,157.43	7353
000107	DOMINION VIRGINIA POWER	2013/07/30	1,021.62	7359
000284	VDACS	2013/07/30	100.00	7360
000268	VDR-WATERWORKS TECH AST F	2013/07/30	2,522.25	7361
	CHECK TYPE TOTAL		13,801.30	
	FINAL TOTAL		13,801.30	

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,219.99	18
0025	HARRIS, JOSHUA L		2	1,018.98	6
0019	DUNLOW, MARY J		3	764.25	2
0005	HEWETT, ROBIN L		3	1,132.55	3
0029	TURNER, JASON D		3	1,094.88	15
0006	WHITEHEAD, TERRY S		3	742.19	4
0014	BOWDEN, PHILLIP H		4	717.18	16
0031	HOBBS, CHRISTINA M		4	198.76	19
0023	JERNIGAN, GRAFTON P		4	1,065.58	7
0013	REYNOLDS, ARLIS V		4	3,362.76	10
0007	SIMS, KENNETH W		4	1,240.66	17
0012	OWENS, WILIFORD D. JR.		6	1,069.76	8
0015	STALLINGS, MICHAEL R JR		6	1,913.59	1
0027	RIDDLE, RODNEY D		7	1,313.15	13
*****BANK TOTAL*****				16,854.28	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 16,854.28 EQUALS THE DIRECT  
DEPOSIT REGISTER.

7/2/13 

*P.R. ck date 7/3/13*

PR100C --P/R CHECK REGISTER TOWN OF WINDSOR  
RPT RUN TIME- 14.52.33 RPT RUN DTE- 7/01/2013 PR END DATE-2013/06/29

001

PAGE 1

EMP#	NAME	SOC. SEC.	CHECK#	NET PAY
0030	WHITEHEAD, LUKE E		4678	668.47
***COMPANY TOTAL***				668.47

GROSS-\$ 757.50

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 668.47 EQUALS THE CHECK  
REGISTER.

7/2/13 *[Signature]*

*P.R. ok date  
7/3/13*

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,219.99	18
0025	HARRIS, JOSHUA L		2	1,130.20	6
0019	DUNLOW, MARY J		3	764.25	2
0005	HEWETT, ROBIN L		3	1,132.55	3
0029	TURNER, JASON D		3	1,112.96	15
0006	WHITEHEAD, TERRY S		3	882.09	4
0014	BOWDEN, PHILLIP H		4	717.18	16
0031	HOBBS, CHRISTINA M		4	224.95	19
0023	JERNIGAN, GRAFTON P		4	1,188.04	8
0013	REYNOLDS, ARLIS V		4	27.40	11
0007	SIMS, KENNETH W		4	1,240.66	17
0012	OWENS, WILIFORD D. JR.		6	1,240.35	10
0015	STALLINGS, MICHAEL R JR		6	1,627.19	1
0027	RIDDLE, RODNEY D		7	1,342.53	13
*****BANK TOTAL*****				13,850.34	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 13,850.34 EQUALS THE DIRECT  
DEPOSIT REGISTER.

7/18/13 [Signature]

✓  
P.R. ck date  
7/18/13



PR100C  
RPT RUN TIME- 11.35.37

--P/R CHECK REGISTER TOWN OF WINDSOR  
RPT RUN DTE- 7/16/2013 PR END DATE-2013/07/13

001

PAGE 1

EMP#	NAME	SOC. SEC.	CHECK#	NET PAY
0030	WHITEHEAD, LUKE E		4680	701.34
****COMPANY TOTAL****				701.34

GROSS-\$ 800.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 701.34 EQUALS THE CHECK  
REGISTER.

7/2/13 [Signature]

✓  
P.R. ck date  
7/18/13

EMP#	NAME	SOC. SEC.	BANK#	NET PAY	DIR DEP #
0022	CARNEY, DENNIS W		1	1,219.99	18
0025	HARRIS, JOSHUA L		2	1,145.31	6
0019	DUNLOW, MARY J		3	764.25	2
0005	HEWETT, ROBIN L		3	1,132.55	3
0029	TURNER, JASON D		3	1,058.74	15
0006	WHITEHEAD, TERRY S		3	903.22	4
0014	BOWDEN, PHILLIP H		4	717.18	16
0031	HOBBS, CHRISTINA M		4	334.81	19
0023	JERNIGAN, GRAFTON P		4	1,122.10	8
0013	REYNOLDS, ARLIS V		4	1,479.26	11
0007	SIMS, KENNETH W		4	1,240.66	17
0012	OWENS, WILLIFORD D. JR.		6	1,163.16	10
0015	STALLINGS, MICHAEL R JR		6	1,913.59	1
0027	RIDDLE, RODNEY D		7	1,256.40	13
*****BANK TOTAL*****				15,451.22	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED. THE TOTAL 15,451.22 EQUALS THE DIRECT DEPOSIT REGISTER.

7/29/13 

*PR ck date 8/1/13*

PR100C --P/R CHECK REGISTER TOWN OF WINDSOR  
RPT RUN TIME- 13.54.54 RPT RUN DTE- 7/29/2013 PR END DATE-2013/07/27

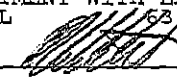
001

PAGE 1

EMP#	NAME	SOC. SEC.	CHECK#	NET PAY
0030	WHITEHEAD, LUKE E		4681	639.46
****COMPANY TOTAL****				639.46

GROSS-\$ 720.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW  
OR PREVIOUSLY DOCUMENTED. THE TOTAL 639.46 EQUALS THE CHECK  
REGISTER.

7/29/13 

PR ck date  
8/1/13