

ADMINISTRATION DEPARTMENT

BUDGET YEAR 2011  
QUARTERLY REPORT

THIRD QUARTER - THROUGH OCTOBER 3, 2011

DESCRIPTION	2011 ACCT.	2010 ACTUAL	2011 BUDGET	ADDITIONAL APPROPRIATION & ENCUMB.	RE-APPROP.	1st QUARTER TOTAL SPENT	2nd QUARTER TOTAL SPENT	3rd QUARTER TOTAL SPENT	4TH QUARTER TOTAL SPENT	EXPENDED YTD	UNSPENT BALANCE TO DATE	% OVER/ REMAINING UNDER	2011 PROJECTED YEAR END
<b>1. PERSONAL SERVICES</b>													
CLERK/TREASURER	1-11	\$54,560.09	\$ 70,928.00			\$ 17,049.99	\$ 20,687.31	\$ 17,731.98		\$ 55,469.28	\$15,458.72	22%	\$ - \$ 70,928.00
DEPUTIES	1-12	\$38,403.05	\$ 44,377.00			\$ 10,845.33	\$ 12,943.28	\$ 11,094.24		\$ 34,882.85	\$9,494.15	21%	\$ - \$ 44,377.00
MAINTENANCE	1-13	\$17,060.00	\$ 17,742.00			\$ 4,407.09	\$ 5,174.75	\$ 4,435.50		\$ 14,017.34	\$3,724.66	21%	\$ - \$ 17,742.00
BUILDING INSPECTOR	1-14	\$44,688.00	\$ 58,094.00			\$ 13,964.90	\$ 16,944.06	\$ 14,523.48		\$ 45,432.44	\$12,661.56	22%	\$ - \$ 58,094.00
PLANNER/EX	1-15	\$61,830.00	\$ 64,303.00			\$ 15,972.70	\$ 18,755.03	\$ 16,075.74		\$ 50,803.47	\$13,499.53	21%	\$ - \$ 64,303.00
PART TIME	1-16	\$4,312.42	\$ 10,000.00			\$ 2,994.71	\$ 172.93	\$ -		\$ 3,167.64	\$6,832.36	68%	\$ - \$10,000.00
JUDGE/SP JUDGE	1-17	\$6,000.00	\$ 6,000.00			\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		\$ 4,500.00	\$1,500.00	25%	\$ - \$ 6,000.00
BAILIFF/PROSECUTOR	1-18	\$2,640.00	\$ 5,500.00			\$ 660.00	\$ 660.00	\$ 660.00		\$ 1,980.00	\$3,520.00	64%	\$ - \$ 5,500.00
DEPUTY - COURT	1-19	\$42,670.00	\$ 44,377.00			\$ 11,023.12	\$ 12,943.28	\$ 11,094.24		\$ 35,060.64	\$9,316.36	21%	\$ - \$ 44,377.00
FICA/MEDI	1-20	\$39,274.99	\$ 47,141.00			\$ 11,740.92	\$ 13,827.52	\$ 11,730.66		\$ 37,299.10	\$9,841.90	21%	\$0.00 \$47,141.00
PERF	1-21	\$58,708.83	\$ 66,520.00			\$ 32,849.08	\$ 16,649.06	\$ 16,630.03		\$ 66,128.17	\$391.83	1%	\$ - \$ 66,520.00
INSURANCE	1-22	\$90,813.02	\$ 102,075.00			\$ 37,359.04	\$ 26,989.24	\$ 26,939.55		\$ 91,287.83	\$10,787.17	11%	\$4,000.00 \$98,075.00
UNIFORMS	1-23	\$3,141.48	\$ 2,400.00		\$ 2,200.00	\$ 1,217.24	\$ 991.52	\$ 1,014.05		\$ 3,222.81	\$1,377.19	30%	\$ - \$4,600.00
IT DIRECTOR	1-24	\$21,830.89	\$ 63,918.00			\$ 15,884.59	\$ 18,642.75	\$ 15,979.50		\$ 50,506.84	\$13,411.16	21%	\$ - \$63,918.00
PLAN COMMISSION/BZA	1-30	\$4,080.00	\$ 5,000.00			\$ -	\$ 2,040.00	\$ -		\$ 2,040.00	\$2,960.00	59%	\$ - \$ 5,000.00
UNEMPLOYMENT	1-31	\$0.00	\$ 1,000.00			\$ -	\$ -	\$ -		\$ -	\$1,000.00	100%	\$1,000.00 \$0.00
SR. INSPECTOR	1-32	\$57,370.00	\$ 59,665.00			\$ 14,820.62	\$ 17,402.28	\$ 14,916.24		\$ 47,139.14	\$ 12,525.86	21%	\$ - \$ 59,665.00
ADM ASSISTANT - PL	1-33	\$42,670.00	\$ 44,377.00			\$ 11,023.12	\$ 12,943.28	\$ 11,094.24		\$ 35,060.64	\$9,316.36	21%	\$ - \$ 44,377.00
TOWN MANAGER	1-34	\$66,000.00	\$ 85,800.00			\$ 20,625.00	\$ 25,025.00	\$ 21,450.00		\$ 67,100.00	\$18,700.00	22%	\$ - \$ 85,800.00
ADM ASSISTANT - TM	1-35	\$49,180.00	\$ 51,148.00			\$ 12,704.97	\$ 14,918.12	\$ 12,786.96		\$ 40,410.05	\$10,737.95	21%	\$ - \$ 51,148.00
<b>100 SERIES TOTAL</b>		\$705,232.77	\$ 850,365.00	\$ -	\$ 2,200.00	\$ 236,642.42	\$ 239,209.41	\$ 209,656.41		\$ 685,508.24	\$ 167,056.76	20%	\$ 5,000.00 \$ 847,565.00

**2. SUPPLIES**

OFFICE	2-14	\$ 14,564.06	\$ 13,000.00			\$ 4,093.44	\$ 2,759.38	\$ 3,725.59		\$ 10,578.41	\$2,421.59	19%	\$1,000.00 \$12,000.00
INSTITUTIONAL	2-20	\$ 1,902.26	\$ 2,000.00			\$ 1,329.76	\$ 207.62	\$ 105.34		\$ 1,642.72	\$357.28	18%	\$ - \$2,000.00
VEHICLE EXPENSE	2-32	\$ 7,026.97	\$ 7,000.00			\$ 1,548.77	\$ 1,853.99	\$ 3,148.95		\$ 6,551.71	\$448.29	6%	\$ (3,000.00) \$10,000.00
<b>200 SERIES TOTAL</b>		\$ 23,493.29	\$ 22,000.00		\$ -	\$ 6,971.97	\$ 4,820.99	\$ 6,979.88		\$ 18,772.84	\$3,227.16	15%	\$ (2,000.00) \$ 24,000.00
										\$ 3,227.16			

ADMINISTRATION DEPARTMENT

	2011 ACCT.	2010 ACTUAL	2011 BUDGET	ADDITIONAL APPROPRIATION & ENCUMB.	RE-APPROP.	1st QUARTER TOTAL SPENT	2nd QUARTER TOTAL SPENT	3rd QUARTER TOTAL SPENT	4TH QUARTER TOTAL SPENT	EXPENDED YTD	UNSPENT BALANCE TO DATE	% REMAINING	OVER/ UNDER	2011 PROJECTED YEAR END
<b>3. OTHER SERVICES AND CHARGES</b>														
ENGINEER	3-10	\$72,348.79	\$55,000.00		\$ (10,000.00)	\$ 4,265.68	\$ 1,976.00	\$ 3,636.50		\$ 9,878.18	\$35,121.82	78%	\$ 25,000.00	\$20,000.00
LEGAL GENERAL	3-11	\$285,149.29	\$125,000.00	\$ 77,000.00		\$ 67,301.99	\$ 150,447.40	\$ 52,118.19		\$ 269,867.58	(\$67,867.58)	-34%	(\$239,238.59)	\$441,238.59
PC ENGINEERING	3-12	\$13,527.10	\$30,000.00	\$ 16,472.00		\$ 35,221.75	\$ 8,638.80	\$ 200.50		\$ 44,061.05	\$2,410.95	5%	(\$14,000.00)	\$60,472.00
LEGAL PLAN COMM	3-14	\$39,374.94	\$40,000.00			\$ 17,114.08	\$ 15,617.95	\$ 13,478.39		\$ 46,210.42	(\$6,210.42)	15%	(\$11,000.00)	\$51,000.00
ACCOUNTANT	3-19	\$33,085.00	\$40,000.00			\$ 10,890.00	\$ 6,529.00	\$ 5,955.00		\$ 23,374.00	\$16,626.00	42%	\$0.00	\$ 40,000.00
GENERAL POSTAGE	3-20	\$3,000.00	\$3,000.00			\$ -	\$ 1,014.95	\$ 1,000.00		\$ 2,014.95	\$985.05	33%	\$0.00	\$3,000.00
TELEPHONE	3-21	\$5,708.44	\$7,000.00			\$ 2,602.62	\$ 700.49	\$ 901.61		\$ 4,204.72	\$2,795.28	40%	\$1,000.00	\$6,000.00
TRAVEL	3-22	\$324.26	\$1,000.00			\$ -	\$ -	\$ 163.66		\$ 163.66	\$836.34	84%	\$700.00	\$300.00
BANK FEES	3-23	\$508.51	\$1,000.00			\$86.00	\$67.00	\$604.40		\$757.40	\$242.60	24%	\$0.00	\$1,000.00
PUBLICATION	3-30	\$2,014.43	\$3,000.00			\$ 47.50	\$ 275.58	\$ 53.03		\$ 376.11	\$2,623.89	87%	\$1,500.00	\$1,500.00
INSURANCE	3-40	\$117,016.63	\$190,000.00		\$ (10,000.00)	\$ 43,019.00	\$ 8,272.74	\$ 534.00		\$ 51,825.74	\$128,174.26	71%	\$60,000.00	\$120,000.00
OFFICIAL BONDS	3-41	\$3,442.40	\$3,000.00			\$ 500.00	\$ 232.00	\$ -		\$ 732.00	\$2,268.00	76%	\$ -	\$3,000.00
ELECTRIC	3-50	\$173,843.18	\$180,000.00			\$ 59,507.48	\$ 46,986.98	\$ 35,591.13		\$ 142,085.59	\$37,914.41	21%	\$ -	\$180,000.00
HEAT	3-51	\$26,177.83	\$60,000.00		\$ (2,200.00)	\$ 13,870.08	\$ 3,711.26	\$ 826.48		\$ 18,407.82	\$39,392.18	68%	\$5,500.00	\$52,300.00
WATER/SEWER	3-52	\$4,366.94	\$4,500.00			\$1,403.26	\$1,507.48	\$1,316.14		\$4,226.88	\$273.12	6%	(\$500.00)	\$5,000.00
SERVICE/MAINTENANCE	3-62	\$29,794.56	\$30,000.00			\$5,533.43	\$6,196.02	\$4,339.87		\$16,069.32	\$13,930.68	46%	\$7,000.00	\$23,000.00
ELECTION	3-70	\$0.00	\$0.00	\$ 30,000.00		\$0.00	\$0.00	\$0.00		\$0.00	\$30,000.00	100%	\$0.00	\$30,000.00
DIRECT REL. MEDICAL	3-80	\$3,141.38	\$2,500.00			\$0.00	\$89.60	\$0.00		\$89.60	\$2,410.40	96%		\$2,500.00
DIRECT REL. SHELTER	3-81	\$28,977.10	\$22,500.00			\$9,058.79	\$3,303.55	\$7,300.00		\$19,662.34	\$2,837.66	13%		\$22,500.00
DIRECT REL. FUEL	3-82	\$1,775.79	\$2,500.00			\$1,174.95	\$0.00	\$0.00		\$1,174.95	\$1,325.05	53%		\$2,500.00
DIRECT REL. UTILITY	3-83	\$15,728.71	\$22,500.00			\$3,757.39	\$3,511.33	\$5,061.85		\$12,330.57	\$10,169.43	45%		\$22,500.00
MAINTENANCE - GIS	3-92	\$9,250.00	\$10,000.00			\$ 9,250.00	\$ -	\$ -		\$ 9,250.00	\$750.00	8%	\$ -	\$10,000.00
SUB/DUES	3-93	\$5,951.25	\$6,000.00			\$ 5,243.00	\$ 56.25	\$ 131.00		\$ 5,430.25	\$569.75	9%	\$ 500.00	\$5,500.00
TRAINING	3-94	\$1,352.40	\$3,500.00			\$ -	\$ 270.00	\$ 528.00		\$ 798.00	\$2,702.00	77%	\$ 2,000.00	\$1,500.00
COMP PLAN UPDATE	3-95	\$0.00	\$30,000.00			\$ -	\$ -	\$ -		\$ -	\$30,000.00	100%	\$0.00	\$30,000.00
CODE ENFORCEMENT	3-98	\$0.00	\$10,000.00			\$ -	\$ 100.00	\$ -		\$ 100.00	\$9,900.00	99%	\$8,400.00	\$1,600.00
<b>300 SERIES TOTAL</b>		\$875,858.93	\$ 882,000.00	\$ 123,472.00	\$ (22,200.00)	\$ 289,847.00	\$ 259,504.38	\$ 133,739.75		\$ 683,091.13	\$ 300,180.87	30%	\$ (153,138.59)	\$ 1,136,410.59
<b>4. CAPITAL OUTLAY</b>														
EQUIPMENT	4-49	\$ 13,765.71	\$ 30,000.00		\$ (500.00)	\$ 2,254.75	\$ 3,145.33	\$ 9,177.43		\$ 14,577.51	\$ 14,922.49	51%	\$ 10,000.00	\$19,500.00
PARK IMPACT FEE	4-60		\$ -		\$ 20,000.00	\$ 17,125.00	\$ -	\$ -		\$ 17,125.00	\$ 2,875.00	14%		\$20,000.00
STREET LIGHTS	4-62	\$ -	\$ -	\$ 190,000.00		\$ -	\$ 190,000.00	\$ -		\$ 190,000.00	\$ -	0%		\$190,000.00
CAPITAL OUTLAYS	4-63	\$ 2,816.20	\$ 2,500.00		\$ 500.00	\$ 2,893.40	\$ 100.00	\$ -		\$ 2,993.40	\$ 6.60	0%		\$ 3,000.00
IT UPGRADES	4-64	\$ -	\$ 50,000.00			\$ 25,012.55	\$ 2,792.00	\$ 14,300.45		\$ 42,105.00	\$ 7,895.00	16%		\$ 50,000.00
<b>400 SERIES TOTAL</b>		\$ 16,581.91	\$ 82,500.00	\$ 190,000.00	\$ 20,000.00	\$ 47,285.70	\$ 196,037.33	\$ 23,477.88		\$ 266,800.91	\$ 25,699.09	31%	\$ 10,000.00	\$282,500.00
<b>GRAND TOTALS</b>		<b>\$1,621,166.90</b>	<b>\$1,836,865.00</b>	<b>\$313,472.00</b>	<b>\$0.00</b>	<b>\$580,747.09</b>	<b>\$699,572.11</b>			<b>\$1,654,173.12</b>	<b>\$496,163.88</b>	<b>23%</b>	<b>(\$140,138.59)</b>	<b>\$2,290,475.59</b>