



To: Town Council
From: Cindy Poore – Director of Finance and Records
Date: Oct. 17, 2025
Re: 2025 3rd Quarter Financial Review

Quarter 3 Summary

Currently, everything is running smoothly in the Finance Dept.

- All bank reconciliations are up to date and uploaded to Gateway along with the other documentation we are required to upload.
- Our SBOA audit ended at the end of August. It was much better than in previous years.
- ACS is compiling all the data that was collected for our asset audit. We should have updated information before the end of the year.
- My Public Assistance Investigator, Jon Oberlander and I have met and are working to get the Public Assistance manual updated. The last update was completed in 2018.
- I am working with Amy Lacy and Justin Hage on digitizing the Town's records. This is something that has needed to be done for a while. Our first focus is to get the documents in a digital format. Once that is complete we will look at an electronic searchable filing system.
- We are continuing to work on updating the Finance webpage. Financial reports are being uploaded on a regular basis.

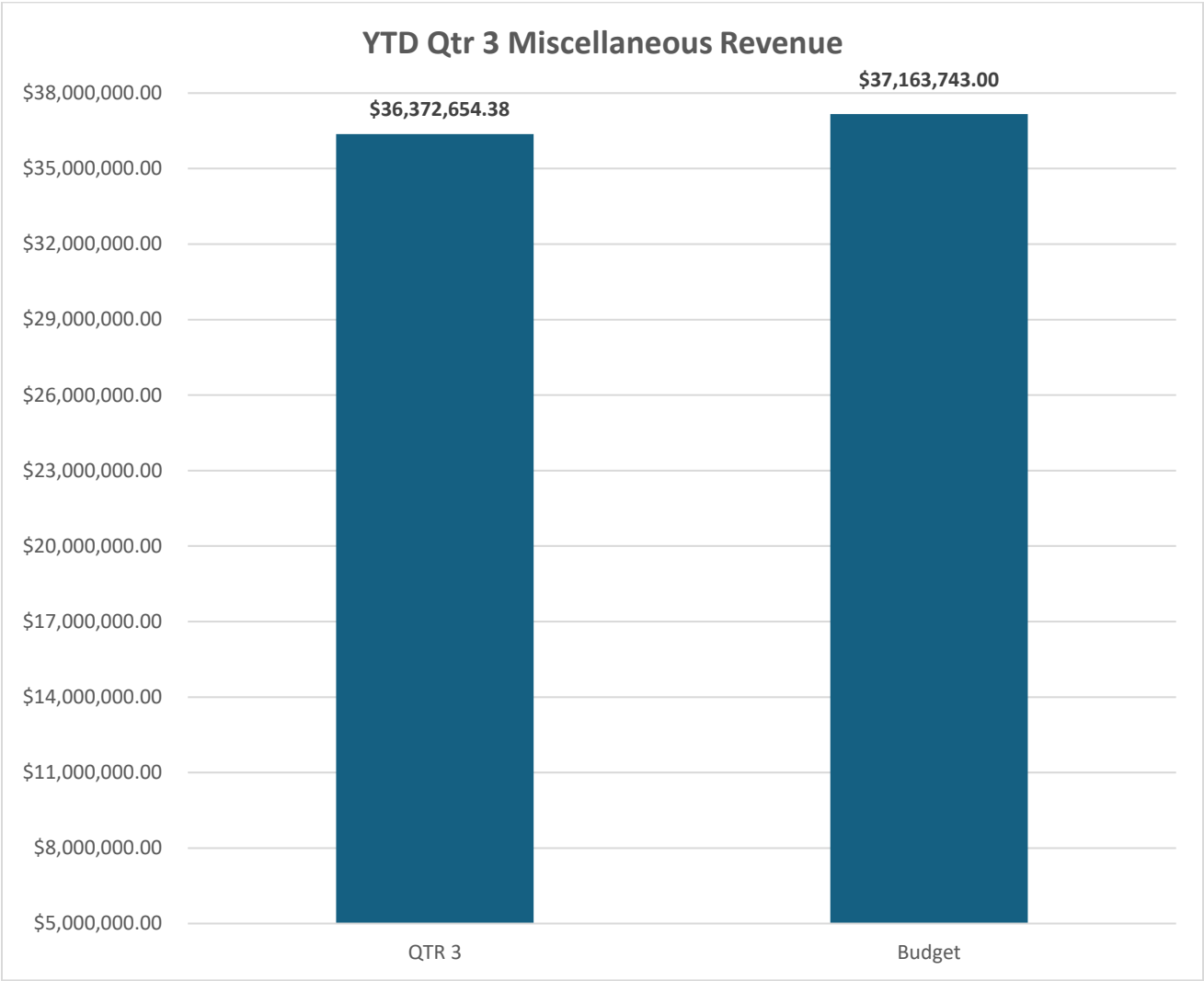
Please don't hesitate to reach out if you have any questions.

Cindy

Miscellaneous Revenue

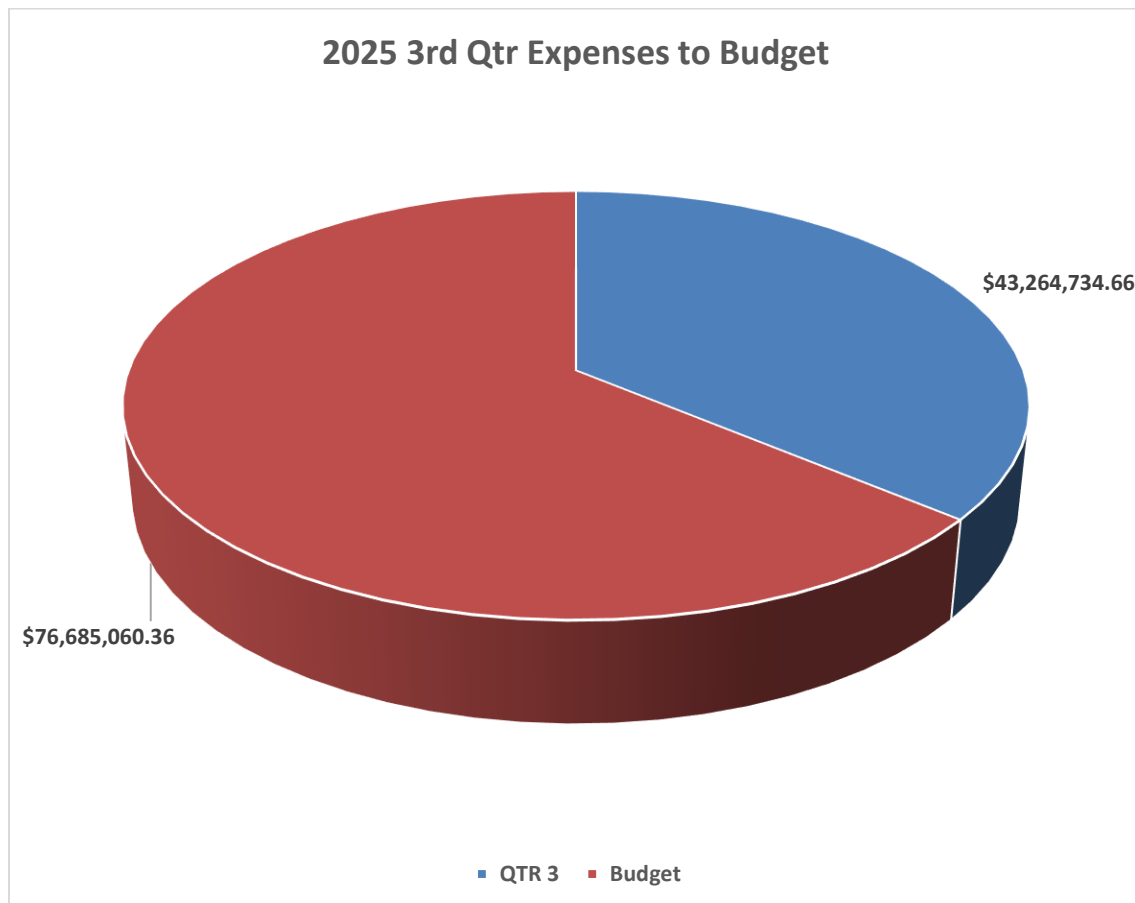
Miscellaneous revenue is everything except for the taxes (settlement) we receive twice a year.

- Property Tax
- CVET
- Vehicle Excise
- FIT



Expenditures

- The Payroll, Health & FSA funds have been removed from these numbers. They are passthrough funds that are not budgeted.
- The base for the budget number used is the budget, additional appropriations and encumbrances, combined.
- The numbers are also a combination of DLGF and non-DLGF budgets, so we are looking at the complete overall budget.
- ARPA transactions have been removed.
- RDC is not included.
- Keep in mind when reviewing the numbers below:
 - Whenever an additional appropriation is completed, it adds to the bottom line of the budget.
 - The reason for the gap between the YTD spend and budget is mainly due to encumbrances. There are some large items that won't actually hit the books until next year but had to be budgeted when agreements were signed.



Expenditure by Dept.

	YTD Spend thru QTR 3	Budget
ADMIN	\$ 587,312.69	\$ 999,153.47
COMMUNICATION	\$ 108,046.71	\$ 206,792.00
COUNCIL	\$ 217,340.92	\$ 310,200.00
COURT	\$ 38,496.89	\$ 55,800.00
FACILITIES	\$ 473,900.12	\$ 646,524.00
FINANCE	\$ 679,711.21	\$ 1,180,806.27
HR	\$ 249,324.72	\$ 511,450.00
IT	\$ 1,296,560.32	\$ 1,867,154.07
MAYOR	\$ 163,812.36	\$ 225,650.00
PLANNING	\$ 1,753,188.95	\$ 2,504,631.71
NON DEPT	\$ 1,063,468.74	\$ 6,643,609.55
FIRE	\$ 13,201,463.64	\$ 21,346,939.66
POLICE	\$ 6,671,764.65	\$ 9,091,043.43
DPW	\$ 5,804,551.96	\$ 11,796,079.65
STORMWATER	\$ 508,620.90	\$ 1,055,280.00
PARK	\$ 5,511,950.70	\$ 10,813,471.55
PUBLIC ASSIST.	\$ 84,730.26	\$ 116,600.00
TRASH	\$ 879,383.86	\$ 1,075,000.00
WASTEWATER	\$ 3,971,105.06	\$ 6,238,875.00
	\$ 43,264,734.66	\$ 76,685,060.36