

Charlton Fire District Meeting Minutes
December 6, 2016

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on December 6, 2016 at 7:03 p.m.

PRESENT: Jeff Voigt (Chairman), Bob LeGere, Kevin Loukes, Steve Eichfeld, Sharon Cronin (Secretary), Andy La Patra (Treasurer)

ABSENT: Dave Peters

1. Approval of Agenda

Motion to approve the agenda was made by Jeff Voigt and seconded by Kevin Loukes.
Approved 4-0.

2. Approval of Minutes

Motion to approve the last month's mtg minutes made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

Motion to approve the Budget Hearing minutes made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

3. Chairman's Report

Chairman welcomed the new commissioner, Steve Eichfeld.

4. Treasurer's Report

- a. Treasurer's Report presented by Andy LaPatra.
- b. Review and audit of bills.
- c. Operating Account: \$103,139.71
Payroll Account: \$5,898.72
Apparatus Capital Reserve: \$55,006.13
Equipment Capital Reserve: \$125,140.49
Emergency Capital Reserve: \$25,040.17
Capital Improvement Reserve: \$207,882.03
Total ending on December 1, 2016: \$522,108.25

Motion to pay outstanding bills was made by Jeff Voigt and seconded by Kevin Loukes.
Approved 4-0.

Motion to approve Treasurer's report made by Jeff Voigt and seconded by Bob LeGere.
Approved 4-0.

5. Chief's Report

- a. Dean DeCapria presented Chief's Report. 24 calls for the month:
 - 19-EMS
 - 2-Electrical emergency
 - 1-Child Rescue
 - 2-motor vehicle accident

- b. Car 18 mileage as of 12/1/16 is 26,859 and car 18-0 mileage as of 12/1/16 is 53,250.
- c. 10 SCBA bottles were ordered and have come in.
- d. Bullard camera and new batteries for existing camera and upgrade existing transmitter is \$11,660.00.
- e. Need three sets of turnout gear with boots for new firemen.
- f. New truck brushes and cleaners for trucks are needed.
- g. Rescue 18-4 and ETA 18-2 are due for service and inspection in December.
- h. Car 18 had tires installed. Car 18-0 needed brakes and axle due to noise in the front end.
- i. U-183 had new battery and loose wires repaired.
- j. Radios reprogrammed by Pittsfield radios. Training by county to follow.
- k. Epinephrine auto injectors are coming due for replacement. Applying for pilot project with University of Rochester.
- l. New firefighter Joaquin Rossen needs to be added to the insurance rolls.
- k. The chief presented purchase requests. (Motions under new business)

6. Committee Reports

- a. **Facilities Management (Dave Peters)**
See New Business
- b. **Apparatus and Equipment (Bob LeGere)**
See Chief's Report
- c. **Firematic Training and Fire Prevention Committee (Jeff Voigt)**
There is nothing to report at this time.
- d. **Radio Communication and Informational Technology Committee (Kevin Loukes)**
There is nothing to report at this time.
- e. **Code of Ethics Committee (Steve Eichfeld)**
There is nothing to report at this time.

7. Unfinished Business

The board revisited officer requirements. The firefighters are having difficulty getting into the required courses. Trainings are limited due to county budget constraints and fill up before the CFD members can get enrolled. As a result, firefighters will be allowed to qualify for officer positions. Courses will be taken as they become available.

Motion to allow firefighters to run for officer positions taking required courses as they become available made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

8. New Business

- a. The new firefighter, Joaquin Rosson was approved and will be added to the insurance rolls.
- b. The Organizational meeting date was reviewed and approved (Tuesday, Jan 3rd).
- c. The Secretary was approved to place legal notice in the Gazette for Organizational Meeting.
- d. Resolution 26-2016 (2017 meeting dates) was reviewed and approved.

The dates of regular and special meetings are as follows:

<u>Day</u>	<u>Month</u>	<u>Day</u>	<u>Month</u>
3	January(Organizational mtg @ 6:30)	11	July
7	February (6pm)	1	August
7	March	6	September
4	April	3	October
2	May	17	October(Public Hearing)
6	June	7	November
		5	December

Motion to approve Tuesday, January 3rd as the Organizational Meeting date made by Jeff Voigt seconded by Bob LeGere. Approved 4-0.

Motion to approve Secretary to place legal notice in Gazette for Organizational Meeting made by Jeff Voigt seconded by Kevin Loukes. Approved 4-0.

Motion to approve Resolution 26-2016 establishing 2017 meeting dates made by Jeff Voigt seconded by Kevin Loukes. Approved 4-0.

Motion to approve the new firefighter, Joaquin Rossen and for Secretary to add him to insurance rolls made by Jeff Voigt and seconded by Steve Eichfeld . Approved 4-0.

Motion to approve Ryan McDonald's physical fitness reimbursement made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

Motion to approve purchase of Bullard camera and accessories from FirstOut for \$11,660.00 made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

Motion to approve the purchase of 3 sets of turnout gear from MES for \$5455.71 made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

Motion to approve the purchase of cleaning supplies for trucks from NAPA up to \$300 made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

9. Executive Session

Motion to adjourn to executive session at 7:48 made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

The Board convened to an executive session to discuss a personnel matter.

Motion to return to public session at 8:05 made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

10. Privilege of the Floor

Nothing to report at this time.

11. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Bob LeGere at 8:40 pm. Approved 4-0.

CHARLTON FIRE DISTRICT #1
Profit & Loss
November 2016

	Nov 16	Oct 16	\$ Change
Income			
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS CHECKING	0.24	0.33	-0.09
INTEREST & EARNINGS OPERATING	11.57	20.85	-9.28
INTEREST & EARNINGS OTHER ACCTS	16.94	14.49	2.45
Total A2401 INTEREST & EARNINGS	28.75	35.67	-6.92
Total Income	28.75	35.67	-6.92
Gross Profit	28.75	35.67	-6.92
Expense			
A9901.9 INTERFUND TRANSFERS			
TO APPARATUS CAPITAL RESERVES	0.00	-50,000.00	50,000.00
TO CAPITAL IMPROVEMENT RESERVES	0.00	0.00	0.00
TO EQUIPMENT CAPITAL RESERVES	0.00	0.00	0.00
TO OPERATING ACCOUNT	0.00	50,000.00	-50,000.00
Total A9901.9 INTERFUND TRANSFERS	0.00	0.00	0.00
A9030.8 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	33.35	0.00
FICA EMPLOYER	142.60	142.60	0.00
Total A9030.8 SOCIAL SECURITY	175.95	175.95	0.00
A34101 FIRE PER SVC			
PERSONAL SERVICES			
NYS INCOME TAX	0.00	116.40	-116.40
MEDICARE EMPLOYEE	33.35	33.35	0.00
FICA EMPLOYEE	142.60	142.60	0.00
FEDERAL INCOME TAX	188.00	188.00	0.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	2,261.20	2,377.60	-116.40
Total A34101 FIRE PER SVC	2,261.20	2,377.60	-116.40
A34104 FIRE PROTECTION			
BANK FEES	29.50	19.50	10.00
WEBSITE ADMINISTRATION	40.00	0.00	40.00
PUBLIC NOTICES	44.51	20.00	24.51
WASTE DISPOSAL	68.52	62.30	6.22
MISCELLANEOUS	183.00	10.00	173.00
ELECTRIC & GAS	210.66	193.37	17.29
FUEL - TRUCKS	275.85	330.02	-54.17
TELEPHONE & CABLE	342.25	345.60	-3.35
BUILDING & GROUNDS MAINTENANCE	610.00	426.00	184.00
HOSE/LADDER TESTING	675.25	0.00	675.25
FIREFIGHTER PHYSICAL EXAMS	5,680.00	0.00	5,680.00
Total A34104 FIRE PROTECTION	8,159.54	1,406.79	6,752.75
Total Expense	10,596.69	3,960.34	6,636.35
Net Income	-10,567.94	-3,924.67	-6,643.27

CHARLTON FIRE DISTRICT #1
BANK ACCOUNT BALANCES - 2 YEAR COMPARISON

Cash Basis

	<u>Nov 16</u>	<u>Nov 15</u>
R8021 0712 OPERATING	103,139.71	108,813.96
R8021 0720 PAYROLL	5,898.72	5,718.03
R8021 2286 APPARATUS	55,006.13	5,000.62
R8021 2294 EQUIPMENT	125,140.49	77,088.51
R8021 2302 EMERGENCY	25,041.17	25,028.65
R8021 2310 CAPITAL IMPROVEME...	207,882.03	123,802.47
TOTAL	<u>522,108.25</u>	<u>345,452.24</u>

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Account Summary

CHARLTON FIRE DISTRICT #1

Deposit Summary

[collapse all...](#)

Account Name	Account No.	Ledger Balance	Avail. Balance
R8021 0712 OPERATING	xxxxxxxx0712	\$103,139.71	\$103,139.71
R8021 0720 PAYROLL	xxxxxxxx0720	\$5,898.72	\$4,001.47
R8021 2286 APPARATUS	xxxxxxxx2286	\$55,006.13	\$55,006.13
R8021 2294 EQUIPMENT	xxxxxxxx2294	\$125,140.49	\$125,140.49
R8021 2302 EMERGENCY	xxxxxxxx2302	\$25,041.17	\$25,041.17
R8021 2310 CAPITAL IMPROVEMENTS	xxxxxxxx2310	\$207,882.03	\$207,882.03
Totals:		\$522,108.25	\$520,211.00

statement delivery preferences.

For assistance please call **1-888-588-**
Have a suggestion? Give us your [feec](#)



KeyBank
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Cleveland, OH 44101-5885

Business Banking Statement
November 30, 2016
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0712

4 X 81 00004 R EM T1
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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KeyBank Business Interest Checking
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

0712

Beginning balance 10-31-16	\$111,279.68
13 Subtractions	-8,130.04
Interest paid	+11.57
Net fees and charges	-21.50
Ending balance 11-30-16	\$103,139.71

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
7551	11-4	\$5,680.00	7553	11-7	44.51	7554	11-8	183.00
7552	11-7	675.25						

Paper Checks Paid \$6,582.76

Withdrawals	Date	Serial #	Location	
	11-14		Bill Pay:Atypica	Cvfd-1 Rbe93X66 \$40.00
	11-14		Bill Pay:Verizon	518399 Fb191X66 55.20
	11-14		Bill Pay:County Waste & Rec	6910-1 Sbx9Ex66 68.52
	11-14		Bill Pay:Time Warner Cable	106007 Pb19Dx66 87.05
	11-14		Bill Pay:Kevin G Riehl	N/A 3Bm9Ax66 100.00
	11-14		Bill Pay:Dean DE Capria	N/A 2Bs9Sxg6 100.00
	11-14		Bill Pay:National Grid	51564- Wbi9Rx66 210.66
	11-14		Bill Pay:Town of Charlton	N/A Abp9Gx66 275.85
	11-14		Bill Pay:Da Kenyon Enterpri	Cfd #1 Qbp99X66 610.00
Total subtractions				\$8,130.04

0712 - 03290

8348

10712

Interest
earned

Annual percentage yield (APY) earned	0.13%
Number of days this statement period	30
Interest paid 11-30-16	\$11.57
Interest earned this statement period	\$11.57
Interest paid year-to-date	\$284.66

Fees and
charges

Date		Quantity	Unit Charge	
11-8-16	Oct Kbo Manage Access (Monthly)	1	10.00	-\$10.00
11-30-16	Imaged Items With Statement Charge	1	3.50	-3.50
11-30-16	Duplicate Statement Service Charge	1	5.00	-5.00
11-30-16	Paper Statement Fee	1	3.00	-3.00
Fees and charges assessed this period				-\$21.50

10:09 AM

12/06/16

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 0712 OPERATING, Period Ending 11/30/2016

	<u>Nov 30, 16</u>
Beginning Balance	111,279.68
Cleared Transactions	
Checks and Payments - 17 Items	-8,151.54
Deposits and Credits - 1 Item	11.57
Total Cleared Transactions	<u>-8,139.97</u>
Cleared Balance	<u><u>103,139.71</u></u>
Register Balance as of 11/30/2016	103,139.71
Ending Balance	103,139.71

10:09 AM

12/06/16

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
R8021 0712 OPERATING, Period Ending 11/30/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						111,279.68
Cleared Transactions						
Checks and Payments - 17 items						
Check	11/01/2016	7551	ROBERT HALBIG, ...	X	-5,680.00	-5,680.00
Check	11/01/2016	7552	SAFETY FIRST FIR...	X	-675.25	-6,355.25
Check	11/01/2016	7554	JAMES PUBLISHING	X	-183.00	-6,538.25
Check	11/01/2016	7553	THE GAZETTE	X	-44.51	-6,582.76
Check	11/08/2016		KEYBANK	X	-10.00	-6,592.76
Check	11/14/2016		D.A. KENYON ENT...	X	-610.00	-7,202.76
Check	11/14/2016		TOWN OF CHARLT...	X	-275.85	-7,478.61
Check	11/14/2016		NATIONAL GRID	X	-210.66	-7,689.27
Check	11/14/2016		KEVIN RIEHL	X	-100.00	-7,789.27
Check	11/14/2016		DEAN DECAPRIA	X	-100.00	-7,889.27
Check	11/14/2016		TIME WARNER CA...	X	-87.05	-7,976.32
Check	11/14/2016		COUNTY WASTE	X	-68.52	-8,044.84
Check	11/14/2016		VERIZON	X	-55.20	-8,100.04
Check	11/14/2016		ATYPICA	X	-40.00	-8,140.04
Check	11/30/2016		DUPLICATE STMT ...	X	-5.00	-8,145.04
Check	11/30/2016		IMAGED ITEMS WI...	X	-3.50	-8,148.54
Check	11/30/2016		PAPER STATEMEN...	X	-3.00	-8,151.54
Total Checks and Payments					-8,151.54	-8,151.54
Deposits and Credits - 1 item						
Deposit	11/30/2016		INTEREST PAYME...	X	11.57	11.57
Total Deposits and Credits					11.57	11.57
Total Cleared Transactions					-8,139.97	-8,139.97
Cleared Balance					-8,139.97	103,139.71
Register Balance as of 11/30/2016					-8,139.97	103,139.71
Ending Balance					-8,139.97	103,139.71



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Cleveland, OH 44101-5885

Business Banking Statement
November 30, 2016
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00720

X 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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KeyBank Business Interest Checking	0720	
CHARLTON FIRE DISTRICT #1		
PAYROLL ACCOUNT		
Beginning balance 10-31-16		\$8,343.63
3 Subtractions		-2,437.15
Interest paid		+0.24
Net fees and charges		-8.00
Ending balance 11-30-16		\$5,898.72

Subtractions

Withdrawals	Date	Serial #	Location	
	11-1		Bill Pay:First New York Fcu 108600 Gbz9Wlih	\$588.65
	11-1		Bill Pay:Sunmark Federal Cr 124890 Mbd9Zlih	1,308.60
	11-21		Direct Withdrawal, Irs Usataxpymt	539.90
Total subtractions				\$2,437.15

Interest earned

Annual percentage yield (APY) earned	0.04%
Number of days this statement period	30
Interest paid 11-30-16	\$0.24
Interest earned this statement period	\$0.23
Interest paid year-to-date	\$17.95

Fees and charges

Date		Quantity	Unit Charge	
11-30-16	Duplicate Statement Service Charge	1	5.00	-\$5.00

10720

Fees and
charges
(con't)

Date		Quantity	Unit Charge	
11-30-16	Paper Statement Fee	1	3.00	-3.00
Fees and charges assessed this period				-\$8.00

10:10 AM
12/06/16

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 0720 PAYROLL, Period Ending 11/30/2016

	Nov 30, 16
Beginning Balance	8,343.63
Cleared Transactions	
Checks and Payments - 5 items	-2,445.15
Deposits and Credits - 1 item	0.24
Total Cleared Transactions	-2,444.91
Cleared Balance	5,898.72
Register Balance as of 11/30/2016	5,898.72
Ending Balance	5,898.72

10:10 AM

12/06/16

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
R8021 0720 PAYROLL, Period Ending 11/30/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,343.63
Cleared Transactions						
Checks and Payments - 5 items						
Check	11/01/2016		ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	11/01/2016		Sharon B Cronin	X	-588.65	-1,897.25
Check	11/21/2016		DIRECT WITHDRA...	X	-539.90	-2,437.15
Check	11/30/2016		DUPLICATE STMT ...	X	-5.00	-2,442.15
Check	11/30/2016		PAPER STATEMEN...	X	-3.00	-2,445.15
Total Checks and Payments					-2,445.15	-2,445.15
Deposits and Credits - 1 item						
Deposit	11/30/2016		INTEREST PAYME...	X	0.24	0.24
Total Deposits and Credits					0.24	0.24
Total Cleared Transactions					-2,444.91	-2,444.91
Cleared Balance					-2,444.91	5,898.72
Register Balance as of 11/30/2016					-2,444.91	5,898.72
Ending Balance					-2,444.91	5,898.72



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Business Banking Statement
November 30, 2016
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12286

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE

2286

Beginning balance 10-31-16	\$55,003.87
Interest paid	+2.26
Ending balance 11-30-16	\$55,006.13

**Interest
earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	30
Interest paid 11-30-16	\$2.26
Interest earned this statement period	\$2.25
Interest paid year-to-date	\$5.30

12286 - 03290

8350

CUSTOMER ACCOUNT DISCLOSURES

The following disclosures apply only to accounts covered by the Federal Truth-in-Lending Act or the Federal Electronic Funds Transfer Act, as amended, or similar state laws.

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Call us at the phone number indicated on the first page of this statement, OR write us at the address listed below*, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared.

*** KeyBank**
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211

- Tell us your name and Account number;
- Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
- Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

XFER TO SAV	- Transfer to Savings Account
XFER FROM SAV	- Transfer from Savings Account
XFER TO CKG	- Transfer to Checking Account
XFER FROM CKG	- Transfer from Checking Account
PMT TO CR CARD	- Payment to Credit Card
ADV CR CARD	- Advance from Credit Card

Preauthorized Credits: If you have arranged to have direct deposits made to your Account at least once every sixty (60) days from the same person or company, you can call us at the number indicated on the reverse side to find out whether or not the deposit has been made.

IMPORTANT LINE OF CREDIT INFORMATION

What To Do If You Think You Find A Mistake on Your Statement: If you think there is an error on your statement, write us at: KeyBank N.A., P.O. Box 93885, Cleveland, OH 44101-4825.

In your letter, give us the following information:

- **Account Information :** Your name and account number.
- **Dollar Amount :** The dollar amount of the suspected error.
- **Description of the Problem :** If you think there is an error on your bill, describe what you believe is wrong and why you believe it was a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We investigate whether or not there has been an error, the following are true:
 - We cannot try to collect the amount in question, or report you as delinquent on that amount.
 - The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
 - While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
 - We can apply any unpaid amount against your credit limit.

Explanation of Finance Charge: Your Finance Charge attributable to interest (hereinafter referred to as interest) is computed using the Average Daily Balance method.

Average Daily Balance method (Balance Subject to Interest Rate): Your interest is computed on all purchases and cash advances (collectively "advances") from the date each advance is posted until we receive payment in full (there is no grace period). We figure the interest on your line of credit by multiplying the daily periodic rate by the "Average Daily Balance" of your line of credit (including current transactions) and multiplying by the number of days in the billing cycle. To get the Average Daily Balance we take the beginning balance of your line of credit each day, add any new advances or debits, and subtract any payments and credits, any non-financed fees and unpaid interest. This gives us the daily balance. Then we add up all of your daily balances in the billing cycle and divide this total by the number of days in the billing cycle to get your Average Daily Balance.

CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

Key Credit Research Department
P.O. Box 94518
Cleveland, Ohio 44101-4518

Please include your account number, a copy of your credit report reflecting the inaccurate information, name, address, city, state, and zip code, and an explanation of why you believe the information is inaccurate.

BALANCING YOUR ACCOUNT

Please examine your statement and paid check information upon receipt. Erasures, alterations or irregularities should be reported promptly in accordance with your account agreement. The suggested steps below will help you balance your account.

INSTRUCTIONS

- 1** Verify and check off in your check register each deposit, check or other transaction shown on this statement.

Enter into your check register and SUBTRACT:

- Checks or other deductions shown on our statement that you have *not* already entered.
- The "Service charges", if any, shown on your statement.

Enter into your check register and ADD:

- Deposits or other credits shown on your statement that you have *not* already entered.
- The "Interest earned" shown on your statement, if any.

4	List from your check register any checks or other deductions that are <i>not</i> shown on your statement.		
	Check # or Date	Amount	
	TOTAL →		\$

5	List any deposits from your check register that are <i>not</i> shown on your statement.		
	Date	Amount	
TOTAL →		\$	

6	Enter ending balance shown on your statement.		
	\$		

7	Add 5 and 6 and enter total here.		
	\$		

8	Enter total from 4.		
	\$		

9	Subtract 8 from 7 and enter difference here.		
	\$		

This amount should agree with your check register balance.			
--	--	--	--

10:11 AM
12/06/16

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2286 APPARATUS, Period Ending 11/30/2016

	Nov 30, 16
Beginning Balance	55,003.87
Cleared Transactions	
Deposits and Credits - 1 item	2.26
Total Cleared Transactions	2.26
Cleared Balance	55,006.13
Register Balance as of 11/30/2016	55,006.13
Ending Balance	55,006.13



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Cleveland, OH 44101-5885

Business Banking Statement
November 30, 2016
page 1 of 2

2294

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Enroll in Online Banking today at Key.com.
Access your available accounts, transfer funds and view your transactions right from your PC.

Key Business Silver Money Market Svgs
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

2294

Beginning balance 10-31-16	\$125,135.36
Interest paid	+5.13
Ending balance 11-30-16	\$125,140.49

**Interest
earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	30
Interest paid 11-30-16	\$5.13
Interest earned this statement period	\$5.12
Interest paid year-to-date	\$47.72

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

*** KeyBank
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211**

- We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

XFER TO SAV	- Transfer to Savings Account
XFER FROM SAV	- Transfer from Savings Account
XFER TO CKG	- Transfer to Checking Account
XFER FROM CKG	- Transfer from Checking Account
PMT TO CR CARD	- Payment to Credit Card
ADV CR CARD	- Advance from Credit Card

IMPORTANT LINE OF CREDIT INFORMATION

In your letter, give us the following information:

- **Account Information :** Your name and account number.
- **Dollar Amount :** The dollar amount of the suspected error.
- **Description of the Problem :** If you think there is an error on your bill, describe what you believe is wrong and why you believe it was a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We investigate whether or not there has been an error, the following are true:
- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

Explanation of Finance Charge: Your Finance Charge attributable to interest (hereinafter referred to as interest) is computed using the Average Daily Balance method.

Average Daily Balance method (Balance Subject to Interest Rate): Your interest is computed on all purchases and cash advances (collectively "advances") from the date each advance is posted until we receive payment in full (there is no grace period). We figure the interest on your line of credit by multiplying the daily periodic rate by the "Average Daily Balance" of your line of credit (including current transactions) and multiplying by the number of days in the billing cycle. To get the Average Daily Balance we take the beginning balance of your line of credit each day, add any new advances or debits, and subtract any payments and credits, any non-financed fees and unpaid interest. This gives us the daily balance. Then we add up all of your daily balances in the billing cycle and divide this total by the number of days in the billing cycle to get your Average Daily Balance.

CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

Key Credit Research Department
P.O. Box 94518
Cleveland, Ohio 44101-4518

Please include your account number, a copy of your credit report reflecting the inaccurate information, name, address, city, state, and zip code, and an explanation of why you believe the information is inaccurate.

Please examine your statement and paid check information upon receipt. Erasures, alterations or irregularities should be reported promptly in accordance with your account agreement. The suggested steps below will help you balance your account.

1 Verify and check off in your check register each deposit, check or other transaction shown on this statement.

- Checks or other deductions shown on our statement that you have *not* already entered.
- The "Service charges", if any, shown on your statement.

- Deposits or other credits shown on your statement that you have *not* already entered.
- The “Interest earned” shown on your statement, if any.

[illegible]

10:12 AM
12/06/16

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2294 EQUIPMENT, Period Ending 12/01/2016

	Dec 1, 16
Beginning Balance	125,135.36
Cleared Transactions	
Deposits and Credits - 1 item	5.13
Total Cleared Transactions	5.13
Cleared Balance	125,140.49
Register Balance as of 12/01/2016	125,140.49
Ending Balance	125,140.49



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
November 30, 2016
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2302

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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Key Business Silver Money Market Svgs	2302	
CHARLTON FIRE DISTRICT #1		
EMERGENCY REPAIR RESERVES		
	Beginning balance 10-31-16	\$25,040.14
	Interest paid	+1.03
	Ending balance 11-30-16	\$25,041.17

Interest earned		
	Annual percentage yield (APY) earned	0.05%
	Number of days this statement period	30
	Interest paid 11-30-16	\$1.03
	Interest earned this statement period	\$1.02
	Interest paid year-to-date	\$11.46

CUSTOMER ACCOUNT DISCLOSURES

The following disclosures apply only to accounts covered by the Federal Truth-in-Lending Act or the Federal Electronic Funds Transfer Act, as amended, or similar state laws.

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Call us at the phone number indicated on the first page of this statement, OR write us at the address listed below*, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared.

*** KeyBank**
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211

- Tell us your name and Account number;
- Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
- Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

XFER TO SAV	- Transfer to Savings Account
XFER FROM SAV	- Transfer from Savings Account
XFER TO CKG	- Transfer to Checking Account
XFER FROM CKG	- Transfer from Checking Account
PMT TO CR CARD	- Payment to Credit Card
ADV CR CARD	- Advance from Credit Card

Preauthorized Credits: If you have arranged to have direct deposits made to your Account at least once every sixty (60) days from the same person or company, you can call us at the number indicated on the reverse side to find out whether or not the deposit has been made.

IMPORTANT LINE OF CREDIT INFORMATION

What To Do If You Think You Find A Mistake on Your Statement: If you think there is an error on your statement, write us at: KeyBank N.A., P.O. Box 93885, Cleveland, OH 44101-4825.

In your letter, give us the following information:

- **Account Information :** Your name and account number.
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Cleveland, Ohio 44101-4518

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BALANCING YOUR ACCOUNT

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INSTRUCTIONS

- 1** Verify and check off in your check register each deposit, check or other transaction shown on this statement.

Enter into your check register and SUBTRACT:

- Checks or other deductions shown on our statement that you have *not* already entered.
- The "Service charges", if any, shown on your statement.

Enter into your check register and ADD:

- Deposits or other credits shown on your statement that you have *not* already entered.
- The "Interest earned" shown on your statement, if any.

4	List from your check register any checks or other deductions that are <i>not</i> shown on your statement.		
	Check # or Date	Amount	
	TOTAL →		\$
5	List any deposits from your check register that are <i>not</i> shown on your statement.		
	Date	Amount	
TOTAL →		\$	
6	Enter ending balance shown on your statement.		
	\$		
7	Add 5 and 6 and enter total here.		
	\$		
8	Enter total from 4.		
	\$		
9	Subtract 8 from 7 and enter difference here.		
	\$		
This amount should agree with your check register balance.			

10:12 AM
12/06/16

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2302 EMERGENCY, Period Ending 11/30/2016

	Nov 30, 16
Beginning Balance	25,040.14
Cleared Transactions	
Deposits and Credits - 1 item	1.03
Total Cleared Transactions	1.03
Cleared Balance	25,041.17
Register Balance as of 11/30/2016	25,041.17
Ending Balance	25,041.17



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
November 30, 2016
page 1 of 2

2310

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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Key Business Silver Money Market Svgs
CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES

2310

Beginning balance 10-31-16	\$207,873.51
Interest paid	+8.52
Ending balance 11-30-16	\$207,882.03

**Interest
earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	30
Interest paid 11-30-16	\$8.52
Interest earned this statement period	\$8.51
Interest paid year-to-date	\$73.12

12310 - 03290

8353

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

*** KeyBank
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211**

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	Date	Amount	
	TOTAL →		\$
6	Enter ending balance shown on your statement.		
	\$		
	TOTAL →		\$
7	Add 5 and 6 and enter total here.		
	\$		
	TOTAL →		\$
8	Enter total from 4.		
	\$		
	TOTAL →		\$
9	Subtract 8 from 7 and enter difference here.		
	\$		
	TOTAL →		\$
This amount should agree with your check register balance.			

10:13 AM
12/06/16

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2310 CAPITAL IMPROVEMENTS, Period Ending 11/30/2016

	Nov 30, 16
Beginning Balance	207,873.51
Cleared Transactions	
Deposits and Credits - 1 item	8.52
Total Cleared Transactions	8.52
Cleared Balance	207,882.03
Register Balance as of 11/30/2016	207,882.03
Ending Balance	207,882.03

5:16 PM
12/06/16
Cash Basis

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January through November 2016

	Jan - Nov 16	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROPERTY TAXES	294,600.03	294,600.00	0.03	100.0%
REAL PROPERTY TAXES				
Total A1001 REAL PROPERTY TAXES	294,600.03	294,600.00	0.03	100.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS CHECKING	17.95	20.00	-2.05	89.8%
INTEREST & EARNINGS OPERATING	284.66	230.00	54.66	123.8%
INTEREST & EARNINGS OTHER ACCTS	137.60	250.00	-112.40	55.0%
Total A2401 INTEREST & EARNINGS	440.21	500.00	-59.79	88.0%
A2665 SALES OF PROPERTY				
SALE OF EQUIPMENT	16,000.00			
Total A2665 SALES OF PROPERTY	16,000.00			
A2701 REFUNDS OF PRIOR YEAR EXP				
REFUND PRIOR YEAR	423.17			
Total A2701 REFUNDS OF PRIOR YEAR EXP	423.17			
A5031 INTERFUND TRANSFERS				
INTERFUND TRANSFERS	0.00			
Total A5031 INTERFUND TRANSFERS	0.00			
Total Income	311,463.41	295,100.00	16,363.41	105.5%
Gross Profit	311,463.41	295,100.00	16,363.41	105.5%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	2,068.00			
FICA EMPLOYEE	1,568.60			
MEDICARE EMPLOYEE	366.85			
NYS INCOME TAX	349.20			
SECRETARY WAGES	6,475.15	8,400.00	-1,924.85	77.1%
TREASURER WAGES	14,394.60	19,200.00	-4,805.40	75.0%
Total PERSONAL SERVICES	25,222.40	27,600.00	-2,377.60	91.4%
Total A34101 FIRE PER SVC	25,222.40	27,600.00	-2,377.60	91.4%

5:16 PM

12/06/16

Cash Basis

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January through November 2016

	Jan - Nov 16	Budget	\$ Over Budget	% of Budget
A34102 FIRE, EQUIP & CAP OUTLAY				
EQUIPMENT				
APPARATUS EQUIPMENT	2,844.26	1,000.00	1,844.26	284.4%
BUILDING EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
EMS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
FIREFIGHTER EQUIPMENT	731.64	3,000.00	-2,268.36	24.4%
HOSE REPLACEMENT	1,352.50	1,000.00	352.50	135.3%
PERSONAL PROTECTIVE EQUIP	619.45	15,000.00	-14,380.55	4.1%
Total EQUIPMENT	5,547.85	22,000.00	-16,452.15	25.2%
Total A34102 FIRE, EQUIP & CAP OUTLAY	5,547.85	22,000.00	-16,452.15	25.2%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	5,393.68	15,000.00	-9,606.32	36.0%
ASSOCIATION DUES	375.00	300.00	75.00	125.0%
BANK FEES	329.50	300.00	29.50	109.8%
BUILDING & GROUNDS MAINTENANCE	6,670.00	4,800.00	1,870.00	139.0%
BUILDING & GROUNDS REPAIRS	14,655.18	4,300.00	10,355.18	340.8%
COMMISSIONER TRAINING	125.00	500.00	-375.00	25.0%
DATA ENTRY-INCIDENT REPORTING	0.00	1,800.00	-1,800.00	0.0%
ELECTRIC & GAS	2,775.02	6,000.00	-3,224.98	46.3%
EMS SUPPLIES	172.00	4,000.00	-3,828.00	4.3%
EMS TRAINING	230.00	1,000.00	-770.00	23.0%
EQUIPMENT MAINT/REPAIR	4,900.09	1,000.00	3,900.09	490.0%
FIRE PREVENTION	0.00	3,000.00	-3,000.00	0.0%
FIREFIGHTER PHYSICAL EXAMS	11,560.00	7,000.00	4,560.00	165.1%
FIREFIGHTER TRAINING	510.00	3,000.00	-2,490.00	17.0%
FIREMATIC & REHAB SUPPLIES	0.00	1,200.00	-1,200.00	0.0%
FOAM	1,430.00	250.00	1,180.00	572.0%
FOOD REIMBURSEMENTS	140.65	500.00	-359.35	28.1%
FUEL - BUILDING	1,969.05	5,000.00	-3,030.95	39.4%
FUEL - TRUCKS	1,820.48	6,000.00	-4,179.52	30.3%
HOSE/LADDER TESTING	1,138.95	1,200.00	-61.05	94.9%
INSPECTION OF DEPARTMENT	7,419.93	6,500.00	919.93	114.2%
INSURANCE	19,456.88	20,000.00	-543.12	97.3%
INTERIOR FIREFIGHTING FIT TRAIN	432.00	900.00	-468.00	48.0%
LEGAL SERVICES	0.00	5,000.00	-5,000.00	0.0%
MISCELLANEOUS	2,368.99	500.00	1,868.99	473.8%
PAGER REPAIR BATTERIES	0.00	1,000.00	-1,000.00	0.0%
PHYSICAL FITNESS	500.00	1,500.00	-1,000.00	33.3%
POSTAGE	366.63	400.00	-33.37	91.7%
PRINTING & SUPPLIES	465.44	1,000.00	-534.56	46.5%
PUBLIC NOTICES	82.57	200.00	-117.43	41.3%
SCBA PACK TESTING	453.94	1,000.00	-546.06	45.4%
TELEPHONE & CABLE	3,717.34	4,000.00	-282.66	92.9%
WASTE DISPOSAL	689.36	800.00	-110.64	86.2%

5:16 PM

12/06/16

Cash Basis

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January through November 2016

	Jan - Nov 16	Budget	\$ Over Budget	% of Budget
WATER	639.99	600.00	39.99	106.7%
WEBSITE ADMINISTRATION	200.00	400.00	-200.00	50.0%
Total A34104 FIRE PROTECTION	90,987.67	113,950.00	-22,962.33	79.8%
A9030.8 SOCIAL SECURITY				
FICA EMPLOYER	1,568.60	1,800.00	-231.40	87.1%
MEDICARE EMPLOYER	366.85	400.00	-33.15	91.7%
Total A9030.8 SOCIAL SECURITY	1,935.45	2,200.00	-264.55	88.0%
A9901.9 INTERFUND TRANSFERS				
TO APPARATUS CAPITAL RESERVES	-50,000.00	50,000.00	-100,000.00	-100.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	55,350.00	-55,350.00	0.0%
TO EQUIPMENT CAPITAL RESERVES	0.00	24,000.00	-24,000.00	0.0%
TO OPERATING ACCOUNT	50,000.00			
TO PAYROLL ACCOUNT	0.00			
Total A9901.9 INTERFUND TRANSFERS	0.00	129,350.00	-129,350.00	0.0%
Total Expense	123,693.37	295,100.00	-171,406.63	41.9%
Net Income	187,770.04	0.00	187,770.04	100.0%