

Charlton Fire District Meeting Minutes

June 2, 2020

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on June 2, 2020 at 7:05 p.m.

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

ABSENT:

1. Approval of Agenda

Motion to approve the agenda was made by Jeff Voigt and seconded by Bob LeGere. Approved 5-0.

2. Approval of Minutes

Motion to approve last month's meeting minutes made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

3. Chairman's Report

Nothing to report

4. Treasurer's Report

- a. Treasurer's Report presented by Andy LaPatra.
- b. Review and audit of bills.
- c. Operating Account: \$386,022.51
Payroll Account: \$22,346.60
Apparatus Capital Reserve: \$157,110.21
Equipment Capital Reserve: \$8,700.90
Emergency Capital Reserve: \$25,093.05
Capital Improvement Reserve: \$4,329.19
Bond Account: \$589,134.84
Total ending on June 1, 2020: \$1,192,737.30

Motion to pay outstanding bills was made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve Treasurer's report made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve construction bills made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0

5. Chief's Report

- a. Dean DeCapria presented Chief's Report. 13 calls for the month:
 - 6-EMS
 - 1-MVA
 - 1-Fire alarm
 - 1-Gas leak

1-C/O alarm
3-Electrical emergency

- b. Car 18 mileage as of 5/5 is 53,237 and car 18-0 mileage as of 5/5 is 65,211.
- c. EMS order has been received.
- d. All FFE orders have been received.
- e. 18-4 due for service at the end of July.
- f. Headlights on 18-1, 18-3 ground and 18-4 windshield wiper have been repaired.
- g. Due to county concerns over ongoing protesting, apparatus/radios will not leave the firehouse without the Chief's permission or an active call.
- h. Dean DeCapria presented purchase requests. (Motions under new business)

6. Committee Reports

- a. **Facilities Management (Kevin Loukes)**
See Unfinished 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 (Steve Eichfeld)**
There is nothing to report at this time.
- e. **Staff Relations/Code of Ethics Committee (Leland Roden)**
There is nothing to report at this time.

7. Unfinished Business

- a. Bob LeGere presented an update on construction of the new firehouse. Contractual work is near completion. Generator has been delivered and is being hooked up. Landscaping/hydroseeding is in the process of being completed. Secretary will contact Marcus Maringola on procedures for changing over insurance coverage once Certification of Occupancy has been granted.
- b. The board discussed selling the firehouse. The chairman will be mtg with a local realtor to discuss the process and to look at the firehouse.
- c. Seasonal lawn care was discussed. The secretary placed bid notification in the Gazette. No bids were received. Lawn will be mowed in-house until further notice. Lawn care needs for both properties will be revisited at a later date.

8. New Business

- a. Project budget reconciliation was discussed. Financial closeout session is June 16th at 7 pm.
- b. Vendor retention for the new firehouse was discussed. Per the contracts, \$150,000 has been allocated for retention until work has been completed and approved.
- c. The report for Fiscal Advisors will be submitted once Dick DiNolfo completes audit.
- d. Board discussed the new firehouse janitorial needs. Secretary will place a bid notification in the Gazette.
- e. Quotes for window blinds were presented and reviewed. Board approved Blinds, Shades and More quote for \$2,320.00 which includes the blinds and installation.

Motion to approve secretary to place a janitorial bid notification in the Gazette made by Steve Eichfeld and seconded by Bob LeGere. Approved 5-0.

Motion to approve the quote from Blinds, Shades and More for \$2,320.00 made by Kevin Loukes and seconded by Bob LeGere. Approved 5-0.

9. Privilege of the Floor

Nothing to report

10. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Leland Roden. 8:30 p.m.
Approved 5-0.

4:41 PM
06/01/20
Cash Basis

CHARLTON FIRE DISTRICT #1 Profit & Loss May 2020

	May 20	Apr 20	\$ Change
Income			
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	8.05	10.00	-1.95
Total A2401 INTEREST & EARNINGS	8.05	10.00	-1.95
Total Income	8.05	10.00	-1.95
Gross Profit	8.05	10.00	-1.95
Expense			
A34102 FIRE, EQUIP & CAP OUTLAY			
BUILDING IMPROVEMENTS	0.00	30.00	-30.00
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	0.00	31.00	-31.00
Total EQUIPMENT	0.00	31.00	-31.00
Total A34102 FIRE, EQUIP & CAP OUTLAY	0.00	61.00	-61.00
A90408 WORKER'S COMPENSATION	262.00	0.00	262.00
A34104 FIRE PROTECTION			
APPARATUS MAINT/REPAIR	0.00	11,805.88	-11,805.88
POSTAGE	0.00	55.00	-55.00
BUILDING & GROUNDS REPAIRS	0.00	22.57	-22.57
MISCELLANEOUS	0.00	30.00	-30.00
EMS SUPPLIES	0.00	734.73	-734.73
FIREFIGHTER TRAINING	0.00	0.00	0.00
FUEL - BUILDING	0.00	418.44	-418.44
INTERIOR FIREFIGHTING FIT TRAIN	0.00	420.00	-420.00
WEBSITE ADMINISTRATION	40.00	0.00	40.00
WASTE DISPOSAL	59.00	59.00	0.00
FUEL - TRUCKS	142.03	132.15	9.88
ELECTRIC & GAS	157.41	184.02	-26.61
PUBLIC NOTICES	181.83	0.00	181.83
PRINTING & SUPPLIES	188.32	293.60	-105.28
TELEPHONE & CABLE	240.58	528.16	-287.60
BUILDING & GROUNDS MAINTENANCE	1,760.00	295.00	1,465.00
Total A34104 FIRE PROTECTION	2,769.15	14,778.35	-12,009.20
A34101 FIRE PER SVC			
PERSONAL SERVICES			
NYS INCOME TAX	77.60	0.00	77.60
SECRETARY WAGES	588.65	1,177.30	-588.65
FEDERAL INCOME TAX	1,079.80	0.00	1,079.80
TREASURER WAGES	1,308.60	2,817.20	-1,508.60
Total PERSONAL SERVICES	3,054.65	3,794.50	-739.85
Total A34101 FIRE PER SVC	3,054.65	3,794.50	-739.85
H34102 NEW FIREHOUSE			
200 NEW BLDG CONSTRUCTION PHASE			
206 NAPIERALA & ASSOCIATES	-172.50	0.00	-172.50
205 H2M - ARCHITECTURAL DESIGN	0.00	8,386.00	-8,386.00
204.3 HB OVERHEAD & PROFIT	0.00	13,750.00	-13,750.00
209 JOB SITE CONSUMABLES	1,155.00	3,734.00	-2,579.00
207 INSPECTIONS	1,914.30	1,279.40	634.90
208 UTILITIES COST	5,554.08	5,405.85	148.23
204.2 HB - FIELD STAFF EXPENSE	15,900.00	21,500.00	-5,600.00
206.3 TRI-VALLEY P&L - PLUMBING	23,635.05	21,075.75	2,559.30
206.2 TRI-VALLEY P&L - HVAC	27,366.41	65,485.88	-38,119.47
206.1 CKM ELECTRICAL	69,329.47	48,044.05	21,285.42
201.1 BAST HATFIELD	97,707.00	264,625.00	-166,918.00
Total 200 NEW BLDG CONSTRUCTION PH...	242,388.81	453,285.93	-210,897.12
Total H34102 NEW FIREHOUSE	242,388.81	453,285.93	-210,897.12
Total Expense	248,474.61	471,919.78	-223,445.17
Net Income	-248,466.56	-471,909.78	223,443.22

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

Cash Basis

	<u>May 20</u>	<u>May 19</u>
A200 CASH		
0712 OPERATING	386,022.51	101,908.39
0720 PAYROLL	<u>22,346.60</u>	<u>26,467.71</u>
Total A200 CASH	408,369.11	128,376.10
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	157,110.21	57,007.79
2294 EQUIPMENT	8,700.90	8,694.52
2302 EMERGENCY	25,093.05	25,074.63
2310 CAPITAL IMPROVEMENTS	4,329.19	431,528.57
2528 NEW FIREHOUSE	<u>589,134.84</u>	<u>0.00</u>
Total A230 CASH, SPECIAL RESERVES	784,368.19	522,305.51
A452 INVESTMENT IN SECURITIES		
9062 APPARATUS	<u>0.00</u>	<u>98,094.44</u>
Total A452 INVESTMENT IN SECURIT...	0.00	98,094.44
TOTAL	<u>1,192,737.30</u>	<u>748,776.05</u>

CHARLTON FIRE DISTRICT #1

Date	Account Name	Closing Avail.
May 29, 2020	OPERATING ACCOUNT	\$404,166.08
May 29, 2020	PAYROLL ACCOUNT	\$22,346.60
May 29, 2020	CHARLTON FIRE DISTRICT #1	\$589,134.84
May 29, 2020	APPARATUS CAPITAL RESERVE	\$157,110.21
May 29, 2020	EQUIPMENT CAPITAL RESERVES	\$8,700.90
May 29, 2020	EMERGENCY REPAIR RESERVES	\$25,093.05
May 29, 2020	CAPITAL IMPROVEMENTS RESERVES	\$4,329.19
	MAY 31, 2020 Keybank NA	
	Total Balances:	\$1,210,880.87



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

Public Sector Statement
May 31, 2020
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320811000712

23 X 81 00023 R EM T1
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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

Public Transaction Basic 320811000712
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

Beginning balance 4-30-20	\$389,430.80
1 Addition	+242,561.31
23 Subtractions	-227,826.03
Ending balance 5-31-20	\$404,166.08

Additions

Transfers	Date	Serial #	Source		
	5-22		Trf Fr DDA 0000320811002528	3290	\$242,561.31
Total additions					\$242,561.31

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
7954	5-5	\$200.00	7978	5-12	262.00	7988	5-27	23,635.05
*7956	5-12	177.14	7979	5-8	181.83	7989	5-27	625.00
*7972	5-13	40.00	7980	5-11	188.32	7990	5-26	3,541.87
7973	5-18	260.00	7981	5-21	157.41	7991	5-26	764.70
7974	5-19	59.00	*7983	5-8	51.99	7992	5-26	524.60
7975	5-12	142.03	*7985	5-26	97,707.00	*7994	5-26	851.20
7976	5-26	100.00	7986	5-27	27,366.41	7995	5-28	161.01
7977	5-11	1,500.00	7987	5-27	69,329.47			

Paper Checks Paid \$227,826.03

Interest earned

Number of days this statement period	31
Interest paid year-to-date	\$15.20

320811000712

Account messages

Coming Soon: Increase to funds available when certain holds are placed on deposits. Federal regulations determine the amounts that banks must make available to you when certain holds are placed on your deposits. These amounts are being adjusted for inflation. Beginning on or before June 20, 2020 our Funds Availability Policy will be updated as follows:

- * Case-by-case holds: \$225 (up from \$200) will be available for withdrawal the next business day after the day of your deposit.*
- * Large deposit exception holds: The first \$5,525 (up from \$5,000) will be available the next business day after the day of your deposit.*
- * New account exception holds: \$5,525 (up from \$5,000) of a day's total deposits of cashier's, certified, teller's, traveler's, and federal, state and local government checks will be available on the first business day after the day of your deposit if the deposit meets certain conditions.*

3:03 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 05/31/2020

	<u>May 31, 20</u>
Beginning Balance	389,430.80
Cleared Transactions	
Checks and Payments - 23 items	-227,826.03
Deposits and Credits - 2 items	242,561.31
Total Cleared Transactions	<u>14,735.28</u>
Cleared Balance	<u>404,166.08</u>
Uncleared Transactions	
Checks and Payments - 3 items	-18,143.57
Total Uncleared Transactions	<u>-18,143.57</u>
Register Balance as of 05/31/2020	<u>386,022.51</u>
Ending Balance	<u>386,022.51</u>

3:03 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 05/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						389,430.80
Cleared Transactions						
Checks and Payments - 23 Items						
Check	04/06/2020	7954	KEVIN RIEHL	X	-200.00	-200.00
Check	04/06/2020	7956	TIME WARNER CA...	X	-177.14	-377.14
Check	05/05/2020	7977	JAMES CRAWFORD	X	-1,500.00	-1,877.14
Check	05/05/2020	7978	AMSURE	X	-262.00	-2,139.14
Check	05/05/2020	7973	TRI CITY JANITORI...	X	-260.00	-2,399.14
Check	05/05/2020	7980	FASNY FCU CARD...	X	-188.32	-2,587.46
Check	05/05/2020	7979	THE DAILY GAZET...	X	-181.83	-2,769.29
Check	05/05/2020	7981	NATIONAL GRID	X	-157.41	-2,926.70
Check	05/05/2020	7975	TOWN OF CHARLT...	X	-142.03	-3,068.73
Check	05/05/2020	7976	DEAN DECAPRIA	X	-100.00	-3,168.73
Check	05/05/2020	7974	COUNTY WASTE	X	-59.00	-3,227.73
Check	05/05/2020	7983	VERIZON	X	-51.99	-3,279.72
Check	05/05/2020	7972	Atypica Inc.	X	-40.00	-3,319.72
Check	05/21/2020	7985	BAST HATFIELD C...	X	-97,707.00	-101,026.72
Check	05/21/2020	7987	CKM ELECTRICAL ...	X	-69,329.47	-170,356.19
Check	05/21/2020	7986	TRI-VALLEY PLUM...	X	-27,366.41	-197,722.60
Check	05/21/2020	7988	TRI-VALLEY PLUM...	X	-23,635.05	-221,357.65
Check	05/21/2020	7990	G.A. BOVE FUELS	X	-3,541.87	-224,899.52
Check	05/21/2020	7994	GRAINGER	X	-851.20	-225,750.72
Check	05/21/2020	7991	Dente Group	X	-784.70	-226,535.42
Check	05/21/2020	7989	ENPRO	X	-625.00	-227,160.42
Check	05/21/2020	7992	Dente Group	X	-524.60	-227,685.02
Check	05/21/2020	7995	NATIONAL GRID	X	-161.01	-227,826.03
Total Checks and Payments					-227,826.03	-227,826.03
Deposits and Credits - 2 Items						
Check	04/06/2020	7963	MICHAEL EVANS	X	0.00	0.00
Transfer	05/29/2020		TRANSFER TO OP...	X	242,561.31	242,561.31
Total Deposits and Credits					242,561.31	242,561.31
Total Cleared Transactions					14,735.28	14,735.28
Cleared Balance					14,735.28	404,166.08
Uncleared Transactions						
Checks and Payments - 3 Items						
Check	05/05/2020	7982	TWC SPECTRUM		-88.57	-88.57
Check	05/21/2020	7984	HUEBER-BREUER ...		-17,055.00	-17,143.57
Check	05/21/2020	7993	D E FLYNN EXCAV...		-1,000.00	-18,143.57
Total Checks and Payments					-18,143.57	-18,143.57
Total Uncleared Transactions					-18,143.57	-18,143.57
Register Balance as of 05/31/2020					-3,408.29	386,022.51
Ending Balance					-3,408.29	386,022.51



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

Public Sector Statement
May 31, 2020
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320811000720

2 X 81 00002 R EM T1
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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

Public Transaction Basic 320811000720
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

Beginning balance 4-30-20	\$25,401.25
4 Subtractions	-3,054.65
Ending balance 5-31-20	\$22,346.60

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount
1003	5-7	\$588.65	1004	5-8	1,308.60

Paper Checks Paid **\$1,897.25**

Withdrawals	Date	Serial #	Location	
	5-1		Direct Withdrawal, Irs	Usataxpymt
	5-4		Direct Withdrawal, Nys Dtf Wt	Tax Paymnt
Total subtractions				\$3,054.65

Interest earned

Number of days this statement period	31
Interest paid year-to-date	\$0.38

320811000720

Account messages

Coming Soon: Increase to funds available when certain holds are placed on deposits. Federal regulations determine the amounts that banks must make available to you when certain holds are placed on your deposits. These amounts are being adjusted for inflation. Beginning on or before June 20, 2020 our Funds Availability Policy will be updated as follows:

- * Case-by-case holds: \$225 (up from \$200) will be available for withdrawal the next business day after the day of your deposit.*
- * Large deposit exception holds: The first \$5,525 (up from \$5,000) will be available the next business day after the day of your deposit.*
- * New account exception holds: \$5,525 (up from \$5,000) of a day's total deposits of cashier's, certified, teller's, traveler's, and federal, state and local government checks will be available on the first business day after the day of your deposit if the deposit meets certain conditions.*

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**

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:

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:

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

Enter into your check register and SUBTRACT:

Enter into your check register and ADD:

[illegible]

3:04 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 05/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						25,401.25
Cleared Transactions						
Checks and Payments - 4 items						
Check	05/01/2020		NYS EMPLOYMEN...	X	-1,079.80	-1,079.80
Check	05/04/2020		NYS EMPLOYMEN...	X	-77.60	-1,157.40
Check	05/05/2020	1004	ANDREW G. LA PA...	X	-1,308.60	-2,466.00
Check	05/05/2020	1003	Sharon B Cronin	X	-588.65	-3,054.65
Total Checks and Payments					-3,054.65	-3,054.65
Total Cleared Transactions					-3,054.65	-3,054.65
Cleared Balance					-3,054.65	22,346.60
Register Balance as of 05/31/2020					-3,054.65	22,346.60
New Transactions						
Checks and Payments - 2 items						
Check	06/01/2020		Andrew G La Patra		-1,408.60	-1,408.60
Check	06/01/2020		Sharon B Cronin	M	-588.65	-1,997.25
Total Checks and Payments					-1,997.25	-1,997.25
Total New Transactions					-1,997.25	-1,997.25
Ending Balance					-5,051.90	20,349.35

3:04 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 05/31/2020

	<u>May 31, 20</u>
Beginning Balance	25,401.25
Cleared Transactions	
Checks and Payments - 4 Items	<u>-3,054.65</u>
Total Cleared Transactions	<u>-3,054.65</u>
Cleared Balance	<u>22,346.60</u>
Register Balance as of 05/31/2020	22,346.60
New Transactions	
Checks and Payments - 2 Items	<u>-1,997.25</u>
Total New Transactions	<u>-1,997.25</u>
Ending Balance	<u>20,349.35</u>



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

Public Sector Statement
May 31, 2020
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320811002528

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

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

Public Transaction Basic Interest 320811002528
CHARLTON FIRE DISTRICT #1

Beginning balance 4-30-20	\$831,689.75
1 Subtraction	-242,561.31
Interest paid	+6.40
Ending balance 5-31-20	\$589,134.84

Subtractions

Transfers	Date	Serial #	Destination	
	5-22		Trf To DDA 0000320811000712 3290	\$242,561.31
			Total subtractions	\$242,561.31

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-29-20	\$6.40
Interest earned this statement period	\$6.39
Interest paid year-to-date	\$410.84

320811002528

Account messages

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3:06 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 05/31/2020

	May 31, 20	
Beginning Balance		831,689.75
Cleared Transactions		
Checks and Payments - 1 Item	-242,561.31	
Deposits and Credits - 1 Item	6.40	
Total Cleared Transactions	-242,554.91	
Cleared Balance		589,134.84
Register Balance as of 05/31/2020		589,134.84
Ending Balance		589,134.84

3:06 PM

06/01/20

CHARLTON FIRE DISTRICT #1

Reconciliation Detail

2528 NEW FIREHOUSE, Period Ending 05/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						831,689.75
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	05/29/2020			X	-242,561.31	-242,561.31
Total Checks and Payments					-242,561.31	-242,561.31
Deposits and Credits - 1 item						
Deposit	05/29/2020		INTEREST PAID	X	6.40	6.40
Total Deposits and Credits					6.40	6.40
Total Cleared Transactions					-242,554.91	-242,554.91
Cleared Balance					-242,554.91	589,134.84
Register Balance as of 05/31/2020					-242,554.91	589,134.84
Ending Balance					-242,554.91	589,134.84



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

Public Sector Statement
May 31, 2020
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320813002286

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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

Public Savings 320813002286
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE

Beginning balance 4-30-20	\$157,108.88
Interest paid	+1.33
Ending balance 5-31-20	\$157,110.21

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-29-20	\$1.33
Interest earned this statement period	\$1.33
Interest paid year-to-date	\$40.65

Account messages

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3124

3:08 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 04/30/2020

	<u>Apr 30, 20</u>
Beginning Balance	157,108.88
Cleared Transactions	
Deposits and Credits - 1 item	<u>1.33</u>
Total Cleared Transactions	<u>1.33</u>
Cleared Balance	<u>157,110.21</u>
Register Balance as of 04/30/2020	157,110.21
Ending Balance	157,110.21



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

Public Sector Statement
May 31, 2020
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320813002294

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)

Public Savings 320813002294
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

Beginning balance 4-30-20	\$8,700.83
Interest paid	+0.07
Ending balance 5-31-20	\$8,700.90

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-29-20	\$0.07
Interest earned this statement period	\$0.07
Interest paid year-to-date	\$2.25

Account messages

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3:14 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 06/01/2020

	<u>Jun 1, 20</u>
Beginning Balance	8,700.83
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.07</u>
Total Cleared Transactions	<u>0.07</u>
Cleared Balance	<u><u>8,700.90</u></u>
Register Balance as of 06/01/2020	8,700.90
Ending Balance	8,700.90



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

Public Sector Statement
May 31, 2020
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320813002302

T 81 00000 R RM T1

CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR 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)

Public Savings 320813002302
CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES

Beginning balance 4-30-20	\$25,092.83
Interest paid	+0.22
Ending balance 5-31-20	\$25,093.05

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-29-20	\$0.22
Interest earned this statement period	\$0.21
Interest paid year-to-date	\$6.49

Account messages

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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 measure whether or not there has been a default, and
- 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:

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- 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.

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3:15 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 05/31/2020

	<u>May 31, 20</u>
Beginning Balance	25,092.83
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.22</u>
Total Cleared Transactions	<u>0.22</u>
Cleared Balance	<u><u>25,093.05</u></u>
Register Balance as of 05/31/2020	25,093.05
Ending Balance	25,093.05



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

Public Sector Statement
May 31, 2020
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320813002310

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS 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)

Public Savings 320813002310

CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES

Beginning balance 4-30-20	\$4,329.16
Interest paid	+0.03
Ending balance 5-31-20	\$4,329.19

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-29-20	\$0.03
Interest earned this statement period	\$0.03
Interest paid year-to-date	\$1.12

Account messages

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

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Cleveland, Ohio 44101-4518

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- The "Interest earned" shown on your statement, if any.

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3:16 PM

06/01/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 05/31/2020

	<u>May 31, 20</u>
Beginning Balance	4,329.16
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.03</u>
Total Cleared Transactions	<u>0.03</u>
Cleared Balance	<u><u>4,329.19</u></u>
Register Balance as of 05/31/2020	4,329.19
Ending Balance	4,329.19

CHARLTON FIRE DISTRICT #1 YTD P & L BUDGET vs. ACTUAL

Cash Basis

January through May 2020

	Jan - May 20	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROP TXS	482,581.23			
A1001 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	0.00	482,581.00	-482,581.00	0.0%
Total A1001 REAL PROPERTY TAXES	0.00	482,581.00	-482,581.00	0.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS CHECKING	0.38			
INTEREST & EARNINGS OPERATING	15.20			
INTEREST & EARNINGS OTHER ACCTS	308.78			
A2401 INTEREST & EARNINGS - Other	0.00	500.00	-500.00	0.0%
Total A2401 INTEREST & EARNINGS	324.36	500.00	-175.64	64.9%
A2665 SALES OF PROPERTY				
SALE OF EQUIPMENT	103.28			
Total A2665 SALES OF PROPERTY	103.28			
A2680 INSURANCE RECOVERIES				
INSURANCE RECOVERIES	4,564.39			
Total A2680 INSURANCE RECOVERIES	4,564.39			
A2690 OTHER COMPENSATION	95.00			
H2401 INTEREST & EARNINGS	162.57			
Total Income	487,820.83	483,081.00	4,739.83	101.0%
Gross Profit	487,820.83	483,081.00	4,739.83	101.0%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	1,455.80			
FICA EMPLOYEE	285.20			
MEDICARE EMPLOYEE	66.70			
NYS INCOME TAX	194.00			
SECRETARY WAGES	2,943.25	8,400.00	-5,456.75	35.0%
TREASURER WAGES	6,543.00	19,200.00	-12,657.00	34.1%
Total PERSONAL SERVICES	11,487.95	27,600.00	-16,112.05	41.6%
Total A34101 FIRE PER SVC	11,487.95	27,600.00	-16,112.05	41.6%
A34102 FIRE, EQUIP & CAP OUTLAY				
BUILDING IMPROVEMENTS	26,428.00			
EQUIPMENT				
APPARATUS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
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	0.00	3,000.00	-3,000.00	0.0%
HOSE REPLACEMENT	0.00	800.00	-800.00	0.0%
PERSONAL PROTECTIVE EQUIP	31.00	6,000.00	-5,969.00	0.5%
Total EQUIPMENT	31.00	12,800.00	-12,769.00	0.2%
Total A34102 FIRE, EQUIP & CAP OUTLAY	26,459.00	12,800.00	13,659.00	206.7%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	3,500.00	4,000.00	-500.00	87.5%
APPARATUS MAINT/REPAIR	11,605.68	15,000.00	-3,394.32	77.4%
ASSOCIATION DUES	0.00	200.00	-200.00	0.0%
BANK FEES	25.50	300.00	-274.50	8.5%
BUILDING & GROUNDS MAINTENANCE	2,897.58	4,800.00	-1,902.42	60.4%
BUILDING & GROUNDS REPAIRS	22.57	4,300.00	-4,277.43	0.5%
COMMISSIONER TRAINING	0.00	300.00	-300.00	0.0%
DATA ENTRY-INCIDENT REPORTING	0.00	2,500.00	-2,500.00	0.0%
ELECTRIC & GAS	1,413.74	4,000.00	-2,586.26	35.3%
EMS SUPPLIES	1,216.05	2,000.00	-783.95	60.8%
EMS TRAINING	0.00	500.00	-500.00	0.0%
EQUIPMENT MAINT/REPAIR	34.28	1,000.00	-965.72	3.4%
FIRE PREVENTION	1,717.94	3,000.00	-1,282.06	57.3%
FIREFIGHTER PHYSICAL EXAMS	0.00	7,000.00	-7,000.00	0.0%
FIREFIGHTER TRAINING	614.80	1,000.00	-385.20	61.5%
FIREMATIC & REHAB SUPPLIES	0.00	600.00	-600.00	0.0%
FOAM	1,550.00	50.00	1,500.00	3,100.0%
FOOD REIMBURSEMENTS	0.00	300.00	-300.00	0.0%
FUEL - BUILDING	2,924.04	4,000.00	-1,075.96	73.1%
FUEL - TRUCKS	1,027.23	3,500.00	-2,472.77	29.3%

CHARLTON FIRE DISTRICT #1

YTD P & L BUDGET vs. ACTUAL

Cash Basis

January through May 2020

	Jan - May 20	Budget	\$ Over Budget	% of Budget
HOSE/LADDER TESTING	0.00	1,000.00	-1,000.00	0.0%
INSPECTION OF DEPARTMENT	0.00	7,000.00	-7,000.00	0.0%
INSURANCE	22,678.05	30,000.00	-7,321.95	75.6%
INTERIOR FIREFIGHTING FIT TRAIN	420.00	800.00	-380.00	52.5%
LEGAL SERVICES	0.00	3,000.00	-3,000.00	0.0%
MISCELLANEOUS	591.99	500.00	91.99	118.4%
PAGER REPAIR BATTERIES	0.00	1,200.00	-1,200.00	0.0%
PHYSICAL FITNESS	125.00	800.00	-675.00	15.6%
POSTAGE	55.00	400.00	-345.00	13.8%
PRINTING & SUPPLIES	506.92	800.00	-293.08	63.4%
PUBLIC NOTICES	161.83	200.00	-18.17	90.9%
SCBA PACK TESTING	0.00	1,000.00	-1,000.00	0.0%
TELEPHONE & CABLE	1,701.25	2,500.00	-798.75	68.1%
WASTE DISPOSAL	236.00	800.00	-564.00	29.5%
WATER	210.48	500.00	-289.52	42.1%
WEBSITE ADMINISTRATION	120.00	200.00	-80.00	60.0%
Total A34104 FIRE PROTECTION	55,375.93	109,050.00	-53,674.07	50.8%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	285.20	1,800.00	-1,514.80	15.8%
MEDICARE EMPLOYER	66.70	400.00	-333.30	16.7%
Total A90308 SOCIAL SECURITY	351.90	2,200.00	-1,848.10	16.0%
A90408 WORKER'S COMPENSATION	262.00			
A97106 DEBT PRINCIPAL, SERIAL B				
PRINCIPAL ON BONDS	0.00	75,000.00	-75,000.00	0.0%
Total A97106 DEBT PRINCIPAL, SERIAL B	0.00	75,000.00	-75,000.00	0.0%
A97107 DEBT INTEREST, SERIAL BO				
INTEREST ON BONDS	50,211.94	101,565.00	-51,353.06	49.4%
Total A97107 DEBT INTEREST, SERIAL BO	50,211.94	101,565.00	-51,353.06	49.4%
A99019 INTERFUND TRANSFERS				
TO APPARATUS CAPITAL RESERVES	0.00	50,000.00	-50,000.00	0.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	48,866.00	-48,866.00	0.0%
TO EQUIPMENT CAPITAL RESERVES	0.00	56,000.00	-56,000.00	0.0%
Total A99019 INTERFUND TRANSFERS	0.00	154,866.00	-154,866.00	0.0%
H34102 NEW FIREHOUSE				
200 NEW BLDG CONSTRUCTION PHASE				
201.1 BAST HATFIELD	916,943.59			
204.2 HB - FIELD STAFF EXPENSE	99,840.00			
204.3 HB OVERHEAD & PROFIT	55,000.00			
206 H2M - ARCHITECTURAL DESIGN	17,970.00			
206 NAPIERALA & ASSOCIATES	0.00			
206.1 CKM ELECTRICAL	227,146.65			
206.2 TRI-VALLEY P&L - HVAC	172,900.36			
206.3 TRI-VALLEY P&L - PLUMBING	123,183.17			
207 INSPECTIONS	4,318.70			
208 UTILITIES COST	12,996.30			
209 JOB SITE CONSUMABLES	11,066.00			
Total 200 NEW BLDG CONSTRUCTION PH...	1,641,384.77			
400 PROFESSIONAL SERVICES				
403 ACCOUNTING SERVICES	0.00			
404 FINANCES & LEGAL FEES	0.00			
Total 400 PROFESSIONAL SERVICES	0.00			
Total H34102 NEW FIREHOUSE	1,641,384.77			
Total Expense	1,785,513.49	483,081.00	1,302,432.49	369.6%
Net Income	-1,297,692.66	0.00	-1,297,692.66	100.0%