



2012 Budget
APPROVED 04/25/11



THE HONORABLE MAYOR AND BOARD OF TRUSTEES

Introduction

On behalf of the entire Town of Cortland Staff, I am pleased to present to you the Fiscal Year (FY) 2012 Operating Budget totaling \$4,326,264 in expenditures for all funds. Compared to the FY 2011 Budget the FY 2012 proposes a \$155,626 decrease, or 3.5%, in total expenditures. Overall, the proposed decreased expenditures relate to expectation of decreased legal fees (\$100,000), Police Department changes made during 2011 (\$40,000) and other cost control measures put in place during 2011.

Annually, budgets are established for eight separate funds which have defined purposes and are separated in the overall budget document to account for the specific purpose. The primary operating funds are the General Fund and the Enterprise Funds (Water and Sewer Funds). The Restricted Assets Funds represent funds that have been received for further distribution to third parties or designated for use based on specifically defined purpose.

This budget is the financial plan, which establishes the Town's goals, programs and capital expenditures for the time period from May 1, 2011 through April 30, 2012. Compliant with State law, the draft budget document will be made available for public inspection beginning Friday, April 1, 2011. The required public notice will be published in the Daily Chronicle no later than Friday, April 1, 2011 informing the general public of the budget public hearing scheduled for Monday, April 11, 2011 at 7:00 p.m. at the regularly scheduled Town Board Meeting.

Budget Document and Format

The annual budget document represents the single most important policy document adopted annually by the Mayor and Board of Trustees. This year marks numerous changes in the budget document to clearly communicate the budget information. Changes made for this year's budget document include:

- Written narrative explanations accompanying the financial schedules.
- Graphs showing trends for the past several years and the upcoming year.
- Clear representation of expenditures from the General and Enterprise Funds.
- Clear representation of transfers for capital purchases, debt service and reserve fund transfer for operating expenditures.
- Expanded departmental reporting/budgeting.
- Capital purchase tracked as part of department operations instead of transfers or payments from other funds.

While we are very proud of the improvements that have been made in this year's budget document, the document will continue to evolve for the upcoming few years. Each year we will make changes based on suggestions and requests that we receive. In addition, we will continue making changes to accommodate administration and reporting needs.

Budget Process Overview

The adoption of the annual budget by the Town Board of Trustees does not constitute a mandate to spend, *but rather the authority to do so*. The Town Board of Trustees, Administration staff, and Department Managers must recognize and understand that substance of the authority rather than mandate during FY 2012 and beyond. The economic uncertainty on many levels at the present time emphasizes the need to constantly monitor expenditures in relation revenue. Simply, if revenue expectations are not met, expenditures must be adjusted to new revenue levels or below. Any adjustments must be made quickly and not be overshadowed by early heavy expenditures.

Year in Review – FY 2011

The current fiscal year began on May 1, 2010 and will end on April 30, 2011. The budget process allows Town officials review the current financial position, major accomplishments and assess the need for changes in the upcoming fiscal years.

The Mayor and Board of Trustees approved the FY 2011 budget in April, 2010. The approved budget represents a balanced financial plan for the year. Staff has spent a considerable amount of time reviewing the original financial plan compared to actual expected results for the year. General Fund projection estimates for the fiscal year indicate a surplus of \$925 as opposed to the budgeted surplus of \$5,030. While final results will be available following the FY 2011 audit, financial goals for the fiscal year were achieved through cost controls and an inflow of revenue relating to State Income Tax payments.

Expenditures for the year were budgeted at \$4,481,890. Actual expenditures are projected to be \$2,936,765, \$1,545,125 or 34% less than budget. Revenues, excluding transfers, per the

budget were \$3,617,220. Projected revenues are \$2,575,660, \$1,041,560 or 29% less than budgeted.

Generally, projected budget variances of this magnitude are not normal in the operation of the Town. Substantial expenditures were budgeted for the Sewer Department fund which did not occur during the fiscal year including replacement of a lift station and irrigation system improvements. Projections included a total cost of \$950,000 with payments made with loan proceeds received. In addition, a projection was made for development fees relating to the Richland Trails subdivision, \$100,000. Actual development fees were just over \$13,000 instead of the \$100,000. Other variances are discussed in detail within each operating section below.

FY 2011 General Fund Operating Fund Analysis

Revenues

General Fund operating revenues, excluding intra-fund transfers, are projected to total very near adjusted budgeted expectations with an unfavorable variance of approximately \$2,400.

Expectations for State Income Tax Revenue were favorable for the year driving a budget adjustment in March, 2011 of \$132,500 for the category. The adjustment resulted from State catch up payments that were between six and seven months behind during the year. At the present time the reliability of State payments is not known. Again, the payment schedule is three months behind with future payments uncertain.

State Sales Tax revenue is projected to meet adjusted budget expectations for the year. Like State Income Tax Revenue, a budget adjustment was made in March, 2011 for higher than expected payments. The increase in sales tax revenue is likely attributable to the slight uptick in the economy, i.e. the freefall has slowed or stopped. As with State Income Tax revenue, the

category is closely monitored for change in activity trends and change in the State payment frequency.

Overall economic conditions relating to the downturn in the National economy, decline in the real estate market, sharp decline in new home construction, and timing of receipts from the State of Illinois all contribute to revenue stability. Fortunately, not all activities during the year mirrored National trend levels.

The Town has seen per capita State Income Tax revenue decline from \$92 for 2009 to \$76 in 2010. The per capita rate appears to be stable at \$76 for 2011. Presently, the State has paid the Town 12-months of Income Tax Revenue during the current fiscal year. At present the State remains 3-months behind on payments. Payments due to the Town total near \$80,000.

Building permit fees, directly related to the downturn in the economy, declined an additional 64% from fiscal year 2010. The Town saw limited building activity during the current fiscal year with one major builder having minor activity in the market. 2012 projections were made consistent with 2011 levels, since indications are that building activity will not increase.

Real estate taxes received were consistent with levy/budget levels. Telecomm taxes continue to decline and are expected to stabilize at lower levels during the upcoming fiscal year. Police Department fines collected declined from the prior year, since the court system implemented new fine allocations.

Expenditures - Administration

Overall expenditures per the adjusted budget were \$726,780. Projections for the year indicate that actual expenditures will be approximately \$690,730, \$36,000 under budget. Personnel Services account for \$15,400 of the favorability. The variance is associated with favorability in both IMRF and insurance benefits.

Contractual Services, including legal expenses, are expected to be approximately \$17,300 favorable to budget. \$10,000 of the variance is attributable to favorability in Engineering and Planning/Zoning Building likely a result of minimal activity and cost control activities during the year. Other favorability is associated with individual within the category. Commodities are projected to show a favorable variance of approximately \$3,000. Again, the variance results from cost control activities during the year.

Overall, with consideration given to the extreme amount for legal expenses, expenditures were well controlled during the year. Some control resulted from decreased building activities while other cost reductions resulted from effective management.

Further, the Town cannot sustain legal expenses as were incurred during the current year, resulting from litigation and appeal of the Eagle Homes case. Expected legal expenses with consideration given for the economic environment should total between \$40,000 and \$60,000 for the year. The actual total was \$275,000, with \$200,000 paid in litigation and appeal costs associated with Eagle Homes. These costs prohibit offering additional services, purchasing new equipment, hiring additional staff and building any reserves.

Expenditures – Streets and Maintenance

Overall, department expenditures are expected to be under budget by approximately \$27,000. The department runs very tight to budget amounts, including maximizing spending to fully utilize line item budgets. Personnel Services have slight favorability to budget for the year, \$850. Contractual Services are \$2,000 under adjusted budget with favorable and unfavorable variances in many categories.

Department favorability is largely attributable to decreased maintenance cost projections at Town Hall; \$16,000 was budgeted while \$6,500 was used. In addition, equipment maintenance was budgeted at \$20,000 with \$16,000 projected to be used.

Expenditures – Police Department

The Police Department has undergone substantial changes during the year relating to staffing levels and their overall budget. Expectations, from original budget, were that \$30,000 of overall favorability would be attained for the current fiscal year. Overall, the department is projected to attain \$61,000 of favorability for the year.

Expectations are that Personnel Services will be \$41,000 favorable to budget and Commodities \$17,000 favorable to budget levels. Favorability in Personnel Services is attributable to non-use of budgeted part-time hours and staffing changes that were made in October, 2010. Commodity favorability is related to decreased purchases of new equipment and overstated vehicle maintenance costs.

Most notable for the department is that actual operating costs decreased from \$460,000 in 2010 to approximately \$397,000 in 2011. When measured with looking at the prior year the department achieved cost savings of \$63,000.

FY 2011 Capital Improvement Fund Operating Fund Analysis

Fund Revenue fell short of budget by approximately \$19,500 while expenditures were \$67,000 below budgeted levels. The revenue shortfall resulted from decreased Telecomm tax payments. Expenditure favorability resulted from routine budgetary items, such as Fiber Communications, not being spent.

Operating Transfers were budgeted at \$340,000 for the year. With the favorability in General Fund Revenue (State Income Tax and Sales Tax) along with expenditure controls operating transfers are projected to hold at \$115,000 for the year. In addition, \$50,000 was transferred to General Fund to establish a Restricted CD as collateral for the purchase of the new Public Works facility. This results in \$175,000 of balance favorability.

Fund balance was projected to decrease to \$28,000 during the year. With decreased expenditures and operating transfers the balance is projected to end the year at \$297,000.

FY 2011 Water and Sewer Operating Funds Analysis

The Water and Sewer Operating Funds do not receive any property tax or tax related income. These funds rely solely on usage fees for the Town's utility services. Revenues and expenditures within these funds are directly related to the demand for water and sewer services.

Water Department Fund

Overall fund revenues, \$345,000, are projected to exceed budget by approximately \$4,500 for the fiscal year. Fund revenues for the year are largely represented by usage fees. Mirroring General Fund activities, permit and access charges for the year were minimal, \$8,600, as compared with over \$100,000 in prior years.

Operating expenditures, \$389,000, from the fund are expected to be favorable to budget levels by approximately \$78,000. Favorability is realized in nearly every operating category resulting from the first year of a new well and water tower being online.

Capital outlay for completion of the water tower/well project was \$218,000 for the year.

The fund balance is expected to decline by approximately \$250,000 for the year.

Sewer Department Fund

Overall fund revenues, \$526,500, are projected to exceed budget by approximately \$17,000 for the fiscal year. Fund revenues for the year are largely represented by usage fees. Mirroring General Fund activities, permit fees for the year were minimal, \$5,600, as compared with over \$100,000 in prior years.

Operating expenditures, \$288,400, from the fund show substantial favorability to budgeted levels, \$159,000. The favorability resulted from decreased legal costs, lower than expected utility costs and a variety of other operating expenditure categories. Capital outlay for sewer system related projects totaled \$49,000 for the year while debt service costs were \$238,000.

The fund balance is expected to decline by approximately \$40,000 for the year.

FY 2012 Budget - Economic Outlook

Like many other municipalities across the State of Illinois, Cortland has and continues to be impacted by the worst recession since the Great Depression. This year's budget, along with last year's, is presented while we face uncertain financial and overall economic circumstances. The issues we are presently faced with contribute to our overall solvency, ability to complete capital projects, ability to purchase equipment and the ability to expand our level of services beyond meeting basic needs.

Unemployment rates for DeKalb County have declined to 9.1% from over 11% a year ago. Even with the 2% decline, the rate remains very high. Surrounding counties show the unemployment rate at or above the DeKalb County level. While we can remain optimistic for the upcoming fiscal year, reality is that the economic environment has not dramatically improved over the past year.

Relating to State of Illinois related revenues, we do not have any guarantee that payments will be on on-time, regular or we will receive any at all. While action is being taken to protect municipal funding from the State, including segregation of the funds, we have no guarantees. Until stability is restored relating to State level finances, State revenue categories must be closely monitored and swiftly adjusted as trends develop. Further, spending levels need to be quickly adjusted as new situations develop.

We have projected that building and improvements will remain at low levels for the coming year. As with the overall National market, real estate values will likely continue to decline or at best stabilize at depressed levels.

While we have taken a conservative approach in the budgeting process, the fact remains that our reliance on State Income Tax revenue is substantial. We have budgeted what trends indicate, but may need to substantially reduce the budget level if the payment schedule does not materialize.

With capital outlays requested from all departments for the budget year, providing they are approved, I request that any purchases be delayed until at least August 1, 2012. This will allow us to monitor State of Illinois activities before committing to large capital outlays. If the State fails to make regular payments to the Town any capital expenditures may need to be delayed or eliminated.

The Town will monitor all economic conditions closely during the upcoming fiscal and be prepared to act quickly if further downturns are experienced. Further, if economic conditions begin to recover, the Town will begin to rebuild reserves before outlaying substantial funding for capital purchases.

FY 2012 General Fund Summary

In accordance with State and Town Budget Policies, the proposed General Fund Operating Budget is balanced with \$1,551,875 in revenues (including transfers) and \$1,547,925 in expenditures. Projections used in the preparation of budgeted revenues and expenditures are conservative. Concerns remain heightened regarding the overall economic climate.

Property Tax revenues are expected to increase by \$28,000, 5%, largely because of new homes built over the past two years. The increase in tax does not mean that every homeowner will see an increase in the amount of taxes paid to the Town.

All capital expenditures as requested by the Mayor and Board have been included in the budget. Some capital purchases will be financed (see debt schedule), provided we are able to

obtain cost effective financing. Remodeling costs for the new Streets and Maintenance facility have been included based on estimates available.

As with the past year, we will continue actively working on costs savings plans that could offset declining revenues. All activities of the Town will be reviewed to determine level of need, level of service, level of efficiency and any potential for cost savings will be/have been closely studied. While some progress has been made, there is still more work to be done. Presently, department managers are struggling with basic financial management as opposed to attempting to spend every last dollar.

The General Fund balance is a constant concern and reflects spending habits. For the past two years balances have decreased to near \$20,000 and are expected to remain the same for the upcoming year. Simply, we need to build balances in the General Fund without depleting the Capital Improvement Fund. Operating expense transfers from the Capital Improvement Fund continue to slightly increase each year with increased expenses and limited revenue.

FY 2012 Capital Improvement Fund Summary

As with the past year, financial reserves continue to be a critical topic. Thanks to the revenues received from the State this year along with expense controls, we have projected the beginning balance of the fund will be \$297,000. However, as the Town takes on more debt the need for cash reserves becomes further enhanced.

Included in the budget is \$86,675 of capital item purchases and debt service transfers for General Fund Departments. In addition, \$150,000 is budgeted for operating transfers to the General Fund. The 2012 year-end balance for the fund is projected to be \$181,000, a \$116,000 decrease. This trend does not support building cash reserves or reserves for increased debt service payments.

FY 2012 Water Department Fund Summary

Revenues for the fund are budgeted at \$356,100 for the upcoming year. Operating expenditures are budgeted at \$406,500. \$115,000 has been budgeted for capital expenditures including \$100,000 for final payment on construction of the water tower and \$15,000 for a fence around the water tower.

The fund balance is expected to decline to \$371,000 for the year, a decline of \$165,000. Balance declines for the fund are the trend as operating revenues do not meet or exceed operating expenditures.

FY 2012 Sewer Department Fund Summary

Operating revenues for the fund are budgeted at \$525,500 for the upcoming year. Operating expenditures are budgeted at \$560,949, including debt service. \$1,368,000 has been budgeted for capital expenditures including \$600,000 for irrigation, \$750,000 for lift station replacement and \$18,000 for equipment. \$1,350,000 in EPA loan proceeds will be attained for irrigation and lift station projects.

The fund balance is expected to decline to \$301,000 for the year, a decline of \$53,500. Balance declines for the fund are the trend as operating revenues do not meet or exceed operating expenditures.

Conclusion

Staff believes that proposed budget is a starting point for our proactive approach in facing challenging economic times, i.e. declining revenue, demands for new or improved service and fluctuating costs. In conjunction with the budget document, staff will continue to formulate plans to rebuild reserves and maintain a strong financial future for the Town.

Finally, I would like to recognize and thank the Department Heads for their work in presenting realistic budget requests and understanding the needs of the Town both now and in the future.

A special thank you is deserved for Michael Lamz, Treasurer/Budget Officer for making this document a reality. Together the Board of Trustees and Staff can make a positive difference in the quality of life for our residents.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Walter Magdziarz', written in a cursive style.

Walter Magdziarz
Town Administrator

**ANNUAL OPERATING BUDGET
TOWN OF CORTLAND, ILLINOIS
MAY 1, 2011 – APRIL 30, 2012**

Principal Officials

Robert K. Seyller

Mayor

Board of Trustees

Sandra Barzso
Susan Dockus*
Randy Reiter **
Brad Stone

Douglas Corson
Chuck Lanning
Michael Siewierski

Administration Office

Walter Magdziarz
Cheryl Aldis
Michael Lamz

Town Administrator
Town Clerk
Treasurer/Budget Officer

Police Department

Dennis Medema

Chief of Police

Streets and Maintenance Department

John Kocher

Director of Streets and Maintenance

Water/Wastewater Department

Joel Summerhill

Superintendent of Water/Wastewater

*Term Begins 05/2011.

**Term Ends 05/2011.

**TOWN OF CORTLAND
GOVERNMENTAL FUNDS**

DESCRIPTION	GENERAL FUND			CAPITAL IMPROVEMENT FUND			RESTRICTED ASSETS*		
	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES									
TAXES	\$ 1,059,401	\$ 1,217,195	\$ 1,207,900	\$ 259,504	\$ 228,000	\$ 231,800	\$ -	\$ -	\$ -
PERMITS	66,926	33,220	33,000	-	-	-	157,188	30,514	10,635
CHARGES AND SERVICES	-	-	-	-	-	-	-	-	-
FINES/FEES	26,178	20,575	21,000	-	-	-	-	-	-
GOVERNMENTAL	-	-	-	-	-	-	14,940	49,180	-
OTHER INCOME	38,422	6,450	7,400	-	-	-	-	-	-
TOTAL REVENUES	\$ 1,190,927	\$ 1,277,440	\$ 1,269,300	\$ 259,504	\$ 228,000	\$ 231,800	\$ 172,128	\$ 79,694	\$ 10,635
OPERATING TRANSFERS IN (OUT)	82,662	165,000	150,000	\$ (82,662)	\$ (115,000)	\$ (150,000)	\$ -	\$ -	\$ -
EXPENDITURES									
GENERAL GOVERNMENTAL	\$ 387,749	\$ 482,730	\$ 461,000	\$ 65,645	\$ 32,802	\$ 111,400	\$ 320,660	\$ 27,157	\$ 15,990
LEGAL	103,750	275,000	175,000	-	-	-	-	-	-
PLANNING, ZONING AND ENGINEERING	218,443	35,000	40,000	-	-	-	-	-	-
REIMBURSEMENTS	(110,885)	(102,000)	(25,000)	-	-	-	-	-	-
STREETS AND MAINTENANCE	365,809	354,160	378,750	-	-	-	-	-	-
POLICE DEPARTMENT	460,470	396,625	385,600	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	127,905	50,000	53,400	627	85,061	45,900
DEBT SERVICE	-	-	-	121,332	-	33,275	-	-	-
TOTAL EXPENDITURES	\$ 1,425,336	\$ 1,441,515	\$ 1,415,350	\$ 314,882	\$ 82,802	\$ 198,075	\$ 321,287	\$ 112,218	\$ 61,890
EXCESS (DEFICIT)	\$ (151,746)	\$ 925	\$ 3,950	\$ (138,040)	\$ 30,198	\$ (116,275)	\$ (149,160)	\$ (32,524)	\$ (51,255)
BEGINNING FUND BALANCE	\$ 167,556	\$ 15,810	\$ 16,735	\$ 405,244	\$ 267,204	\$ 297,402	\$ 1,214,892	\$ 1,065,732	\$ 1,033,208
DESIGNATED - OTHERS/AGENCIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (499,889)	\$ (502,240)	\$ (511,840)
ENDING FUND BALANCE	\$ 15,810	\$ 16,735	\$ 20,685	\$ 267,204	\$ 297,402	\$ 181,127	\$ 565,844	\$ 530,968	\$ 470,113
Percent Change		6%	24%		11%	-39%		-6%	-11%

*Funds not available for general use. Fund Balance is restricted by specific use purpose.

**TOWN OF CORTLAND
SPECIAL REVENUE FUNDS**

DESCRIPTION	MOTOR FUEL TAX			ECONOMIC DEVELOPMENT FUND			SPECIAL PROJECT FUND		
	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES									
TAXES	\$ 99,156	\$ 117,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PERMITS	-	-	-	-	-	-	-	-	-
CHARGES AND SERVICES	-	-	-	-	-	-	-	-	-
FINES/FEES	-	-	-	-	-	-	-	-	-
GOVERNMENTAL	-	-	-	-	-	-	171,712	-	-
OTHER INCOME	491	450	450	93	106	90	-	-	-
TOTAL REVENUES	\$ 99,647	\$ 117,450	\$ 100,450	\$ 93	\$ 106	\$ 90	\$ 171,712	\$ -	\$ -
TRANSFERS IN (OUT)	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES									
STREETS AND HIGHWAYS	\$ 68,853	\$ 103,426	\$ 154,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE - PRINCIPAL	-	-	-	-	-	-	-	-	-
DEBT SERVICE - INTEREST	-	-	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	171,712	-	-
TOTAL EXPENDITURES	\$ 68,853	\$ 103,426	\$ 154,600	\$ -	\$ -	\$ -	\$ 171,712	\$ -	\$ -
EXCESS (DEFICIT)	\$ 30,794	\$ 14,024	\$ (54,150)	\$ 93	\$ 106	\$ 90	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 40,378	\$ 71,172	\$ 85,196	\$ 68,458	\$ 68,551	\$ 68,657	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ 71,172	\$ 85,196	\$ 31,046	\$ 68,551	\$ 68,657	\$ 68,747	\$ -	\$ -	\$ -
Percent Change		20%	-64%		0%	0%		0%	0%

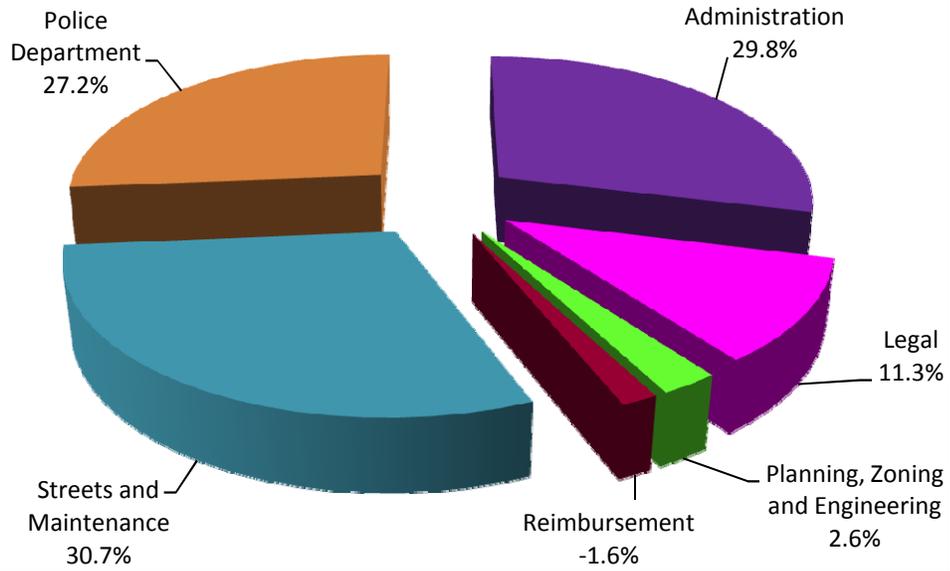
**TOWN OF CORTLAND
ENTERPRISE FUNDS**

DESCRIPTION	WATER SYSTEM FUND			SEWER SYSTEM FUND		
	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES						
TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PERMITS	3,500	5,825	3,500	3,500	4,000	4,000
CHARGES AND SERVICES	337,386	330,000	345,000	508,803	495,000	485,000
FINES/FEES	9,779	3,870	3,100	21,088	17,000	20,000
GOVERNMENTAL	292,796	-	-	70,107	-	1,350,000
OTHER INCOME	9,765	4,950	4,500	16,882	12,325	16,500
TOTAL REVENUES	\$ 653,226	\$ 344,645	\$ 356,100	\$ 620,380	\$ 528,325	\$ 1,875,500
TRANSFERS IN (OUT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES						
PERSONNEL SERVICES	\$ 104,099	\$ 86,724	\$ 135,950	\$ 44,614	\$ 37,236	\$ 89,100
CONTRACTUAL SERVICES	192,192	229,268	196,600	266,661	203,695	234,300
COMMODITIES	75,748	73,020	73,950	59,371	47,505	58,850
DEBT SERVICE - PRINCIPAL	-	-	-	217,860	226,235	175,365
DEBT SERVICE - INTEREST	-	-	-	20,406	12,031	3,334
CAPITAL OUTLAY	268,361	217,869	115,000	248,432	49,821	1,350,000
TOTAL EXPENDITURES	\$ 640,400	\$ 606,881	\$ 521,500	\$ 857,344	\$ 576,523	\$ 1,910,949
EXCESS (DEFICIT)	\$ 12,826	\$ (262,236)	\$ (165,400)	\$ (236,964)	\$ (48,198)	\$ (35,449)
BEGINNING FUND BALANCE	\$ 780,030	\$ 792,856	\$ 530,620	\$ 635,309	\$ 398,345	\$ 350,148
ENDING FUND BALANCE	\$ 792,856	\$ 530,620	\$ 365,220	\$ 398,345	\$ 350,148	\$ 314,699
Percent Change		-33%	-31%		-12%	-10%

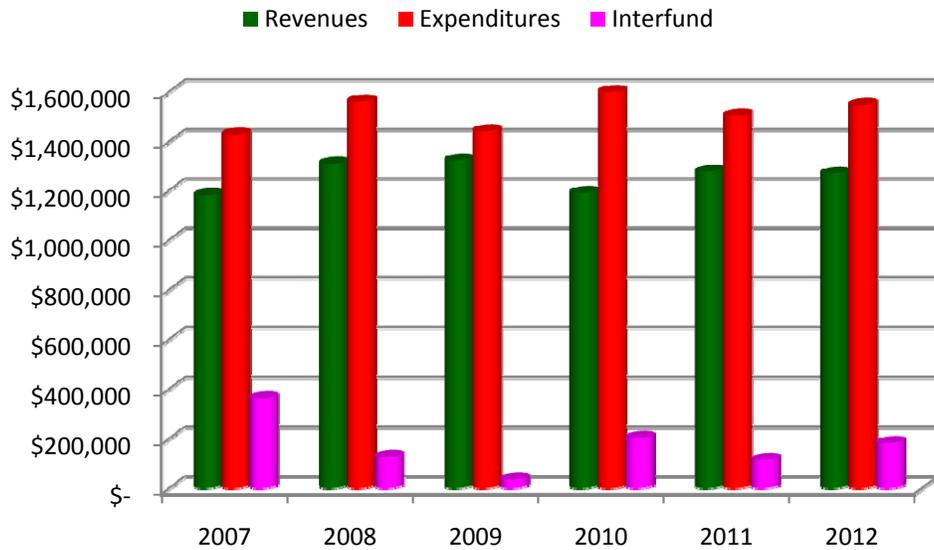
**TOWN OF CORTLAND
GENERAL FUND SUMMARY**

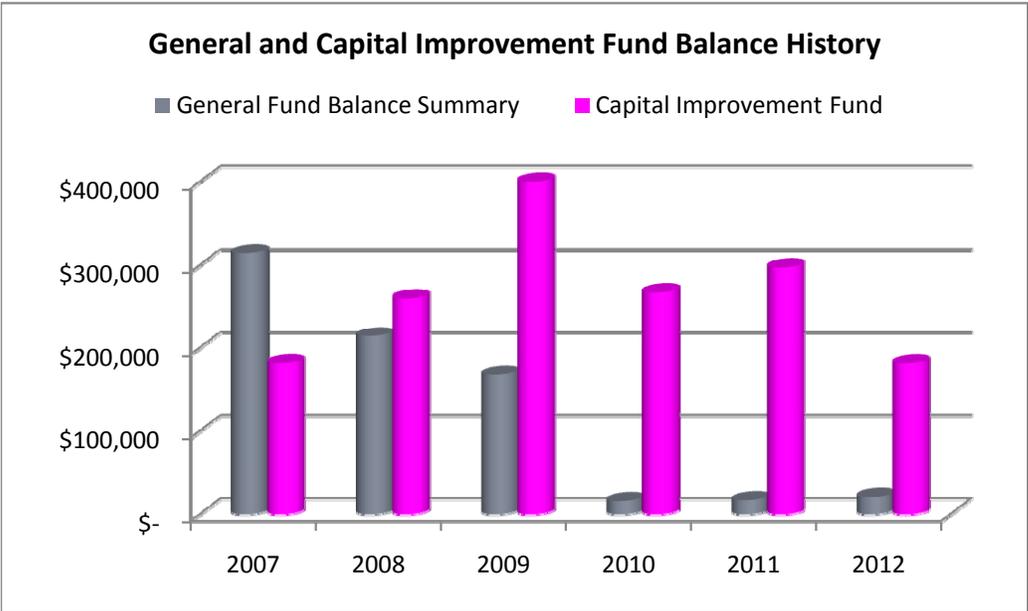
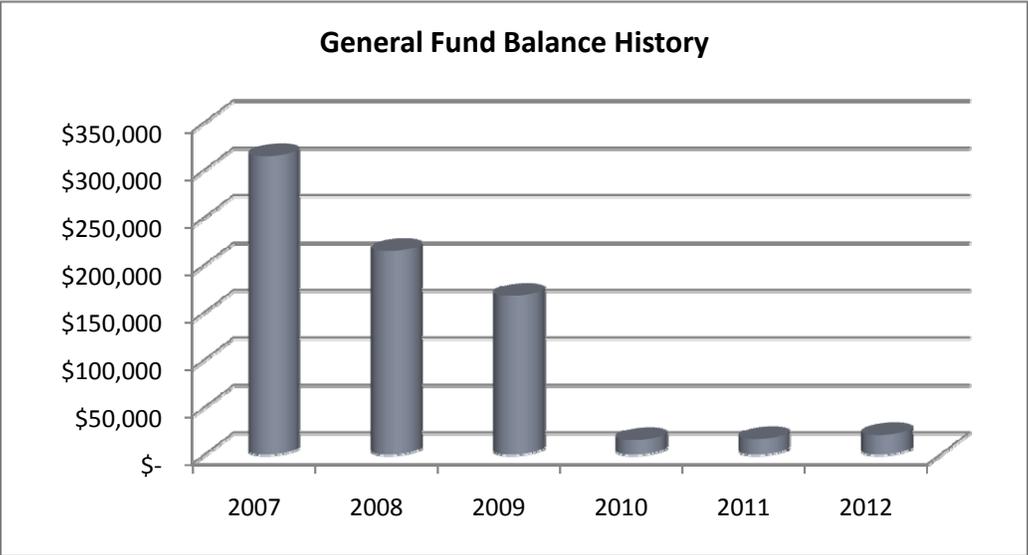
	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES						
TAXES	\$ 821,847	\$ 1,019,847	\$ 1,184,212	\$ 1,059,401	\$ 1,217,195	\$ 1,207,900
PERMITS	155,594	159,929	76,378	66,926	33,220	33,000
FINES/FEES	27,333	36,128	24,695	26,178	20,575	21,000
OTHER INCOME	177,294	95,938	39,712	38,422	6,450	7,400
TOTAL REVENUES	\$ 1,182,068	\$ 1,311,842	\$ 1,324,996	\$ 1,190,927	\$ 1,277,440	\$ 1,269,300
EXPENDITURES						
ADMINISTRATION	\$ 301,032	\$ 341,073	\$ 329,780	\$ 387,749	\$ 482,730	\$ 461,000
LEGAL	\$ 116,757	\$ 171,731	\$ 150,936	\$ 103,750	\$ 275,000	\$ 175,000
PLANNING, ZONING AND ENGINEERING	713,876	601,723	277,303	218,443	35,000	40,000
REIMBURSEMENTS	(470,301)	(324,903)	(172,733)	(110,885)	(102,000)	(25,000)
STREETS AND MAINTENANCE	420,060	372,868	410,119	615,047	417,560	476,075
POLICE DEPARTMENT	347,678	399,145	447,157	460,470	396,625	420,850
TOTAL EXPENDITURES	\$ 1,429,102	\$ 1,561,636	\$ 1,442,562	\$ 1,674,574	\$ 1,504,915	\$ 1,547,925
INTERFUND TRANSFERS IN (OUT)	226,256	112,747	(6,972)	82,662	115,000	150,000
TRANSFERS IN - DEBT SERVICE	137,419	13,953	43,437	121,332	-	33,275
TRANSFERS IN - PURCHASE	-	23,300	34,298	127,905	113,400	99,300
EXCESS (DEFICIT)	\$ 116,641	\$ (99,794)	\$ (46,803)	\$ (151,746)	\$ 925	\$ 3,950
BEGINNING CASH BALANCE	\$ 197,512	\$ 314,153	\$ 214,359	\$ 167,556	\$ 15,810	\$ 16,735
ENDING CASH BALANCE	\$ 314,153	\$ 214,359	\$ 167,556	\$ 15,810	\$ 16,735	\$ 20,685

2012 Budget General Fund - Expenditures By Department



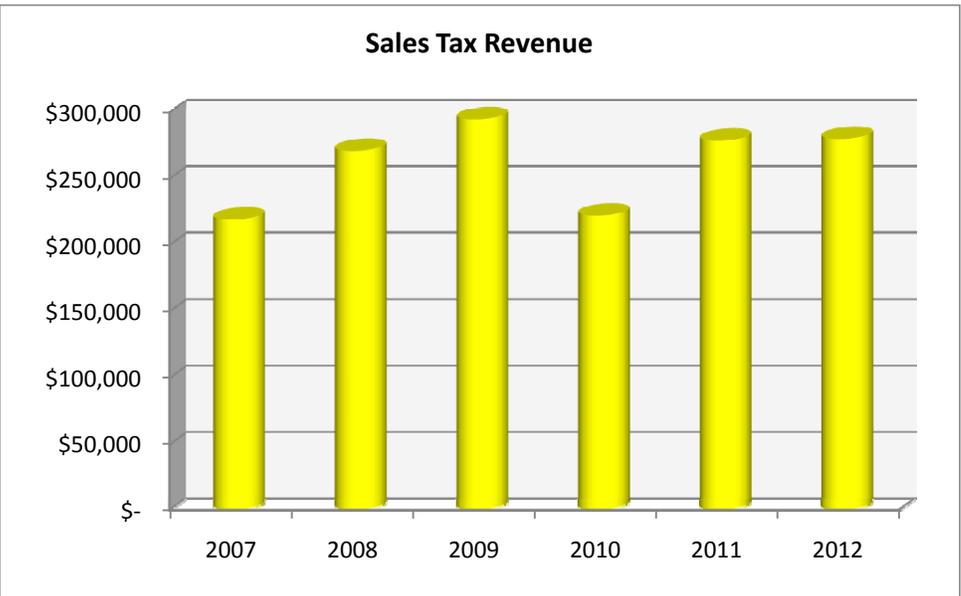
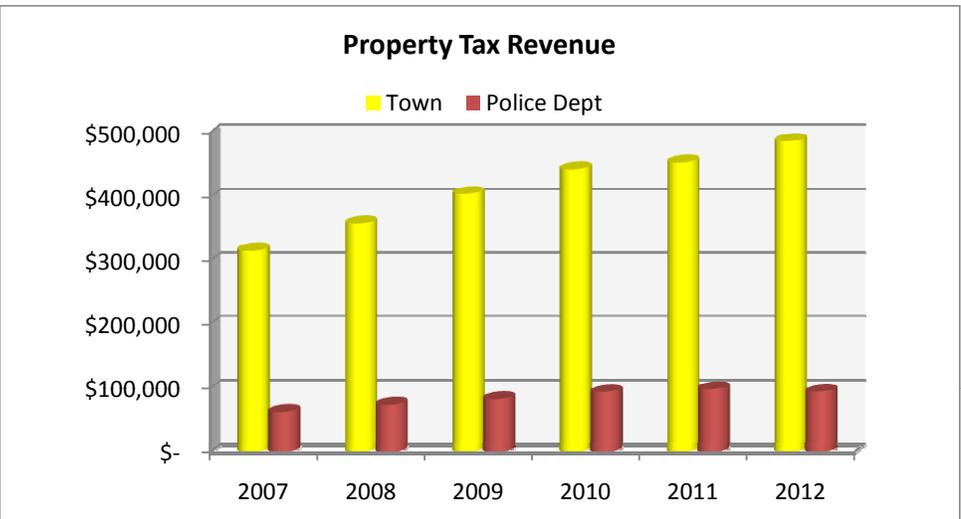
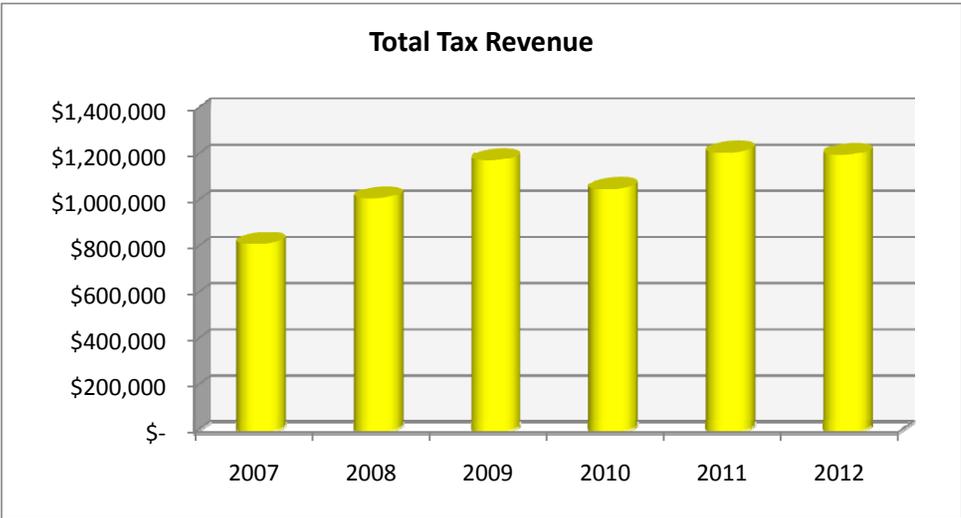
General Fund Summary

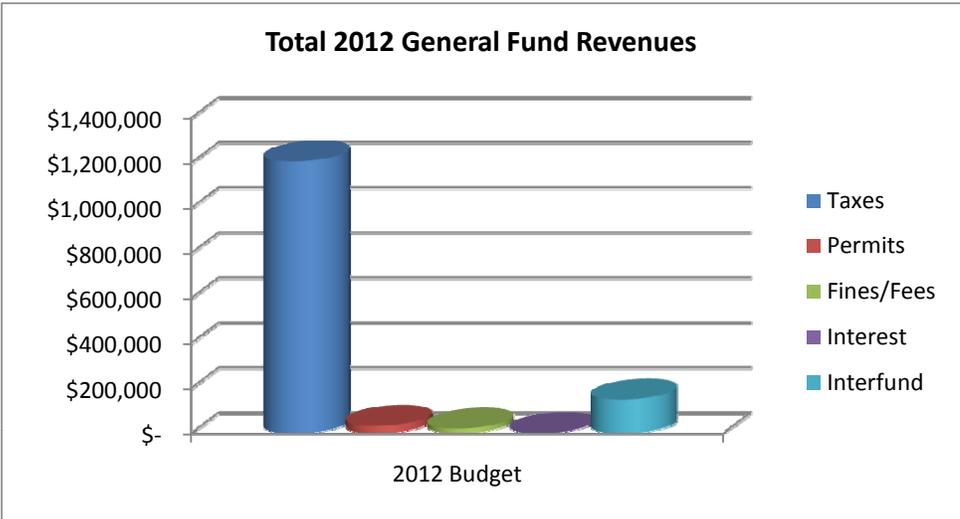
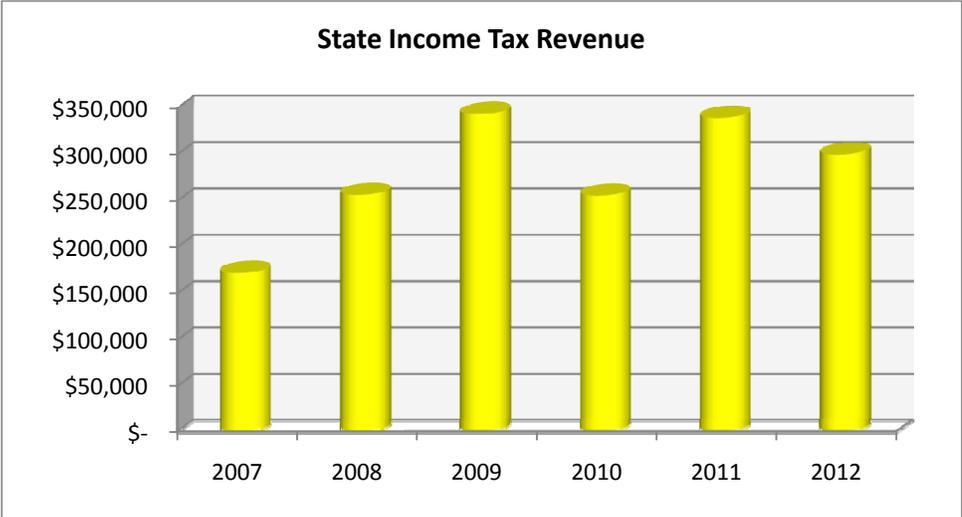




**TOWN OF CORTLAND - GENERAL FUND
REVENUES**

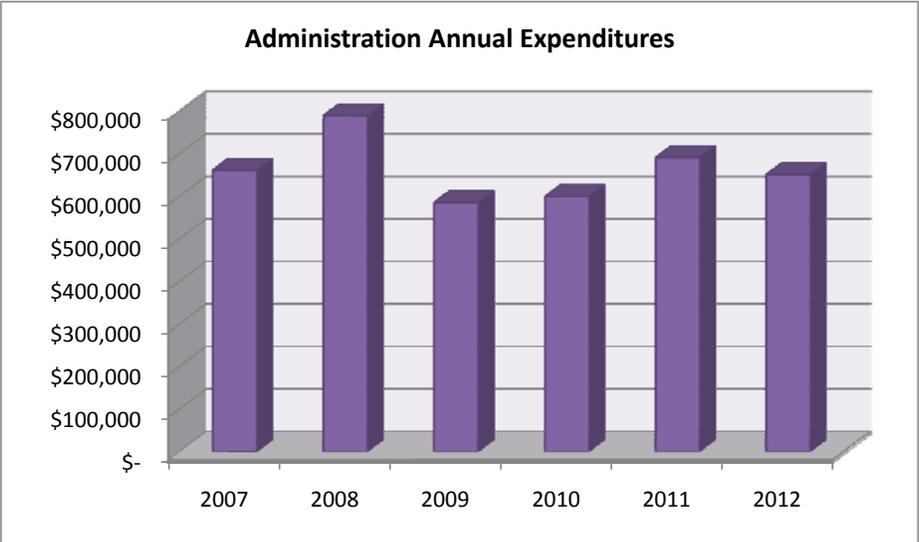
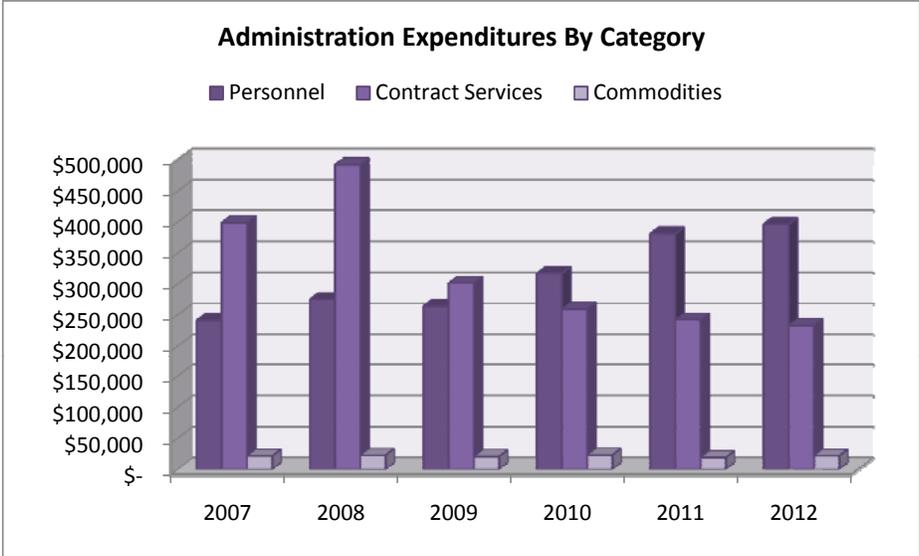
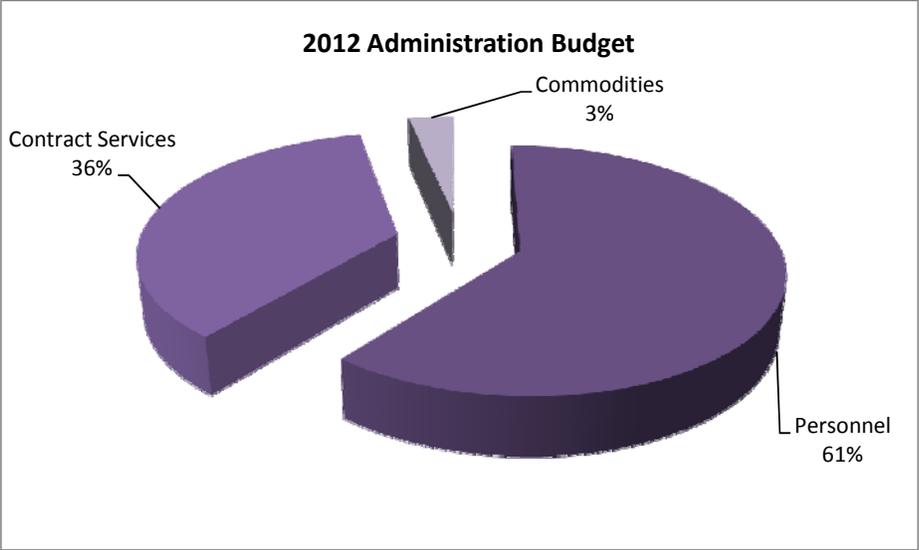
ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
<u>TAXES</u>							
01-4050	Property Taxes	\$ 316,960	\$ 358,797	\$ 405,288	\$ 443,796	\$ 454,326	\$ 487,000
12-4050	Property Taxes - Police	62,352	73,281	82,073	93,450	98,228	93,800
01-4070	Road and Bridge Tax	13,467	12,380	12,021	7,262	7,900	8,500
01-4100	State Income Tax	172,162	256,394	343,583	255,623	339,550	300,000
01-4120	Sales Tax	219,292	271,029	294,723	222,210	278,600	280,000
01-4140	Replacement Tax	1,745	2,077	1,863	1,530	1,700	1,600
01-4200	Telecom Tax	26,083	29,012	29,565	33,160	23,000	23,000
01-4191	City of DeKalb ALP Tax	1,250	2,500	-	-	-	-
01-4180	Utility Franchise	8,536	14,376	15,096	2,370	13,891	14,000
TOTAL TAXES		\$ 821,847	\$ 1,019,847	\$ 1,184,212	\$ 1,059,401	\$ 1,217,195	\$ 1,207,900
<u>PERMITS</u>							
01-4080	Building and Zoning Permits	\$ 155,469	\$ 140,554	\$ 69,748	\$ 60,346	\$ 25,000	\$ 25,000
01-4150	Other Permits	125	19,375	6,630	\$ 6,580	\$ 8,220	8,000
TOTAL PERMITS		\$ 155,594	\$ 159,929	\$ 76,378	\$ 66,926	\$ 33,220	\$ 33,000
<u>FINES/FEES</u>							
01-4060	Building Fines	\$ 1,065	\$ 11,012	\$ 2,004	\$ 2,352	\$ 800	\$ 1,000
12-4060	Police Fines	18,868	21,716	22,692	23,626	19,775	20,000
01-4070	Park Lot Development Fees	7,400	3,400	-	200	-	-
TOTAL FINES/FEES		\$ 27,333	\$ 36,128	\$ 24,695	\$ 26,178	\$ 20,575	\$ 21,000
<u>OTHER INCOME</u>							
01-4090	Land/Cash Contributions	\$ 31,502	\$ 26,950	\$ 11,900	\$ 10,500	\$ 1,750	\$ 1,000
01-4160	Donations	120,000	2,300	-	-	-	-
12-8300	Grants	-	16,957	-	1,600	-	-
01-8021	Proceeds - Sale of Property	-	-	-	-	-	2,500
01-8011	Investment Income	23,916	43,599	21,436	15,139	2,700	2,300
01-8401	Insurance Proceeds	-	3,990	4,360	9,908	-	-
01-4990	Miscellaneous Income	1,222	975	1,004	445	1,300	1,000
12-4990	Miscellaneous Income PD	654	1,168	1,011	830	700	600
TOTAL OTHER INCOME		\$ 177,294	\$ 95,938	\$ 39,712	\$ 38,422	\$ 6,450	\$ 7,400
TOTAL BEFORE TRANSFERS		\$ 1,182,068	\$ 1,311,842	\$ 1,324,996	\$ 1,190,927	\$ 1,277,440	\$ 1,269,300
<u>INTERFUND TRANSFERS</u>							
01-8101	Capital Improvement Fund	\$ 226,256	\$ 112,747	\$ (6,972)	\$ 82,662	\$ 165,000	\$ 150,000
TOTAL INTERFUND TRANSFERS		\$ 226,256	\$ 112,747	\$ (6,972)	\$ 82,662	\$ 165,000	\$ 150,000
TOTAL REVENUE		\$ 1,408,324	\$ 1,424,589	\$ 1,318,024	\$ 1,273,590	\$ 1,442,440	\$ 1,419,300





**TOWN OF CORTLAND - GENERAL FUND
ADMINISTRATION
PLANNING, ZONING AND ENGINEERING**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
PERSONNEL SERVICES							
01-6000-110	Salaries	\$ 179,012	\$ 214,257	\$ 201,876	\$ 242,363	\$ 296,200	\$ 302,700
01-6000-110	Overtime Pay	58	63	-	-	-	-
01-6000-193	Employer Taxes	13,683	16,396	15,451	\$ 18,308	\$ 22,700	23,200
01-6000-133	Employer Paid Retirement	15,475	18,883	17,136	\$ 21,709	\$ 27,800	28,800
01-6000-131	Insurance	32,697	25,365	29,422	\$ 34,355	\$ 34,200	41,600
TOTAL PERSONNEL SERVICES		\$ 240,924	\$ 274,964	\$ 263,885	\$ 316,735	\$ 380,900	\$ 396,300
CONTRACTUAL SERVICES							
01-6000-211	Legal/Collection Expense	\$ 116,757	\$ 171,731	\$ 150,936	\$ 103,750	\$ 275,000	\$ 175,000
01-6300-210	Engineering Expense	344,116	354,307	137,353	96,714	12,000	15,000
01-6300-212	Planning/Zoning/Building	369,760	247,416	139,949	121,729	23,000	25,000
01-4900	Reimbursements	(470,301)	(324,903)	(172,733)	(110,885)	(102,000)	(25,000)
01-6000-314	Telephone and Data	5,090	4,966	4,393	5,495	6,800	6,600
01-6000-214	Audit	6,818	4,219	5,081	3,996	4,650	5,000
01-6100-217	Abatement Expense	-	-	300	-	-	-
01-6000-331	Conferences and Training	12,263	20,853	16,081	21,037	8,000	10,000
01-6000-321	Dues and Subscriptions	2,325	1,509	2,050	2,122	1,600	1,600
01-6000-315	Copies and Printing	2,848	2,473	2,973	3,860	3,100	3,000
01-6000-531	Real Estate Taxes	-	37	1,998	4,807	-	-
01-6000-511	Insurance Expense	9,417	9,553	12,753	7,020	9,750	17,000
TOTAL CONTRACTUAL SERVICES		\$ 399,095	\$ 492,161	\$ 301,135	\$ 259,644	\$ 241,900	\$ 233,200
COMMODITIES							
01-6000-312	Office Supplies	\$ 2,349	\$ 2,671	\$ 1,040	\$ 2,055	\$ 2,000	\$ 2,000
01-6000-313	Postage	2,469	3,015	3,164	2,177	2,500	2,500
01-6000-351	Office Equipment and Maint.	15,457	15,805	15,490	16,177	13,500	16,000
01-6000-591	Miscellaneous Expense	1,070	1,008	572	2,268	750	1,000
TOTAL COMMODITIES		\$ 21,345	\$ 22,499	\$ 20,266	\$ 22,677	\$ 18,750	\$ 21,500
01-6000-800 CAPITAL OUTLAY							
TOTAL CAPITAL OUTLAY		\$ -	\$ -				
01-8101	INTERFUND TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ 49,180	\$ -
TOTAL DEPARTMENT EXPENDITURES		\$ 661,364	\$ 789,624	\$ 585,286	\$ 599,057	\$ 690,730	\$ 651,000

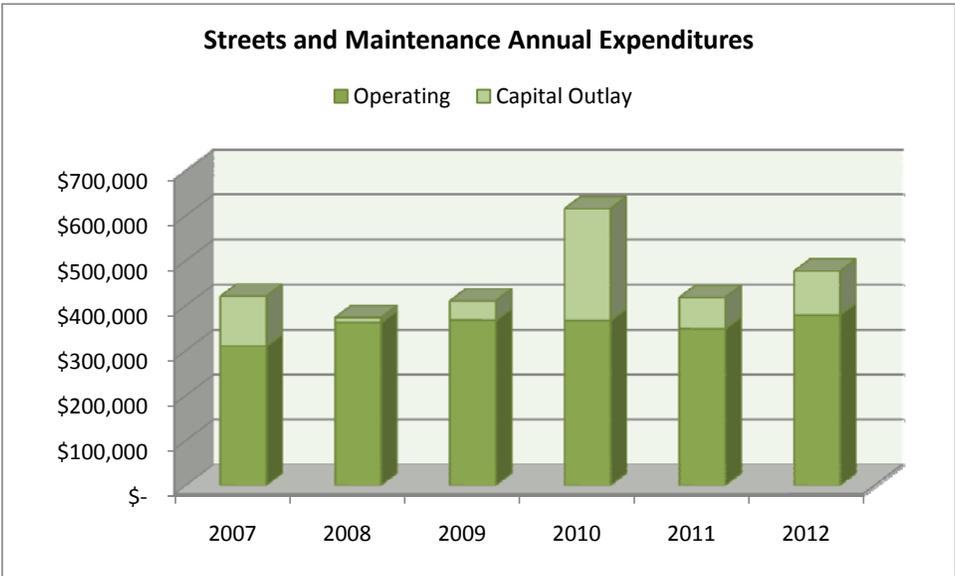
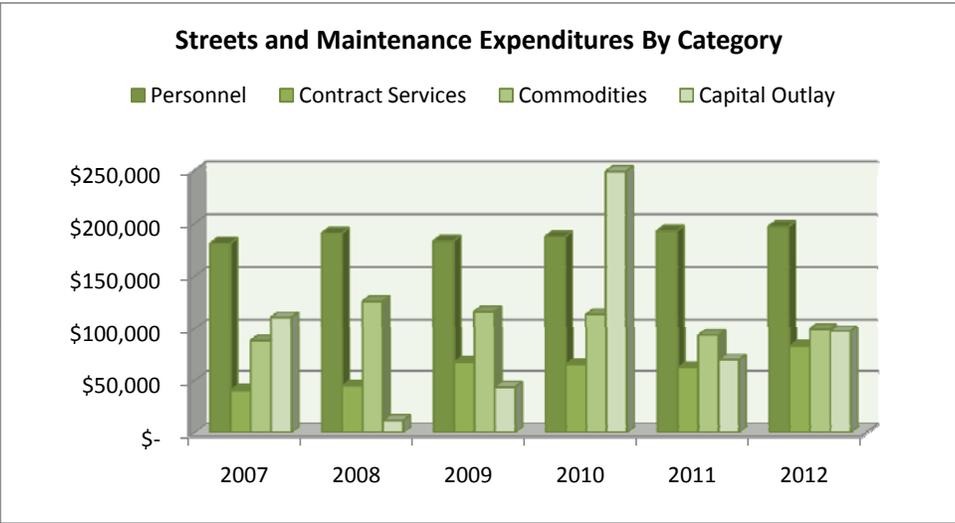
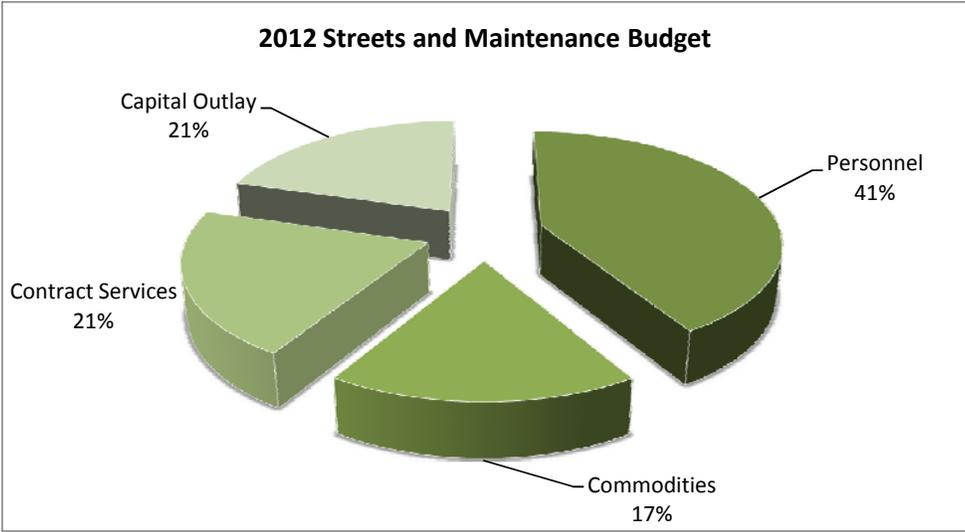


**TOWN OF CORTLAND - GENERAL FUND
STREETS AND MAINTENANCE**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
PERSONNEL SERVICES							
01-6100-118	Salaries	\$ 132,167	\$ 139,942	\$ 140,073	\$ 150,742	\$ 153,750	\$ 156,350
01-6100-118	Overtime Pay	3,924	5,799	9,470	2,748	4,000	4,000
01-6100-193	Employer Taxes	10,411	11,154	11,433	12,038	12,100	12,350
01-6100-133	Employer Paid Retirement	14,284	15,087	15,283	15,699	16,650	17,250
01-6100-131	Insurance	20,322	18,849	6,902	6,125	6,300	6,950
TOTAL PERSONNEL SERVICES		\$ 181,107	\$ 190,831	\$ 183,161	\$ 187,352	\$ 192,800	\$ 196,900
CONTRACTUAL SERVICES							
01-6100-219	Electric - Street Lights	\$ 27,377	\$ 32,409	\$ 34,549	\$ 31,577	\$ 32,000	\$ 33,000
01-6100-218	Maintenance - Street Lights						2,000
01-6100-245	Equipment Rental	-	-	-	-	539	1,500
01-6100-246	Portable Facility Rental						2,200
01-6100-244	Facility Lease	2,400	2,400	2,400	3,675	2,400	1,600
01-6100-314	Telephone and Data	2,469	2,316	1,812	3,409	3,100	3,100
01-6100-221	Utilities	-	-	-	-	4,300	10,000
01-6100-234	Contract Mowing	-	-	18,775	16,100	8,330	12,700
01-6100-234	Other Contract Services					2,800	-
01-6100-246	Scavenger Service	-	-	-	-	-	3,000
01-6100-331	Training	-	-	-	-	1,300	-
01-6100-197	Drug/Alcohol Programs	557	415	451	425	325	500
01-6100-511	Insurance	7,422	7,164	9,260	10,062	6,977	13,200
TOTAL CONTRACTUAL SERVICES		\$ 40,225	\$ 44,704	\$ 67,248	\$ 65,248	\$ 62,071	\$ 82,800
COMMODITIES							
01-6100-312	Office Supplies	\$ -	\$ -	\$ 52	\$ 150	\$ 200	\$ 250
01-6100-313	Postage	-	-	-	10	-	100
01-6100-198	Uniforms	1,374	1,726	886	1,411	1,500	2,000
01-6100-371	Fuel	10,817	15,682	17,149	13,969	16,000	20,000
01-6100-241	Equipment Maintenance	21,937	36,074	32,265	25,781	16,000	14,200
01-6100-231	Streets	16,790	25,055	13,265	15,415	-	-
01-6100-242	Town Hall Maintenance	6,636	12,425	12,253	18,479	6,500	7,000
01-6100-220	Road Salt	5,987	12,453	20,979	12,664	16,750	20,000
01-6100-221	Road Signs	-	-	-	-	2,500	3,200
01-6100-222	Railroad Crossing Maintenance	-	-	-	-	1,900	1,700
01-6100-223	Road Patch Mix	-	-	-	-	1,000	2,000
01-6100-224	Street Repair Materials	-	-	-	-	4,000	6,500
01-6100-225	Roadway Safety Paint	-	-	-	-	1,300	1,400
01-6100-232	Town Garage	12,189	6,094	9,731	9,493	-	-
01-6100-226	Tools and Hardware	-	-	-	-	2,500	2,700
01-6100-232	Maintenance - Town Garage	-	-	-	-	1,500	1,000
01-6100-233	Storm Sewers	3,041	8,351	4,096	3,739	-	-
01-6100-253	Detention Pond Repairs	-	-	-	-	1,000	1,400
01-6100-254	Catch Basin Repairs	-	-	-	-	1,500	2,000
01-6100-255	Storm Sewer Repairs	-	-	-	-	5,000	3,000
01-6100-256	Sump Line Installations	-	-	-	-	2,500	2,500
01-6100-234	Parks	9,145	8,127	5,598	11,036	-	-
01-6100-235	Parks - Equipment Maintenance	-	-	-	-	3,500	4,000
01-6100-236	Parks - General Maintenance	-	-	-	-	3,750	1,300
01-6100-237	Parks - Misc. Grounds Maintenance	-	-	-	-	1,200	1,400
01-6100-238	Parks - Miscellaneous	-	-	-	-	2,900	1,400

**TOWN OF CORTLAND - GENERAL FUND
STREETS AND MAINTENANCE**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
01-6100-252	Subdivision Improvements	-	-	-	1,161	150	-
TOTAL COMMODITIES		\$ 87,916	\$ 125,985	\$ 116,274	\$ 113,310	\$ 93,150	\$ 99,050
CAPITAL OUTLAY							
01-6100-611	Debt Service - Principal	\$ 108,287	\$ 12,067	\$36,095	\$ 119,203	\$ 1,739	\$ 12,425
01-6100-621	Debt Service - Interest	1,805	1,887	\$7,341	2,129	240	13,600
01-6100-811	Purchase/Construction - Building					63,400	50,000
01-6100-812	Equipment				12,818	-	21,300
01-6100-814	Vehicle	720			114,987	4,160	-
01-8501	Excess Financing Proceeds		(2,606)	-	-	-	-
TOTAL CAPITAL OUTLAY		\$ 110,812	\$ 11,348	\$ 43,437	\$ 249,137	\$ 69,539	\$ 97,325
TOTAL EXPENDITURES BEFORE TRANSFERS		\$ 420,060	\$ 372,868	\$ 410,119	\$ 615,047	\$ 417,560	\$ 476,075
01-8101	TRANSFER FROM RESTRICTED	\$ -	\$ -	\$ -	\$ -	\$ (63,400)	\$ (45,900)
03-8101	TRANSFER FROM CIF - DEBT SERVICE	(110,092)	(13,953)	(43,437)	(121,332)		(26,025)
03-8101	TRANSFER FROM CIF - PURCHASE				(127,905)		(25,400)
TOTAL REIMBURSEMENT AND TRANSFERS		\$ (110,092)	\$ (13,953)	\$ (43,437)	\$ (249,238)	\$ (63,400)	\$ (97,325)
TOTAL DEPARTMENT EXPENDITURES		\$ 309,968	\$ 358,915	\$ 366,682	\$ 365,809	\$ 354,160	\$ 378,750

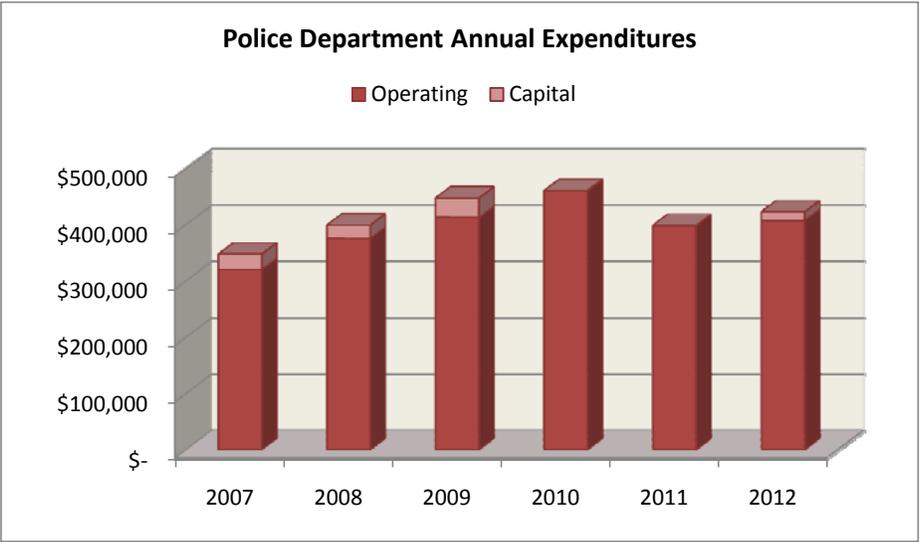
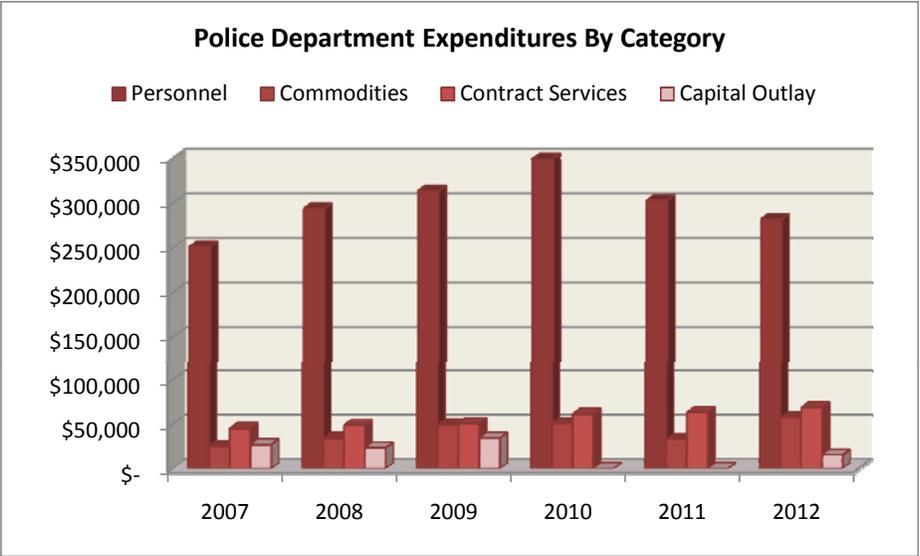
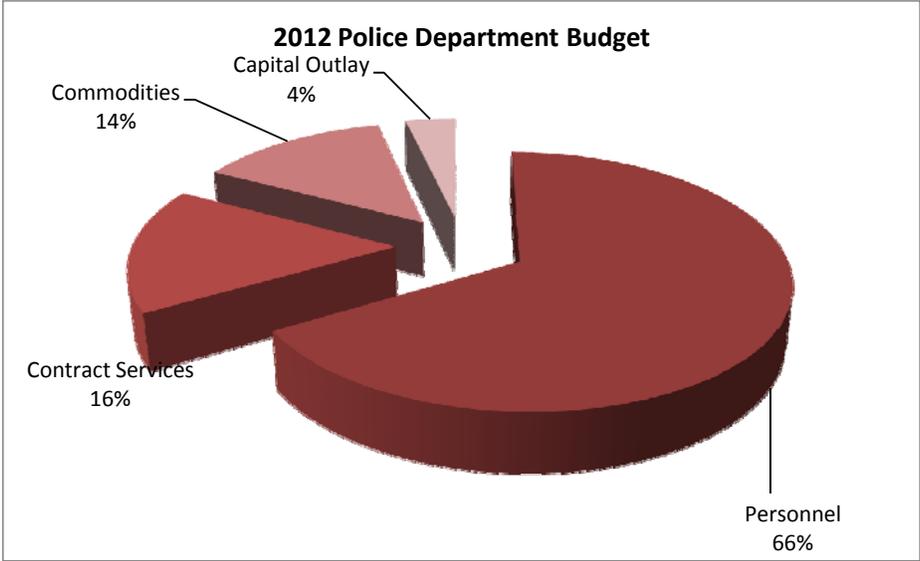


**TOWN OF CORTLAND - GENERAL FUND
POLICE DEPARTMENT**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
PERSONNEL SERVICES							
12-6200-114	Salaries	\$ 189,800	\$ 218,782	\$ 230,876	\$ 272,548	\$ 235,000	\$ 212,200
12-6200-114	Overtime Pay	2,162	5,471	8,891	-	3,000	5,000
12-6200-193	Employer Taxes	14,813	17,155	18,341	20,786	18,100	16,650
12-6200-133	Employer Paid Retirement	14,961	19,693	20,211	21,802	20,800	19,950
12-6200-131	Insurance	28,580	32,124	34,801	33,381	25,400	27,700
TOTAL PERSONNEL SERVICES		\$ 250,316	\$ 293,225	\$ 313,120	\$ 348,517	\$ 302,300	\$ 281,500
CONTRACTUAL SERVICES							
12-6200-261	Dispatch	\$ 19,120	\$ 23,990	\$ 25,950	\$ 29,260	\$ 32,532	\$ 28,500
12-6200-243	Vehicle Storage Expense	600	600	-	1,275	-	-
12-6200-245	Facility Lease	10,620	10,944	11,368	11,964	12,508	12,900
12-6200-314	Telephone and Data	3,752	3,276	2,819	3,578	3,550	3,750
12-6200-221	Utilities	1,163	1,110	895	1,000	1,050	1,100
12-6200-211	Legal Services	2,610	540	808	-	-	1,800
12-6200-331	Training	2,343	2,892	1,609	2,146	1,385	3,000
12-6200-321	Dues and Subscriptions	-	50	50	1,429	1,273	1,500
12-6200-315	Copies and Printing	942	-	1,070	-	-	-
12-6200-511	Insurance Expense	4,005	5,298	6,064	10,580	10,730	16,000
TOTAL CONTRACTUAL SERVICES		\$ 45,155	\$ 48,700	\$ 50,634	\$ 61,232	\$ 63,028	\$ 68,550
COMMODITIES							
12-6200-312	Office Supplies	\$ 911	\$ 649	\$ 871	\$ 647	\$ 800	\$ 1,000
12-6200-313	Postage	223	236	170	240	200	250
12-6200-198	Uniforms	868	1,378	1,781	2,281	1,000	2,000
12-6200-371	Fuel	11,205	15,624	15,314	12,935	13,700	16,000
12-6200-241	Vehicle Maintenance	8,534	10,932	27,450	31,254	11,500	10,000
12-6200-240	Equipment Purchases/Maintenance	-	-	-	-	4,050	5,000
12-6200-242	Office Maintenance	452	689	1,127	526	100	500
12-6200-361	DUI Prevention Equipment	-	1,524	-	1,175	-	500
12-6200-351	Office Equipment Maintenance	2,628	2,133	2,021	1,026	1,300	1,300
12-6200-421	Community Programs	185	701	367	379	210	500
	Technology Upgrades	-	-	-	-	-	20,000
12-6200-591	Miscellaneous Expense	187	53	5	258	100	500
TOTAL COMMODITIES		\$ 25,192	\$ 33,920	\$ 49,105	\$ 50,721	\$ 32,960	\$ 57,550

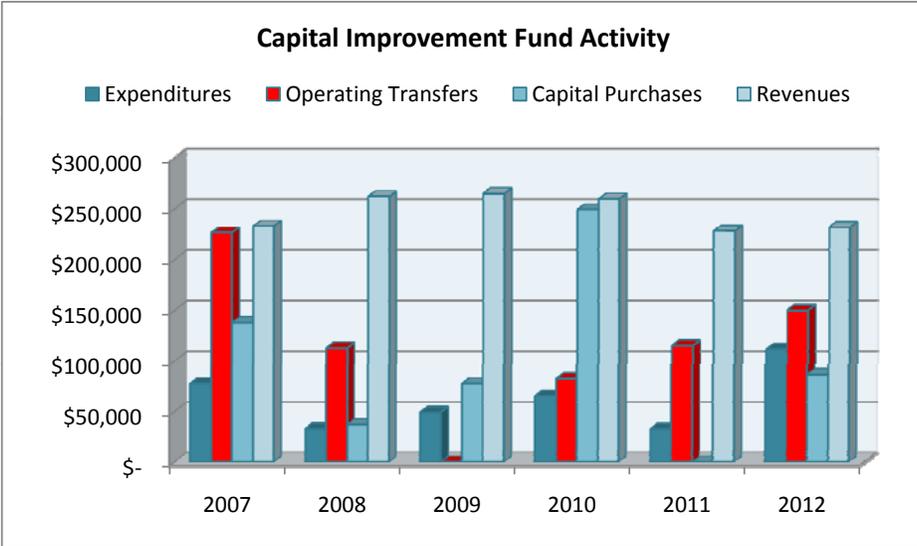
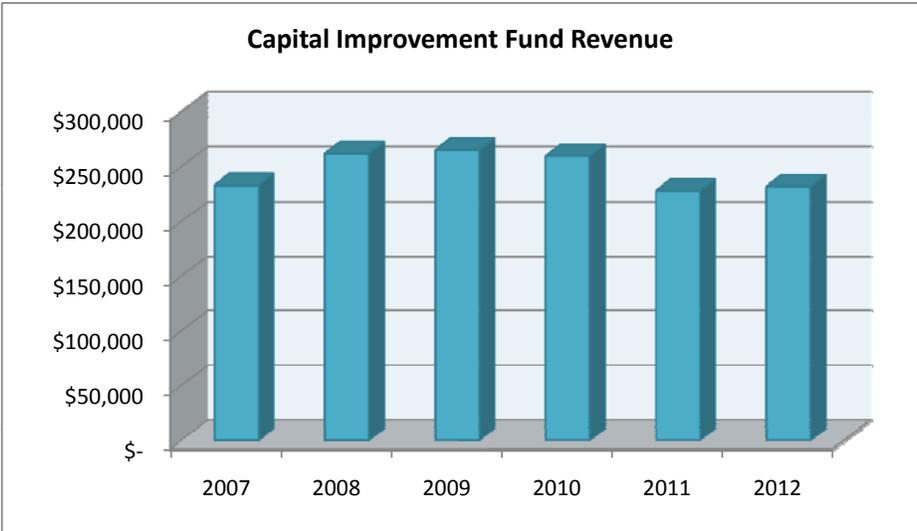
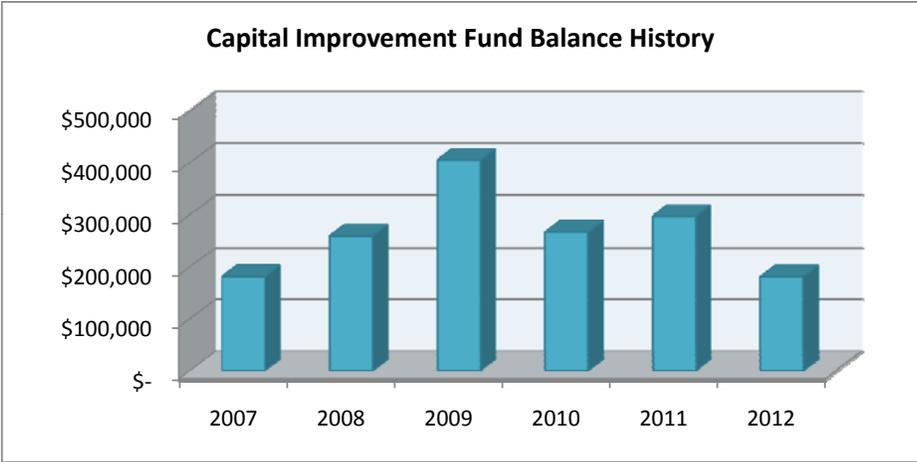
**TOWN OF CORTLAND - GENERAL FUND
POLICE DEPARTMENT**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
CAPITAL OUTLAY							
12-6200-611	Debt Service - Principal	\$ 26,855	\$ -	\$ -	\$ -	\$ -	\$ 5,775
12-6200-621	Debt Service - Interest	473	-	-	-	-	1,475
12-6200-814	Vehicle	(313)	23,300	34,298	-	-	8,000
TOTAL CAPITAL OUTLAY		\$ 27,014	\$ 23,300	\$ 34,298	\$ -	\$ -	\$ 15,250
TOTAL EXPENDITURES BEFORE TRANSFERS		\$ 347,678	\$ 399,145	\$ 447,157	\$ 460,470	\$ 398,288	\$ 422,850
12-4901	REIMBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ (1,663)	\$ (2,000)
03-8101	TRANSFER FROM CIF-DEBT SERVICE	(27,327)	-	-	-	-	(7,250)
03-8101	TRANSFER FROM CIF -PURCHASE	-	(23,300)	(34,298)	-	-	(28,000)
TOTAL REIMBURSEMENT AND TRANSFERS		\$ (27,327)	\$ (23,300)	\$ (34,298)	\$ -	\$ (1,663)	\$ (37,250)
TOTAL DEPARTMENT EXPENDITURES		\$ 320,350	\$ 375,845	\$ 412,859	\$ 460,470	\$ 396,625	\$ 385,600



**TOWN OF CORTLAND
CAPITAL IMPROVEMENT FUND**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES							
03-4011	Electricity Tax	\$ 79,987	\$ 89,826	\$ 89,560	\$ 86,551	\$ 97,000	\$ 100,000
03-4021	Natural Gas Tax	44,667	61,326	67,230	61,205	47,000	50,000
03-4031	Telephone Tax	91,290	101,541	103,476	108,512	82,200	80,000
03-8011	Interest Income	17,015	9,223	4,581	3,237	1,800	1,800
TOTAL REVENUES		\$ 232,959	\$ 261,916	\$ 264,847	\$ 259,504	\$ 228,000	\$ 231,800
EXPENDITURES							
03-6500-421	Community Programs	\$ 7,865	\$ 9,632	\$ 12,830	\$ 13,713	\$ 15,886	\$ 20,000
03-6500-840	Holiday Decorations	-	-	-	-	-	-
03-6500-522	NPDES Permit Fee	1,000	1,000	1,000	1,000	1,000	1,000
03-6500-726	Donations - Community Agencies	3,000	3,500	3,500	3,500	3,500	3,500
03-6500-726	DeKalb Sycamore Area Traffic Study						5,900
03-6500-824	Loves Road Improvements	10,404	-	-	-	-	-
03-6500-812	Office Equipment	-	-	-	18,247	2,507	10,000
03-6500-826	Drainage Construction	-	-	44,809	21,530		-
03-6500-830	Grant Writer	3,000	-	-	-	2,000	-
03-6500-832	Handicapped Accessibility	2,790	704	-	6,325	5,990	6,000
03-6500-836	Special Census	48,127	16,235	(13,047)	-	-	-
03-6500-837	Emergency Preparedness	1,537	1,817	48	1,330	1,669	5,000
03-6500-839	Technology Upgrades (Admin)	-	-	-	-	250	20,000
03-6500-839	Fibre Communication	-	-	-	-	-	40,000
TOTAL EXPENDITURES		\$ 77,723	\$ 32,888	\$ 49,140	\$ 65,645	\$ 32,802	\$ 111,400
03-6500-910	INTERFUND TRANSFERS IN (OUT)	\$ (226,256)	\$ (112,747)	\$ 6,972	\$ (82,662)	\$ (115,000)	\$ (150,000)
03-6500-912	DEBT SERVICE TRANSFERS	(137,419)	(13,953)	(43,437)	(121,332)		(33,275)
03-6500-913	CAPITAL PURCHASE TRANSFERS		(23,300)	(34,298)	(127,905)	(50,000)	(53,400)
TOTAL TRANSFERS		\$ (363,675)	\$ (150,000)	\$ (70,763)	\$ (331,900)	\$ (165,000)	\$ (236,675)
EXCESS (DEFICIT)		\$ (208,439)	\$ 79,028	\$ 144,944	\$ (138,040)	\$ 30,198	\$ (116,275)
BEGINNING FUND BALANCE		\$ 389,711	\$ 181,272	\$ 260,300	\$ 405,244	\$ 267,204	\$ 297,402
ENDING FUND BALANCE		\$ 181,272	\$ 260,300	\$ 405,244	\$ 267,204	\$ 297,402	\$ 181,127

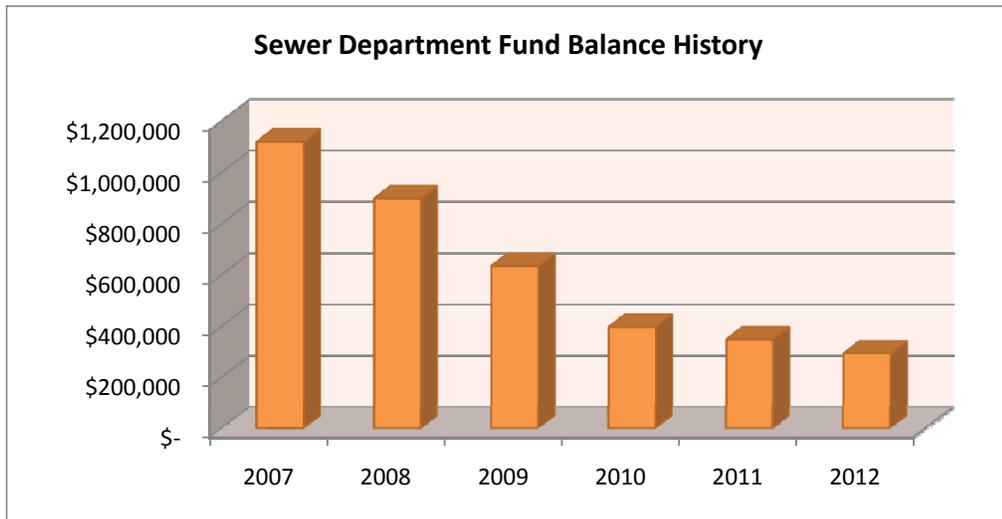


**TOWN OF CORTLAND
SEWER DEPARTMENT FUND**

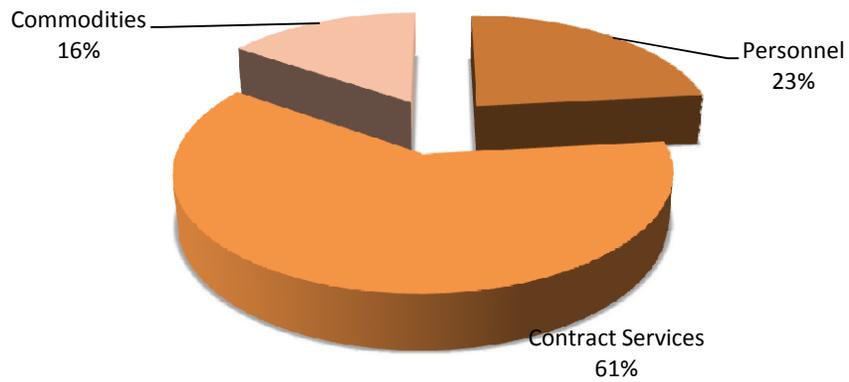
ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES							
06-4011	Service Fees	\$ 443,805	\$ 475,517	\$ 496,545	\$ 508,803	\$ 495,000	\$ 485,000
06-4021	Penalties	20,273	20,892	21,487	21,088	17,000	20,000
06-4051	Permits	187,000	113,000	7,000	3,500	4,000	4,000
06-8011	Interest Income	44,086	35,698	14,768	6,157	1,600	6,000
06-8801	Other Income	4,171	15,719	16,583	10,725	10,725	10,500
06-4908	Reimbursements - Sewer Const.	641,587	140,812	178,520	70,107	-	-
06-8501	Loan Proceeds	-	-	-	-	-	1,350,000
TOTAL REVENUES		\$ 1,340,922	\$ 801,638	\$ 734,902	\$ 620,380	\$ 528,325	\$ 1,875,500
PERSONNEL SERVICES							
06-7300-118	Salaries	\$ 58,986	\$ 38,729	\$ 36,291	\$ 33,634	\$ 28,172	\$ 65,700
06-7300-118	Overtime Pay	1,571	1,565	527	-	-	150
06-7300-193	Employer Taxes	4,637	3,085	2,816	\$ 2,573	\$ 2,155	4,950
06-7300-133	Employer Paid Retirement	6,797	4,411	3,963	\$ 3,600	\$ 3,144	7,200
06-7300-131	Insurance	10,048	6,196	6,069	\$ 4,807	\$ 3,765	11,100
TOTAL PERSONNEL SERVICES		\$ 82,039	\$ 53,987	\$ 49,667	\$ 44,614	\$ 37,236	\$ 89,100
CONTRACTUAL SERVICES							
06-7300-211	Legal/Collection Expense	\$ 112,249	\$ 73,562	\$ 48,611	\$ 72,850	\$ 7,000	\$ 25,000
06-7300-217	Fines	-	-	-	-	-	50,000
06-7300-212	Engineering Expense	-	-	6,922	21,411	17,000	20,000
06-7300-213	Consulting Fees	34,351	22,834	36,915	11,337	17,500	-
06-7300-214	Audit	996	3,372	3,019	3,000	3,100	3,300
06-7300-221	Utilities	4,649	54,363	143,168	112,721	126,000	130,000
06-7300-222	Sewage Processing	227,233	251,724	214,500	-	-	-
06-7300-251	Contract Maintenance	-	-	-	38,682	30,650	-
06-7300-511	Insurance Expense	3,195	5,127	5,191	6,660	2,445	6,000
TOTAL CONTRACTUAL SERVICES		\$ 382,672	\$ 410,982	\$ 458,326	\$ 266,661	\$ 203,695	\$ 234,300
COMMODITIES							
06-7300-311	Office Supplies	\$ 8,437	\$ 5,991	\$ 9,508	\$ 5,806	\$ 3,000	\$ 3,000
06-7300-198	Uniforms	348	246	313	150	300	500
06-7300-371	Fuel	1,135	3,221	1,462	868	1,050	1,700
06-7300-241	Vehicle and Equipment Maint.	5,544	5,612	4,651	131	1,000	1,000
06-7300-243	System Maintenance	51,510	22,466	49,128	50,690	40,000	50,000
06-7300-531	Real Estate Taxes	1,273	1,514	1,756	1,726	2,135	2,150
06-7300-591	Miscellaneous Expense	113	282	-	-	20	500
TOTAL COMMODITIES		\$ 68,361	\$ 39,332	\$ 66,817	\$ 59,371	\$ 47,505	\$ 58,850

**TOWN OF CORTLAND
SEWER DEPARTMENT FUND**

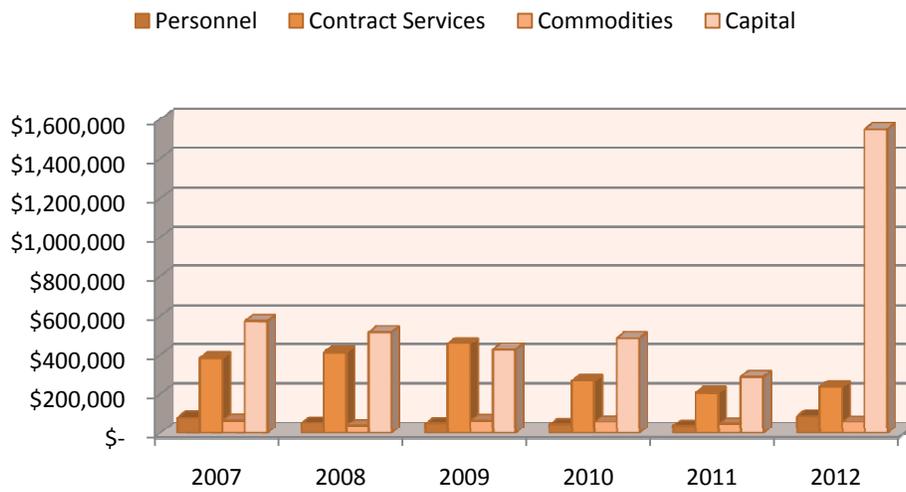
ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
CAPITAL OUTLAY							
06-7300-611	Debt Service - Principal	\$ 88,710	\$ 202,030	\$ 209,800	\$ 217,860	\$ 226,235	\$ 175,365
06-7300-621	Debt Service - Interest	42,075	36,237	28,471	20,406	12,031	3,334
06-7300-811	Construction	135,514	150,740	186,865	248,432	49,821	600,000
06-7300-812	Equipment	17,000	12,595	-	-	-	18,000
06-7300-826	Engineering Study	289,410	115,248	-	-	-	-
06-7300-827	Lift Station Replacement	-	-	-	-	-	750,000
TOTAL CAPITAL OUTLAY		\$ 572,709	\$ 516,851	\$ 425,136	\$ 486,698	\$ 288,087	\$ 1,546,699
06-8101	INTERFUND TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL DEPARTMENT EXPENDITURES		\$ 1,105,781	\$ 1,021,152	\$ 999,946	\$ 857,344	\$ 576,523	\$ 1,928,949
EXCESS (DEFICIT)		\$ 235,141	\$ (219,514)	\$ (265,044)	\$ (236,964)	\$ (48,198)	\$ (53,449)
BEGINNING CASH BALANCE		\$ 884,726	\$ 1,119,867	\$ 900,353	\$ 635,309	\$ 398,345	\$ 350,148
ENDING CASH BALANCE		\$ 1,119,867	\$ 900,353	\$ 635,309	\$ 398,345	\$ 350,148	\$ 296,699



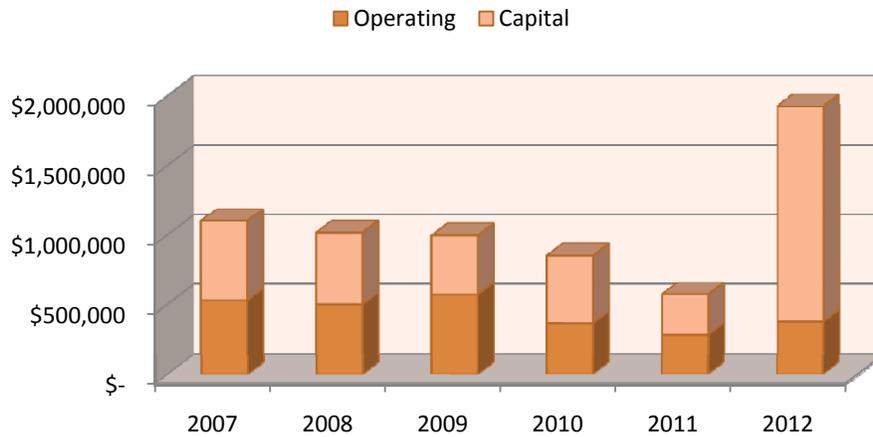
2012 Sewer Department Budget - Expenditures

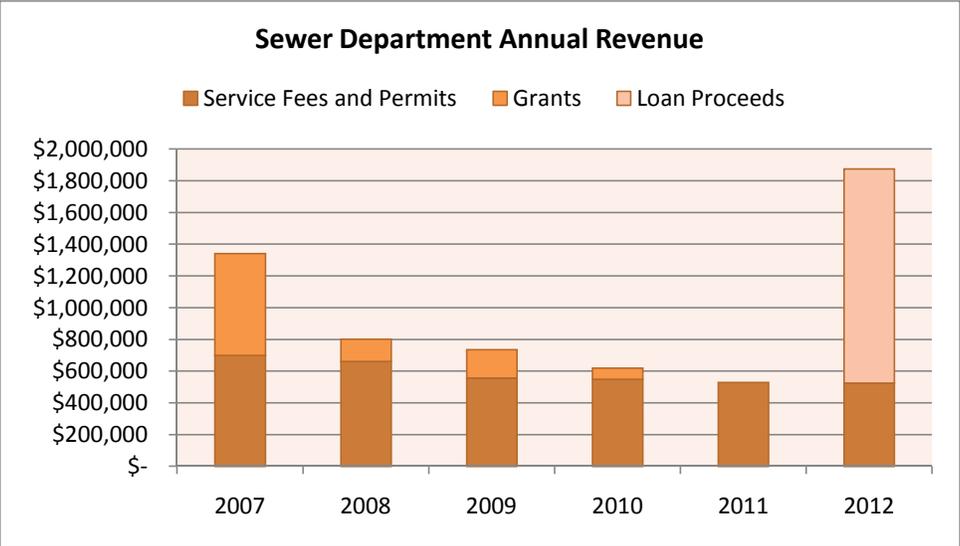
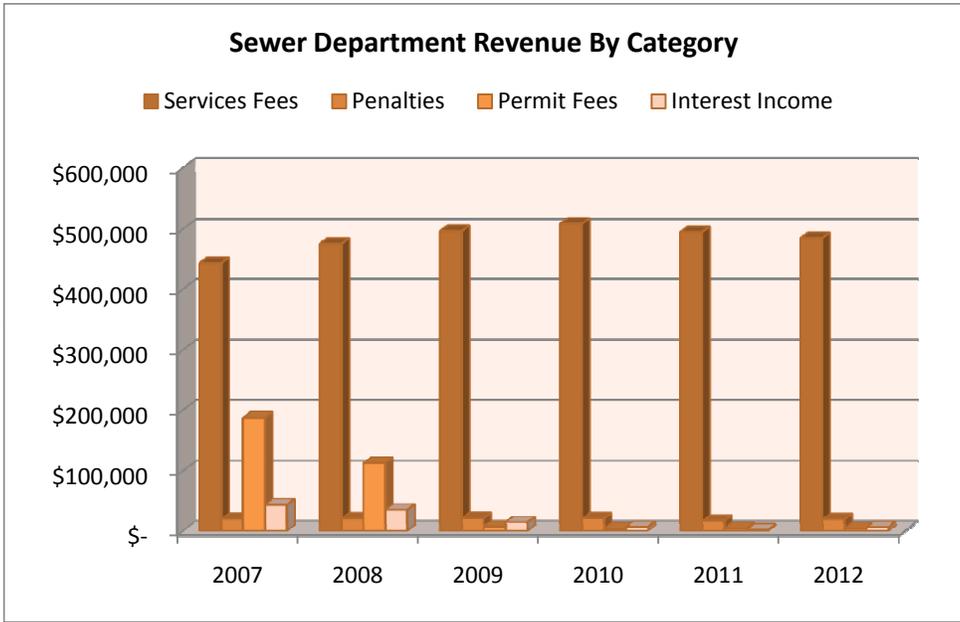
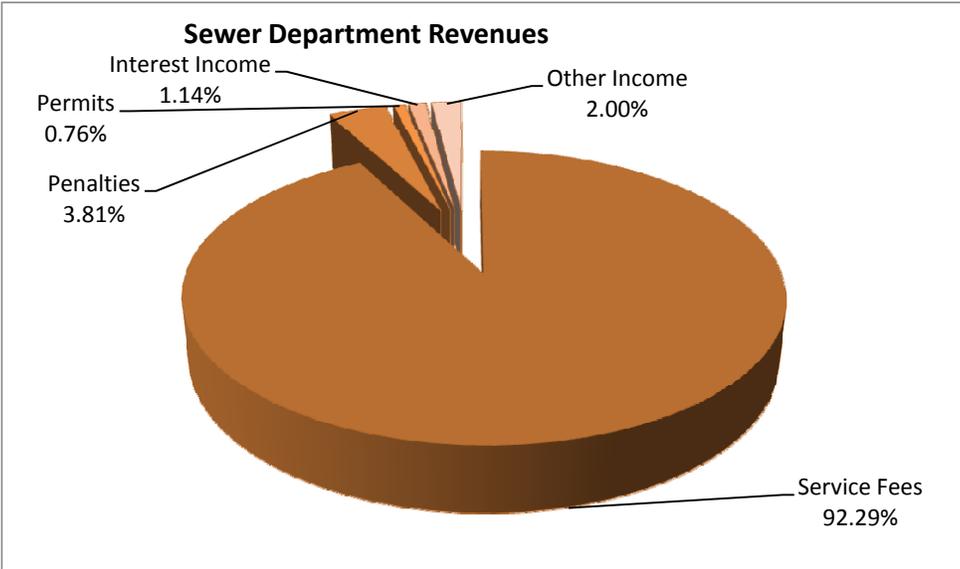


Sewer Department Expenditures By Category



Sewer Department Annual Expenditures



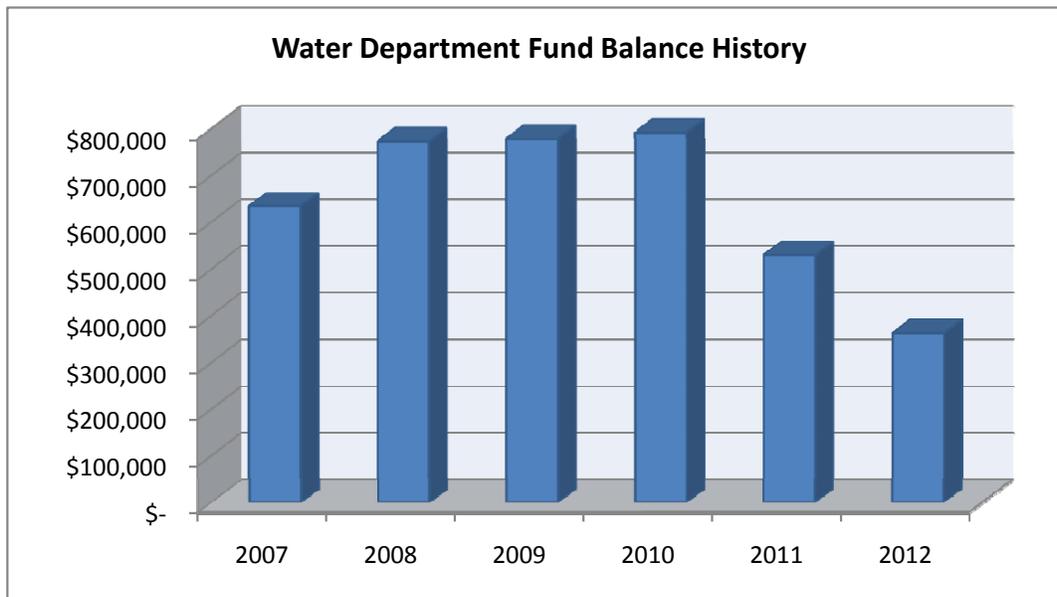


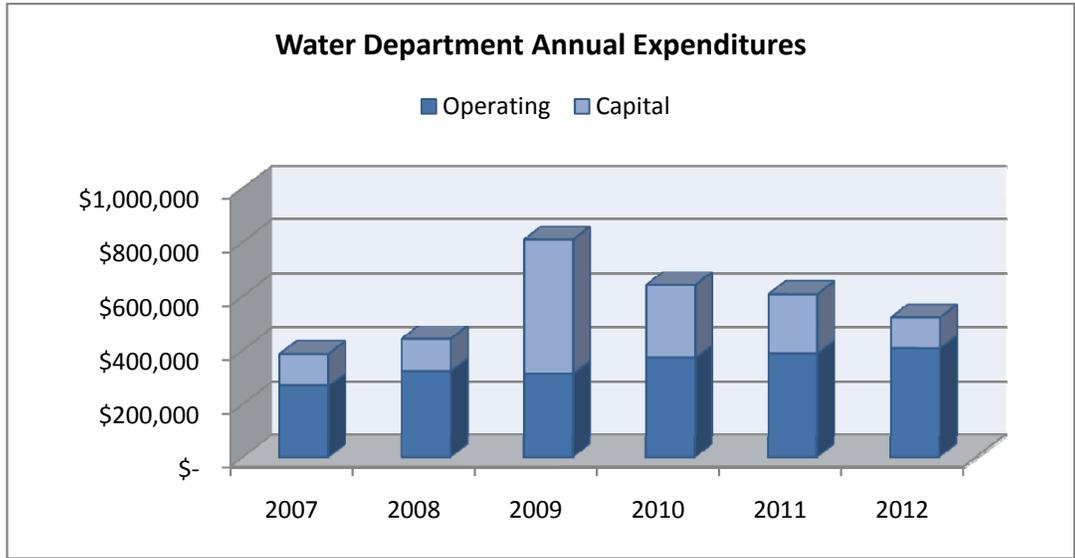
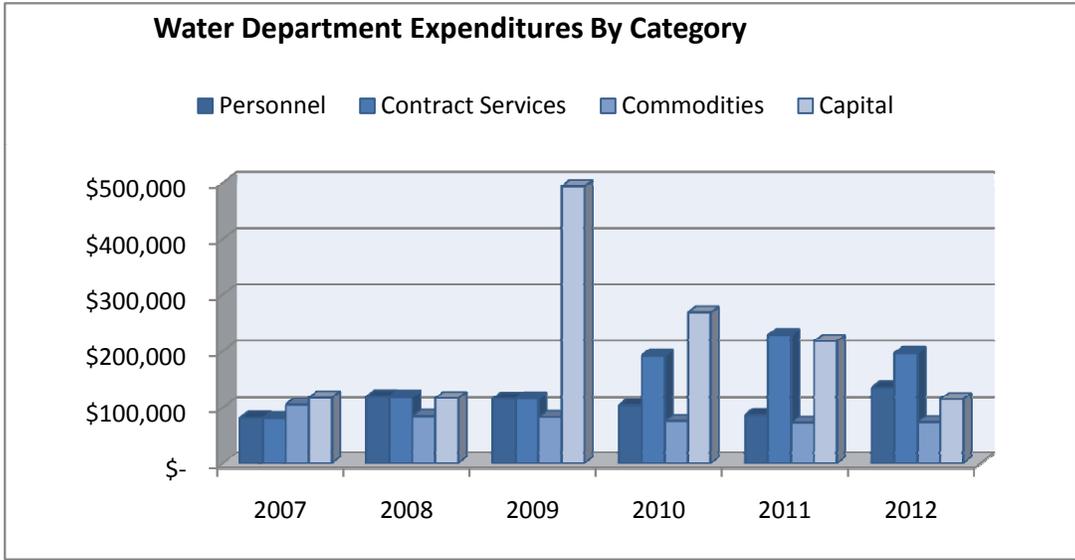
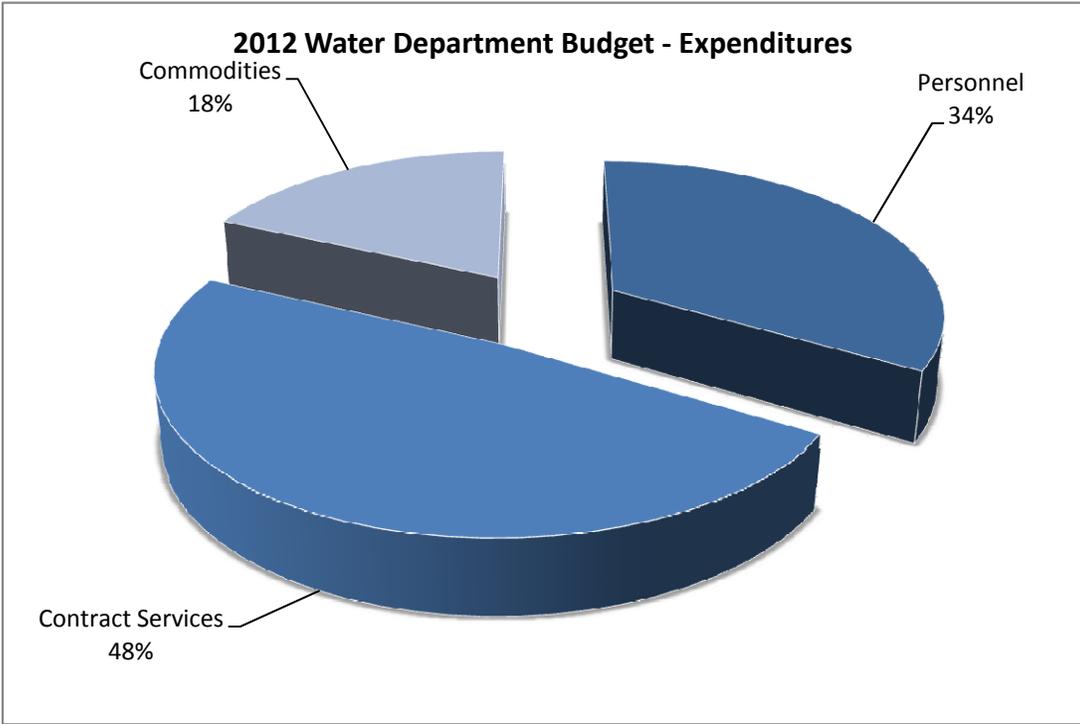
**TOWN OF CORTLAND
WATER DEPARTMENT FUND**

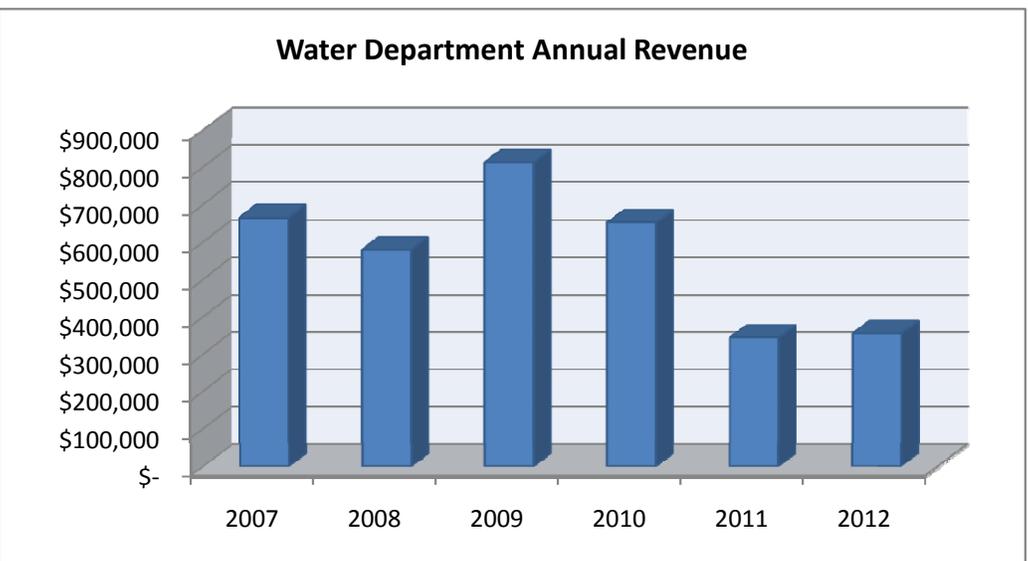
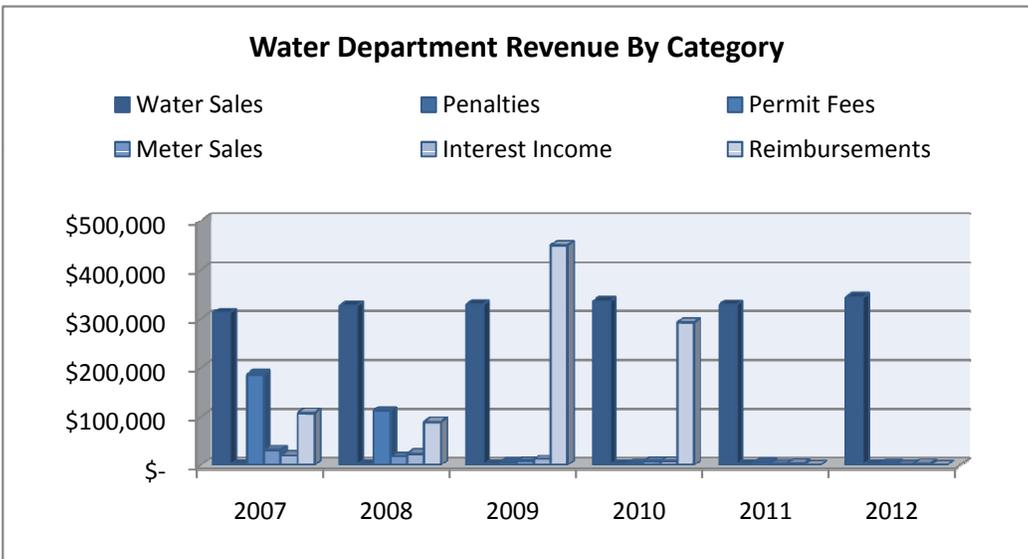
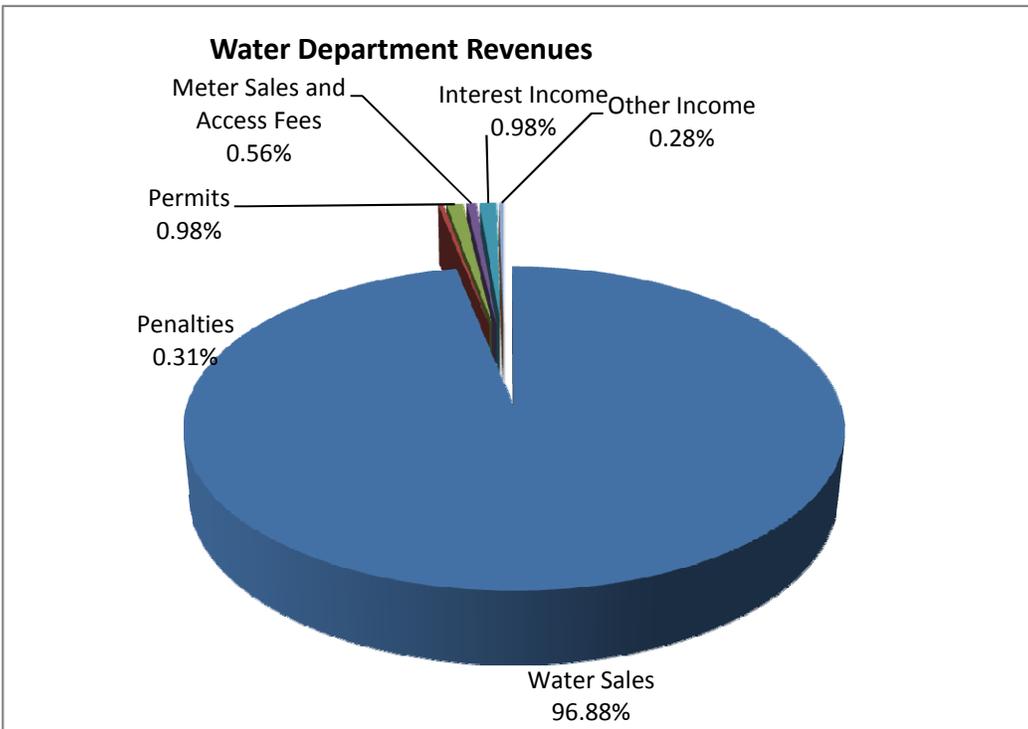
ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES							
07-4011	Water Sales	\$ 312,912	\$ 327,931	\$ 330,475	\$ 337,386	\$ 330,000	\$ 345,000
07-4021	Penalties	1,045	1,111	1,211	1,279	1,100	1,100
07-4051	Permits	187,000	113,000	7,000	3,500	5,825	3,500
07-4301-4403	Meter Sales and Access Fees	33,350	19,750	9,000	8,500	2,770	2,000
07-8011	Interest Income	22,778	26,512	13,757	8,680	3,800	3,500
07-4901-4908	Reimburse: Water Tower	107,847	90,048	450,233	292,796	-	-
07-4991	Other Income	1,625	1,735	1,501	1,085	1,150	1,000
TOTAL REVENUES		\$ 666,559	\$ 580,086	\$ 813,176	\$ 653,226	\$ 344,645	\$ 356,100
PERSONNEL SERVICES							
07-7400-118	Salaries	\$ 56,708	\$ 85,949	\$ 84,680	\$ 78,480	\$ 65,560	\$ 100,400
07-7400-118	Overtime Pay	3,667	3,653	1,230	\$ -	\$ 38	500
07-7400-193	Employer Taxes	4,623	6,848	6,572	\$ 6,004	\$ 5,030	7,500
07-7400-133	Employer Paid Retirement	6,776	9,791	9,246	\$ 8,399	\$ 7,306	10,900
07-7400-131	Insurance	10,026	13,688	14,162	\$ 11,216	\$ 8,790	16,650
TOTAL PERSONNEL SERVICES		\$ 81,800	\$ 119,929	\$ 115,888	\$ 104,099	\$ 86,724	\$ 135,950
CONTRACTUAL SERVICES							
07-7400-211	Legal/Collection Expense	\$ 17,533	\$ 5,489	\$ 5,152	\$ 6,168	\$ 2,000	\$ 10,000
07-7400-212	Engineering Expense	-	-	76	10,290	20,000	5,000
07-7400-213	Consulting Fees	889	4,020	-	25,251	40,800	-
07-7400-214	Audit	830	2,233	2,311	2,556	2,588	2,600
07-7400-221	Utilities	31,479	44,497	43,694	64,220	58,000	72,000
07-7400-222	Water Processing	28,840	61,002	61,279	78,743	99,500	100,000
07-7400-331	Training	-	-	-	-	676	1,000
07-7400-511	Insurance Expense	1,136	2,074	3,614	4,964	5,704	6,000
TOTAL CONTRACTUAL SERVICES		\$ 80,706	\$ 119,314	\$ 116,126	\$ 192,192	\$ 229,268	\$ 196,600
COMMODITIES							
07-7400-311	Office Supplies	\$ 12,409	\$ 13,427	\$ 28,114	\$ 21,498	\$ 19,000	\$ 20,000
07-7400-198	Uniforms	374	574	731	477	1,000	1,200
07-7400-371	Fuel	2,659	2,939	2,314	2,025	2,500	2,750
07-7400-241	Vehicle and Equipment Maint.	3,709	7,718	2,380	563	2,000	2,000
07-7400-243	Water System Maintenance	34,759	22,935	14,663	12,895	19,500	11,000
07-7400-341	Meter Purchases and Supplies	30,341	16,095	13,877	17,192	10,500	13,000
07-7400-343	Connection Expense	-	3,125	28	1,850	2,800	3,000
07-7400-344	Access Supplies	82	1,108	21	472	700	-
07-7400-345	Treatment Chemicals/Testing	20,942	16,099	20,570	18,671	15,000	20,000
07-7400-591	Miscellaneous Expense	-	658	-	105	20	1,000
TOTAL COMMODITIES		\$ 105,275	\$ 84,677	\$ 82,697	\$ 75,748	\$ 73,020	\$ 73,950

**TOWN OF CORTLAND
WATER DEPARTMENT FUND**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
CAPITAL OUTLAY							
07-7400-611	Debt Service - Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07-7400-621	Debt Service - Interest	-	-	-	-	-	-
07-7400-811	Construction	207	1,559	450,261	261,017	217,869	100,000
07-7400-812	Equipment	-	-	42,836	7,344	-	15,000
07-7400-826	Engineering Study	117,826	115,267	-	-	-	-
TOTAL CAPITAL OUTLAY		\$ 118,033	\$ 116,826	\$ 493,098	\$ 268,361	\$ 217,869	\$ 115,000
07-7400-910	INTERFUND TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL DEPARTMENT EXPENDITURES		\$ 385,814	\$ 440,746	\$ 807,809	\$ 640,400	\$ 606,881	\$ 521,500
EXCESS (DEFICIT)		\$ 280,744	\$ 139,341	\$ 5,367	\$ 12,826	\$ (262,236)	\$ (165,400)
BEGINNING CASH BALANCE		\$ 354,578	\$ 635,322	\$ 774,663	\$ 780,030	\$ 792,856	\$ 530,620
ENDING CASH BALANCE		\$ 635,322	\$ 774,663	\$ 780,030	\$ 792,856	\$ 530,620	\$ 365,220







**TOWN OF CORTLAND
MOTOR FUEL TAX FUND**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES							
02-4011	MFT Allotment	\$ 59,771	\$ 84,002	\$ 104,189	\$ 99,156	\$ 117,000	\$ 100,000
02-8011	Interest Income	2,477	2,989	1,839	491	450	450
TOTAL REVENUES		\$ 62,248	\$ 86,990	\$ 106,028	\$ 99,647	\$ 117,450	\$ 100,450
CONTRACTUAL SERVICES							
02-6400-235	Contract Maintenance	\$ 4,147	\$ 6,466	\$ 18,216	\$ 9,951	\$ 14,175	\$ 17,600
TOTAL CONTRACTUAL SERVICES		\$ 4,147	\$ 6,466	\$ 18,216	\$ 9,951	\$ 14,175	\$ 17,600
COMMODITIES							
02-6400-370	Street Maint./Improvements	\$ 34,146	\$ 3,191	\$ 172,240	\$ 58,902	\$ 89,251	\$ 137,000
TOTAL COMMODITIES		\$ 34,146	\$ 3,191	\$ 172,240	\$ 58,902	\$ 89,251	\$ 137,000
TOTAL EXPENDITURES		\$ 38,292	\$ 9,657	\$ 190,456	\$ 68,853	\$ 103,426	\$ 154,600
BEGINNING CASH BALANCE		\$ 23,517	\$ 47,472	\$ 124,805	\$ 40,378	\$ 71,172	\$ 85,196
ENDING CASH BALANCE		\$ 47,472	\$ 124,805	\$ 40,378	\$ 71,172	\$ 85,196	\$ 31,046

TOWN OF CORTLAND
ECONOMIC DEVELOPMENT FUND

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES							
04-8011	Interest Income	3,223	2,608	809	93	106	90
TOTAL REVENUES		\$ 3,223	\$ 2,608	\$ 809	\$ 93	\$ 106	\$ 90
CONTRACTUAL SERVICES							
TOTAL CONTRACTUAL SERVICES		\$ -	\$ -				
COMMODITIES							
TOTAL COMMODITIES		\$ -	\$ -				
TOTAL EXPENDITURES		\$ -	\$ -				
BEGINNING CASH BALANCE		\$ 61,819	\$ 65,042	\$ 67,649	\$ 68,458	\$ 68,551	\$ 68,657
ENDING CASH BALANCE		\$ 65,042	\$ 67,649	\$ 68,458	\$ 68,551	\$ 68,657	\$ 68,747

**TOWN OF CORTLAND
RESTRICTED ASSETS**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
REVENUES							
13-2010	RE Taxes - Halwood	\$ -	\$ -	\$ -	\$ -	\$ 10,990	\$ -
13-2401	CFPD - Land/Cash	27,900	22,800	10,500	9,000	1,500	900
13-2406	Schools - Land/Cash	26,067	39,319	-	33,115	4,493	3,000
13-2407	CCL - Land/Cash	-	-	-	1,350	225	135
13-2411	Storm Sewer Escrow	3,738	-	-	-	-	-
13-2313	Engineering Deposits	5,000	-	50,268	880	-	-
13-2431	Schools - Chestnut Grove	85,000	-	-	-	-	-
13-2432	Schools - Richland Trails	10,400	77,055	-	112,942	13,206	6,600
13-2452	CCL - Chestnut Grove	-	5,730	674	-	-	-
13-2461	CFPD - Building	-	91,145	-	-	-	-
13-2462	CFPD - Building	-	7,414	872	-	-	-
13-2465	Collateral CD	-	-	-	-	49,180	-
13-2505	SSA Connection Fee	-	8,294	-	-	-	-
13-2551	Wastewater Land Acquisition	16,500	10,500	1,000	-	-	-
13-4091	Parks - General	-	-	-	-	100	-
13-4094	McPhillips Park	5,626	5,626	-	100	-	-
13-4171	Robinson Farm Park Dev	-	-	-	(200)	-	-
13-4174	Park - Cortland Estates	600	600	-	-	-	-
13-4201	Public Works Facility	-	114,046	1,009	-	-	-
13-4202	Police Department Facility	-	91,012	806	-	-	-
13-4203	Emergency Siren	-	2,615	23	-	-	-
13-4204	Town Hall Building	-	6,454	759	-	-	-
13-4205	Sports Complex	-	149,097	1,319	-	-	-
13-4206	Capital Equipment	-	79,420	-	14,940	-	-
13-8701	Developer Contributions	13,431	-	-	-	-	-
13-8702	Performance Bond	-	-	427,671	-	-	-
TOTAL REVENUES		\$ 194,262	\$ 711,125	\$ 494,903	\$ 172,128	\$ 79,694	\$ 10,635

EXPENDITURES

13-2010	RE Taxes - Halwood	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,990
13-2301	Occupancy Deposits	3,500	21,500	500	-	-	-
13-2320	Developer Deposits	-	-	-	-	880	-
13-2401	CFPD - Land/Cash	27,900	22,800	10,500	-	11,400	-
13-2406	Schools - Land/Cash	-	-	82,598	-	-	-
13-2407	CCL - Land/Cash	-	-	-	-	1,575	-
13-2311	Engineering Deposits	3,196	4,158	-	-	-	-
13-2312	Engineering Deposits	104	-	-	-	-	-
13-2431	Schools - Chestnut Grove	-	-	85,000	-	-	-
13-2432	Schools - Richland Trails	-	-	1,151	-	-	-
13-2505	SSA Connection Fee	-	-	8,294	-	-	-
13-8000-812	Capital Equipment	-	24,519	27,382	627	16,761	10,000
13-8000-821	Parks - General	-	3,400	-	-	-	-

**TOWN OF CORTLAND
RESTRICTED ASSETS**

ACCOUNT NUMBER	DESCRIPTION	FYE 2007 ACTUAL	FYE 2008 ACTUAL	FYE 2009 ACTUAL	FYE 2010 ACTUAL	FYE 2011 PROJECTED	FYE 2012 PROPOSED
13-8000-824	McPhillips Park	63,362	20,898	24,174	-	-	-
13-8000-832	Subidvision Improvement	-	12,898	-	299,034	13,302	5,000
13-8000-833	Public Works Facility	-	-	-	21,626	68,300	35,900
TOTAL EXPENDITURES		\$ 98,062	\$ 110,173	\$ 239,600	\$ 321,287	\$ 112,218	\$ 61,890
BEGINNING CASH BALANCE		\$ 262,437	\$ 358,637	\$ 959,589	\$ 1,214,892	\$ 1,065,732	\$ 1,033,208
ENDING CASH BALANCE		\$ 358,637	\$ 959,589	\$ 1,214,892	\$ 1,065,732	\$ 1,033,208	\$ 981,953
RESERVED FUNDS - DUE TO OTHERS		\$ (272,915)	\$ (476,558)	\$ (346,884)	\$ (499,889)	\$ (502,240)	\$ (511,840)
ENDING AVAILABLE CASH BALANCE		\$ 85,722	\$ 483,031	\$ 868,008	\$ 565,844	\$ 530,968	\$ 470,113

Town of Cortland
2012 Budget - Debt Summary - General Fund
PROPOSED

<u>Streets and Maintenance Department - General Fund</u>					
<u>Current Debt</u>					
<u>Facility - 250 S Halwood</u>					
			Principal	Interest	Total
Purchase Price*	\$ 562,400	FYE 2012	\$ -	\$ 11,241	\$ 11,241
Amount Financed	\$ 450,000	FYE 2013	\$ 14,811	\$ 19,190	\$ 34,000
Interest Rate	4.30%	FYE 2014	\$ 15,454	\$ 18,546	\$ 34,000
Term	10-years	FYE 2015	\$ 16,126	\$ 17,874	\$ 34,000
Annual Payment**	\$ 17,000	FYE 2016	\$ 16,827	\$ 17,173	\$ 34,000
Down Payment*	\$ 112,400	Future	\$ 386,783	\$ 74,240	\$ 461,022
		Total	\$ 450,000	\$ 158,263	\$ 608,263

*Includes Remodel Costs Based on Projections
**Year 1 Interest Only
***From Restricted Assets
Payments Will Be Transferred From Capital Improvement Fund

<u>Current Debt</u>					
<u>Bucket Truck</u>					
			Principal	Interest	Total
Purchase Price	\$ 20,797	FYE 2011	\$ 1,739	\$ 240	\$ 1,980
Amount Financed	\$ 16,637	FYE 2012	\$ 5,378	\$ 561	\$ 5,939
Interest Rate	4.50%	FYE 2013	\$ 5,625	\$ 314	\$ 5,939
Term	3-years	FYE 2014	\$ 3,894	\$ 66	\$ 3,960
Monthly Payment	\$ 495				
Down Payment	\$ 4,160	Total	\$ 16,637	\$ 1,181	\$ 17,818

*Down Payment From Restricted Assets - \$10,130
*Down Payment From Capital Improvement Fund - \$3,870
Payments from General Fund

<u>Requested New Debt</u>					
<u>Skid Steer</u>					
			Principal	Interest	Total
Purchase Price	\$ 49,026	FYE 2012	\$ 7,047	\$ 1,797	\$ 8,844
Amount Financed	\$ 39,026	FYE 2013	\$ 7,412	\$ 1,432	\$ 8,844
Interest Rate	5.00%	FYE 2014	\$ 7,792	\$ 1,052	\$ 8,844
Term	5-years	FYE 2015	\$ 8,190	\$ 654	\$ 8,844
Monthly Payment	\$ 737	FYE 2016	\$ 8,585	\$ 235	\$ 8,820
Down Payment*	\$ 10,000	Total	\$ 39,026	\$ 5,170	\$ 44,196

*Down Payment From Trade-in Value of \$10,000
Payments Will Be Transferred From Capital Improvement Fund

Streets and Maintenance Debt Payment Summary - General Fund

			Principal	Interest	Total		
	Includes Current and Requested Debt	FYE 2012	\$	12,426	\$	13,598	\$
FYE 2013		\$	27,848	\$	20,935	\$	48,783
FYE 2014		\$	27,140	\$	19,664	\$	46,804
FYE 2015		\$	24,316	\$	18,528	\$	42,844
FYE 2016		\$	25,412	\$	17,408	\$	42,820
Future		\$	386,783	\$	74,240	\$	461,022
Total		\$	503,924	\$	164,373	\$	668,297

Police Department - General Fund

Requested New Debt

SUV - PD Vehicle				Principal	Interest	Total			
Purchase Price	\$	40,000	FYE 2012	\$	5,775	\$	1,473	\$	7,248
Amount Financed	\$	32,000	FYE 2013	\$	6,074	\$	1,174	\$	7,248
Interest Rate		5.00%	FYE 2014	\$	6,385	\$	863	\$	7,248
Term		5-years	FYE 2015	\$	6,711	\$	537	\$	7,248
Payment	\$	604	FYE 2016	\$	7,056	\$	194	\$	7,250
Down Payment*	\$	8,000	Total	\$	32,000	\$	4,242	\$	36,242

*Down Payment From Capital Improvement Fund
Payments Will Be Transferred From Capital Improvement Fund

Police Department Debt Payment Summary - General Fund

			Principal	Interest	Total		
	Includes Current and Requested Debt	FYE 2012	\$	5,775	\$	1,473	\$
FYE 2013		\$	6,074	\$	1,174	\$	7,248
FYE 2014		\$	6,385	\$	863	\$	7,248
FYE 2015		\$	6,711	\$	537	\$	7,248
FYE 2016		\$	7,056	\$	194	\$	7,250
Total		\$	32,000	\$	4,242	\$	36,242

General Fund Debt Payment Summary

			Principal	Interest	Total		
	Includes Current and Requested Debt	FYE 2012	\$	18,200	\$	15,072	\$
FYE 2013		\$	33,922	\$	22,109	\$	56,031
FYE 2014		\$	33,524	\$	20,528	\$	54,052
FYE 2015		\$	31,027	\$	19,065	\$	50,092
FYE 2016		\$	32,467	\$	17,602	\$	50,069
Future		\$	386,783	\$	74,240	\$	461,022
Total		\$	535,924	\$	168,615	\$	704,539

General Fund Debt Balance Summary
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	Balance
Includes Current and Requested Debt	FYE 2012 \$ 625,008
	FYE 2013 \$ 591,086
	FYE 2014 \$ 557,561
	FYE 2015 \$ 526,534
	FYE 2016 \$ 494,067
	Future \$ 107,284

**Town of Cortland
2012 Budget - Debt Summary - Sewer Department Fund
PROPOSED**

Sewer Department Fund

Current Debt

Bond Issue 01/31/05 - Maturity 01/01/12 Purchase of Sewer System Irrigation Land Original Issue Amount: \$1,120,000 Interest Rate: 3.79% Quarterly Interest Only Until 01/01/07 Quarterly Principal and Interest Beginning 01/01/07		
Beginning Balance 05/01/11:		\$ 232,725.00
Principal Paid Fiscal Year 2012:		\$ (232,725.00)
Interest Paid Fiscal Year 2012:	\$ 5,539.14	
Ending Balance		\$ -
Remaining Debt Schedule:		
	Principal	Interest
Fiscal Year Ending 2011	\$ 57,360.00	\$ 2,205.55
Fiscal Year Ending 2012	\$ 175,365.00	\$ 3,333.59
Total:	\$ 232,725.00	\$ 5,539.14

Proposed New Debt

EPA Loan Airport Irrigation and Lift Station Replacement Original Amount: \$1,350,000 Interest Rate: 1.25% Specific Loan Terms Not Known at the Present Time No Payment Expected in FY 2012 Projected 20-year Repayment		
Beginning Balance 05/01/10:		\$ 1,350,000.00
Principal Paid Fiscal Year 2012:		\$ -
Interest Paid Fiscal Year 2012:	\$ -	
Current Balance:		\$ 1,350,000.00

**Town of Cortland
2012 Draft Budget
Proposed Capital Equipment/Building Expenditures - Included in 2012 Budget**

Streets and Maintenance

	<u>Cost</u>
Building Renovation/Remodeling Costs	\$ 245,378
T650 Bobcat Skid Steer w/Tracks (Net of Trade-in)	\$ 39,026
Snow Plow With Wing	\$ 10,000
80" Trailer for Skid Steer	\$ 5,500
Air Compressor System	\$ 5,800
Total Streets and Maintenance	\$ 305,704

Police Department

SUV Police Pursuit Vehicle (Includes Additional Equipment Costs)	\$ 40,000
Total Police Department	\$ 40,000

Sewer Department

Irrigation - Airport	\$ 600,000
Lift Station Replacement - North Avenue	\$ 750,000
ATV for Sewer Plant	\$ 18,000
Total Sewer Department	\$ 1,368,000

Water Department

Water Tower - Final Payment	\$ 100,000
Fence - Water Tower	\$ 15,000
Total Water Department	\$ 115,000
Grand Total	\$ 1,828,704

Cortland Community Library Tentative Budget 2011-2012

	2011	2012
Income:		
Property Taxes	259,574.65	275,000 (temporary EAV increase)
Donations	675.00	1,000
Other Revenue	<u>3,654.72</u>	<u>5,000</u>
Total Income	263,904.37	281,000
Expenses:		
Salaries & Wages	135,000.00	150,000
IMRF	7,687.90	10,000*
Health Insurance	30,000.00	32,000
Payroll Taxes	12,000.00	15,000*
Professional Fees	6,445.00	7,000
Utilities	4,000.00	4,000
Maint. & Op:		
Bldg & Equip	5,000.00	5,000
Office Expenses		
Includes phone & T1	20,000.00	25,000
Circulation Materials	32,000.00	27,000 (below suggested 12%)
Insurance Expense	12,000.00	5,000*
Misc.	1,000.00	<u>1,000</u>
Total Expenses	265,132.90	281,000
Other Income:		
Interest Income	282.57	0
Grants	3,375.00	<u>4,000</u>
Total Other Income	3,657.57	4,000
Other Expenses:		
Principal & Interest	0	0
Capital Outlay-		
Equipment	5,178.99	2,000
Land & Bldg.	<u>3,370.35</u>	<u>2,000</u> (roof repairs?)
Total Other Expense	8549.34	4,000
Net Income (loss)	(6120.30)	0

*these line items are restricted and any carry over must be added in and adjusted with the amounts levied from the specific funds

** increase in Office Expense to allow for possible increased fiber optic costs, increases in Prairie Cat fees, and cost of OMNI consortium for downloadable books

**TOWN OF CORTLAND
WAGE & BENEFIT SCALE
FOR 2011/12**

OFFICERS & EMPLOYEES			
DEPARTMENT	LEVEL	RATE FOR FULL-TIME	RATE FOR PART-TIME
Administration	Supervisory	\$35,000-\$109,450/yr.	\$10.00-\$16.50/hr.
	Non-Supervisory	\$25,000-\$42,950/yr.	Min. Wage-\$14.10/hr.
	Professional Non-Supervisory	\$25,000-\$48,300/yr.	\$12.00-\$22.40/hr.
Police	Supervisory: Chief	\$40,000-\$64,425/yr.	N/A
	Supervisory: Sergeant	\$34,700-\$53,675/yr.	N/A
	Non-Supervisory: Officers	\$31,300-\$42,950/yr.	\$15.00-\$20.10/hr.
	Non-Supervisory: Clerical	N/A	\$10.00-\$15.65/hr.
Operations & Maintenance and Water/Wastewater	Supervisory	\$35,000-\$64,425/yr.	N/A
	Non-Supervisory	\$25,000-\$42,950/yr.	Min. Wage-\$15.65/hr.
<p>* Beginning 5/1/08, the upper end of the range for all categories under Rate for Full-Time and Part-Time will be adjusted by the increase in the Consumer Price Index-Urban for the previous calendar year, not to exceed 3%, annually on May 1. (Revised 4/28/08, 12/14/09, 04/20/11)</p>			
OFFICIAL	TERM BEGINNING	RATE (changes approved 10/09/08)	
President	in 2009 or after	\$25,000/yr with health/dental/vision insurance	+ the increase in the Consumer Price Index-Urban for the previous calendar year, not to exceed 3%, annually beginning May 1 of the year following election or re-election and continuing every May 1 while the Elected Official continues without interruption in office.
Liquor Commissioner	In 2009 or after	\$1,100/yr	
Town Clerk	in 2009 or after	\$38,000/yr. with full-time benefits	
Trustee		\$2,400/yr.	
Appointed to an unexpired term		The compensation earned by the trustee whom the appointee replaces. Upon election in his or her own right, the trustee shall be compensated at the initial rate shown above.	
Personal Vehicle Reimbursement		@ Federal Rate (\$51 as of 01/01/11)	

BENEFITS

Health Insurance:

Single-employee coverage is fully paid for eligible employees. Optional dependent coverage may be purchased by covered employees. Currently, one employee is receiving a compensated insurance waiver benefit, with taxable compensation for the waiver which will continue at the rate for the lowest premium available for employee coverage under the Town's health insurance plan that was in affect at the time the waiver was elected. No further compensated waivers will be allowed, although an employee other than the current recipient who is selected to receive the insurance waiver in the future may waive health insurance coverage without compensation for the waiver.

Life Insurance:

Employees whose positions require 1,000 hours of work per year have the option of enrolling at time of hire, at their own expense, in the life insurance coverage plan provided by the National Conference on Public Employee Retirement Systems.

Illinois Municipal Retirement Fund (IMRF):

Employees whose positions require 1,000 hours of work per year will participate in the Illinois Municipal Retirement Fund.

Uniforms:

Employees of the public works departments (Streets & Maintenance and Water/Sewer) will receive a clothing allowance annually (calendar year) amounting to \$400 per year for full-time employees and \$200 per year for part-time employees of these departments. Clothing allowances for these employees will be treated by the Town as taxable fringe benefits; employees are responsible for claiming, on their own personal tax returns, any exemption or deduction that may be applicable to their purchase of clothing not suitable for street wear.

Vacation (Revised 09/28/09):

Vacation is earned and credited to an employee's vacation account in accordance with the following rules. For full-time employees, vacation time off with pay is provided as follows: one week (40 hours) for the first full year of employment, from and after the employee's full-time date; two weeks (80 hours) each full year worked for the second through fourth years of employment; three weeks (120 hours) each full year worked for the fifth through the ninth year of employment; and four weeks (160 hours) each full year worked for the tenth year and after. Earned vacation may be taken in the year after it is earned; e.g., vacation time off that is earned in the first year of full-time employment may be taken in the second year. An employee whose employment status is changed from part-time to full-time during any year will begin to accrue vacation on his/her **full-time** date; however, up to one week (40 hours) of vacation may be granted by the Mayor at the time of change to full-time status based on the employee's previous service to the Town as a part-time employee.

Holidays (Revised 07/23/07, Proposed Revision 04/11/11):Police Personnel

The Town recognizes the following holidays: New Year's Day, **Martin Luther King Day, President's Day**, Easter, Memorial Day, Independence Day, Labor Day, **Columbus Day**, Veterans Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve and Christmas Day. Employees may also take time off from 12 Noon to 3 p.m. on Good Friday if desired to attend religious services. In lieu of holiday time off, a full-time police officer will be paid eight (8) hours holiday pay at his/her regular straight time rate of pay in addition to pay for time worked during the pay period in which the holiday falls.

Personnel Other Than Police

The Town recognizes the following holidays: New Year's Day, **Martin Luther King Day, President's Day, Spring Holiday**, Memorial Day, Independence Day, Labor Day, **Columbus Day**, Veterans Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve and Christmas Day. In each case, the recognized holiday is the day that the Town's offices are closed in observance of the holiday or the day otherwise designated by the Town as the holiday. Holidays are days on which employees (except for police officers) are not expected to work except in case of an emergency. For IMRF-covered personnel, hours worked on a holiday because of an emergency will be paid for at time and one-half the employee's regular straight-time hourly rate of pay (in cash and not by way of compensatory time off). Paid Holidays will be pro-rated for part-time employees whose positions meet IMRF requirements.

Paid Leave (Proposed Revision 04/11/11):

1. **Personal Days:** Full-time employees with at least six months of employment as of the first day of the fiscal year will be credited as of that day with **three (3)** personal days off for use during that fiscal year. New employees will be credited with one (1) personal day off for use during the remainder of the fiscal year on the first day of the month following the attainment of six months of employment. Personal days expire on the last day of the fiscal year.
2. **Sick Leave:** Full-time employees earn **10-days (80-hours) of sick time per year** beginning on the first day of the month following six months of employment. Sick days are available for use by eligible employees in accordance with applicable Town Policies. Unused sick days will accrue to a maximum of 60 days (480 hours). Upon termination of employment, eligible employees will have the option to be paid for accrued sick days (maximum of 60) at the rate of \$2.50 per hour. For those not eligible, there is no compensation for unused sick leave upon termination of employment.
3. **Bereavement Leave:** Up to three days of bereavement leave will be provided to full-time employees in accordance with applicable Town Policies. In addition, an employee will be provided with paid time off to attend local funeral services occurring during the employee's working hours for a current official or employee of the Town.