TOWN OF CORTLAND
CORONAVIRUS FINANCIAL CONSIDERATIONS

To: Town Board
From: Wes Levy - Finance
Date: April 27, 2020
Re: Financial Considerations Due to Coronavirus

General Fund Summary

The recent quarantines and changes in the ability of many businesses to function normally will alter the Town's finances materially in the short term. There is no recent similar financial stress to use as a baseline in extrapolating the financial impact on the Town. We have, in consultation with the Department Heads, made assumptions to project at a high level the possible financial impact. These projections assume that the major health issues decline significantly in mid-June 2020.

Overall, we see the current environment impacting revenues to a greater degree than expenditures. In terms of revenues, we have estimated the percentage of normal revenues to be received in each month. Normal revenues for each month were calculated assuming the percentage change in the 2021 budget for each line item. We also made assumptions about how rapidly economic activity returns to normal.

The Town has not maintained reserve balances to allow us to weather unexpected events. The current environment is unprecedented and because of this, our uncertainty surrounding our estimate of the financial impact is high.

We anticipate that the Town of Cortland will see reduction in revenues but not in expenses in fiscal year 2021. Thereafter, revenues should rebound. For the 2021 fiscal year ending 4/30/2021, we estimate that General Fund revenues could be 8% or $175,000 short of the budget. While the projected revenue shortfalls from budget vary significantly, our estimate of a 8% reduction for fiscal 2021 is not out of range with what some communities are estimating and is actually much less as our reliance on sales tax is not as significant as surrounding communities.

In terms of expenditures, we are staggering when employees are at work and adjusting schedules to reduce workforce exposure to contaminants. This should help us maintain municipal operations during this emergency. These steps should not increase expenditures. Three scenarios could see materially increased operating expenditures, some of which might be partially offset by FEMA reimbursement: 1) a significant number of Town employees become quarantined or unable to work, requiring overtime to maintain minimum service levels, and/or 2) significant trauma to the community requiring the Town to respond with a more aggressive staffing plan.

In addition to the operating expenditure issues identified above, the Town has a few capital items in the budget, some of which could be deferred to offset a decline in revenues.

In terms of cash balances, the General Fund budget anticipated a 4/30/2021 deficit cash balance of about $55,000. If the fiscal 2021 revenues end up being about $175,000 less than planned, the General Fund would have a deficit balance of 225,000. This would result in a need for additional short borrowing from restricted assets.

Other Funds:

The Town has sub-funds of the General Fund and other separate stand-alone funds. The impact of the current financial environment will vary by fund. Given the uncertain duration and severity of events, it is not very practical to project the financial impact accurately at this time. I do think it is reasonable, however, to highlight areas of concern, as outlined below:

General Fund and Sub-Funds:	Concerns
General	Overtime could be increased if staff are needed on an overtime basis to meet needs.
Sub Funds:	
Capital Fund	Capital spending could be deferred to reduce cash needed from General Fund.
Other Funds:	
Motor Fuel Tax	Road projects could be deferred.
T.I.F.	Unclear if tax assessments / incremental tax revenue would be impacted under current conditions. Delayed property tax revenues could impact cash-flow
Parade & Festival	Unclear if the Festival will occur in FY 21, which could reduce expenses

Concluding Remarks

These are exceptionally challenging times both operationally and financially for our residents, businesses, and the Town itself. While the projection reflects a possible financial outcome for the current environment, the amount of uncertainty surrounding these projections is exceptionally high.

We will continue to evaluate revenues and expenditures and keep you apprised of our financial status.

FY 2021 BUDGET

DRAFT
As of 04/20/2020

TOWN OF CORTLAND

BUDGET SUMMARY BY GOVERNMENTAL FUNDS

PROPOSED FY 2021 BUDGET

DESCRIPTION	GENERAL FUND	RESTRICTED ASSETS FUND	MOTOR FUEL TAX FUND	CAPITAL IMPROVEMENT FUND	PARADE & FESTIVAL FUND	TAX INCREMENT FUND	SEWER SYSTEM	WATER SYSTEM	TOTAL	CORTLAND COMMUNITY LIBRARY
ESTIMATED CASH AS OF MAY 1, 2020	**$ (55,723)**	**$ 804,506**	**$ 25,505**	**$ 39,447**	**$ 1,981**	**$ 108,024**	**$ 1,069,901**	**$ 685,524**	**$ 2,679,164**	**$ 20,000**
RESERVED FUNDS *		**630,290**						**135,600**	**765,890**	
REVENUES										
TAXES	$ 1,661,600	$ -	$ 155,000	$ 413,000	$ -	$ 50,000	$ -	$ -	**$ 2,279,600**	$ 243,500
PERMITS	45,000	-	-	-	-	-	10,000	10,000	65,000	-
CHARGES AND SERVICES	-	-	-	-	-	-	552,050	511,000	1,063,050	-
FINES/FEES	11,500	-	-	-	-	-	10,725	5,050	27,275	-
GOVERNMENTAL	-	-	-	-	-	-	2,500	-	2,500	5,300
OTHER INCOME	58,250	120,000	3,100	5,000	1,265	1,000	15,000	12,720	216,335	4,000
TOTAL REVENUES	**$ 1,776,350**	**$ 120,000**	**$ 158,100**	**$ 418,000**	**$ 1,265**	**$51,000**	**$ 590,275**	**$ 538,770**	**$ 3,653,760**	**$ 252,800**
OPERATING TRANSFERS IN	$ 472,329	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 472,329	$ -
LOAN PROCEEDS	-	-	-	-	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE FOR BUDGETING	$ 2,192,956	$ 294,216	$ 183,605	$ 457,447	$ 3,246	$ 159,024	$ 1,660,176	$ 1,088,694	$ 6,039,364	$ 272,800
EXPENDITURES										
PERSONNEL SERVICES	$ 1,262,150	$ -	$ -	$ -	$ -	$ -	$ 96,358	$ 143,800	1,502,308	$ 186,000
CONTRACTUAL SERVICES	669,404		25,000	-	2,350	75,000	174,500	203,900	1,150,154	11,000
COMMODITIES	253,975	-	158,605	-	-	-	64,000	95,850	572,430	53,600
CAPITAL OUTLAY	8,500	73,393	-	49,355	-	-	112,000	145,000	388,248	400
DEBT SERVICE	54,650	-	-	-	-	-	60,948	-	115,598	
TOTAL EXPENDITURES	**$ 2,248,679**	**$ 73,393**	**$ 183,605**	**$ 49,355**	**$ 2,350**	**$75,000**	**$ 507,806**	**$ 588,550**	**$ 3,728,738**	**$ 251,000**
OPERATING TRANSFERS OUT	-	92,679	-	$ 379,650	-	-	$ -		$ 472,329	-
EXCESS (DEFICIT)	**$ 0**	**$ (46,072)**	**$ (25,505)**	**$ (11,005)**	**$ (1,085)**	**$ (24,000)**	**$ 82,469**	**$ (49,780)**	**$ (74,978)**	**$ 1,800**
ENDING CASH BALANCE	**$ (55,723)**	**$ 758,434**	**$ (0)**	**$ 28,442**	**$ 896**	**$ 84,024**	**$ 1,152,370**	**$ 635,744**	**$ 2,604,187**	**$ 21,800**

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

NOTE: This is a draft of the proposed FY21 Budget and it may be modified, changed or revised before its final adoption by the Board of Trustees

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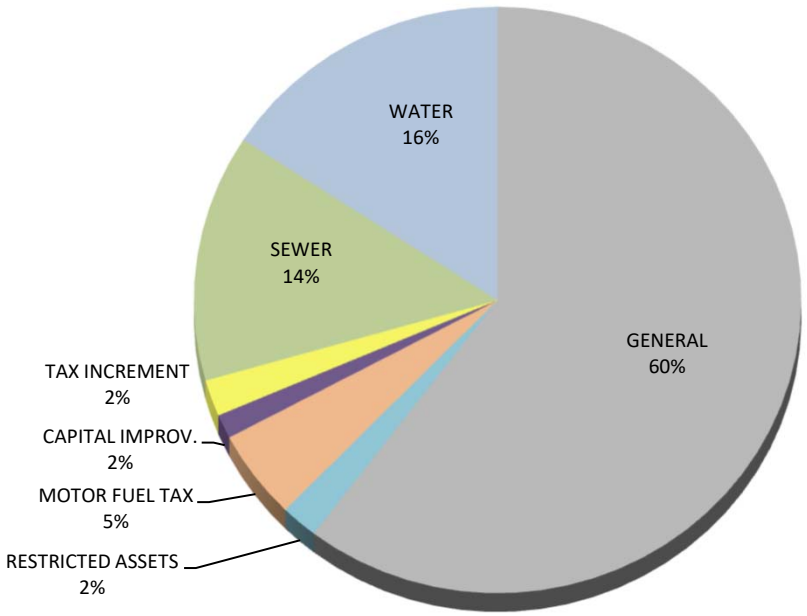
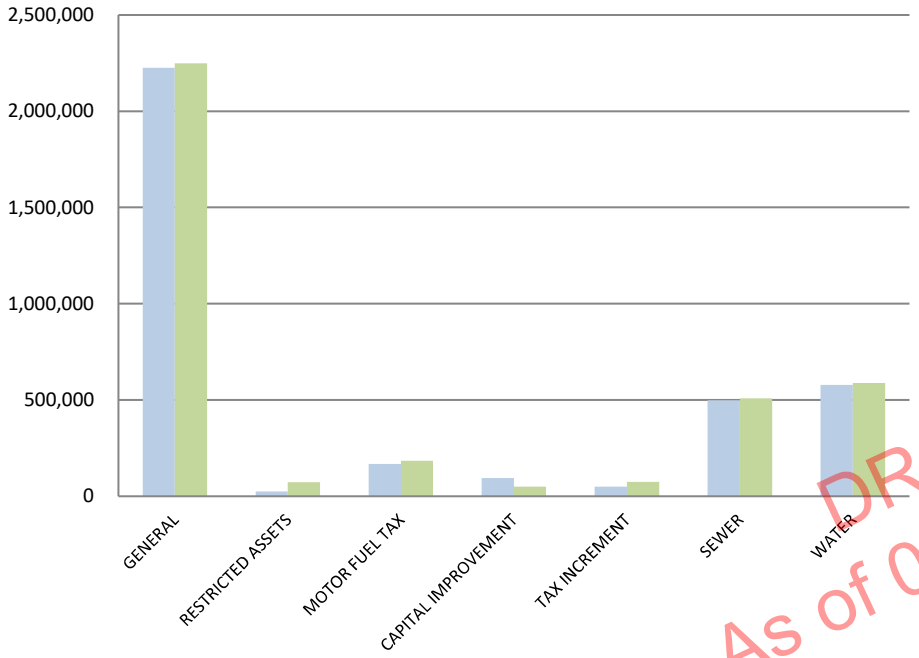
As of 04/20/2020

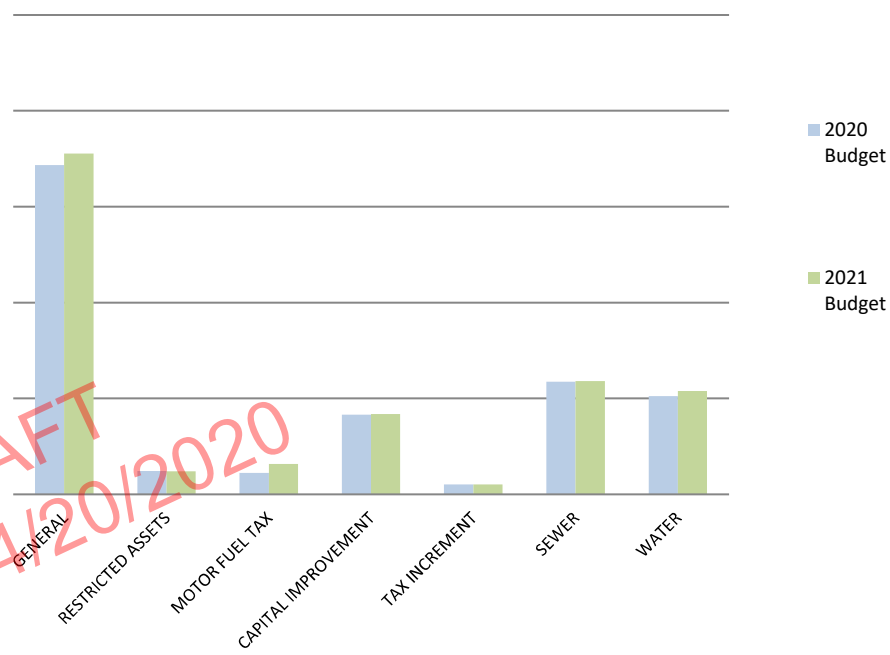
Budgeted Expenses by Fund



Expense Budget Comparison



Revenue Budget Comparison



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As of 04/20/2020

TOWN OF CORTLAND

GENERAL FUND SUMMARY

	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 APPROVED BUDGET	FYE 2020 PROJECTED	FYE 2021 PROPOSED BUDGET
REVENUES					
TAXES	$ 1,575,998	$ 1,601,796	$ 1,586,200	$ 1,692,079	$ 1,661,600
PERMITS	50,110	55,748	46,500	37,050	45,000
FINES/FEES	12,516	13,173	11,500	10,500	11,500
OTHER INCOME	12,160	16,109	51,450	24,055	58,250
TOTAL REVENUES	**$ 1,650,785**	**$ 1,686,827**	**$ 1,695,650**	**$ 1,763,684**	**$ 1,776,350**
EXPENDITURES					
ADMINISTRATION	$ 388,935	$ (256,710)	$ 492,690	$ 484,059	$ 525,300
LEGAL	154,086	92,197	85,000	79,000	80,000
PLANNING, ZONING AND ENGINEERING	257,905	199,142	160,000	191,500	182,654
REIMBURSEMENTS	(34,501)	(31,872)	-	-	-
STREETS AND MAINTENANCE	583,511	652,370	626,310	661,981	690,350
POLICE DEPARTMENT	695,860	757,548	737,111	768,562	770,375
TOTAL EXPENDITURES	**$ 2,045,795**	**$ 1,412,674**	**$ 2,101,111**	**$ 2,185,102**	**$ 2,248,679**
INTERFUND TRANSFERS IN (OUT)	**$ -**		**$ 240,000**	**$ 154,808**	**$ 417,679**
TRANSFERS IN - DEBT SERVICE	**64,668**	**54,192**	**54,192**	**54,192**	**54,650**
TRANSFERS IN - PURCHASE	**185,000**	**132,000**	**123,000**	**123,000**	**-**
LOAN PROCEEDS	**-**	**-**	**-**	**-**	**-**
EXCESS (DEFICIT)	**$ (145,342)**	**$ 460,344**	**$ 11,731**	**$ (89,419)**	**$ 0**
BEGINNING CASH BALANCE	**$ 179,038**	**$ 33,696**	**$ 25,498**	**$ 33,696**	**$ (55,723)**
ENDING CASH BALANCE	**$ 33,696**	**$ 494,040**	**$ 37,229**	**$ (55,723)**	**$ (55,723)**

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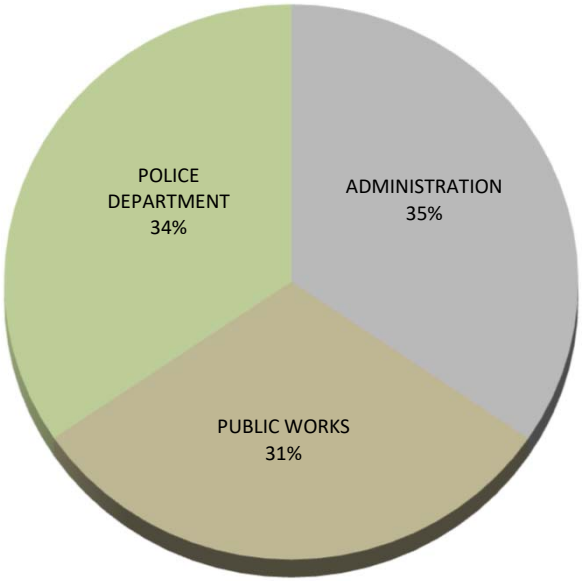
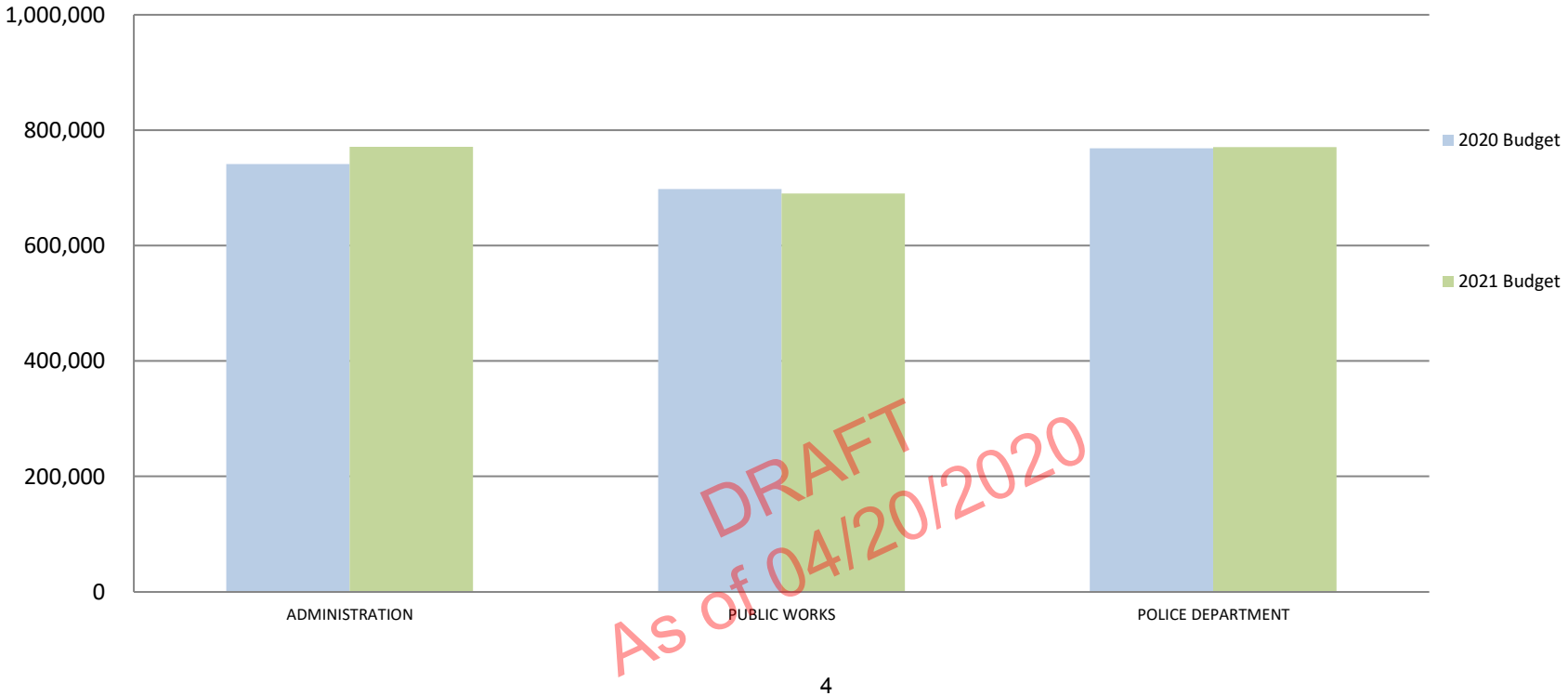
General Fund Budgeted Expenses by Dept.



Year over Year Budget Comparison



TOWN OF CORTLAND - GENERAL FUND

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
TAXES						
01-4050	Property Taxes	$ 573,222	$ 573,259	$ 588,000	$ 580,564	$ 598,000
12-4052	Property Taxes - Police	76,176	76,181	83,000	81,816	93,000
01-4071	Road and Bridge Tax	26,371	20,991	22,000	20,814	22,000
01-4101	State Income Tax	387,212	414,570	415,000	439,250	425,000
01-4122	Sales Tax	360,668	346,996	330,000	365,000	321,000
01-4123	Use Tax	110,769	126,251	105,000	134,909	130,000
01-4141	Replacement Tax	1,847	1,614	1,000	22,500	23,600
01-4201	Telecom Tax	14,452	12,818	16,000	11,450	12,000
01-4181	Utility Franchise	25,281	26,810	26,200	26,630	27,000
01-4142	Video Gaming Tax		2,306	-	9,145	10,000
TOTAL TAXES		**$ 1,575,998**	**$ 1,601,796**	**$ 1,586,200**	**$ 1,692,079**	**$ 1,661,600**
PERMITS						
01-4081	Building and Zoning Permits	$ 43,575	$ 44,363	$ 40,000	$ 32,400	$ 40,000
01-4151	Other Permits	6,535	11,385	6,500	4,650	5,000
TOTAL PERMITS		**$ 50,110**	**$ 55,748**	**$ 46,500**	**$ 37,050**	**$ 45,000**
FINES/FEES						
12-4062	Police Fines	11,216	11,273	11,500	10,500	11,500
01-4070	Park Lot Development Fees	1,300	1,900	-	-	-
TOTAL FINES/FEES		**$ 12,516**	**$ 13,173**	**$ 11,500**	**$ 10,500**	**$ 11,500**
OTHER INCOME						
01-4097	Land/Cash Contributions	$ 450	$ -	$ 1,000	$ 100	$ 500
01-4996	Business Licenses	1,150	1,225	1,250	1,225	1,250
01-8202	Proceeds - Sale of Property	3,500	12,000	12,000	9,500	50,000
01-8011	Investment Income	741	1,849	1,200	530	500
01-8501	Loan Proceeds		-	-	-	-
01-4991	Miscellaneous Income	5,761	895	5,000	12,000	5,000
01-49XX	Reimbursements			30,000	400	500
12-4991	Miscellaneous Income PD	559	140	1,000	300	500
TOTAL OTHER INCOME		**$ 12,160**	**$ 16,109**	**$ 51,450**	**$ 24,055**	**$ 58,250**
TOTAL BEFORE TRANSFERS		**$ 1,650,785**	**$ 1,686,827**	**$ 1,695,650**	**$ 1,763,684**	**$ 1,776,350**
INTERFUND TRANSFERS						
01-8101	Capital Improvement Fund	365,000	332,000	427,192	427,192	325,000
01-8102	Transfer in From Restricted A	-	-	-	-	92,679
TOTAL INTERFUND TRANSFERS		**$ 365,000**	**$ 332,000**	**$ 427,192**	**$ 427,192**	**$ 417,679**
TOTAL REVENUE		**$ 2,015,785**	**$ 2,018,827**	**$ 2,122,842**	**$ 2,190,876**	**$ 2,194,029**

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TOWN OF CORTLAND - GENERAL FUND

ADMINISTRATION (LEGAL, PLANNING, ZONING, ENGINEERING)

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
PERSONNEL SERVICES						
01-6000-110	Salaries - Elected Officials	$ 109,435	$ 111,314	$ 114,500	$ 113,700	$ 114,900
01-6000-119	Salaries - Clerical Workers*	84,763	87,305	89,600	89,250	97,900
01-6000-110	Liquor Commissioner	1,100	1,100	1,100	1,100	1,100
01-6000-193	Employer Taxes	14,907	14,565	12,700	15,000	16,400
01-6000-151	Unemployment Benefits	-	-	-	-	-
01-6000-133	Employer Paid Retirement	16,159	15,644	14,900	15,000	17,700
01-6000-131	Insurance	37,124	48,050	37,600	38,500	44,000
01-6300-118	Salaries - Code Officials	23,940	23,970	27,500	27,000	29,000
01-6300-193	Employer Taxes - Code Officials	1,850	1,798	2,110	2,100	2,400
TOTAL PERSONNEL SERVICES		**$ 289,278**	**$ 303,746**	**$ 298,190**	**$ 301,650**	**$ 323,400**
CONTRACTUAL SERVICES						
01-4901	Reimbursements	$ (34,501)	$ (31,872)	$ -	$ -	$ -
01-6000-211	Legal/Collection Expense	154,086	92,197	85,000	79,000	80,000
01-6000-214	Audit, Accounting Fees	103,819	106,945	110,000	105,000	110,000
01-6000-314	Telephone and Data	18,849	17,966	15,000	17,500	17,000
01-6000-315	Copies and Printing	1,709	1,021	2,500	2,100	2,500
01-6000-321	Dues and Subscriptions	4,568	4,421	5,000	4,800	5,000
01-6000-331	Conferences and Training	8,201	7,526	8,000	7,000	8,000
01-6000-511	Insurance Expense	11,289	11,853	15,000	13,000	15,000
01-6000-531	Real Estate Taxes	1,795	676	-	2,947	-
01-6000-55X	Legal-Reimburseable	2,818	143	5,000	88	5,000
01-6300-211	Engineering Expense	66,406	124,171	60,000	85,000	77,500
01-6300-213	Planning/Zoning/Building	100,457	118,767	100,000	106,500	105,154
01-6300-314	Telephone - Code Officials	1,473	1,705	1,700	1,300	1,500
01-6300-315	Copies and Printing - Code Officials	677	290	250	25	250
TOTAL CONTRACTUAL SERVICES		**$ 441,644**	**$ 455,809**	**$ 398,250**	**$ 424,259**	**$ 426,904**
COMMODITIES						
01-6000-312	Office Supplies	$ 4,223	$ 10,375	$ 5,000	$ 4,000	$ 5,000
01-6000-313	Postage	1,813	1,880	2,000	1,700	2,000
01-6000-351	Office Equipment and Maintenance	15,697	14,290	17,500	18,500	18,000
01-6000-591	Miscellaneous Expense	884	2,255	1,000	550	1,000
01-6300-241	Vehicle & Equipment Maintenance	177	-	-	-	-
01-6300-312	Office Supplies - Code Officials	196	-	400	-	400
01-6300-351	Office Expense - Code Officials	2,512	2,564	2,750	2,700	2,750
TOTAL COMMODITIES		**$ 25,502**	**$ 31,364**	**$ 31,250**	**$ 27,450**	**$ 29,150**
01-6000-621	Interest Expense	-	360		-	
01-6000-812	**CAPITAL OUTLAY**	9,435	7,243	5,000	1,200	8,500
TOTAL CAPITAL OUTLAY		**$ 9,435**	**$ 7,602**	**$ 10,000**	**$ 1,200**	**$ 8,500**
01-6000-907	**Transfer to PD**	611,308	669,863	675,000	645,000	725,000
01-6000-908	**Transfer to Parade & Festival**	10,000	10,000	10,000	10,000	-
01-8101	**Transfer from CIF - Purchase**	(9,435)	(7,243)	(10,000)	(10,000)	(8,500)
01-6000-999	**Contingencies**	-	-	-	-	-
TOTAL DEPARTMENT EXPENDITURES		**$ 1,377,733**	**$ 672,620**	**$ 1,327,690**	**$ 1,399,559**	**$ 1,504,454**

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As of 04/20/2020

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PUBLIC WORKS

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
PERSONNEL SERVICES						
01-6100-118	Hourly Wages*	$ 232,933	$ 252,796	$ 288,400	$ 285,000	$ 287,500
01-6100-118	Overtime Pay		-	-	-	-
01-6100-193	Employer Taxes	17,788	19,287	22,100	20,500	22,000
01-6100-133	Employer Paid Retirement	24,678	23,799	27,000	25,900	30,250
01-6100-131	Insurance	26,446	26,094	37,600	35,600	38,500
TOTAL PERSONNEL SERVICES		**$ 301,845**	**$ 321,976**	**$ 318,500**	**$ 367,000**	**$ 378,250**
CONTRACTUAL SERVICES						
01-6100-197	Drug/Alcohol Programs	$ 327	$ 332	$ 450	$ 600	$ 600
01-6100-218	Street Lights--Maintenance	665	137	1,000	350	1,000
01-6100-219	Street Lights--Electricity	29,268	36,301	28,000	27,500	28,500
01-6100-234	Contract Mowing (Parks)	15,400	18,545	19,500	17,400	19,500
01-6100-239	Nusiance Mowing	-	-	-	-	-
01-6100-244	Facility Lease		-			-
01-6100-245	Equipment Rental	250	15,130	13,000	13,000	13,000
01-6100-246	Portable Equipment Rental	2,700	2,340	2,500	2,900	2,900
01-6100-247	Scavenger Service	-	684	500	-	2,000
01-6100-314	Telephone and Data	4,833	5,185	3,500	5,300	5,500
01-6100-316	Utilities	9,618	10,275	9,000	8,800	9,000
01-6100-331	Training	14	145	1,000	-	500
01-6100-511	Insurance	32,827	32,667	30,000	33,500	33,500
TOTAL CONTRACTUAL SERVICES		**$ 95,901**	**$ 121,741**	**$ 96,900**	**$ 109,350**	**$ 116,000**
COMMODITIES						
01-6100-198	Uniforms	$ 1,498	$ 1,253	$ 2,000	$ 2,100	$ 1,800
01-6100-220	Road Salt	10,025	19,111	20,000	25,000	27,000
01-6100-221	Road Signs	582	1,166	1,500	1,650	1,500
01-6100-222	Railroad Crossing Maintenance	-	715	2,000	2,474	2,000
01-6100-223	Road Patch Mix	1,630	1,815	2,000	1,850	2,000
01-6100-224	Street Repair Materials	13,856	8,487	20,000	8,150	20,000
01-6100-225	Roadway Safety Paint	234	1,226	1,000	500	1,000
01-6100-226	Tools and Hardware	2,300	2,235	3,000	1,650	3,000
01-6100-227	Equipment Purchase	3,500	4,139	8,650	8,500	4,000
01-6100-231	Streets		609	4,000	75	-
01-6100-232	Town Garage Maintenance	5,906	4,889	5,500	5,650	5,500
01-6100-235	Parks - Equipment Maintenance	11,319	1,012	10,150	500	10,000
01-6100-236	Parks - General Maintenance	5,949	262	4,000	3,000	-
01-6100-237	Parks - Grounds Maintenance	2,214	1,187	1,800	5,000	-
01-6100-241	Equipment Maintenance	21,913	20,032	17,372	23,500	20,000
01-6100-242	Town Hall Maintenance	6,147	7,190	7,000	7,300	6,000
01-6100-253	Detention Pond Repairs	-	4,026	3,000	185	1,500
01-6100-254	Catch Basin Repairs	849	1,819	2,000	1,500	2,000
01-6100-255	Storm Sewer Repairs	661	1,526	3,000	2,500	3,000
01-6100-256	Sump Line Installations	-	-	800	380	400
01-6100-258	Forestry	3,745	10,905	12,000	5,500	12,000
01-6100-312	Office Supplies	-	98	250	-	250
01-6100-351	Office Equipment & Maint	91	28	2,000	350	2,000
01-6100-371	Fuel	12,676	18,245	14,500	15,200	16,000
01-6100-591	Miscellaneous	1	254	500	25	500
TOTAL COMMODITIES		**$ 105,097**	**$ 112,230**	**$ 131,475**	**$ 122,539**	**$ 141,450**

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As of 04/20/2020

PUBLIC WORKS

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
CAPITAL OUTLAY						
01-6100-611	Debt Service - Principal	$ 41,236	$ 27,867	$ 28,957	$ 29,337	$ 30,750
01-6100-621	Debt Service - Interest	23,431	26,325	25,235	24,855	23,900
01-6100-811	Purchase/Construction	-	42,230	11,900	8,900	
01-6100-812	Equipment	16,000	-	-	-	-
01-6100-813	Capital Outlay-Building		-	-	-	-
01-6100-814	Vehicle	-	-	-	-	-
TOTAL CAPITAL OUTLAY		**$ 80,668**	**$ 96,422**	**$ 79,435**	**$ 63,092**	**$ 54,650**
TOTAL EXPENDITURES BEFORE TRANSFERS		**$ 583,511**	**$ 652,370**	**$ 626,310**	**$ 661,981**	**$ 690,350**
01-8101	**TRANSFER FROM RESTRICTED**	-			-	
01-8101	**TRANSFER TO RESTRICTED**			26,655	$ 26,655	
01-8101	**TRANSFER FROM CIF - DEBT SERVICE**	(64,667.79)	(54,192)	(54,192)	(54,192)	(54,650)
01-8101	**TRANSFER FROM CIF - PURCHASE**	(16,000)	(42,230)	(11,900)	(8,900)	-
01-8501	**LOAN PROCEEDS**	-	-			
TOTAL REIMBURSEMENT AND TRANSFERS		**$ (80,668)**	**$ (96,422)**	**$ (80,000)**	**$ (36,437)**	**$ (54,650)**
TOTAL DEPARTMENT EXPENDITURES		**$ 502,843**	**$ 555,947**	**$ 546,310**	**$ 625,544**	**$ 635,700**

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As of 04/20/2020

TOWN OF CORTLAND

MOTOR FUEL TAX FUND

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
REVENUES						
02-4011	MFT Allotment	$ 109,026	$ 108,392	$ 109,900	$ 145,000	$ 155,000
02-8011	Interest Income	1,614	3,673	1,500	2,950	3,100
02-4901	Reimbursements		22			
TOTAL REVENUES		**$ 110,640**	**$ 112,088**	**$ 101,500**	**$ 147,950**	**$ 158,100**
CONTRACTUAL SERVICES						
02-6400-235	Contract Maintenance	10,862	16,182	17,500	25,000	25,000
TOTAL CONTRACTUAL SERVICES		**$ 10,862**	**$ 16,182**	**$ 15,000**	**$ 25,000**	**$ 25,000**
COMMODITIES						
02-6400-370	Street Maint./Improvements	61,082	121,662	150,000	151,835	158,605
TOTAL COMMODITIES		**$ 61,082**	**$ 121,662**	**$ 175,000**	**$ 151,835**	**$ 158,605**
TOTAL EXPENDITURES BEFORE TRANSFERS		**$ 71,943**	**$ 137,844**	**$ 190,000**	**$ 176,835**	**$ 183,605**
02-6400-910	Transfers to Other Funds	-	-	-	-	-
TOTAL EXPENDITURES		**$ 71,943**	**$ 137,844**	**$ 190,000**	**$ 176,835**	**$ 183,605**
BEGINNING CASH BALANCE		**$ 125,389**	**$ 164,086**	**$ 142,889**	**$ 54,389**	**$ 25,505**
ENDING CASH BALANCE		**$ 164,086**	**$ 138,329**	**$ 54,389**	**$ 25,505**	**$ (0)**

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Town of Cortland

Approved Capital Equipment/Construction Expenditures Included in 2021 Budget

Public Works Department			Cost
Dirt - North St. to Nina	CAP		2,000
Cemetery Fence	RAF		17,722
Quonset Hut - Paint, Sign, Electric	CAP		6,355
Town Garage - Curb install/dirt and tree	CAP		5,500
Total Streets and Maintenance		**$**	**31,577**
Police Department			
			-
Total Police Department		**$**	**-**
Administration			
Computer Maint/ Upgrades	Admin	$	8,500
	Admin		
Total Administration		**$**	**8,500**
Sewer Department			
New Blower	Sewer		85,000.00
EPA Risk and Resiliance Assessment	Sewer		15,000.00
HDP Extruder	Sewer		2,000.00
Soft start - Barber Greene pump	Sewer		10,000.00
Total Sewer Department		**$**	**112,000**
Water Department			
Towers Washed & Inspected	Water		15,000.00
Replace Water Main & Hydrants in Benson Area	Water		90,000.00
Roof on Well # 2	Water		10,000.00
EPA Risk and Resiliance Assessment	Water		15,000.00
Meter upgrades/new software	Water		15,000.00
Total Water Department		**$**	**145,000**
Grand Total		**$**	**297,077**

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TOWN OF CORTLAND

CAPITAL IMPROVEMENT FUND

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
REVENUES						
03-4011	Electricity Tax	$ 89,239	$ 93,700	$ 87,000	$ 88,000	$ 88,000
03-4021	Natural Gas Tax	42,432	46,102	35,000	45,000	45,000
03-4031	Telephone Tax	50,987	45,224	50,000	48,000	45,000
03-8011	Interest Income	4,163	7,355	4,500	5,700	5,000
03-4041	Non-Home Rule Sales Tax	248,601	260,701	238,000	256,000	235,000
TOTAL REVENUES		**$ 435,422**	**$ 453,081**	**$ 414,500**	**$ 442,700**	**$ 418,000**
EXPENDITURES						
03-6500-421	Community Programs	$ 6,104	$ -	$ 15,000	$ 2,900	$ 15,000
03-6500-522	NPDES Permit Fee	1,000	1,000	1,000	1,000	1,000
03-6500-723	Donation - Cortland Fireman's Assoc	1,600	-		-	
03-6500-726	Donations - Community Agencies	3,000	1,000	5,000	3,000	5,000
03-6500-729	DeKalb Sycamore Area Traffic Study		-	-	-	-
03-6500-820	Chestnut Parking Lot and Signage	130,016	-	-	-	-
03-6500-821	Town Hall Improvements	-	-	-	-	-
03-6500-824	Street Improvement	14,000	-	-	-	-
03-6500-830	Grant Writer	957	96	1,000	-	
03-6500-832	Handicapped Accessiblity	3,758	-	10,000	-	
03-6500-837	Emergency Preparedness	-	2,414	1,500	1,054	1,500
03-6500-840	Holiday Decorations	1,272	822	3,000	2,500	3,000
03-6500-841	Sidewalk repairs	14,942	10,755	15,000	15,000	
03-6500-842	Sidewalks, new construction		-	27,208	27,842	12,000
03-6500-843	Town Garage finishing items	26,125	-	15,130	15,000	11,855
03-6500-846	Electric power to Suppeland Park	-	-	-	-	-
03-6500-847	Hetchler Park Pavillion	-	-	-	-	-
03-6500-849	Suppeland Park Pavillion	-	-	-	-	-
03-6500-850	Street Repairs	-	176,322	-	-	-
03-6500-853	Public Works Project	-	11,204	-	-	-
03-6500-839	Technology Upgrades (Admin)	-	-	-	-	-
TOTAL EXPENDITURES		**$ 202,773**	**$ 203,613**	**$ 93,838**	**$ 68,296**	**$ 49,355**
03-6500-910	INTERFUND TRANSFERS IN (OUT)	$ (115,000)	$ (150,000)	$ (250,000)	$ (250,000)	$ (325,000)
03-6500-912	DEBT SERVICE TRANSFERS	(65,000)	(50,000)	(54,192)	(54,192)	(54,650)
03-6500-913	CAPITAL PURCHASE TRANSFERS	(185,000)	(132,000)	(123,000)	(123,000)	
03-6500-XXX	TRANSFER FROM RESTRICTED				-	
TOTAL TRANSFERS		**$ (365,000)**	**$ (332,000)**	**$ (427,192)**	**$ (427,192)**	**$ (379,650)**
EXCESS (DEFICIT)		**$ (132,351)**	**$ (82,531)**	**$ (106,530)**	**$ (52,788)**	**$ (11,005)**
BEGINNING FUND BALANCE		**$ 331,116**	**$ 331,116**	**$ 198,765**	**$ 92,235**	**$ 39,447**
ENDING FUND BALANCE		**$ 198,765**	**$ 248,585**	**$ 92,235**	**$ 39,447**	**$ 28,442**

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TOWN OF CORTLAND

SEWER SYSTEM

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
REVENUES						
06-4011	Service Fees	$ 529,123	$ 534,317	$ 527,000	$ 526,500	$ 529,000
06-4021	Penalties	22,926	25,590	23,000	24,000	23,000
06-4041	Bad Check Charges	63	50	100	50	50
06-4051	Permits		35,000	15,000	-	10,000
06-8011	Interest Income	12,173	17,957	8,000	19,000	15,000
06-8801	Lease Income	3,125	10,725	10,725	10,725	10,725
06-8300	Grant Revenue	3,016	-	3,000	2,500	2,500
TOTAL REVENUES		**$ 570,426**	**$ 623,638**	**$ 561,600**	**$ 582,775**	**$ 590,275**
PERSONNEL SERVICES						
06-7300-118	Hourly Wages*	$ 49,687	$ 59,430	$ 65,562	$ 69,800	$ 73,538
06-7300-193	Employer Taxes	3,756	4,487	4,862	5,300	5,640
06-7300-133	Employer Paid Retirement	5,260	5,605	5,311	6,350	7,680
06-7300-131	Insurance	6,506	6,961	7,518	9,510	9,500
TOTAL PERSONNEL SERVICES		**$ 65,210**	**$ 76,483**	**$ 74,062**	**$ 90,960**	**$ 96,358**
CONTRACTUAL SERVICES						
06-7300-211	Legal/Collection Expense	$ 809	$ 1,195	$ 5,000	$ -	$ 5,000
06-7300-217	Fines	-	-	-	-	-
06-7300-220	Court Order	972,291	500	-	-	-
06-7300-212	Engineering Expense	9,845	7,887	12,500	9,000	12,500
06-7300-213	Consulting Fees / Billing	14,400	15,207	15,280	14,000	16,000
06-7300-214	Audit	3,098	4,000	4,000	4,310	4,500
06-7300-221	Utilities	94,662	96,116	90,000	95,900	96,000
06-7300-222	Sewage Processing	-	-	-	-	-
06-7300-251	Contract Maintenance		-	-	-	-
06-7300-312	Annual Permit Fees	10,500	10,500	11,000	10,500	11,000
06-7300-313	Training	345	993	1,000	500	2,000
06-7300-345	Wastewater Testing	14,459	10,526	17,500	15,650	17,500
06-7300-511	Insurance Expense	7,940	5,749	10,000	5,000	10,000
TOTAL CONTRACTUAL SERVICES		**$ 1,128,349**	**$ 152,672**	**$ 81,280**	**$ 154,860**	**$ 174,500**

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TOWN OF CORTLAND

SEWER SYSTEM

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
COMMODITIES						
06-7300-311	Office Expense	$ 5,166	$ 8,113	$ 7,000	$ 5,500	$ 6,000
06-7300-315	Office equipment, computers	-	-	-	-	-
06-7300-314	Telephone	5,591	4,433	5,000	3,750	5,000
06-7300-198	Uniforms	397	246	700	500	800
06-7300-371	Fuel	1,019	1,328	2,200	1,750	2,200
06-7300-218	Equipment		229	3,000	1,000	3,000
06-7300-241	Vehicle and Equipment Maint.	4,832	3,321	3,000	2,900	3,000
06-7300-243	System Maintenance	30,020	25,380	40,000	29,500	40,000
06-7300-531	Real Estate Taxes	339	-	-	-	-
06-7300-491	Grant Expense	4,178	-	3,500	3,000	3,500
06-7300-591	Miscellaneous Expense	199	82	500	150	500
TOTAL COMMODITIES		**$ 51,743**	**$ 43,133**	**$ 64,300**	**$ 48,050**	**$ 64,000**
CAPITAL OUTLAY						
06-7300-611	Debt Service - Principal	$ -	$ 43,761	$ 45,474	$ 45,474	$ 46,357
06-7300-621	Debt Service - Interest	17,185	16,254	15,473	15,473	14,591
06-7300-811	Construction		126,000	750,000	-	
06-7300-812	Equipment	12,645	-	80,000	-	112,000
06-7300-826	Engineering Study	-	-	-	-	-
06-7300-827	Lift Station Replacement	-	-	-	-	-
			0			
TOTAL CAPITAL OUTLAY		**$ 29,830**	**$ 186,015**	**$ 560,947**	**$ 60,947**	**$ 172,948**
06-8101	**INTERFUND TRANSFERS**	$ -		$ -	$ -	$ -
06-8501	**LOAN PROCEEDS**	-	-	750,000	-	
TOTAL DEPARTMENT EXPENDITURES		**$ 1,275,132**	**$ 458,303**	**$ 780,589**	**$ 354,816**	**$ 507,806**
EXCESS (DEFICIT)		**$ (704,706)**	**$ 165,335**	**$ (218,989)**	**$ 227,959**	**$ 82,469**
BEGINNING CASH BALANCE		**$ 1,502,520**	**$ 797,814**	**$ 1,060,931**	**$ 841,942**	**$ 1,069,901**
ENDING CASH BALANCE		**$ 797,814**	**$ 963,149**	**$ 841,942**	**$ 1,069,901**	**$ 1,152,370.0**

* This line item was formerly known as "Salaries" prior to FY12 budget
performing billing services for the Sewer Department

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TOWN OF CORTLAND

WATER SYSTEM

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
REVENUES						
07-4011	Water Sales	$ 491,505	$ 486,062	$ 480,000	$ 505,600	$ 510,000
07-4021	Penalties	1,720	1,928	1,500	675	1,000
07-4041	Bad Check Charges	63	50	50	50	50
07-4051	Permits	35,900	38,500	15,000	7,000	10,000
07-4301-4403	Meter Sales and Access Fees	5,100	6,900	5,500	5,000	5,000
07-8011	Interest Income	4,110	9,167	5,000	10,500	7,500
07-8801	Lease Income	3,720	3,720	3,720	3,720	3,720
07-4901-4908	Reimburse: Water Tower	-	-	-	-	-
07-4991	Other Income	1,812	1,920	1,500	1,700	1,500
TOTAL REVENUES		**$ 543,929**	**$ 548,247**	**$ 511,270**	**$ 534,245**	**$ 538,770**
PERSONNEL SERVICES						
07-7400-118	Hourly Wages*	$ 89,092	$ 89,145	$ 98,343	$ 104,400	$ 110,400
07-7400-193	Employer Taxes	6,799	6,730	7,294	8,050	8,400
07-7400-133	Employer Paid Retirement	9,532	8,533	7,966	9,600	12,000
07-7400-131	Insurance	11,089	10,442	11,277	14,350	13,000
07-7400	Water Billing Personnel Services	-	-	-	-	-
TOTAL PERSONNEL SERVICES		**$ 116,512**	**$ 114,850**	**$ 113,159**	**$ 136,400**	**$ 143,800**
CONTRACTUAL SERVICES						
07-7400-211	Legal/Collection Expense	$ 809	$ -	$ -	$ -	$ -
07-7400-212	Engineering Expense	3,664	5,588	5,000	8,750	5,000
07-7400-213	Consulting Fees/ Billing	21,600	22,810	22,920	21,010	24,000
07-7400-214	Audit	3,098	4,000	4,000	4,310	4,400
07-7400-221	Utilities	56,228	63,824	55,000	57,500	57,500
07-7400-222	Water Processing	90,798	91,695	94,500	95,515	96,000
07-7400-225	Water tower	-	-	-	-	-
07-7400-331	Training	189	1,076	1,500	490	2,000
07-7400-511	Insurance Expense	8,156	8,788	15,000	13,600	15,000
TOTAL CONTRACTUAL SERVICES		**$ 184,542**	**$ 197,782**	**$ 196,223**	**$ 201,175**	**$ 203,900**
COMMODITIES						
07-7400-311	Office Expense	$ 16,638	$ 20,025	$ 10,000	$ 9,500	$ 11,000
07-7400-312	Office equipment, computers		-	-	-	-
07-7400-313	Postage	350	-	-	-	-
07-7400-314	Telephone	5,912	4,481	5,200	2,750	5,000
07-7400-198	Uniforms	397	380	500	675	600
07-7400-371	Fuel	3,037	3,148	6,000	4,900	6,000
07-7400-241	Vehicle and Equipment Maint.	3,397	1,602	5,000	3,500	5,000
07-7400-243	Water System Maintenance	16,220	27,333	30,000	29,975	30,000
07-7400-341	Meter Purchases and Supplies	14,422	14,786	15,000	14,939	15,000
07-7400-343	Connection Expense	1,782	5,966	5,000	4,190	5,000
07-7400-344	Access Supplies		-	-	-	-
07-7400-345	Treatment Chemicals/Testing	19,447	21,157	17,000	15,900	17,000
07-7400-346	Tools	496	372	1,250	1,100	1,250
07-7400-591	Miscellaneous Expense	-	-	-	-	-
TOTAL COMMODITIES		**$ 82,099**	**$ 99,251**	**$ 99,850**	**$ 87,429**	**$ 95,850**

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TOWN OF CORTLAND

WATER SYSTEM

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
CAPITAL OUTLAY						
07-7400-611	Debt Service - Principal	$ -	$ -	$ -	$ -	$ -
07-7400-621	Debt Service - Interest	-	-	-	-	-
07-7400-811	Construction	39,888	9,972	895,000	50,000	130,000
07-7400-812	Equipment	4,320	-		-	15,000
07-7400-826	Engineering Study		-	-	-	-
TOTAL CAPITAL OUTLAY		**$ 44,208**	**$ 9,972**	**$ 10,000**	**$ 50,000**	**$ 145,000**
07-7400-910	**INTERFUND TRANSFERS**	$ -	$ -	$ -	$ -	$ -
06-8501	**LOAN PROCEEDS**	-	-	750,000	-	
TOTAL DEPARTMENT EXPENDITURES		**$ 427,360**	**$ 421,854**	**$ 419,232**	**$ 475,004**	**$ 588,550**
EXCESS (DEFICIT)		**$ 116,569**	**$ 126,392**	**$ 92,038**	**$ 59,241**	**$ (49,780)**
BEGINNING CASH BALANCE		**$ 416,549**	**$ 533,118**	**$ 534,246**	**$ 626,283**	**$ 685,524**
ENDING CASH BALANCE		**$ 533,118**	**$ 659,510**	**$ 626,283**	**$ 685,524**	**$ 635,744**
	Radium Removal Decommisioning and Disposal Financial Assurance***	135,600	135,600	135,601	135,601	
ENDING AVAILABLE CASH BALANCE		**$ 397,518**	**$ 523,910**	**$ 490,683**	**$ 549,923**	**$ 635,744**

NOTES:

** This line item represents the reimbursement to the General Fund (Administration) for Town staff performing billing services for the Water Department

*** This line item represents the financial security required by IEMA in the event the vendor (WRT) cannot perform its duties and responsibilities with respect to the disposal of the radioactive media used in the radium removal process.

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POLICE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
PERSONNEL SERVICES						
12-6200-114	Hourly Wages, Full-time	$ 305,873	$ 356,912	$ 357,500	$ 360,750	$ 371,000
12-6200-115	Hourly Wages, Part-time	46,010	42,762	36,900	49,780	48,500
12-6200-116	Overtime Wages, Full-time	3,363	4,525	5,500	3,303	5,000
12-6200-119	Hourly - Clerical	1,635	1,406	2,500	1,495	2,500
12-6200-131	Insurance	40,852	58,901	56,000	63,750	62,500
12-6200-133	Employer Paid Retirement	32,900	36,388	34,000	35,600	39,000
12-6200-151	Unemployment	11,624	-	-	-	-
12-6200-193	Employer Taxes	26,740	29,184	31,000	31,300	32,000
TOTAL PERSONNEL SERVICES		**$ 468,997**	**$ 530,078**	**$ 512,000**	**$ 545,978**	**$ 560,500**
CONTRACTUAL SERVICES						
12-6200-211	Legal Services	$ 30,535	$ 175	$ 1,500	$ -	$ 500
12-6200-221	Utilities		-		-	-
12-6200-245	Facility Lease		-		-	-
12-6200-261	Dispatch	55,150	56,900	59,150	59,150	61,500
12-6200-314	Telephone and Data	11,575	13,003	11,000	11,650	15,000
12-6200-315	Copies and Printing	168	532	500	537	500
12-6200-321	Dues and Subscriptions	546	679	650	600	9,000
12-6200-331	Training	5,959	3,679	5,900	5,500	6,500
12-6200-511	Insurance Expense	26,213	29,155	25,000	31,080	30,000
12-6200-512	Legal - Union	7,898	-	-	-	3,500
TOTAL CONTRACTUAL SERVICES		**$ 138,043**	**$ 104,123**	**$ 99,050**	**$ 108,517**	**$ 126,500**
COMMODITIES						
12-6200-198	Uniforms	$ 4,805	$ 4,882	$ 5,000	$ 4,900	$ 5,000
12-6200-199	Uniform Allowance		5,432	5,500	3,000	5,000
12-6200-240	Equipment Purchases/Maintenance	4,612	5,477	8,000	6,580	10,000
12-6200-241	Vehicle Maintenance	7,277	9,604	10,000	7,750	10,000
12-6200-242	Office Maintenance	295	274	500	250	500
12-6200-312	Office Supplies	495	449	600	590	750
12-6200-313	Postage	143	63	100	130	125
12-6200-351	Office Equipment Maintenance	5,184	5,705	5,000	3,850	5,000
12-6200-361	DUI Prevention Equipment	488	-	2,000	-	2,000
12-6200-371	Fuel	11,948	14,871	15,000	13,900	13,500
12-6200-421	Community Programs	592	445	1,000	454	1,000
12-6200-550	Technology Upgrades	3,523	2,309	5,000	4,500	27,500
12-6200-591	Miscellaneous Expense	2,694	2,964	3,000	2,850	3,000
TOTAL COMMODITIES		**$ 42,055**	**$ 52,476**	**$ 54,200**	**$ 48,754**	**$ 83,375**
CAPITAL OUTLAY						
12-6200-611	Debt Service - Principal	$ -	$ -	$ -	$ -	$ -
12-6200-621	Debt Service - Interest		-			-
12-6200-812	Equip/Furn	11,018	29,020	17,820	14,494	-
12-6200-814	Vehicle	35,746	41,852	50,750	50,819	-
TOTAL CAPITAL OUTLAY		**$ 46,764**	**$ 70,871**	**$ 71,861**	**$ 65,314**	**$ -**
TOTAL EXPENDITURES BEFORE TRANSFERS		**$ 695,860**	**$ 757,548**	**$ 737,111**	**$ 768,562**	**$ 770,375**
12-4901	**REIMBURSEMENTS**	$ -	$ -	$ -	$ -	$ -
03-8101	**TRANSFER FROM CIF-DEBT SERVICE**	-	-	-	-	-
12-8501	**LOAN PROCEEDS**	-	-	-	-	-
03-8101	**TRANSFER FROM CIF -PURCHASE**	(51,850)	(70,871)	(71,861)	(65,314)	(24,000)
TOTAL REIMBURSEMENT AND TRANSFERS		**$ (51,850)**	**$ (70,871)**	**$ (71,861)**	**$ (65,314)**	**$ (24,000)**
TOTAL DEPARTMENT EXPENDITURES		**$ 644,010**	**$ 686,677**	**$ 665,250**	**$ 703,249**	**$ 746,375**

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TOWN OF CORTLAND

RESTRICTED ASSETS

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
REVENUES						
13-4xxx	Road Improvements	$ -	$ -	$ -	$ -	$ -
13-4xxx	Administrative Fund	-	-	-	-	-
13-4xxx	Punch List Follow Up Items	-	-	-	-	-
13-4166	Cemetery Receipts	286	100	-	875	-
13-4167	Waste Collection Agreement	14,934	14,637	15,000	15,879	16,000
13-4168	Airport Road Property Rent	13,725	2,775	-	-	-
13-4170	Airport Road Farm Rent		87,977	85,202	85,202	85,000
13-4171	Park Lot Dev Fees - General	1,300	1,900	1,000	300	1,000
13-4202	Police Department Facility	-	-	-	-	
13-4203	Emergency Siren	-	-	-	-	-
13-4204	Capital Contrib: Town Hall Bldg	1,050	3,150	3,000	1,050	3,000
13-4206	Capital Equipment	3,500	3,500	3,000	-	
13-8011	Interest on Investment	14,137	27,854	15,000	21,500	15,000
13-8701	Developer Contributions		-			
TOTAL REVENUES		**$ 48,932**	**$ 141,893**	**$ 122,202**	**$ 124,806**	**$ 120,000**
EXPENDITURES						
13-8000-812	Capital Equipment	$ -	$ -	$ -	$ -	$ -
13-8000-813	Town Hall	-	-		-	
13-8000-821	Parks - General	-	-			256
13-8000-824	McPhillips Park	-	-			
13-8000-832	Subdivision Improvement		-			
13-8000-833	Public Works / Police Facility		23,310			415
13-8000-350	Road Improvements		-			-
13-8000-352	Administrative Fund		-			25,000
13-8000-354	Punch List Follow Up Items		350			
13-8000-834	Police Facility		13,042	6,000		
13-8000-836	Cemetery Maint/Improvements	7,582	11,315	18,082	19,255	17,722
13-8000-840	Airport Road Utilities		5,442		3,570	
13-8000-841	Airport Road Legal		834			
13-8000-842	Airport Road Engineering		4,225			
13-8000-850	Street Repairs		40,128		40,200	30,000
TOTAL EXPENDITURES BEFORE TRANSFERS		**$ 7,582**	**$ 98,646**	**$ 24,082**	**$ 63,025**	**$ 73,393**
13-8000-908	Transfer to Capital		(150,000)			
13-8000-9XX	Transfer to/from General Fund		-	26,655	26,655	(92,679)
TOTAL EXPENDITURES AND TRANSFERS		**$ 7,582**	**$ (51,354)**	**$ 50,737**	**$ 89,680**	**$ 166,072**
BEGINNING CASH BALANCE		**$ 603,255**	**$ 644,606**	**$ 644,606**	**$ 742,726**	**$ 804,506**
ENDING CASH BALANCE		**$ 644,606**	**$ 687,853**	**$ 742,726**	**$ 804,506**	**$ 758,434**
RESERVED FUNDS - DUE TO OTHERS						
ENDING AVAILABLE CASH BALANCE		**$ 644,606**	**$ 687,853**	**$ 742,726**	**$ 804,506**	**$ 758,434**

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TOWN OF CORTLAND

Parade & Festival Fund

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
REVENUES						
09-4961	Donations	$ -	$ 804	$ 700	$ 1,707	$ 1,000
09-4971	Fundraisers	1,343	426	400	-	250
09-4972	Festival Receipts	18,634	19,158	19,500	17,062	-
09-8011	Interest on Investment	10	15	15	14	15
09-4999	Miscellaneous Revenue	-	10	-	-	-
TOTAL REVENUES		**$ 19,987**	**$ 20,413**	**$ 20,615**	**$ 18,783**	**$ 1,265**
CONTRACTUAL SERVICES						
09-7700-218	Contracted Groups/Events/Labor	$ 15,725	$ 15,000	$ 16,000	$ 20,992	$ 500
09-7700-241	Rentals	3,790	4,278	4,500	5,987	500
TOTAL CONTRACTUAL SERVICES		**$ 19,515**	**$ 19,278**	**$ 20,500**	**$ 26,979**	**$ 1,000**
COMMODITIES						
09-7700-312	Supplies	$ 7,904	$ 6,982	$ 8,000	$ 3,681	$ 250
09-7700-313	Postage	49	170	100	-	100
09-7700-315	Copies, Printing & Advertising	1,742	1,576	1,600	1,805	500
09-7700-331	Travel		-	-	-	-
09-7700-571	Prizes & Awards	369	488	500	500	500
09-7700-591	Misc Expense		-	-	-	-
TOTAL COMMODITIES		**$ 10,065**	**$ 9,215**	**$ 10,200**	**$ 5,985**	**$ 1,350**
TOTAL EXPENDITURES		**$ 29,579**	**$ 28,494**	**$ 30,700**	**$ 32,964**	**$ 2,350**
09-8192	Fest/Parade Transfer from GF	10,000	10,000	10,000	10,000	-
BEGINNING CASH BALANCE		**$ 2,610**	**$ 2,610**	**$ 2,066**	**$ 3,018**	**$ 1,981**
ENDING CASH BALANCE		**$ 3,018**	**$ 4,529**	**$ 1,981**	**$ (1,163)**	**$ 896**

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TOWN OF CORTLAND

TIF

ACCOUNT NUMBER	DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
REVENUES						
14-8011	Interest on Investment	$ 638	$ 1,111	$ 800	$ 1,390	$ 1,000
14-8010	Property Taxes	44,920	66,791	50,000	50,000	50,000
TOTAL REVENUES		**$ 45,558**	**$ 67,902**	**$ 50,800**	**$ 51,390**	**$ 51,000**
CONTRACTUAL SERVICES						
14-6600-XXXX	Expenses	$ 25,992	$ 30,586	$ 50,000	$ 31,379	$ 75,000
TOTAL CONTRACTUAL SERVICES		**$ 25,992**	**$ 30,586**	**$ 50,000**	**$ 31,379**	**$ 75,000**
TOTAL EXPENDITURES		**$ 25,992**	**$ 30,586**	**$ 50,000**	**$ 31,379**	**$ 75,000**
BEGINNING CASH BALANCE		**$ 67,647**	**$ 87,213**	**$ 87,213**	**$ 88,013**	**$ 108,024**
ENDING CASH BALANCE		**$ 87,213**	**$ 124,530**	**$ 88,013**	**$ 108,024**	**$ 84,024**

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CORTLAND PUBLIC LIBRARY

LIBRARY

DESCRIPTION	FYE 2018 ACTUAL	FYE 2019 ACTUAL	FYE 2020 BUDGETED	FYE 2020 PROJECTED	FYE 2021 PROPOSED
BEGINNING CASH ON HAND	**$ 21,987**	**$ 25,961**	**$ 20,000**	**$ 20,000**	**$ 20,000**
INCOME					
Property Taxes	$ 219,820	$ 226,556	$ 230,000	$ 230,000	$ 243,500
Donations	969		3,000	3,000	3,000
Per Capita Grant	4,815		4,500	4,500	5,300
Other Revenue	2,672		500	500	1,000
Interest Income	45	142	-	-	-
TOTAL FUND AVAILABLE	**$ 228,321**		**$ 238,000**	**$ 238,000**	**$ 252,800**
EXPENSES					
Salaries & Wages	$ 141,792		$ 143,000	$ 143,000	$ 160,000
IMRF (Levy 15,000)	7,901		8,500	8,500	10,000
Health Insurance	5,096		6,500	6,500	6,000
Payroll Tax (Levy 15,000)	10,911		11,000	11,000	10,000
Audit (Levy 2,000)	1,680		2,000	2,000	1,500
Professional Fees	-		1,000	1,000	500
Utilities	3,575		4,000	4,000	600
Maintenance & OP	2,964		5,000	5,000	5,000
Office Expense	23,881		25,000	25,000	24,000
Circulation Materials	18,792		20,000	20,000	24,000
Insurance (Levy 10,000)	4,927		6,000	6,000	4,000
Miscellaneous Expense	2,828		1,000	1,000	400
Capital Outlay	-		1,000	1,000	4,000
Working Cash	-		10,000	4,000	1,000
Emergency Fund	-		10,000	-	
TOTAL EXPENSES	**$ 224,347**		**$ 254,000**	**$ 238,000**	**$ 251,000**
ENDING CASH ON HAND	**$ 25,961**		**$ 4,000**	**$ 20,000**	**$ 21,800**

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