

CUTPL Financial Summary (Nov 2014)

Bank Summary	Bank Number	Ending Balance
First Farmers Bank & Trust	5	\$ 2,556
First National Bank of Monterey	7	\$ 656,755
First Farmers Bank & Trust	8	\$ -
First Farmers Bank & Trust	9	\$ 3,537
First Farmers Bank & Trust	10	\$ 15,831
TOTAL ALL BANKS		\$ 678,678

Funds	2014 Appropriation	YTD Disbursements ¹	Unexpended Balance	YTD Receipts ¹	Ending Balance	Target
Operating Fund	\$ 536,551	\$ 441,571	✓ \$ 94,980	\$ 366,627	✓ \$ 237,702	6 months operation
LIRF	\$ 40,000	\$ 11,106	✓ \$ 28,894	\$ -	! \$ 53,536	\$100,000+
Debt Services	\$ 199,000	\$ 99,500	✓ \$ 99,500	\$ 115,287	✓ \$ 118,740	\$99,500+
Rainy Day	\$ 40,000	\$ 20,654	✓ \$ 19,347	\$ -	✓ \$ 113,408	\$100,000+
Gift and Grant Funds ²		\$ 13,732		\$ 10,835	✓ \$ 155,014	\$100,000+
Misc ³		\$ 26,852		\$ 26,907	✓ \$ 277	zero+
TOTAL ALL FUNDS		\$ 613,415		\$ 519,656	\$ 678,678	

Operating Fund	Nov	Nov Projection	Difference	YTD	%	YTD Projection	%	Difference
RECEIPTS								
Tax Receipts	\$ 13,826	\$ 13,826	\$ 0	\$ 334,570	91.3%	\$ 328,268	95.9%	✓ \$ 6,302
Other Receipts	\$ 1,238	\$ 1,033	\$ 205	\$ 32,057	8.7%	\$ 13,967	4.1%	✓ \$ 18,090
TOTAL RECEIPTS	\$ 15,065	\$ 14,860	\$ 205	\$ 366,627	100.0%	\$ 342,234	100.0%	✓ \$ 24,392
EXPENDITURES								
Personal Services	\$ 23,478	\$ 24,468	\$ (990)	\$ 301,310	68.2%	\$ 293,444	67.0%	✗ \$ 7,866
Supplies	\$ 429	\$ 725	\$ (296)	\$ 6,388	1.4%	\$ 7,975	1.8%	✓ \$ (1,587)
Other Services and Charges	\$ 4,261	\$ 6,099	\$ (1,838)	\$ 96,428	21.8%	\$ 101,988	23.3%	✓ \$ (5,560)
Capital Outlays	\$ 5,763	\$ 2,950	\$ 2,813	\$ 37,444	8.5%	\$ 34,520	7.9%	✗ \$ 2,924
TOTAL EXPENDITURES	\$ 33,931	\$ 34,242	\$ (311)	\$ 441,571	100.0%	\$ 437,927	100.0%	! \$ 3,643
Adjustments (see Notes page)				\$ (22)				
ENDING BALANCE				\$ 237,702		\$ 216,976		✓ \$ 20,727

Material Expenditures	\$ 5,763	\$ 2,825	\$ 2,938	\$ 39,112	8.9%	\$ 38,280	8.7%	✓ \$ 832
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Financial Targets			
Operating Fund (number of months balance is sufficient to cover)		6 mos. operation Jan & Jul 1st	✓ 6.0
Materials Expenditures (YTD as percent of Operating Expenditures) ⁴		7.5% minimum by end of year	✓ 8.9%
Personal Services (YTD as percent of Operating Expenditures) ⁴		67.5% maximum	! 68.2%

Notes
Transfers YTD between Operating Fund bank accounts \$ 440,000.00

Notes:

¹ Does not include transfers within funds

² Includes all Gift & Grant Funds (500-599 in Chart of Accounts)

³ Includes Levy Excess (010), Payroll (200), PLAC (800) and Pass-Through (810)

⁴ Transfers to LIRF are excluded in calculation

CUTPL 2014 Operating Fund: Working Budget

2014 Operating Fund	Nov	Nov Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
RECEIPTS									
General Property Taxes	\$ -	\$ -	\$ -	\$ 176,145	48.0%	\$ 167,383	48.9%	\$ 8,763	10
Financial Institution Tax	\$ -	\$ -	\$ -	\$ 30	0.0%	\$ 30	0.0%	\$ (0)	
CAGIT Certified Shares	\$ 11,041	\$ 11,041	\$ 0	\$ 121,453	33.1%	\$ 121,453	35.5%	\$ 0	
CAGIT PTRC	\$ 2,785	\$ 2,785	\$ 0	\$ 30,638	8.4%	\$ 30,637	9.0%	\$ 1	
Auto and Aircraft Excise Tax	\$ -	\$ -	\$ -	\$ 5,604	1.5%	\$ 7,548	2.2%	\$ (1,943)	11
CVET	\$ -	\$ -	\$ -	\$ 700	0.2%	\$ 1,218	0.4%	\$ (518)	12
Photocopy Fees	\$ 108	\$ 275	\$ (167)	\$ 2,840	0.8%	\$ 3,025	0.9%	\$ (185)	
Fines & Fees	\$ 400	\$ 533	\$ (133)	\$ 6,073	1.7%	\$ 5,867	1.7%	\$ 207	
Interest Earned	\$ 142	\$ 225	\$ (83)	\$ 1,821	0.5%	\$ 2,475	0.7%	\$ (654)	
Refunds / Reimbursements	\$ 400	\$ -	\$ 400	\$ 20,826	5.7%	\$ 2,600	0.8%	\$ 18,226	7
Miscellaneous	\$ 187	\$ -	\$ 187	\$ 496	0.1%	\$ -	0.0%	\$ 496	
TOTAL RECEIPTS	\$ 15,065	\$ 14,860	\$ 205	\$ 366,627	100.0%	\$ 342,234	100.0%	\$ 24,392	
2014 Operating Fund									
	Nov	Nov Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
EXPENDITURES									
100 PERSONAL SERVICES									
Salary of Librarian	\$ 3,496	\$ 3,496	\$ -	\$ 41,866	9.5%	\$ 41,866	9.6%	\$ -	
Salary of Assistants	\$ 17,048	\$ 15,664	\$ 1,383	\$ 201,603	45.7%	\$ 188,420	43.0%	\$ 13,183	
Employee Benefits	\$ 2,934	\$ 5,308	\$ (2,373)	\$ 57,842	13.1%	\$ 63,158	14.4%	\$ (5,316)	
FICA (Employer's Share)	\$ 1,557	\$ 1,466	\$ 92	\$ 18,611	4.2%	\$ 17,617	4.0%	\$ 994	
PERF (Employer's Share)	\$ 1,334	\$ 1,334	\$ 0	\$ 15,496	3.5%	\$ 15,749	3.6%	\$ (254)	
Group Insurance (Employer's Share)	\$ 43	\$ 2,300	\$ (2,257)	\$ 23,735	5.4%	\$ 27,500	6.3%	\$ (3,765)	2, 20
Unemployment Compensation	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 917	0.2%	\$ (917)	
Education Reimbursement	\$ -	\$ 125	\$ (125)	\$ -	0.0%	\$ 1,375	0.3%	\$ (1,375)	
TOTAL PERSONAL SERVICES	\$ 23,478	\$ 24,468	\$ (990)	\$ 301,310	68.2%	\$ 293,444	67.0%	\$ 7,866	1, 14
200 SUPPLIES									
Office Supplies	\$ 78	\$ 250	\$ (172)	\$ 2,260	0.5%	\$ 2,750	0.6%	\$ (490)	
Operating Supplies	\$ 252	\$ 292	\$ (40)	\$ 2,763	0.6%	\$ 3,208	0.7%	\$ (446)	
Repair and Maintenance Supplies	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Other Supplies	\$ 100	\$ 183	\$ (84)	\$ 1,366	0.3%	\$ 2,017	0.5%	\$ (651)	
TOTAL SUPPLIES	\$ 429	\$ 725	\$ (296)	\$ 6,388	1.4%	\$ 7,975	1.8%	\$ (1,587)	
300 OTHER SERVICES AND CHGS									
Professional Services	\$ 265	\$ 372	\$ (107)	\$ 16,546	3.7%	\$ 18,674	4.3%	\$ (2,127)	
Legal	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 917	0.2%	\$ (917)	
Payroll	\$ 168	\$ 220	\$ (52)	\$ 2,807	0.6%	\$ 2,873	0.7%	\$ (66)	
E-Rate Filing	\$ -	\$ -	\$ -	\$ 480	0.1%	\$ 500	0.1%	\$ (20)	
Computer Support	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 1,000	0.2%	\$ (1,000)	
Computer DB & Software (Materials)	\$ -	\$ -	\$ -	\$ 5,667	1.3%	\$ 5,135	1.2%	\$ 532	5, 19
Computer DB & Software (Other)	\$ -	\$ -	\$ -	\$ 7,033	1.6%	\$ 7,497	1.7%	\$ (464)	3, 18
Debt Collection	\$ 72	\$ 33	\$ 38	\$ 304	0.1%	\$ 367	0.1%	\$ (62)	
Misc Professional Services	\$ 25	\$ 35	\$ (10)	\$ 255	0.1%	\$ 385	0.1%	\$ (130)	
Printing and Advertising	\$ -	\$ 17	\$ (17)	\$ 75	0.0%	\$ 183	0.0%	\$ (109)	
Advertising and Publication of Notices	\$ -	\$ 17	\$ (17)	\$ 75	0.0%	\$ 183	0.0%	\$ (109)	
Other Printing	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Insurance	\$ -	\$ 100	\$ (100)	\$ 9,448	2.1%	\$ 10,550	2.4%	\$ (1,102)	
Official Bonds	\$ -	\$ 100	\$ (100)	\$ 1,599	0.4%	\$ 1,550	0.4%	\$ 49	13
Property-Liability	\$ -	\$ -	\$ -	\$ 7,162	1.6%	\$ 8,000	1.8%	\$ (838)	9
Worker's Compensation	\$ -	\$ -	\$ -	\$ 687	0.2%	\$ 1,000	0.2%	\$ (313)	
Utilities	\$ 2,085	\$ 3,012	\$ (926)	\$ 37,330	8.5%	\$ 38,122	8.7%	\$ (792)	
Gas & Electricity	\$ 1,857	\$ 2,678	\$ (821)	\$ 33,948	7.7%	\$ 34,455	7.9%	\$ (507)	
Water	\$ 229	\$ 233	\$ (5)	\$ 2,532	0.6%	\$ 2,567	0.6%	\$ (34)	
Waste Disposal Services	\$ -	\$ 100	\$ (100)	\$ 849	0.2%	\$ 1,100	0.3%	\$ (251)	

CUTPL 2014 Operating Fund: Working Budget

2014 Operating Fund	Nov	Nov Projection	Difference ◀	YTD	%	YTD Projection	%	Difference ◀	see Notes
Repairs and Maintenance	\$ 1,232	\$ 1,917	\$ (685) ◀	\$ 25,447	5.8%	\$ 26,097	6.0%	\$ (650)	
Cleaning Service (Interior)	\$ 1,020	\$ 1,050	\$ (30)	\$ 11,883	2.7%	\$ 11,550	2.6%	\$ 333	
Cleaning Service Misc	\$ -	\$ 375	\$ (375)	\$ -	0.0%	\$ 2,800	0.6%	\$ (2,800) ◀	
Elevator (Service Contract)	\$ -	\$ -	\$ -	\$ 779	0.2%	\$ 775	0.2%	\$ 4	
Elevator Misc	\$ -	\$ 83	\$ (83)	\$ 2,101	0.5%	\$ 917	0.2%	\$ 1,184	6
Fire Monitoring	\$ -	\$ -	\$ -	\$ 1,153	0.3%	\$ 778	0.2%	\$ 375	
HVAC (Service Contract)	\$ -	\$ -	\$ -	\$ 1,886	0.4%	\$ 1,886	0.4%	\$ (1)	17
HVAC Misc	\$ -	\$ 83	\$ (83)	\$ 739	0.2%	\$ 917	0.2%	\$ (178)	8
Pest Control	\$ 50	\$ 50	\$ -	\$ 1,245	0.3%	\$ 950	0.2%	\$ 295	4
Snow Removal	\$ -	\$ -	\$ -	\$ 2,615	0.6%	\$ 2,500	0.6%	\$ 115	
Misc R&M Building	\$ 120	\$ 250	\$ (130)	\$ 2,921	0.7%	\$ 2,750	0.6%	\$ 171	16
Misc R&M Equipment	\$ 42	\$ 25	\$ 17	\$ 126	0.0%	\$ 275	0.1%	\$ (149)	
Rentals	\$ -	\$ 4	\$ (4)	\$ 20	0.0%	\$ 46	0.0%	\$ (26)	
Dues	\$ -	\$ -	\$ -	\$ 921	0.2%	\$ 610	0.1%	\$ 311	
Communication and Transportation	\$ 679	\$ 678	\$ 1	\$ 6,640	1.5%	\$ 7,706	1.8%	\$ (1,066)	
Telephone	\$ 202	\$ 242	\$ (40)	\$ 2,440	0.6%	\$ 2,658	0.6%	\$ (219)	
Postage	\$ -	\$ 30	\$ (30)	\$ 196	0.0%	\$ 330	0.1%	\$ (134)	
Travel Expense	\$ 114	\$ 100	\$ 14	\$ 917	0.2%	\$ 1,100	0.3%	\$ (183)	
Professional Meetings	\$ -	\$ 125	\$ (125)	\$ 1,095	0.2%	\$ 1,375	0.3%	\$ (280)	
Internet Access	\$ 362	\$ 181	\$ 181	\$ 1,993	0.5%	\$ 1,993	0.5%	\$ -	
Misc Comm and Trans	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 250	0.1%	\$ (250)	
Transfer to LIRF	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL OTHER SVCS AND CHGS	\$ 4,261	\$ 6,099	\$ (1,838) ◀	\$ 96,428	21.8%	\$ 101,988	23.3%	\$ (5,560) ◀	
400 CAPITAL OUTLAYS									
Furniture & Equipment	\$ -	\$ 125	\$ (125)	\$ 3,999	0.9%	\$ 1,375	0.3%	\$ 2,624 ◀	15
Books	\$ 2,123	\$ 1,750	\$ 373	\$ 18,758	4.2%	\$ 19,250	4.4%	\$ (492)	
Periodicals	\$ 2,746	\$ 200	\$ 2,546 ◀	\$ 3,834	0.9%	\$ 4,270	1.0%	\$ (436)	
EBSCO	\$ 2,746	\$ -	\$ 2,746 ◀	\$ 2,751	0.6%	\$ 3,000	0.7%	\$ (249)	
Newspapers	\$ -	\$ 150	\$ (150)	\$ 791	0.2%	\$ 720	0.2%	\$ 71	
Misc Periodicals	\$ -	\$ 50	\$ (50)	\$ 291	0.1%	\$ 550	0.1%	\$ (259)	
Nonprinted Materials	\$ 895	\$ 875	\$ 20	\$ 10,853	2.5%	\$ 9,625	2.2%	\$ 1,228	
CDs/DVDs/Audiobooks	\$ 895	\$ 875	\$ 20	\$ 10,627	2.4%	\$ 9,625	2.2%	\$ 1,002	
Misc Nonprinted Materials	\$ -	\$ -	\$ -	\$ 227	0.1%	\$ -	0.0%	\$ 227	
TOTAL CAPITAL OUTLAYS	\$ 5,763	\$ 2,950	\$ 2,813 ◀	\$ 37,444	8.5%	\$ 34,520	7.9%	\$ 2,924	
TOTAL EXPENDITURES	\$ 33,931	\$ 34,242	\$ (311)	\$ 441,571	100.0%	\$ 437,927	100.0%	\$ 3,643 ◀	
BALANCE	Nov	Nov Projection	Difference ◀	YTD		YTD Projection		Difference ◀	see Notes
Beginning Balance	\$ 256,569	\$ 236,358	\$ 20,211 ◀	\$ 312,669		\$ 312,669		\$ -	
plus Receipts	\$ 15,065	\$ 14,860	\$ 205	\$ 366,627		\$ 342,234		\$ 24,392 ◀	
minus Expenditures	\$ (33,931)	\$ (34,242)	\$ 311	\$ (441,571)		\$ (437,927)		\$ (3,643) ◀	
Adjustments (see Notes Page for details)	\$ -	\$ -	\$ -	\$ (22)		\$ -		\$ (22)	
ENDING BALANCE	\$ 237,702	\$ 216,976	\$ 20,727 ◀	\$ 237,702		\$ 216,976		\$ 20,727 ◀	
Material Expenditures	\$ 5,763	\$ 2,825	\$ 2,938 ◀	\$ 39,112	8.9%	\$ 38,280	8.7%	\$ 832	
Flag Criteria	Current Month			YTD			see Notes		
◀ favorable ◀ unfavorable	Minimum	\$ 500		Minimum	\$ 2,000	*			
	Percent	10%		Percent	15%	*			
	Amount	\$ 750		Amount	\$ 3,000	*			

Notes for CUTPL 2014 Working Budget

* Difference is at least \$500 (\$2000 YTD) AND greater than 10% (15%) from the Projection, OR difference is at least \$750 (\$3000 YTD) regardless of %

January

- 1 3 pay periods
- 2 \$4807 paid to Anthem for January & February; errors in bill still to be corrected
- 3 \$2522 paid to CompuTrain
- 4 \$395 paid to Arrow for termite treatment in 2013

February

- 5 BookWhere (\$454) projected for March, World Vital Records (\$500) projected for April
- 6 \$1981 paid to Thyssenkrupp for elevator repairs made in 2013

March

- 7 \$17,862 reimbursed by Bank of New York for Bond O&R expenses paid from Operating Fund

April

- 8 \$610 paid to McGrath Refrigeration to replace stuck valve actuator
\$10,563 paid to Korsen Fire & Security to install fire alarm system (from LIRF)
- 9 Property-Liability Insurance (\$8000) projected for April not paid; lower cost policy (~\$7000) being processed
Payment Error: 11 Invoices totaling \$3515.06 paid twice; credits and refunds will be made in future months
Revised February Register of Claims, expenditures were overstated by \$886

May

- \$99,500 paid to Bank of New York from Debt Services Fund
- \$2,668.25 in Credits and Refunds applied from April's double payment errors

June

- 10 \$176,145 Property Tax distribution to Operating Fund (\$8,763 higher than projection based on Auditor's report)
- 11 \$5,604 Excise Tax distribution to Operating Fund (\$1,943 lower than projection based on Auditor's report)
- 12 \$700 CVET distribution to Operating Fund (\$518 lower than projection based on Auditor's report)
- 13 \$1599 paid to Miller NorCen Insurance for Director's and Officers' annual coverage
Finney CD (\$2188.29 principal & interest) redeemed and deposited into FFBT Savings account

July

- 14 3 pay periods

August

- 15 \$2,460.85 paid for computer equipment
\$2,931 paid (50% downpayment) to Custom Awning for rolling shutters in Carnegie Room from General Gift Fund

September

- 16 \$675 paid to Bennett's Contracting for new water heater & installation
- 17 \$1,885 paid to McGrath Refrigeration for annual HVAC maintenance contract
- 18 \$2,482 paid to Symantec & Microsoft for backup software & other licenses

October

- \$3718 annual distribution received from MCCF, deposited into General Gift Fund
- 19 \$1500 paid to Overdrive for eBook service
\$4333 paid to Chester, Inc for HP Proliant server and components

November

- \$2,931 paid (50% balance) to Custom Awning for rolling shutters in Carnegie Room from General Gift Fund
- \$800 paid to Zehner for cleaning drainage tile in courtyard from Rainy Day Fund
- \$15,520 paid to Osborn Construction for materials from Rainy Day Fund
- 20 No November payment (\$2100+) to Anthem for group health insurance. Paid in December.