

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, March 21, 2016

6:00 p.m.

Hampden Town Office

1. Meeting Minutes – March 7, 2016 Meeting
2. Review & Sign Warrants
3. Old Business
4. New Business
 - a. TIF funds discussion
 - b. IT reserve account re: MyRec.com
 - c. Funding proposals from Conservation/Recreation account
5. Public Comment
6. Committee Member Comments

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, March 7, 2016

MINUTES – DRAFT

Attending:

Mayor David Ryder

Councilor Greg Sirois, Chair

Councilor Ivan McPike

Councilor Mark Cormier

Councilor Terry McAvoy

Councilor Dennis Marble

Councilor Stephen Wilde

Town Manager Angus Jennings

Assessor Kelly Karter

Councilor Sirois called the meeting to order at 6:00 p.m.

1. Meeting Minutes – February 16, 2016 Meeting – There was a Motion and a second to approve the February 16, 2016 minutes as written. Approved 7-0.

2. Review & Sign Warrants – Warrants were reviewed and signed by Committee members.

3. Old Business

a. Service Fees

1. Abatements

2. Process for Collections

Manager Jennings summarized the materials in the meeting packet. Since the Service Fee invoices were sent to six property owners in the fall, partial payment was received from five, along with requests for abatement of the remaining amounts based on the 2% limitation in the Ordinance. The sixth property owner has not paid the fee in any amount, and in reviewing prior years' records it does not appear has paid in the past, and has contested the applicability of the fee. Manager Jennings said that he felt that the five abatement requests were properly before the Council (subject to this Committee's referral), and that it is his opinion that the sixth property is subject to the Service Fees Ordinance. He sought the Committee's advice regarding whether to proceed with further collection efforts.

Councilor Wilde agreed that the sixth property should be included. Councilor Marble also agreed, pointing out that other properties on the list also provide mental health services and are not strictly

residential properties. Councilor McAvoy said it seems that they're hanging their hat on the phrase "rental income." Manager Jennings invited Assessor Karter to summarize the methodology by which her office calculates the fees, and she did so.

Motion by Councilor Marble, seconded by Councilor Wilde, to recommend Council acceptance of the five abatement requests. Approved 7-0.

Motion by Councilor Wilde, seconded by Councilor McAvoy, to recommend Council approval to proceed with collections relative to the sixth property (dba Hampden Meadows). Approved 7-0.

- b. Update on Meeting Recordings** – *Manager Jennings notified the Committee that progress has been made on securing a worker to operate the A/V equipment to record the Council meetings, and to record the RSU-22 Board meetings relative to FY17 budgeting. Resident Bill Shakespeare has been getting trained on the equipment by IT Specialist Kyle Severance. Chairman Sirois thanked Shakespeare for his work.*
- c. HVAC System Quote** – *Referral from Infrastructure Committee – Councilor Marble reported on the Infrastructure Committee's recommendation that the Council accept the bid from Penobscot Temperature Controls to install a remote controller to operate the HVAC system in the Municipal Building for \$900.35. Manager Jennings reported that adequate funds are available in the Municipal Building Reserve Account. Motion by Councilor Marble, seconded by Councilor Wilde, to recommend the work. Approved 7-0.*

4. New Business

- a. Budget Adjustment for TIF CEA Payments** – *Manager Jennings summarized his memo included in the meeting packet regarding the need to properly budget funds to meet the Town's obligations under the Credit Enhancement Agreements (CEAs) associated with approved TIF agreements. The funds were properly reported to Maine Department of Revenue, and were taken into account in establishing the FY16 mil rate, but do not appear correctly on the approved budget sheet. Councilor McAvoy asked how the CEA amounts due were derived, and how the timing of their payment related to receipt of tax revenues. Assessor Karter described how the amounts were*

determined, and Manager Jennings confirmed that CEA payments are not sent until the Town has received 100% of the tax revenues due. The portion of taxes received that is sent back to the property owners is based on the approved percentages in the TIF and CEAs. Motion by Councilor Marble, seconded by Councilor McPike, to recommend Council approval of the FY16 budget adjustment in the amount recommended by the Manager. Approved 7-0.

- b. Town Manager Angus Jennings 6-Month Evaluation Process –** *Mayor Ryder handed out copies of the Town Manager’s employment contract, which provides for a six-month evaluation by the Council. Manager Jennings said he would email the Councilors the evaluation form that has been used in prior years. Mayor Ryder directed that each Councilor complete the form and return it to him directly, and that he would then prepare an evaluation taking into account the feedback he receives from the Councilors.*
- c. Foreclosed Properties – Request to Advertise for Public Sale**
- **Map 13, Lot 27-A – Kathleen Henry**
 - **Map 41, Lot 18 – Sherri Chen**
 - **Map 1, Lot 56 – Brian Sullivan**
 - **Map 3, Lot 18-A – Highland Ridge Real Estate**

Manager Jennings summarized the information in the packet regarding the four properties that have proceeded to foreclosure due to unpaid property taxes. Motion by Councilor Wilde, seconded by Mayor Ryder, to recommend that the Council authorize the Town Manager to proceed with public listing of the properties for sale after notice pursuant to the Sale of Town Owned Property Ordinance. Approved 7-0.

5. Public Comment – None.

- 6. Committee Member Comments –** *Councilor Sirois reported that he has heard that the RSU-22 Board is close to an agreement with the teachers union, and that he’s heard it could include a 9-12% pay increase over the course of three years. Manager Jennings reported that the RSU-22 Budget Hearing is scheduled for March 29.*

There being no further business, the meeting was adjourned at 6:42 p.m.

Respectfully submitted –
Angus Jennings
Town Manager

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

TO: Finance Committee and Town Council
FROM: Angus Jennings, Town Manager
DATE: March 17, 2016
RE: Proposed FY16 Budget Adjustment for TIF funds

Finance
4-A

As was discussed at the March 7 meetings of the Finance Committee and the Town Council, the approved FY16 budget budgeted \$20,000 for TIF. This amount was inadequate to support the FY16 Credit Enhancement Agreement (CEA) obligations of \$100,260.11 and was well short of the \$189,147.88 that the Assessor reported to Maine Department of Revenue (DOR) as the TIF Financing Plan Amount in her 2015 Tax Rate Calculation Form.

At the prior meeting, the Council approved a budget adjustment of \$80,260.11 from the Unassigned Fund Balance to the TIF Budget Account 67-01-55-25. This will allow us to meet our FY16 obligations under the CEAs.

As was discussed at that meeting, the matter now before you is whether to transfer some or all of the remaining eligible amount to the TIF Budget Account for use in FY16, and/or for carry-forward to subsequent fiscal years. (Just as with Reserve Accounts, unexpended TIF balances survive the change of fiscal years).

Because the Assessor's calculation and reporting of TIF revenues to DOR was accurate, the maximum allowable TIF revenues may be "sheltered" – provided that such funds are actually budgeted to TIF. Accounting for the prior budget adjustment to meet the CEA obligations, and excluding revenues from the HEC Hampden TIF (which, per the terms of the TIF Agreement, are deposited to the General Fund and not subject to TIF sheltering), this leaves an amount of \$88,887.51 that is eligible for transfer to TIF funds and for use for the purposes included in the approved TIF agreements. The large majority of this amount – \$86,198.00 – results from the Emera TIF; eligible purposes for Emera TIF funds (if sheltered) are summarized at the end of this memo.

If the Council wishes to "shelter" the full eligible amount, a motion to amend the FY17 budget to transfer \$88,887.51 from Unassigned Fund Balance to the TIF Budget would be in order. At Monday's meeting the Council may, but need not, make any decision regarding how such funds

would be expended. This action would simply transfer the funds to allow for future use for TIF eligible purposes.

If less than the full amount of reported TIF revenues is transferred, the portion not transferred would remain in the General Fund, and my office would work with the Assessor to file an amended 2015 Municipal Tax Rate Calculation Standard Form. This would affect DOR's calculation of Municipal Revenue Sharing, County Tax, and the Town's portion of assessment for RSU-22 (since each of these is based on total valuation, and were based on the reported TIF revenues).

<u>Eligible Uses, Emera TIF Funds</u>	
<u>Within District</u>	<u>Cap (over the life of the TIF)</u>
Capital costs including land acquisition/road upgrades and public infrastructure including power/sewer/water/natural gas utilities, building demolition/alteration, site preparation/finishing work, associated fees/expenses (some exclusions)	\$ 1,960,000.00
Financing	\$ 75,000.00
Real property assembly such as right of way acquisition	
Professional services including planning/licensing/legal	\$ 50,000.00
Administration including prorated municipal salaries	\$ 32,000.00
Organizational costs including impact studies	\$ 5,000.00
<u>Outside District</u>	
Infrastructure improvements	\$ 18,150,000.00
Public safety such as traffic mitigation/ signalization and fire protection equipment	\$ 1,000.00
Portage of revenues to future downtown-designation Municipal TIF District, while its IAV capture remains 100%	\$ 300,000.00
<u>Within Municipality</u>	
Economic development programs/events that market Town as business location, marketing/feasibility and other studies, prorated municipal salaries	\$ 200,000.00
Environmental improvement projects	\$ 50,000.00
Permanent revolving loan funds, investment funds and grants per Sec. 5225(1)(C)(3) for costs of economic development activities authorized by 30-A M.R.S. Sec. 5225 and Department rules as may be amended from time to time	\$ 50,000.00
Training fund/scholarships for jobs created or retained in Hampden	\$ 100,000.00
Recreational trails	\$ 40,000.00
Grant matching related to economic activities in 30-A M.R.S. Sec. 5221-5235	\$ 100,000.00
	\$ 21,113,000.00

Tax Increment Financing (TIF) How to Effectively Use it in Your Community

So What is a TIF?

TIF stands for “Tax Increment Financing”

TIF Captures the taxes on new investment while protecting the “Original Assessed Value” for the General Fund. The difference is the ‘increment’.

TIF is a LOCAL economic development financing tool

TIF is a flexible finance tool used by municipalities, towns, plantations, and unorganized territories to leverage new property taxes generated by a specific project or projects.

Types of TIF

Economic Development or “Municipal” TIF

Created by State Statute and administered by the Maine Department of Economic & Community Development

Affordable Housing TIF “AHTIF”

Created by State Statute and administered by Maine State Housing Authority

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COUNSELORS AT LAW

Purpose of TIF

Economic Development or “Municipal” TIF

Created to promote new development to:

- Provide new employment opportunities;
- Improve and broaden the tax base; and
- Improve the general economy of the State.

Affordable Housing TIF “AHTIF”

Created to promote the development of affordable, livable housing and contain the costs of unplanned housing growth in Maine.

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Components of a TIF

Defined Geographic Boundary

Development Program

Financial Plan

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Standard Municipal District Conditions

Criteria:

At least 25% of the real property within a district must meet at least one of the following criteria.

Must be:

- 1) blighted;
- 2) in need of rehabilitation, redevelopment or conservation work including a fisheries and wildlife or marine resources project; or
- 3) suitable for commercial or arts district uses.

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Standard Municipal District Conditions

Valuation Limitations:

OAV of all Districts cannot exceed 5% of municipal valuation.

Acreage Limitations:

Total area of a district may not exceed 2% of the total acreage of the municipality. Total area of all districts may not exceed 5% of total acreage of the municipality.

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Exemption Districts

Large Taxpayer Districts: The proposed project exceeds \$10,000,000 and the OAV of the District exceeds 10% of the total taxable value of the municipality.

- other conditions apply
- *Not subject to valuation limitation*

Downtown Districts

Wind Power District: generation facilities owned by a community wind power generator

Transit-Oriented Districts

- *These Districts NOT subject to criteria, acreage or valuation limitations.*

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Why Pursue TIF?

Municipality

- Means of funding economic development efforts;
- Tool for attracting investment, thus increasing tax base;
- Control of performance standards related to project;
- Protects from loss of state revenue sharing (tax shift)

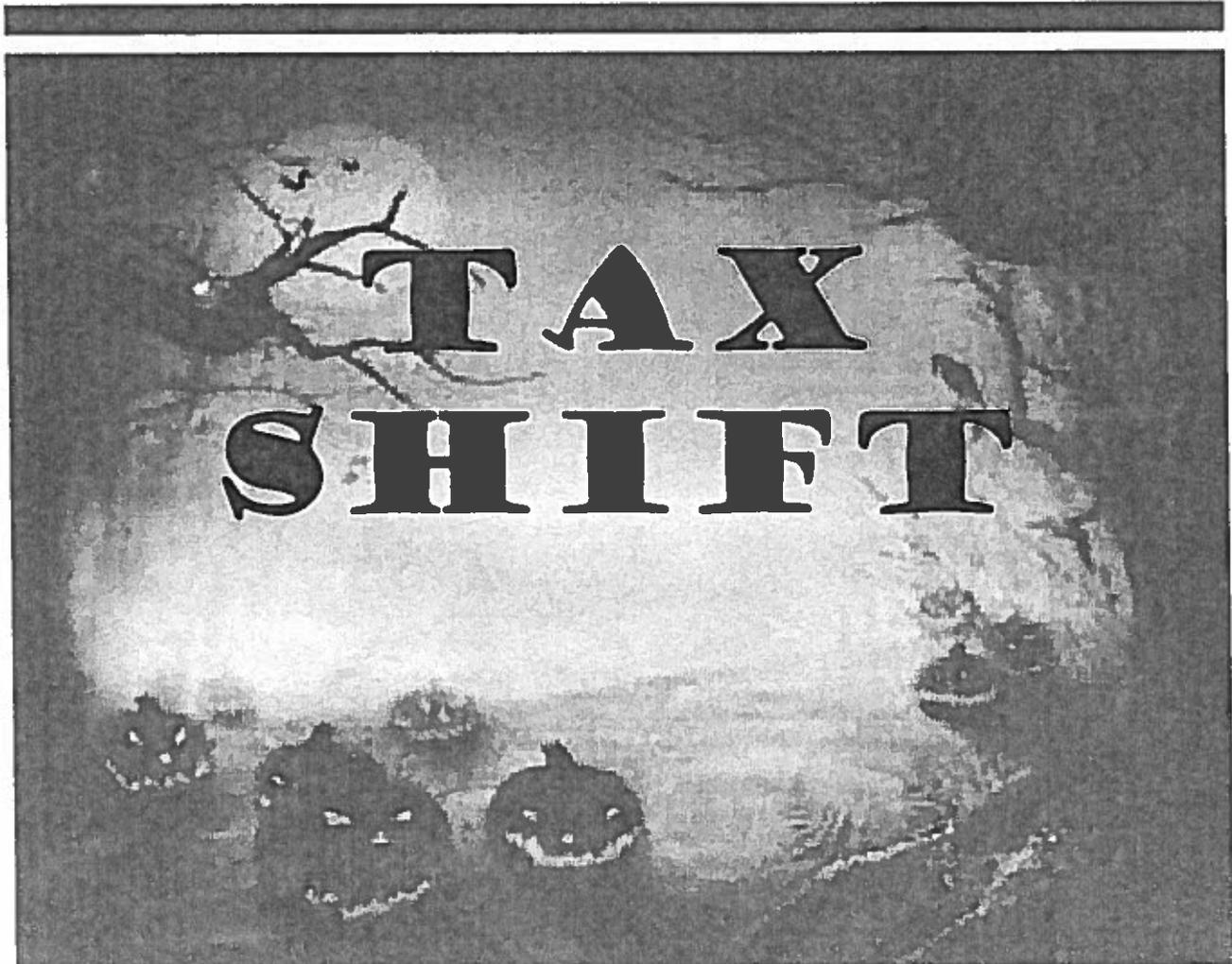
Developer / Company

Via credit enhancement, TIF provides:

- An annual revenue stream;
- Increases profitability of the project;
- An aid in securing financing;
- Effectively reduces the property tax burden

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How Economic Development Works Without a TIF

- Municipal assessed value is used to compute:
 - General Purpose Aid to Education
 - State Revenue Sharing
 - County Taxes
- When valuation increases, is a *decrease* in Education Subsidy and Municipal Revenue Sharing and an *increase* in County Tax obligations.
- This means that *new* tax revenues resulting from a development project must fund lost subsidies and increased County taxes.

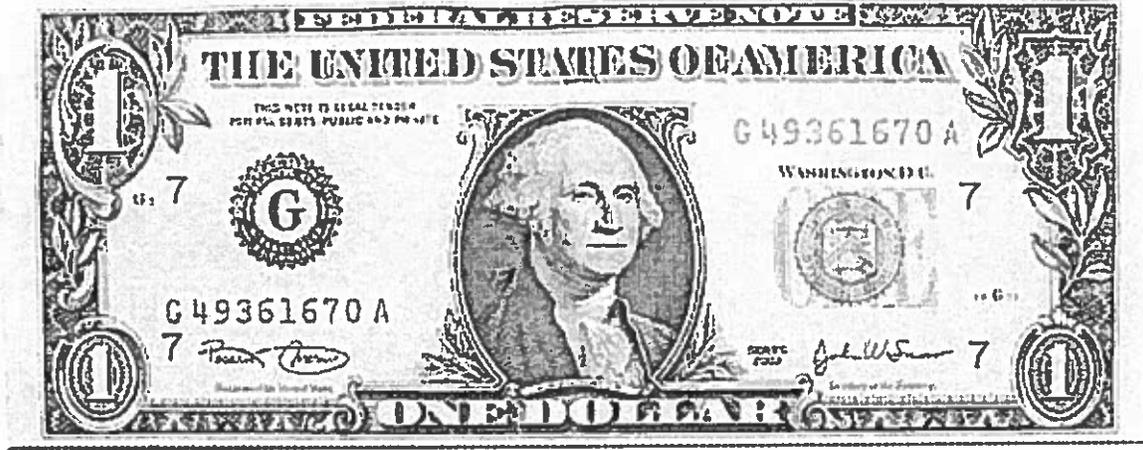
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Every New Tax Dollar – without the TIF *One small town in Maine...*



70% Lost Revenue : 3% - Revenue Sharing
55% - School Aid
12% - County Tax

Every New Tax Dollar – with the TIF



No Lost Revenue
(assumes 100% TIF)

TIF Documentation

Development Program

- Project Description
- Projects to be funded with TIF Revenues
- Map of District Boundaries
- Financial Plan: TIF Revenue Projections, Value/ Structure of credit enhancement and Tax Shift Calculation
- Assessor's Certification
- Evidence of Municipal Approvals
- Statutory Requirements and Thresholds

Credit Enhancement Agreement (if applicable)

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Eligible Project Costs

Costs of improvements made within the tax increment financing district, including, but not limited to:

- 1) Capital costs;
- 2) Financing costs;
- 3) Real property assembly costs;
- 4) Professional service costs;
- 5) Administrative costs;
- 6) Relocation costs;
- 7) Organizational costs; and
- 8) In transit-oriented development districts, ongoing costs of adding to an existing transit system or creating a new transit service and limited to operator salaries, vehicle fuel and vehicle parts replacements

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Eligible Project Costs

Costs of improvements that are made outside the TIF district but are directly related to or made necessary by the district:

- 1) Portion of costs reasonably related to the construction, alteration or expansion of facilities not located within the district that are required due to improvements or activities within the district;
- 2) Costs of public safety improvements made necessary by the establishment of the district; and
- 3) Costs of funding to mitigate any adverse impact of the district upon the municipality and its constituents. This funding may be used for public facilities and improvements if:
 - The public facilities or improvements are located in a downtown TIF district; and
 - The entire tax increment from the downtown TIF district is committed to the development program of the tax increment financing district

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Eligible Project Costs

Costs related to economic development, environmental improvements, fisheries and wildlife or marine resources projects, recreational trails or employment training within the municipality:

- 1) Economic development programs or events developed by the municipality or marketing the municipality as a business or arts location;
- 2) Costs of funding environmental improvement projects for commercial or arts district use or related to such activities;
- 3) Establish permanent economic development revolving loan funds, investment funds and grants;
- 4) Services and equipment to provide skills development and training;

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Eligible Project Costs

Costs related to economic development, environmental improvements, fisheries and wildlife or marine resources projects, recreational trails or employment training within the municipality (continued):

- 5) Quality child care costs, including finance costs, construction, staffing, training, certification and accreditation costs related to child care;
- 6) Costs associated with new or existing recreational trails determined to have significant potential to promote economic development;
- 7) Costs associated with a new or expanded transit service; and
- 8) Costs associated with the development of fisheries and wildlife or marine resources projects.

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Eligible Project Costs

Costs of constructing or improving facilities or buildings leased by State Government or a municipal or plantation government that are located within approved Downtown TIF districts.

except for above...buildings or facilities used predominantly for the general conduct of government or for public recreational purposes are not eligible for funding with TIF revenues.

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Minimum Procedure for Creating/Amending a TIF District

- Public notice
- Public hearing
- Vote by legislative body (City Council, Town Council, Town Meeting)
 - Designation of TIF District
 - Development Program for the District
- Approval by Commissioner of the Department of Economic and Community Development (DECD)

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Timing Issues

- Original Assessed Value (OAV)
 - The OAV is the starting value for the TIF district.
 - As of March 31 of the tax year preceding the year in which it was designated by the legislative body of the municipality.
- Project Financing can drive timing (for TIFs with CEAs)
- For town meeting forms of government: Annual vs. Special Town Meeting
- Publish the public hearing notice at least 10 days prior to the public hearing.

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Commissioner Review: TIF Criteria & Program Limits

- 25% of area blighted; need of rehabilitation, redevelopment or conservation, or suitable for commercial or arts district uses
- Acreage Cap
- Value Cap
- Term limits

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Commissioner Review: Other Statutory Requirements

- Financial Plan
- Public Process
- Project Eligibility

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Some Examples of What TIFs can accomplish

- Maximize Tax Dollars
- Fund Infrastructure Improvements
- Solve Environmental Problems
- Attract New Investment
- Create/Retain Jobs
- Promote Downtown Development
- Promote Transit-Oriented Development
- Leverage other Sources of Revenue

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ME

Finance
4-B

To: Angus Jennings
From: Kyle Severance
Date: 03/16/2016
Re: Request to use IT Computer Reserve Funds to Purchase First Year Service of MyRec.com 03-711-00

Message:

In order to sign up for a recreation program or swimming class, residents must visit the facility and make payment using cash or check. Over time, more and more residents have been requesting that the Town take credit/debit cards and give them the ability to sign up for classes from home.

On February 9th, Town Manager, Pool Director, Recreation Director, and GIS/IT Specialist attended a demonstration by the Bangor Recreation Department on a product known as MyRec.com that allows online registration and electronic payment for recreation classes/programs/gift cards/etc. Other municipalities using the same program besides Bangor include Old Town, Orono, Brewer (currently getting set up), and Hermon (currently seeking approval).

The demonstration focused both on the simple process for residents to sign up as well as the robust internal functionality for reporting and accounting.

The cost for the first year was quoted at \$3,595 because our revenues fall between the \$100,001 to \$200,000 brackets (see next page for pricing levels). We would need two card swipe readers which are \$50 each.

OPTION 1: The GIS/IT specialist will use existing computer equipment (former council laptops, refurbished monitors, etc.) to equip the existing front counters with program registration / payment stations. Total: **\$3,695.**

OPTION 2: Since the myREC.com is completely web based, it does not need to run on a high-end computer; however, it would be advisable to have it run on newer hardware. Dell Chromebook computers would be the recommended option because they are \$300 for a new computer, do not need any additional software, and they are fast. For two computers and mounting stations for each location the total would be an additional \$800 – totaling a requested **\$4495.**

Paying for the first year out of the IT computer reserves allows us to determine the percent of transactions that are done electronically so subsequent years can be appropriately budgeted and split up by the pool and recreation departments.



MyRec.com
 1-866-GoMyRec Info@MyRec.com

P.O. Box 302
 Killington, VT 05751
 Phone: 1-866-466-9732
 Fax: 802-422-3839

**MyRec.com Recreation Management Software
 STANDARD AGREEMENT**

This Agreement is made this 25th day of February, 2016 between:

Business Name ("Client"): Hampden Recreation

Having its principal place of business at:

Address: 106 Western Ave.

City: Hampden State: ME Zip: 04444

Phone: (207) 862-6451

And

Business Name: MyRec.com

Having its principal place of business at:

PO Box 302

City: Killington State: VT Zip: 05751

Phone: 866-466-9732 Fax: 802-440-3074

Email: info@myrec.com

In consideration of Client retaining MyRec.com to provide recreation management software with online registration for Client, it is agreed as follows:

1. Compensation and Term

The above named Client retains MyRec.com, and MyRec.com agrees to perform the following services: Recreation management software with online registration. Client is solely responsible for all data entered into the software. Term shall be March 1, 2016 to February 28, 2017 The following fees shall apply:

Core Prices

Annual System Fees

Fee	Annual Revenue Minimum	Annual Revenue Maximum	Level
\$2,895	\$0.00	\$50K	1
\$3,295	\$50K	\$100K	2
\$3,595	\$100K	\$200K	3
\$3,995	\$200K	\$300K	4
\$195	For each \$100K over \$300K		5+

Fee of \$3,595 Includes:

Web based software with unlimited training & support, program management, online registration portal/website, facility scheduling, reservations, memberships with card scanning, financial reporting, team management, email marketing, after school/camp programming, point of sale inventory, domain, hosting, SSL, and more. **There are no other annual software fees.**



P.O. Box 302
Killington, VT 05751
Phone: 1-866-466-9732
Fax: 802-422-3839

One-time Fees

Fee: Using Preferred Processor*	Fee: Using Own Processor	Item
\$0.00	\$995	Data Entry and Training
\$500 (optional)	\$500 (optional)	Design Option: Customized Site Look

* Preferred processor is Priority Payment Systems

2. Warranties by MyRec.com

MyRec.com represents and warrants to Client that it has the experience and ability to perform the services required by this Agreement; that it will perform said services in a professional and competent manner; that it has the power to enter into and perform this Agreement; . However, Client will not determine or exercise control as to general procedures, formats or sub-contracting necessary to have these services meet Client's satisfaction.

3. Independent Contractor

MyRec.com acknowledges that the services rendered under this Agreement shall be solely as an independent contractor. It is expressly understood that this undertaking is not a joint venture.

4. Confidentiality

MyRec.com recognizes and acknowledges that this Agreement creates a confidential relationship between MyRec.com and Client and that information concerning Client's business affairs, customers, vendors, finances, properties, methods of operation, computer programs, and documentation, and other such information, whether written, oral, or otherwise, is confidential in nature. All such information concerning Client is hereinafter collectively referred to as "Confidential Information."

5. Non-Disclosure

MyRec.com agrees that, except as directed by Client, it will not at any time during or after the term of this Agreement disclose any Confidential Information to any person whatsoever and that upon the termination of this Agreement it will turn over to Client all documents, papers, and other matter in its possession or control that relate to Client.

6. Grant

Client agrees that copyrights to MyRec.com's work product produced in the performance of this Agreement shall remain the exclusive property of MyRec.com, and that it will not sell, transfer, publish, disclose or otherwise make the work product available to third parties without MyRec.com's prior written consent. Any rights granted to Client under this Agreement shall not affect MyRec.com's exclusive ownership of the work copyright.

IN WITNESS WHEREOF, Client and MyRec.com have duly executed this Agreement as of the day and year first above written.

MyRec.com
Name: Ray Foley
Title: President
Date: 2/15/2016
Signature:

Hampden Recreation
Name:
Title:
Date:
Signature:

Current Account Status

G 3-711-00 RESERVE ACCT / COMPUTER

-65,246.47 = Beg Bal
299.65 = Adjust

-7,250.15 = YTD Net
0.00 = YTD Enc

-72,196.97 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0005		07/02/15		07/02/2015 C/R	R CR	0.00	21.00
07	0016		07/08/15		07/08/2015 C/R	R CR	0.00	3.00
07	0019		07/09/15		07/09/2015 C/R	R CR	0.00	6.25
07	0035		07/15/15		07/15/2015 C/R	R CR	0.00	19.50
07	0057		07/23/15		07/23/2015 C/R	R CR	0.00	46.50
07	0075		07/30/15		07/30/2015 C/R	R CR	0.00	3.75
07	0107		08/12/15		Beg Bal Adjustments	B GJ	299.65	0.00
08	0093		08/06/15		08/06/2015 C/R	R CR	0.00	10.00
08	0106		08/12/15		08/12/2015 C/R	R CR	0.00	3.00
08	0111		08/13/15		08/13/2015 C/R	R CR	0.00	19.25
08	0130		08/20/15		08/20/2015 C/R	R CR	0.00	11.75
08	0151		08/27/15		July Reserve Ckg Int	R GJ	0.00	0.39
08	0152		08/27/15		Res Int/FMV July	R GJ	0.00	363.10
08	0158		08/27/15		08/27/2015 C/R	R CR	0.00	13.25
09	0181		09/03/15		09/03/2015 C/R	R CR	0.00	10.25
09	0188		09/08/15		09/08/2015 C/R	R CR	0.00	3.00
09	0202		09/10/15		09/10/2015 C/R	R CR	0.00	31.50
09	0215		09/15/15		09/15/2015 C/R	R CR	0.00	11.00
09	0222		09/16/15		09/16/2015 C/R	R CR	0.00	15,000.00
09	0223		09/17/15		09/17/2015 C/R	R CR	0.00	10.50
09	0257		09/28/15		09/28/2015 C/R	R CR	0.00	3.00
10	0291		10/08/15		10/08/2015 C/R	R CR	0.00	71.50
10	0297		10/13/15		10/13/2015 C/R	R CR	0.00	13.00
10	0309		10/15/15		10/15/2015 C/R	R CR	0.00	12.00
10	0321	1786	10/21/15	01094 HCP COMPUTER	DELL SERVER W/ INTEL XEON	R AP	4,010.00	0.00
10	0326		10/22/15		10/22/2015 C/R	R CR	0.00	6.50
10	0335		10/26/15		10/26/2015 C/R	R CR	0.00	3.00
10	0343		10/28/15		10/28/2015 C/R	R CR	0.00	17.00
10	0350		10/29/15		10/29/2015 C/R	R CR	0.00	58.25
11	0361		11/04/15		11/04/2015 C/R	R CR	0.00	20.00
11	0366		11/05/15		11/05/2015 C/R	R CR	0.00	20.25
11	0379		11/12/15		11/12/2015 C/R	R CR	0.00	20.75
11	0401		11/18/15		11/18/2015 C/R	R CR	0.00	0.25
11	0404		11/19/15		11/19/2015 C/R	R CR	0.00	15.50
11	0419	1789	11/25/15	01094 HCP COMPUTER	SERV INSTALLATION/CONFIGU	R AP	4,875.00	0.00
11	0433		11/30/15		11/30/2015 C/R	R CR	0.00	25.00
12	0441		12/03/15		12/03/2015 C/R	R CR	0.00	9.75
12	0464		12/10/15		12/10/2015 C/R	R CR	0.00	26.25
12	0484		12/16/15		12/16/2015 C/R	R CR	0.00	7.00
12	0485		12/17/15		12/17/2015 C/R	R CR	0.00	3.00
12	0513		12/28/15		12/28/2015 C/R	R CR	0.00	21.00
12	0522		12/30/15		12/30/2015 C/R	R CR	0.00	2.00
01	0537		01/07/16		01/07/2016 C/R	R CR	0.00	24.25
01	0550		01/14/16		01/14/2016 C/R	R CR	0.00	27.91
01	0576		01/21/16		01/21/2016 C/R	R CR	0.00	5.75
01	0596		01/28/16		01/28/2016 C/R	R CR	0.00	23.50
02	0616		02/04/16		02/04/2016 C/R	R CR	0.00	10.50

Current Account Status

G 3-711-00 RESERVE ACCT / COMPUTER

-65,246.47 = Beg Bal
299.65 = Adjust

-7,250.15 = YTD Net
0.00 = YTD Enc

-72,196.97 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
02	0620		02/08/16		02/08/2016 C/R	R CR	0.00	1.00
02	0631		02/11/16		02/11/2016 C/R	R CR	0.00	18.00
02	0635		02/16/16		02/16/2016 C/R	R CR	0.00	5.00
02	0649		02/18/16		02/18/2016 C/R	R CR	0.00	9.75
02	0673		02/25/16		02/25/2016 C/R	R CR	0.00	24.75
03	0694		03/03/16		03/03/2016 C/R	R CR	0.00	34.00
03	0703		03/07/16		03/07/2016 C/R	R CR	0.00	8.00
03	0707		03/08/16		03/08/2016 C/R	R CR	0.00	0.75
Totals-							9,184.65	16,135.15

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	100.00	299.65	0.00
August	0.00	420.74	0.00	0.00
September	0.00	15,069.25	0.00	0.00
October	4,010.00	181.25	0.00	0.00
November	4,875.00	101.75	0.00	0.00
December	0.00	69.00	0.00	0.00
January	0.00	81.41	0.00	0.00
February	0.00	69.00	0.00	0.00
March	0.00	42.75	0.00	0.00
Totals	8,885.00	16,135.15	299.65	0.00

Finance
4-c

Your messa

More

Mail

COMPOSE

Conservation & Recreation Account Allocation

Inbox x

- Inbox (2)
- Starred
- Important
- Sent Mail
- Drafts
- Attorney General
- ES&S
- FOAA Requests
- Genealogy
- Legal
- Misc
- MTCCA List (6)
- Paula
- Priority
- Vital Records
- Yahoo
- More

Sean Currier

11:02 AM (0 mi)

to me, Angus

Paula, Here is a list of items (for Council Approval) to complete un
Conservation and Recreation Account Reserve.

Thank you,

Sean

- 1) VFW Tennis Court Resurfacing
- 2) VFW Basketball and Tennis Court Repairs
- 3) Dorothea Dix Park Signage
- 4) Marina Ramp Paving
- 5) Porta-Potty Enclosures for various locations
- 6) Picnic Tables for various Park locations
- 7) Community Center Plan Revisions
- 8) VFW Road Parking Area

Current Account Status

G 3-769-00 RESERVE ACCT / REC/CONSERV

-69,269.93 = Beg Bal
291.73 = Adjust

-386.68 = YTD Net
0.00 = YTD Enc

-69,364.88 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0107		08/12/15		Beg Bal Adjustments	B GJ	291.73	0.00
08	0151		08/27/15		July Reserve Ckg Int	R GJ	0.00	0.41
08	0152		08/27/15		Res Int/FMV July	R GJ	0.00	386.27
Totals-							291.73	386.68

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	0.00	291.73	0.00
August	0.00	386.68	0.00	0.00
Totals	0.00	386.68	291.73	0.00