

**TOWN OF WINDHAM
FINANCE DEPARTMENT
PAYROLL
COLLECTIONS**

TO: Windham Town Council,
Barry A Tibbetts, Town Manager
FROM: Susan R. Rossignol, Finance Director
DATE Friday, January 15, 2021
RE: Department Quaterly Report - Oct - Dec 2021

ANNUAL AUDIT UPDATE:

Final information from RKO received and delivered as requested. FY 20 Draft Audit received from RKO - We have reviewed and have made appropriate changes as necessary. The Management's Discussion and Analysis has begun. - Final Review and Audit Report anticipated to be completed in late January 2021.

VARIOUS REVENUE ACCOUNTS:

<u>31100 PROPERTY TAXES</u>			<u>31200 EXCISE TAX</u>			<u>31210 BOAT EXCISE</u>		
	<u>FY 20</u>	<u>FY 21</u>		<u>FY 20</u>	<u>FY 21</u>		<u>FY 20</u>	<u>FY 21</u>
OCT	2,811,684.27	2,137,433.56	OCT	346,373.82	401,917.97	OCT	63.20	20.50
NOV	225,534.33	350,322.12	NOV	295,084.48	273,215.65	NOV	18.60	0.00
DEC	159,096.47	183,836.51	DEC	282,695.35	333,603.86	DEC	253.40	298.30
TOT Q2	3,196,315.07	2,671,592.19	TOT Q2	924,153.65	1,008,737.48	TOT Q2	335.20	318.80
<u>32310 BUILDING FEES</u>			<u>33100 REVENUE SHARING</u>			<u>34350 RESCUE SERV REIMB</u>		
	<u>FY 20</u>	<u>FY 21</u>		<u>FY 20</u>	<u>FY 21</u>		<u>FY 20</u>	<u>FY 21</u>
OCT	16,125.98	34,365.62	OCT	137,360.62	172,026.96	OCT	39,098.92	62,469.87
NOV	13,432.90	25,565.77	NOV	104,847.71	139,552.88	NOV	71,517.96	87,636.80
DEC	22,904.60	35,241.67	DEC	89,113.13	129,204.66	DEC	46,232.61	0.00
TOT Q2	52,463.48	95,173.06	TOT Q2	331,321.46	440,784.50	TOT Q2	156,849.49	150,106.67
RATES INCREASED		2/25/2020				RATES INCREASEI		2/25/2020

PAYROLL, COLLECTIONS, ACCOUNTS PAYABLE:

<u>PAYROLLS ACCTS PROCESSED:</u>			<u>VEHICLES REGISTERED:</u>			<u>ACCTS PAY CKS ISSUED</u>	
	<u>REG EE'S</u>	<u>PUB SAFETY</u>	<u>VEHICLES</u>	<u>BOATS</u>	<u>ATV'S</u>		
OCT	177	191	1449	3	30	OCT	359
NOV	217	196	822	0	14	NOV	236
DEC	241	285	1009	9	7	DEC	215
TOT Q2	635	672	3280	12	51	TOT Q2	810

Monthly bank statements were received, balanced to the General Ledger and reviewed.

As needed Grant reports were completed on a timely basis as required.

Financial Statements were completed, reviewed and posted on the Town's Web page.

Payroll Benefit reports were completed and filed as required.

Capital Project Monthly report updates have been maintained.

FY 21 BOND ISSUE - \$4,960,554.

Currently dealing with FY 15 - FY 20 EMMA filings - Operational Detail needed for completion by year. POS data shared with Moors & Cabot - Draft POS received and proofread - FINAL POS due diligence scheduled Jan 5th, then postponed to Jan 19th.