

Millersville Board of Commissioners Agenda

Tuesday, July 16, 2024, at 6:00 P.M.

At Millersville City Hall

1. Call to Order.
2. Invocation and Pledge of Allegiance.
3. Approval of Minutes of June 18, 2024, Regular Commission Meeting
4. Approval of the June, 2024, Financial Report
5. Discuss and approve changes to benefit time accrual in the Millersville Employee Manual
6. Citizens Comments
7. City Attorney's Comments
8. City Manager's Comments
9. Commissioners' Comments
10. Adjournment

Millersville Board of Commissioners
Minutes of Regular Meeting on Tuesday, June 18, 2024, at 6:00 P.M.
At Millersville City Hall

The Millersville Board of Commissioners held their regular meeting at City Hall on Tuesday, June 18, 2024, at 6:00 P.M. with the following board members present: Mayor Tommy Long; Vice Mayor Milton Dorris; Commissioner David Gregory and Commissioner Alisa Huling. Commissioner Cristina Templett did not attend due to illness. Also present were Interim City Manager, Bryan Morris; City Attorney, Bryant Kroll; Assistant City Recorder, Judy Florendo.

1. Call to Order.

The meeting was called to order at 6:00 P.M.

2. Invocation and Pledge of Allegiance.

The Invocation was given by Mayor Long and was followed by the Pledge of Allegiance.

3. Approval of Minutes of April 23, 2024, Regular Commission Meeting.

Mayor Long asked if there was a motion to approve the April 23, 2024, Regular Commission Meeting Minutes.

Commissioner Huling made a motion for approval of the minutes from the April 23, 2024, Regular Commission Meeting, and it was seconded by Vice Mayor Dorris. Mayor Long asked if there was any discussion. There was no discussion. **Mayor Long called for a voice vote; motion to approve carried by unanimous vote.**

4. Approval of Minutes of May 21, 2024, Regular Commission Meeting.

Mayor Long asked if there was a motion to approve the May 21, 2024, Regular Commission Meeting Minutes.

Commissioner Huling made a motion for approval of the minutes from the May 21, 2024, Regular Commission Meeting, and it was seconded by Vice Mayor Dorris. Mayor Long asked if there was any discussion. There was no discussion. **Mayor Long called for a voice vote; motion to approve carried by unanimous vote.**

5. Vote on Forensic Audit of Millersville City Financials.

Mayor Long asked if there was a motion to vote on the Forensic Audit of Millersville City Financials. Commissioner Huling made a motion to vote on the Forensic Audit. The motion was seconded by Vice Mayor Dorris. Mayor Long asked if there was any discussion.

Commissioner Gregory said he would like to amend the motion. He said that Commissioner Templet and himself would like to call a Special Called Meeting on June 20, 2024, at 6:00 P.M. for discussion and review of Blankenship's yearly audit report. He said this should be done before a vote on the Forensic Audit to see if Blankenship recommends spending money on a Forensic Audit after Comptrollers have been called in for review of any fraud or mishandling of money. **There was no second to Commissioner Gregory and Commissioner Templet's {written} motion to amend by Calling for a Special Called meeting. Motion Failed.**

Discussion returned to the motion already made by Commissioner Huling and seconded by Vice Mayor Dorris, which was to vote on a Forensic Audit of Millersville City Financials. Commissioner Gregory said that the reason he had asked to amend was in favor of saving the city \$35,000 by having Karen come from Blankenship, and also the Comptroller's office, to look at this before they spend the city's money.

Mayor Long said they had been through this before about Blankenship; the only results they get from Blankenship are the numbers that have been given to them. He said they have \$92,000 that's missing, there was no vote on the money, they have 22 bank accounts, and now there are a lot of people blaming the present administration for all the mess-ups and confusion with the finances. They want to get a Forensic Audit in order to get to where they are supposed to be.

Mayor Long called for a roll call vote. Commissioner Huling, Vice Mayor Dorris, and Mayor Long voted "yes"; Commissioner Gregory voted "no". Motion carried with "3-yes" to "1-no".

6. Approval of May, 2024, Financial Report.

Mayor Long asked if there was a motion to approve the May, 2024, Financial Report.

Commissioner Huling made the motion to approve the May, 2024, Financial Report. Vice Mayor Dorris seconded the motion. Mayor Long asked if there were any discussions. There was no discussion. **Mayor Long called for a roll call vote. Commissioner Huling, Vice Mayor Dorris, and Mayor Long voted "yes"; Commissioner Gregory voted "no". Motion carried by "3-yes" To "1-no".**

7. Approval of Interim City Manager, Bryan Morris's salary at \$20 per hour.

Mayor Long asked if there was a motion to approve Interim City Manager, Bryan Morris's salary at \$20 per hour and added that he would like to make that retroactive to April 23rd (2024).

Commissioner Huling made the motion to approve Interim City Manager, Bryan Morris's salary (as stated by Mayor Long). Vice Mayor Dorris seconded the motion.

Mayor Long asked if there was any discussion. There was no discussion. **Mayor Long asked for all in favor to say "aye". "Ayes" were unanimous. Motion carried.**

8. Citizens' Comments.

Lincoln Atwood introduced himself as a member of the Millersville Lions' club, a service organization. He announced their regular monthly meeting would be June 24th at the Millersville Community Center. He extended an invitation to the citizens of Millersville to come to their meeting to see what they are doing to help them serve the city as a whole.

Debbie Chadwick said she just wanted to comment on the forensic audit: There are "nay" sayers, "yay" sayers, and "middle of the road" sayers in this city. She thinks that to put an end to the "nay" sayers, get some answers for the "yay" sayers and "middle of the road" sayers, she personally feels that a forensic audit would answer a lot of questions about whether everything is up to par, or needs to be brought up to par. She also commented that she has been seeing several complaints about Stinky Pinky on Facebook; she thinks the city should reach out to Stinky Pinky and let them know about the complaints over pick-up problems.

Mayor Long noted another name of someone on the sign-up sheet who did not live in the city and said he would not be able to address that.

9. City Attorney's Comments.

City Attorney Bryant Kroll had no comments.

10. City Manager's Comments.

ICM Bryan Morris gave an update on the city insurance, saying we have reached out to three companies and have given them all the information they need, so we are waiting on quotes to come back in. He said he knows we will be able to get it done without having a lapse in coverage. He does not know what

the final amount will be.

11. Commissioners' Comments.

Commissioner Gregory said he had questions about an email from Mr. Kroll. He asked what were the threats that were made to employees and commissioners (pertaining to the Friday night a Special Called meeting had been scheduled). He said he was not aware of any of this.

City Attorney Bryant Kroll responded that there had been several on-line threats; he had shown them To ICM Bryan Morris; they were the Facebook threats; some were veiled, and some were overt. But they also had the issue of Commissioner Gregory calling for backup from the Sheriff and they perceived that as a sufficient threat (to cancel the Friday night meeting).

Commissioner Gregory responded that he did call Chief Craddock of Sumner County and ask for extra officers for that Friday night; he stated the reason was that a Covenant family was coming and, because of the media, he felt they would need assistance without overwhelming our Police Department. He said he didn't know why it was put in the email that he had asked for out of county backup because he never said "out of county"; he did call the sheriff's dept, and added every citizen has the right to do that. He asked why it was said in the email from the city attorney that for Mr. Taylor they were having a hearing. He said they were not a court and had no judges here; he said it was a regular special called meeting and Mr. Taylor didn't have to have representation because he wasn't going to be present; he asked again why that was said. **City Attorney Bryant Kroll** responded that he couldn't really speak for Mr. Taylor's attorney, but he can speak to what **Commissioner Gregory** said at the last meeting when he said he wanted to question Mr. Taylor. He said it was on the record and in the recording. He said whether Mr. Taylor's attorney assumed that he would be questioned and that amounted to a hearing was based on **Commissioner Gregory's** comments. **Commissioner Gregory** said that, since they didn't have the meeting Friday night, he was going to read what they didn't get a chance to read for that evening. He read: "The City Charter states that two commissioners can call for a special meeting when they believe that the welfare of the city requires it." He said it is in the mayor's duty to schedule a special meeting and he and **Commissioner Templet** called for the meeting two and a half weeks ago. He added, according to the city charter they had 12 hours; state charter says 24 hours; he went on to address questions they had about Mr. Taylor's hiring. He read a statement addressed to the Covenant family.

ICM Morriss interjected that Mr. Taylor did not say what was being reported he said (about the

Covenant School shooting) in an earlier podcast.

Commissioner Huling said: We have had a tragedy here in our community today and we've all been through a lot; at this time it's really hard to reflect on other sorts of business with the tragedies that have gone on.

She said her heart goes out to the Lassiter family and all who have lost people in their lives. But to keep bringing Covenant up is hard on those people again (speaking to **Commissioner Gregory**) day in and day out, and that he holds some responsibility for that pain, too. She said she would like to move forward. She wanted to take a moment to remember those who have been lost in our families and to pray for this community that we all can come together; she added this new administration is not trying to do bad or evil and asked of everyone, "Please give us a chance and stop all these false, fake news narratives." She said that all the static and confusion is for no reason; there are a lot of falsehoods going on here and that's what started all the division a while back; we've got an election coming up and there's still division. She said, "We've got to stop this! You all need to look at who's is controlling this false narrative; it is getting out of hand." She said a lot of things have been said about herself and others that are not true. She said, "Please stop this! Please come together. Search your hearts. Do the right thing. Please. Thank you."

Commissioner Dorris said he only had one thing to say – that he would like to see the city move forward. He said (slight paraphrasing), "We had a Farmer's Market get-together last Saturday. We had a great turnout. A lot of people came by and talked to people and sat around. We all had a good time and I hope we'll continue doing that because it did bring our community together some and also had other people coming to our city, seeing what we are like." He said he had a good time and he enjoyed it.

Mayor Long said he wanted to say the same thing as **Commissioner Dorris**. It was a big turnout. There were a lot of people there and they enjoyed themselves and the city needs to come together. Quit listening to this stuff on Facebook; a lot of stuff on there is nothing but a bunch of garbage. He said he does not have a Facebook account. He said this administration has been accused of being The SCCR; he doesn't even know what that is; it's just another reason to try to split the city. He added, "We've got a good city here." He said we have an officer that speaks 5 languages and ICM Morris is doing a good job; we're trying to do what's best for the city. That's why we're having the forensic audit.

12. Adjournment.

The meeting was adjourned at 6:27:51.

Respectfully submitted,

Judy Florendo

Judy Florendo

City Recorder

City of Millersville

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CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

10 - General Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
Property Tax - Current	1,345,339	1,084.00	1,323,649.75	0.00	21,689.25	98.39
Property Tax - Delinq.	7,000	13,405.03	48,063.35	0.00	41,063.35	686.62
Local Tax	1,038,300	49,701.56	886,905.06	0.00	151,394.94	85.42
State Tax	858,462	87,007.87	803,614.46	0.00	54,847.54	93.61
Court Fines & Fees	360,025	10,907.00	174,089.74	0.00	185,935.26	48.35
Licenses & Permits	200,400	11,118.63	159,128.51	0.00	41,271.49	79.41
Other Revenue	257,293	9,468.26	151,439.92	0.00	105,853.08	58.86
Transfers	497,023	0.00	0.00	0.00	497,023.00	0.00
TOTAL REVENUES	4,563,842	182,692.35	3,546,890.79	0.00	1,016,951.21	77.72
EXPENDITURE SUMMARY						
Administration						
Salaries	361,982	0.00	327,498.27	0.00	34,483.73	90.47
Other Personnel Costs	104,864	330.00	59,678.52	0.00	45,185.48	56.91
Other Expenses	905,515	76,297.49	644,705.64	0.00	260,809.36	71.20
TOTAL Administration	1,372,361	76,627.49	1,031,882.43	0.00	340,478.57	75.19
Building/Codes						
Salaries	48,200	0.00	33,753.76	0.00	14,446.24	70.03
Other Personnel Costs	33,189	0.00	8,855.93	0.00	24,333.07	26.68
Other Expenses	129,923	5,071.97	65,033.52	0.00	64,889.48	50.06
TOTAL Building/Codes	211,312	5,071.97	107,643.21	0.00	103,668.79	50.94
Municipal Court						
Salaries	41,841	0.00	42,056.60	0.00	215.60	100.52
Other Personnel Costs	15,426	0.00	10,631.55	0.00	4,794.45	68.92
Other Expenses	22,184	500.00	9,723.36	0.00	12,470.64	43.79
TOTAL Municipal Court	79,451	500.00	62,401.51	0.00	17,049.45	78.54
Police Dept						
Salaries	1,086,515	4,800.00	889,223.33	0.00	197,291.67	81.84
Other Personnel Costs	341,227	125.96	200,961.92	0.00	140,265.08	58.89
Other Expenses	721,943	113,695.75	648,542.06	0.00	73,400.94	89.83
TOTAL Police Dept	2,149,685	118,621.71	1,738,727.31	0.00	410,957.69	80.88
Fire Dept						
Salaries	236,777	14,733.35	146,648.90	0.00	90,128.10	61.94
Other Personnel Costs	50,795	0.00	25,605.62	0.00	25,189.38	50.41
Other Expenses	202,966	10,477.81	175,034.58	0.00	27,931.42	86.24
TOTAL Fire Dept	490,538	4,255.54	347,289.10	0.00	143,248.90	70.80

10 -General Fund
FINANCIAL SUMMARY

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Development Services</u>						
Salaries	52,053	0.00	41,595.91	0.00	10,457.09	79.91
Other Personnel Costs	20,681	0.00	10,856.06	0.00	9,824.94	52.49
Other Expenses	59,281	34,600.00	125,655.05	0.00	66,374.05	211.97
TOTAL Development Services	132,015	34,600.00	178,107.02	0.00	46,092.02	134.91
<u>Community Ctr./Parks</u>						
Salaries	41,812	0.00	36,291.16	0.00	5,520.84	86.80
Other Personnel Costs	15,422	0.00	9,838.40	0.00	5,583.60	63.79
Other Expenses	71,246	9,372.60	77,916.16	0.00	6,670.16	109.36
TOTAL Community Ctr./Parks	128,480	9,372.60	124,045.72	0.00	4,434.28	96.55
TOTAL EXPENDITURES	4,563,842	240,538.23	3,590,096.30	0.00	973,745.70	78.66
REVENUE OVER/(UNDER) EXPENDITURES	0	(57,845.88)	(43,205.51)	0.00	43,205.51	0.00

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

10 -General Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Property Tax - Current						
10-3000 Summer Co. - Current	897,002	498.00	837,957.75	0.00	59,044.25	93.42
10-3002 Robertson Co. - Current	448,337	586.00	485,692.00	0.00	37,355.00	108.33
TOTAL Property Tax - Current	1,345,339	1,084.00	1,323,649.75	0.00	21,689.25	98.39
Property Tax - Delinq.						
10-3010 Summer Co. - Delinq	0	8,595.00	30,189.00	0.00	30,189.00	0.00
10-3012 Robertson Co. - Delinq	0	1,440.00	8,486.00	0.00	8,486.00	0.00
10-3015 Interest - Property Tax	7,000	3,370.03	9,388.35	0.00	2,388.35	134.12
TOTAL Property Tax - Delinq.	7,000	13,405.03	48,063.35	0.00	41,063.35	686.62
Local Tax						
10-3020 Local Sales Tax - Summer	475,000	0.00	329,902.73	0.00	145,097.27	69.45
10-3021 Local Sales Tax - Robt	375,000	26,349.97	382,323.95	0.00	7,323.95	101.95
10-3022 Wholesale Beer Tax	80,000	7,128.29	76,436.33	0.00	3,563.67	95.55
10-3023 Cable TV Franchise Fee	50,000	8,916.44	39,041.00	0.00	10,959.00	78.08
10-3025 Business Tax-City	45,000	6,390.46	45,777.75	0.00	771.75	101.72
10-3027 Beer Privilege Tax	800	0.00	2,202.56	0.00	1,402.56	275.32
10-3028 Wholesale Liquor Tax	10,000	751.77	9,863.30	0.00	136.70	98.63
10-3029 Hotel/Motel Tax	2,500	164.63	1,363.44	0.00	1,136.56	54.54
TOTAL Local Tax	1,038,300	49,701.56	886,905.06	0.00	151,394.94	85.42
State Tax						
10-3030 State Sales Tax	745,000	65,812.12	686,468.46	0.00	58,531.54	92.14
10-3032 State Beer Tax	2,900	0.00	1,517.36	0.00	1,382.64	52.32
10-3033 State-City Street/Petroleum	11,527	959.80	10,572.51	0.00	954.49	91.72
10-3034 State Telecom Interstate Tax	1,300	101.69	1,123.09	0.00	176.91	86.39
10-3035 Bank Excise Tax	5,000	0.00	9,527.53	0.00	4,527.53	190.55
10-3036 TVA Gross Receipts	75,735	19,298.69	77,194.76	0.00	1,459.76	101.93
10-3039 State-Sportsbetting Payment	11,000	0.00	5,525.87	0.00	5,474.13	50.24
10-3040 State-Local Occupancy Tax	6,000	628.10	10,941.09	0.00	4,941.09	182.35
10-3042 State Transport. Modern	0	207.47	743.79	0.00	743.79	0.00
TOTAL State Tax	858,462	87,007.87	803,614.46	0.00	54,847.54	93.61
Payment in Lieu of Taxes						
Court Fines & Fees						
10-3200 City Court Fines & Costs	320,000	8,794.00	146,555.75	0.00	173,444.25	45.80
10-3202 City Court Litigation Tax	25,000	1,017.50	12,548.75	0.00	12,451.25	50.20
10-3203 Court ETTicket Fees	0	68.00	747.00	0.00	747.00	0.00
10-3205 Summer Co. Court Fines	10,000	529.30	7,092.53	0.00	2,907.47	70.93
10-3206 Robertson Co. Court Fines	4,000	0.00	3,108.40	0.00	891.60	77.71
10-3220 Police Reports	25	1.20	9.90	0.00	15.10	39.60
10-3221 Police Dept-Other	1,000	0.00	814.41	0.00	185.59	81.44
10-3222 PD Tow/Storage Fees	0	225.00	225.00	0.00	225.00	0.00
10-3223 Police ETTicket Fees	0	272.00	2,988.00	0.00	2,988.00	0.00
TOTAL Court Fines & Fees	360,025	10,907.00	174,089.74	0.00	185,935.26	48.35

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

10 -General Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Licenses & Permits						
10-3301 Beer License	0	0.00	250.00	0.00	250.00	0.00
10-3302 Building Permits	200,000	11,078.63	158,238.51	0.00	41,761.49	79.12
10-3303 Liquor Store License	0	0.00	300.00	0.00	300.00	0.00
10-3304 Burn Permits	400	40.00	340.00	0.00	60.00	85.00
TOTAL Licenses & Permits	200,400	11,118.63	159,128.51	0.00	41,271.49	79.41
Other Revenue						
10-3499 P&E-Engineering Fees/OHM	15,000	0.00	5,675.00	0.00	9,325.00	37.83
10-3500 P&E Fees/Application fees	25,000	1,100.00	5,275.00	0.00	19,725.00	21.10
10-3501 Interest Earnings	1,300	0.00	269.21	0.00	1,030.79	20.71
10-3504 Miscellaneous Income	25,000	588.23	11,174.65	0.00	13,825.35	44.70
10-3505 Insurance Proceeds	0	265.03	40,927.16	0.00	40,927.16	0.00
10-3506 Sale of Assets (Auction)	0	0.00	12,750.00	0.00	12,750.00	0.00
10-3507 Seizures/Auction	0	0.00	700.00	0.00	700.00	0.00
10-3512 Donations	0	0.00	2,050.00	0.00	2,050.00	0.00
10-3522 Community Center	0	3,375.00	64,512.50	0.00	64,512.50	0.00
10-3524 Community Ctr--Special Events	50,000	0.00	1,320.00	0.00	48,680.00	2.64
10-3600 Grant Proceeds	140,993	4,140.00	6,786.40	0.00	134,206.60	4.81
TOTAL Other Revenue	257,293	9,468.26	151,439.92	0.00	105,853.08	58.86
Transfers						
10-3710 From Fund Balance--General Fund	339,023	0.00	0.00	0.00	339,023.00	0.00
10-3711 From Street Fund	158,000	0.00	0.00	0.00	158,000.00	0.00
TOTAL Transfers	497,023	0.00	0.00	0.00	497,023.00	0.00
TOTAL REVENUE	4,563,842	182,692.35	3,546,890.79	0.00	1,016,951.21	77.72

10 -General Fund
DEPARTMENT - Administration

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-410-1100 Salaries - Administrative	333,482	0.00	266,927.81	0.00	66,554.19	80.04
10-410-1101 Overtime - Administrative	1,000	0.00	36,877.56	0.00	35,877.56	3,687.76
10-410-1105 Salaries - City Commission	24,850	0.00	18,042.90	0.00	6,807.10	72.61
10-410-1108 Longevity Pay	2,650	0.00	5,650.00	0.00	3,000.00	213.21
TOTAL Salaries	361,982	0.00	327,498.27	0.00	34,483.73	90.47
Other Personnel Costs						
10-410-1200 SS & Medicare	27,692	0.00	19,719.99	0.00	7,972.01	71.21
10-410-1300 Employee Health Insurance	53,548	330.00	24,960.68	0.00	28,587.32	46.61
10-410-1400 Retirement	23,498	0.00	14,760.97	0.00	8,737.03	62.82
10-410-1500 Unemployment Insurance	126	0.00	236.88	0.00	110.88	188.00
TOTAL Other Personnel Costs	104,864	330.00	59,678.52	0.00	45,185.48	56.91
Other Expenses						
10-410-2000 Other Medical Expense	250	0.00	266.00	0.00	16.00	106.40
10-410-2002 Education & Training	4,000	400.00	4,965.96	0.00	965.96	124.15
10-410-2014 Worker's Comp. Insurance	814	0.00	564.57	0.00	249.43	69.36
10-410-2016 Liability & Property Ins.	157,000	100.00	156,855.00	0.00	145.00	99.91
10-410-2100 Utilities	38,000	4,919.30	33,368.15	0.00	4,631.85	87.81
10-410-2102 Telephone&Internet	13,000	1,824.71	16,203.36	0.00	3,203.36	124.64
10-410-2104 Gas, Oil, Diesel Fuel	1,200	0.00	5,951.62	0.00	4,751.62	495.97
10-410-2106 Publicity,Subscrips & Dues	13,000	0.00	5,987.76	0.00	7,012.24	46.06
10-410-2202 Vehicle Repair&Maintenance	500	0.00	284.34	0.00	215.66	56.87
10-410-2206 Bldg Repair & Maintenance	4,000	0.00	367.50	0.00	3,632.50	9.19
10-410-2207 City Property Maintenance	2,000	0.00	450.00	0.00	1,550.00	22.50
10-410-2210 Contractual/Svc Agreements	167,246	19,069.58	194,859.01	0.00	27,613.01	116.51
10-410-2300 Operating Supplies	3,000	0.00	2,568.99	0.00	431.01	85.63
10-410-2302 Office Supplies	3,200	78.04	4,402.15	0.00	1,202.15	137.57
10-410-2310 Miscellaneous/Sundry	4,000	0.00	3,927.87	0.00	72.13	98.20
10-410-2312 Minor Equipment	2,800	0.00	3,582.36	0.00	782.36	127.94
10-410-2316 Postage & Machine Rental	2,000	1,402.13	6,783.09	0.00	4,783.09	339.15
10-410-2322 Interest Expense	138,288	0.00	69,143.75	0.00	69,144.25	50.00
10-410-2332 Meals & Entertainment	2,000	0.00	1,445.57	0.00	554.43	72.28
10-410-2700 Donation to Library	2,500	0.00	2,500.00	0.00	0.00	100.00
10-410-2702 Bad Debt Expense (Prop.Tax)	2,917	0.00	0.00	0.00	2,917.00	0.00
10-410-2745 Summer-Property TR Match	4,500	1,567.00	1,500.00	0.00	3,000.00	33.33
10-410-2750 Robt-Property TR Match	1,600	132.00	132.00	0.00	1,468.00	8.25
10-410-2800 Furniture/Fixtures-CH Addit	0	0.00	1,078.19	0.00	1,078.19	0.00
10-410-4000 Professional Services	0	0.00	7,840.00	0.00	7,840.00	0.00
10-410-4014 Legal Services	36,000	37,364.00	52,386.50	0.00	16,386.50	145.52
10-410-4016 Accounting & Auditing	25,500	9,000.00	27,000.00	0.00	1,500.00	105.88
10-410-4026 Promotional	1,200	0.00	0.00	0.00	1,200.00	0.00
10-410-6000 Building Imp's/CH Reno	0	440.73	40,291.90	0.00	40,291.90	0.00
10-410-6020 Debt Service-Prin/Bond	275,000	0.00	0.00	0.00	275,000.00	0.00
TOTAL Other Expenses	905,515	76,297.49	644,705.64	0.00	260,809.36	71.20
TOTAL Administration	1,372,361	76,627.49	1,031,882.43	0.00	340,478.57	75.19

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

10 - General Fund
DEPARTMENT - Building/Codes

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-411-1100 Salaries - Bldg/Codes	47,050	0.00	33,716.26	0.00	13,333.74	71.66
10-411-1101 Overtime - Bldg/Codes	0	0.00	37.50	0.00	37.50	0.00
10-411-1108 Longevity Pay	1,150	0.00	0.00	0.00	1,150.00	0.00
TOTAL Salaries	48,200	0.00	33,753.76	0.00	14,446.24	70.03
Other Personnel Costs						
10-411-1200 SS & Medicare	3,687	0.00	2,266.44	0.00	1,420.56	61.47
10-411-1300 Employee Health Insurance	26,100	0.00	4,632.39	0.00	21,467.61	17.75
10-411-1400 Retirement	3,360	0.00	1,899.86	0.00	1,460.14	56.54
10-411-1500 Unemployment Ins.	42	0.00	57.24	0.00	15.24	136.29
TOTAL Other Personnel Costs	33,189	0.00	8,855.93	0.00	24,333.07	26.68
Other Expenses						
10-411-2000 Other Medical Expense	150	0.00	266.00	0.00	116.00	177.33
10-411-2002 Education & Training	4,500	0.00	1,409.00	0.00	3,091.00	31.31
10-411-2014 W.Comp Insurance	73	0.00	1,507.19	0.00	1,434.19	2,064.64
10-411-2102 Telephone/Internet	1,500	0.00	519.58	0.00	980.42	34.64
10-411-2104 Gas & Oil	1,000	0.00	392.79	0.00	607.21	39.28
10-411-2106 Publicity,Subscriptions&Due	500	0.00	0.00	0.00	500.00	0.00
10-411-2202 Vehicle Repair&Maintenance	800	23.97	1,807.15	0.00	1,007.15	225.89
10-411-2210 Contractual/Svc Agreements	15,000	0.00	8,518.28	0.00	6,481.72	56.79
10-411-2214 Contractual Bldg Tmp	60,000	0.00	24,400.00	0.00	35,600.00	40.67
10-411-2300 Operating Supplies	2,000	48.00	48.00	0.00	1,952.00	2.40
10-411-2302 Office Supplies	1,000	0.00	7.99	0.00	992.01	0.80
10-411-2310 Miscellaneous/Sundry	250	0.00	14.50	0.00	235.50	5.80
10-411-2312 Minor Equipment	2,500	0.00	96.41	0.00	2,403.59	3.86
10-411-2324 Clothing & Uniforms	300	0.00	3,749.36	0.00	3,449.36	1,249.79
10-411-2332 Meals & Entertainment	350	0.00	0.00	0.00	350.00	0.00
10-411-6014 Machinery&Equipment-Codes	40,000	0.00	0.00	0.00	17,702.73	55.74
TOTAL Other Expenses	129,923	5,071.97	22,297.27	0.00	64,889.48	50.06
TOTAL Building/Codes	211,312	5,071.97	107,643.21	0.00	103,668.79	50.94

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

10 - General Fund
DEPARTMENT - Municipal Court

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Salaries</u>						
10-412-1100 Salaries - Court Clerk	40,841	0.00	40,931.38	0.00	90.38)	100.22
10-412-1101 Overtime - Court Clerk	0	0.00	125.22	0.00	125.22)	0.00
10-412-1108 Longevity Pay	1,000	0.00	1,000.00	0.00	0.00	100.00
TOTAL Salaries	41,841	0.00	42,056.60	0.00	215.60)	100.52
<u>Other Personnel Costs</u>						
10-412-1200 SS & Medicare	3,201	0.00	2,670.21	0.00	530.79	83.42
10-412-1300 Employee Health Insurance	9,288	0.00	5,752.80	0.00	3,535.20	61.94
10-412-1400 Retirement	2,916	0.00	2,187.54	0.00	728.46	75.02
10-412-1500 Unemployment Insurance	21	0.00	21.00	0.00	0.00	100.00
TOTAL Other Personnel Costs	15,426	0.00	10,631.55	0.00	4,794.45	68.92
<u>Other Expenses</u>						
10-412-2000 Other Medical Expenses	50	0.00	216.00	0.00	166.00)	432.00
10-412-2002 Education & Training	250	0.00	0.00	0.00	250.00	0.00
10-412-2014 W.Comp Insurance	64	0.00	47.38	0.00	16.62	74.03
10-412-2106 Publicity,Subscriptions&Dues	100	0.00	100.00	0.00	0.00	100.00
10-412-2210 Contractual/Svc Agreements	8,220	0.00	4,686.93	0.00	3,533.07	57.02
10-412-2300 Operating Supplies	500	0.00	0.00	0.00	500.00	0.00
10-412-2302 Office Supplies	500	0.00	108.06	0.00	391.94	21.61
10-412-2310 Miscellaneous/Sundry	5,500	0.00	0.00	0.00	5,500.00	0.00
10-412-2312 Minor Equipment-Court	1,000	0.00	54.99	0.00	945.01	5.50
10-412-4014 City Judge	6,000	500.00	4,500.00	0.00	1,500.00	75.00
TOTAL Other Expenses	22,184	500.00	9,713.36	0.00	12,470.64	43.79
TOTAL Municipal Court	79,451	500.00	62,401.51	0.00	17,049.49	78.54

10 - General Fund
DEPARTMENT - Police Dept

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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Salaries

10-421-1100 Salaries - Clerical PD	78,624	0.00	75,139.59	0.00	3,484.41	95.57
10-421-1101 Overtime - Clerical PD	0	0.00	950.03	0.00	(950.03)	0.00
10-421-1105 Salaries - Police	969,591	4,800.00	709,363.90	0.00	260,227.10	73.16
10-421-1106 Overtime - Police	10,000	0.00	96,957.35	0.00	(86,957.35)	969.57
10-421-1107 THSO Grant/Traffic Enf	25,000	0.00	4,112.46	0.00	20,887.54	16.45
10-421-1108 Longevity Pay	3,300	0.00	2,700.00	0.00	600.00	81.82
TOTAL Salaries	1,086,515	4,800.00	889,223.33	0.00	197,291.67	81.84

Other Personnel Costs

10-421-1200 SS & Medicare	77,151	0.00	53,515.50	0.00	23,635.50	69.36
10-421-1300 Employee Health Insurance	193,426	0.00	102,818.72	0.00	90,607.28	53.16
10-421-1400 Retirement	70,293	125.96	44,018.54	0.00	26,274.46	62.62
10-421-1500 Unemployment Insurance	357	0.00	609.16	0.00	(252.16)	170.63
TOTAL Other Personnel Costs	341,227	125.96	200,961.92	0.00	140,265.08	58.89

Other Expenses

10-421-2000 Other Medical Expense	4,100	483.00	6,081.00	0.00	(1,981.00)	148.32
10-421-2002 Education & Training	18,000	0.00	3,696.50	0.00	14,303.50	20.54
10-421-2014 W.Comp Insurance	47,500	0.00	47,261.34	0.00	238.66	99.50
10-421-2102 Telephone & Jetpacks	10,000	1,682.29	10,404.07	0.00	(404.07)	104.04
10-421-2104 Gas, Oil, Diesel Fuel	50,000	0.00	29,808.83	0.00	20,191.17	59.62
10-421-2106 Publicity, Subscripts & Dues	2,500	300.00	1,302.25	0.00	1,197.75	52.09
10-421-2202 Vehicle Repair/Maintenance	18,000	2,963.21	71,984.74	0.00	(53,984.74)	399.92
10-421-2204 Equip Repair & Maintenance	1,000	0.00	92.43	0.00	907.57	9.24
10-421-2210 Contractual/Svc Agreements	41,700	3,528.97	12,795.19	0.00	28,904.81	30.68
10-421-2212 SCECC Contractual Svc	208,000	0.00	123,450.37	0.00	84,549.63	59.35
10-421-2300 Office Supplies	5,000	34.25	6,181.75	0.00	(1,181.75)	123.64
10-421-2302 Office Supplies	1,800	0.00	1,248.42	0.00	551.58	69.36
10-421-2310 Miscellaneous/Sundry	350	104.11	962.23	0.00	(612.23)	274.92
10-421-2312 Minor Equipment-Police	161,993	97,357.92	132,933.62	0.00	29,059.38	82.06
10-421-2324 Clothing & Uniforms	15,000	6,927.00	33,908.05	0.00	(18,908.05)	226.05
10-421-2332 Meals & Entertainment	500	0.00	909.00	0.00	(409.00)	181.80
10-421-4000 Professional Services	0	95.00	2,132.15	0.00	(2,132.15)	0.00
10-421-4002 Vehicle Towing Service	1,000	200.00	493.50	0.00	506.50	49.35
10-421-4026 Promotional/PD	1,000	0.00	1,170.87	0.00	(170.87)	117.09
10-421-6002 Debt Svc-Lease/BodyCams	12,500	0.00	29,934.00	0.00	(17,434.00)	239.47
10-421-6014 Machinery/Equipment-Police	122,000	0.00	131,791.75	0.00	(9,791.75)	108.03
TOTAL Other Expenses	721,943	113,695.75	648,542.06	0.00	73,400.94	89.83

TOTAL Police Dept

	2,149,685	118,621.71	1,738,727.31	0.00	410,957.69	80.88
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10 -General Fund
DEPARTMENT - Fire Dept

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-422-1100 Salaries - Fire Department	200,927	3,480.41	101,662.60	0.00	99,264.40	50.60
10-422-1101 Overtime - Fire Department	0	0.00	480.28	0.00	(480.28)	0.00
10-422-1105 Volunteer Pay	35,000	(18,213.76)	42,856.02	0.00	7,856.02	122.45
10-422-1108 Longevity Pay	850	0.00	1,650.00	0.00	(800.00)	194.12
TOTAL Salaries	236,777	(14,733.35)	146,648.90	0.00	90,128.10	61.94
Other Personnel Costs						
10-422-1200 SS & Medicare	18,113	0.00	8,213.81	0.00	9,899.19	45.35
10-422-1300 Employee Health Insurance	18,576	0.00	11,505.60	0.00	7,070.40	61.94
10-422-1400 Retirement	14,064	0.00	5,823.96	0.00	8,240.04	41.41
10-422-1500 Unemployment Insurance	42	0.00	62.25	0.00	(20.25)	148.21
TOTAL Other Personnel Costs	50,795	0.00	25,605.62	0.00	25,189.38	50.41
Other Expenses						
10-422-2000 Other Medical Expense	50	0.00	1,183.00	0.00	1,133.00	2,366.00
10-422-2002 Education & Training	5,000	998.00	1,544.75	0.00	3,455.25	30.90
10-422-2014 W.Comp Insurance	9,953	0.00	8,807.61	0.00	1,145.39	88.49
10-422-2100 Utility Services	8,000	356.00	9,860.25	0.00	(1,860.25)	123.25
10-422-2102 Telephone & aircards	2,500	103.45	2,108.29	0.00	391.71	84.33
10-422-2104 Gas, Oil, Diesel Fuel	7,500	0.00	5,031.48	0.00	2,468.52	67.09
10-422-2106 Publicity, Subscriptions & Dues	2,170	0.00	1,879.30	0.00	290.70	86.60
10-422-2202 Vehicle Repair/Maintenance	15,000	143.31	66,607.27	0.00	(51,607.27)	444.05
10-422-2204 Equip. Repair & Maintenance	4,000	0.00	1,385.84	0.00	2,614.16	34.65
10-422-2206 Bldg Repair & Maint-Sta 2	4,000	0.00	1,439.71	0.00	2,560.29	35.95
10-422-2210 Contractual/Svc Agreements	26,500	8,877.05	15,687.57	0.00	10,812.43	59.20
10-422-2300 Operating Supplies	6,300	0.00	2,323.47	0.00	3,976.53	36.88
10-422-2302 Office Supplies	500	0.00	286.23	0.00	213.77	57.25
10-422-2304 Fire Foam	3,500	0.00	2,160.00	0.00	1,340.00	61.71
10-422-2310 Miscellaneous/Sundry	500	0.00	0.00	0.00	500.00	0.00
10-422-2312 Minor Equipment-Fire	20,600	0.00	5,616.01	0.00	14,983.99	27.26
10-422-2314 Minor Equip-Turnout Gear	34,000	0.00	108.60	0.00	33,891.40	0.32
10-422-2322 Interest Expense	4,888	0.00	5,390.49	0.00	(502.49)	110.28
10-422-2324 Clothing & Uniforms	7,000	0.00	2,728.30	0.00	4,271.70	38.98
10-422-2332 Meals & Entertainment	500	0.00	535.48	0.00	(35.48)	107.10
10-422-4000 Professional Services	0	0.00	65.00	0.00	(65.00)	0.00
10-422-4026 Promotional/Fire Prevention	1,000	0.00	780.50	0.00	219.50	78.05
10-422-6004 Debt Svc-Fire Engine	39,505	0.00	39,505.43	0.00	0.43	100.00
TOTAL Other Expenses	202,966	10,477.81	175,034.58	0.00	27,931.42	86.24
TOTAL Fire Dept	490,538	(4,255.54)	347,289.10	0.00	143,248.90	70.80

10 -General Fund
DEPARTMENT - Development Services

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
10-440-1100 Salaries - Development Svcs	52,003	0.00	41,545.91	0.00	10,457.09	79.89
10-440-1108 Longevity Pay	50	0.00	50.00	0.00	0.00	100.00
TOTAL Salaries	52,053	0.00	41,595.91	0.00	10,457.09	79.91
Other Personnel Costs						
10-440-1200 SS & Medicare	3,982	0.00	2,716.22	0.00	1,265.78	68.21
10-440-1300 Employee Health Insurance	13,050	0.00	6,002.56	0.00	7,047.44	46.00
10-440-1400 Retirement	3,628	0.00	2,110.74	0.00	1,517.26	58.18
10-440-1500 Unemployment Ins.	21	0.00	26.54	0.00	5.34	126.38
TOTAL Other Personnel Costs	20,681	0.00	10,856.06	0.00	9,824.94	52.49
Other Expenses						
10-440-2002 Education & Training	400	0.00	141.90	0.00	258.10	35.48
10-440-2010 P&T (& Recording Fees)	0	0.00	22.69	0.00	22.69	0.00
10-440-2014 W.Comp Insurance	81	0.00	60.32	0.00	20.68	74.47
10-440-2102 Telephone/Internet	650	0.00	431.26	0.00	218.74	66.35
10-440-2104 Gas & Oil	500	0.00	0.00	0.00	500.00	0.00
10-440-2106 Publicity, Subscriptions&Dues	200	0.00	0.00	0.00	200.00	0.00
10-440-2202 Vehicle Repair&Maintenance	500	0.00	111.56	0.00	388.44	22.31
10-440-2210 Contractual/Svc Agreements	47,750	4,600.00	32,884.88	0.00	14,865.12	68.87
10-440-2212 Contractual - Plan Review	8,000	30,000.00	91,595.50	0.00	83,595.50	1,144.94
10-440-2300 Operating Supplies	300	0.00	0.00	0.00	300.00	0.00
10-440-2302 Office Supplies	500	0.00	306.09	0.00	193.91	61.22
10-440-2312 Minor Equipment	0	0.00	11.99	0.00	11.99	0.00
10-440-2324 Clothing & Uniforms	100	0.00	0.00	0.00	100.00	0.00
10-440-2332 Meals & Entertainment	300	0.00	88.86	0.00	211.14	29.62
TOTAL Other Expenses	59,281	34,600.00	125,655.05	0.00	66,374.05	211.97
TOTAL Development Services	132,015	34,600.00	178,107.02	0.00	46,092.02	134.91

10 -General Fund
DEPARTMENT - Community Ctr/Parks

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Salaries</u>						
10-444-1100 Salaries - Parks	39,312	0.00	35,504.75	0.00	3,807.25	90.32
10-444-1101 Overtime - Parks	2,500	0.00	786.41	0.00	1,713.59	31.46
TOTAL Salaries	41,812	0.00	36,291.16	0.00	5,520.84	86.80
<u>Other Personnel Costs</u>						
10-444-1200 SS & Medicare	3,199	0.00	2,288.53	0.00	910.47	71.54
10-444-1300 Employee Health Insurance	9,288	0.00	5,631.39	0.00	3,656.61	60.63
10-444-1400 Retirement	2,914	0.00	1,885.62	0.00	1,028.38	64.71
10-444-1500 Unemployment Ins.	21	0.00	32.86	0.00	11.86	156.48
TOTAL Other Personnel Costs	15,422	0.00	9,838.40	0.00	5,583.60	63.79
<u>Other Expenses</u>						
10-444-2000 Other Medical Expense	50	0.00	216.00	0.00	166.00	432.00
10-444-2002 Education & Training	500	0.00	1,946.70	0.00	1,446.70	389.34
10-444-2014 W.Comp Insurance	61	0.00	45.60	0.00	15.40	74.75
10-444-2100 Utilities	18,000	1,272.60	15,958.67	0.00	2,041.33	88.66
10-444-2102 Telephone&Internet	2,700	0.00	1,443.13	0.00	1,256.87	53.45
10-444-2104 Gas & Oil	0	0.00	64.10	0.00	64.10	0.00
10-444-2106 Publicity, Subscriptions, Du	250	0.00	2,468.99	0.00	2,218.99	987.60
10-444-2204 Equip Repair&Maintenance	2,000	0.00	0.00	0.00	2,000.00	0.00
10-444-2206 Bldg Repair & Maintenance	6,000	1,400.00	7,331.59	0.00	1,331.59	122.19
10-444-2207 Parks Property Maintenance	3,000	0.00	6,800.00	0.00	3,800.00	226.67
10-444-2210 Contractual/Svc Agreements	14,535	6,700.00	25,340.95	0.00	10,805.95	174.34
10-444-2300 Operating Supplies	1,000	0.00	432.37	0.00	567.63	43.24
10-444-2302 Office Supplies	250	0.00	151.62	0.00	98.38	60.65
10-444-2310 Miscellaneous/Sundry	400	0.00	599.75	0.00	199.75	149.94
10-444-2312 Minor Equipment-C.Center	2,500	0.00	159.66	0.00	2,340.34	6.39
10-444-3000 Special Events	17,000	0.00	11,115.26	0.00	5,884.74	65.38
10-444-4026 Marketing/Promotional	3,000	0.00	20.00	0.00	2,980.00	0.67
10-444-6018 Park Dev/Playgrounds&Imp's	0	0.00	3,821.77	0.00	3,821.77	0.00
TOTAL Other Expenses	71,246	9,372.60	77,916.16	0.00	6,670.16	109.36
TOTAL Community Ctr/Parks	128,480	9,372.60	124,045.72	0.00	4,434.28	96.55
<u>TOTAL EXPENDITURES</u>						
	4,563,842	240,538.23	3,590,096.30	0.00	973,745.70	78.66
<u>REVENUE OVER/(UNDER) EXPENDITURES</u>						
	0	57,845.88	43,205.51	0.00	43,205.51	0.00

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

20 -Sewer Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
Sewer Revenue	1,540,000	107,114.93	1,580,896.08	0.00	40,896.08	102.66
Other Revenue	48,000	2,200.78	38,114.64	0.00	9,885.36	79.41
Transfers	1,119,911	0.00	0.00	0.00	1,119,911.00	0.00
TOTAL REVENUES	2,707,911	109,315.71	1,619,010.72	0.00	1,088,900.28	59.79

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>EXPENDITURE SUMMARY</u>						
Sewer						
Salaries	190,348	0.00	166,596.35	0.00	23,751.65	87.52
Other Personnel Costs	78,114	0.00	39,834.66	0.00	38,279.34	51.00
Other Expenses	2,439,449	63,577.78	944,794.73	0.00	1,494,654.27	38.73
TOTAL Sewer	2,707,911	63,577.78	1,151,225.74	0.00	1,556,685.26	42.51
TOTAL EXPENDITURES	2,707,911	63,577.78	1,151,225.74	0.00	1,556,685.26	42.51
REVENUE OVER/(UNDER) EXPENDITURES	0	45,737.93	467,784.98	0.00	467,784.98	0.00

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

20 -Sewer Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Sewer Revenue</u>						
20-3000 Operating Revenue-Sewer	1,480,000	95,214.93	1,483,846.08	0.00	3,846.08	100.26
20-3001 Tap Fees	60,000	11,900.00	97,050.00	0.00	37,050.00	161.75
TOTAL Sewer Revenue	1,540,000	107,114.93	1,580,896.08	0.00	40,896.08	102.66
<u>Other Revenue</u>						
20-3400 Sewer Fees/Insp,Permits,etc	4,000	0.00	75.00	0.00	3,925.00	1.88
20-3501 Interest Income	2,000	0.00	468.53	0.00	1,531.47	23.43
20-3504 Miscellaneous Income	42,000	2,200.78	37,571.11	0.00	4,428.89	89.46
TOTAL Other Revenue	48,000	2,200.78	38,114.64	0.00	9,885.36	79.41
<u>Transfers</u>						
20-3701 From Fund Balance-Sewer Fund	531,011	0.00	0.00	0.00	531,011.00	0.00
20-3702 From General/ARPs	588,900	0.00	0.00	0.00	588,900.00	0.00
TOTAL Transfers	1,119,911	0.00	0.00	0.00	1,119,911.00	0.00
TOTAL REVENUE	2,707,911	109,315.71	1,619,010.72	0.00	1,088,900.28	59.79

20 - Sewer Fund
DEPARTMENT - Sewer

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
20-522-1100 Salaries - Sewer	177,598	0.00	155,127.61	0.00	22,470.39	87.35
20-522-1101 Overtime - Sewer	10,000	0.00	7,618.74	0.00	2,381.26	76.19
20-522-1108 Longevity Pay	2,750	0.00	3,850.00	0.00	1,100.00	140.00
TOTAL Salaries	190,348	0.00	166,596.35	0.00	23,751.65	87.52
Other Personnel Costs						
20-522-1200 SS & Medicare	14,562	0.00	9,289.79	0.00	5,272.21	63.79
20-522-1300 Employee Health Insurance	50,201	0.00	22,789.65	0.00	27,411.35	45.40
20-522-1400 Retirement	13,267	0.00	7,563.86	0.00	5,703.14	57.01
20-522-1500 Unemployment Insurance	84	0.00	191.36	0.00	107.36	227.81
TOTAL Other Personnel Costs	78,114	0.00	39,834.66	0.00	38,279.34	51.00
Other Expenses						
20-522-2000 Other Medical Expense	500	108.00	1,351.00	0.00	851.00	270.20
20-522-2002 Education & Training	2,000	0.00	690.00	0.00	1,310.00	34.50
20-522-2014 Worker's Comp Insurance	5,000	0.00	3,409.42	0.00	1,590.58	68.19
20-522-2016 Liability & Property Ins.	11,000	0.00	14,062.00	0.00	3,062.00	127.84
20-522-2100 Utilities	14,000	1,418.33	14,869.28	0.00	869.28	106.21
20-522-2102 Telephone	1,100	0.00	526.40	0.00	573.60	47.85
20-522-2104 Gas, Oil, Diesel Fuel	11,000	0.00	6,993.01	0.00	4,006.99	63.57
20-522-2106 Publicity, Subscripts & Dues	4,000	125.00	4,953.02	0.00	953.02	123.83
20-522-2200 System Rep&Maintenance	15,000	400.00	1,450.00	0.00	13,550.00	9.67
20-522-2202 Vehicle Rep&Maintenance	6,000	40.36	13,283.60	0.00	7,283.60	221.39
20-522-2204 Equip. Repair & Maintenance	6,000	0.00	1,961.04	0.00	4,038.96	32.68
20-522-2210 Contractual/Svc Agreements	300	0.00	168.00	0.00	132.00	56.00
20-522-2300 Operating Supplies	22,300	2,389.72	25,153.96	0.00	2,853.96	112.80
20-522-2302 Office Supplies	60,000	13,613.58	90,487.80	0.00	30,487.80	150.81
20-522-2310 Miscellaneous/Sundry	1,000	0.00	386.10	0.00	613.90	38.61
20-522-2312 Minor Equipment-Sewer	12,000	0.00	51.08	0.00	11,948.92	0.43
20-522-2316 Postage	2,000	0.00	587.71	0.00	1,412.29	29.39
20-522-2324 Clothing & Uniforms	500	0.00	250.00	0.00	250.00	50.00
20-522-2708 Depreciation	4,000	247.26	3,883.92	0.00	116.08	97.10
20-522-4000 Professional Services	305,000	0.00	0.00	0.00	305,000.00	0.00
20-522-4004 Sewage Transport-G/Ville	150,000	0.00	199.10	0.00	199.10	0.00
20-522-4006 Sewage Treatment-Metro	385,000	15,566.16	114,928.43	0.00	35,071.57	76.62
20-522-4008 WHUD Readings	11,700	26,528.07	305,695.73	0.00	79,304.27	79.40
20-522-4010 Pretreatment (Odor Control)	26,000	998.00	9,861.00	0.00	1,839.00	84.28
20-522-4016 Accounting & Auditing	8,000	1,949.10	27,554.40	0.00	1,554.40	105.98
20-522-5006 Debt Svc-State Rev Loan	21,300	0.00	0.00	0.00	8,000.00	0.00
20-522-5008 Interest Expense	1,296	0.00	17,858.00	0.00	3,442.00	83.84
20-522-6002 Syst Upgrade-Ppl/Investigat	1,066,453	0.00	972.00	0.00	324.00	75.00
20-522-6006 Pumps (System Fam)	170,000	0.00	0.00	0.00	1,066,453.00	0.00
20-522-6014 Machinery&Equipment-Swr	117,000	0.00	168,205.50	0.00	1,794.50	98.94
TOTAL Other Expenses	2,439,449	194.20	115,003.23	0.00	1,996.77	98.29
TOTAL Sewer	2,707,911	63,577.78	1,151,225.74	0.00	1,556,685.26	42.51

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

20 -Sewer Fund
DEPARTMENT - Sewer

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TOTAL EXPENDITURES	2,707,911	63,577.78	1,151,225.74	0.00	1,556,685.26	42.51
REVENUE OVER/ (UNDER) EXPENDITURES	0	45,737.93	467,784.98	0.00 (467,784.98)	0.00

30 -Street Fund
FINANCIAL SUMMARY

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
Street Revenue	231,000	19,561.93	220,499.90	0.00	10,500.10	95.45
Transfers	2,948,042	0.00	0.00	0.00	2,948,042.00	0.00
TOTAL REVENUES	3,179,042	19,561.93	220,499.90	0.00	2,958,542.10	6.94
<u>EXPENDITURE SUMMARY</u>						
<u>Street</u>						
Salaries	0	0.00	159.06	0.00	159.06)	0.00
Other Personnel Costs	0	0.00	22.83	0.00	22.83)	0.00
Other Expenses	3,179,042	3,744.70	1,031,178.13	0.00	2,147,863.87	32.44
TOTAL Street	3,179,042	3,744.70	1,031,360.02	0.00	2,147,681.98	32.44
TOTAL EXPENDITURES	3,179,042	3,744.70	1,031,360.02	0.00	2,147,681.98	32.44
REVENUE OVER/(UNDER) EXPENDITURES	0	15,817.23	(810,860.12)	0.00	810,860.12	0.00

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

30 -Street Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Street Revenue</u>						
30-3030 State Gas-Motor Fuel Tax	112,800	9,439.15	102,698.96	0.00	10,101.04	91.05
30-3032 State Gas 1989 Tax	17,600	1,524.48	16,159.55	0.00	1,440.45	91.82
30-3034 State Gas 3 Cent Tax	32,600	2,814.93	29,838.50	0.00	2,761.50	91.53
30-3036 State Gas 2017 Improve Tax	57,000	4,733.37	51,723.71	0.00	5,276.29	90.74
30-3100 Road Maintenance Fees	10,000	1,050.00	9,900.00	0.00	100.00	99.00
30-3400 Street Permits/Fees	500	0.00	0.00	0.00	500.00	0.00
30-3501 Interest Earned	500	0.00	679.18	0.00	179.18	135.84
30-3504 Miscellaneous Income	0	0.00	50.00	0.00	50.00	0.00
30-3505 Insurance Proceeds	0	0.00	2,850.00	0.00	2,850.00	0.00
30-3600 Grant Proceeds/Sidewalk	0	0.00	6,600.00	0.00	6,600.00	0.00
TOTAL Street Revenue	231,000	19,561.93	220,499.90	0.00	10,500.10	95.45
<u>Transfers</u>						
30-3711 From Fund Balance-Street Fund	2,948,042	0.00	0.00	0.00	2,948,042.00	0.00
TOTAL Transfers	2,948,042	0.00	0.00	0.00	2,948,042.00	0.00
TOTAL REVENUE	3,179,042	19,561.93	220,499.90	0.00	2,958,542.10	6.94

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

30-Street Fund
DEPARTMENT - Street

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
30-431-1101 Overtime - Street	0	0.00	159.06	0.00	159.06	0.00
TOTAL Salaries	0	0.00	159.06	0.00	159.06	0.00
Other Personnel Costs						
30-431-1200 SS & Medicare	0	0.00	11.74	0.00	11.74	0.00
30-431-1400 Retirement	0	0.00	11.09	0.00	11.09	0.00
TOTAL Other Personnel Costs	0	0.00	22.83	0.00	22.83	0.00
Other Expenses						
30-431-2016 Liability & Property Ins.	4,000	0.00	5,618.00	0.00	1,618.00	140.45
30-431-2104 Gas, Oil, Diesel Fuel	3,000	0.00	2,330.99	0.00	669.01	77.70
30-431-2110 Street Lighting	46,000	3,744.70	45,512.84	0.00	487.16	98.94
30-431-2200 Repair & Maintenance	0	0.00	2,429.98	0.00	2,429.98	0.00
30-431-2201 Traffic Light R&M	0	0.00	670.00	0.00	670.00	0.00
30-431-2204 Equip. Repair & Maintenance	10,000	0.00	8,062.52	0.00	1,937.48	80.63
30-431-2208 Street Repair & Maintenance	2,500	0.00	1,671.17	0.00	828.83	66.85
30-431-2210 Contractual/Svc Agreements	1,500	0.00	744.88	0.00	755.12	49.66
30-431-2300 Operating Supplies	500	0.00	224.43	0.00	275.57	44.89
30-431-2306 Salt Supplies	6,500	0.00	0.00	0.00	6,500.00	0.00
30-431-2308 Rock, Gravel & Sand	1,000	0.00	0.00	0.00	1,000.00	0.00
30-431-2310 Miscellaneous/Sundry	100	0.00	0.00	0.00	100.00	0.00
30-431-2312 Minor Equipment-Street	600	0.00	36.99	0.00	563.01	6.17
30-431-6000 Building Improvements-Str	5,000	0.00	3,427.70	0.00	1,572.30	68.55
30-431-6014 Machinery&Equipment-Str	0	0.00	21.98	0.00	21.98	0.00
30-431-6020 Street Paving	18,000	0.00	25,130.00	0.00	7,130.00	139.61
30-431-6025 Streetscape Capital Proj.	2,372,342	0.00	923,594.73	0.00	1,448,747.27	38.93
30-431-6599 Transfer to General Fund	550,000	0.00	11,701.92	0.00	538,298.08	2.13
TOTAL Other Expenses	158,000	0.00	0.00	0.00	158,000.00	0.00
TOTAL Street	3,179,042	3,744.70	1,031,360.02	0.00	2,147,681.98	32.44
TOTAL EXPENDITURES						
	3,179,042	3,744.70	1,031,360.02	0.00	2,147,681.98	32.44
REVENUE OVER/(UNDER) EXPENDITURES						
	0	15,817.23	810,860.12	0.00	810,860.12	0.00

CITY OF MILLERSVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2024

40 - Solid Waste Fund
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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REVENUE SUMMARY

User Fees	551,500	23,548.32	533,373.56	0.00	18,126.44	96.71
Other Revenue	4,250	0.00	15,379.70	0.00	11,129.70	361.88
Transfers	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL REVENUES	556,750	23,548.32	548,753.26	0.00	7,996.74	98.56

EXPENDITURE SUMMARY

<u>Solid Waste</u>						
Salaries	110,909	0.00	86,196.72	0.00	24,712.28	77.72
Other Personnel Costs	34,833	0.00	17,633.51	0.00	17,199.49	50.62
Other Expenses	411,008	3,450.00	265,402.71	0.00	145,605.29	64.57
TOTAL Solid Waste	556,750	3,450.00	369,232.94	0.00	187,517.06	66.32
TOTAL EXPENDITURES	556,750	3,450.00	369,232.94	0.00	187,517.06	66.32

REVENUE OVER/(UNDER) EXPENDITURES	0	20,098.32	179,520.32	0.00	179,520.32	0.00
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40 - Solid Waste Fund

AS OF: JUNE 30TH, 2024

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>User Fees</u>						
40-3000 User Fees	551,500	23,548.32	533,373.56	0.00	18,126.44	96.71
TOTAL User Fees	551,500	23,548.32	533,373.56	0.00	18,126.44	96.71
<u>Other Revenue</u>						
40-3500 Sale of Recyclables	4,000	0.00	5,159.20	0.00	1,159.20	128.98
40-3501 Interest Income	250	0.00	220.50	0.00	29.50	88.20
40-3506 Sale of Assets	0	0.00	10,000.00	0.00	10,000.00	0.00
TOTAL Other Revenue	4,250	0.00	15,379.70	0.00	11,129.70	361.88
<u>Transfers</u>						
40-3711 From Fund Balance-SW Fund	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL Transfers	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL REVENUE	556,750	23,548.32	548,753.26	0.00	7,996.74	98.56

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

40 -Solid Waste Fund
DEPARTMENT - Solid Waste

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Salaries						
40-432-1100 Salaries - Solid Waste	106,709	0.00	83,880.11	0.00	22,828.89	78.61
40-432-1101 Overtime - Solid Waste	4,000	0.00	2,266.61	0.00	1,733.39	56.67
40-432-1108 Longevity Pay	200	0.00	50.00	0.00	150.00	25.00
TOTAL Salaries	110,909	0.00	86,196.72	0.00	24,712.28	77.72
Other Personnel Costs						
40-432-1200 SS & Medicare	8,485	0.00	5,301.84	0.00	3,183.16	62.48
40-432-1300 Employee Health Insurance	18,576	0.00	8,050.46	0.00	10,525.54	43.34
40-432-1400 Retirement	7,730	0.00	4,232.32	0.00	3,497.68	54.75
40-432-1500 Unemployment Insurance	42	0.00	48.89	0.00	6.89	116.40
TOTAL Other Personnel Costs	34,833	0.00	17,633.51	0.00	17,199.49	50.62
Other Expenses						
40-432-2000 Other Medical Expense	60	0.00	458.00	0.00	398.00	763.33
40-432-2014 Worker's Comp. Insurance	4,200	0.00	3,024.76	0.00	1,175.24	72.02
40-432-2016 Liability & Property Ins.	8,500	0.00	8,803.00	0.00	303.00	103.56
40-432-2104 Gas, Oil, Diesel Fuel	8,000	0.00	3,719.68	0.00	4,280.32	46.50
40-432-2106 Publicity, Subscript's & Due	3,000	0.00	3,000.00	0.00	0.00	100.00
40-432-2202 Vehicle/Equipment rkm	0	0.00	3,381.15	0.00	3,381.15	0.00
40-432-2206 Bldg Repair & Maintenance	7,000	0.00	0.00	0.00	7,000.00	0.00
40-432-2210 Contractual/Svc Agreements	11,620	0.00	7,583.69	0.00	4,036.31	65.26
40-432-2300 Operating Supplies	1,000	0.00	1,127.57	0.00	127.57	112.76
40-432-2302 Office Supplies	400	0.00	0.00	0.00	400.00	0.00
40-432-2310 Miscellaneous/Sundry	100	0.00	113.17	0.00	13.17	113.17
40-432-2316 Postage	500	0.00	250.00	0.00	250.00	50.00
40-432-2324 Clothing & Uniforms	1,600	0.00	1,159.69	0.00	440.31	72.48
40-432-4002 Contractual Svc-Waste Ind.	300,000	0.00	218,105.30	0.00	81,894.70	72.70
40-432-4016 Accounting & Auditing	3,000	0.00	0.00	0.00	3,000.00	0.00
40-432-4026 Disposal Fees	14,000	0.00	14,676.70	0.00	676.70	104.83
40-432-7000 Reserve Account	48,028	0.00	0.00	0.00	48,028.00	0.00
TOTAL Other Expenses	411,008	0.00	265,402.71	0.00	145,605.29	64.57
TOTAL Solid Waste	556,750	3,450.00	369,232.94	0.00	187,517.06	66.32
TOTAL EXPENDITURES						
	556,750	3,450.00	369,232.94	0.00	187,517.06	66.32
REVENUE OVER/(UNDER) EXPENDITURES						
	0	20,098.32	179,520.32	0.00	179,520.32	0.00

CITY OF MILLERSVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2024

50 -Drug Fund
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
Drug Fines/Fees	5,000	0.00	3,139.32	0.00	1,860.68	62.79
Other Drug Revenue	20	0.00	9.64	0.00	10.36	48.20
Transfers	18,370	0.00	0.00	0.00	18,370.00	0.00
TOTAL REVENUES	23,390	0.00	3,148.96	0.00	20,241.04	13.46

<u>EXPENDITURE SUMMARY</u>						
Drug						
Other Expenses	23,390	0.00	12,489.38	0.00	10,900.62	53.40
TOTAL Drug	23,390	0.00	12,489.38	0.00	10,900.62	53.40
TOTAL EXPENDITURES	23,390	0.00	12,489.38	0.00	10,900.62	53.40
REVENUE OVER/ (UNDER) EXPENDITURES	0	0.00	9,340.42	0.00	9,340.42	0.00

CITY OF MILLERSVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2024

50 -Drug Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Drug Fund Donations</u>						
<u>Drug Fines/Fees</u>						
50-3200 Drug Fines	5,000	0.00	3,139.32	0.00	1,860.68	62.79
TOTAL Drug Fines/Fees	5,000	0.00	3,139.32	0.00	1,860.68	62.79
<u>Other Drug Revenue</u>						
50-3501 Interest Income	20	0.00	9.64	0.00	10.36	48.20
TOTAL Other Drug Revenue	20	0.00	9.64	0.00	10.36	48.20
<u>Transfers</u>						
50-3711 From Fund Balance-Drug Fund	18,370	0.00	0.00	0.00	18,370.00	0.00
TOTAL Transfers	18,370	0.00	0.00	0.00	18,370.00	0.00
TOTAL REVENUE	23,390	0.00	3,148.96	0.00	20,241.04	13.46

CITY OF MILLERSVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2024

50 -Drug Fund
DEPARTMENT - Drug

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Other Expenses						
50-451-2312 Minor Equipment-Drug	0	0.00	6,224.40	0.00 (6,224.40)	0.00
50-451-2320 Bank Service Charge	40	0.00	0.00	0.00	40.00	0.00
50-451-2712 Other Drug Related Expenses	23,350	0.00	6,264.98	0.00	17,085.02	26.83
TOTAL Other Expenses	23,390	0.00	12,489.38	0.00	10,900.62	53.40
TOTAL Drug	23,390	0.00	12,489.38	0.00	10,900.62	53.40
TOTAL EXPENDITURES						
	23,390	0.00	12,489.38	0.00	10,900.62	53.40
REVENUE OVER/(UNDER) EXPENDITURES						
	0	0.00 (9,340.42)	0.00	9,340.42	0.00

CITY OF MILLERSVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2024

60 - Stormwater Fund
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
Stormwater Revenue	159,000	5,690.66	153,440.99	0.00	5,559.01	96.50
Other Revenue	10,150	3,600.00	4,553.10	0.00	5,596.90	44.86
Transfers	580,971	0.00	0.00	0.00	580,971.00	0.00
TOTAL REVENUES	750,121	9,290.66	157,994.09	0.00	592,126.91	21.06

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>EXPENDITURE SUMMARY</u>						
Stormwater Fund						
Salaries	38,740	0.00	23,572.76	0.00	15,167.24	60.85
Other Personnel Costs	14,973	0.00	10,085.39	0.00	4,887.61	67.36
Other Expenses	696,408	0.00	21,071.60	0.00	675,336.40	3.03
TOTAL Stormwater Fund	750,121	0.00	54,729.75	0.00	695,391.25	7.30
TOTAL EXPENDITURES	750,121	0.00	54,729.75	0.00	695,391.25	7.30
REVENUE OVER/(UNDER) EXPENDITURES	0	9,290.66	103,264.34	0.00	103,264.34	0.00

CITY OF MILLERSVILLE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2024

60 -Stormwater Fund

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Stormwater Revenue</u>						
60-3000 Stormwater Fees	159,000	5,690.66	153,440.99	0.00	5,559.01	96.50
TOTAL Stormwater Revenue	159,000	5,690.66	153,440.99	0.00	5,559.01	96.50
<u>Other Revenue</u>						
60-3400 Stormwater Permits/Fees	10,000	3,600.00	4,300.00	0.00	5,700.00	43.00
60-3501 Interest Income	150	0.00	253.10	0.00	103.10	168.73
TOTAL Other Revenue	10,150	3,600.00	4,553.10	0.00	5,596.90	44.86
<u>Transfers</u>						
60-3710 Transfer From GF/ARPs	249,740	0.00	0.00	0.00	249,740.00	0.00
60-3711 From Fund Balance-STW	331,231	0.00	0.00	0.00	331,231.00	0.00
TOTAL Transfers	580,971	0.00	0.00	0.00	580,971.00	0.00
TOTAL REVENUE	750,121	9,290.66	157,994.09	0.00	592,126.91	21.06

60 -Stormwater Fund DEPARTMENT - Stormwater Fund % OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES CURRENT BUDGET CURRENT PERIOD YEAR TO DATE ACTUAL TOTAL ENCUMBERED BUDGET BALANCE % YTD BUDGET

Salaries

60-461-1100 Salaries - Stormwater	36,790	0.00	23,546.04	0.00	13,243.96	64.00
60-461-1101 Overtime-Stormwater	500	0.00	26.72	0.00	473.28	5.34
60-461-1108 Longevity Pay	1,450	0.00	0.00	0.00	1,450.00	0.00
TOTAL Salaries	38,740	0.00	23,572.76	0.00	15,167.24	60.85

Other Personnel Costs

60-461-1200 SS & Medicare	2,964	0.00	1,326.23	0.00	1,637.77	44.74
60-461-1300 Employee Health Insurance	9,288	0.00	7,626.90	0.00	1,661.10	82.12
60-461-1400 Retirement	2,700	0.00	1,111.26	0.00	1,588.74	41.16
60-461-1500 Unemployment Ins.	21	0.00	21.00	0.00	0.00	100.00
TOTAL Other Personnel Costs	14,973	0.00	10,085.39	0.00	4,887.61	67.36

Other Expenses

60-461-2000 Other Medical Expense	30	0.00	0.00	0.00	30.00	0.00
60-461-2002 Education & Training	800	0.00	250.00	0.00	550.00	31.25
60-461-2014 Work Comp Insurance	380	0.00	1,221.81	0.00	841.81	321.53
60-461-2016 Liability & Property Ins.	4,000	0.00	5,241.00	0.00	1,241.00	131.03
60-461-2102 Telephone/Internet	500	0.00	151.18	0.00	348.82	30.24
60-461-2104 Gas & Oil	500	0.00	43.17	0.00	456.83	8.63
60-461-2106 Publicity, Subscriptions&Dues	3,900	0.00	3,460.00	0.00	440.00	88.72
60-461-2202 Vehicle Repair&Maintenance	500	0.00	0.00	0.00	500.00	0.00
60-461-2210 Contractual/Svc Agreements	7,883	0.00	6,800.77	0.00	1,082.23	86.27
60-461-2212 Contractual-OHM	25,000	0.00	375.25	0.00	24,624.75	1.50
60-461-2300 Operating Supplies	500	0.00	28.28	0.00	471.72	5.66
60-461-2302 Office Supplies	500	0.00	0.00	0.00	500.00	0.00
60-461-2310 Miscellaneous/Sundry	200	0.00	0.00	0.00	200.00	0.00
60-461-2312 Minor Equipment	4,500	0.00	0.00	0.00	4,500.00	0.00
60-461-2316 Postage	500	0.00	250.00	0.00	250.00	50.00
60-461-2324 Clothing & Uniforms	500	0.00	0.00	0.00	500.00	0.00
60-461-4016 Accounting & Auditing	3,000	0.00	0.00	0.00	3,000.00	0.00
60-461-4028 Stormwater Promotional	0	0.00	105.10	0.00	105.10	0.00
60-461-6000 System Imp's/Repair	643,215	0.00	795.04	0.00	642,419.96	0.12
60-461-6014 Machinery&Equipment-Stwtr	0	0.00	2,350.00	0.00	2,350.00	0.00
TOTAL Other Expenses	636,408	0.00	21,071.60	0.00	675,336.40	3.03

TOTAL Stormwater Fund

	750,121	0.00	54,729.75	0.00	695,391.25	7.30
TOTAL EXPENDITURES	750,121	0.00	54,729.75	0.00	695,391.25	7.30

REVENUE OVER/(UNDER) EXPENDITURES

	0	9,290.66	103,264.34	0.00	103,264.34	0.00
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The City Manager may make comparative studies of appropriate factors affecting the level of salary ranges and will recommend to the Board of Commissioners changes in the salary ranges as appear to be in order. Adjustments will be made by increasing or decreasing the salary ranges as provided in the basic salary schedule. The pay rate for each employee may be adjusted to an appropriate number of steps or grades in conformity with adjusting the salary range for that class as approved by the Board of Commissioners.

A department head may submit a pay reclassification or wage adjustment request to the City Manager during the budget approval process if he/she considers a position in the department to be improperly compensated. If the duties of a position have substantially changed or a new position is established, a new job description is required, and the process outlined in this document must be followed. The city may authorize pay reclassifications or wage adjustments submitted by department heads outside of the time period stated.

A written recommendation will be forwarded to the city for consideration. The decision of the city shall be final and is not a grievable matter in accordance with these Human Resources Policies.

D. SALARY LIMITS

Employee may not be paid at a wage or salary rate less than the minimum, nor more than the maximum pay range prescribed for the class in which the employee is working as set forth in the Compensation Plan, with the following exception:

Trainee Status: New employees may be hired into a position upon the approval of the City Manager below the specified range for that particular employment position when the employee does not meet the minimum specified requirements for the position at the hire date but could meet those requirements with specific training and or certificates within a reasonable and defined period of time.

E. PAY FOR REGULAR PART TIME WORK

When an employment decision is for a regular part time position, the individual will be paid the equivalent hourly rate for the time worked. Regular part-time and seasonal employees may not be eligible for benefits.

F. HOURLY RATES

Employees paid on an hourly rate basis are paid at a minimum for all hours worked. The Board of Commissioners may set by resolution all salaries and wages paid by the city. Due consideration may be given to duties performed, responsibilities, technical knowledge and skills required to perform the work satisfactorily, the labor market, and availability of people having the desired qualifications.

G. MINIMUM WAGES

In accordance with the FLSA, no employee, whether regular full time, regular part time, or on an introductory period, will be paid less than the federal minimum wage unless they are expressly exempt from the minimum wage requirement.

H. OVERTIME PAY

When it becomes necessary for an employee to work overtime hours or return to duty from off-duty hours due to an emergency, employees will be paid according to the provisions of the FLSA. Overtime work will be compensated according to the FLSA provisions at a rate of 1 ½ times the non-exempt employee's regular rate after the employee has completed 40 hours worked in a workweek. Vacation, sick leave,

weather emergency leave and holidays are not included in the computations for hours worked. An employee must have physically performed work beyond the overtime threshold to be eligible for overtime. Hours worked during a legal paid, city observed, holiday, will be paid at the overtime rate (1 ½ times the regular rate of pay) regardless of the number of hours worked for the work week/work period. Generally, overtime work must be authorized by the department head, or acting department head.

Firefighter Overtime: For firefighters on a twenty-four-hour schedule overtime is calculated on any hours above 106 in a 14-day work period.

Police Officer Overtime: For police officers on a twelve-hour schedule, overtime is calculated on any hours worked above 86 hours in a 14-day work period. All "grant" funded overtime will be paid at a rate of 1 ½ the regular rate of pay.

I. CALL-BACK PAY

An employee who is called back to work on an emergency basis will be compensated at their regular rate of pay for a minimum of two (2) hours. If additional calls occur within the 2-hour pay window, they will be treated as inclusive of the initial call-out. If any call-out requires work to be performed past the 2-hour window, time will be paid for actual hours worked. Only hours worked more than the overtime threshold for the position will be paid at the overtime rate of pay.

J. ON-CALL

On-call service may be necessary for the proper maintenance and functioning of city services. It is the duty and responsibility of each designated on-call employee to always be available by electronic communication. On-call employees must be able to respond to an emergency call within 30 minutes after receiving notice. The Department Head or lead person will be responsible for determining which employees are designated for on-call.

An employee on-call who fails to report to an emergency call within 30 minutes will be subject to disciplinary action. An employee called in by the on-call person who fails to respond may be subject to disciplinary action.

On-Call Employees:

An employee who is officially placed on call will be required to respond by phone to the caller or resident that is calling in a problem during after-hours, within 30 minutes of the notification. Then the On Call personnel will make all arrangements and effort to be at the residence within two hours, in the city provided vehicle with the appropriate tools. On-call employees must respond to after-hour calls in their city-provided vehicle.

Restrictions and Rules.

An employee asked to cover On Call will be eligible for the take-home vehicle program and must live within a Radius of 25 Miles of the Millersville City Hall unless on-call privileges have been granted. With the approval and justification from the Department Head and Approval by the City Manager, this distance may be extended.

The Millersville Board of Commissioners Adopted Resolution 22-R-12 for On Call Administrative Policy be amended (and reviewed annually).

V. PERSONAL RELATIONSHIPS

If a personal, romantic, or intimate relationship is established between two or more employees post-hire, it is the responsibility and obligation of the employees involved to disclose the existence of the relationship to the City Manager. When a conflict or potential conflict arises due to the relationship affecting employment, the city reserves the right to make all employment decisions in the best interest of the city.

SECTION VI – LEAVE POLICIES

Temporary, seasonal, volunteer, and regular part time employees are not eligible for the following leave and benefits.

Leave is a benefit to employees. It is not a privilege and can be altered and/or removed at any time by the city. The city's benefits and leave policies have been designed with the health and well-being of its employees in mind. While leave adds to the benefit and compensation package of employees, it also adds intangible quality of life benefits which helps attract and retain a desirable workforce.

A. PAID HOLIDAYS

The following days are considered paid holidays for all regular full-time employees. These days will be taken without loss of vacation credit, except for those employees required to maintain operations who receive holiday pay for working such days.

The paid holiday schedule is subject to change on an annual basis:

Paid Holiday Schedule	
New Year's Day	January 1
Martin Luther King Day	Third Monday in January
President's Day	Third Monday in February
Good Friday	Friday preceding Easter Sunday
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Thanksgiving
Christmas Eve	December 24th
Christmas Day	December 25th

In addition to the holidays listed above, employees will be granted up to six (6) paid personal days off work per calendar year. Personal days off are classified as holidays to provide employees an opportunity to observe special occasions and holidays that may be unique to everyone. Except for new employees, paid personal days may be taken any time during the year with prior approval of the employee's supervisor. New employees hired on or before March 31st shall receive six (6) paid personal days off work during that calendar year. New employees hired between April 1st and August 1st (first) shall receive four (4) paid personal day off work during that calendar year. Paid personal days may not be scheduled during the first sixty days of employment or taken in partial day increments. Paid personal days may not be carried beyond the end of a calendar year and unused personal days shall not be paid upon termination and may not be used as part of the two-week notice of resignation.

Weekend Holidays

Holidays that fall on Sunday are typically observed the following Monday by those employees working Monday through Friday; holidays that fall on Saturday are observed on Friday by those employees.

Regular Holiday Pay

Employees must work their last regularly scheduled shift before a holiday (or approved, City-observed holiday as applicable) and their first regularly scheduled shift after a holiday to receive Holiday Pay. If a nationally observed holiday falls on a weekend, work performed on that weekend will be compensated at a holiday rate. Pre-approved vacation or per-approved sick leave does not constitute forfeiture of holiday pay. Employees scheduled to work on the holiday, but who do not report to work (other than pre-approved or excused absence) as scheduled shall forfeit holiday pay.

All regular, full-time non-employees shall be entitled to eight (8) hours holiday bonus pay at their regular straight time hourly rate for each full holiday observed by the city. A holiday is defined as beginning at 12:00 AM and ending at 11:59 PM on the day of the holiday, for those working during the holiday. Holiday bonus pay is not granted as hours worked and is not used in the calculation of hours worked for the purpose of calculating overtime.

To receive compensation for a holiday, employees eligible for holiday benefits must work on their last regular shift scheduled before a holiday and their first regularly scheduled shift after a holiday, unless on authorized and approved paid city leave (not including worker compensation leave). It will be the department head's responsibility to report to payroll the names, hours, and dates of employees who work holidays.

Any employee who is required/scheduled to work on a city observed holiday for reasons of operating efficiency shall be paid holiday bonus pay and paid for the hours worked. Actual hours worked on a holiday will be paid at 1 ½ time the employee's regular rate of pay. Actual hours worked on a holiday will count toward hours worked for the purposes of calculating overtime.

Recognized Holidays During Vacation Leave

Recognized holidays falling within a vacation period are not to be counted as vacation days. Instead of being charged for vacation, the employee will be paid for the holiday.

B. ANNUAL VACATION LEAVE

Vacation leave will be granted to regular employees but may not be taken until the employee has completed 90 days of service. Vacation leave is to be taken following the period in which it is earned. For vacation purposes, time is earned beginning with the date of regular employment to the anniversary date each year.

For all individuals employed by the City of Millersville through 11/17/98 annual vacation time will be calculated according to the following schedule:

Completed Months of Service	Weeks of Vacation Earned Per Year
12-24 (1 -2 years)	1
25-60 (2 to 5 years)	2

61-120 (5-10 year)	3
120+ (10 years +)	4

For all individuals beginning or renewing employment with the City of Millersville after 11/17/98 annual vacation time will be calculated according to the following schedule:

Completed Months of Service	Hours of Vacation Earned Per Year
12-60 (1-5 years)	80 hours
61-120 (5 to 10 years)	120 hours
121-180 (10 to 15 years)	160 hours
180+ (15 years plus)	200 hours

For leave purposes, the service an individual has to his/her credit includes all time spent as a full-time employee of the municipality. (i.e., without a break in service other than as hereinafter provided). Vacations will be scheduled in advance for the mutual convenience of the employee and the city government so proper adjustments can be made in the work schedules. Department heads preparing vacation schedules will give choice of dates based on seniority of the personnel in their departments, and no employee may begin his/her annual leave until his/her request has been approved by the department head. Department Heads will provide a vacation schedule for a six-month period for their employees to the City Manager twice a year, in July and January

For vacation purposes, one week is defined as five workdays. Annual vacation leave cannot be taken in less than one-day increments without approval of the city manager and department head. No employee may take more than five consecutive vacation days without the approval of the city manager and department head.

An employee who is voluntarily separated from city employment shall be paid for his/her unused vacation leave on a regular pay-period basis. The termination date shall coincide with the last date of pay. In no event will an employee who has not completed at least one year of satisfactory service receive vacation pay upon termination. Legal holidays falling within a vacation period are not to be counted as vacation days. Employees may not borrow against future annual vacation or transfer earned leave to another employee.

Carry Forward Vacation Days:

1. Up to four weeks or 160 hours of vacation may be carried forward from the preceding year.
2. If an employee, for a good and justifiable reason, does not have ample opportunity to take all his/her vacation during a year, the City Manager may authorize the employee to carry forward five additional days or 40 hours of vacation.