



**TOWN OF TOWNSEND  
GENERAL FUND INCOME STATEMENT  
November 30, 2023**

REVENUES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Nov 42%	Prior year actual as of 11/30/2022
Impact Fees: Fire House Impact Fees	11,250.00	8,250.00	(3,000.00)	73%	2,250.00
Franchise Fees	22,000.00	8,693.84	(13,306.16)	40%	8,905.21
Interest Income	20,000.00	29,423.92	9,423.92	147%	16,260.10
Miscellaneous - Office Fees	-	13.40	13.40		38.83
Miscellaneous Income	1,500.00	986.13	(513.87)	66%	1,110.72
Filing Fees	-	300.00	300.00		-
Property Transfer Taxes	250,000.00	79,326.17	(170,673.83)	32%	81,571.82
Real Estate Property Tax	660,000.00	660,583.24	583.24	100%	626,621.24
Grass Cutting Fees	1,500.00	455.00	(1,045.00)	30%	1,110.00
Misc Violations	-	500.00	500.00		300.00
Rental Registration Fee	1,600.00	1,080.00	(520.00)	68%	250.00
<b>Total Administrative Revenue</b>	<b>967,850.00</b>	<b>789,611.70</b>	<b>(178,238.30)</b>	<b>82%</b>	<b>738,417.92</b>
Impact Fees	101,250.00	74,250.00	(27,000.00)	73%	20,250.00
Permits and Fees	62,700.00	29,207.49	(33,492.51)	47%	19,175.00
Town Permits: Plumbing	84,100.00	87,220.22	3,120.22	104%	30,087.06
<b>Total Permits &amp; Licenses Revenues</b>	<b>248,050.00</b>	<b>190,677.71</b>	<b>(57,372.29)</b>	<b>77%</b>	<b>69,512.06</b>
Park rental	600.00	775.00	175.00	129%	525.00
<b>Total Park &amp; Recreation Revenues</b>	<b>600.00</b>	<b>775.00</b>	<b>175.00</b>	<b>129%</b>	<b>525.00</b>

Grants Revenue	317,400.00	16,409.38	(300,990.62)	5%	8,090.63
Municipal Street Aid Grant	59,600.00	29,581.11	(30,018.89)	50%	29,838.91
<b>Total Grant Revenues</b>	<b>377,000.00</b>	<b>45,990.49</b>	<b>(331,009.51)</b>	<b>12%</b>	<b>37,929.54</b>
Community Events: Donations	1,500.00	1,750.00	250.00	117%	2,207.30
Town Fair Donation	2,000.00	1,062.50	(937.50)	53%	-
Community Events: Town Fair	2,000.00	-	(2,000.00)	0%	-
<b>Total Community Events Revenues</b>	<b>5,500.00</b>	<b>2,812.50</b>	<b>(2,687.50)</b>	<b>51%</b>	<b>2,207.30</b>
<b>General Fund Revenue Total</b>	<b>1,599,000.00</b>	<b>1,029,867.40</b>	<b>(569,132.60)</b>	<b>64%</b>	<b>848,591.82</b>

<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>OVER/(UNDER)</b>	<b>Target % for Nov 42%</b>	<b>Prior year actual as of 11/30/2022</b>
Impact Fees: Fire House Impact Fees	11,250.00	-	(11,250.00)	0%	-
Advertising	450.00	362.98	(87.02)	81%	28.53
Accounting Audit	25,000.00	20,000.00	(5,000.00)	80%	22,000.00
PNC Credit Card Fees and Reward Credits	-	(728.48)	(728.48)		(689.04)
Computer Support	13,300.00	3,747.72	(9,552.28)	28%	2,443.42
Software Support	30,000.00	11,411.38	(18,588.62)	38%	10,825.97
DE League of Local Governmts	2,750.00	1,575.00	(1,175.00)	57%	1,616.00
Decorations	500.00	139.92	(360.08)	28%	780.08
Elections Expense	1,000.00	-	(1,000.00)	0%	-
Copier Maintenance Agreement	3,500.00	1,486.63	(2,013.37)	42%	918.68
Town Insurance (General Liab & Property)	25,000.00	11,419.61	(13,580.39)	46%	9,897.00
Lawn Service (Town Hall Landscaping)	-	-	-		99.95
Maintenance	2,300.00	750.00	(1,550.00)	33%	1,615.39
Membership Fees	400.00	200.00	(200.00)	50%	320.00
General Town Hall Expenses	10,000.00	5,512.29	(4,487.71)	55%	1,582.60
Office Equipment: Miscellaneous	2,000.00	76.98	(1,923.02)	4%	-
Security System @ 141 Main Street	2,000.00	-	(2,000.00)	0%	742.50
Office Supplies	2,800.00	135.94	(2,664.06)	5%	979.97
Flowers & Gifts	1,000.00	67.99	(932.01)	7%	259.23

EXPENDITURES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Nov 42%	Prior year actual as of 11/30/2022
Code Red	2,600.00	2,537.50	(62.50)	98%	2,537.50
Postage & Delivery	4,000.00	2,235.08	(1,764.92)	56%	1,474.83
Town Merchandise/Uniforms	750.00	-	(750.00)	0%	179.96
Professional Fees	120,500.00	47,388.75	(73,111.25)	39%	28,573.75
General Legal	75,000.00	21,914.37	(53,085.63)	29%	25,854.97
Board of Adjustment	5,500.00	4,259.86	(1,240.14)	77%	2,549.50
IPA Services	1,000.00	50.00	(950.00)	5%	55.00
Subscription Fee	1,800.00	1,284.46	(515.54)	71%	932.75
Training Classes	2,500.00	610.00	(1,890.00)	24%	990.00
Trash Collection Service	226,400.00	94,139.44	(132,260.56)	42%	89,090.50
Travel & Entertainment	1,500.00	33.00	(1,467.00)	2%	115.96
Utilities - Town Hall	13,300.00	4,225.87	(9,074.13)	32%	4,683.09
Street Lights	96,800.00	34,217.73	(62,582.27)	35%	35,950.68
Unrealized Gains/Losses	-	(13,030.50)	(13,030.50)		(20,655.81)
<b>Total Administrative Expenditures</b>	<b>684,900.00</b>	<b>256,023.52</b>	<b>(428,876.48)</b>	<b>37%</b>	<b>225,752.96</b>
Payroll & Benefits	599,700.00	205,118.73	(394,581.27)	34%	172,500.57
<b>Total Payroll Expenditures</b>	<b>599,700.00</b>	<b>205,118.73</b>	<b>(394,581.27)</b>	<b>34%</b>	<b>172,500.57</b>
Professional Fees: Code Enf/Inspections	40,000.00	16,501.25	(23,498.75)	41%	14,877.50
Professional Fees: Lot Grading Reviews	8,000.00	3,300.00	(4,700.00)	41%	-
Charter/Comp Plan Fees	1,000.00	-	(1,000.00)	0%	-
<b>Total Code &amp; Planning Expenditures</b>	<b>49,000.00</b>	<b>19,801.25</b>	<b>(29,198.75)</b>	<b>40%</b>	<b>14,877.50</b>
Town Equipment Fuel	5,000.00	1,370.10	(3,629.90)	27%	1,457.77
Park Maintenance Expense	34,500.00	3,766.83	(30,733.17)	11%	2,580.91
Vehicle/Equipment Maintenance	4,200.00	1,116.22	(3,083.78)	27%	-
<b>Total Park Expenditures</b>	<b>43,700.00</b>	<b>6,253.15</b>	<b>(37,446.85)</b>	<b>14%</b>	<b>4,038.68</b>
Public Works Equipment	3,900.00	88.98	(3,811.02)	2%	-
Public Works Uniforms	1,200.00	212.48	(987.52)	18%	-

<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>OVER/(UNDER)</b>	<b>Target % for Nov 42%</b>	<b>Prior year actual as of 11/30/2022</b>
Town Landscaping & Beautification	1,500.00	109.95	(1,390.05)	7%	-
Street Repairs	82,600.00	383.21	(82,216.79)	0%	1,344.53
<b>Total Public Works Expenditures</b>	<b>89,200.00</b>	<b>794.62</b>	<b>(88,405.38)</b>	<b>1%</b>	<b>1,344.53</b>
Community Relations	1,250.00	270.14	(979.86)	22%	29.94
Community Events Expense	8,000.00	1,886.91	(6,113.09)	24%	2,441.32
National Wildlife Foundation/Habitats	500.00	10.15	(489.85)	2%	45.43
<b>Total Community Events Expenditures</b>	<b>9,750.00</b>	<b>2,167.20</b>	<b>(7,582.80)</b>	<b>22%</b>	<b>2,516.69</b>
Capital Expenses	16,500.00	3,178.00	(13,322.00)	19%	4,729.00
<b>Total Capital Expenditures</b>	<b>16,500.00</b>	<b>3,178.00</b>	<b>(13,322.00)</b>	<b>19%</b>	<b>4,729.00</b>
<b>General Fund Expend Total</b>	<b>1,492,750.00</b>	<b>493,336.47</b>	<b>(999,413.53)</b>	<b>33%</b>	<b>425,759.93</b>



**TOWN OF TOWNSEND  
POLICE FUND INCOME STATEMENT  
November 30, 2023**

REVENUES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Nov 42%	Prior year actual as of 11/30/2022
Impact Fees: Public Safety	22,500.00	16,500.00	(6,000.00)	73%	4,500.00
Fines - Police	6,000.00	843.00	(5,157.00)	14%	2,813.59
Miscellaneous Income	3,900.00	4,130.58	230.58	106%	-
Transfers In	297,150.00	-	(297,150.00)	0%	-
<b>Police Revenue Total</b>	<b>329,550.00</b>	<b>21,473.58</b>	<b>(308,076.42)</b>	<b>7%</b>	<b>7,313.59</b>

EXPENDITURES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Nov 42%	Prior year actual as of 11/30/2022
Community Relations	1,000.00	672.50	(327.50)	67%	-
Repairs & Maint	6,650.00	2,306.08	(4,343.92)	35%	1,280.09
PD Bldg Expenses	1,500.00	29.44	(1,470.56)	2%	2,495.31
Security System - 661 South St	2,350.00	-	(2,350.00)	0%	-
Computer/Software Expense	1,500.00	385.41	(1,114.59)	26%	486.58
DSP Extra Duty Patrol	4,000.00	-	(4,000.00)	0%	-
PD Cleaning	1,200.00	400.00	(800.00)	33%	-
PD Pest Control	500.00	150.00	(350.00)	30%	-
PD Equipment	1,650.00	1,366.16	(283.84)	83%	-
PD Office Equipment	2,150.00	831.75	(1,318.25)	39%	-
Advertising	100.00	-	(100.00)	0%	-

EXPENDITURES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Nov 42%	Prior year actual as of 11/30/2022
Postage & Delivery	300.00	158.44	(141.56)	53%	162.78
Printing	200.00	-	(200.00)	0%	-
Miscellaneous Expense	300.00	7.50	(292.50)	3%	41.94
Prisoner Meals	100.00	-	(100.00)	0%	-
Training Classes	4,700.00	-	(4,700.00)	0%	-
Office Supplies	2,500.00	15.18	(2,484.82)	1%	1,480.66
Cleaning Supplies	250.00	-	(250.00)	0%	43.35
DUI Blood Draws	500.00	-	(500.00)	0%	-
Memberships	300.00	150.00	(150.00)	50%	-
Fuel	11,000.00	2,161.24	(8,838.76)	20%	2,902.34
Insurance - (Gen Liability & Property)	7,100.00	-	(7,100.00)	0%	-
Uniforms: PD	21,900.00	-	(21,900.00)	0%	4,493.03
Professional Fees: Legal Services	5,000.00	-	(5,000.00)	0%	1,590.00
Professional Fees: New Hire/Occ Health	-	380.00	380.00		405.00
Utilities - PD	11,850.00	3,201.75	(8,648.25)	27%	2,760.73
<b>Total Administrative Expenditures</b>	<b>88,600.00</b>	<b>12,215.45</b>	<b>(76,384.55)</b>	<b>14%</b>	<b>18,141.81</b>
Payroll & Benefits	316,100.00	79,474.21	(236,625.79)	25%	67,372.76
<b>Total Payroll Expenditures</b>	<b>316,100.00</b>	<b>79,474.21</b>	<b>(236,625.79)</b>	<b>25%</b>	<b>67,372.76</b>
Capital Expense - PD	31,100.00	5,108.58	(25,991.42)	16%	-
<b>Total Capital Expenditures</b>	<b>31,100.00</b>	<b>5,108.58</b>	<b>(25,991.42)</b>	<b>16%</b>	<b>-</b>
<b>Police Expenditure Total</b>	<b>435,800.00</b>	<b>96,798.24</b>	<b>(339,001.76)</b>	<b>22%</b>	<b>85,514.57</b>



**TOWN OF TOWNSEND  
POLICE GRANTS INCOME STATEMENT  
November 30, 2023**

<b>REVENUES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>OVER/(UNDER)</b>	<b>Target % for Nov 42%</b>	<b>Prior year actual as of 11/30/2022</b>
Police Grants Revenue	19,600.00	19,574.41	(25.59)	100%	9,167.34
<b>Police Grants Fund Revenue Total</b>	<b>19,600.00</b>	<b>19,574.41</b>	<b>(25.59)</b>	<b>100%</b>	<b>9,167.34</b>
<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>OVER/(UNDER)</b>	<b>Target % for Nov 42%</b>	<b>Prior year actual as of 11/30/2022</b>
Overtime	8,200.00	1,300.00	(6,900.00)	16%	-
Misc Expense	11,400.00	-	(11,400.00)	0%	-
<b>Police Grants Fund Expend Total</b>	<b>19,600.00</b>	<b>1,300.00</b>	<b>(18,300.00)</b>	<b>7%</b>	<b>-</b>



**TOWN OF TOWNSEND  
SPECIAL REVENUE FUND INCOME STATEMENT  
November 30, 2023**

REVENUES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Nov 42%	Prior year actual as of 11/30/2022
Grants Revenue	753,100.00	-	(753,100.00)	0%	790,706.26
<b>Special Revenue Fund Revenue Total</b>	<b>753,100.00</b>	<b>-</b>	<b>(753,100.00)</b>	<b>0%</b>	<b>790,706.26</b>

EXPENDITURES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Nov 42%	Prior year actual as of 11/30/2022
Barnes & Thornburg Legal Fees	-	-			3,082.76
Payroll: Bonuses	-	-			14,500.00
Capital Expenses - ARPA	753,100.00	132,765.84	(620,334.16)	18%	-
<b>Special Revenue Fund Expenditure Total</b>	<b>753,100.00</b>	<b>132,765.84</b>	<b>(620,334.16)</b>	<b>18%</b>	<b>17,582.76</b>