



**TOWN OF TOWNSEND**  
**GENERAL FUND INCOME STATEMENT**  
**December 31, 2023**

REVENUES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Dec 50%	Prior year actual as of 12/31/2022
Impact Fees: Fire House Impact Fees	11,250.00	9,000.00	(2,250.00)	80%	2,250.00
Franchise Fees	22,000.00	8,693.84	(13,306.16)	40%	8,905.21
Interest Income	20,000.00	43,853.55	23,853.55	219%	26,672.01
Miscellaneous - Office Fees	-	32.50	32.50		46.88
Miscellaneous Income	1,500.00	1,116.13	(383.87)	74%	1,155.72
Filing Fees	-	300.00	300.00		-
Property Transfer Taxes	250,000.00	104,972.20	(145,027.80)	42%	88,651.82
Real Estate Property Tax	660,000.00	660,583.24	583.24	100%	627,162.05
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	1,870.00	270.00	117%	370.00
<b>Total Administrative Revenue</b>	<b>967,850.00</b>	<b>831,376.46</b>	<b>(136,473.54)</b>	<b>86%</b>	<b>756,623.69</b>
Impact Fees	101,250.00	81,000.00	(20,250.00)	80%	20,250.00
Permits and Fees	62,700.00	34,686.31	(28,013.69)	55%	22,840.00
Town Permits	84,100.00	98,045.65	13,945.65	117%	32,725.85
<b>Total Permits &amp; Licenses Revenues</b>	<b>248,050.00</b>	<b>213,731.96</b>	<b>(34,318.04)</b>	<b>86%</b>	<b>75,815.85</b>
Park rental	600.00	775.00	175.00	129%	425.00
<b>Total Park &amp; Recreation Revenues</b>	<b>600.00</b>	<b>775.00</b>	<b>175.00</b>	<b>129%</b>	<b>425.00</b>

Municipal Street Aid Grant	59,600.00	29,581.11	(30,018.89)	50%	29,838.91
Grants Revenue	317,400.00	16,409.38	(300,990.62)	5%	8,090.63
<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>1,094,686.41</b>	<b>(504,313.59)</b>	<b>68%</b>	<b>873,001.38</b>

<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>OVER/(UNDER)</b>	<b>Target % for Dec 50%</b>	<b>Prior year actual as of 12/31/2022</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	27,600.00	2,600.00	110%	22,000.00
PNC Credit Card Fees and Reward Credits	-	(1,385.85)	(1,385.85)		(1,158.68)
Computer Support	13,300.00	3,747.72	(9,552.28)	28%	3,084.20
Software Support	30,000.00	11,630.13	(18,369.87)	39%	20,431.59
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%	827.94
Elections Expense	1,000.00	-	(1,000.00)	0%	-
Copier Maintenance Agreement	3,500.00	1,665.29	(1,834.71)	48%	1,266.52
Town Insurance (General Liab & Property)	25,000.00	11,419.61	(13,580.39)	46%	21,316.60
Maintenance	2,300.00	900.00	(1,400.00)	39%	1,807.87
Membership Fees	400.00	200.00	(200.00)	50%	320.00
General Town Hall Expenses	10,000.00	5,677.64	(4,322.36)	57%	1,965.35
Office Equipment	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%	1,160.97
Flowers & Gifts	1,000.00	67.99	(932.01)	7%	259.23
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%	1,671.81

EXPENDITURES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Dec 50%	Prior year actual as of 12/31/2022
Town Merchandise/Uniforms	750.00	-	(750.00)	0%	179.96
Professional Fees	120,500.00	66,881.25	(53,618.75)	56%	38,353.75
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%	75.00
Subscription Fee	1,800.00	1,284.46	(515.54)	71%	1,111.75
Training Classes	2,500.00	610.00	(1,890.00)	24%	990.00
Trash Collection Service	226,400.00	113,109.82	(113,290.18)	50%	106,947.46
Travel & Entertainment	1,500.00	33.00	(1,467.00)	2%	115.96
Utilities - Town Hall	13,300.00	5,728.58	(7,571.42)	43%	5,728.90
Street Lights: 400 Main Street	96,800.00	51,770.54	(45,029.46)	53%	44,737.27
Unrealized Gains/Losses	-	(70,241.03)	(70,241.03)		15,275.69
Realized Gains/Losses	-	(3,068.33)	(3,068.33)		1,724.83
<b>Total Administrative Expenditures</b>	<b>684,900.00</b>	<b>260,918.45</b>	<b>(423,981.55)</b>	<b>38%</b>	<b>323,522.97</b>
Payroll & Benefits	599,700.00	242,495.39	(357,204.61)	40%	206,313.53
<b>Total Payroll Expenditures</b>	<b>599,700.00</b>	<b>242,495.39</b>	<b>(357,204.61)</b>	<b>40%</b>	<b>206,313.53</b>
Professional Fees: Code Enf/Inspections	40,000.00	28,557.30	(11,442.70)	71%	17,488.75
Professional Fees: Lot Grading Reviews	8,000.00	5,500.00	(2,500.00)	69%	-
Charter/Comp Plan Fees	1,000.00	-	(1,000.00)	0%	-
<b>Total Code &amp; Planning Expenditures</b>	<b>49,000.00</b>	<b>34,057.30</b>	<b>(14,942.70)</b>	<b>70%</b>	<b>17,488.75</b>
Town Equipment Fuel	5,000.00	1,370.10	(3,629.90)	27%	1,657.16
Park Maintenance Expense	34,500.00	4,034.35	(30,465.65)	12%	2,622.96
Vehicle/Equipment Maintenance	4,200.00	1,121.91	(3,078.09)	27%	-
<b>Total Park Expenditures</b>	<b>43,700.00</b>	<b>6,526.36</b>	<b>(37,173.64)</b>	<b>15%</b>	<b>4,280.12</b>
Public Works Equipment	3,900.00	222.58	(3,677.42)	6%	-
Public Works Uniforms	1,200.00	212.48	(987.52)	18%	-
Town Landscaping & Beautification	1,500.00	109.95	(1,390.05)	7%	99.95

<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>OVER/(UNDER)</b>	<b>Target % for Dec 50%</b>	<b>Prior year actual as of 12/31/2022</b>
Street Repairs	82,600.00	383.21	(82,216.79)	0%	1,350.53
<b>Total Public Works Expenditures</b>	<b>89,200.00</b>	<b>928.22</b>	<b>(88,271.78)</b>	<b>1%</b>	<b>1,450.48</b>
Community Relations	1,250.00	270.14	(979.86)	22%	29.94
Community Events Expense	8,000.00	2,333.90	(5,666.10)	29%	2,470.84
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>2,614.19</b>	<b>(7,135.81)</b>	<b>27%</b>	<b>2,546.21</b>
Capital Expenses	16,500.00	6,356.00	(10,144.00)	39%	4,729.00
<b>Total Capital Expenditures</b>	<b>16,500.00</b>	<b>6,356.00</b>	<b>(10,144.00)</b>	<b>39%</b>	<b>4,729.00</b>
<b>General Fund Expend Total</b>	<b>1,492,750.00</b>	<b>553,895.91</b>	<b>(938,854.09)</b>	<b>37%</b>	<b>560,331.06</b>



**TOWN OF TOWNSEND**  
**POLICE FUND INCOME STATEMENT**  
**December 31, 2023**

REVENUES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Dec 50%	Prior year actual as of 12/31/2022
Impact Fees: Public Safety	22,500.00	18,000.00	(4,500.00)	80%	4,500.00
Fines - Police	6,000.00	1,278.00	(4,722.00)	21%	3,223.75
Miscellaneous Income	3,900.00	4,130.58	230.58	106%	-
Transfers In	297,150.00	-	-		-
<b>Police Revenue Total</b>	<b>329,550.00</b>	<b>23,408.58</b>	<b>(8,991.42)</b>	<b>7%</b>	<b>7,723.75</b>

EXPENDITURES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Dec 50%	Prior year actual as of 12/31/2022
Community Relations	1,000.00	672.50	(327.50)	67%	-
Repairs & Maintenance	6,650.00	2,306.08	(4,343.92)	35%	1,280.09
PD Bldg Expenses	1,500.00	37.91	(1,462.09)	3%	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%	561.80
DSP Extra Duty Patrol	4,000.00	-	(4,000.00)	0%	14,776.32
PD Cleaning	1,200.00	500.00	(700.00)	42%	-
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	976.10	(1,173.90)	45%	-
Advertising	100.00	-	(100.00)	0%	-

EXPENDITURES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Dec 50%	Prior year actual as of 12/31/2022
Postage & Delivery	300.00	175.53	(124.47)	59%	195.83
Printing	200.00	-	(200.00)	0%	-
Miscellaneous Expense	300.00	251.79	(48.21)	84%	41.94
Prisoner Meals	100.00	-	(100.00)	0%	-
Training Classes	4,700.00	70.00	(4,630.00)	1%	-
Office Supplies	2,500.00	15.18	(2,484.82)	1%	1,521.62
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%	150.00
Fuel	11,000.00	2,520.29	(8,479.71)	23%	3,322.97
Insurance - (Gen Liability & Property)	7,100.00	-	(7,100.00)	0%	5,572.79
Uniforms: PD	21,900.00	-	(21,900.00)	0%	5,328.15
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	4,398.05	(7,451.95)	37%	4,501.10
<b>Total Administrative Expenditures</b>	<b>88,600.00</b>	<b>14,355.00</b>	<b>(74,245.00)</b>	<b>16%</b>	<b>41,786.27</b>
Payroll & Benefits	316,100.00	93,387.74	(222,712.26)	30%	79,262.46
<b>Total Payroll Expenditures</b>	<b>316,100.00</b>	<b>93,387.74</b>	<b>(222,712.26)</b>	<b>30%</b>	<b>79,262.46</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>112,851.32</b>	<b>-322,948.68</b>	<b>26%</b>	<b>121,048.73</b>



**TOWN OF TOWNSEND**  
**POLICE GRANTS INCOME STATEMENT**  
**December 31, 2023**

REVENUES	BUDGET	ACTUAL	OVER/(UNDER)	Target % for Dec 50%	Prior year actual as of 12/31/2022
Police Grants Revenue	19,600.00	19,768.52	168.52	101%	9,167.34
<b>Police Grants Fund Revenue Total</b>	<b>19,600.00</b>	<b>19,768.52</b>	<b>168.52</b>	<b>101%</b>	<b>9,167.34</b>
Overtime	8,200.00	2,567.50	(5,632.50)	31%	1,682.28
FICA	-	-	-		24.28
Misc Expense	11,400.00	-	(11,400.00)	0%	-
<b>Police Grants Fund Expend Total</b>	<b>19,600.00</b>	<b>2,567.50</b>	<b>(17,032.50)</b>	<b>13%</b>	<b>1,706.56</b>



**TOWN OF TOWNSEND  
SPECIAL REVENUE FUND INCOME STATEMENT  
December 31, 2023**

<b>REVENUES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>OVER/(UNDER)</b>	<b>Target % for Dec 50%</b>	<b>Prior year actual as of 12/31/2022</b>
Grants Revenue	753,100.00	-		0%	790,706.26
<b>03 Special Revenue Fund Revenue Total</b>	<b>753,100.00</b>	<b>-</b>	<b>-</b>		<b>790,706.26</b>
Barnes & Thornburg Legal Fees	-	-			3,082.76
Payroll: Bonuses	-	-			14,500.00
Capital Expenses - ARPA	753,100.00	132,765.84		18%	-
<b>03 Special Revenue Fund Expend Total</b>	<b>753,100.00</b>	<b>132,765.84</b>	<b>-</b>	<b>18%</b>	<b>17,582.76</b>