

## The Village of Sunbury

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**Allen Rothermel**  
Administrator

**TOMMY HATFIELD**  
Mayor

**Kathy Belcher**  
Fiscal Officer

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### **Investments**

Fifth Third Bank – Statement included. Currently interest earned at Fifth Third ranges from 1.65% - 2.41%

Star Bank – Statement included

Currently Star Ohio is paying 2.13% interest equals to .0213

Chase Bank-Statement included

Interest paid for April was .40% equals to .0040.

### **Vendor - Demo**

Vendor – 1803/1354

Possible to e-mail purchase order

Contact listed

Search capabilities - any part of the name

Map – if someone needs/wants to pick up items

Attachments – contracts – w-9s

Payments – list of payments made – drill down

Webpage

E-mail capabilities

## **MTD/YTD – Revenue Report**

Account numbers are listed on the left side

Description of accounts are next

Budgeted revenues – this comes from the budget process

MTD- revenues for the month listed

YTD – revenues for the year to the month listed

UNC Bal – balance left to equal budgeted amount

% Remaining – percentage remaining to equal budget or overage

% Collected – percentage of budgeted amount collected

## **MTD/YTD – Expense Report**

Very similar to the MTD/YTD Revenue Report just a couple of extra lines

Account numbers are listed on the left side

Description of accounts are next

Rev app stands for appropriations

MTD Exp – expenses for month listed

YTD Exp – expenses for the year to the month listed

UNEXP – this is the difference between the appropriations and the ytd expenses.

ENC – this is what is currently on Purchase Order, encumbered. You will not see payroll encumbered, but you will see benefits encumbered for things such as insurances.

Excess – does not apply in Sunbury

UNENC – this is the amount of monies that has not be promised, (encumbered) and is available to spend.

## **Combined MTD/YTD Fund Report**

This report steps back and looks at the fund as a whole

Fund number is listed first

Fund Description next

MTD/YTD columns are next

Beginning balances for both the MTD/YTD are next

Total Receipts – again for both MTD/YTD next

Unexpended Balance – this comes from the beginning balance and it is the same for both

MTD and YTD plus the receipts and less the expenses. Basically, a running balance

Enc – this is a total for the fund of the encumbrances for the fund.

Unenc Bal – Balance of the fund less the encumbrances for the fund, in other words the monies not encumbered.

**YTD Fund Report**

**MTD Fund Report**

These are individual reports of the combined MTD/YTD report, just broken out individually. Same heading as the combined report.

**End of Month Check Report**

This report is listing the check number/date written/type of check/Vendor number/Name/amount/discount/net check.

This report will also give total by types of checks written including voided checks.