

## **TREASURER MONTHLY REPORT**

**December 2023**

**COUNCIL MEETING – January 9, 2024**

### **BPOL**

- Form updated for 2024; posted to website; mailing of paper copies to business with use permits to occur by 1/16.
- Business license form to be updated for automatic creation in QuickBooks (eliminates duplicate data entry).

### **Accounts**

- Need to update bank account signers. Identify Council member as a third signer on any or all of Town bank accounts (in addition to Mayor and Treasurer).
- Checking balance high because of \$15K State fire pass-thru received 12/22/23; paying out to Fairfax County week of 1/9/24.

### **Pink House Rent**

- Received security deposit for new lease under Helmer for Congress, along with January rent.
- Refund of security deposits from previous lease ended 12/31/23 will go out this week.
- Using Events account as designated account for incoming electronic transfers, since Stripe and Square

## Town of Clifton Profit & Loss Budget Performance December 2023 (as of 1/7/24)

	December 2023	Month Budget	Jul '23 - June '24	YTD Budget	Annual Budget
<b>Income</b>					
Committees Fundraising (Homes Tour, Park)	3,257	250	3,594	1,500	3,000
Community Hall Revenues	519	958	3,600	5,750	11,500
General Donations	0	0	0	0	0
American Rescue Plan	0	0	0	0	0
Haunted Trail Event	0	3,125	65,487	18,750	37,500
Interest Income	10,256	4,583	28,771	27,500	55,000
1 Other Income	1,154	13	1,154	75	150
Pink House Rental	3,750	2,900	20,450	17,400	34,800
S.R. - Litter Control Grant	0	111	14,990	665	1,329
2 State Funding	15,000	1,250	15,000	7,500	15,000
Tax and Permits Revenue - BPOL & Permits	382	3,417	27,236	20,500	41,000
Tax and Permits Revenue - Other	3,127	4,308	5,195	25,850	51,700
<b>Total Income</b>	<b>37,445</b>	<b>20,915</b>	<b>185,477</b>	<b>125,490</b>	<b>250,979</b>
<b>Gross Profit</b>	<b>37,445</b>	<b>20,915</b>	<b>185,477</b>	<b>125,490</b>	<b>250,979</b>
<b>Expense</b>					
Bank Service Charges	0	0	0	0	0
Citizens' Recognition Expense	0	63	0	375	750
Commodities	232	394	1,468	2,365	4,730
Contractual	5,133	12,879	32,999	77,275	154,550
Haunted Trail Expenses	186	175	16,918	1,050	2,100
OTHER - TC approval req'd +\$500	0	1,250	0	7,500	15,000
4 Special Revenue Expenses	349	0	3,193	0	0
Other Expenses	0	525	0	3,150	6,300
Payroll Expenses	6,010	6,192	37,181	37,150	74,300
Town Assoc of NoVA Event	0	0	0	0	0
<b>Total Expense</b>	<b>11,910</b>	<b>21,478</b>	<b>91,760</b>	<b>128,865</b>	<b>257,731</b>
<b>Net Income</b>	<b>25,535</b>	<b>(563)</b>	<b>93,717</b>	<b>(3,376)</b>	<b>(6,752)</b>
<b>CIF FUNDS:</b>					
<b>CIF Income</b>					
CIF - Capital Improvements Fund	0	6,667	2,547	40,000	80,000
<b>CIF Expenses</b>					
CIF -Streetscape Phase 2 Constr	0	0	0	0	0
Processing Easements	0	3,500	0	21,000	42,000
Streetscape 2A - Construction	0	4,833	0	29,000	58,000
CIF -Streetscape Phase 2 Design	0	0	17,289	0	0
CIF Expenses	0	32,500	0	195,000	390,000
<b>Total CIF Expenses</b>	<b>0</b>	<b>40,833</b>	<b>17,289</b>	<b>245,000</b>	<b>490,000</b>
<b>Net Income - CIF Funds</b>	<b>0</b>	<b>(34,167)</b>	<b>(14,742)</b>	<b>(205,000)</b>	<b>(410,000)</b>
<b>Consolidated Net Income</b>	<b>25,535</b>	<b>(34,729)</b>	<b>78,975</b>	<b>(208,376)</b>	<b>(416,752)</b>

**NOTES & Highlights:** Only major items are highlighted at the Town Council's request.

- 1 Insurance reimbursement for Town Hall window replacement
- 2 Fire Program funds of \$15,000 received 12/22/23
- 3 Resource Recovery - SR Litter Control Grant

ASSETS	12/31/2023	1/7/2024	CD Term	Maturity Date	APR %	<u>Notes</u>
Current Assets						
Checking/Savings						
John Marshall Bank CDs	330,336.15			4/2/2024	4.41%	
United Bank - Haunted Trail Account	9,830.76					
United Bank - Events Acct	5,827.56					
United Bank - Checking	48,656.95	Min Bal \$2,500		"Chairman's Club"		
Untied Bank - Security Deposit	4,414.96					
United Bank - Money Market Savings	220,626.66	Min Bal \$15,000			3.75%	
United Bank - CD	926,988.58			3/2/2024	4.00%	Interest credited quarterly (Mar, Jun, Sep, Dec)
Investments-LGIP	1,044.97				0.15%	as of 11/30/23 (statements lag)
<b>Total Checking/Savings</b>	<b>1,547,726.59</b>					

