

**Village of Marvin
North Carolina
FINANCE OFFICER REPORT**

DATE: January 19, 2019
TO: Mayor and Council
FROM: Christine Robertson
SUBJECT: December 2018 Treasury Report

Summary

The December 2018 Budget-to-Actual Report reflects the general operations of the Village. Highlights are included in the "Comments" column of the report, and all details for each account are shown in the transparency reports presented after the summary report.

Budget Amendments

Budget Amendment OR 2018-12-02 was passed in December to increase revenue and expenses related to the tree lighting event, to increase professional services for an interim planner, and to increase salaries for a full-time planner. All of these changes are reflected in the budget column on the attached report.

Budget Reallocations

Section 4 of the 2018-2019 Budget Ordinance (OR-2018-07-01) authorizes the Budget Officer to use appropriations contained in contingencies as needed, except to increase the Salaries and Related Expenditures schedule.

There were no budget reallocations in December.

Bank Accounts

Bank Balances	December 31, 2018
Checking (acct 7089)	\$683,871.66
Checking (acct 4849)	\$50,000.00
Savings (acct 2779)	\$2,500,717.41
Total Cash in Bank	\$3,234,589.07

**Cash in Bank includes \$44,554 of cash received from developers as Performance Surety Bonds. These funds are not available for current operations.

Village of Marvin General Fund											
Profit & Loss Budget vs Actual (Summary Level)											
Year to Date Ending Dec 31, 2018											
	Monthly Actual July 2018	Monthly Actual Aug 2018	Monthly Actual Sept 2018	Monthly Actual Oct 2018	Monthly Actual Nov 2018	Monthly Actual Dec 2018	Year to Date Actual thru Dec 2018	Total Annual Budget	YTD Over (Under) Budget	% of Budget	Comments - See Transparency Report for Details of Current Month
Revenues											
3001 · Ad Valorem	\$ 576	\$ 204	\$ 34,880	\$ 110,589	\$ 239,179	\$ 106,046	491,474	543,000	(51,526)	90.51%	Tax bills due 1/7/19
3200 · Motor Vehicle Tax	3,851	4,670	5,542	4,231	4,381	3,291	25,966	47,800	(21,834)	54.32%	Collected monthly
3300 · Sales & Use Tax	15,124	15,138	16,543	14,488	15,618	15,500	92,411	174,000	(81,589)	53.11%	Collected monthly
3400 · Alcoholic Beverage Tax	-	-	-	-	-	-	-	25,000	(25,000)	0.0%	Collected in May
3500 · Utilities Sales Tax	-	-	72,336	-	-	84,543	156,879	300,000	(143,121)	52.29%	Collected quarterly
3600 · Zoning	850	1,435	1,898	1,275	1,582	1,222	8,262	29,050	(20,788)	28.44%	Permit fees
6701 · Park Revenue	1,545	345	2,095	1,125	920	1,085	7,115	10,790	(3,675)	65.94%	Parking passes, barn rentals, community garden fees
3700 · Interest & Misc. Revenues	1,220	1,217	1,155	1,239	1,162	1,214	7,207	5,025	2,182	143.42%	Monthly interest
3800 · Powell Bill Allocation	-	-	69,474	-	-	69,473	138,947	136,668	2,279	101.67%	Collected in September and December
3850 · Fee in Lieu for Green Space	-	-	-	-	-	-	-	0	0	0.0%	
3910 · Unassigned Fund Balance Appropriated	-	-	-	-	-	-	-	50,000	(50,000)	0.0%	Budget amendment OR-2018-09-03 for legal fees
Total Revenues	23,166	23,009	203,923	132,947	262,842	282,374	928,261	1,321,333	(393,072)	70.25%	
Expenditures											
4000 · Community Outreach	-	952	1,150	(1,629)	954	1,117	2,544	12,300	(9,756)	20.68%	NNO, Fall Newsletter, Tree Lighting
4100 · Dues & Subscriptions	9,963	125	-	619	-	225	10,932	14,107	(3,175)	77.49%	Most annual dues are paid in July
4200 · Elections	-	-	-	-	-	-	-	0	-	0.0%	
4300 · Furnishings & Equipment	1,916	-	-	-	-	-	1,916	5,500	(3,584)	34.84%	Purchased new desktop for Administrator's office to replace old computer
4400 · Gifts	69	52	-	30	75	100	326	500	(174)	65.2%	
4500 · Insurance and Bonds	12,104	-	-	33	-	(645)	11,492	12,180	(688)	94.35%	Annual renewal for liability and workers comp; Dec is refund based on workers comp audit
Transfer to Capital Projects - Roads	-	-	-	-	-	-	-	308,000	(308,000)	0.0%	
Transfer to Capital Projects - Greenways	-	-	-	-	-	-	-	9,850	(9,850)	0.0%	
4700 · Occupancy	1,668	1,616	1,461	1,819	1,661	1,411	9,636	23,128	(13,492)	41.66%	
4800 · Office Expenditures	1,806	5,779	2,810	2,088	2,190	7,785	22,458	45,000	(22,542)	49.91%	
5000 · Professional Services	4,309	6,099	27,199	9,531	9,172	13,826	70,136	137,825	(67,689)	50.89%	Audit fees, legal fees, LUP survey contract
5100 · Prospective Acquisitions Costs	-	-	-	-	-	-	-	30,187	(30,187)	0.0%	
5500 · Public Safety	24,050	3,330	1,425	25,580	1,847	1,317	57,549	132,030	(74,481)	43.59%	Three qtrly payments for Deputy Contract and weekly traffic control costs
6000 · Salaries & Related Expenditures	25,952	33,766	29,683	29,730	31,666	27,574	178,371	415,000	(236,629)	42.98%	
6050 · Stipends	1,750	2,150	2,150	3,300	2,150	2,150	13,650	37,785	(24,135)	36.13%	
6400 · Training & Travel	-	330	150	290	131	181	1,082	8,300	(7,218)	13.04%	
6500 · Zoning Expenditures	-	1,193	5,067	-	7,079	8,435	21,774	74,616	(52,842)	29.18%	
6600 · Debt Service	-	-	-	-	-	-	-	0	0	0.0%	
6700 · Park Operations	817	1,069	620	1,623	1,230	5,888	11,247	43,925	(32,678)	25.61%	
6900 · Contingency	-	-	-	-	-	-	-	11,100	(11,100)	0.0%	
Total Expenditures	84,404	56,461	71,715	73,014	58,155	69,364	413,113	1,321,333	(908,220)	31.27%	
Net Revenue Over/Under Expenditures	\$ (61,238)	\$ (33,452)	\$ 132,208	\$ 59,933	\$ 204,687	\$ 213,010	\$ 515,148	\$ -	\$ 515,148		
Capital Projects											
	Monthly Actual July 2018	Monthly Actual Aug 2018	Monthly Actual Sept 2018	Monthly Actual Oct 2018	Monthly Actual Nov 2018	Monthly Actual Dec 2018	Cumulative through Dec 2018	Total Capital Projects Budget			
3900 Fund Balance Appropriated	1,650,400	-	-	-	-	-	1,650,400	1,650,400		100.0%	Village Hall, Loop Extension, Tullamore Trail & Parking, Farmers' Market
Transfers In - Capital Projects	-	-	-	-	-	-	-	-		0.0%	
90000 Cumulative Expenses	(437,026)	-	(2,400)	-	(500)	(1,015)	(440,941)	(1,650,400)		26.72%	Village Hall costs
Net Balance Left to Spend	1,213,374	-	(2,400)	-	(500)	(1,015)	1,209,459	-		100.0%	

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Accrual Basis

**Village of Marvin
Transparency Report Revenue**

December 2018

Type	Date	Memo	Amount
3001 - Ad Valorem			
3002 - Prior Years Taxes			
Deposit	12/20/2018	Deposit	18.37
Total 3002 - Prior Years Taxes			18.37
3005 - Current Year Taxes			
Deposit	12/03/2018	Deposit	1,925.65
Deposit	12/05/2018	Deposit	3,793.93
Deposit	12/06/2018	Deposit	2,936.42
Deposit	12/10/2018	Deposit	4,724.75
Deposit	12/12/2018	Deposit	3,516.62
Deposit	12/13/2018	Deposit	883.05
Deposit	12/17/2018	Deposit	10,229.31
Deposit	12/19/2018	Deposit	326.65
Deposit	12/19/2018	Deposit	3,810.67
Deposit	12/20/2018	Deposit	4,692.25
Deposit	12/27/2018	Deposit	15,291.80
Deposit	12/27/2018	Deposit	2,812.48
Deposit	12/31/2018	Deposit	48,728.61
General J...	12/31/2018	Dec 2018 CC receipts	3,892.37
General J...	12/31/2018	Dec 2018 CC receipts recorded next month	980.80
Total 3005 - Current Year Taxes			108,545.36
3007 - Refunds of Tax Overpayments			
Check	12/12/2018	Overpayment of personal property tax (#3625081)	-25.48
Check	12/12/2018	Overpayment of personal property tax (#410206)	-23.48
Check	12/12/2018	Overpayment of real property tax (#06-228-271)	-5.00
Check	12/12/2018	Overpayment of real property tax - Misc. parcels	0.00
Check	12/12/2018	Overpayment of real property tax - Misc. parcels	-2,463.80
Total 3007 - Refunds of Tax Overpayments			-2,517.76
Total 3001 - Ad Valorem			106,045.97
3200 - Motor Vehicle Tax			
3200a - Motor Vehicle Tax & Fee Amt			
Deposit	12/24/2018	NCVTS Nov 2018	3,365.23
Total 3200a - Motor Vehicle Tax & Fee Amt			3,365.23
3200b - Motor Vehicle Int Only Amt			
Deposit	12/24/2018	NCVTS Nov 2018	28.05
Total 3200b - Motor Vehicle Int Only Amt			28.05
3200c - Motor Vehicle Refunds			
Deposit	12/24/2018	NCVTS Nov 2018	-3.89
Total 3200c - Motor Vehicle Refunds			-3.89
3200d - Motor Vehicle Gap Tax Receipts			
Deposit	12/27/2018	Deposit	5.84
Total 3200d - Motor Vehicle Gap Tax Receipts			5.84
3201 - Collection and Distrib Fee			
Deposit	12/24/2018	NCVTS Nov 2018	-104.50
Total 3201 - Collection and Distrib Fee			-104.50
Total 3200 - Motor Vehicle Tax			3,290.73
3300 - Sales & Use Tax			
Deposit	12/15/2018	Oct 2018 Sales & Use tax	15,499.66
Total 3300 - Sales & Use Tax			15,499.66
3500 - Utilities Sales Tax			
Deposit	12/17/2018	Quarter ended Sept 2018	84,542.87
Total 3500 - Utilities Sales Tax			84,542.87
3600 - Zoning			
3602 - Permits			
Deposit	12/05/2018	#18-12192	25.00
Deposit	12/06/2018	#18-12189	25.00
Deposit	12/13/2018	#18-12196	50.00
Deposit	12/13/2018	#18-12195	25.00
Deposit	12/27/2018	18-12197; Preserve at Marvin	50.00
General J...	12/31/2018	Dec 2018 CC receipts	200.00

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01/15/19

Accrual Basis

**Village of Marvin
Transparency Report Revenue**

December 2018

Type	Date	Memo	Amount
Total 3602 · Permits			375.00
3604 · Reimbursable Engineering Fees			
60524 · Billed to Developers			
Credit Me...	12/31/2018	Engineer Consultation Tullamore preliminary work for release of bonds (September 2018)	-39.68
Invoice	12/31/2018	Engineer Consultation - Amber Meadows - inspection per developer request (Nov 3, 2018)	150.00
Invoice	12/31/2018	Engineer Consultation - Marvin Gardens review & meetings with Publix & Kimley Horn (November 2018)	405.00
Invoice	12/31/2018	Engineer Consultation - Courtyards at Marvin - punchlist for resurfacing (November 2018)	331.61
Total 60524 · Billed to Developers			846.93
Total 3604 · Reimbursable Engineering Fees			846.93
Total 3600 · Zoning			1,221.93
6701 · Park Revenue			
6702 · Barn Rentals			
Deposit	12/06/2018	Michael Grant 12/7/18	300.00
Deposit	12/06/2018	Terry 12/10/18	100.00
Deposit	12/10/2018	Matthews Helping Hand 12/15/18	150.00
Total 6702 · Barn Rentals			550.00
6706 · Non-Resident Parking			
Deposit	12/10/2018	Randall #132-133	50.00
Deposit	12/17/2018	Soccer Shots Charlotte 136-137	100.00
General J...	12/31/2018	Dec 2018 CC receipts	385.00
Total 6706 · Non-Resident Parking			535.00
Total 6701 · Park Revenue			1,085.00
3700 · Interest & Misc. Revenues			
3703 · Security Alarm Violations			
Deposit	12/17/2018	R. Michael Sapp citation #2351	50.00
Total 3703 · Security Alarm Violations			50.00
3704 · Interest Income - Savings			
Deposit	12/31/2018	monthly interest	1,164.66
Total 3704 · Interest Income - Savings			1,164.66
Total 3700 · Interest & Misc. Revenues			1,214.66
3800 · Powell Bill Allocation			
Deposit	12/28/2018	2nd allocation	69,473.52
Total 3800 · Powell Bill Allocation			69,473.52
TOTAL			282,374.34

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Accrual Basis

**Village of Marvin
Transparency Report Expenditures**

December 2018

Type	Date	Name	Memo	Amount
4000 - Community Outreach				
4001 - Community Events				
4001c - Tree Lighting				
Bill	12/01/2018	RICOH USA, INC (Per Copy Cost)	color copies for tree lighting event	72.48
Credit Car...	12/01/2018	Hobby Lobby	decor for tree lighting	161.19
Credit Car...	12/03/2018	Amazon.com	Tree Lighting: Santa sock and tape (re-purchase)	37.45
Credit Car...	12/03/2018	Amazon.com	refund: snow machine juice (lost package)	-72.72
Credit Car...	12/03/2018	Amazon.com	refund: santa sock and tape (lost package)	-37.45
Credit Car...	12/03/2018	Amazon.com	Tree Lighting: extra snow machine juice	72.72
Bill	12/04/2018	Marvin Ridge Band Boosters	Tree Lighting performance	0.00
Bill	12/04/2018	Gift of Dance Studio	Tree Lighting performance	50.00
Bill	12/04/2018	MRHS Choral Arts Boosters	Tree Lighting performance	0.00
Credit Car...	12/04/2018	Walmart	hot chocolate, marshmallows, cream,sugar	75.39
Credit Car...	12/04/2018	Fast Signs	sponsor signs	148.25
Credit Car...	12/05/2018	Walgreens	gift card for "Santa"	54.95
Credit Car...	12/06/2018	Laurel Fork Christmas Trees	Christmas tree for event	150.00
Credit Car...	12/07/2018	Hobby Lobby	decor for tree lighting	229.78
Credit Car...	12/08/2018	Publix Grocery Store	cookie platter	24.71
Credit Car...	12/08/2018	Publix Grocery Store	cookie platter	96.69
Credit Car...	12/10/2018	Sams Xpress	diesel for light trailer	3.90
General J...	12/15/2018		D, Durst reimbursement for tree decor	49.61
Total 4001c - Tree Lighting				1,116.95
Total 4001 - Community Events				1,116.95
4002 - Off Duty Deputy				
Bill	12/04/2018	Edward A. Swan	Tree Lighting security	0.00
Total 4002 - Off Duty Deputy				0.00
Total 4000 - Community Outreach				1,116.95
4100 - Dues & Subscriptions				
4150 - Membership Dues				
4151 - Dues - NC City/Cty Mgrs Assoc				
Credit Car...	12/18/2018	NC City and County Management Association	Annual Membership: C. Alphin	225.00
Total 4151 - Dues - NC City/Cty Mgrs Assoc				225.00
Total 4150 - Membership Dues				225.00
Total 4100 - Dues & Subscriptions				225.00
4400 - Gifts				
4402 - Miscellaneous Gifts				
Credit Car...	12/13/2018	Saveeda's	Bereavement Gift: B. Horvath of Wesley Chapel	50.00
Credit Car...	12/13/2018	Hometown Heroes of Union County, NC	Bereavement Gift: E. Cathey	50.00
Total 4402 - Miscellaneous Gifts				100.00
Total 4400 - Gifts				100.00
4500 - Insurance and Bonds				
4502 - Insurance - Worker's Comp				
Deposit	12/17/2018		NC Interlocal Risk Mgmt - Refund from Audit	-645.36
Total 4502 - Insurance - Worker's Comp				-645.36
Total 4500 - Insurance and Bonds				-645.36
4700 - Occupancy				
4702 - Occupancy - Electricity				
Bill	12/18/2018	Union Power Cooperative	5369518001 Village Hall	121.74
Total 4702 - Occupancy - Electricity				121.74
4703 - Occupancy - Fellowship Hall Use				
Bill	12/21/2018	Banks Presbyterian Church	Fellowship Hall Use - 8/9/18, 10/2/18	50.00
Total 4703 - Occupancy - Fellowship Hall Use				50.00
4704 - Occupancy - Gas heat				
Check	12/17/2018	Piedmont Natural Gas	monthly billing	108.41
Total 4704 - Occupancy - Gas heat				108.41
4708 - Occupancy - Office Cleaning				
Bill	12/31/2018	Maid Brigade-Charlotte NC	Office cleaning December 2018	216.00
Total 4708 - Occupancy - Office Cleaning				216.00
4710 - Occupancy - Town Hall Rent				
Check	12/01/2018	T.R. Lawing Realty, Inc.	monthly rent on town hall	915.00
Total 4710 - Occupancy - Town Hall Rent				915.00
Total 4700 - Occupancy				1,411.15
4800 - Office Expenditures				
4803 - Office Exp - Bank Fees				
Check	12/12/2018	Fifth Third Bank	Service charge Dec 2018	155.95
Check	12/31/2018	Heartland Payment Systems	monthly CC fees	45.00
Total 4803 - Office Exp - Bank Fees				200.95
4804 - Office Exp - Copier Rental				
Bill	12/14/2018	RICOH USA, INC/Ikon Office Solutions	Monthly copier rental	183.99

**Village of Marvin
Transparency Report Expenditures**

Accrual Basis

December 2018

Type	Date	Name	Memo	Amount
Total 4804 · Office Exp - Copier Rental				183.99
4806 · Office Exp - Mileage				
General J...	12/15/2018		K. Moore mileage (Aug thru Dec 2018)	43.60
General J...	12/15/2018		D. Durst Mileage (Oct and Nov 2018)	212.69
Total 4806 · Office Exp - Mileage				256.29
4807 · Office Exp - Per Copy Costs				
Bill	12/01/2018	RICOH USA, INC (Per Copy Cost)	Base Dec 2018 Actual Color Nov 2018	191.51
Total 4807 · Office Exp - Per Copy Costs				191.51
4808 · Office Exp - Postage				
Check	12/13/2018	FP Mailing Solutions	refill postage machine	250.00
Total 4808 · Office Exp - Postage				250.00
4810 · Office Exp - Supplies				
Bill	12/01/2018	Crystal Springs	office water	9.43
Bill	12/13/2018	Office Depot	office supplies; Inv 241674044001	190.87
Bill	12/13/2018	Office Depot	office supplies; Inv 241675764001	30.73
Bill	12/13/2018	Office Depot	office supplies; Inv 241675763001	69.79
Bill	12/13/2018	Office Depot	office supplies; Inv 246250234001	28.61
Bill	12/13/2018	Office Depot	office supplies; Inv 246250232001 - CREDIT	-28.61
Bill	12/18/2018	Office Depot	office supplies; Inv 248296051001	95.37
Bill	12/18/2018	Office Depot	office supplies; Inv 248298430001	71.76
Credit	12/27/2018	Office Depot	returned damaged binders; Inv 251634128001	-29.67
Total 4810 · Office Exp - Supplies				438.28
4811 · Office Exp - Telephone/DSL				
Bill	12/16/2018	AT&T Mobility	11/17 - 12/16/18 monthly bill	653.80
Check	12/22/2018	Windstream	Village Hall phone and internet	454.57
Total 4811 · Office Exp - Telephone/DSL				1,108.37
4812 · Office Exp - Website Host/Email				
Bill	12/01/2018	VC3, Inc.	Monthly website hosting	95.00
Credit Car...	12/02/2018	Microsoft online	Email for planning board members and tax collector	16.00
Credit Car...	12/02/2018	Microsoft online	Sharepoint for Council, Clerk, Village Administrator, Finance Officer, Planning Board Chair	120.00
Credit Car...	12/02/2018	Microsoft online	Office 365 Enterprise E3 for Karen	20.00
Credit Car...	12/19/2018	Mail Chimp	Monthly subscription for e-blast account	20.00
Credit Car...	12/20/2018	Network Solutions	3 years - expires 2.18.2022	119.97
Total 4812 · Office Exp - Website Host/Email				390.97
4813 · Office Exp -Postage Mach Rental				
Bill	12/03/2018	FP Mailing Solutions	Quarterly postage machine rental	73.08
Total 4813 · Office Exp -Postage Mach Rental				73.08
4814 · Off Exp-Accounting Adjustments				
Bill	12/10/2018	Transcription Plus, LLC	Transcription Services - 2018-09-27 VC work session 1,2,3	742.50
Bill	12/17/2018	Transcription Plus, LLC	Transcription Services: PRG 2018-08-07, VC 2018-08-09 (Mtg 1 & 2), PB 2018-08-22, 2018-07...	2,011.50
Bill	12/24/2018	Transcription Plus, LLC	Transcription Services: PB 9/18/18; Joint PRG/VC 8/30/18 & 10/2/18	924.75
Bill	12/31/2018	Transcription Plus, LLC	Transcription Services: VC 10/10/18 and 10/25/18	1,012.50
Total 4814 · Off Exp-Accounting Adjustments				4,691.25
Total 4800 · Office Expenditures				7,784.69
5000 · Professional Services				
5001 · Prof Fees - Attorney				
50010 · Retainer				
Bill	12/31/2018	Cox Law Firm, PLLC	Retainer - December 2018	250.00
Total 50010 · Retainer				250.00
50011 · On Call Services				
Bill	12/31/2018	Cox Law Firm, PLLC	Time Entries - Dec. 2018 (13.4 hours)	2,720.00
Total 50011 · On Call Services				2,720.00
50012 · Lawsuit Costs				
Bill	12/04/2018	The Brough Law Firm, PLLC	Services November 2018	1,830.00
Bill	12/31/2018	The Brough Law Firm, PLLC	Services December 2018	3,992.50
Bill	12/31/2018	Cox Law Firm, PLLC	Lawsuit Defense Dec 2018 (1.1 hours)	247.50
Bill	12/31/2018	Cox Law Firm, PLLC	Lawsuit Defense Dec 2018 (18.6 hours)	3,986.00
Total 50012 · Lawsuit Costs				10,056.00
Total 5001 · Prof Fees - Attorney				13,026.00
5006 · Planning/Zoning Consultant				
Bill	12/04/2018	Centralina Council of Governments	Pytm 1 of 4: Land Use Plan Survey	800.00
Total 5006 · Planning/Zoning Consultant				800.00
Total 5000 · Professional Services				13,826.00
5500 · Public Safety				
5501 · Other Public Safety				
Bill	12/06/2018	William E Summey	Traffic Direction: 12/4/18-12/6/18	90.00
Bill	12/06/2018	Jerry Dale Paxton, Jr.	Traffic Direction: 12/4/18-12/6/18	90.00
Bill	12/06/2018	Jessica N. Hines	Traffic Direction: 12/4/18-12/6/18	90.00
Bill	12/06/2018	William C. McWhorter	Traffic Direction: 12/4/18-12/6/18	90.00
Credit Car...	12/08/2018	QT	fuel for light tower	41.70

Village of Marvin
Transparency Report Expenditures

Accrual Basis

December 2018

Type	Date	Name	Memo	Amount
Bill	12/10/2018	Sunbelt Rentals	Light tower rental 12/3/18-12/10/18 (Acct #645956)	465.30
Bill	12/21/2018	William E Summey	Traffic Direction: week ended 12/21/18	360.00
Bill	12/21/2018	Jerry Chad Barbee	Traffic Direction: week ended 12/21/18	90.00
Total 5501 · Other Public Safety				1,317.00
Total 5500 · Public Safety				1,317.00
6000 - Salaries & Related Expenditures				
6001 - Gross Wages				
6032 - Temporary Assistant				
Paycheck	12/14/2018	Julie W. Rothrock	Direct Deposit	525.00
Paycheck	12/31/2018	Julie W. Rothrock	Direct Deposit	368.75
Total 6032 · Temporary Assistant				893.75
6003 - Village Administrator				
Paycheck	12/14/2018	Christina Alphin	Direct Deposit	3,750.00
Paycheck	12/31/2018	Christina Alphin	Direct Deposit	3,750.00
Total 6003 · Village Administrator				7,500.00
6004 - Clerk				
Paycheck	12/14/2018	Barbara R. Blackwell	Direct Deposit	2,145.83
Paycheck	12/31/2018	Barbara R. Blackwell	Direct Deposit	2,145.83
Total 6004 · Clerk				4,291.66
6006 - Planner				
Paycheck	12/14/2018	Lara R Carnow	Direct Deposit	62.50
Total 6006 · Planner				62.50
6005 - Finance Officer				
Paycheck	12/14/2018	Christine A Robertson	Direct Deposit	990.00
Paycheck	12/31/2018	Christine A Robertson	Direct Deposit	981.75
Total 6005 · Finance Officer				1,971.75
6002 - Tax Collector				
Paycheck	12/14/2018	Nancy A. Schneeberger	Direct Deposit	594.00
Paycheck	12/31/2018	Nancy A. Schneeberger	Direct Deposit	532.13
Total 6002 · Tax Collector				1,126.13
6007 - Zoning Assistant				
Paycheck	12/14/2018	Kelley S. Moore	Direct Deposit	860.00
Paycheck	12/31/2018	Kelley S. Moore	Direct Deposit	575.00
Total 6007 · Zoning Assistant				1,435.00
6031 - Park Mgr / Code Enforcement				
Paycheck	12/14/2018	Derek R Durst	Direct Deposit	1,153.80
Paycheck	12/31/2018	Derek R Durst	Direct Deposit	1,182.65
Total 6031 · Park Mgr / Code Enforcement				2,336.45
6711 - Park Maintenance Associates				
Paycheck	12/14/2018	Justin T Moore	Direct Deposit	40.00
Paycheck	12/14/2018	Matthew H Page	Direct Deposit	502.50
Paycheck	12/14/2018	Timothy Lockwood	Direct Deposit	616.00
Paycheck	12/14/2018	Willis E. Helms	Direct Deposit	468.75
Paycheck	12/31/2018	Matthew H Page	Direct Deposit	390.00
Paycheck	12/31/2018	Timothy Lockwood	Direct Deposit	175.00
Paycheck	12/31/2018	Willis E. Helms	Direct Deposit	123.75
Total 6711 · Park Maintenance Associates				2,316.00
6001 - Gross Wages - Other				
Paycheck	12/14/2018	Barbara R. Blackwell	Direct Deposit	0.00
Paycheck	12/31/2018	Barbara R. Blackwell	Direct Deposit	0.00
Total 6001 · Gross Wages - Other				0.00
Total 6001 · Gross Wages				21,933.24
6080 - Fringe Benefits				
6083 - Payroll - Health/Life Insurance				
Bill	12/03/2018	Municipal Insurance Trust of NC	monthly health insurance full time staff	2,715.50
Total 6083 · Payroll - Health/Life Insurance				2,715.50
6084 - Payroll - Retirement Exp				
Paycheck	12/14/2018	Barbara R. Blackwell	Direct Deposit	166.30
Paycheck	12/14/2018	Christina Alphin	Direct Deposit	290.63
Paycheck	12/14/2018	Derek R Durst	Direct Deposit	89.42
Paycheck	12/14/2018	Lara R Carnow	Direct Deposit	4.84
Paycheck	12/31/2018	Barbara R. Blackwell	Direct Deposit	166.30
Paycheck	12/31/2018	Christina Alphin	Direct Deposit	290.63
Paycheck	12/31/2018	Derek R Durst	Direct Deposit	91.66
Total 6084 · Payroll - Retirement Exp				1,099.78
Total 6080 · Fringe Benefits				3,815.28
6090 - Payroll Tax				
6091 - FICA/941 (Town match)				
Paycheck	12/14/2018	Barbara R. Blackwell	Direct Deposit	126.17

Village of Marvin
Transparency Report Expenditures

Accrual Basis

December 2018

Type	Date	Name	Memo	Amount
Paycheck	12/14/2018	Barbara R. Blackwell	Direct Deposit	29.51
Paycheck	12/14/2018	Christina Alphin	Direct Deposit	221.17
Paycheck	12/14/2018	Christina Alphin	Direct Deposit	51.72
Paycheck	12/14/2018	Christine A Robertson	Direct Deposit	61.38
Paycheck	12/14/2018	Christine A Robertson	Direct Deposit	14.35
Paycheck	12/14/2018	Derek R Durst	Direct Deposit	64.50
Paycheck	12/14/2018	Derek R Durst	Direct Deposit	15.09
Paycheck	12/14/2018	Julie W. Rothrock	Direct Deposit	32.55
Paycheck	12/14/2018	Julie W. Rothrock	Direct Deposit	7.62
Paycheck	12/14/2018	Justin T Moore	Direct Deposit	2.48
Paycheck	12/14/2018	Justin T Moore	Direct Deposit	0.58
Paycheck	12/14/2018	Kelley S. Moore	Direct Deposit	53.32
Paycheck	12/14/2018	Kelley S. Moore	Direct Deposit	12.47
Paycheck	12/14/2018	Lara R Carnow	Direct Deposit	3.87
Paycheck	12/14/2018	Lara R Carnow	Direct Deposit	0.90
Paycheck	12/14/2018	Matthew H Page	Direct Deposit	31.16
Paycheck	12/14/2018	Matthew H Page	Direct Deposit	7.29
Paycheck	12/14/2018	Nancy A. Schneeberger	Direct Deposit	36.82
Paycheck	12/14/2018	Nancy A. Schneeberger	Direct Deposit	8.62
Paycheck	12/14/2018	Timothy Lockwood	Direct Deposit	38.19
Paycheck	12/14/2018	Timothy Lockwood	Direct Deposit	8.93
Paycheck	12/14/2018	Willis E. Helms	Direct Deposit	29.07
Paycheck	12/14/2018	Willis E. Helms	Direct Deposit	6.79
Paycheck	12/31/2018	Joseph E. Pollino Jr.	Direct Deposit	31.00
Paycheck	12/31/2018	Joseph E. Pollino Jr.	Direct Deposit	7.25
Paycheck	12/31/2018	Kimberly B. Vandenberg	Direct Deposit	24.80
Paycheck	12/31/2018	Kimberly B. Vandenberg	Direct Deposit	5.80
Paycheck	12/31/2018	Mary G. Shkut	Direct Deposit	24.80
Paycheck	12/31/2018	Mary G. Shkut	Direct Deposit	5.80
Paycheck	12/31/2018	Nicholas R. Dispenziere	Direct Deposit	27.90
Paycheck	12/31/2018	Nicholas R. Dispenziere	Direct Deposit	6.52
Paycheck	12/31/2018	Robert E Epps	Direct Deposit	24.80
Paycheck	12/31/2018	Robert E Epps	Direct Deposit	5.80
Paycheck	12/31/2018	Barbara R. Blackwell	Direct Deposit	126.18
Paycheck	12/31/2018	Barbara R. Blackwell	Direct Deposit	29.51
Paycheck	12/31/2018	Christina Alphin	Direct Deposit	221.17
Paycheck	12/31/2018	Christina Alphin	Direct Deposit	51.73
Paycheck	12/31/2018	Christine A Robertson	Direct Deposit	60.87
Paycheck	12/31/2018	Christine A Robertson	Direct Deposit	14.24
Paycheck	12/31/2018	Derek R Durst	Direct Deposit	66.28
Paycheck	12/31/2018	Derek R Durst	Direct Deposit	15.50
Paycheck	12/31/2018	Julie W. Rothrock	Direct Deposit	22.86
Paycheck	12/31/2018	Julie W. Rothrock	Direct Deposit	5.34
Paycheck	12/31/2018	Kelley S. Moore	Direct Deposit	35.65
Paycheck	12/31/2018	Kelley S. Moore	Direct Deposit	8.34
Paycheck	12/31/2018	Matthew H Page	Direct Deposit	24.18
Paycheck	12/31/2018	Matthew H Page	Direct Deposit	5.65
Paycheck	12/31/2018	Nancy A. Schneeberger	Direct Deposit	33.00
Paycheck	12/31/2018	Nancy A. Schneeberger	Direct Deposit	7.71
Paycheck	12/31/2018	Timothy Lockwood	Direct Deposit	10.85
Paycheck	12/31/2018	Timothy Lockwood	Direct Deposit	2.54
Paycheck	12/31/2018	Willis E. Helms	Direct Deposit	7.67
Paycheck	12/31/2018	Willis E. Helms	Direct Deposit	1.80
Total 6091 - FICA/941 (Town match)				1,780.09
Total 6090 - Payroll Tax				1,780.09
6100 - Other Payroll Expenditures				
6102 - Direct Deposit Fees				
Liability C...	12/13/2018	QuickBooks Payroll Service	Fee for 12 direct deposit(s) at \$1.75 each	21.00
Paycheck	12/14/2018	Barbara R. Blackwell	Direct Deposit	0.00
Paycheck	12/14/2018	Christina Alphin	Direct Deposit	0.00
Paycheck	12/14/2018	Christine A Robertson	Direct Deposit	0.00
Paycheck	12/14/2018	Derek R Durst	Direct Deposit	0.00
Paycheck	12/14/2018	Julie W. Rothrock	Direct Deposit	0.00
Paycheck	12/14/2018	Justin T Moore	Direct Deposit	0.00
Paycheck	12/14/2018	Kelley S. Moore	Direct Deposit	0.00
Paycheck	12/14/2018	Lara R Carnow	Direct Deposit	0.00
Paycheck	12/14/2018	Matthew H Page	Direct Deposit	0.00
Paycheck	12/14/2018	Nancy A. Schneeberger	Direct Deposit	0.00
Paycheck	12/14/2018	Timothy Lockwood	Direct Deposit	0.00
Paycheck	12/14/2018	Willis E. Helms	Direct Deposit	0.00
Liability C...	12/28/2018	QuickBooks Payroll Service	Fee for 14 direct deposit(s) at \$1.75 each	24.50
Paycheck	12/31/2018	Barbara R. Blackwell	Direct Deposit	0.00
Paycheck	12/31/2018	Christina Alphin	Direct Deposit	0.00
Paycheck	12/31/2018	Christine A Robertson	Direct Deposit	0.00
Paycheck	12/31/2018	Derek R Durst	Direct Deposit	0.00
Paycheck	12/31/2018	Julie W. Rothrock	Direct Deposit	0.00
Paycheck	12/31/2018	Kelley S. Moore	Direct Deposit	0.00
Paycheck	12/31/2018	Matthew H Page	Direct Deposit	0.00
Paycheck	12/31/2018	Nancy A. Schneeberger	Direct Deposit	0.00
Paycheck	12/31/2018	Timothy Lockwood	Direct Deposit	0.00
Paycheck	12/31/2018	Willis E. Helms	Direct Deposit	0.00
Total 6102 - Direct Deposit Fees				45.50
Total 6100 - Other Payroll Expenditures				45.50
Total 6000 - Salaries & Related Expenditures				27,574.11
6050 - Stipends				
6051 - Council				
Paycheck	12/31/2018	Kimberly B. Vandenberg	Direct Deposit	400.00

Village of Marvin
Transparency Report Expenditures

Accrual Basis

December 2018

Type	Date	Name	Memo	Amount	
Paycheck	12/31/2018	Mary G. Shkut	Direct Deposit	400.00	
Paycheck	12/31/2018	Robert E Epps	Direct Deposit	400.00	
Total 6051 · Council				1,200.00	
6052 - Mayor					
Paycheck	12/31/2018	Joseph E. Pollino Jr.	Direct Deposit	500.00	
Total 6052 · Mayor				500.00	
6053 - Mayor Pro Tem					
Paycheck	12/31/2018	Nicholas R. Dispenziere	Direct Deposit	450.00	
Total 6053 · Mayor Pro Tem				450.00	
Total 6050 · Stipends					2,150.00
6400 - Training & Travel					
6402 - Travel Expenses					
General J...	12/15/2018		D. Durst travel for training (Oct 2018)	35.70	
Total 6402 · Travel Expenses				35.70	
6403 - Books & Reference Materials					
Credit Car...	12/04/2018	LongLeaf Services	(1) Local Government Finance- 4th Edition	66.00	
Credit Car...	12/18/2018	LongLeaf Services	Legal Guide to Construction Contracting with NC Local Governments - Fifth Edition	58.64	
Total 6403 · Books & Reference Materials				124.64	
6404 - Council/Boards Training/Retreat					
Credit Car...	12/11/2018	Harris Teeter	Snacks/Water for VC meeting	21.16	
Total 6404 · Council/Boards Training/Retreat				21.16	
Total 6400 · Training & Travel					181.50
6500 - Zoning Expenditures					
6502 - Zoning - Engineering					
60521 - Powell Bill / Roads					
Bill	12/18/2018	A. Morton Thomas & Associates, Inc.	Engineering - Cost Estimating, Pavement Condition, Other Oct 31 to Nov 27, 2018	1,591.87	
Total 60521 · Powell Bill / Roads				1,591.87	
60522 - Development Costs					
Bill	12/18/2018	A. Morton Thomas & Associates, Inc.	Engineering - The Preserve Oct 31 to Nov 27, 2018	1,186.59	
Bill	12/18/2018	A. Morton Thomas & Associates, Inc.	Engineering - Amber Meadows Oct 31 to Nov 27, 2018	150.00	
Bill	12/18/2018	A. Morton Thomas & Associates, Inc.	Engineering - Marvin Gardens Oct 31 to Nov 27, 2018	405.00	
Bill	12/18/2018	A. Morton Thomas & Associates, Inc.	Engineering - Courtyards at Marvin Oct 31 to Nov 27, 2018	331.61	
Total 60522 · Development Costs				2,073.20	
60523 - Other					
Bill	12/18/2018	A. Morton Thomas & Associates, Inc.	Engineering - VOM Oct 31 to Nov 27, 2018	2,085.00	
Total 60523 · Other				2,085.00	
Total 6502 · Zoning - Engineering					5,750.07
6507 - Zoning - Urban Forester					
Bill	12/27/2018	Union County Urban Forester	2018-19 cost allocation	2,468.46	
Total 6507 · Zoning - Urban Forester				2,468.46	
6508 - Zoning - Voluntary Annexations					
Bill	12/31/2018	Cox Law Firm, PLLC	Recording fee: CUP (Ward) and Annexation Ordinance 2018-12-01	52.00	
Total 6508 · Zoning - Voluntary Annexations				52.00	
6509 - Zoning - Public Hearing Notices					
Bill	12/02/2018	Enquirer-Journal	Notice for Annexation: 11/16/18 & 11/30/18	164.18	
Total 6509 · Zoning - Public Hearing Notices				164.18	
Total 6500 · Zoning Expenditures					8,434.71
6700 - Park Operations					
6709 - Park Expenditures					
6714 - Capital Spending / Equipment					
Bill	12/07/2018	Covenant Works LLC.	Playground Area Mulch: Remove old and replace with new	2,800.00	
Total 6714 · Capital Spending / Equipment				2,800.00	
6720 - Electricity, Gas & Water					
Check	12/07/2018	Union County Public Works	Water usage 10/23/18-11/21/18	12.80	
Bill	12/18/2018	Union Power Cooperative	5369518008 Barn	58.98	
Bill	12/18/2018	Union Power Cooperative	5369518006 Bathroom	108.75	
Bill	12/18/2018	Union Power Cooperative	5369518010 Shed	29.48	
Total 6720 · Electricity, Gas & Water				210.01	
6735 - Maintenance Expenses					
6739 - General Repairs					
Credit Car...	12/27/2018	A-1 Wildlife Control	Remove dead deer on park trail	499.00	
Total 6739 · General Repairs				499.00	
6742 - Supplies					
Credit Car...	12/05/2018	Lowe's Home Centers	supplies: glue, outdoor timer, extension cords	48.80	
Credit Car...	12/16/2018	Lowe's Home Centers	supplies: toilet paper	7.59	

Village of Marvin
Transparency Report Expenditures

Accrual Basis

December 2018

Type	Date	Name	Memo	Amount
Credit Car...	12/17/2018	Art SignWorks, Inc.	Openshaw Way sign - 50% deposit	237.50
		Total 6742 · Supplies		293.89
6749 · Landscaping				
Credit Car...	12/01/2018	Yard Works Fort Mill LLC	Playground area mulch	999.00
		Total 6749 · Landscaping		999.00
6743 · Tree Services				
Bill	12/06/2018	Grattan Pest Solutions, Inc.	Tree banding for cankerworms	1,086.70
		Total 6743 · Tree Services		1,086.70
		Total 6735 · Maintenance Expenses		2,878.59
		Total 6709 · Park Expenditures		5,888.60
		Total 6700 · Park Operations		5,888.60
90000 · Capital Projects Fund FY17				
90100 · CP - Architect /Engineer /Legal				
Check	12/07/2018	Urban Architectural Group P.A.	Revise front building elevation	1,008.00
Check	12/07/2018	Urban Architectural Group P.A.	Reimbursable Expenses	6.90
		Total 90100 · CP - Architect /Engineer /Legal		1,014.90
		Total 90000 · Capital Projects Fund FY17		1,014.90
TOTAL				70,379.25