



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BRIAN KEVENY
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To: Finance Committee

Nancy Funkhouser Thomas Greenaway (Chair) Gil Wolin Dave Watkins
Carol Martin Bill Steinberg Thomas Abdella

From: Brian Keveny, Finance Director

Date: June 15, 2015

Subject: Budget Status Report FY 2015, 4th Quarter-Year to date

Please find enclosed the budget status reports for the General Fund, Enterprise Funds and Revolving Funds as of June 11, 2015 for the Town of Wayland. Additionally I have prepared Free Cash, Appropriation Turnback, and Reserve Fund Transfer schedules. The reports detail actual revenues and expenditures to budget. We still need to complete the revenue postings for May and June 2015. The reports reflect all activity posted as of June 11, 2015.

General Fund Expenditures:

Town Departments have expended and encumbered \$33,552,160 or 92% of budget. The School Department has expended and encumbered \$34,677,207 or 97% of budget. The total Fiscal 2015 appropriation turn back estimate is \$1,531,000 and the Fiscal 2014 rollover turn back is \$212,983. For your review I have prepared an analysis of the Town and School turn backs. The largest appropriation turn backs are Reserve Fund, Insurance 32B, Salary Reserve, Fire Department, and School Department. The total combined turn back amounts to \$1,743,983.

The following town departments will be in need of a Finance Committee Reserve Fund transfer; Treasury Department-payroll, Town Office-expense, Library-payroll, Snow and Ice-payroll and Council on Aging-payroll. I have included transfer request forms related to these issues.

General Fund Revenues:

The Town has collected approximately 98% of Property Tax, Local Receipts, Transfers from Other Fund and State Aid budgeted revenue. The town has collected 99.9% of taxation net of overlay, 100% of local receipts and 100% of transfers from other funds. Collection of unbudgeted revenue is \$1,840,951. The Children's Way has transferred \$7,900 to the General Fund related to the Fiscal 2014 revenue shortfall issue.

I am estimating the net budget to actual budget revenue will be (\$25,000). My original estimate was (\$400,000).

Free Cash:

The Free Cash schedule includes all recent Town Meeting votes related to the Fiscal 2016 General Fund budget, Capital Appropriations and Articles. I have made adjustments to estimated turn backs and revenues. Based on these adjustments Free Cash is estimated to be \$6.4M or 8.73% of next year budget of \$73.6M.

Wastewater Enterprise Fund:

Revenue:

The Wastewater Enterprise fund obtained revenue collections of \$1,081,405 or 165% of budget. The increase is attributable to Unapportioned Betterment revenue in the amount of \$510,884. The current balance in the fund is \$730,334.

Expenditures:

Total expenses were \$659,006 or 93% of budget. The expenditure budget increase of \$52,000 has also been posted as approved at Town Meeting.

Water Enterprise Fund:

Revenue:

The Water Fund collected 105% of direct budgeted revenue or \$3,629,357. The actual increase in budget to revenue was \$356,994.

Expenditures:

The Water Fund has expended \$4,233,505 in operation expenses and \$775,000 capital appropriations. Approximately 97% of total expenditure budget was expended.

Respectfully submitted,



Brian Keveny

Finance Director

Town of Wayland
Summary Status Report, June 11, 2015

General Fund

	Fiscal 2015 Budget	Fiscal 2015 Actual	% Budget Spent
<i>Revenue</i>			
Taxation	58,636,762	58,575,317.00	99.90%
State Aid	4,550,673	3,795,156.00	83.40%
Local Reciepts	4,180,401	4,180,495.00	100.00%
Transfers from Other Funds	1,539,247	1,539,247.00	100.00%
Other Sources	0.00	0.00	
Total	68,907,083.00	68,090,215.00	98.81%
Non Budgeted	0.00	1,840,951.00	n/a
Total Revenue	68,907,083.00	69,931,166.00	101.49%
<i>Expenditures</i>			
Town Budget	36,427,909.00	33,552,160.00	92.11%
School Budget	35,433,047.00	34,677,207.98	97.87%
Total Expense	71,860,956.00	68,229,367.98	94.95%

Water Enterprise Fund

	Fiscal 2015 Budget	Fiscal 2015 Actual	% Budget Spent
<i>Revenue</i>			
Operating revenue	3,432,054.00	3,629,357.00	105.75%
Use of Water Capital	920,712.00	0.00	0.00%
Unbudgeted Revenue	0.00	0.00	0.00%
Total Revenue	4,352,766.00	3,629,357.00	83.38%
<i>Expenditures</i>			
Operating expenses	3,577,766.00	3,149,812.00	88.04%
Use of Water Capital	775,000.00	775,000.00	100.00%
Total Expense	4,352,766.00	3,924,812.00	90.17%
Unbudgeted Expense	0.00	308,693.00	0.00%
Total Expenses	4,352,766.00	4,233,505.00	97.26%

Wastewater Enterprise Fund

	Fiscal 2015 Budget	Fiscal 2015 Actual	% Budget Spent
<i>Revenue</i>			
Operating revenue	707,405.00	1,090,098.00	154.10%
<i>Expenditures</i>			
Operating expenses	707,405.00	659,006.00	93.16%

Town of Wayland, Massachusetts
General Fund Revenue Report
Fiscal 2015
At June 11, 2015

	Fiscal 2015 YTD-Actual	Fiscal 2015 Budget	B / A Fiscal 2015 \$ Variance	% of Budget Collected	Estimated Variance Budget / Actual
Taxation:					
Real Estate	57,839,213.00	58,845,550.00	(1,006,337.00)	98.29%	
Personal Property	736,104.00	740,741.00	(4,637.00)	99.37%	
Overlay	-	(949,529.00)	949,529.00	0.00%	
Total	58,575,317.00	58,636,762.00	(61,445.00)	99.90%	(50,000.00)
State Aid:					
School Construction	-	-	-	-	
Local Aid : Cherry Sheet					
Chapter 70	3,037,344.00	3,644,813.00	(607,469.00)	83.33%	
Charter Tuition Assessment		751.00	(751.00)	0.00%	
Unrestricted Aid	670,290.00	801,292.00	(131,002.00)	83.65%	
Veterans Benefits Chapter 115	6,731.00	8,049.00	(1,318.00)	83.63%	
Exemption : Vets, Blind, Surviving Spouse	33,612.00	31,702.00	1,910.00	106.02%	
State Owned Land Reimbursement	47,179.00	64,066.00	(16,887.00)	73.64%	
Total	3,795,156.00	4,550,673.00	(755,517.00)	83.40%	(50,000.00)
Local Receipts:					
Motor Vehicle Excise	2,259,113.00	2,345,000.00	(85,887.00)	96.34%	
Other Excise	172,272.00	200,000.00	(27,728.00)	86.14%	
Penalties and Interest	213,867.00	185,000.00	28,867.00	115.60%	
Payment In Lieu of Taxes	26,092.00	24,997.00	1,095.00	104.38%	
Fees	381,865.00	535,000.00	(153,135.00)	71.38%	
Licenses and Permits	959,109.00	700,000.00	259,109.00	137.02%	
Special Assessments	6,604.00	10,000.00	(3,396.00)	66.04%	
Fines and Forfeits	61,880.00	80,000.00	(18,120.00)	77.35%	
Investment Income	94,289.00	95,000.00	(711.00)	99.25%	
Miscellaneous Recurring	5,404.00	5,404.00	-	100.00%	
Miscellaneous Non Recurring	-	-	-	-	
Total	4,180,495.00	4,180,401.00	94.00	100.00%	25,000.00
Transfers from other funds:					
Ambulance	360,000.00	360,000.00	-	100.00%	
Fund 61-Water	348,583.00	348,583.00	-	100.00%	
Fund 24-Transfer Station	42,895.00	42,895.00	-	100.00%	
Fund 24-Recreation	88,027.00	88,027.00	-	100.00%	
Fund 25-Food Service	225,017.00	225,017.00	-	100.00%	
Fund 25-BASE	191,105.00	191,105.00	-	100.00%	
Fund 25-TCW	200,741.00	200,741.00	-	100.00%	
Fund 25-Full Day Kinder	43,377.00	43,377.00	-	100.00%	
Fund 62-Septage	39,502.00	39,502.00	-	100.00%	
Fund 63-Wastewater	-	-	-	-	
	1,539,247.00	1,539,247.00	-	100.00%	-
Total Budgeted Revenue	68,090,215.00	68,907,083.00	(816,868.00)	98.81%	(25,000.00)
Unbudgeted Revenue:					
OPEB Transfer- Article 4	594,835.00	-	-	0.00%	
Capital Closeouts	9,780.00	-	-	0.00%	
Full Day Kindergarten- FY 2014	7,913.00	-	-	0.00%	
Tax Title Liens	389,749.00	-	-	0.00%	
Prior Year RE collections	376,464.00	-	-	0.00%	
Bond Premium	462,210.00	-	-	0.00%	
Total Unbudgeted Revenue	1,840,951.00	-	1,840,951.00	0.00%	1,840,951.00
Total All Revenue	69,931,166.00	68,907,083.00	1,024,083.00	101.49%	1,815,951.00

Town of Wayland
Fiscal 2015 Total Revenue and Expenditures-GAAP
At June 11, 2015

	FISCAL 2015 BUDGET TO ACTUAL				FISCAL 2014 ROLLOVER BUDGET TO ACTUAL				COMBINED VARIANCE FY 15 / FY 14
	Final Budget	YTD Actual	Encumbrance	FY 2015 Total (Uncollected) / Unspent	FISCAL 2014 CARRYFORWARD	FISCAL 2014 ACTUAL	CARRYFORWARD VARIANCE BUDGET / ACTUAL		
REVENUES:									
Taxation	58,636,762	58,575,317.00	n/a	(61,445)	n/a	n/a	n/a	(61,445)	
State Aid:	4,550,673	3,795,156.00	n/a	(755,517)	n/a	n/a	n/a	(755,517)	
Local Receipts	4,180,401	4,180,495	n/a	94	n/a	n/a	n/a	94	
Transfers From Other Funds	1,539,247	1,539,247.00	n/a	0	n/a	n/a	n/a	0	
Non Budgeted Revenue	-	1,840,951	n/a	1,840,951	n/a	n/a	n/a	1,840,951	
Free Cash	1,664,094	-	n/a	(1,664,094)	n/a	n/a	n/a		
Free Cash FY 15 ATM	523,196	-	n/a	(523,196)	n/a	n/a	n/a		
Other Reserves	766,583	-	n/a	(766,583)	n/a	n/a	n/a		
Total Revenues	71,860,956	69,931,166	-	(1,929,790)	-	-	-	1,024,083.00	
EXPENDITURES:									
General Government	3,968,999	3,323,906.00	98,736.00	546,357	182,154.00	44,331.00	137,823.00	684,180.00	
Public Safety	5,905,553	5,297,949.00	29,724.00	577,880	15,483.00	14,998.00	485.00	578,365.00	
Education	35,433,047	33,355,936.51	1,321,271.47	755,839	276,126.00	230,050.00	46,076.00	801,915.02	
Minuteman Reg School	203,026	152,267.00	-	50,759	-	-	-	50,759.00	
Public Works	2,866,195	2,453,100.00	31,433.00	381,662	9,976.00	9,976.00	-	381,662.00	
Health and Human Services	1,216,315	1,119,263.00	700.00	96,352	-	-	-	96,352.00	
Culture and Recreation	1,279,314	1,150,622.00	16,668.00	112,024	-	-	-	112,024.00	
State and County Assessments	122,112	92,625.00	-	29,487	-	-	-	29,487.00	
Debt Service	7,789,058	7,668,454.00	-	120,604	-	-	-	120,604.00	
Pension	3,740,468	3,740,468.00	-	-	-	-	-	-	
Unclassified	8,424,375	7,370,845.00	50,000.00	1,003,530	40,228.00	11,629.00	28,599.00	1,032,129.00	
Other Expenditures	88,400	5,175.00	-	83,225	-	-	-	-	
Overlay 2015	949,529	-	-	949,529	-	-	-	83,225.00	
Overlay 2015	(949,529)	-	-	(949,529)	-	-	-	-	
Transfers To Other Funds	249,094.00	249,094.00	-	0	-	-	-	-	
Transfer to Other Funds-Capital	575,000	701,131.00	-	(126,131)	-	-	-	(126,131.00)	
	71,860,956	66,680,836	1,548,532	3,631,588	523,967.00	310,984.00	212,983.00	3,844,571	

Fiscal 2015 Budget
Estimated Budget Turnback
6/17/2015

Projected Turnback

DEPARTMENT	BUDGET
RESERVE FUND	325,000.00
INSURANCE 32B	6,339,710.00
RESERVE FOR SAL ADJUSTMENTS	288,091.00
SCHOOL DEPARTMENT	308,924.00
FIRE PERSONNEL SERVICES	2,311,164.00
HIGHWAY PERSONNEL SERVICES	944,527.00
FACILITIES UTILITIES	567,665.00
WAYLAND CARES	88,400.00
RECREATION P.S.	320,364.00
DEBT	7,789,058.00
LEGAL EXPENSES	190,000.00
RETIREMENT/BUYBACK	53,000.00
UNEMPLOYMENT	125,000.00
POLICE EXPENSES	334,950.00
HIGHWAY EXPENSES	206,700.00
BOARD OF HEALTH EXPENSES	177,041.00
JCC PERSONNEL SERVICES	472,650.00
FIRE EXPENSES	219,245.00
BUILDING & ZONING P S	285,317.00
INSURANCE GENERAL	615,000.00
PERSONNEL BOARD P S	6,750.00
PARKS PERSONNEL SERVICES	407,168.00
POLICE/FIRE DISABILITY	15,000.00
MISC COMMITTEES	49,775.00
PERSONNEL BOARD EXPENSES	10,000.00
NON-CONTRIBUTORY RETIREMENT	19,000.00
ASSESSOR PERSONNEL SERVICES	243,090.00
OCCUPATIONAL HEALTH	8,000.00
SELECTMEN EXPENSES	30,000.00

DEPARTMENT	Estimate 3/31/2015	Estimate 5/18/2015	Estimate 6/17/2015	% of FY 15 Budget	% of Total Turnback
RESERVE FUND	300,000.00	294,000.00	288,000.00	88.62%	18.88%
INSURANCE 32B	250,000.00	250,000.00	250,000.00	3.94%	16.39%
RESERVE FOR SAL ADJUSTMENTS	250,000.00	250,000.00	250,000.00	86.78%	16.39%
SCHOOL DEPARTMENT	-	101,201.00	101,201.00	0.28%	6.63%
FIRE PERSONNEL SERVICES	20,000.00	100,000.00	100,000.00	4.33%	6.55%
HIGHWAY PERSONNEL SERVICES	-	78,000.00	78,000.00	8.26%	5.11%
FACILITIES UTILITIES	58,000.00	58,000.00	58,000.00	10.22%	3.80%
WAYLAND CARES	57,500.00	57,500.00	81,000.00	91.63%	5.31%
RECREATION P.S.	70,000.00	57,000.00	57,000.00	17.79%	3.74%
DEBT	-	-	50,000.00	0.64%	3.28%
LEGAL EXPENSES	40,000.00	40,000.00	40,000.00	21.05%	2.62%
RETIREMENT/BUYBACK	33,000.00	33,000.00	33,000.00	62.26%	2.16%
UNEMPLOYMENT	30,935.00	30,935.00	30,935.00	24.75%	2.03%
POLICE EXPENSES	20,000.00	20,000.00	20,000.00	5.97%	1.31%
HIGHWAY EXPENSES	20,000.00	20,000.00	20,000.00	9.68%	1.31%
BOARD OF HEALTH EXPENSES	17,000.00	17,000.00	17,000.00	9.60%	1.11%
JCC PERSONNEL SERVICES	15,000.00	15,000.00	15,000.00	3.17%	0.98%
FIRE EXPENSES	5,000.00	5,000.00	5,000.00	2.28%	0.33%
BUILDING & ZONING P S	5,000.00	5,000.00	5,000.00	1.75%	0.33%
INSURANCE GENERAL	5,000.00	5,000.00	5,000.00	0.81%	0.33%
PERSONNEL BOARD P S	4,750.00	4,750.00	4,750.00	70.37%	0.31%
PARKS PERSONNEL SERVICES	-	4,400.00	4,400.00	1.08%	0.29%
POLICE/FIRE DISABILITY	3,000.00	3,000.00	3,000.00	20.00%	0.20%
MISC COMMITTEES	2,500.00	2,500.00	2,500.00	5.02%	0.16%
PERSONNEL BOARD EXPENSES	2,168.00	2,168.00	2,168.00	21.68%	0.14%
NON-CONTRIBUTORY RETIREMENT	2,000.00	2,000.00	2,000.00	10.53%	0.13%
ASSESSOR PERSONNEL SERVICES	1,000.00	1,000.00	1,000.00	0.41%	0.07%
OCCUPATIONAL HEALTH	1,000.00	1,000.00	1,000.00	12.50%	0.07%
SELECTMEN EXPENSES	638.00	638.00	638.00	2.13%	0.04%

Totals

1,214,991.00 1,458,092.00 1,525,592.00

FREE CASH ANALYSIS As of 6/17/15		5/18/2015 Projected FY 2015	6/17/2015 Projected FY 2015
Estimated total budget: (2.5% annual increase FY16-FY19)		71,567	71,567
Free Cash Balance beginning year:		6,384	6,384
<i>Uses of Free Cash</i>			
		0	0
FY 15 ATM Art-16		-1	-1
FY 15 ATM Art-26		-150	-150
Additional use to support CY budget		0	0
Support subsequent year operating budget		-2,350	-2,350
OPEB Funding subsequent year		-209	-209
Capital Projects subsequent year		-300	-300
Current year transfers		-523	-523
	Total	-3,533	0
<i>Sources of Free Cash</i>			-3,533
FY 13 High School project		0	0
Prior year recovery		110	110
OPEB Art-4 ATM 2014		594	594
OPEB Art-4 ATM 2015-M-b		0	0
Assessors release of overlay not use to fund budget		102	102
Current year unbudgeted revenue		0	0
Prior Year Real Estate / PP revenue		700	765
Bond Premium 01/29/15 sale		462	462
Foodservice / TCW FY 14 Reimbursment		0	7
Capital Project Closeouts		9	9
Current year excess revenue over budget		-400	-50
Prior year rollover appropriation turnback		212	212
Appropriation turnbacks-Current Year (Equals 1.5% of CY Budget)		1,400	1,500
Current year unbudgeted expense		-127	-127
	Total	3,062	3,584
Net annual source & use change:		-471	51
Free Cash Balance Beginning Of Next Fiscal Year		5,913	6,435
Free Cash (% of Next Year's Total Expenses Ex. Enterprise Funds - \$73.6M)		8.03%	8.74%

Town of Wayland, Massachusetts
Major Town Revolving Funds
At June 11, 2015

	24220900 Ambulance Revolving Fund		24494000 Transfer Station Fund		24652000 Recreation Revolving Fund	
	FY 2015 YTD-June 11	FY 2014 Actual	FY 15 / FY 14 Variance	FY 2015 YTD-June 11	FY 2014 Actual	FY 15 / FY 14 Variance
Beginning Fund Balance-7/01/14	1,157,409.00	1,377,479.00	(220,070.00)	331,836.00	318,377.00	13,459.00
REVENUE:						
Revenue from services :	305,349.00	414,790.00	(109,441.00)	374,711.00	408,432.00	(33,721.00)
Revenue from programs:						
Sudbury Recreation	-	-	-	-	-	-
Beach	-	-	-	-	-	-
Field Permits	-	-	-	-	-	-
Summer Camps	-	-	-	-	-	-
Youth Programs	-	-	-	-	-	-
Adult Programs	-	-	-	-	-	-
Misc revenue	-	-	-	-	-	-
Other revenue	-	-	-	-	-	-
Total	305,349.00	414,790.00	(109,441.00)	374,711.00	408,432.00	(33,721.00)
EXPENDITURES:						
Operating Expenditures						
Personal Services	-	-	-	-	-	-
Expenses	23,461.00	-	-	130,076.00	131,574.00	(1,498.00)
Total	23,461.00	-	-	269,829.00	263,399.00	6,430.00
Other Financing Sources / (Uses)						
Transfers to Other Funds	510,000.00	640,000.00	(130,000.00)	399,905.00	394,973.00	4,932.00
Transfers From Other Funds	254.00	-	-	-	-	-
Total	510,254.00	640,000.00	(129,746.00)	399,905.00	394,973.00	4,932.00
Total YTD Revenues	305,603.00	414,790.00	(109,187.00)	374,711.00	408,432.00	(33,721.00)
Total YTD Expenditures	533,461.00	640,000.00	(106,539.00)	399,905.00	394,973.00	4,932.00
Year to date Fund Balance total:						
Beginning Fund Balance-7/01/14	1,157,409.00	1,377,479.00	(220,070.00)	331,836.00	318,377.00	13,459.00
Total YTD Revenues	305,603.00	414,790.00	(109,187.00)	374,711.00	408,432.00	(33,721.00)
Total YTD Expenditures	533,461.00	640,000.00	(106,539.00)	399,905.00	394,973.00	4,932.00
6/17/2015	929,551.00	1,152,269.00	(222,718.00)	306,642.00	331,836.00	(25,194.00)
				349,682.00	665,382.00	(315,700.00)

Town of Wayland, Massachusetts
Wastewater Enterprise Fund
Fiscal 2015
At June 11, 2015

REVENUE:	Fiscal 2015 Budget	Fiscal 2015 YTD-June 11	% Budget Collected	Fiscal 2014 YTD-June 11
<i>Operating Revenue:</i>				
Penalties and Interest	-	3,388.00	0.00%	26.00
Wastewater User Charges	203,125.00	298,221.00	146.82%	309,338.00
Liens	-	16,774.00	0.00%	-
Betterments	248,180.00	25,720.00	10.36%	19,886.00
Betterment Interest	203,600.00	7,208.00	3.54%	9,878.00
WW Betterment TC RE	-	204,240.00	0.00%	-
WW Betterment TC Interest	-	12,384.00	0.00%	-
Unapportioned WW Betterment Town Center	-	510,884.00	0.00%	-
Unapportioned WW Betterment-Interest Town Center	-	862.00	0.00%	-
Interest on Savings	-	1,724.00	0.00%	763.00
Misc Revenue	-	-	-	3,430.00
Total	654,905.00	1,081,405.00	165.12%	343,321.00
<i>EXPENDITURES:</i>				
<i>Operating Expenditures:</i>				
Personal Services	-	16,272.00	0.00%	3,143.00
Expenditures	239,706.00	178,349.00	193.73%	155,973.00
Funded Debt	451,780.00	464,385.00	102.79%	450,644.00
Total	691,486.00	659,006.00	95.30%	609,760.00
<i>Unbudgeted Revenue:</i>				
Transfer from Fund 61 prior year correction	-	8,693.00	0.00%	-
<i>Other Financing Sources / (Uses)</i>				
Transfers to Capital Projects-OPEB	15,919.00	-	0.00%	-
Use of Retained Earnings	52,500.00	-	0.00%	-
Total	68,419.00	-	0.00%	-
Total YTD Revenues	707,405.00	1,090,098.00	154.10%	
Total YTD Expenditures	707,405.00	659,006.00	93.16%	
FUND BALANCE				
Undesignated Fund balance 7/01/2013		300,201.00		
Reserve for expenditure- Fiscal 2014		24,288.00		
Current outstanding encumbrances				
YTD expenditures (Current Year & FY 13 rollover)		(684,253.00)		
YTD revenues		1,090,098.00		
Undesignated Fund balance-March 26, 2014		730,334.00		

Town of Wayland, Massachusetts
Water Enterprise Fund
Fiscal 2015
At June 11, 2015

	Fiscal 2015 Budget	Fiscal 2015 YTD-June 11	% Budget Collected	Fiscal 2014 YTD-June 11	\$ Variance FY 15 / FY 14
REVENUES					
<i>Operating Revenues:</i>					
Penalties and Interest	25,000.00	21,914.00	87.66%	16,799.00	5,115.00
Water Meter Charges	3,009,054.00	3,062,731.00	101.78%	2,905,552.00	157,179.00
Liens		142,828.00	n/a	122,134.00	20,694.00
Water Capital Improvement		-	n/a	369.00	(369.00)
Water Administration Fee	300,000.00	263,554.00	87.85%	179,119.00	84,435.00
Water Service Order	40,000.00	22,894.00	57.24%	15,118.00	7,776.00
Misc. Revenue	50,000.00	109,200.00	218.40%	26,829.00	82,371.00
Interest on Savings	8,000.00	6,236.00	n/a	6,443.00	(207.00)
Total	3,432,054.00	3,629,357.00	105.75%	3,272,363.00	356,994.00
<i>Unbudgeted Revenue</i>					
Closeouts from Fund 42	-	-	0.00%	429,597.00	(429,597.00)
	-	-	0.00%	429,597.00	(429,597.00)
EXPENDITURES					
<i>Operating Expenditures:</i>					
Personal Services	713,881.00	621,042.00	87.00%	530,744.00	(90,298.00)
Expenditures	1,283,387.00	1,005,067.00	78.31%	924,342.00	(80,725.00)
Funded Debt	1,086,203.00	1,029,408.00	94.77%	1,124,844.00	95,436.00
Indirect Fringe Transfers to GF	489,766.00	348,583.00	0.00%	-	(348,583.00)
Indirect Fringe Transfers to GF and OPEB	4,529.00	145,712.00	0.00%	42,194.00	(103,518.00)
Total	3,577,766.00	3,149,812.00	88.04%	2,622,124.00	(527,688.00)
<i>Unbudgeted Expenses</i>					
Transfer to Fund 63 for Prior Year Correction	-	8,693.00		0	(8,693.00)
OTHER FINANCING TRANSFERS TO WATER CAPITAL					
<i>Other Financing Uses:</i>					
Transfers to Capital Projects	775,000.00	1,075,000.00	138.71%	1,095,000.00	(300,000.00)
<i>Other Financing Sources:</i>					
Water Surplus to Fund 42	920,712.00	-			
Total YTD Revenues	4,352,766.00	3,629,357.00	83.38%	3,701,960.00	
Total YTD Expenditures	4,352,766.00	4,233,505.00	97.26%	3,717,124.00	
Net YTD Operating Surplus / (Deficit)		(604,148.00)		(15,164.00)	
FUND BALANCE					
Undesignated Fund balance 7/01/2014		3,027,692.00			
Reserve for expenditure- Fiscal 2015		645,292.00			
Current outstanding encumbrances		-			
YTD expenditures (Current Year & FY 14 rollover)		(4,234,694.00)			
YTD revenues		3,629,359.00			
Undesignated Fund balance-April 2013		3,067,649.00			

Fiscal 2015- Reserve Fund

6/17/2015

FY 2015 Budget	325,000.00
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Year to date transfers:

Treasury Department	(12,576.00)
Town Clerk	(3,500.00)

Adjusted balance:	308,924.00
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Additional transfers:

Snow and Ice	(4,041.00)
Treasury Department	(10,000.00)
Council on Aging	(300.00)
Library payroll	(5,000.00)
Town office expenses	(1,500.00)

Projected turnback	288,083.00
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TOWN OF WAYLAND

REQUEST FOR TRANSFER FROM THE RESERVE FUND

To the Finance Committee of the Town of Wayland, request is hereby made for the following transfer from the Reserve Fund in accordance with Ch. 40, Sec. 6 of the Massachusetts General Laws:

1. Amount requested: \$ 10,000
2. Department name: Treasurer/Collector's Office
3. To be transferred to MUNIS account: 10145001 51001
4. Present balance in the appropriation: \$ 2,948 (net w/ overtime as of 5/28/15)
5. The amount requested will be used for (give specific purpose):

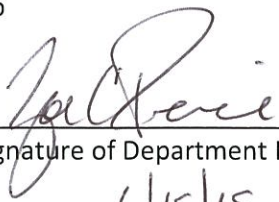
Sustain payroll expenditures through 6/24/15 with the employee transitions in the Treasurer/Collector's Office

6. This expenditure is extraordinary and/or unforeseen for the following reasons:

Personnel transition within the office.

7. Is your next year's budget affected by this request? If yes, explain.

No



Signature of Department Head
6/15/15

Date



Approved by Finance Director
6/15/15

Date

Approved by Finance Committee
Date of Meeting
Transfer voted in sum of \$

Chair, Finance Committee

Date

***Request should be made and transfers voted before any
expenditure is incurred in excess of the appropriation.***



TOWN OF WAYLAND REQUEST FOR TRANSFER FROM THE RESERVE FUND

To the Finance Committee of the Town of Wayland, request is hereby made for the following transfer from the Reserve Fund in accordance with Ch. 40, Sec. 6 of the Massachusetts General Laws:

1. Amount requested: \$ 1,500
2. Department name: Town Office Expense
3. To be transferred to MUNIS account: 10123002-52100
4. Present balance in the appropriation: \$ 553
5. The amount requested will be used for (give specific purpose):
Purchase supplies such as paper and mailing expenses
6. This expenditure is extraordinary and/or unforeseen for the following reasons:
Higher volume in paper usage was not expected
7. Is your next year's budget affected by this request. If yes, explain.
No



Signature of Department Head

6/15/15

Date



Approved by Finance Director

6/15/15

Date

Approved by Finance Committee
Date of Meeting
Transfer voted in sum of \$

*Request should be made and transfers voted before any
expenditure is incurred in excess of the appropriation.*



TOWN OF WAYLAND

REQUEST FOR TRANSFER FROM THE RESERVE FUND

To the Finance Committee of the Town of Wayland, request is hereby made for the following transfer from the Reserve Fund in accordance with Ch. 40, Sec. 6 of the Massachusetts General Laws:

1. Amount requested: \$5,000.00
2. Department name: Wayland Public Library
3. To be transferred to MUNIS account: Org=10612001, Obj=51001
4. Present balance in the appropriation: \$39,971.96 (prior to Payroll 26)
5. The amount requested will be used for (give specific purpose):
 - (1) \$4,000.00 to cover the six days in Fiscal 2015 after Payroll 26.
 - (2) \$1,000.00 for the incoming Administrative Assistant to be trained by the current Administrative Assistant.
6. This expenditure is extraordinary and/or unforeseen for the following reasons:

Payroll was budgeted for 26 weeks, not accounting for the days beyond that.

The current Administrative Assistant is retiring in early July. A replacement has accepted the position and can be available for training.
7. Is your next year's budget affected by this request. If yes, explain. No, next year's budget is not affected by this request.

Ann J. Knight

Signature of Department Head

6/15/15

Date

BK

Approved by Finance Director

6/15/15

Date

Approved by Finance Committee

Date of Meeting

Transfer voted in sum of \$

*Request should be made and transfers voted before any
expenditure is incurred in excess of the appropriation.*



TOWN OF WAYLAND REQUEST FOR TRANSFER FROM THE RESERVE FUND

To the Finance Committee of the Town of Wayland, request is hereby made for the following transfer from the Reserve Fund in accordance with Ch. 40, Sec. 6 of the Massachusetts General Laws:

1. Amount requested: \$ 4,041
2. Department name: Snow and Ice payroll
3. To be transferred to MUNIS account: 10423001-51140
4. Present balance in the appropriation: \$ -4,041
5. The amount requested will be used for (give specific purpose):
Transfer to be used to pay Fiscal 2015 wages
6. This expenditure is extraordinary and/or unforeseen for the following reasons:
The transfer will pay for the Snow and Ice wages related to the 4th quarter of 2015
7. Is your next year's budget affected by this request. If yes, explain.
No

Signature of Department Head

Date

Approved by Finance Director

Date

Approved by Finance Committee

Date of Meeting

Transfer voted in sum of \$

***Request should be made and transfers voted before any
expenditure is incurred in excess of the appropriation.***



TOWN OF WAYLAND

REQUEST FOR TRANSFER FROM THE RESERVE FUND

To the Finance Committee of the Town of Wayland, request is hereby made for the following transfer from the Reserve Fund in accordance with Ch. 40, Sec. 6 of the Massachusetts General Laws:

1. Amount requested: \$ 300
2. Department name: Council on Aging-Payroll
3. To be transferred to MUNIS account: 10546001-51001
4. Present balance in the appropriation: \$ 8,624
5. The amount requested will be used for (give specific purpose):
Transfer to be used to pay Fiscal 2015 wages

6. This expenditure is extraordinary and/or unforeseen for the following reasons:
The transfer will pay for the last four pay days in Fiscal 2015

7. Is your next year's budget affected by this request. If yes, explain.
No

Signature of Department Head



Approved by Finance Director

Date



Date

Approved by Finance Committee

Date of Meeting

Transfer voted in sum of \$

*Request should be made and transfers voted before any
expenditure is incurred in excess of the appropriation.*