



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

BRIAN KEVENY  
FINANCE DIRECTOR  
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To: Louise Miller, Town Administrator

From: Brian Keveny, Finance Director

Date: September 25, 2020

Subject: Fiscal 2020 Budget Report

Please find enclosed the budget status reports for the General Fund, Enterprise Funds, Revolving Funds, Health Insurance, Free Cash, Reserve Fund, Covid-19 Expenses and Appropriation Turnbacks as of June 30, 2020 for the Town of Wayland. The reports detail actual revenues and expenditures to budget as well as a year to year comparison to Fiscal 2019. We closed the accounting system on September 4th and the annual financial audit commenced on September 14th. Free Cash will be submitted for certification on September 30th.

### **General Fund Expenditures:**

Town Departments expended and encumbered \$18,509,339 or 89% of budget. The School Department expended and encumbered \$41,786,120 or 99% of budget. The Unclassified category expended and encumbered \$21,559,610 or 97% of budget. In total the General Fund expended 96% of budget. For your review I have prepared an analysis of the Town, School and Unclassified turn backs. The total combined turn back net of overlay amounts was \$2,715,401 compared to \$1,734,028 last fiscal year. The Fiscal 2020 rollover amount is \$1,157,436 compared to \$737,630. The largest departmental turnback amounts were experienced in Public Safety-\$707,686, Public Works-\$441,596 and Unclassified-\$663,615. The Health Insurance turn back was \$53,689 compared to \$253,017 last year. The Finance Committee transferred \$45,000 compared to \$228,000 last year. A total of \$211,194 in Covid-19 related expenses were transferred from the General Fund to either the FEMA or CARES Grants,

### **General Fund Revenues:**

The Town has collected approximately 99% of Property Tax-net of overlay, Local Receipts, Transfers from Other Fund and State Aid budgeted revenue. Taxation revenue was \$70.1M or 99% compared to \$68.2M or 99% of budget last year. Total Local Receipts collections was \$4.4M compared to \$5.0M in Fiscal 2019. The Local Receipts category achieved 88% of budget compared to 103% of budget last year. Most notably Motor Vehicle Excise, Meals Tax and License and Permits showed unfavorable variances to budget. Motor Vehicle Excise collections were less than budget in the amount of \$482,877, License and Permit collections were less than budget by \$179,978 and Meals Tax \$43,883. State Aid receipts amount to \$6.4M compared to \$5.6M last year. Total Fiscal 2020 collections totaled \$83,472,024 compared to \$81,640,230 last year,

Strong collections were achieved in the unbudgeted revenue category. Specifically the collections of Tax Title revenue was \$252,596 and Prior Year Tax was \$309,886 compared to \$693,884 last fiscal year. The total unbudgeted collection amount was \$674,126 compared to \$764,751 last fiscal year.

### **Free Cash:**

For your review I have prepared the estimated Free Cash Certification amount for June 30, 2020. The estimated amount of \$10.9M is higher than last year which was \$7.6M. The significant factors in the increase are related to Covid-19. Town Meeting was not held until mid-September and therefore no restriction was placed on fund balance. Normally that restriction would be \$1.5M to \$2.0M. Additionally the turnback total of \$2.7M contributed to the year to year increase.

**Wastewater Enterprise Fund:**

**Revenue:**

The Wastewater Enterprise Fund obtained budgeted revenue collections of \$649,937 or 82% of budget compared to \$632,193 last year. Unbudgeted revenue totaled \$104,261. Total revenue was \$754,198 compared to \$697,708 last year. Retained Earnings was voted to balance the FY 20 budget in the amount of \$60,000. In Fiscal 2021, the Wastewater Fund will be supported with the use of \$151,000 in Retained Earnings. Total revenue exceeded total expenditures by \$30,883.

**Expenditures:**

Total expenses were \$688,402 or 91% of budget compared to \$666,345 or 95% of budget last year. Debt Service remains the largest expense at 62% of expenditures. Total fund balance at June 30, 2020 is \$1,379,491 compared to \$1,349,785.

**Water Enterprise Fund:**

**Revenue:**

The Water Fund collected 90% of budgeted revenue or \$3,650,377 compared to 92% of budgeted revenue or \$3,717,541. Budget to actual revenue showed a \$404,553 unfavorable variance. User Charges revenue was less than budget by \$304,526. All budget revenue categories showed unfavorable variances. The Water Fund collected \$81,407 in unbudgeted revenue. Total revenue was \$3,731,784 compared to \$3,767,855 last fiscal year. There were no capital closeouts in Fiscal 2020.

**Expenditures:**

The Water Fund has expended \$3,297,720 or 82% of budgeted expenditures compared to \$3,481,526 last year. Total actual expenditures were less than budget by \$707,210. In Fiscal 2020, \$1,300,000 and \$50,000 in fund balance was transferred to the Water Capital Fund to support the Water Meter Reader Project and MWRA Connection Study. Total fund balance in the fund is \$1,484,862 compared to \$2,471,737 last fiscal year. Total expenditures exceeded total revenue by \$916,084.

Respectfully submitted,

Brian Keveny  
Finance Director



Town of Wayland  
Fiscal 2020  
June 30, 2020

**General Fund**

	Fiscal 2020 Budget	Fiscal 2020 Actual	% Budget Spent
<i>Revenue</i>			
Taxation	70,710,585	70,165,036	99.23%
State Aid	6,389,455	6,411,171	100.34%
Local Receipts	5,000,000	4,427,335	88.55%
Transfers from Other Funds	1,794,356	1,794,356.00	100.00%
Free Cash / Bond Premium	1,564,696	-	0.00%
<b>Total</b>	<b>85,459,092</b>	<b>82,797,898</b>	<b>96.89%</b>
<b>Non Budgeted</b>	-	674,126	n/a
<b>Total Revenue</b>	<b>85,459,092</b>	<b>83,472,024</b>	<b>97.67%</b>
<i>Expenditures</i>			
Town Budget	18,509,339	16,570,779	89.53%
School Budget	41,919,750	41,786,120	99.68%
Unclassified	22,223,315	21,559,610	97.01%
Transfers / State Assessments	2,806,688	2,800,582	99.78%
<b>Total Expense</b>	<b>85,459,092</b>	<b>82,717,091</b>	<b>96.79%</b>

**Water Enterprise Fund**

	Fiscal 2020 Budget	Fiscal 2020 Actual	% Budget Spent
<i>Revenue</i>			
Operating revenue	4,054,930	3,731,784	92.03%
Use of Water Capital	1,350,000	-	0.00%
Unbudgeted Revenue	-	-	0.00%
<b>Total Revenue</b>	<b>5,404,930</b>	<b>3,731,784</b>	<b>69.04%</b>
<i>Expenditures</i>			
Operating expenses	4,004,930	3,297,720	82.34%
Use of Water Capital	1,350,000	1,350,000	0.00%
<b>Total Expense</b>	<b>5,354,930</b>	<b>4,647,720</b>	<b>86.79%</b>
<b>Unbudgeted Expense</b>	-	-	0.00%
<b>Total Expenses</b>	<b>5,354,930</b>	<b>4,647,720</b>	<b>86.79%</b>

**Wastewater Enterprise Fund**

	Fiscal 2020 Budget	Fiscal 2020 Actual	% Budget Spent
<i>Revenue</i>			
Operating revenue	787,940	754,198	95.72%
<b>Total Revenue</b>	<b>787,940</b>	<b>754,198</b>	<b>95.72%</b>
<i>Expenditures</i>			
Operating expenses	787,940	723,315	91.80%
<b>Total Expense</b>	<b>787,940</b>	<b>723,315</b>	<b>91.80%</b>

**Town of Wayland, Massachusetts**  
**General Fund Revenue Report**  
**Fiscal 2020**  
**June 30, 2020**

	Fiscal 2019 YTD-Actual	Fiscal 2020 YTD-Actual	Fiscal 2020 Budget	\$ Variance 2020 / 2019	B / A Fiscal 2020 \$ Variance	% of Budget Collected
<b>Taxation:</b>						
Real Estate	67,446,201	69,356,777	70,136,923	1,910,576	(780,146)	98.89%
Personal Property	832,136	808,259	813,074	(23,877)	(4,815)	99.41%
Overlay	-	-	(239,412)	-	239,412	0.00%
<b>Total</b>	<b>68,278,337</b>	<b>70,165,036</b>	<b>70,710,585</b>	<b>1,886,699</b>	<b>(545,549)</b>	<b>99.23%</b>
<b>State Aid:</b>						
<b>School Construction</b>						
Local Aid : Cherry Sheet						
Chapter 70	4,708,130	5,257,757	5,299,764	549,627	(42,007)	99.21%
Charter Tuition Assessment	-	-	959,875	-	(959,875)	0.00%
Unrestricted Aid	856,746	1,037,769	-	181,023	1,037,769	0.00%
Veterans Benefits Chapter 115	4,692	5,268	7,610	576	(2,342)	69.22%
Exemption : Vets, Blind, Surviving Spouse	22,564	3,263	22,815	(19,301)	(19,552)	14.30%
State Owned Land Reimbursement	84,832	107,114	99,391	22,282	7,723	107.77%
<b>Total</b>	<b>5,676,964</b>	<b>6,411,171</b>	<b>6,389,455</b>	<b>734,207</b>	<b>21,716</b>	<b>100.34%</b>
<b>Local Receipts:</b>						
Motor Vehicle Excise	2,802,271	2,337,123	2,820,000	(465,148)	(482,877)	82.88%
Other Excise	242,620	201,117	245,000	(41,503)	(43,883)	82.09%
Penalties and Interest	230,276	168,327	267,596	(61,949)	(99,269)	62.90%
Payment in Lieu of Taxes	68,540	83,643	75,000	15,103	8,643	111.52%
Fees	631,423	803,901	630,000	172,478	173,901	127.60%
Licenses and Permits	555,646	380,022	560,000	(175,624)	(179,978)	67.86%
Special Assessments	5,154	3,877	7,000	(1,277)	(3,123)	55.39%
Fines and Forfeits	39,362	23,302	40,000	(16,060)	(16,698)	58.26%
Investment Income	484,131	426,023	350,000	(58,108)	76,023	121.72%
Miscellaneous Recurring	-	-	5,404	-	(5,404)	0.00%
<b>Total</b>	<b>5,059,423</b>	<b>4,427,335</b>	<b>5,000,000</b>	<b>(632,088)</b>	<b>(572,665)</b>	<b>88.55%</b>
<b>Transfers from other funds:</b>						
Fund 24-Ambulance	635,500	630,400	630,400	(5,100)	-	100.00%
Fund 24-Council on Aging	2,250	2,210	2,210	-	-	100.00%
Fund 24-Recreation	46,849	51,717	51,717	4,868	-	100.00%
Fund 24-Recreation-Fields	6,750	9,945	9,945	-	-	100.00%
Fund 25-Food Service	184,691	161,581	161,581	(23,110)	-	100.00%
Fund 25-BASE	210,690	237,701	237,701	27,011	-	100.00%
Fund 25-TCW	224,241	237,300	237,300	13,059	-	100.00%
Fund 25-Full Day Kinder	71,282	53,810	53,810	(17,472)	-	100.00%
Fund 61-Water	383,537	374,779	374,779	(8,758)	-	100.00%
Fund 63-Wastewater	94,965	34,913	34,913	-	-	100.00%
	<b>1,860,755.00</b>	<b>1,794,356.00</b>	<b>1,794,356</b>	<b>(9,502.00)</b>	<b>-</b>	<b>100.00%</b>
<b>Total Budgeted Revenue</b>	<b>80,875,479</b>	<b>82,797,898</b>	<b>83,894,396</b>	<b>1,979,316</b>	<b>(1,096,498)</b>	<b>98.69%</b>
<b>Unbudgeted Revenue:</b>						
Tax Title Liens	248,763	252,596	-	3,833	252,596	0.00%
Prior Year RE collections	393,167	309,886	-	(83,281)	309,886	0.00%
Fund 24-Recreation-New FY 17 accounts	-	-	-	-	-	0.00%
Account Closeout	72,821	111,644	-	-	111,644	0.00%
School Funds OPEB	50,000	-	-	-	-	0.00%
Wastewater / Library Agreement	-	-	-	-	-	0.00%
<b>Total Unbudgeted Revenue</b>	<b>764,751</b>	<b>674,126</b>	<b>-</b>	<b>(79,448)</b>	<b>674,126</b>	<b>0.00%</b>
<b>Total All Revenue</b>	<b>81,640,230</b>	<b>83,472,024</b>	<b>83,894,396</b>	<b>1,899,868</b>	<b>(422,372)</b>	<b>99.50%</b>
<b>Other Revenue Sources:</b>						
Bond Premium	-	-	75,329	-	-	0.00%
Overlay	-	-	-	-	-	0.00%
Transfer from Free Cash	-	-	1,489,367	-	-	0.00%
Transfer from Free Cash	-	-	-	-	-	0.00%
Transfer from Free Cash	-	-	-	-	-	0.00%
<b>Month End Totals</b>	<b>-</b>	<b>83,472,024</b>	<b>85,459,092</b>	<b>-</b>	<b>-</b>	<b>-</b>

Town of Wayland, Ma FISCAL 2020					
DEPARTMENT	FINAL FISCAL 2020 BUDGET	FISCAL 2020 ACTUAL	FISCAL 2020 ENCUMBRANCE	FISCAL 2020 VARIANCE BUDGET / ACTUAL	Turnback as % Budget
SELECTMEN	42,500	32,579	8,930	991	2.33%
TOWN OFFICE SALARY	578,393	564,972	0	13,421	2.32%
TOWN OFFICE EXPENSES	72,998	61,322	4,606	7,070	9.69%
PERSONNEL BOARD SALARY	4,000	4,000	0	0	0.00%
PERSONNEL BOARD EXPENSES	25,000	2,030	0	22,970	91.88%
FINANCE SALARY	319,242	310,097	0	9,145	2.86%
FINANCE EXPENSE	61,365	58,170	0	3,195	5.21%
ASSESSOR SALARY	286,095	205,808	0	80,287	28.06%
ASSESSOR EXPENSES	47,560	27,698	2,901	16,961	35.66%
TREASURER SALARY	208,251	200,837	0	7,414	3.56%
TREASURER EXPENSES	186,150	146,462	36,645	3,043	1.63%
LEGAL	244,000	110,653	26,257	107,090	43.89%
INFORMATION TECH SALARY	180,965	177,744	0	3,221	1.78%
INFORMATION TECH EXPENSES	663,011	448,179	93,206	121,626	18.34%
TOWN CLERK SALARY	139,268	131,062	0	8,206	5.89%
TOWN CLERK EXPENSES	15,718	11,765	2,498	1,455	9.26%
ELECTIONS SALARY	3,174	532	0	2,642	83.24%
ELECTIONS EXPENSES	39,964	33,426	7,277	-739	-1.85%
REGISTRAR SALARY	1,075	325	0	750	69.77%
REGISTRAR EXPENSES	4,625	0	712	3,913	84.61%
CONSERVATION SALARY	209,937	197,650	0	12,287	5.85%
CONSERVATION EXPENSES	45,645	18,974	1,984	24,687	54.08%
PLANNING SALARY	113,756	112,238	0	1,518	1.33%
PLANNING EXPENSES	6,655	4,322	0	2,333	35.06%
SURVEYOR SALARY	0	0	0	0	0.00%
SURVEYOR EXPENSES	0	0	0	0	0.00%
FACILITIES SALARY	393,532	370,414	0	23,118	5.87%
FACILITIES EXPENSES	952,700	677,998	148,810	125,892	13.21%
MISC COMMITTEES	54,775	51,204	2,700	871	1.59%
				0	
<b>TOTAL GENERAL GOVERNMENT</b>	<b>4,900,354</b>	<b>3,960,461</b>	<b>336,526 0</b>	<b>603,367</b>	<b>12.31%</b>



Town of Wayland, Ma FISCAL 2020					
DEPARTMENT	FINAL FISCAL 2020 BUDGET	FISCAL 2020 ACTUAL	FISCAL 2020 ENCUMBRANCE	FISCAL 2020 VARIANCE BUDGET / ACTUAL	Turnback as % Budget
POLICE SALARY	2,738,367	2,525,272	0	213,095	7.78%
POLICE EXPENSES	326,825	296,504	26,877	3,444	1.05%
JOINT COMMUNICATIONS SALARY	550,051	545,532	0	4,519	0.82%
JOINT COMMUNICATIONS EXPENSES	32,000	29,084	0	2,916	9.11%
EMERGENCY MANAGEMENT	23,250	17,938	0	5,312	22.85%
DOG OFFICER	37,120	37,119	0	1	0.00%
FIRE SALARY	2,921,706	2,474,305	0	447,401	15.31%
FIRE EXPENSES	270,800	236,680	15,408	18,712	6.91%
BUILDING & ZONING SALARY	309,575	306,193	0	3,382	1.09%
BUILDING & ZONING EXPENSES	19,550	10,646	0	8,904	45.54%
				0	
TOTAL PUBLIC SAFETY	7,229,244	6,479,273	42,285 0	707,686	9.79%
WAYLAND PUBLIC SCHOOLS	41,919,750	41,286,790	499,330	133,630	0.32%
MINUTEMAN REGIONAL SC	302,000	301,910	0	90	0.03%
TOTAL EDUCATION	42,221,750	41,588,700	499,330	133,720	0.32%
HIGHWAY SALARY	1,026,246	953,712	0	72,534	7.07%
HIGHWAY EXPENSES	531,800	393,199	42,952	95,649	17.99%
ENGINEERING SALARY	332,227	261,048	0	71,179	21.42%
ENGINEERING EXPENSE	45,420	14,391	3,620	27,409	60.35%
SNOW REMOVAL SALARY	175,000	126,464	0	48,536	27.73%
SNOW REMOVAL EXPENSES	325,000	282,535	23,684	18,781	5.78%
TRANSFER STATION	40,000	11,685	28,315	0	0.00%
PARKS SALARY	683,700	640,390	0	43,310	6.33%
PARKS EXPENSES	400,800	251,585	85,017	64,198	16.02%
TOTAL PUBLIC WORKS	3,560,193	2,935,009	183,588 0	441,596	12.40%
BOARD OF HEALTH SALARY	761,412	742,976	0	18,436	2.42%
BOARD OF HEALTH EXPENSES	166,825	130,650	5,738	30,437	18.24%
VETERANS SERVICES	48,000	34,818	767	12,415	25.86%
C.O.A. SALARY	239,495	215,305	0	24,190	10.10%
C.O.A. EXPENSES	65,280	47,991	4,039	13,250	20.30%
YOUTH SERVICES SALARY	222,008	189,744	0	32,264	14.53%
YOUTH SERVICES EXPENSES	6,225	1,383	0	4,842	77.78%
TOTAL HEALTH / HUMAN SERVICES	1,509,245	1,362,867	10,544 0	135,834	9.00%
LIBRARY SALARY	850,985	834,033	0	16,952	1.99%
LIBRARY EXPENSES	278,850	231,725	24,642	22,483	8.06%
RECREATION EXPENSE	2,275	1,314	923	38	1.67%
RECREATION SALARY	178,193	167,589	0	10,604	5.95%
TOTAL CUTURAL	1,310,303	1,234,661	25,565 0	50,077	3.82%

Town of Wayland, Ma FISCAL 2020					
DEPARTMENT	FINAL FISCAL 2020 BUDGET	FISCAL 2020 ACTUAL	FISCAL 2020 ENCUMBRANCE	FISCAL 2020 VARIANCE BUDGET / ACTUAL	Turnback as % Budget
DEBT	6,814,789	6,729,755	0	85,034	1.25%
RETIREMENT ASSESSMENT	4,862,852	4,862,852	0	0	0.00%
UNCLASSIFIED	0			0	0.00%
INSURANCE GENERAL	791,000	790,120	0	880	0.11%
INSURANCE 32B	7,955,200	7,901,511	0	53,689	0.67%
MEDICARE TAX	735,062	734,556	0	506	0.07%
UNEMPLOYMENT	50,000	37,826	12,173	1	0.00%
POLICE / FIRE DISABILITY	15,000	0	0	15,000	100.00%
RESERVE FOR SALARY ADJ	11,000	0	0	11,000	100.00%
OCCUPATIONAL HEALTH	8,000	7,445	0	555	6.94%
BUY BACK	47,000	46,066	0	934	1.99%
EMPLOYEE MITIGATION	6,412	0	0	6,412	100.00%
STORMWATER	210,000	65,972	35,756	108,272	51.56%
TOWN MEETING	115,000	8,636	0	106,364	92.49%
STREET LIGHTING	95,000	13,363	11,669	69,968	73.65%
SCHOOL BUS PARKING	0	0	0	0	
RESERVE FUND	205,000	0	0	205,000	100.00%
				0	
<b>TOTAL UNCLASSIFIED / OTHER</b>	<b>21,921,315</b>	<b>21,198,102</b>	<b>59,598 0</b>	<b>663,615</b>	<b>3.03%</b>
<b>TRANSFER TO OTHER FUNDS-Capital</b>					
Transfer to Fund 40-Capital	1,170,000	1,170,000	0	0	0.00%
Transfer to Fund 41-Capital	1,014,367	1,014,367	0	0	0.00%
WASTEWATER DEBT TRANSFER	0	26,600	0	-26,600	#DIV/0!
OVERLAY	239,412	0	0	239,412	100.00%
TRANSFER TO OPEB	500,000	500,000	0	0	0.00%
<b>TOTAL TRANSFERS</b>	<b>2,923,779</b>	<b>2,710,967</b>	<b>0 0</b>	<b>212,812</b>	<b>7.28%</b>
<b>STATE ASSESSMENTS &amp; CHARGES</b>	<b>122,321</b>	<b>116,215</b>	<b>0</b>	<b>6,106</b>	<b>4.99%</b>
	0	0		0	
	0			0	
<b>TOTAL UNAPPROPRIATED</b>	<b>122,321</b>	<b>116,215</b>	<b>0</b>	<b>6,106</b>	<b>4.99%</b>
<b>Totals</b>	<b>85,698,504</b>	<b>81,586,255</b>	<b>1,157,436</b>	<b>2,954,813</b>	<b>3.45%</b>

FISCAL 2020 COVID - 19 EXPENSES

<b>FY 20- GENERAL FUND</b>	FEMA EXPENSE	CARES EXPENSE
<i>TRANSFERRED TO GRANTS</i>		
TOWN OFFICE	\$156	\$8,262
TOWN IT DEPT.	\$0	\$55,456
FACILITIES	\$19,317	\$1,227
BUILDING DEPT.	\$0	\$395
POLICE	\$6,526	\$0
DPW	\$1,969	\$0
HEALTH DEPT.	\$21,332	\$0
COA	\$726	\$0
LIBRARY	\$700	\$0
FIRE	\$10,078	\$0
SCHOOL IT DEPT.	\$0	\$85,048
TOTAL	\$60,805	\$150,389



Town of Wayland  
Fiscal 2020 Total Revenue and Expenditures-GAAP  
June 30, 2020

	FISCAL 2020 BUDGET TO ACTUAL				FISCAL 2019 ROLLOVER BUDGET TO ACTUAL				
	Final Budget	YTD Actual	Encumbrance	FY 2019 Total (Uncollected) / Unspent	FISCAL 2018 CARRYFORWARD	FISCAL 2018 ACTUAL	ENCUMBERED CARRYFORWARD	UNENCUMBERED CARRYFORWARD	COMBINED FY 18 / FY 17
<b>REVENUES:</b>									
Taxation-net of overlay	70,710,585	70,165,036	n/a	(545,549)	n/a	n/a	n/a	n/a	(545,549)
State Aid:	6,389,455	6,411,171	n/a	21,716	n/a	n/a	n/a	n/a	21,716
Local Receipts	5,000,000	4,427,335	n/a	(572,665)	n/a	n/a	n/a	n/a	(572,665)
Transfers From Other Funds	1,794,356	1,794,356	n/a	-	n/a	n/a	n/a	n/a	-
Non Budgeted Revenue	-	674,126	n/a	674,126	n/a	n/a	n/a	n/a	674,126
Free Cash	1,489,367	-	n/a	-	n/a	n/a	n/a	n/a	n/a
Overlay	-	-	n/a	-	n/a	n/a	n/a	n/a	n/a
Bond Premium	75,329	-	n/a	-	n/a	n/a	n/a	n/a	n/a
<b>Total Revenues</b>	<b>85,459,092</b>	<b>83,472,024</b>		<b>(422,372)</b>					<b>(422,372.00)</b>
<b>EXPENDITURES:</b>									
General Government	4,900,354	3,960,461	336,526	603,367	148,736	124,226	-	24,510	627,877
Public Safety	7,229,244	6,479,273	42,285	707,686	5,394	3,835	-	1,559	709,745
Education	41,913,750	41,286,790	499,330	133,630	370,336	250,407	-	119,929	253,559
Minuteman Reg School	302,000	301,910	-	90	-	-	-	-	90
Public Works	3,560,193	2,935,009	183,588	441,596	184,620	117,470	-	67,150	508,746
Health and Human Services	1,509,245	1,362,867	10,544	135,834	1,267	1,255	-	12	135,846
Culture and Recreation	1,310,303	1,234,661	25,565	50,077	8,651	14,000	-	8,637.00	58,714
State and County Assessments	122,321	116,215	-	6,106	-	-	-	(14,000)	6,092
Debt Service	6,814,789	6,729,755	-	85,034	-	-	-	-	85,034
Pension	4,862,852	4,862,852	-	-	-	-	-	-	-
Unclassified	10,243,674	9,605,495	59,598	578,581	14,489	4,052	-	10,437	589,018
<b>Other Expenditures</b>									
Transfers To Other Funds	500,000	500,000	-	-	-	-	-	-	-
Transfer to Recreation	-	26,600	-	(26,600)	-	-	-	-	-
Transfer to Other Funds- Capital Overlay	2,184,367	2,184,367	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>85,459,092</b>	<b>81,586,255</b>	<b>1,157,436</b>	<b>2,715,401</b>	<b>733,493</b>	<b>501,273</b>	<b>0</b>	<b>232,220</b>	<b>2,974,221</b>

Fiscal 2020- Reserve Fund

FY 2020 Budget 250,000

Year to date transfers:

Treasurer Office (45,000)

Adjusted balance: 205,000

Available budget: 205,000

Town of Wayland  
Fiscal 2020  
Health Insurance Report

<i>Fiscal 2019</i>	Fiscal 2020 Budget	6-Months Actual Total Expense	% Of Budget Spent	Estimated Turnback	% of Total Unspent
Health Insurance	7,630,000.00	7,501,390.73	98.31%	128,609.27	1.69%
Incentive Waiver	240,000.00	240,932.09	100.39%	(932.09)	-0.39%
Life Insurance	18,000.00	15,688.72	87.16%	2,311.28	12.84%
Other Expenses	67,200.00	143,499.65	213.54%	(76,299.65)	-113.54%
	<u>7,955,200.00</u>	<u>7,901,511.19</u>	99.33%	53,688.81	0.67%



FREE CASH ANALYSIS - Estimate 6/30/2020	June Final 2018	June Final 2019	June Final 2020
	Actual	Actual	Estimate
Free Cash Balance beginning year:	7,299	7,197	7,690
<u>Uses of Free Cash</u>			
<i>Current year increase</i>			
Art-9 STM High School Part 1	(152)	-	-
Snow & Ice ATM 2018	(300)	-	-
Town Meeting-ATM 2018	(75)	-	-
COA Design	(470)	-	-
Capital Projects subsequent year	(1,126)	-1,489	-
DOR adjustments- various fund deficits	(157)	-326	-
Total	(2,280)	-1,815	-
<u>Sources of Free Cash</u>			
<i>Net change in year to year overlay</i>			
Amortization of MSBA	5	5	5
Prior year recovery	284	158	326
FY 20 Overlay release	-	-	500
<i>Current year unbudgeted revenue</i>			
OPEB transfers to General Fund	50	50	-
Tax Liens	286	248	252
RE & PP Prior Year collections	406	395	311
Account closeouts	81	73	111
Bond Premium Adjustments	(263)	82	75
Bond Premium Adjustments	445	-	-
	90	-	-
<i>Current year excess revenue over budget</i>			
Real Estate / Personal Property	(317)	(391)	-545
State Aid	(12)	(23)	21
Local Reciepts	602	159	-572
Transfers from other funds	(43)	-	-
Revenue Audit Adjustment	(41)	-	-
Prior year rollover appropriation turnback	562	580	232
Turnbacks-Current Year ( Equals 1.50% of CY Budget)	348	1,154	2,715
Total	2,178	2,308	3,288
Free Cash Balance Beginning Of Next Fiscal Year	7,197	7,690	10,978

Town of Wayland, Massachusetts  
Water Enterprise Fund  
Fiscal 2020  
Quarterly Report, 06/30/2020

	Fiscal 2020 Budget	Fiscal 2020 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2019 Actual	\$ Variance FY 20 / FY 19
<b>REVENUES</b>						
<i>Operating Revenue:</i>						
Penalties and Interest	25,000	26,218	104.87%	1,218	20,367	5,851
Water Meter Charges	3,610,631	3,306,105	91.57%	-304,526	3,164,543	141,562
Water Administration Fee	295,000	282,324	95.70%	-12,676	298,496	-16,172
Water Service Order	31,000	14,446	46.60%	-16,554	19,929	-5,483
Misc. Revenue	43,299	11,168	25.79%	-32,131	53,749	-42,581
Interest on Savings	50,000	10,116	0.00%	-39,884	16,097	-5,981
<b>Total</b>	<b>4,054,930</b>	<b>3,650,377</b>	<b>90.02%</b>	<b>-404,553</b>	<b>3,573,181</b>	<b>77,196</b>
<i>Unbudgeted Revenue:</i>						
Liens	-	81,407	0.00%	81,407	102,580	-21,173
Transfer from Water Capital Closeouts	-	-	-	-	92,094	-92,094
<b>Total</b>	<b>4,054,930</b>	<b>3,731,784</b>	<b>92.03%</b>	<b>-323,146</b>	<b>3,767,855</b>	<b>41,125</b>
<b>EXPENDITURES</b>						
<i>Operating Expenditures:</i>						
Personnel Services	808,888	743,291	91.89%	65,597	744,874	-1,583
Expenditures	1,476,000	940,037	63.69%	535,963	1,052,774	-112,737
Funded Debt	1,337,510	1,231,860	92.10%	105,650	1,292,706	-60,846
Indirect Fringe Transfers to GF	374,779	374,779	100.00%	0	383,537	8,758
Indirect Fringe Transfers to GF and OPEB	7,753	7,753	100.00%	0	7,635	-118
<b>Total</b>	<b>4,004,930</b>	<b>3,297,720</b>	<b>82.34%</b>	<b>707,210</b>	<b>3,481,526</b>	<b>-166,526</b>
<b>OTHER FINANCING TRANSFERS TO WATER CAPITAL</b>						
<i>Other Financing Uses:</i>						
Transfers to Capital Projects / Unbudgeted expense	1,350,000	1,350,000	100.00%	-	190,000	-
	<u>1,350,000</u>	<u>1,350,000</u>	<u>1</u>	<u>-</u>	<u>190,000</u>	<u>-1,160,000</u>
<i>Other Financing Sources:</i>						
Water Surplus to Fund 42	1,300,000	-	-	-	-	-
Water Surplus to Fund 42-FY 2008 Project	-	-	-	-	-	-
Water Revenue to General Fund	-	-	-	-	-	-
<b>Total YTD Revenues</b>	<b>5,354,930</b>	<b>3,731,784</b>	<b>69.69%</b>	<b>-1,623,146</b>	<b>3,767,855</b>	<b>-36,071</b>
<b>Total YTD Expenditures</b>	<b>5,354,930</b>	<b>4,647,720</b>	<b>86.79%</b>	<b>707,210</b>	<b>3,671,526</b>	<b>976,194</b>
<b>FUND BALANCE</b>						
		<b>2020</b>				
Undesignated Fund balance		2,471,737				
YTD expenditures ( Current Year & FY 19 rollover)		-4,718,659				
YTD revenues		3,731,784				
<b>Total Fund Balance</b>		<b>1,484,862</b>				

Town of Wayland, Massachusetts  
Wastewater Enterprise Fund  
Fiscal 2020  
Quarterly Report , 06/30/2020

	Fiscal 2020 Budget	Fiscal 2020 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2019 Actual	\$ Variance FY 20 / FY 19
<b>Operating Revenue:</b>						
Wastewater User Charges	274,653	279,142	101.63%	4,489	263,079	16,063
WW Betterment TC RE	189,830	178,713	94.14%	(11,117)	187,944	(9,231)
WW Betterment TC Int	140,832	132,122	93.82%	(8,710)	145,406	(13,284)
Interest on Savings	5,000	38,829	776.58%	33,829	11,143	27,686
Betterments	22,885	20,125	87.94%	(2,760)	22,383	(2,258)
Betterment Interest	1,144	1,006	87.94%	(138)	2,238	(1,232)
Fund Balance Reserve	153,596	-	0.00%	(153,596)	-	-
<b>Total</b>	<b>787,940</b>	<b>649,937</b>	<b>82.49%</b>	<b>(138,003)</b>	<b>632,193</b>	<b>17,744</b>
<b>Unbudgeted Revenue:</b>						
Penalties and Interest	-	591	0.00%	591	502	89
Unapportioned WW betterment TC	-	68,845	0.00%	68,845	54,997	13,848
Unapportioned WW betterment TC-int	-	1,438	0.00%	1,438	2,355	(917)
Liens	-	5,824	0.00%	5,824	1,506	4,318
Misc. revenue	-	963	0.00%	963	6,155	(5,192)
Transfer from General Fund-Debt	-	26,600	0.00%	-	-	-
<b>Total</b>	<b>787,940</b>	<b>754,198</b>	<b>0.00%</b>	<b>(60,342)</b>	<b>697,708</b>	<b>29,890</b>
<b>Operating Expenditures</b>						
Personnel Services	87,600	81,460	0.00%	(6,140)	29,531	51,929
Expenditures	177,140	177,770	100.36%	630	181,299	(3,529)
Funded Debt	488,287	429,172	87.89%	(59,115)	458,103	(28,931)
<b>Total</b>	<b>753,027</b>	<b>688,402</b>	<b>91.42%</b>	<b>(64,625)</b>	<b>668,933</b>	<b>19,469</b>
<b>Other Financing Sources / ( Uses )</b>						
Transfers to General Fund	34,913 0	34,913	0.00%	29,531	94,965.00 -	-60,052
<b>Total</b>	<b>34,913</b>	<b>34,913</b>	<b>0.00%</b>	<b>29,531.00</b>	<b>94,965.00</b>	<b>-60,052</b>
<b>Total YTD Revenues</b>	<b>787,940</b>	<b>754,198</b>	<b>95.72%</b>	<b>(60,342)</b>	<b>697,708</b>	<b>56,490</b>
<b>Total YTD Expenditures</b>	<b>787,940</b>	<b>723,315</b>	<b>91.80%</b>	<b>(64,625)</b>	<b>763,898</b>	<b>(40,583)</b>
<b>FUND BALANCE</b>						
Undesignated Fund balance		1,349,785				
YTD expenditures ( Current Year & FY 19 rollover)		(724,492)				
YTD revenues		754,198				
Undesignated Fund balance-		1,379,491				



Town of Wayland, Massachusetts  
Major Town Revolving Funds  
June 30, 2020

AMENDED 10/13/2020

	242209000 Amulance Revolving Fund			24494000 Transfer Station Fund			24652000 Recreation Revolving Fund		
	FY 2020 Actual	FY 2019 Actual	FY 20 / FY 19 Variance	FY 2020 Actual	FY 2019 Actual	FY 20 / FY 19 Variance	FY 2020 Actual	FY 2019 Actual	FY 20 / FY 19 Variance
Beginning Fund Balance-7/01/19	563,906	570,729	(6,823)	71,899	1,962	69,937	679,954	587,733	92,221
<b>REVENUE:</b>									
Revenue from services :	705,189	744,738	(39,549)	410,029	367,530	42,499	-	-	-
Revenue from programs:									
Beach	-	-	-	-	-	-	11,579	27,503	(15,924)
Boat Rentals	-	-	-	-	-	-	17,980	0	17,980
Facility Rentals	-	-	-	-	-	-	10,749	10,635	114
Snack Bar	-	-	-	-	-	-	-	0	-
Beach Other	-	-	-	-	-	-	58,169	30,205	27,964
Day Passes	-	-	-	-	-	-	14,595	70,012	(55,417)
Memberships	-	-	-	-	-	-	-	14,155	(14,155.00)
Field Permits	-	-	-	-	-	-	257,844	301,302	(43,458)
Summer Camps	-	-	-	-	-	-	107,728	190,125	(82,397)
Youth Programs	-	-	-	-	-	-	50,721	66,651	(15,930)
Adult Programs	-	-	-	-	-	-	1,270	4,728	(3,458)
Lessons	-	-	-	-	-	-	27,289	9,122	18,167
Misc revenue	-	-	-	-	-	-	20,551	34,744	(14,193)
Pre K Programs	-	-	-	-	-	-	38,215	33,980	4,235
Ski Programs	-	-	-	-	-	-	7,600	17,520	(9,920)
Seasonal events	-	-	-	-	-	-	-	-	-
Transfers from Other Funds	705,189	744,738	(39,549)	410,029	367,530	42,499	624,290	810,682	(186,392)
<b>EXPENDITURES:</b>									
Operating Expenditures									
Personal Services	-	-	-	168,570	148,402	20,168	348,007	294,914	53,093
Expenses	33,591	61,062.00	(27,471)	234,095	149,190	84,905	340,088	423,549	(83,461)
Total	33,591	61,062.00	(27,471)	402,665	297,592	105,073	688,095	718,463	(30,368)
Other Financing Sources / ( Uses )									
Transfers to Other Funds	770,400	690,500	79,900	-	-	-	-	-	-
Total	770,400	690,500.00	79,900	-	-	-	-	-	-
Total YTD Revenues	705,189	744,738	(39,549)	410,029	367,530	42,499	624,290	810,682	(186,392)
Total YTD Expenditures	803,991	751,562	52,429	402,665	297,592	105,073	688,095	718,463	(30,368)
Year to date Fund Balance total:									
Beginning Fund Balance-7/01/19	563,906	570,729	(6,823)	71,899	1,962	69,937	679,954	587,733	92,221
Total YTD Revenues	705,189	744,738	(39,549)	410,029	367,530	42,499	624,290	810,682	(186,392)
Total YTD Expenditures	803,991	751,562	52,429	402,665	297,592	105,073	688,095	718,463	(30,368)
Balance 09/30/19:	465,104	563,905	(98,801)	79,263	71,900	7,363	616,149	679,952	(63,803)