To Solve To

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BRIAN KEVENY FINANCE DIRECTOR TEL. (508) 358-3610 www.wayland.ma.us

To:

Louise Miller, Town Administrator

From:

Brian Keveny, Finance Director

Date:

January 27, 2020

Subject: Budget Status Report FY 2020, 2nd Quarter

Please find enclosed the budget status reports for the General Fund, Enterprise Funds, Health Insurance and Revolving Funds as of December 31, 2019 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.

General Fund Expenditures:

Town Departments have expended / encumbered \$8,728,394 or 47% of budget. The Unclassified Budgets expended / encumbered \$12,485,054 or 55% of budget and the Unappropriated / Transfer Budgets expended \$2,749,459 or 97% of budget.

All inter fund transfers that were voted at the Annual Spring 2019 Town Meeting will be processed in May 2020. To date the Finance Committee has approved no transfers from the Reserve Fund..

The School Department has expended / encumbered \$19,733,178 or 47% of budget compared to \$19,200,732 or 47% of budgeted last year. Actual year to date total expenses have increased year to year \$532,446.

Health Insurance:

Thru December 2019 the town has expended 57% of the Health Insurance Budget or \$4,536,569. It is anticipated that the Employee Mitigation account will be transferred into the Health Insurance 32B account at the 2020 Annual Town Meeting.

Fiscal 2019 Continuing Appropriations:

Both the town and school rolled over into Fiscal 2020 continuing appropriations from Fiscal 2019 in the amount of \$733,493 compared to \$1,396,381 last fiscal year. The unexpended balance of this appropriation is \$253,671.All unexpended rollovers will be closed to Free Cash.

General Fund Appropriation Deficits:

As of the date of this memo we are aware that the Treasurer Office appropriation will need additional funding in Fiscal 2020. This deficit will be included in the Spring 2020 ATM Current Year Article.

General Fund Revenues:

The Town has collected approximately 47% of budgeted Property Tax, Local Receipts, State Aid and Transfers revenue thru 6 months compared to 46% in the prior year. The total dollar increase year to year is \$2,224,521. Property Tax Revenue collections have increased \$1,860,231 compared to prior year. Actual Local Receipts are up \$13,614 compared to prior year. License and Permit revenue is down \$132,301 compared to last fiscal year. The majority of the FY 20 Motor Vehicle collections will occur in March and April. Interest Income is showing the same level of revenue compared to prior year. State Aid is showing a \$350,694 increase compared to \$242,181ast fiscal year same period. The collection of unbudgeted revenue is \$533,524 compared to \$537,202 last year.

Free Cash

The Massachusetts Department of Revenue certifying the town's Free Cash amount at June 30, 2019 at \$7,690,322. It is expected that the Fiscal 2021 Omnibus Capital Budget will use \$1.7M to of the certification for capital appropriations.

Wastewater Enterprise Fund:

Revenue

Through six months the Wastewater Fund has collected 17% of budgeted revenue or \$140,795 compared to 21% or \$169,442 last fiscal year. The main cause of the variance is evident in the collection of User Charges.

Expenditures:

Total expenses are \$261,887 or 33% of budget compared to \$229,369 or 26% last year. The current fund balance is \$1,267,248 compared to \$1,423,309 last year same period.

Water Enterprise Fund:

Revenue:

The Water Fund has collected 53% of budget or \$2,117,953 compared to 49% of budget or \$2,003,459 last fiscal year. Total revenue shows an increase of \$114,494. The variance is related to billing of Water Meter Charges. The Fiscal 2020 budget also includes using \$1,350,000 in Water Capital compared to \$190,000 last fiscal year.

Expenditures:

The Water Fund has expended \$1,167,860 in operating expenses or 29% of budget compared to \$1,210,193 or 30% last fiscal year. A total of \$1,350,000 in fund balance has been transferred to Water Capital Accounts. The current fund balance is \$2,004,011 compared to \$3,547,657 last year same period.

Respectfully submitted,

Brian Keveny

Finance Director

Town of Wayland Fiscal 2020 December 31, 2019

		Fiscal 2020	Fiscal 2020	% Budget
		Budget	Actual	Spent
Revenue				
Taxation		70,710,585	34,952,935	49.43%
State Aid		6,389,455	3,213,172	50.29%
Local Reciepts		5,000,000	1,415,847	28.32%
Transfers from Other Funds		1,794,356		0.00%
Free Cash / Bond Premium		1,564,696	<u>u</u>	0.00%
	Total	85,459,092	39,581,954	46.32%
Non Budgeted		-	553,524	n/a
	Total Revenue	9F 4F0 003		46.96%
	Total Revenue	85,459,092	40,135,478	46.96%
Expenditures				
Town Budget		18,354,751	8,728,394	47.55%
School Budget		41,919,750	19,733,178	47.07%
Unclassified		22,377,903	12,485,054	55.79%
Transfers / State Asssessments		2,806,688	2,749,459	97.96%
	Total Expense	85,459,092	43,696,085	51.13%
r Enterprise Fund		Fiscal 2020	Fiscal 2020	% Budget
	L	Budget	Actual	Spent
Revenue				
Operating revenue		4,054,930	2,117,953	52.23%
Use of Water Capital		1,350,000	-	0.00%
Unbudgeted Revenue			-	0.00%
	Total Revenue	5,404,930	2,117,953	39.19%
Expenditures				
Operating expenses		4,004,930	1,167,860	29.16%
Use of Water Capital		1,350,000	1,300,000	0.00%
	Total Expense	5,354,930	2,467,860	46.09%
Unbudgeted Expense		E		0.00%
	Total Expenses	5,354,930	2,467,860	46.09%
ewater Enterprise Fund				
T. T		Fiscal 2020	Fiscal 2020	% Budget
		Budget	Actual	Spent
Revenue				
Operating revenue	Total Revenue	787,940	140,795	17.87%
Expenditures	Γ			
Operating expenses	Total Expense	787,940	261,887	33.24%
Operating expenses	Total Expense	787,540	201,887	33.24/0

		December 31, 20	• • · · · · · · · · · · · · · · · · · ·		MATARAMAN PARAMAN PARA	\$6504180259766257605567
	Fiscal 2019 YTO-Actual	Fiscal 2020 YTD-Actual	Fiscal 2020 Budget	\$ Variance 2020 / 2019	B / A Fiscal 2018 \$ Variance	% of Budget Collected
axation:						
teal Estate Personal Property Overlay	32,676,961 415,761 -	34,527,171 425,764	70,136,923 813,074 (239,412)	1,850,210 10,003 -	(35,609,752) (387,310) 239,412	49.23% 52.36% 0.00%
Tatal	33,092,722	34,952,935	70,710,585	1,860,213	(35,757,650)	49.43%
tate Aid;						
School Construction						
Local Aid : Cherry Sheet Chapter 70	2,323,404	2,593,403	5,299,764	269,999	(2,706,361)	48.93%
Charter Tuition Assessment	2,323,404	2,333,403	959,875.00		(959,875.00)	0.00%
Unrestricted Aid	467,316	557,828	0	90,512	557,828	0.00%
Veterans Benefits Chapter 115	4,177 21,309	2,970 1,757	7,610 22,815	(1,207) (19,552)	(4,640) (21,658)	39.039 7.709
Exemption : Vets, Blind, Surviving Spouse State Owned Land Reimbursement	21,309 46,272	1,757 57,214	22,815 99,391	10,942	(21,058) (42,177)	7.707 57.56%
Jnknown	•	•		-	-	0.00%
Total	2,862,478	3,213,172	6,389,455	350,694	(3,176,283)	50.29%
ocal Receipts:						
Mator Vehicle Excise	310,372	316,504	2,818,596	6,132	(2,502,092)	11.23
Other Excise Penalties and Interest	121,681 129,409	121,8 6 3 107,973	235,000 275,000	182 (21,436)	(113,137) (167,027)	51.869 39.269
Payment in Lieu of Taxes	41,234	40,103	40,000	(1,131)	103	100.26
Fees	218,206	374,714	609,000	156,508	(234,286)	61.53
Licenses and Permits	345,184	212,883	790,000	(132,301)	(577,117)	26.95
Special Assessments Fines and Forteits	102 15,208	14 077	7,000	(102)	(7,000)	0.009 33.289
nvestment Income	218,887	14,977 224,880	45,000 175,000	(231) 5,993	(30,023) 49,880	128,509
Miscelianeous Recurring	0	22 7,000	5,404	0	(5,404)	0.00
Bond Premium Total	1,400,283	1,950 1,415,847	5,000,000	13,614	1,950 (3,584,153)	0.009 28.329
	1,400,283	1,413,647	3,000,000	13,014	(5,364,133)	20.327
ransfers from other funds:			***		(520,400)	0.00
Fund 24-Ambulance Fund 24-Council on Aging	•	-	630,400 2,210	-	(630,400) (2,210)	0.009
Fund 24-Recreation			51,717		(51,717)	0.009
Fund 24-Recreation-Fields	-	-	9,945			
Fund 25-Food Service Fund 25-BASE	•	•	161,581	-	(161,581)	0.005 0.005
Fund 25-TCW	•	•	237,701 237,300	•	(237,701) (237,300)	0.00
Fund 25-Full Day Kinder		•	53,810	•	(53,810)	0.009
Fund 61-Water	•	•	374,779	•	(374,779)	0.009
Fund 63-Wastewater	•	•	34,913	•	(34,913)	0.009
#commentation		-	1,794,356	_	(1,784,411)	0.009
Total Budgeted Revenue	37,355,483	39,581,954	83,894,396	2,224,521	(44,302,497)	47.189
Inbudgeted Revenue:						
Fax Title Liens	143,844	233,515	-	89,671 (72,240)	-	0.00
rior Year RE collections Fund 24-Recreation-New FY 17 accounts	393,358	320,009	-	(73,349) O		0.009
Account Closeout			•	•	-	
chool Funds OPEB			-	-	-	
Vastewater / Library Agreement Total Unbudgeted Revenue	537,202	553,524		0 16,322	- 553,524	0.00
Total All Revenue	37,892,685	40,135,478	83,894,396	2,240,843	(43,748,973)	47.84
ither Revenue Sources:						
Band Premium			75,329	-	-	0.00
Overlay		-	1 400 757	-	-	0.00
ransfer from Free Cash		•	1,489,367	-	-	0.00
ransfer from Free Cash			n			
ransfer from Free Cash Transfer from Free Cash			0			

			riscal Zu	riscal 2020 Total Revenue and Expenditures-GAAP	senditures-GAAP				
				December 31, 2019	6				
	Final	YTD Actual	2020 BODGET TO ACTUAL	FY 2019 Total (Uncollected) /	FISCAL 2018	FISCAL 2018	12018 ENCUMBERED UNENCUM	UNENCUMBERED	COMBINED EV 18 / EV 17
REVENUES:						20120			
Taxation-net of overlay	70 710 585	34 952 935	e/u	(35,757,650)	n/a	n/a	n/a	n/a	(35.757.650)
State Aid:	6,389,455	3,213,172	n/a	(3,176,283)	n/a	n/a	n/a	n/a	(3,176,283)
Local Receipts	5,000,000	1,415,847	n/a	(3,584,153)	n/a	n/a	n/a	n/a	(3,584,153)
Transfers From Other Funds	1,794,356		n/a	(1,794,356)	n/a	n/a	n/a	n/a	(1,794,356)
Non Budgeted Revenue		553,524	n/a	553,524	n/a	n/a	n/a	n/a	553,524
Free Cash	1,489,367	ž	n/a		n/a	n/a	n/a	n/a	n/a
Overlay	0	r.	n/a		n/a	n/a	n/a	n/a	n/a
Bond Premium	75,329		n/a	(X)	п/а	n/a	n/a	n/a	n/a
	200 014 10	000	•	(an ort ca)	•				(00 010 03F CA)
i otal Kevenues	85,459,092	40,135,478		(43,736,918)					(45,736,916,00)
EXPENDITURES:									
General Government	4,745,766	1,649,326	727,857	2,368,583	148,736	117,632	34,297	-3,193	2,365,390
Public Safety	7,229,244	3,158,778	161,254	3,909,212	5,394	3,835	0	1,559	3,910,771
Education	41,919,750	15,963,084	3,770,094	22,186,572	370,336	241,921	88,794	39,621	22,226,193
Minuteman Reg School	230,000	8,582	142,532	78,886	Ĭ.	Ĭ.			78,886
Public Works	3,560,193	1,221,854	433,519	1,904,820	184,620	111,113	54,560	18,947	1,923,767
Health and Human Services	1,509,245	636,903	23,669	818,673	1,267	1,255	12.00	0	818,673
Culture and Recreation	1,310,303	594,325	606'06	690'529	8,651	14.00	8,637		622,069
State and County Assessments	122,321	65,092	0	57,229		14.00	•		57,215
Debt Service	6,814,789	1,625,057	0	5,189,732		9	8,637	-8,637	5,181,095
Pension	4,862,852	4,862,852	0				•	•	
Unclassified	10,470,262	5,672,593	173,438	4,624,231	14,489	4,052	12,436.00	-1,999	4,622,232
Other Expenditures		ř.	•	r	Ĺ	Ē		6	Ć.
Transfers To Other Funds	200,000	200,000.00	2.63	0	,	,	d	9	,
Transfer to Other Funds-Capital	2,184,367	2,184,367	,			Ē		i	·
Overlay	## ()		3	0					7 1
	85 459 092	38 142 813	5.553.272	41.763.007	733.493	479.836	207.373	46.284	41.809.291
	760,664,60	20,142,013	2/3/20/6	100,501,14	CC+'CC'	000/014	616/107		

			Wa		
			20		
			ran		

		6-Months			
	Fiscal 2020	Actual	% Of Budget	Estimated	% of Total
	Budget	Total Expense	Spent	Turnback	Unspent
scal 2019					
Health Insurance	7,630,000.00	4,379,249.42	57.40%	156,232.88	2.05%
Incentive Waiver	240,000.00	114,840.77	47.85%	9,363.11	3.90%
Life Insurance	18,000.00	7,786.82	43.26%	2,326.78	12.93%
Other Expenses	67,200.00	34,692.05	51.63%	(692.05)	-1.03%
Bench Mark	-	-		•	100.00%
	7,955,200.00	4,536,569.06	57.03%	167,230.72	2.10%

	Fiscal 2019- Reserve Fund	
12/31/2019		
FY 2020 Budget		250,000
Year to date transfers:		
Adjusted balance:		250,000
Available budget:		250,000

Town of Wayland, Massachusetts Wastewater Enterprise Fund Fiscal 2020 Quarterly Report , 12/31/2019

	Fiscal 2020 Budget	Fiscal 2020 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2019 Actual	\$ Variance FY 20 / FY 19
perating Revenue:		369.00	0.00%	369.00	220	14
Penalties and Interest Wastewater User Charges	274,653	132,123	48.11%	(142,530)	122,102	10,02
Liens	2/4,033	1,319	0.00%	1,319	299	1,02
Betterments	22,885	-	0.00%	(22,885)		1,02
Betterment Interest	1,144		0.00%	(1,144)	-	-
Betterment paid in advance	-,1-4-4		0.00%	(1,144)	0.25 0.25	
Unapportioned WW betterment TC		2	0.00%		33,524.00	(33,524.0
Unapportioned WW betterment TC-int			0.00%	-	1,744.00	(1,744.0
WW Betterment TC RE	189,830	357	0.00%	(189,473)	357	(1,744.0
WW Betterment TC Int	140,832	913	0.00%	(139,919)	1,162	(24
Interest on Savings	5,000.00	5,714	0.00%	714	5,154	56
	5,000.00	3,714	0.00%		5.500000	
Misc. revenue				0	4,880	(4,88
Fund Balance Reserve	153,596		0.00%	(153,596)		100.54
Total	787,940	140,795	17.87%	(647,145)	169,442	(28,64
perating Expenditures	12012000	22.22	0.000	0000-00	020200	1221210
Personal Services	87,600	39,731	0.00%	47,869	17,520	22,21
Expenditures	212,053	95,283	44.93%	116,770	80,975	14,30
Funded Debt	488,287	126,873	25.98%	361,414	130,874	(4,00
Total	787,940	261,887	33.24%	526,053	229,369	32,51
10141	707,540	202,007	33.2470	320,033	223,303	32,32
ther Financing Sources / (Uses) Transfers to General Fund			0.00%		a <u></u>	-
Total			0.00%			-
Total YTD Revenues	787,940	140,795	17.87%	(647,145)	169,442	(28,64
Total YTD Expenditures	787,940	261,887	33.24%	526,053	229,369	32,51
FUND BALANCE						
Undesignated Fund balance		1,349,785				
Reserve for expenditure						
Current outstanding encumbrances						
YTD expenditures (Current Year & FY 19 rollover)		(223,332)				
YTD revenues		140,795				
TTD revenues	-	140,733				
Undesignated Fund balance-	-	1,267,248				

Town of Wayland, Massachusetts Water Enterprise Fund Fiscal 2020 Quarterly Report, 12/31/2019

REVENUES Operating Revenue: Penalties and Interest Water Meter Charges Water Meter Charges	Fiscal 2020 Budget 25,000 3,490,631 120,000	Fiscal 2020 Actual 16,765 0 1,953,687	% Budget Collected / Expended 67.06% 0.00% 1628.07%	\$ Variance Budget / Actual -8,235 -3,490,631 1,833,687	Fiscal 2019 Actual 12,811 1,775,672 0	\$ Variance FY 19 / FY 18 3,954 -1,775,672 1,953,687
Liens Water Administration Fee	0 295,000 31,000	3,874 132,080 2,848	0.00% 44.77% 9.19%	3,874 -162,920 -28,152	3,954 144,064 15,652	-80 -11,984 -12,804
Water Service Order Misc. Revenue Interest on Savings	43,299 50,000	2,848 8,699 0	20.09% 0.00%	-34,600 -50,000	48,179 3,127	-12,804 -39,480 -3,127
Total	4,054,930	2,117,953	52.23%	-1,936,977	2,003,459	114,494
EXPENDITURES						
Operating Expenditures: Personal Services Expenditures Funded Debt Indirect Fringe Transfers to GF Indirect Fringe Transfers to GF and OPEB	808,888 1,476,000 1,337,510 374,779 7,753 4,004,930	363,840 427,253 376,767 0 0 1,167,860	44.98% 28.95% 28.17% 0.00% 0.00% 29.16%	445,048 1,048,747 960,743 374,779 7,753 2,837,070	366,515 421,700 421,978 0 0 1,210,193	-2,675 5,553 -45,211 0 0 -42,333
OTHER FINANCING TRANSFERS TO WATER CAPITAL						
Other Financing Uses: Transfers to Capital Projects / Unbudgeted expense	1,350,000 1,350,000	1,300,000 1,300,000	96.30%	50,000 50,000	190,000 190,000	-1,110,000
Other Financing Sources: Water Surplus to Fund 42 Water Surplus to Fund 42-FY 2008 Project Water Revenue to General Fund	1,300,000	0	-	0 0 0	0	0
Total YTD Revenues	5,354,930	2,117,953	39.55%	-3,236,977	2,003,459	114,494
Total YTD Expenditures	5,354,930	2,467,860	46.09%	2,887,070	1,400,193	1,067,667
FUND BALANCE Undesignated Fund balance YTD expenditures (Current Year & FY 19 rollover) YTD revenues Total Fund Balance		2,020 2,471,737 -2,585,679 2,117,953 2,004,011				

Beginning Fund Balance-7/01/19 REVENUE: Revenue from services :		24220900			0007077			
Beginning Fund Balance-7/01/19 REVENUE: Revenue from services :					DODESTE	[[24652000	
Beginning Fund Balance-7/01/19 REVENUE: Revenue from services:	FY 2020 Actual	Amubulance Revolving Fund FY 2019 Artual	FY 20 / FY 19 Variance	FY 2020 Actual	Iransfer Station Fund FY 20 / FY 19 Artual Variance	FY 2020 Actual	Recreation Revolving Fund FY 2019 Actual	und FY 20 / FY 19 Variance
REVENUE: Revenue from services :	563,906	570,729	(6,823)	71,899	1,962	69,937 679,954		
Revenue from services :						1,527-2,000-000-00-00-00-00-00-00-00-00-00-00-0		
	366,131	188,415	17,716	411,323	188,595 88;			• Har man and a second
Revenue from programs:								
Beach			٠	•	•		•	
Boat Rentals						6,325	3,325.00	3,000
Shack Bar			•			10,749	Ç1	
Beach Other			•		•			
Day Passes Memberships						30,125	20,540.00	9,585
Field Permits	•	•	•		•			
Summer Camps		•		•			2,391.00	
Youth Programs						. 25,759	27,663.00	(1,904)
Lessons	•	'		•			3,048.00	
Misc revenue	•	•	ı	•	•		1,980.00	
Pre K Programs	•	•	ı	•		. 11,528	9,384.00	
Seasonal events	•	•					600.00	8,130
Transfers from Other Funds Total	366.131	188.415	912.771	277.323	188.396 88.9	88.927 179.063	116,460	62,603
EXPENDITURES:								
Operating Expenditures								
Personal Services Expenses	13,923	11,061.00	2,862	97,657 777,311	54,763 42,7 61,539 65,5	42,894 307,362 55,238 166,244	252,947 137,238	54,415
Total	13,923	11,061.00	2,862	214,434	116,302 98,1	98,132 473,606	390,185	83,421
Other Financina Sources / (Uses)								
Toronto Co. Other Error	140,000		140.000					1
	200/211							
Total	140,000		140,000	***************************************	-	**************************************		4
	į	174 000	932.000	666	200 001	ESO OFF	436.311	500 500
cantractures of the use of the us	Ter'one	C14,001	-	C36'113		 	or or o	
Total YTD Expenditures	153,923	11,061	142,862	214,434	116,302 98,7	98,132 473,606	390,185	83,421
Year to date Fund Balance total:	ļ			;				
beginning rung balance-//uz/15 Total YTO Revenues	366,131	3/6/29	[5,8,5] 317,716	277,323	1,88 396 188.1	88,927 179,063		62,603
Total YTD Expenditures	153,923	11,061	142,862	214,434			390,185	
AND					1 4 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5			
Salance 09/30/13:	10,011	746,063	TCO'07	134,700				(4,440)