

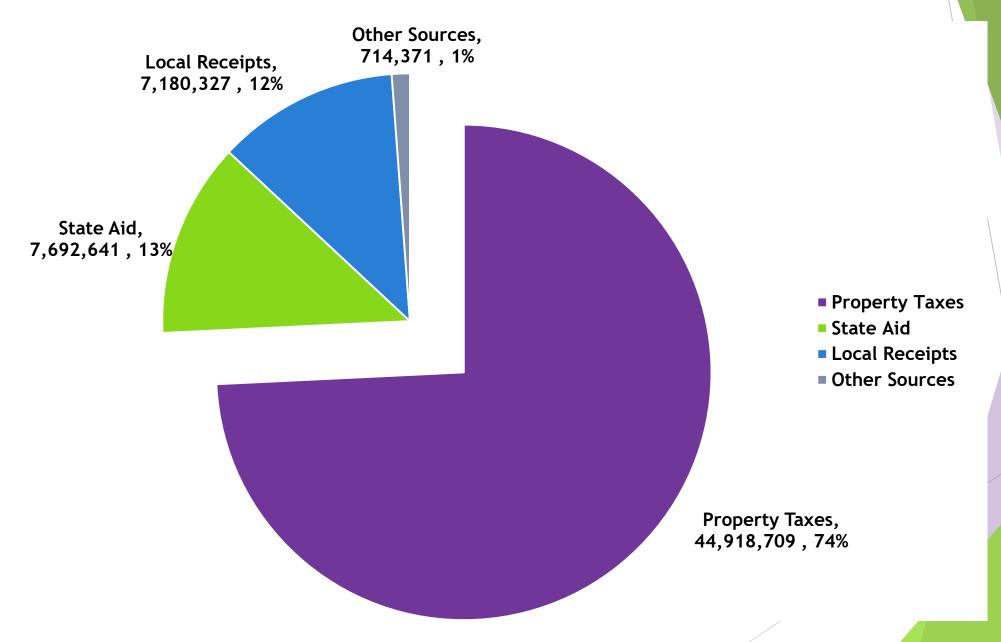
## Town of Bourne

**FINANCIAL REVIEW FY2017** 

#### **REVENUES**

- Revenues are collected from various sources with the largest percent coming from Property Tax Revenues at 74%. State Aid is second at 13% with Local Receipts at 12% followed by other sources at 1%.
- ► Tax Revenues are calculated yearly on the Tax Rate Recap. Property taxes are limited by 2.5 % of the previous years levy limit plus any new growth, debt exclusions and other adjustments (CCC tax).
- Local Receipts are an estimate of several different departmental taxes, licenses, permits, fees, fines and other charges for services. Estimates are made based on past and anticipated collections.
- ▶ State Aid is reported to the Town on the annual Cherry Sheet for the state programs that the Town participates in. Cherry Sheet revenues are generally estimated on prior year receipts.

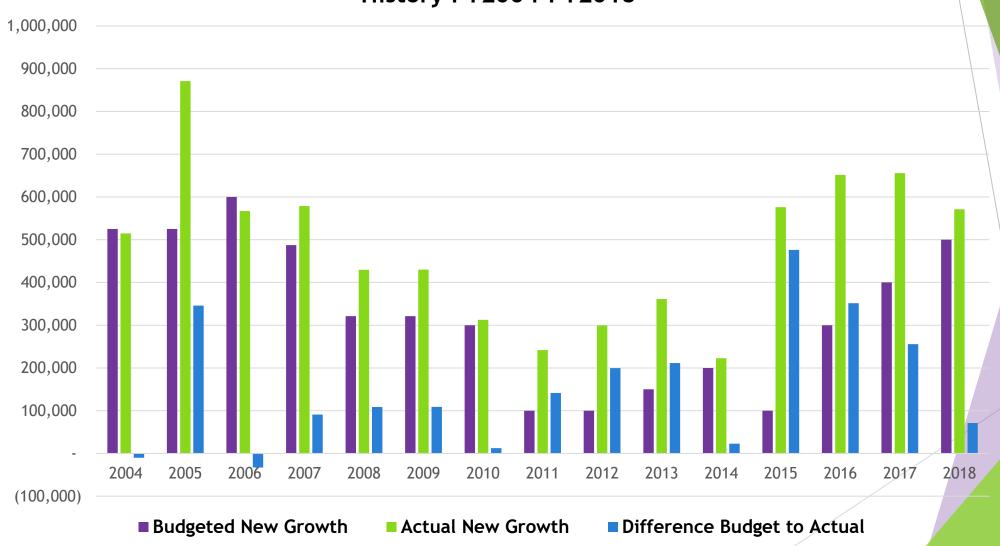
### Revenues by Source FY2017



	-			•	
Fiscal Year	Budget No	ew Growth	Actual	New Growth	e Budget vs tual
2004	\$	525,000.00	\$	514,797.00	\$ (10,203.00)
2005	\$	525,000.00	\$	871,021.00	\$ 346,021.00
2006	\$	600,000.00	\$	567,123.00	\$ (32,877.00)
2007	\$	487,500.00	\$	578,608.00	\$ 91,108.00
2008	\$	321,000.00	\$	429,623.00	\$ 108,623.00
2009	\$	321,000.00	\$	430,051.00	\$ 109,051.00
2010	\$	300,000.00	\$	312,541.00	\$ 12,541.00
2011	\$	100,000.00	\$	241,638.00	\$ 141,638.00
2012	\$	100,000.00	\$	299,625.00	\$ 199,625.00
2013	\$	150,000.00	\$	361,352.00	\$ 211,352.00
2014	\$	200,000.00	\$	222,805.00	\$ 22,805.00
2015	\$	100,000.00	\$	576,154.00	\$ 476,154.00
2016	\$	300,000.00	\$	651,484.00	\$ 351,484.00
2017	\$	400,000.00	\$	655,699.00	\$ 255,699.00
2018	\$	500,000.00	\$	571,102.00	\$ 71,102.00

### New Growth Budget to Actual

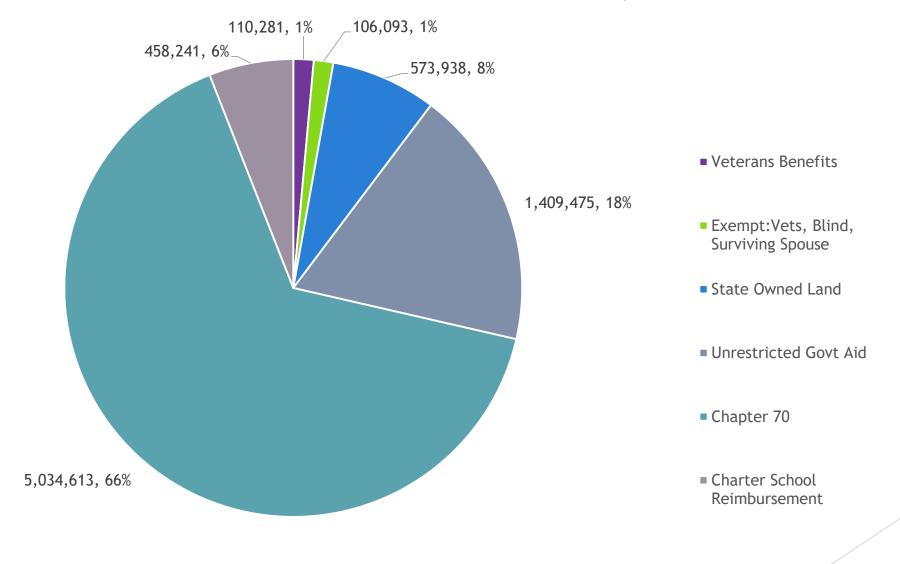




## Budget VS. Actual - State Revenue FY2017

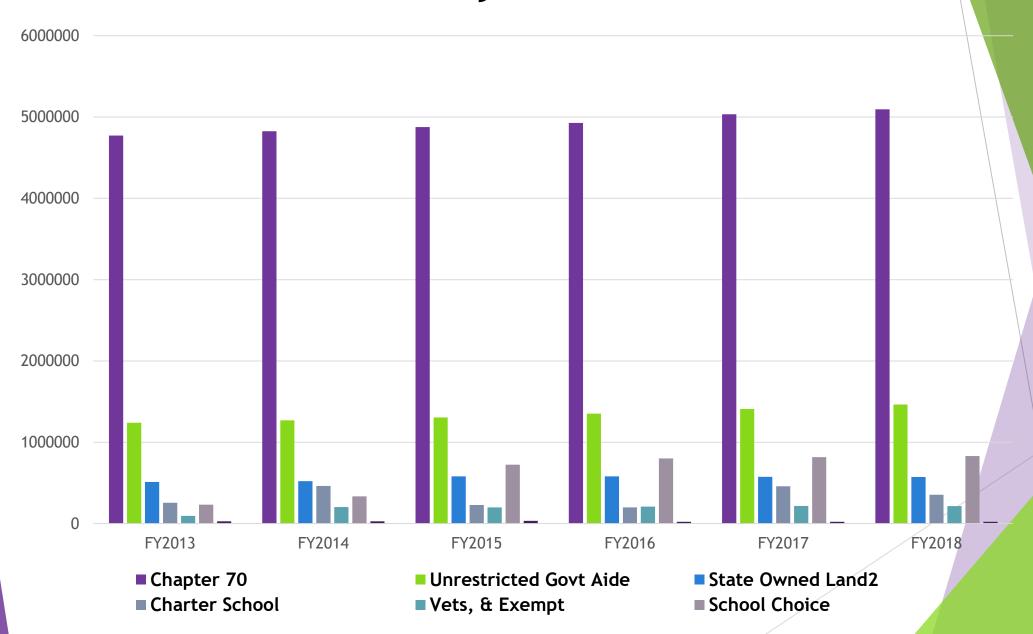
FROM THE COMMONWEALTH	Budget	Actual	Difference	% of Budget
Veteran's Benefits	114,911.00	110,280.80	(4,630.20)	95.97%
	·	110,200.00	(4,030.20)	33.31 /0
Exemptions: Veterans, Blind, Surviving Spouse	104,076.00	106,093.00	2,017.00	101.94%
State Owned Land	573,938.00	573,938.00	_	100.00%
Unrestricted Govt Aide	1,409,475.00	1,409,475.00	<u>-</u>	100.00%
Chapter 70	5,034,613.00	5,034,613.00	-	100.00%
Charter School Reimbursement	521,835.00	458,241.00	(63,594.00)	87.81%
Total to the General Fund	\$ 7,758,848.00	\$ 7,692,640.80	\$ (66,207.20)	99.15%
Public Library	21,628.00	21,628.00		100.00%
School Choice Receiving Tuition	800,520.00	816,628.00	16,108.00	102.01%
Total State Revenue with offsets			\$ (50,099.20)	99.42%

### **FY2017 State Revenue Cherry Sheets**



## **History of Cherry Sheet Revenue**

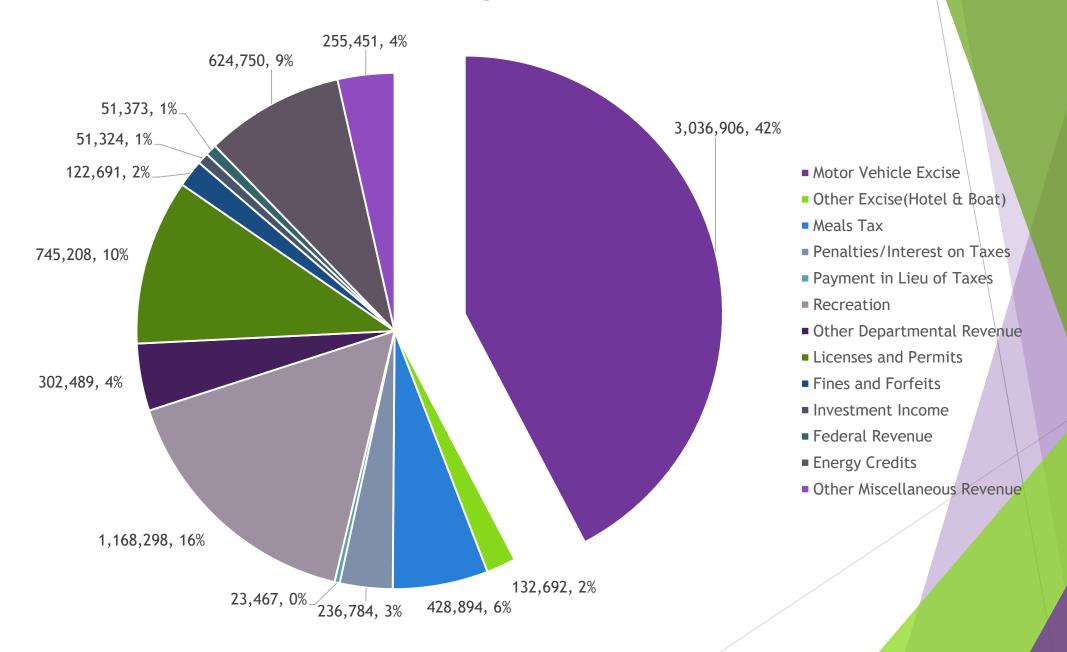
	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018 est
Vet Benefits	\$73,367	\$93,101	\$91,457	\$103,702	\$110,281	\$109,148
Exempt-Vet, Blind, Surv Sp	\$21,160	\$109,023	\$106,199	\$104,076	\$106,093	\$106,093
State Owned Land	\$511,133	\$521,715	\$580,849	\$580,849	\$573,938	\$573,392
Un-restrict Gov't Aide	\$1,239,900	\$1,269,209	\$1,304,407	\$1,351,366	\$1,409,475	\$1,464,445
Chapter 70	\$4,771,738	\$4,825,238	\$4,877,340	\$4,927,363	\$5,034,613	\$5,094,043
Charter School	\$255,324	\$462,350	\$228,329	\$198,367	\$458,241	\$353,644
School Choice Rec Tuition	\$231,541	\$335,248	\$723,869	\$800,520	\$816,628	\$831,190
School Lunch	\$11,446	\$11,617	\$10,783			
Public Libraries	\$16,634	\$16,371	<u>\$21,815</u>	\$21,912	\$21,628	<u>\$21,453</u>
Total	\$7,132,243	\$7,643,872	\$7,945,048	\$8,088,155	\$8,530,897	\$8,553,408



## **Budget VS Actual Local Receipts FY2017**

FROM LOCAL RECEIPTS	Bu	dget	Actual	Di	fference	% over budget
Motor Vehicle Excise	\$	2,221,657.00	\$ 3,036,905.93	\$	815,248.93	136.70%
Other Excise (Hotel & Boat)	\$	130,000.00	\$ 132,691.79	\$	2,691.79	102.07%
Meals Tax	\$	300,000.00	\$ 428,894.18	\$	128,894.18	142.96%
Penalties/Interest on Taxes	\$	225,000.00	\$ 236,783.64	\$	11,783.64	105.24%
Payment In Lieu of Taxes	\$	20,000.00	\$ 23,467.25	\$	3,467.25	117.34%
Recreation	\$	1,160,000.00	\$ 1,168,298.41	\$	8,298.41	100.72%
Other Departmental Revenue	\$	300,000.00	\$ 302,488.95	\$	2,488.95	100.83%
Licenses and Permits	\$	585,000.00	\$ 745,208.08	\$	160,208.08	127.39%
Fines and Forfeits	\$	130,000.00	\$ 122,691.47	\$	(7,308.53)	94.38%
Investment Income	\$	25,000.00	\$ 51,324.09	\$	26,324.09	205.30%
Other Federal Revenue	\$	20,000.00	\$ 51,372.67	\$	31,372.67	256.86%
Energy Credits	\$	600,000.00	\$ 624,749.60	\$	24,749.60	104.12%
Other Miscellaneous Income	\$	49,427.00	\$ 255,451.02	\$	206,024.02	516.82%
Total Local Receipts	\$	5,766,084.00	\$ 7,180,327.08	\$	1,414,243.08	124.53%

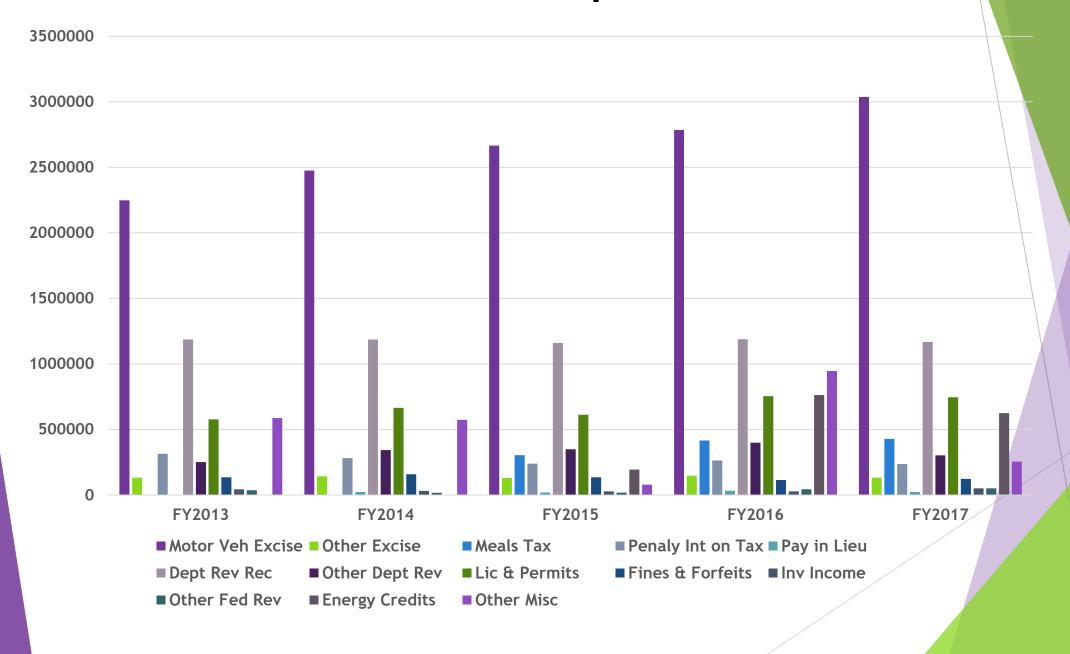
### **Local Receipts FY2017**



History of Local Receipts

11150	<b></b>	-0001110	. C C . P C C		
LOCAL RECEIPTS	FY2013	FY2014	FY2015	FY2016	FY2017
Motor Vehicle Excise	2,247,789.87	2,475,978.61	2,665,296.02	2,784,966.42	3,036,905.93
Other Excise (Hotel & Boat)	133,120.33	142,949.66	130,933.28	147,893.89	132,691.79
Meals Tax			303,341.27	416,244.09	428,894.18
Penalties/Interest on Taxes	315,301.16	282,175.80	239,278.71	263,322.42	236,783.64
Payment In Lieu of Taxes	25,488.10	23,381.92	19,636.43	33,042.25	23,467.25
Departmental Revenue - Marinas & Other Marina Revenue	1,185,865.90	1,186,279.69	1,160,259.02	1,188,648.29	1,168,298.41
Other Departmental Revenue	251,449.19	342,438.63	349,486.31	398,806.65	302,488.95
Licenses and Permits	576,707.96	665,561.71	612,378.57	754,345.42	745,208.08
Fines and Forfeits	135,355.15	158,614.26	134,820.55	115,206.28	122,691.47
Investment Income	43,392.17	31,449.10	27,757.82	27,857.87	51,324.09
Other Federal Revenue	36,542.94	16,487.00	18,798.46	44,044.36	51,372.67
Misc Energy Credits			193,423.18	762,868.82	624,749.60
Other Miscellaneous Income	587,633.16	573,937.01	79,224.17	945,493.43	<u>255,451.02</u>
Total	5,538,645.93	5,899,253.39	5,934,633.79	7,882,740.19	7,180,327.08

## **Local Receipts**



## **Appropriation & Expenditures**

- ► The FY2017 budget of 59,409,133 increased 3.86% over the FY2016 budget of 57,200,660 after all amendments had been made.
- ▶ In FY2017 the turn backs totaled \$1,677,121. This was an increase over FY2016 of \$764,400. This increase was due in part to the budget reductions that were made in FY2016.
- ▶ In FY2017 Shared Costs turned back the highest percent of the budget at 818,447 or 49% of the turn back. Group Insurance was the highest at 537,723 followed by Unemployment at 124,380 and County Retirement at \$100,824 and the remaining at \$55,520.
- ► Other functions turn backs were General Government 12%, Public Safety 12%, Public Works 8.4%, Human Services 2.6%, Culture & Recreation 1.18% and Debt Service .99%. (these were adjusted for transfers in from the Reserve Fund)

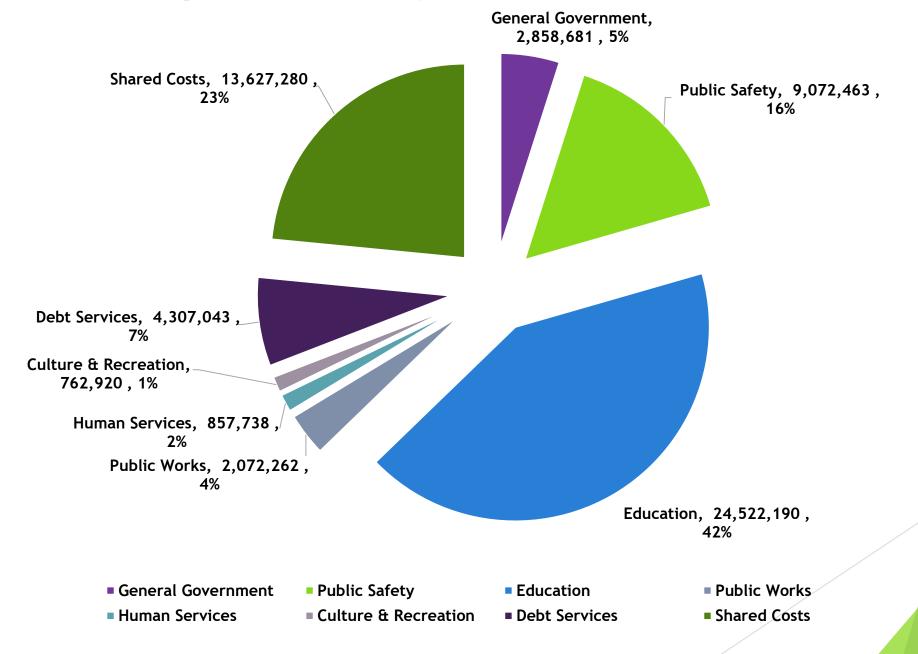
## **Budget FY2017**

Annual Town Meeting	May 2, 2016	Original Budget Vote	59,343,453.00
Special Town Meeting	October 17, 2016	Budget Increase	65,680.00
Final General Fund Budget			59,409,133.00

## **Appropriation & Expenditures FY2017**

	Encumbered Balance 7/1/2016	Appropriation	Expended	Transfers & Budget Amend	Closed to Fund Balance	Encumbered 6/30/2017
General Government	7,048.79	2,975,064.00	2,858,681.11	129,129.37	220,239.98	32,321.07
Public Safety	1,935.21	9,286,114.00	9,072,462.99	131,090.00	332,513.33	14,162.89
Education	161,663.45	24,392,470.00	24,522,190.10		194.40	31,748.95
Public Works	2,306.06	2,215,768.00	2,072,262.30	85,000.00	225,715.76	5,096.00
Human Services	990.46	938,373.00	857,738.42	(35,537.76)	43,654.28	2,433.00
Culture & Recreation		755,812.00	762,919.81	28,147.23	19,789.67	1,249.75
Debt Services		4,323,609.00	4,307,042.72		16,566.28	
Shared Costs	6,983.17	14,456,243.00	13,627,280.08	<u>17,851.16</u>	818,447.26	35,349.99
Total General Fund Budget	180,927.14	59,343,453.00	58,080,577.53	355,680.00	1,677,120.96	122,361.65

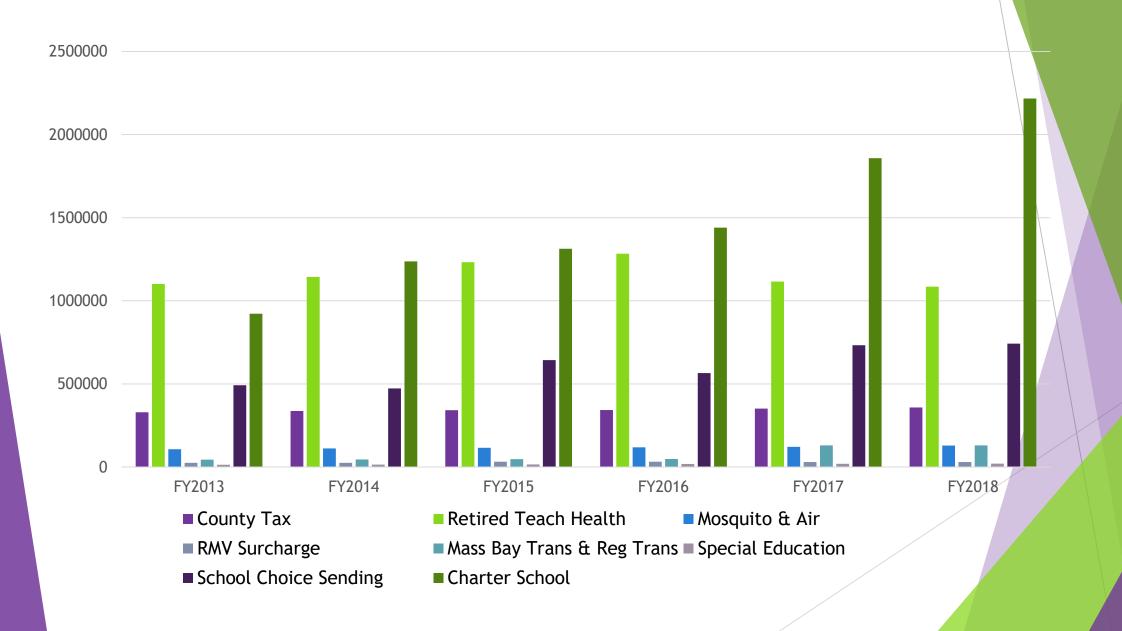
## **Expenditure by Function FY2017**



## **History of Cherry Sheet Assessments**

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018 est
County Tax	\$328,888	\$337,257	\$341,567	\$342,773	\$351,341	\$358,085
Retired Teachers Health Ins	\$1,101,605	\$1,143,222	\$1,232,244	\$1,283,282	\$1,115,455	\$1,085,039
Mosquito Control Project	99,228	103,877	108,485	110,321	113,645	121,618
Air Pollution Districts	\$7,781	\$7,860	\$7,170	\$7,754	\$7,948	\$7,730
RMV Non Ren Surcharge	\$25,180	\$25,180	\$31,541	\$31,540	\$29,600	\$29,600
Mass Bay Transportation					\$41,707	\$39,418
Regional Transit	\$44,573	\$45,687	\$46,829	\$48,000	\$88,429	\$90,640
Special Education	\$13,822	\$14,099	\$15,639	\$18,711	\$19,383	\$20,159
School Choice Send Tuition	\$492,200	\$472,325	\$643,215	\$564,917	\$732,879	\$742,308
Charter School Send Tuition	<u>\$921,875</u>	\$1,237,383	\$1,313,036	\$1,440,239	<u>\$1,857,477</u>	\$2,216,625
Total	\$3,035,152	\$3,386,890	\$3,739,726	\$3,847,537	\$4,357,864	\$4,711,222

## **Cherry Sheet Assessments**



#### Debt FY2017

- ► The Towns Long Term Debt increased 11,674,724 from FY2016 to FY2017. The largest increase came from the permanent issue of part of the DPW building in the amount of 8,385,399.
- ► Two new debt excluded projects were voted at the October 17, 2016 Special Town Meeting. The first project was to build a new Peebles Elementary School and the amount approved was \$39,919,042. The second project was to build a new Police Station and the amount approved was \$17,607,545. Bond Anticipation notes were issued in the amount of 2.5 million for each project during FY2017.
- ▶ The tax levy debt exclusion increased 450,093 in FY2017 over FY2016. This increase was due to the addition of the new DPW building. The tax levy debt exclusion will increase in FY2018 by 432,205 from FY2017 due to the addition of the new school and police station.

## Revenue Over/Under Budget & Expenditure Turn Back History

Fiscal Year	State Revenue Over/Under Budget	Local Receipts Over/Under Budget	Expenditure Turn backs
2010	(9,526)	525,361	612,968
2011	(25,592)	453,640	1,406,482
2012	8,146	882,013	1,635,873
2013	(217,165)	1,353,923	831,020
2014	38,893		608,379
2015	(14,540)		1,192,707
2016	(51,148)		764,400
2017	(66,207)		1,677,121

### Upper Cape Tech Vocational School Assessments

	Assessment	Increase from Prior Year	% Increase from Prior Year
FY2010	1,439,666	61,301	-4.08%
FY2011	1,620,907	181,241	12.59%
FY2012	1,690,553	69,646	4.30%
FY2013	1,789,111	98,558	5.83%
FY2014	2,162,131	373,020	20.85%
FY2015	2,911,817	749,686	34.67%
FY2016	3,294,382	382,565	13.14%
FY2017	3,306,806	12,424	.38%

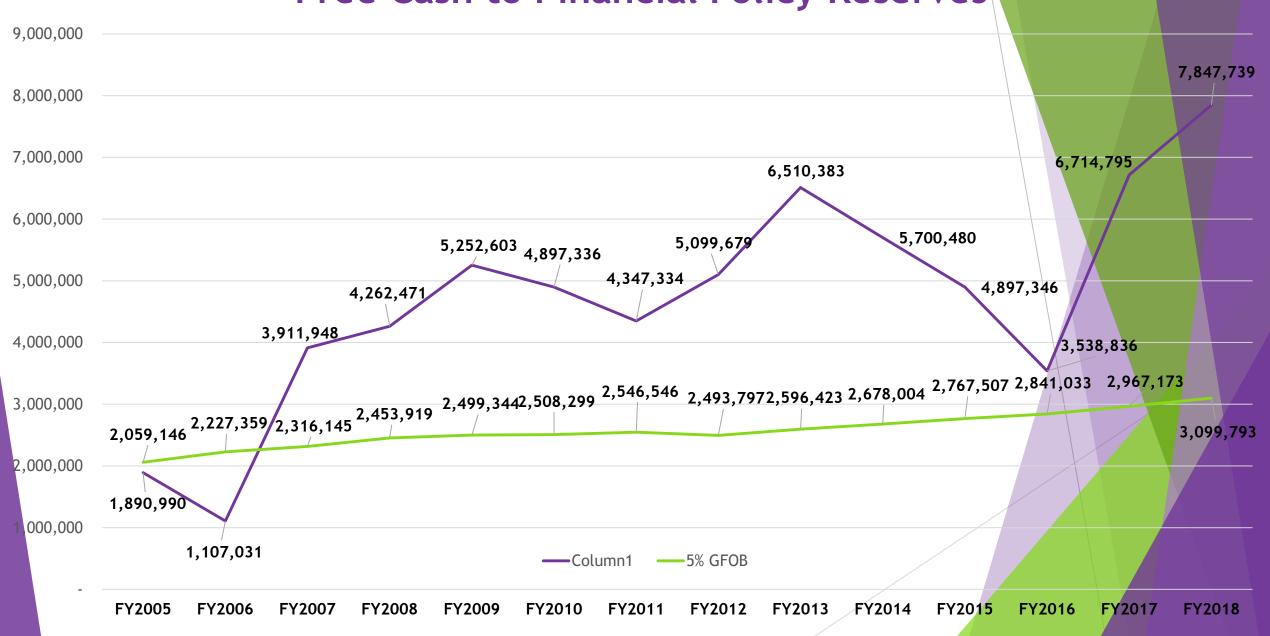
#### Financial Policies

- ► Free Cash: The Town should strive to appropriate no more than 50% of the Free Cash Balance that is in excess of the 5% policy as an operating revenue with a majority vote of Town Meeting. The Free Cash balance of \$7,847,739 at July 1 was 12.7% of the GFOB.
- ▶ Stabilization Fund: To maintain a long term Stabilization fund for unforeseen emergency expenses and capital projects in accordance with MGL Ch 40 S 5B. To maintain a Stabilization Fund balance of at least 6% of the GFOB. The town may appropriate funds from the Stabilization fund for any lawful purpose with a 2/3 vote of Town Meeting. The stabilization fund balance of \$3,756,385 at July 1 was 6.06% of the GFOB.
- ▶ OPEB Trust Fund: To maintain an OPEB Trust fund to accumulate funds for Other Post Employment Benefits. The long term goal for the Trust Fund is to fully fund the OPEB Liability. The balance in the OPEB trust fund was \$1,064,336.34 at July 1, 2017.

## Free Cash History

Fiscal Year	Cert	ified Free Cash	As of	Total Voted During Fiscal Year			d for Current iscal Years Budget	Use	d for Capital	Transfer to Stabilization	Used	d for Articles
2004	\$	1,613,903.00	7/1/2003	\$ 1,439,111.00	\$	562,736.00	\$ 201,900.00	\$	674,475.00			
2005	\$	1,890,990.00	7/1/2004	\$ 1,890,990.00	\$	700,929.00		\$	248,853.00		\$	941,208.00
2006	\$	1,107,031.00	7/1/2005	\$ (668,167.36)	\$	_	\$ (700,929.00)				\$	32,761.64
2007	\$	3,911,948.00	7/1/2006	\$ 1,459,656.57	, \$	553,850.00	\$ 30,749.72	\$	205,270.00	\$ 587,684.85	\$	82,102.00
2008	\$	4,262,471.00	7/1/2007	\$ 1,662,337.40	\$	650,478.00		\$	181,980.53	\$ 700,000.00	\$	129,878.87
2009	\$	5,252,603.00	7/1/2008	\$ 2,034,697.39	\$	859,245.00	\$ 22,500.00	\$	244,000.00	\$ 887,462.00	\$	21,490.39
2010	\$	4,897,336.00	7/1/2009	\$ 1,854,907.32	: \$	1,780,737.00					\$	74,170.32
2011	\$		7/1/2010	\$ 1,340,687.00		800.000.00	\$ 429,375.00	Ś	8,000.00	\$ 88,312.00	\$	15,000.00
2012	\$	5,099,679.00	7/1/2011	\$ 1,908,921.73		1,400,000.00			169,526.73	, , ,		195,000.00
2013	\$	6,510,383.00	7/1/2012	\$ 3,216,255.99		1,400,000.00	464,500.00		594,391.37			757,364.62
2014	\$	5,700,480.00	7/1/2013	\$ 2,422,060.00		2,004,000.00	107,800.00	<b>.</b>	374,371.37			310,260.00
				·			ŕ	ċ	207 900 00			
2015	\$	4,897,346.00	7/1/2014			1,792,345.00			397,800.00			373,901.00
2016	\$	3,538,836.00	7/1/2015	\$ 846,676.25	\$		(648,682.00)		249,758.37		\$	353,194.88
2017	\$	6,714,795.00	7/1/2016	\$ 2,154,899.65	\$	795,300.00	\$ 65,680.00	\$	349,836.27	\$ 580,000.00	\$	364,083.38
2018	\$	7,847,739.00	7/1/2017	\$ 565,850.00			\$ 204,500.00				\$	361,350.00

### Free Cash to Financial Policy Reserves



# Health Insurance Trusts, OPEB Trust & Stabilization Funds

					\
Trust fund Accounts	Balance July 1, 2016	Interest Earned	Deposits/Transfers	Amounts Expended	June 30, 2017 Balance
<b>.</b>					
Self Insurance Claims	0.044.044.44	00 005 04	7 447 004 04	7 4 4 4 005 40	2 202 445 20
Trust	3,011,841.14	68,025.04	7,447,884.21	7,144,635.19	3,383,115.20
Employees Insurance					
Withholding Trust	998,787.78	22,623.31	2,482,656.52	2,381,767.41	1,122,300.20
OPEB Trust Fund	790,538.12	23,798.22	250,000.00		1,064,336.34
Stabilization Fund	3,545,542.21	30,842.86	180,000.00		3,756,385.07
Stabilization Fund- Capital Projects	329,461.15	157.91	590,699.95		920,319.01
Future Solid Stabilization	501,508.37	501.05			502,009.42

## **General Stabilization Fund History**

Fiscal Year	General Stabilization fund Beginning of FY Year				Stabilization Iuring fiscal year	Interest earned in fiscal year	
2004	\$	1,906,905	\$	(400,000)	\$ 50,000	\$	26,295
2005	\$	1,583,200	\$	(200,000)	\$ 183,603	\$	36,024
2006	\$	1,602,827	\$	(400,000)	\$ 400,000	\$	62,736
2007	\$	1,665,563	\$	(769,898)	\$ 282,213	\$	70,348
2008	\$	1,248,226			\$ 1,287,684	\$	76,628
2009	\$	2,612,538			\$ 887,462	\$	51,848
2010	\$	3,551,848	\$	(88,312)		\$	39,670
2011	\$	3,503,206			\$ 88,312	\$	13,320
2012	\$	3,604,838	\$	(152,013)		\$	22,652
2013	\$	3,475,477	\$	(950,000)		\$	21,524
2014	\$	2,547,001			\$ 950,000	\$	20,264
2015	\$	3,517,265				\$	13,616
2016	\$	3,530,881				\$	14,661
2017	\$	3,545,542			\$ 180,000.00	\$	30,843
2018	\$	3,756,385					

## Waterway & Ambulance Funds

Special Revenue - Town	Balance 7/1/2016	Revenues	Transfers In	(Transfers Out)	Expended	6/30/2017
Municipal Waterways Fund Receipts Reserved	434,363.68	4,722.40	411,904.60	(402,452.00)		448,538.68
•	ĺ	ĺ	ĺ	, ,		
Ambulance Maintenance Fund Receipts Reserved	1,617,262.57	1,399,353.17	-	(1,225,000.00)	53,581.24	1,738,034.50

## **Enterprise Funds**

- ► ISWM ended FY2017 with a Retained Earnings balance of \$8,808,939 an increase of \$690,457 over FY2016 Retained Earnings of \$8,118,482. ISWM's Retained Earnings is up from the prior three years balances of \$7,954,733 on 7/1/2015, \$5,326,025 on 7/1/2014 and \$5,446,742 on 7/1/2013.
- The Sewer department's Retained Earnings decreased \$43,029 from FY2016 to FY2017 from \$634,068 to \$591,039. The Retained Earnings has remained relatively stable within the 600,000 range each of the last five years.
- ► During FY2017 the Sewer department increased the annual sewer user fee by \$24 from \$752 to \$776 per user.

## ISWM Enterprise Fund Revenues Budget vs Actual FY2017

	Fiscal 2017 Budget	Fiscal 2017 Actual	Budget Savings (Deficiency)	%
User Charges	10,486,905.00	12,934,682.20	2,447,777.20	123.34%
Other Departmental revenue	150,000.00	119,999.60	(30,000.40)	80.00%
Insurance Recovery & Premium from Bond Sale		422,569.71	422,569.71	
Investment Income	30,000.00	45,591.08	15,591.08	151.97%
Post Closure Funds	150,000.00	150,000.00	0	
Retained Earnings	400,000.00	400,000.00	0	
Total Revenues	<u>\$ 11,216,905.00</u>	<u>\$ 14,072,842.59</u>	<u>\$ 2,855,937.59</u>	<u>125.46%</u>

## ISWM Enterprise Appropriation & Expenditures

		Encumbered Balance 7/1/2016	Appropriation/ Borrowing	Expenditures	<u>Transfers In</u> (Transfer Out)	Closed to Fund Balance	Encumbered Balance 6/30/2017
Operating	Budget:						
	Salaries		2,030,312.00	1,849,617.93		180,694.07	_
	Expenses	197,266.94	3,808,600.00	4,319,787.54	953,591.04	435,482.88	204,187.56
	Debt Service		1,905,249.00	1,905,086.38		162.62	(0.00)
	Reserve Fund		200,000.00		(200,000.00)	_	0.00
	Host Community Fee		800,000.00	<u>790,699.95</u>		<u>9,300.05</u>	(0.00)
	Sub-Total	\$197,266.94	\$8,744,161.00	\$8,865,191.80	\$753,591.04	\$625,639.62	\$204,187.56
la dina at O	ata Tatal		Φ4 000 744 00		<b>#4 000 744 00</b>		
Indirect Co	Total Expenses	<u>\$197,266.94</u>	\$1,922,744.00 \$10,666,905.00	<u>\$8,865,191.80</u>	\$1,922,744.00 \$2,676,335.04		<u>\$204,187.56</u>

## Sewer Enterprise Fund Revenues Budget vs Actual

	Fiscal 2017 Budget	Fiscal 2017 Actual	<u>Over/Under</u> Budget	%
User Charges:				
Sewer User Fees		929,777.03		
Sewer User Charges Added to Taxes		38,289.01		
Total User Charges	981,701.00	968,066.04	(13,634.96)	98.61%
Sewer Betterment Receipts:				
Committed Interest:		<u>(.01)</u>		
Total Betterment Receipts	0	(.01)	(.01)	
Other Departmental Revenue:	16,000.00	32,773.41	16,773.41	204.83%
Investment Income:	2,400.00	2,784.98	384.98	116.04%
Retained Earnings	75,000.00	75,000.00		
Total Sewer Revenues	<u>1,075,101.00</u>	<u>1,078,624.42</u>	3,523.42	100.33%

### Sewer Enterprise Appropriation & Expenditures

	Encumbered Balance 7/1/2016	Appropriation	Expenditures	Transfers In (Transfer Out)	Closed to Fund Balance	Encumbered Balance 6/30/2017
Operating Budget:						
Salaries		\$ 184,187.00	\$ 173,637.97		\$ 10,549.03	\$ -
Expenses	\$ 4,738.32	146,161.00	99,791.30	25,000.00	65,080.46	\$ 11,027.56
Wareham - Operation Expense	\$ 66,552.20	350,000.00	250,000.00	-	66,552.20	\$ 100,000.00
Wareham - Capital Assessment		188,478.00	188,477.53		0.47	\$ 0.00
Debt Service		19,570.00	19,563.03		6.97	\$ 0.00
Reserve Fund		35,000.00			35,000.00	\$ -
Sub-Total	\$ 71,290.52	\$ 923,396.00	\$ 731,469.83	\$ 25,000.00	\$ 177,189.13	\$ 111,027.56
Indirect Costs Total		126,705.00		(\$ 126,705.00)		-
Total Expenses	71,290.52	1,050,101.00	731,469.83	(\$ 101,705.00)	177,189.13	111,027.56