## GENERAL FUND Financial Report October/November 2016

#### **REVENUES**

Current property tax collections for October and November totaled \$129,663 bringing the YTD total to \$12,312,119 or 55.38% of the fiscal year total. This is trending slightly ahead of the November 2015 current property tax collection rate of 54.98%. With prior years collections and Interest & Lien Fees lagging last year a bit, we find ourselves at almost a dead heat with compared to last fiscal year with total tax collections at 55.32%. Late December will see current collections spike again. Revenue from State sources consisted 25% of our annual ECS payment and some circuit court fines for a total of \$40,953 for the two months. Local revenues were the bright spot on the revenue side. Total local revenue almost doubled from \$158,207 at September month end to \$315,288 at the end of November. Increases were across the board, but Conveyance tax, Building permits, Town Clerk Fees and Landfill permits accounted for the bulk of the increase. Total revenues collected came in at 54.54% of budget versus 53.90% at November month end the prior year.

### **EXPENDITURES**

Expenditures for the months of October and November totaled \$1,535,064 and \$2,285,738 respectively bringing total YTD spending as of November month end to \$10,264,894 or 43.2% of budget. This compares to a total expenditures rate of 45.33% as of month end November 2015. Selectmen's budget expenditures totaled 38.74% of the fiscal year total budget. At this point all budget lines appear to be trending well. As noted previously, we will be keeping an eye on the police and technology budgets. Now added to that list will be the Park & Recreation budget. An invasive species of plant must be eradicated in the Main Street Park at a cost currently estimated at \$8k. They will make a best effort to cover this unforeseen expense, however we could see an overage by fiscal year end.

The most recent financials for Essex Elementary School show that as of November 8, 2016 total expenditures are trending well. At this point a surplus of almost \$20k is projected. While this compares very well with the January 13, 2016 elementary school financials which were projecting a \$58k deficit, these are still early days and unexpected costs have been known to happen. At least it is a good start.

# TOWN OF ESSEX November 2016 YTD Revenue Financials

	Fiscal Year 2016-2017 Budget	Revenue YTD as of 11/30/16	Balance to be Collected	% Collected YTD	
TAX COLLECTION					
Property Taxes	22,228,358	12,312,119	9,916,239	55.39%	
Prior Years (Delinquent) Prop. Taxes	150,000	63,802	86,198	42.53%	
Interest and Lien Fees	50,000	31,678	18,322	63.36%	
TOTAL TAX COLLECTION	22,428,358	12,407,600	10,020,758	55.32%	
STATE & FEDERAL AGENCIES					
Veterans Tax Relief	3,962	-	3,962	0.00%	
Access Line Tax Share	28,000	-	28,000	0.00%	
State Education Grants	160,658	40,165	120,493	25.00%	
Town Aid Road Fund Grant	214,980	107,403	107,577	49.96%	
LoCIP	40,105	-	40,105	0.00%	
Circuit Court Fines	4,000	788	3,213	19.69%	
Gas Tax Refunds	805	-	805	0.00%	
Grants in Lieu of Taxes	78	78	-	100.00%	
Homeowners Tax Relief	35,000	-	35,000	0.00%	
Transit District	821	-	821	0.00%	
Municipal Grant in Aid	74,547	-	74,547	0.00%	
MRSA	74,572	74,572	-	100.00%	
Pequot/Mohegan	12,520	:-:	12,520	0.00%	
Miscellaneous State and Federal	5,000	3,324	1,676	66.48%	
TOTAL STATE & FEDERAL AGENCIES	655,048	226,329	428,719	34.55%	
LOCAL REVENUES					
Interest on Temporary Funds	7,200	3,654	3,546	50.74%	
Miscellaneous Permits	3,500	2,405	1,095	68.71%	
Landfill Permits	80,000	57,694	22,306	72.12%	
Building Permits	125,000	68,776	56,224	55.02%	
Zoning Permits	7,100	2,817	4,283	39.68%	
Zoning Board of Appeals	2,160	1,800	360	83.33%	
Planning Commission	2,500	-	2,500	0.00%	
Conveyance Tax	110,000	68,511	41,489	62.28%	
Park & Recreation Fees	4,500	9	4,500	0.00%	
Miscellaneous Receipts	15,000	9,570	5,430	63.80%	
Town Clerk Fees	115,000	68,378	46,622	59.46%	
Inland Wetlands Permits	1,440	840	600	58.33%	
CRRA Fees	62,000	26,769	35,231	43.18%	
Health Department Fees	7,500	4,075	3,425	54.33%	
TOTAL LOCAL REVENUES	542,900	315,288	227,612	58.07%	
UNASSIGNED FUND DECREASE	115,267	-			
TOTAL REVENUES ALL SOURCES	23,741,573	12,949,217	10,677,089	54.54%	

# Town of Essex FY 2016-2017 Expenditures as of November 30, 2016

## SELECTMEN'S BUDGET

SELECTIMEN S BODGE	Approved	November YTD	Available		
	16-17 Budget	Expended	Balance	% Used	
Selectmen Office	\$ 198,904	\$ 75,718	\$ 123,185.99	38.07%	
Elections	47,837	20,266	27,571	42.36%	
Assessor	114,028	46,521	67,507	40.80%	
Board of Assessment	1,430	-	1,430	0.00%	
Tax Collector	109,431	40,877	68,554	37.35%	
Finance Department	170,721	70,652	100,069	41.38%	
Legal Services	74,000	27,184	46,816	36.74%	
Town Clerk	163,035	69,008	94,027	42.33%	
Probate Court	3,460	1,730	1,730	50.00%	
Board of Finance	110,500	27,732	82,768	25.10%	
Conservation Commission	11,900	2,674	9,226	22.47%	
Planning Commission	63,021	25,152	37,869	39.91%	
Zoning Commission	34,168	12,936	21,232	37.86%	
Zoning Board of Appeals	5,450	2,434	3,016	44.67%	
<b>Building Department</b>	101,791	38,326	63,465	37.65%	
Central Services	210,966	88,096	122,870	41.76%	
Park & Recreation Dept.	176,145	71,479	104,666	40.58%	
Inland Wetlands Comm.	7,680	2,815	4,865	36.66%	
Park & Rec Comm.	2,200	310	1,890	14.09%	
Enforcement Officer	67,026	25,711	41,315	38.36%	
Fire Department	339,650	177,650	162,000	52.30%	
Fire Marshal	54,192	17,169	37,023	31.68%	
Insurance	193,305	88,157	105,148	45.60%	
Resident Trooper	191,528	-	191,528	0.00%	
Police Services	339,527	107,308	232,219	31.61%	
Water	152,178	54,196	97,982	35.61%	
Harbor Patrol	30,263	10,195	20,068	33.69%	
<b>Emergency Management</b>	21,400	4,182	17,218	19.54%	
Emergency 911	118,534	58,307	60,228	49.19%	
Health Department	136,929	44,338	92,591	32.38%	
Visiting Nurses	66,874	27,854	39,020	41.65%	
Social Services	104,835	48,435	56,400	46.20%	
Transfer Station & Recycling	267,646	104,589	163,057	39.08%	
WPCA	2,600	535	2,065	20.57%	
Libraries	390,559	195,280	195,280	50.00%	
Highway Department	868,402	387,725	480,677	44.65%	
Mini Bus	18,226	18,226	2	100.00%	
Town Garage	34,200	8,054	26,146	23.55%	
Tree Committee	6,000	6,000	-	100.00%	
Economic Development	14,100	5,048	9,052	35.80%	
Public Restroom Facilities	20,250	5,258	14,992	25.97%	
Ambulance Association	19,536	16,178	3,359	82.81%	
Technology	190,351	65,402	124,949	34.36%	

# Town of Essex FY 2016-2017 Expenditures as of November 30, 2016

## SELECTMEN'S BUDGET (CONTINUED)

	Approved 16-17 Budget	November YTD Expended	Available Balance	% Used	
Notes Payable	695,000	694,940	60	99.99%	
Interest	273,956	122,751	151,205	44.81%	
Employee Benefits	963,907	13,018	950,889	1.35%	
Animal Control	10,000	-	10,000	0.00%	
Capital & Non-Recurring	454,000	33,739	420,261	7.43%	
Total Selectmen's Budget	7,651,641	2,964,153	4,687,488	38.74%	

<sup>(</sup>A) - Negative YTD Expended position due to release of prior year A/P encumbrances

### **EDUCATION**

HUNGEL 2	Approved 16-17 Budget	November YTD Expended	Available Balance	% Used
Elementary School	5,461,962	2,240,657	3,221,305	41.02%
Reg. School Operating	7,629,710	3,262,490	4,367,220	42.76%
Reg. Supervisory District.	2,173,446	1,087,620	1,085,826	50.04%
Reg. Bond & Interest	824,815	709,974	114,841	86.08%
Total Education	16,089,933	7,300,741	8,789,192	45.37%
TOTAL ESSEX EXPEND.	\$ 23,741,574	\$ 10,264,894	\$ 13,476,680	43.24%

### REGIONAL SCHOOL DISTRICT NO. 4

CHESTER • DEEP RIVER • ESSEX

uth I. Levy, Ed.D. Superintendent of Schools rlevy@reg4.k12.ct.us

Sarah Smalley Director of Pupil Services

Deep River hal Excellence

Kristina Martineau Assistant Superintendent of Schools kmartineau@reg4.k12.ct.us

> Garth Sawyer Business Manager gsawyer@reg4.k12.ct.us

ssmalley@reg4.k12.ct.us

To: Ruth Levy, Superintendent

From: Garth Sawyer, Business Manager

November 8, 2016 Date:

Re: Essex District Budget Status Report - 2016-2017

I have attached the Budget Status Report for the fiscal year 2016-2017. Please contact me prior to the next BOE meeting with any questions so that I will be prepared to answer them at the meeting.

The Salary line items are now based on an updated Salary Matrix. The salary lines reflect the changes in the staff that happened at the end of last year and during the current year.

Line 5111Administrators Salary is anticipated to have a deficit based on staff changes that happened over the summer.

Line 5113 Teachers salary is anticipated to have a surplus based on staff changes that happened over the summer.

Line 5118 Cafeteria Subsidy is anticipated to have a deficit due to increasing costs for staff and food purchases coupled with a decrease in sales due to declining enrollment.

ine 5119 Para-Educator salary is anticipated to have a surplus based on staff changes that happened over the summer.

Line 5123 Substitute Teacher Salary is projected to have a deficit based on an analysis of current and future coverage needs.

Line 5124 Sub Secty/Para-Ed is projected to have a surplus based an analysis of current needs for subs in these areas.

Line 5210 Health Insurance is anticipated to have surplus based on the actual enrollment in the district's insurance program by Essex BOE employees.

Line 5250 Unemployment Compensation is projected to have a surplus based on some employees whose positions were eliminated were able to find employment elsewhere.

Line 5290 Other Employee Benefits is projected to have a deficit based on an adjustment needed to this year's funding to the pension plan for it to be adequately funded based on the Towns actuarial report.

Line 5291 Annuities is projected to have a surplus based on the administrator changes that happened over the summer.

Line 5730 Equipment is projected to have a deficit based on some office furniture needs in the main office and replacement of broken outside water fountain.

Currently, the Essex Elementary budget is projecting a surplus based on staffing changes and lower unemployment costs. We will remain vigilant of any unforeseen circumstances and we will keep the Board informed of any developments as they arise.

#### ESSEX ELEMENTARY SCHOOL FY2016-2017 BUDGET STATUS REPORT as of November 8, 2016

			as of Novembe	er 8, 2016					
ACCOUNTS / DESCRIPTIONS	2014-2015 ACTUAL	2015-2016 REVISED BUDGET	YTD EXPEND & ENCUMBER	2015-2016 YEAR-END PROJECTION	PROJECTED SURPLUS/ (DEFICIT)	2016-2017 ORIGINAL BUDGET	YTD EXPEND & ENCLIMBER	2016-2017 YEAR-END PROJECTION	PROJECTED SURPLUS/ (DEFICIT)
5111 ADMINISTRATOR SALARY	249,414	231,416	231,416	231,416	(02.1011)	240,837	244,014	244,014	(3,177)
5113 TEACHER SALARY	2,112,197	2,112,487	2,109,050	2,109,050	3,437	2,003,679	1,979,138	1,979,829	23,850
5114 SECRETARY SALARY	128,419	130,668	132,531	132,531	(1,863)	136,610	133,969	136,610	
5115 CUSTODIAN SALARY	226,325	230,016	238,967	238,967	(8,951)	240,914			
5116 NURSE SALARY	48,485	48,482	48,878	48,878	(396)		119,427	240,914	-
5118 FOOD SERVICE SALARY	26,666	25,200	36,047	36,047		49,875	48,842	49,875	(40.000)
5119 PARA-EDUCATOR SALARY	441,546	428,041	411,019	411,019	(10,847)	25,000	- 04 000	35,000	(10,000)
5120 NETWORK TECHNICIAN SALARY	42,403		The same of the sa		17,022	459,807	81,632	456,878	2,929
5123 SUBSTITUTE TEACHER SALARY		42,219	44,062	44,062	(1,843)	43,491	42,256	43,491	
	58,203	68,000	97,224	97,224	(29,224)	55,000	11,676	70,000	(15,000)
5124 SUB SECTY\ PARA-ED	10,505	4,500	2,587	2,587	1,913	8,000	905	5,000	3,000
5125 SUB CUSTODIAN SALARY	2,566	4,500	5,538	5,538	(1,038)	3,000	1,219	3,000	-
5126 SUMMER CUST SALARY	12,747	14,500	14,435	14,435	65	14,500	13,363	14,500	-
5133 COACH\MENTOR\EXTRA-CURRICULAR	11,364	13,945	13,159	13,159	786	14,083	-	14,083	-
5134 SECRETARY OT\ BOE CLERK SALARY	676	1,000	916	916	84	1,700	146	1,700	-
5135 CUSTODIAN OVERTIME SALARY	937	4,000	2,213	2,213	1,787	4,500	795	4,500	-
5141 EARLY RETIREMENT INCENTIVE	19,000	-	-	-		-	-	-	-
5198 SUPERVISION DISTRICT SALARY	1,463,100	1,446,041	1,446,041	1,446,041	-	1,428,276	1,428,276	1,428,276	-
TOTAL SALARIES	4,854,553	4,805,015	4,834,083	4,834,083	(29,068)	4,729,272	4,105,658	4,727,670	1,602
5210 HEALTH INSURANCE	736,340	707,319	707,319	707,319	-	713,275	704,982	704,982	8,293
5214 LIFE INSURANCE	5,044	5,079	4,583	4,583	496	5,079	830	5,079	-,
5223 FICA/MEDICARE	107,324	106,485	114,107	114,107	(7,622)	106,983	26,237	106,983	-
5250 UNEMPLOYMENT COMPENSATION	73	6,750	6,312	6,312	438	29,300	5,000	5,000	24,300
5260 WORKER'S COMPENSATION	35,743	35,642	35,641	35,641	1	37,424	37,424	37,424	24,000
5290 OTHER EMPLOYEE BENEFITS	42,735	58,529	47,693	47,693	10,836	59,913	59,920	70,749	(10,836)
5291 ANNUITIES	12,248	11,437	10,457	10,457	980	11,437	33,320	8,437	3,000
5298 SUPV DISTRICT FRINGE BENEFITS	384,549	399,436	399,436	399,436	-	403,626		403,626	
TOTAL FRINGES	1,324,056	1,330,677	1,325,548	1,325,548	5,129	1,367,037	403,626 1,238,020		04.757
5322 PROFESSIONAL DEVELOPMENT	2,934				5,129			1,342,280	24,757
5330 OTHER PROFESSIONAL SERVICES		450 222	107.750	407.750		15,000	140.050	15,000	· -
5398 SUPV DISTRICT PURCHASED SRVCS	197,117	159,333	137,750	137,750	21,583	164,139	146,252	164,139	
	55,035	57,564	57,564	57,564	-	57,245	57,245	57,245	-
TOTAL PURCHASED SERVICES	255,086	216,897	195,314	195,314	21,583	236,384	203,497	236,384	•
5411 WATER	7,603	8,900	8,011	8,011	889	8,900	8,900	8,900	-
5412 ELECTRICITY	74,940	70,900	81,693	81,693	(10,793)	72,900	72,900	72,900	-
5412a CL&P REBATE	-	-	-	-	-	-	-	-	-
5430 REPAIRS & MAINTENANCE	217,200	256,885	227,153	227,153	29,732	251,485	249,400	251,485	-
5440 RENTALS	101,175	101,705	103,592	103,592	(1,887)	101,705	101,705	101,705	
5498 SUPV DIST PURCHASED PROP SRVCS	6,110	5,750	5,750	5,750	-	5,611	5,611	5,611	•
TOTAL RENTALS &REPAIRS	407,028	444,140	426,199	426,199	17,941	440,601	438,516	440,601	_
5511 OUT OF DISTRICT TRANSPORTATION	58,038	102,571	94,746	94,746	7,825	114,507	111,746	111,746	2,761
55111 STATE EXCESS COST REIMBURSEMENT		(26,495)	(26,895)	(26,895)	400	(30,427)	-	(28,645)	(1,782)
5515 FIELD TRIPS	4,310	3,547	2,825	2,825	722	5,400	5,400	5,400	(1,702)
5529 COMPREHENSIVE INSURANCE	21,788	23,496	23,495	23,495	1	24,671	24,671	24,671	_
5530 COMMUNICATIONS	4,079	4,680	3,515	3,515	1,165	4,200	4,185	4,200	_

#### ESSEX ELEMENTARY SCHOOL FY2016-2017 BUDGET STATUS REPORT as of November 8, 2016

		2015-2016	YTD	2015-2016	PROJECTED	2016-2017	YTD	2016-2017	PROJECTED
	2014-2015	REVISED	EXPEND &	YEAR-END	SURPLUS/	ORIGINAL	EXPEND &	YEAR-END	SURPLUS/
ACCOUNTS / DESCRIPTIONS	ACTUAL	BUDGET	ENCUMBER	PROJECTION	(DEFICIT)	BUDGET	ENCUMBER	PROJECTION	(DEFICIT)
5540 ADVERTISING	-	500	-		500	500	500	500	-
5561 OUT OF DISTRICT TUITION	276,089	257,402	302,053	302,053	(44,651)	320,399	319,806	319,806	593
55611 STATE EXCESS COST REIMBURSEMENT	(136,320)	(78,164)	(80,684)	(80,684)		(85,136)	-	(81,999)	(3,137)
5580 TRAVEL & CONFERENCE	7,705	8,560	6,499	6,499	2,061	12,700	8,505	12,700	-
5598 SUPV DIST OTHR PURCH SERVICES	240,292	233,542	233,542	233,542	-	250,988	250,988	250,988	
TOTAL OTHER OUTSIDE SERVICES	475,981	529,639	559,096	559,096	(29,457)	617,802	725,801	619,367	(1,565)
5610 GENERAL SUPPLIES	24,637	23,700	20,627	20,627	3,073	24,700	19,810	24,700	-
5611 INSTRUCTIONAL SUPPLIES	37,494	45,330	42,812	42,812	2,518	43,512	31,006	43,512	-
5613 MAINTENANCE SUPPLIES	20,749	22,000	22,074	22,074	(74)	23,000	22,000	23,000	-
5624 HEATING	33,234	36,000	28,043	28,043	7,957	36,000	36,000	36,000	-
5626 GASOLINE	130	500	210	210	290	500	500	500	-
5629 OTHER SUPPLIES	30,080	30,000	28,408	28,408	1,592	26,600	25,690	26,600	
5641 TEXTBOOKS & WORKBOOKS	39,262	39,005	30,365	30,365	8,640	43,056	25,067	43,056	_
5642 LIBRARY & PROFESSIONAL BOOKS	8,011	9,000	8,887	8,887	113	8.044	4,469	8.044	-
5698 SUPERVISION DISTRICT SUPPLIES	39,364	31,962	31,962	31,962	-	25,776	25,776	25,776	-
TOTAL SUPPLIES	232,961	237,497	213,388	213,388	24,109	231,188	190,318	231,188	-
5710 BUILDING CONSTRUCTION	-	-	-	-	-		-	-	-
5730 EQUIPMENT	47,915	33,067	31,467	31,467	1,600	6,780	11,144	11,608	(4,828)
5798 SUPV DIST PROPERTY	-	-	-	-	-	-		- 11,000	(1,520)
TOTAL EQUIPMENT	47,915	33,067	31,467	31,467	1,600	6,780	11,144	11,608	(4,828)
5810 DUES & FEES	3,729	4,195	3,423	3,423	772	4,420	3,438	4,420	(1,020)
5898 SUPV DISTRICT OTHER OBJECTS	2,098	1,974	1,974	1,974	-	1,924	1,924	1,924	-
TOTAL OTHER	5,827	6,169	5,397	5,397	772	6,344	5,362	6,344	-
GRAND TOTAL	7,603,407	7,603,101	7,590,492	7,590,492	12,609	7,635,408	6,918,315	7,615,442	19,966