

To: Board of Selectmen

Cc: Town Administrator, Deputy Town Administrator

Date: March 18, 2016

Treasurer's Report for February 2016

Balance Sheet Items:

Cash balances: \$3,191,938 (include emergency vehicles account and reserves)

2015 taxes outstanding: \$ 145,441 (98.7% of commitment collected)

Other years' taxes outstanding: \$48,487 (versus \$61,556 on December 31, 2015)

Accounts receivable: \$64,234 (includes the second installment of the franchise fee which was paid in March and 25% of the State's homestead payment)

Revenue and Expense Items:

Non-property tax revenue available to reduce taxes: \$ 195,129 (10.67% of forecast)

Excess of non-property tax revenue over forecast, if any, will increase unassigned fund balance.

In 2016, certain appropriation line items include 3 monthly payments as amounts are due on the 1st of the month (law enforcement, marine patrol, snow removal and paramedic services). Recycling Center and Transfer Station line items in 2015 did not include waste disposal costs. Certain personnel changes in 2015 impact year to year comparisons in Codes Enforcement and the Planning Office

**TRIAL
BALANCE**

**December 31,
2015** **February 29, 2016**

Assets:

Cash, including petty cash	\$4,601,168.92	\$3,191,937.76
Taxes Receivable:		
2015	\$332,522.17	\$145,440.96
2014	\$59,374.16	\$46,305.95
Other years	\$2,181.95	\$2,181.95
Prepaid Expenses and Tax-acquired Property Accounts Receivable	\$16,650.00	\$16,650.00
	\$74,807.00	\$64,233.95

**TOTAL
ASSETS**

\$5,086,704.20 **\$3,466,750.57**

Liabilities and Deferred Revenues:

Fees Collected for the State	\$395.20	\$10,767.00
Amts Withheld (Advanced on behalf of) Employees		\$2,919.75
Accounts Payable and Other Liabilities	\$8,027.06	\$282.00
Prepaid/Overpaid Taxes & Refunds	\$4,645.39	\$10,352.13
Prepaid Mooring Fees & Licenses	\$1,375.00	\$2,375.00
Deferred Revenue	\$276,500.00	\$276,500.00
Total Liabilities & Deferred Revenues	\$290,942.65	\$303,195.88

Fund Balance:

Interfund Liability - Special Revenue Funds*	\$44,205.35	\$44,205.35
- Bandstand Fund	\$7,278.71	\$7,278.71
Capital Project Carryover	\$822,665.00	\$822,665.00
Amounts Carried forward	\$453,771.00	\$453,771.00
Fund Balance:	\$3,467,841.49	\$1,835,634.63

TOTAL LIABILITIES & FUND BALANCE

\$5,086,704.20 **\$3,466,750.57**

* Recreation and grant programs

Non-property Tax Revenues

	2/28/2015	2/29/2016	% of Forecast	Forecast
Excise taxes (auto, boat)	\$127,498.35	\$136,910.90	12.22%	\$1,120,000
Registrations (auto, boat, atv, snomobile)	\$2,224.00	\$2,364.00	10.75%	\$22,000
Permits (building, plumbing, planning bd)	\$6,974.40	\$8,129.50	9.56%	\$85,000
Fees (moorings, passports, bd of appeals)	\$5,520.00	\$5,840.00	6.99%	\$83,600
Licenses & Fines (shellfish, hunting, fishing, dogs)	\$2,489.25	\$3,400.45	13.44%	\$25,300
Franchise Fee				\$80,000
Copies	\$367.20	\$603.40	17.24%	\$3,500
R/C & Transfer Station (fees & sales)	\$10,167.84	\$13,935.56	8.96%	\$155,500
Interest	\$1,299.64	\$1,170.96	14.64%	\$8,000
Donations				\$10,000
Refunds and other	\$43.89	\$222.74	13.92%	\$1,600
Property Sales & Leases		\$2,798.99	111.96%	\$2,500
Interest on Prop. Tax & Lien Charges	\$1,682.01	\$3,477.87	16.56%	\$21,000
Other State Reimbursements (URIP, GA, etc.)	\$717.95	\$4,386.63	8.12%	\$54,000
Harpswell Coastal Academy				\$10,000
Tower Lease				\$21,000
Subtotal	\$158,984.53	\$183,241.00	10.76%	\$1,703,000
Revenue Sharing	\$13,723.05	\$11,888.01	19.81%	\$60,000
Homestead Exemption & BETE				\$66,000
Total Available to Reduce the Commitment	\$172,707.58	\$195,129.01	10.67%	\$1,829,000
Recreation Fees (excluded from forecast)	\$8,196.00	\$2,189.25		
Grants & Gifts with specified purposes	\$2,180.00	\$375.00		
Lease payments from Harpswell Coastal Academy	\$8,000.00			
Comcast Grants	\$11,400.00	\$11,400.00		
Interest on Emergency Vehicle A/C	\$97.27	\$194.58		
Total (Agrees to Revenue Control)	\$202,580.85	\$209,287.84		

Condensed Appropriation Control

	Expended or Encumbered		Appropriations & Carryovers	
	2015	2016		
General Gov't, incl. Elected Officials	\$74,871.56	\$74,348.33	\$477,289	15.58%
Risk Management	\$6,257.60	\$7,514.40	\$56,393	13.33%
Employee Benefits	\$66,180.36	\$76,032.66	\$355,954	21.36%
Town Departments:				
Assessing	\$9,673.94	\$11,046.51	\$78,219	14.12%
Codes Enforcement	\$16,603.77	\$25,791.94	\$131,652	19.59%
Tax Collector's Office	\$3,846.89	\$5,024.90	\$34,104	14.73%
Town Clerk's Office	\$5,712.95	\$7,254.28	\$58,595	12.38%
Town Planner	\$13,097.33	\$6,207.64	\$72,132	8.61%
Committees & Commissions	\$351.32	\$896.01	\$5,110	17.53%
Treasurer	\$3,625.79	\$5,048.60	\$29,308	17.23%
Harbormaster	\$6,053.70	\$6,825.67	\$46,603	14.65%
Animal Control	\$2,530.80	\$2,569.71	\$25,933	9.91%
Facilities:				
Municipal Buildings	\$11,350.02	\$9,397.17	\$84,400	11.13%
Town Dock & Landings		\$165.50	\$78,762	0.21%
Cedar/Robinhood Beach			\$2,500	
Cemeteries			\$6,000	
Public Works:				
Recycling Ctr. & Transfer Stn.	\$25,372.99	\$35,553.05	\$333,971	10.65%
Road Maintenance	\$60.00		\$65,000	0.00%
Snow Removal	\$235,479.92	\$262,092.35	\$446,324	58.72%
Signs	\$60.00	\$441.96	\$3,000	14.73%
Protection & Safety:				
Law Enforcement	\$58,993.86	\$91,466.46	\$356,036	25.69%
Marine Patrol	\$30,271.12	\$46,492.08	\$189,396	24.55%
Marine Specialist			\$15,000	
Fire & Rescue Dept. Operations			\$180,000	
Fire & Rescue Services - Other	\$46,976.50	\$71,025.20	\$287,914	24.67%
Street Lighting	\$3,115.51	\$2,944.63	\$29,000	10.15%
Social & Cultural:				
General Assistance	\$2,665.51	\$3,534.76	\$15,300	23.10%
Social Services			\$18,230	
Cultural			\$250,823	

Recreation Programs	\$187.10	\$8,443.88	\$66,934	12.62%
Recreation Department	\$4,825.85	\$5,829.96	\$39,206	14.87%
 Special Projects & Capital Reserves:				
Special Projects	\$3,946.90	\$1,863.90	\$223,851	0.83%
Capital Reserves	\$6,863.58	\$12,881.28	\$1,408,752	0.91%
Mitchell Field	\$182.00	\$810.14	\$11,300	7.17%
Other:				
Contingency			\$12,976	
Debt Service	\$6,900.00	\$6,187.00	\$550,000	1.12%
Grants Mitchell Field Pumphouse and Tower	\$694.58		\$202,000	
Total Municipal Budget	\$646,751.45	\$787,689.97	\$6,247,967	12.61%
MSAD # 75 Cumberland County	\$1,263,165.50	\$1,277,603.40		
TOTAL	\$1,909,916.95	\$2,065,293.37		

