

Town Administrator Report
May 14, 2019

The following is a summary of the major activities of the Office of the Town Administrator for the previous week.

- 1. Financial Update** -It's amazing how fast the fiscal year seems to be passing by as we enter into the eleventh month of our financial year. With about 83.5% of the fiscal year completed, total expenditures have been booked at \$25,101,452.71, which represents 81.7% of the total budget. It's good news to be trailing the calendar by nearly 2% this late in the fiscal year as each percentage point equates to roughly \$300,000. This portends possible turn-backs at year's end if the trend continues. For example, if we close the fiscal year with 98% of the budget expended, that leaves 2%, or over \$600,000 returned to the general fund, which helps maintain our financial stability. We aim for roughly 3% in turn-backs for a healthy general fund, but in truth, as tight as our budgets are, 1-2% is good news. On the revenue side, total collections through the same period come in at \$28,210,331, for 91.8% of total budgeted revenues, for a continued positive cash flow. More good news here, as the combination of planned unspent appropriations and over-collected revenues have fueled our economic rebound in recent years, and we continue to move forward in a positive direction. Drilling down to our local estimated receipts that are an indicator for our local economy, despite a lackluster March and April, overall collections are still up 5% from the previous solid year of collections. It is interesting to note that the March distribution of hotel-motel excise taxes did not include any appreciable sums from short-term rentals. Whether these receipts will begin to show up with the June distribution will be anyone's guess.
- 2. Staff Certifications**—I am very proud to acknowledge the success of our evolving management team here in Town Hall. We have so many newer people in key positions who have been excelling in their work and creating a culture of both quality services and continuous improvement that has been motivating for us all. Recently two of our key new additions have achieved state certifications in their fields. In our Building Department, Raphael Magri has successfully completed the program and passed the exams to become certified as a Local Building Inspector. This is a major milestone and represents the first Building Inspector we have brought in as a trainee and successfully upgraded to full State certification. With two years of additional experience Mr. Magri will be eligible for full certification as a Building Commissioner. In our Accounting Department, Deborah Potter has recently completed the certification program and passed the exam to become a certified Town Accountant. From the start, Mrs. Potter came to the Town as a seasoned financial professional and she has already made a large impact on our financial professionalism through projects such as our distinguished budget award and the proposed comprehensive financial policies. It is no surprise to see her ace the certification process in her new career as a Town Accountant. Kudos to these emerging professionals and to the many other rising stars we have working for the Town.
- 3. School Roof Project Update.** -Quietly, our Oak Bluffs School Roof and HVAC Replacement Project has already started. From the start we have been quite concerned

with the large scope of work to be completed between the time school gets out on June 18 and starts again in September. We have a solid designer in David Sisson Architects and have brought in an experienced project manager in Atlantic Construction Management to drive the schedule. Working with our team the Town's general contractor, Maron Construction, was able to mobilize to start the project during the recent April vacation and was able to put in a full week of work on some of the smaller roof sections. The HVAC contractors have also been mobilized and are already preparing some of the electrical work that will save more time over the summer. We are in hopes that these actions outside of the original schedule will provide a buffer necessary to ensure project completion in time to start school in September. I have attached a project cash flow from our project manager that shows the flow of funds throughout the project. Our financial team at Town Hall has already worked to put into place the temporary financing for all funds required before July 1 so there will be no project deficit at the close of the fiscal year. Special thanks to Cheryll Sashin who has done a great job working on her first major borrowing. When the school closes for the Summer I am proposing to relocate the school administrative offices to our temporary town hall trailers to allow for construction. This is a tremendous savings to the project and makes good use of the space before it is needed for Town Hall.

4. **Harbormaster Office Update**-On May 3, the Harbormaster Office which was constructed in the North Bluff parking lot was lifted by crane and located onto the piers installed at the existing office location on Oak Bluffs Harbor. This was a fascinating process that was really a once in a lifetime event to witness. The process went smoothly thanks to the professionals involved, and we are grateful for the great work of the technical team involved with the move. Special thanks to our project structural engineer, John Lolley, who supervised all aspects of the move. Final construction details will be performed on-site and are underway. Rough electric has been completed and the building is insulated. Interior walls are next, followed by the final electric, heating and plumbing. The project is currently on schedule and will be completed around Memorial Day.
5. **Animal Control Facility**-The three-year lease for the Animal Control facility expired on June 30, 2018 and was extended for a one-year period through June 30, 2019. I have been in contact with the lessee, who had hoped for a longer extension. However, with our new Animal Control Officer and limited space to operate that Department it appears that the Town will have a need for the property moving forward. The lessee has requested additional time to make an orderly transition to another property, and it is proposed that the Town grant an additional ninety-day extension to assist in this regard. I am in full support of this transition period, and with the Board's approval I will prepare this extension to move us forward.
6. **Short-term Priorities** – I met last week with Board Chairman Brian Packish and Vice Chairman Jason Balboni to discuss short-term priorities to move forward. At our meeting we put together the attached list of short-term priorities, many of which will appear on the Board's upcoming agendas. Please review the list of projects and provide feedback to Brian or me regarding any of the items on the list.

05/09/2019 16:13
1298dpot

TOWN OF OAK BLUFFS
YTD REPORT

P 1
glytdbud

FOR 2019 10

JOURNAL DETAIL 2019 1 TO 2019 13

ACCOUNTS FOR: 01	GENERAL FUND							
ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
107 AHT SELECTMEN	0.00	0.00	1,538.13	0.00	0.00	-1,538.13	100.0%	
122 BOARD OF SELECTMEN	501,028.67	501,028.67	435,438.53	33,146.13	0.00	65,590.14	86.9%	
131 FINANCE COMMITTEE	7,675.00	7,675.00	4,565.00	0.00	0.00	3,110.00	59.5%	
132 FIN COMM RESERVE FD.	55,000.00	51,500.00	0.00	0.00	0.00	51,500.00	.0%	
135 TOWN ACCOUNTANT	94,117.28	94,117.28	72,740.74	18,887.10	0.00	21,376.54	77.3%	
141 ASSESSORS	126,308.00	126,308.00	94,897.88	7,316.96	0.00	31,410.12	75.1%	
144 TREAS/COLL (FIXED P/R COST)	4,249,713.00	4,249,713.00	3,867,446.46	266,519.68	0.00	382,266.54	91.0%	
145 TOWN TREASURER	144,417.00	144,417.00	60,805.27	7,390.28	0.00	83,611.73	42.1%	
146 TREASURER/COLLECTOR	143,824.13	143,824.13	131,343.17	11,030.60	0.00	12,480.96	91.3%	
155 INFORMATION TECHNOLOGY	345,000.96	345,000.96	324,145.00	17,992.64	0.00	20,855.96	94.0%	
161 TOWN CLERK	140,124.44	140,124.44	111,871.38	10,583.23	0.00	28,253.06	79.8%	
163 BOARD OF REGISTRARS	32,803.53	32,803.53	21,778.92	771.72	0.00	11,024.61	66.4%	
171 CONSERVATION COMMISSION	108,336.80	108,336.80	78,610.06	7,656.24	0.00	29,726.74	72.6%	
175 PLANNING BOARD	44,824.15	44,824.15	34,203.64	3,281.60	0.00	10,620.51	76.3%	
199 UNCLASSIFIED (SELECTMEN)	1,212,069.00	1,212,069.00	1,246,881.47	58,376.26	0.00	-34,812.47	102.9%	
210 POLICE DEPARTMENT	2,421,788.97	2,421,788.97	1,892,162.02	166,737.03	0.00	529,626.95	78.1%	
220 FIRE DEPARTMENT	368,400.00	368,400.00	232,650.69	16,040.81	0.00	135,749.31	63.2%	
231 AMBULANCE SERVICE	359,501.20	359,501.20	282,985.42	29,017.51	0.00	76,515.78	78.7%	
241 BUILDING INSPECTOR	267,218.68	270,718.68	224,057.82	23,766.14	0.00	46,660.86	82.8%	
249 SHELLFISH	202,178.95	202,178.95	163,487.42	11,974.35	0.00	38,691.53	80.9%	
291 EMERGENCY MANAGEMENT	24,700.00	24,700.00	11,467.09	0.00	0.00	13,232.91	46.4%	
296 MARINA MANAGER	258,899.36	258,899.36	197,755.82	10,373.62	0.00	61,143.54	76.4%	

05/09/2019 16:13
1298dpot

TOWN OF OAK BLUFFS
YTD REPORT

P 2
glytdbud

FOR 2019 10

JOURNAL DETAIL 2019 1 TO 2019 13

ACCOUNTS FOR: 01	GENERAL FUND							
ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
300 OAK BLUFFS SCHOOL								
8,061,820.26	8,061,820.26	5,527,295.20	624,731.46	0.00	2,534,525.06	68.6%		
301 MARTHA'S VINEYARD REG HS								
5,033,791.23	5,033,791.23	5,033,791.23	1,258,447.81	0.00	0.00	100.0%		
421 HIGHWAY-ADMINISTRATION								
1,654,162.05	1,655,877.64	1,276,907.40	76,111.33	0.00	378,970.24	77.1%		
519 BOARD OF HEALTH								
190,043.00	190,043.00	129,562.92	17,188.34	0.00	60,480.08	68.2%		
541 COUNCIL ON AGING								
247,948.57	247,948.57	226,129.47	8,086.62	0.00	21,819.10	91.2%		
543 VETERANS' SERVICES								
70,500.00	70,500.00	43,453.32	3,982.87	0.00	27,046.68	61.6%		
610 LIBRARY								
529,739.08	529,739.08	436,399.01	38,221.87	0.00	93,340.07	82.4%		
612 ARTS COUNCIL								
1,500.00	1,500.00	1,500.00	0.00	0.00	0.00	100.0%		
630 PARKS AND RECREATION								
173,049.20	173,049.20	158,279.62	0.00	0.00	14,769.58	91.5%		
710 MATURING DEBT-PRINCIPAL								
2,048,729.46	2,048,729.46	1,688,729.26	0.00	0.00	360,000.20	82.4%		
750 MATURING DEBT-INTEREST								
472,690.58	472,690.58	414,254.35	0.00	0.00	58,436.23	87.6%		
760 MATURING BAN-INTEREST								
10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	.0%		
840 STATE/COUNTY ASSESSMENTS								
1,101,017.00	1,122,060.00	674,319.00	0.00	0.00	447,741.00	60.1%		
TOTAL GENERAL FUND								
30,702,919.55	30,725,678.14	25,101,452.71	2,727,632.20	0.00	5,624,225.43	81.7%		

05/09/2019 16:13
1298dpot

TOWN OF OAK BLUFFS
YTD REPORT

P 3
glytcbud



FOR 2019 10

JOURNAL DETAIL 2019 1 TO 2019 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
30,702,919.55	30,725,678.14	25,101,452.71	2,727,632.20	0.00	5,624,225.43	81.7%

GRAND TOTAL
** END OF REPORT - Generated by Deborah Potter **

REPORT OPTIONS

Sequence 1	Field #	Total	Page Break	Year/Period: 2019/10
Sequence 2	1	Y	Y	Print revenue as credit: Y
Sequence 3	2	Y	N	Print totals only: Y
Sequence 4	0	N	N	Suppress zero bal accts: Y
	0	N	N	Print full GL account: N
				Double space: N
Report title:				Roll projects to object: N
YTD REPORT				
				Carry forward code: 1
Print Full or Short description: F				Print journal detail: Y
Print MTD Version: Y				From Yr/Per: 2019/ 1
Print Revenues-Version headings: N				To Yr/Per: 2019/13
Format type: 1				Include budget entries: Y
Print revenue budgets as zero: N				Incl encumb/liq entries: Y
Include Fund Balance: N				Sort by JE # or PO #: J
Include requisition amount: N				Detail format option: 1
Multiyear view: D				
Amounts/totals exceed 999 million dollars: Y				

Find Criteria	
Field Name	Field Value
Fund	01
Department	
Character Code	
Org	
Object	5*
Account type	
Account status	
Rollup Code	

05/09/2019 15:57
1298dpot

TOWN OF OAK BLUFFS
YTD REPORT

P 1
glytdbud

FOR 2019 10

JOURNAL DETAIL 2019 1 TO 2019 13

ACCOUNTS FOR: 01	GENERAL FUND							
ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
01 MOTOR VEH EXCISE								
-875,000.00	-825,000.00	-839,262.35	-80,458.43	0.00	14,262.35	101.7%		
02 OTHER EXCISE								
-657,424.00	-804,000.00	-949,634.07	-394.50	0.00	145,634.07	118.1%		
03 PENALTIES & INTEREST								
-250,000.00	-325,000.00	-192,105.81	-20,564.36	0.00	-132,894.19	59.1%		
04 PILOT								
0.00	-14,000.00	-1,662.00	-830.72	0.00	-12,338.00	11.9%		
08 CHGS TRASH DISP								
-175,000.00	-185,000.00	-142,405.00	-14,814.00	0.00	-42,595.00	77.0%		
09 OTHER CHGS								
0.00	0.00	-12.00	0.00	0.00	12.00	100.0%		
10 FEES								
-103,500.00	-100,000.00	-174,639.61	-11,957.00	0.00	74,639.61	174.6%		
11 RENTALS								
-65,000.00	-60,000.00	-40,320.00	-1,550.00	0.00	-19,680.00	67.2%		
13 DEPT LIBRARY								
0.00	-9,000.00	-6,643.96	-28.00	0.00	-2,356.04	73.8%		
16 OTHER DEPTL								
-109,133.55	-199,999.55	-162,762.53	-6,941.76	0.00	-37,237.02	81.4%		
17 LIC & PERMITS								
-442,500.00	-400,000.00	-384,287.65	-36,003.00	0.00	-15,712.35	96.1%		
19 FINES & FORFEIT								
0.00	-20,000.00	-15,174.43	-1,390.01	0.00	-4,825.57	75.9%		
20 INVMT INCOME								
-10,000.00	-15,000.00	-73,618.10	0.00	0.00	58,618.10	490.8%		
21 MISC RECURRING								
-925,000.00	-900,000.00	-787,962.30	-16,101.67	0.00	-112,037.70	87.6%		
30 CHERRY SHEET								
-1,460,717.00	-1,115,069.00	-717,888.00	-9,641.00	0.00	-397,181.00	64.4%		
33 OTHER INTERGOV								
-6,992.00	-6,992.00	0.00	0.00	0.00	-6,992.00	.0%		
41 PERSONAL PROPERTY								
-500,000.00	-500,000.00	-394,440.70	-51,104.99	0.00	-105,559.30	78.9%		
42 REAL ESTATE								
-24,014,387.00	-24,014,387.00	-21,799,159.95	-3,533,791.37	0.00	-2,215,227.05	90.8%		
43 ALLOWANCE FOR AB/EXE								
0.00	-122,249.00	0.00	0.00	0.00	-122,249.00	.0%		
44 LIENS & OTHER TAXES								
0.00	0.00	-305,564.61	-26,729.40	0.00	305,564.61	100.0%		
49 TRANSFERS IN/OFS								
-1,108,266.00	-1,108,266.00	-1,222,788.26	0.00	0.00	114,522.26	110.3%		
TOTAL GENERAL FUND								
-30,702,919.55	-30,723,962.55	-28,210,331.33	-3,812,300.21	0.00	-2,513,631.22	91.8%		
TOTAL REVENUES								
-30,702,919.55	-30,723,962.55	-28,210,331.33	-3,812,300.21	0.00	-2,513,631.22			

REPORT OPTIONS

Sequence 1	Field #	Total	Page Break	Year/Period: 2019/10
Sequence 2	1	Y	Y	Print revenue as credit: Y
Sequence 3	10	Y	N	Print totals only: Y
Sequence 4	0	N	N	Suppress zero bal accts: Y
	0	N	N	Print full GL account: N

Report title:
YTD REPORT

Print Full or Short description: F
Print MTD Version: Y
Print Revenues-Version headings: N
Format type: 1
Print revenue budgets as zero: N
Include Fund Balance: N
Include requisition amount: N
Multiyear view: D
Amounts/totals exceed 999 million dollars: Y

Double space: N
Roll projects to object: N
Carry forward code: 1
Print journal detail: Y
From Yr/Per: 2019/ 1
To Yr/Per: 2019/13
Include budget entries: Y
Incl encumb/liq entries: Y
Sort by JE # or PO #: J
Detail format option: 1

Find Criteria

Field Name	Field Value
Fund	01
Department	
Character Code	
Org	
Object	4*
Account type	
Account status	
Rollup Code	

Preliminary Fiscal Year 2019 Local Estimated Receipts By Monthly Collections

20190509

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
01 MV Excise	\$ 35,122	\$ 72,321	\$ 19,579	\$ 20,691	\$ 7,948	\$ 16,993	\$ 50,046	\$ 402,905	\$ 133,198	\$ 80,458	\$ -	\$ -	839,262
02 Other Excise	\$ 82	\$ 53	\$ 434,867	\$ -	\$ -	\$ 444,952	\$ 3,952	\$ 1,994	\$ 63,340	\$ 395	\$ -	\$ -	949,634
03 Penalties and Interest	\$ 24,198	\$ 16,028	\$ 25,486	\$ 13,298	\$ 8,332	\$ 9,331	\$ 18,766	\$ 29,708	\$ 26,395	\$ 20,564	\$ -	\$ -	192,106
04 Payments in Lieu of Taxes	\$ 831	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 831	\$ -	\$ -	1,662
08 Charges for Services-Trash	\$ 35,305	\$ 22,335	\$ 16,801	\$ 15,030	\$ 4,365	\$ 14,080	\$ 3,695	\$ 13,030	\$ 2,950	\$ 14,814	\$ -	\$ -	142,405
10 Fees	\$ 8,627	\$ 7,814	\$ 4,906	\$ 9,757	\$ 8,829	\$ 9,426	\$ 9,544	\$ 13,705	\$ 90,081	\$ 11,957	\$ -	\$ -	174,644
11 Rentals	\$ 12,750	\$ 5,500	\$ 5,625	\$ 3,000	\$ 395	\$ (1,000)	\$ 6,450	\$ 1,400	\$ 4,650	\$ 1,550	\$ -	\$ -	40,320
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 1,305	\$ 1,184	\$ 577	\$ -	\$ 1,814	\$ 317	\$ 554	\$ 376	\$ 491	\$ 28	\$ -	\$ -	6,644
16 Other Dept. Revenue	\$ 21,814	\$ 14,913	\$ 35,519	\$ 12,730	\$ 27,020	\$ 5,473	\$ 14,772	\$ 6,060	\$ 17,521	\$ 6,942	\$ -	\$ -	162,763
17 Licenses and Permits	\$ 26,558	\$ 28,209	\$ 6,619	\$ 29,414	\$ 74,745	\$ 31,321	\$ 24,026	\$ 29,393	\$ 98,000	\$ 36,003	\$ -	\$ -	384,288
19 Fines and Forfeits	\$ 1,608	\$ 2,015	\$ 2,044	\$ 2,489	\$ 1,180	\$ 1,446	\$ 997	\$ 681	\$ 1,325	\$ 1,390	\$ -	\$ -	15,174
20 Investment Income	\$ 4,712	\$ 6,090	\$ 6,930	\$ 7,570	\$ 8,062	\$ 7,718	\$ 7,888	\$ 11,862	\$ 12,787	\$ 7	\$ -	\$ -	73,625
21 Other Miscellaneous-Recurring	\$ 359,959	\$ 287,943	\$ 125,926	\$ (5,939)	\$ 400	\$ 1,058	\$ (13,148)	\$ 250	\$ 15,412	\$ 16,102	\$ -	\$ -	787,962
00 Miscellaneous-Non Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total	\$ 532,871	\$ 464,403	\$ 684,877	\$ 108,041	\$ 143,089	\$ 541,114	\$ 127,541	\$ 511,363	\$ 466,149	\$ 191,040	\$ -	\$ -	3,770,489
Cummulative Monthly Totals	\$ 532,871	\$ 997,274	\$ 1,682,151	\$ 1,790,192	\$ 1,933,281	\$ 2,474,395	\$ 2,601,936	\$ 3,113,299	\$ 3,579,448	\$ 3,770,489	\$ 3,770,489	\$ 3,770,489	

Preliminary Fiscal Year 2018 Local Estimated Receipts By Monthly Collections

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
01 MV Excise	\$ 22,719	\$ 52,243	\$ 11,129	\$ 28,678	\$ 12,623	\$ 21,667	\$ 10,548	\$ 356,077	\$ 189,012	\$ 90,479	\$ 59,473	\$ 53,002	907,648
02 Other Excise	\$ 2	\$ 145	\$ 406,590	\$ 3,183	\$ 2,797	\$ 389,730	\$ 496	\$ 817	\$ 59,090	\$ -	\$ 30	\$ 53,143	916,023
03 Penalties and Interest	\$ 21,673	\$ 21,690	\$ 41,663	\$ 21,575	\$ 21,878	\$ 18,705	\$ 27,666	\$ 44,319	\$ 38,443	\$ 13,220	\$ 25,787	\$ 45,225	341,844
04 Payments in Lieu of Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,339	\$ -	14,339
08 Charges for Services-Trash	\$ 32,535	\$ 28,710	\$ 16,905	\$ 9,610	\$ 14,595	\$ 10,170	\$ 7,955	\$ 9,525	\$ 8,315	\$ 8,685	\$ 19,350	\$ 29,975	196,330
10 Fees	\$ 5,058	\$ 9,034	\$ 7,012	\$ 6,365	\$ 9,748	\$ 9,190	\$ 10,642	\$ 12,106	\$ 5,269	\$ 18,585	\$ 8,386	\$ 8,160	109,554
11 Rentals	\$ 22,500	\$ 11,185	\$ 5,000	\$ 1,250	\$ 1,500	\$ 250	\$ 600	\$ 3,850	\$ 1,750	\$ 3,250	\$ 3,500	\$ 21,367	76,002
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 1,558	\$ 1,684	\$ 1,131	\$ 800	\$ 318	\$ 1,115	\$ 593	\$ 228	\$ 428	\$ 684	\$ 236	\$ 885	9,658
16 Other Dept. Revenue	\$ 12,313	\$ 9,382	\$ 26,489	\$ 50,863	\$ 7,211	\$ 13,256	\$ 14,855	\$ 9,725	\$ 5,145	\$ 13,332	\$ 15,507	\$ 40,197	218,273
17 Licenses and Permits	\$ 19,138	\$ 23,978	\$ 17,278	\$ 27,228	\$ 22,998	\$ 23,453	\$ 68,055	\$ 36,397	\$ 24,581	\$ 109,016	\$ 22,670	\$ 34,512	429,304
19 Fines and Forfeits	\$ 640	\$ 3,490	\$ 4,088	\$ 1,713	\$ 1,833	\$ 945	\$ 2,083	\$ 2,933	\$ 863	\$ 1,140	\$ 839	\$ 3,455	24,018
20 Investment Income	\$ 1,332	\$ 1,601	\$ 1,184	\$ 1,062	\$ 1,230	\$ 1,121	\$ 1,282	\$ 1,497	\$ 1,563	\$ 1,520	\$ 2,042	\$ -	15,436
21 Other Miscellaneous-Recurring	\$ 332,081	\$ 337,252	\$ 60,889	\$ 10,816	\$ 2,552	\$ 233	\$ -	\$ -	\$ 11,911	\$ 14,192	\$ 65,185	\$ 189,307	1,024,418
00 Miscellaneous-Non Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total	\$ 471,548	\$ 500,392	\$ 599,358	\$ 163,144	\$ 99,281	\$ 489,835	\$ 144,774	\$ 477,473	\$ 346,369	\$ 274,103	\$ 237,344	\$ 479,228	4,282,848
Cummulative Monthly Totals	\$ 471,548	\$ 971,940	\$ 1,571,298	\$ 1,734,441	\$ 1,833,723	\$ 2,323,558	\$ 2,468,332	\$ 2,945,805	\$ 3,292,174	\$ 3,566,276	\$ 3,803,620	\$ 4,282,848	

Percentage change from PY for same period

13%	3%	7%	3%	5%	6%	5%	6%	9%	6%	
-----	----	----	----	----	----	----	----	----	----	--

Cash Flow

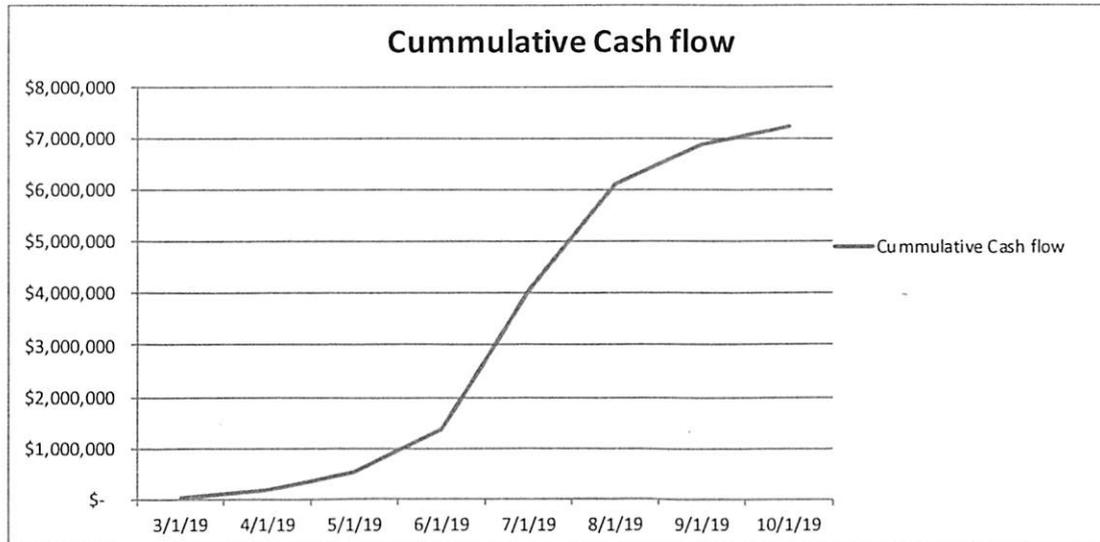
Oak Bluff Elem School
Oak Bluff, MA

4/22/19



A SDO Certified MBE firm

Month	Activity						Monthly Cash flow	Cummulative Cash flow
	OPM	Design	Additional Sevices	Reimbursable	Construction			
3/30/19	\$ 34,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,200	\$ 34,200
4/30/19	\$ 25,000	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ 165,000	\$ 199,200
5/30/19	\$ 10,000	\$ 27,800	\$ 500	\$ -	\$ 300,000	\$ -	\$ 338,300	\$ 537,500
6/30/19	\$ 26,000	\$ 18,800	\$ 500	\$ -	\$ 800,000	\$ -	\$ 845,300	\$ 1,382,800
7/30/19	\$ 50,400	\$ 18,800	\$ 500	\$ -	\$ 2,600,000	\$ -	\$ 2,669,700	\$ 4,052,500
8/30/19	\$ 50,400	\$ 18,800	\$ 500	\$ -	\$ 2,000,000	\$ -	\$ 2,069,700	\$ 6,122,200
9/30/19	\$ -	\$ 9,800	\$ 500	\$ -	\$ 745,700	\$ -	\$ 756,000	\$ 6,878,200
10/30/19	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000	\$ 7,228,200
11/30/19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,228,200
12/30/19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,228,200
2/18/22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,228,200
	\$ 196,000	\$ 94,000	\$ 2,500	\$ -	\$ 6,935,700	\$ -		
	\$				\$ 7,228,200			



Robert Whritenour

From: Robert Whritenour
Sent: Friday, April 26, 2019 1:52 PM
To: Brian Packish; Jason Balboni
Subject: Priorities

Hi Brian and Jason,

Thanks for meeting with me yesterday to discuss some of our initial priorities moving forward. As you requested I have drafted up a bullet list of the major items we discussed to help us follow-up on each of the areas.

1. Eversource-Generate an email detailing major Town issues and concerns for permitting
2. Residential Exemption – Coordinate with Assessing to put together a workshop to detail options for FY 2021
3. Town Hall – Move forward design planning for FY 2021, linkages to Residential Exemption for financing
4. Explore Winter Public Bathroom options – Maybe a bouse house
5. Bathroom Maintenance at the Harbor – Explore Harbor Dockhands providing restroom cleaning
6. Explore Beach bathroom facilities – Temporary, to be located near beach stairs
7. Adopt Filming Policy – Send out to selectmen for Comment and place on the next agenda
8. Permit Applications -Conduct an inventory of applications in the Selectmen’s Office and recommend updates, new applications where necessary, i.e. Sunday Entertainment, Walk/Run Events
9. Website – Improve Content from Departments and ease of use of the website.
10. Land Bank – Work towards Donut Hole Transfer
11. Financial Planning for Short-Term Rental Fees – Factor in Capital Project priorities of Downtown Sidewalks and Park and Ride; Other issues- Property Tax Relief; OPEB
12. Pilot Program for Paid Parking- Work with Roads and Byways Committee
13. Uncas Avenue Eversource Property – Explore acquisition plan

Please look this over to see if I left anything off that we discussed.

Thanks.

-Bob

Robert L. Whritenour, Jr.
Town Administrator
Town of Oak Bluffs