



TOWN OF OAK BLUFFS

TO	SELECT BOARD
FROM	TOWN ADMINISTRATOR & ASST TOWN ADMINISTRATOR

1. Department Head Updates

- **Assistant Town Administrator/HR update:**

Recruitment: As staffing gaps are filled, we will resume focus on other areas such as promoting a productive work culture; compensation review and updated compensation plan that encourages retention; succession planning; COLA policy, and other pertinent HR areas.

Please check the website for details on current openings

- **Library:** See attached reports for June and July 2022

2. Financial Report

Financial Update: – August 17th, 2022

Financial reports are available for FY23 through August 17th. For this period, Carrie has attached the summary revenue and expenditure reports, along with the monthly analysis of Local Estimated Receipts (LER) for FY22 and FY23. LERs look to be on track, with many receipts still to record for August. Expenditures through 23-03, with a target of 11.54%, are at 16.4% due to operational timing/seasonality or required annual/quarterly payments.

The accounting office is currently working on closing the books for FY22.

Our FY24 Budget and Capital cycles are around the corner with packages to be issued to department heads soon.

TA Comments:

While the July LER is up 22% over the same time last year it should be noted that 5% is due to higher collections of penalties and interest and another 9.5% is from reimbursements/refunds to the Select Board which skews the results. A more realistic number is 5-7 %.

Preliminary Fiscal Year 2023 Local Estimated Receipts By Monthly Collections (Unaudited)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
		as of 8/17/22											
01 MV Excise	\$ 23,239	\$ 11,644	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	34,883
02 Other Excise	\$ 163	\$ 271	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	434
03 Penalties and Interest	\$ 127,259	\$ 20,701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	147,960
04 Payments in Lieu of Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
08 Charges for Services-Trash	\$ 24,388	\$ 21,613	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	46,001
09 Other Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
10 Fees	\$ 19,775	\$ 3,015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	22,790
11 Rentals	\$ 10,500	\$ 1,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	12,450
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 101	\$ 388	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	489
16 Other Dept. Revenue	\$ 63,618	\$ 7,693	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	71,311
17 Licenses and Permits	\$ 25,552	\$ 6,384	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31,935
19 Fines and Forfeits	\$ 843	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	843
20 Investment Income	\$ 1,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,991
21 Other Miscellaneous-Recurring	\$ 362,284	\$ 33,736	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	396,020
00 Miscellaneous-Non Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
													-
Total	\$ 659,712	\$ 107,394	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	767,107
Cummulative Monthly Totals	\$ 659,712	\$ 767,107	\$ 767,107	\$ 767,107	\$ 767,107	\$ 767,107	\$ 767,107	\$ 767,107	\$ 767,107	\$ 767,107	\$ 767,107	\$ 767,107	

Percent relative to FY22 22%
 Percent relative to FY23 RECAP

Est LER FY22 RECAP \$ 4,450,000
 Est LER FY23 RECAP (Est) \$ 4,750,000
 Past 3 yr Avg \$ 5,505,793

Preliminary Fiscal Year 2022 Local Estimated Receipts By Monthly Collections (Unaudited)

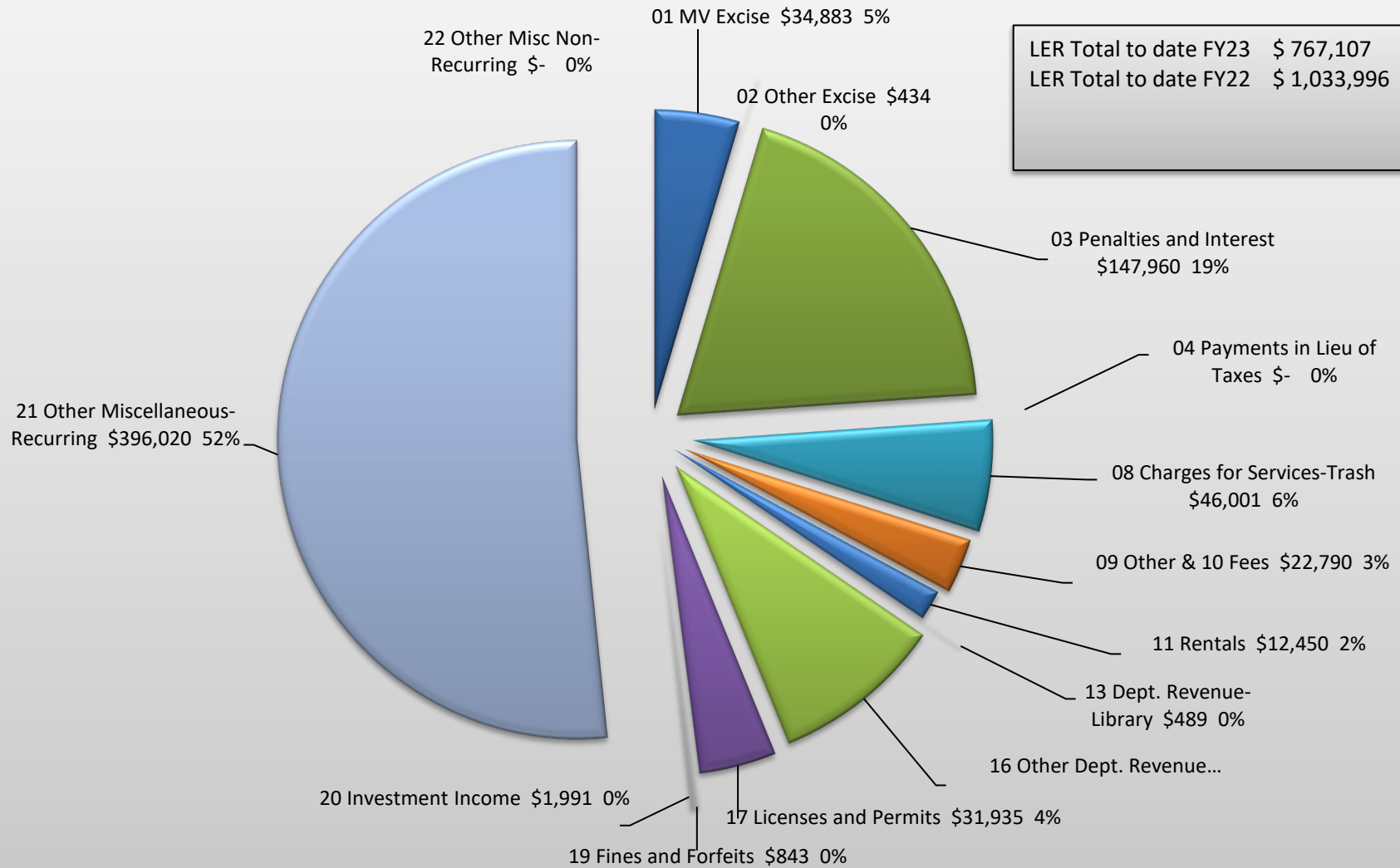
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
01 MV Excise	\$ 19,857	\$ 50,566	\$ 23,641	\$ 34,214	\$ 26,872	\$ 36,099	\$ 8,299	\$ 74,484	\$ 534,767	\$ 181,104	\$ 45,432	\$ 51,561	1,086,895
02 Other Excise	\$ 53	\$ 15	\$ 1,023,846	\$ 4,199	\$ 3,041	\$ 1,328,007	\$ 123	\$ 136	\$ 207,048	\$ 300	\$ 86	\$ 198,800	2,765,653
03 Penalties and Interest	\$ 87,279	\$ 39,088	\$ 54,912	\$ 16,004	\$ 13,156	\$ 14,196	\$ 35,907	\$ 25,394	\$ 21,467	\$ 14,255	\$ 22,958	\$ 26,850	371,465
04 Payments in Lieu of Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,858	\$ -	14,858
08 Charges for Services-Trash	\$ 36,550	\$ 25,266	\$ 19,512	\$ 11,188	\$ 12,819	\$ 13,183	\$ 10,365	\$ 8,064	\$ 9,575	\$ 10,414	\$ 13,004	\$ 42,699	212,639
09 Other Charges	\$ (231)	\$ (482)	\$ (219)	\$ (302)	\$ (231)			\$ 4					
10 Fees	\$ 10,621	\$ 11,941	\$ 7,372	\$ 6,690	\$ 9,241	\$ 5,647	\$ 16,026	\$ 8,400	\$ 15,346	\$ 27,873	\$ 30,801	\$ (45,435)	104,522
11 Rentals	\$ 8,500	\$ 11,375	\$ 200	\$ 9,325	\$ 375	\$ 725	\$ (1,125)	\$ 1,750	\$ 1,975	\$ 1,100	\$ 7,800	\$ 26,772	68,772
00 Dept. Revenue-School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13 Dept. Revenue-Library	\$ 112	\$ 255	\$ 394	\$ 45	\$ 221	\$ 101	\$ -	\$ 135	\$ 460	\$ -	\$ 182	\$ 582	2,487
16 Other Dept. Revenue	\$ 27,031	\$ 7,209	\$ 11,416	\$ 14,041	\$ 13,446	\$ 17,821	\$ 8,323	\$ 5,981	\$ 14,603	\$ 6,844	\$ 8,462	\$ 25,735	160,913
17 Licenses and Permits	\$ 19,448	\$ 16,015	\$ 23,372	\$ 25,421	\$ 68,994	\$ 34,302	\$ 41,477	\$ 16,434	\$ 158,294	\$ 26,428	\$ 48,000	\$ 39,339	517,522
19 Fines and Forfeits	\$ 320	\$ 840	\$ 1,865	\$ 350	\$ 1,030	\$ 5,330	\$ 1,935	\$ 485	\$ 1,049	\$ 300	\$ 200	\$ 195	13,899
20 Investment Income	\$ 859	\$ 758	\$ 418	\$ 384	\$ 343	\$ 295	\$ 455	\$ 642	\$ 592	\$ 530	\$ 760	\$ 783	6,820
21 Other Miscellaneous-Recurring	\$ 331,871	\$ 328,880	\$ 164,813	\$ 15,125	\$ (518)	\$ -	\$ -	\$ 154,363	\$ 40,169	\$ 16,645	\$ 44,266	\$ 145,836	1,241,449
00 Miscellaneous-Non Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,740	17,740
													-
Total	\$ 542,269	\$ 491,726	\$ 1,331,541	\$ 136,684	\$ 148,790	\$ 1,455,705	\$ 121,783	\$ 296,272	\$ 1,005,344	\$ 285,793	\$ 236,809	\$ 531,457	6,584,173
Cummulative Monthly Totals	\$ 542,269	\$ 1,033,996	\$ 2,365,537	\$ 2,502,220	\$ 2,651,010	\$ 4,106,714	\$ 4,228,498	\$ 4,524,770	\$ 5,530,114	\$ 5,815,908	\$ 6,052,717	\$ 6,584,173	

Percent relative to FY22 RECAP 12% 23% 53% 56% 60% 92% 95% 102% 124% 131% 136% 148%

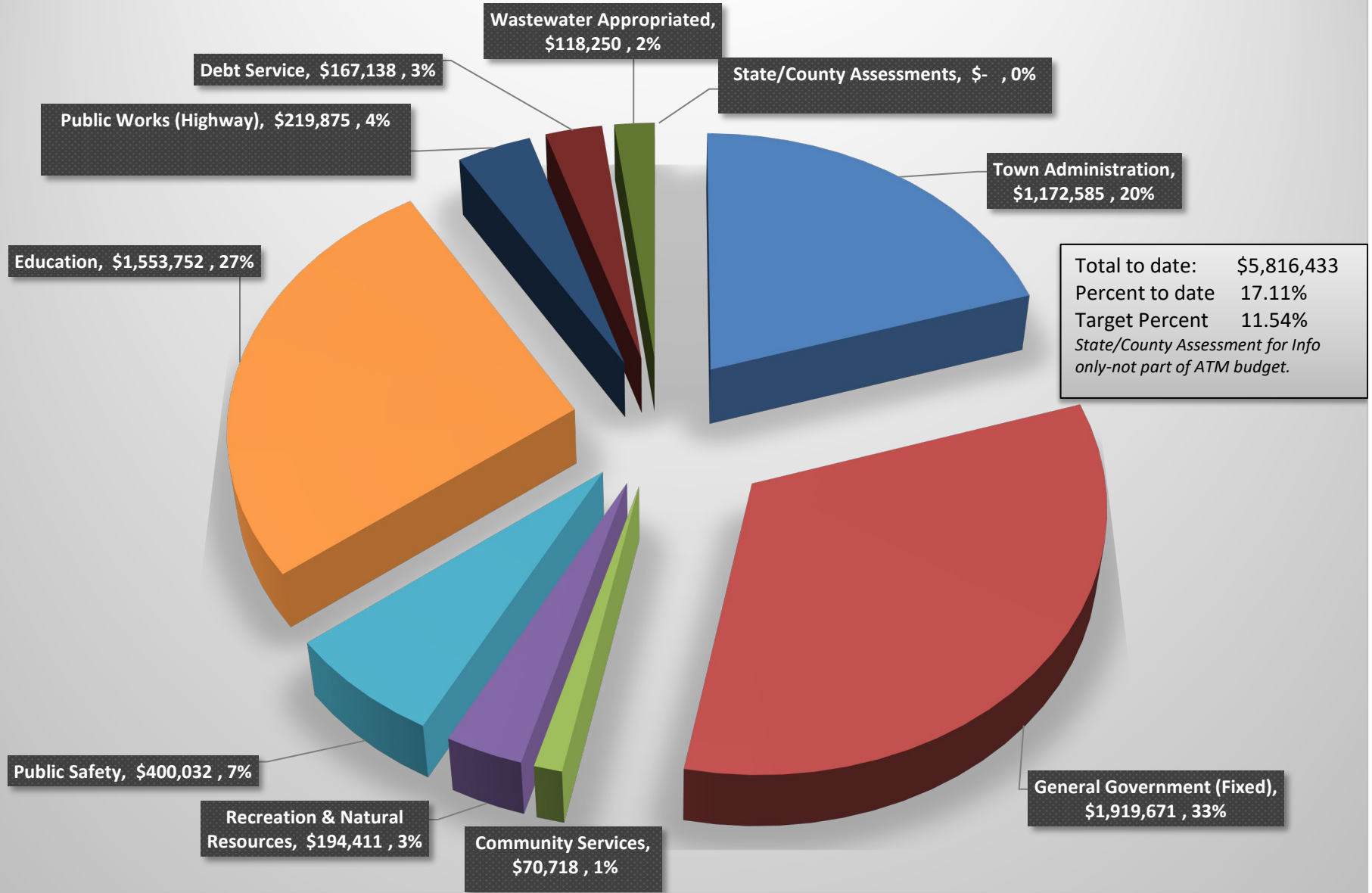
Est LER FY21 RECAP \$ 3,968,872
 Est LER FY22 RECAP \$ 4,450,000
 Past 3 yr Avg \$ 4,808,173

Local Estimated Receipts (LER) for FY23 through 8-17-2022

Local Receipts are the second largest funding source of the general fund budget, approximating 14% of total funding sources. Here's how we are doing so far.....



**FY23 Expenditures to date through 8-17-2022
by General Fund/Enterprise Function are displayed below.**



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TOWN OF OAK BLUFFS
YTD REPORT

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FOR 2023 02

JOURNAL DETAIL 2023 1 TO 2023 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
01 GENERAL FUND							
01 MOTOR VEH EXCISE	-800,000.00	-800,000.00	-34,883.36	-11,644.20	0.00	-765,116.64	4.4%
02 OTHER EXCISE	-2,144,000.00	-2,144,000.00	-434.00	-271.00	0.00	-2,143,566.00	.0%
03 PENALTIES & INTEREST	-210,000.00	-210,000.00	-147,960.12	-20,700.76	0.00	-62,039.88	70.5%
04 PILOT	-14,000.00	-14,000.00	0.00	0.00	0.00	-14,000.00	.0%
08 CHGS TRASH DISP	-175,000.00	-175,000.00	-46,001.00	-21,613.00	0.00	-128,999.00	26.3%
10 FEES	-29,000.00	-29,000.00	-22,789.50	-3,014.50	0.00	-6,210.50	78.6%
11 RENTALS	-47,000.00	-47,000.00	-12,450.00	-1,950.00	0.00	-34,550.00	26.5%
13 DEPT LIBRARY	0.00	0.00	-488.91	-387.94	0.00	488.91	100.0%
16 OTHER DEPTL	-99,500.00	-99,500.00	-71,311.19	-7,693.00	0.00	-28,188.81	71.7%
17 LIC & PERMITS	-402,700.00	-402,700.00	-31,935.31	-6,383.75	0.00	-370,764.69	7.9%
19 FINES & FORFEIT	-5,000.00	-5,000.00	-842.50	0.00	0.00	-4,157.50	16.9%
20 INVMT INCOME	-25,000.00	-25,000.00	-1,990.86	0.00	0.00	-23,009.14	8.0%
21 MISC RECURRING	-950,000.00	-950,000.00	-396,019.83	-33,736.00	0.00	-553,980.17	41.7%
TOTAL GENERAL FUND	-4,901,200.00	-4,901,200.00	-767,106.58	-107,394.15	0.00	-4,134,093.42	15.7%
TOTAL REVENUES	-4,901,200.00	-4,901,200.00	-767,106.58	-107,394.15	0.00	-4,134,093.42	
GRAND TOTAL	-4,901,200.00	-4,901,200.00	-767,106.58	-107,394.15	0.00	-4,134,093.42	15.7%

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TOWN OF OAK BLUFFS
YTD REPORT

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FOR 2023 02

JOURNAL DETAIL 2023 1 TO 2023 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
01 GENERAL FUND						
01108 OTHER GOVT SUPPORT						
239,383.60	239,383.60	0.00	0.00	0.00	239,383.60	.0%
01122 BOARD OF SELECTMEN						
546,533.28	546,533.28	38,299.28	15,427.35	0.00	508,234.00	7.0%
01131 FINANCE COMMITTEE						
8,175.00	8,175.00	625.00	625.00	0.00	7,550.00	7.6%
01132 FINANCE COMM.-RESERVE FD.						
50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%
01135 TOWN ACCOUNTANT						
114,643.12	114,643.12	10,080.00	4,240.00	0.00	104,563.12	8.8%
01141 ASSESSORS						
202,539.20	202,539.20	20,741.36	8,106.40	0.00	181,797.84	10.2%
01144 TREAS/COLL (FIXED P/R COST)						
4,852,982.05	4,852,982.05	1,919,670.72	265,709.72	0.00	2,933,311.33	39.6%
01146 TREASURER/COLLECTOR						
261,714.69	261,714.69	18,806.57	8,567.35	0.00	242,908.12	7.2%
01155 INFORMATION TECHNOLOGY						
454,528.50	454,528.50	118,738.39	45,617.36	0.00	335,790.11	26.1%
01161 TOWN CLERK						
147,450.00	147,450.00	13,237.86	5,419.52	0.00	134,212.14	9.0%
01163 BOARD OF REGISTRARS						
41,844.50	41,844.50	1,818.00	757.50	0.00	40,026.50	4.3%
01171 CONSERVATION COMMISSION						
106,229.04	106,229.04	8,029.36	2,444.75	0.00	98,199.68	7.6%
01175 PLANNING BOARD						
61,542.28	61,542.28	0.00	0.00	0.00	61,542.28	.0%
01199 UNCLASSIFIED (SELECTMEN)						
1,267,071.00	1,267,071.00	942,209.01	20,405.27	0.00	324,861.99	74.4%
01210 POLICE DEPARTMENT						
2,690,737.31	2,690,737.31	269,354.26	111,403.76	0.00	2,421,383.05	10.0%
01220 FIRE DEPARTMENT						
603,008.27	603,008.27	38,119.50	14,126.30	0.00	564,888.77	6.3%
01231 AMBULANCE SERVICE						
736,497.38	736,497.38	46,803.45	23,214.89	0.00	689,693.93	6.4%
01241 BUILDING INSPECTOR						
245,615.82	245,615.82	26,950.71	11,747.73	0.00	218,665.11	11.0%
01249 SHELLFISH						
219,855.00	219,855.00	26,687.95	7,496.96	0.00	193,167.05	12.1%
01291 EMERGENCY MANAGEMENT						
20,000.00	20,000.00	4,500.00	4,500.00	0.00	15,500.00	22.5%

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TOWN OF OAK BLUFFS
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FOR 2023 02

JOURNAL DETAIL 2023 1 TO 2023 13

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
01296 MARINA MANAGER						
294,468.72	294,468.72	53,154.38	21,627.26	0.00	241,314.34	18.1%
01300 SCHOOL						
9,318,810.43	9,318,810.43	99,831.06	33,553.39	0.00	9,218,979.37	1.1%
01301 MARTHA'S VINEYARD REG HS						
5,815,684.11	5,815,684.11	1,453,921.02	0.00	0.00	4,361,763.09	25.0%
01421 HIGHWAY-ADMINISTRATION						
1,778,723.85	1,778,723.85	219,875.11	134,485.92	0.00	1,558,848.74	12.4%
01519 BOARD OF HEALTH						
265,160.85	265,160.85	14,304.48	6,028.80	0.00	250,856.37	5.4%
01541 COUNCIL ON AGING						
138,578.73	138,578.73	10,542.13	3,835.81	0.00	128,036.60	7.6%
01543 VETERANS' SERVICES						
60,500.00	60,500.00	9,598.42	5,634.35	0.00	50,901.58	15.9%
01610 LIBRARY						
602,615.07	602,615.07	48,577.46	22,104.41	0.00	554,037.61	8.1%
01612 ARTS COUNCIL						
2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0%
01630 PARKS AND RECREATION						
242,128.44	242,128.44	114,569.15	19,514.68	0.00	127,559.29	47.3%
01710 MATURING DEBT-PRINCIPAL						
2,447,215.95	2,447,215.95	157,215.95	0.00	0.00	2,290,000.00	6.4%
01750 MATURING DEBT-INTEREST						
975,571.27	975,571.27	9,922.34	0.00	0.00	965,648.93	1.0%
01760 INTEREST ON PAYOFF- BANS						
25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	.0%
TOTAL GENERAL FUND						
34,836,807.46	34,836,807.46	5,698,182.92	796,594.48	0.00	29,138,624.54	16.4%
GRAND TOTAL						
34,836,807.46	34,836,807.46	5,698,182.92	796,594.48	0.00	29,138,624.54	16.4%

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Munis correction -79,360.30

App ATM GF budget 34,757,447.46

WW Appropriated 719,480.68

Total ATM App Budget 35,476,928.14