



TOWN OF EXETER
10 FRONT STREET • EXETER, NH • 03833-3792 (603) 778-0591 • FAX 772-4709
www.exeternh.gov

TO: SELECT BOARD AND RUSS DEAN, TOWN MANAGER
FROM: DOREEN CHESTER, FINANCE DIRECTOR
SUBJECT: BUDGET VS ACTUAL FINANCIALS (UNAUDITED) & HIGHLIGHTS AS OF 06/30/20 & 06/30/19
DATE: AUGUST 10, 2020

General Fund Budget vs. Actual Revenues

General Fund Revenues

As of the second quarter ended, June 30, 2020, ("current year") General Fund ("GF") actual revenues are \$ 9.40M versus \$ 9.45M as of June 30, 2019 ("prior year"). Overall, general fund revenues are \$43.3K less than the prior year.

- It was anticipated that overall revenue could be adversely impacted by the Coronavirus and revenues may start dropping in the second quarter and potentially in the third and fourth quarters of FY20.
- However, the second quarter has shown stronger than expected financial results. It is still uncertain if the trend will continue for the rest of the year, because there is currently no end in sight for Covid-19.

Property taxes collected for the first half of the year were stronger than anticipated.

- Of the \$24.5M billed, \$21.2M or 87% of taxes were collected as of June 30, 2020.
- As of the July 1, 2020, the property tax due date, the first half taxes property taxes collected were \$23.8M or 97% collected, which is an average collection, rate for the Town.
- Total property taxed and liens receivable (all years) was \$5.78M as of June 30, 2020.

General fund revenue highlights for the second quarter of FY20:

- Property Tax Interest: \$41.6K (\$87.5K decrease from prior year)
- Motor Vehicle Revenues: \$1.54M (\$41K decrease from prior year)
- Building & Permit Fees: \$114.8K (\$152.9K decrease from prior year)
- Other Permits and Fees: \$72.2K (decrease of \$6.7K from prior year)
- State Highway Block Grant: \$125.8K (slight increase of \$3.6K over prior year)
- GOFERR Grant- \$ 345.9K unanticipated Federal revenue allocated to the Town as part of the Coronavirus Relief Fund. The grant covered increased salaries and expenses due to Covid-19.
- First Responder Stipend (a Federal grant that provided \$300 per week for certified police officers and firefighters for 8 weeks and 2 days) Reimbursed to date is \$ 59.7K
- Other State Grants: \$14.9K (increase of \$8.5K due to MTAG Grant in FY20)
- Income from Departments: \$461K (\$28.9K increase over prior year)
 - Due to increased refuse and other fees collected (\$24.6K - blue bags, \$ 7.2K -security alarm revenue, \$4.6- police admin detail fee offset by a drop of \$3.5K in parking tickets, \$ 2.5K- parking summonses and other miscellaneous decreases of \$ 1.8K)

- Sales of Town Property has decreased by \$82.3K from the prior year. In FY19, there was a tax deeded sale of a residence on Garrison Lane that was recorded for \$ 132.2K versus the current year sale of a small strip of Town land on Magnolia Lane to Exeter Hospital for \$50K
- Interest Income \$ 47K (increase of \$18K over prior year) Citizens Bank offered a higher interest rate of 2.35% for funds placed in an investment account in FY19 through January FY20; Since the Federal government dropped interest rates due to the pandemic, interest rates on savings have fallen to .20% at Citizens Bank. The effects of the interest rate drop will be evident in the next two quarters of the year.
- Rental & Miscellaneous Revenues: \$22.2K (3.1K higher than prior year) This category is expected to drop, if Town Hall Rentals are not able to commence in the next two quarters of the year.
- Amounts voted from fund balance are \$150K for the Sick Leave Trust and Snow/Ice Deficit Fund and do not effect current year net income.

General Fund Budget vs Actual Expenditures

General Fund Expenses

- General fund expenditures are \$8.7M or 43% spent against the budget through the second quarter of 2020 versus \$8.9M in spending or 46% in the prior year.

General Government Group Expenses (SB, TM, HR, Legal, TC, EL and MO)

- General government group expenditures are \$ 477K or 50% spent through the current year compared to prior year of \$508K or 57% spent which represents a decrease of \$30.9K from the prior year.
 - Select Board expenditures have decreased by \$6.3K or 37% due to the one-time purchase of laptops for all select board members in the prior year.
 - Current year Town Clerk expenditures are \$174K or 49% spent versus \$182K or 52% spent in the prior year reflecting a decrease of \$8.9K. Most of the decrease is due less wages, taxes and benefits for the new Assistant Town Clerk that replaced a long-term clerk that retired in the second quarter of FY19.
 - Legal expenses for general matters are \$42.5K or 53% spent and down by \$ 1.2K from the prior year.
 - Liability insurance is down \$23K from the prior year due to the reclass of train station insurance to the maintenance budget that contains all other train station expenses.
 - Human Resources expenses are \$47.5K or 32% spent or \$4K more than last year. The first two quarters of 2020 contain part-time wages and payroll taxes for an HR Assistant. The part-time assistant was not hired until June 2019.

Finance Group Expenses (Finance, Tax, Assessing and Information Technology)

- Finance group expenditures are \$457.2K or 47% spent against the current year budget versus \$429K or 48% spent against the budget in the prior year.
- Actual Finance Group expenditures are up by \$27.9K year-over-year.
 - A \$24K increase in Assessing is due to a one-time Vision software upgrade.
 - Finance increases of \$3.2K for software maintenance, \$6.8 for mandated OPEB contract services, \$5.5K for the Town audit due to timing of the payment offset by decreases of \$4.7K in wages, benefits and taxes and \$3K in the water and sewer allocations.

- IT decreases are \$3.4K due less computer and equipment outlay of \$7.9K, education and training expense of \$2.6K offset by increases in GIS software of \$3K and Internet services of \$4K.
- Tax Collection decreases are \$3.5K due to less wages, taxes and benefits for the new Deputy Tax Collector hired in October of 2019.

Planning, Other Boards and Building Inspection Expenses

- Planning and Building Inspection expenses are \$ 255K or 45% spent against the budget for current year versus \$270K or 50% in the prior year, which is a decrease of \$15.7K.
 - Historic District Commission has decreased by \$18.5K due to grant matching expenses in FY19, but none in FY20.
 - Renewable Energy expense is a new line item and added \$5K more to the budget.
 - The Town received a grant through the UNH Sustainability Institute. The grant funded a UNH Fellow to conduct a Greenhouse Emissions Inventory for the Town of Exeter.

Police Department Expenses

- Police department expenditures are \$1.685M or 45% spent against the current year budget and \$1.692M or 45% spent in the prior year, which is a decrease of \$6.1K from the prior year.
 - **Police Administration** expenses are \$370K or 46% spent and have increased by \$42.9K over the prior year.
 - There is a \$20.7K overall wage increase due to movement and First Responder Stipends paid in this division:
 - A police captain was promoted to a deputy police chief and a sergeant was promoted to a lieutenant and moved into police administration division. Salary increases of \$12K are due to promotions.
 - First Responder Covid-19 Stipends of \$6.3K added to the wages in FY20. Reimbursements by the Federal government under the CARES Act are recorded in the GF revenue section.
 - There is a \$19K increase in health insurance benefits due to changes in plans offset by a \$5K decrease in NHRS due to decreased rates.
 - Police uniforms increased by \$ \$4.5K due to timing of payments.
 - **Police Staff** expenses are \$265.6K or 42% spent in the current year versus \$ 320K or 50% spent in the prior year. Expenses have decreased by \$54K from the prior year.
 - A decrease of \$63.9K is due to a change in prosecutorial services. The Police Department is using in-house staff and some contract services instead of using Rockingham County prosecutor services.
 - First Responder Covid-19 Stipend of \$7.8K paid through June 2020 to certified police officers offsets the decrease above. The funding is explained in the police administration section.
 - Overtime has decreased in the current year by \$1.8K.

- **Police Patrol expenses** are \$885K or 47% spent against the current year budget versus \$872K or 45% in the prior year. The increase of \$12.9K over the prior year is due to the payment of \$36.3K in First Responder Covid-19 Stipends and \$2K of training overtime offset by a \$25.7K decrease in patrol overtime.
- **Police Communications/Dispatch** expenses are \$164.6K or 39% spent versus \$171.9K or 38% spent in the prior year. Current year expenses have decreased by \$7.4K from the prior year.
 - Wages, taxes and benefits have decreased by \$1.6K due to the retirement of a long-term dispatcher in the first quarter of the current year and turnover of another dispatcher not yet replaced.
 - Equipment maintenance has decreased \$5.9K from the prior year.

Fire Department Expenses

- Fire Department expenses are \$1.82M or 46% spent against the current budget versus \$1.7M or 45% spent in the prior year with year-over-year increase of \$69K.
 - **Fire Administration** expenses are \$ 295K or 49% spent which reflects a \$23K increase over the prior year.
 - The Fire Chief retired in the second quarter of FY20 creating an increase of \$13.5K in NHRS retirement expense attributable to his sick leave buyout.
 - The First Responder Covid-19 Stipend of \$4.8K also increased wages.
 - Part-time wages reflect an increase of \$3.8K due to the timing of the new part-time hire in the third quarter of FY19.
 - **Fire Suppression** expenses are \$1.46M or 46% versus \$ 1.42M or 45% in the prior year. This reflects an increase of \$ 46.3K over the prior year.
 - Wages, taxes and benefits have increased by \$28K over the prior year.
 - First Responder Covid-19 Stipends of 52.2K was paid to all certified firefighters.
 - Decreases in equipment purchases of \$22K, hose replacement, \$4.9K, fire alarm supplies, \$4.2K and fuel, \$3K offset the wage increases.
 - **Emergency Management** expenses are \$4.4K or 8% spent year-to-date and a decrease of \$4.8K from the prior year due to timing of shelter equipment purchased.
 - **Health Department** expenses are \$ 63.8K or 47% spent versus \$59K or 45% spent in the prior year. The variance of \$ 4.8K is attributable to the timing of the mosquito control contract of \$4.3K and other general expense increases of \$.5K.

Public Works Department Expenses

- The Public works department budget is \$2.25MK or 40% spent against the current year budget and \$ 2.54M or 47% spent against the prior year budget. The decrease is \$289.9K from the prior year.
 - **Public Works Administration** expenses are 176K or 43% spent against the current year and are relatively live flat year over year with a slight decrease of \$1.8K.
 - Wages, taxes and benefits have decreased by \$19.8K due to the resignation of the engineering technician in January of 2020. The position has not been replaced. The decrease is offset by the \$21K cost of fuel in the master fuel account. Fuel costs are allocated among various departments on a monthly basis. This master fuel account is a holding account until allocation occurs.
 - **Highway** expenses are \$850K or 40% spent in the current year compared to \$1M or 49% spent in the prior year. Expenses have decreased by \$158K from the prior year.
 - The decrease of \$ 217.6K is due to the timing of paving work in FY20 versus FY19. Street marking and tree maintenance are also down by \$ 12K and \$ 6.9K; respectively. Decreases are offset by increases of wages, benefits and taxes of \$ 49.7K due to the filling of a vacancy in the highway department.
 - **Snow removal** expenses are \$169.6K or 51% spent against the current year budget. In the prior year, \$291.8K or 93% of the snow removal budget was expended by the end of the second quarter. The year-over-year variance of \$122.7K is due to decreased storms in the first and second quarters of 2020.
 - **Solid waste disposal** expenses are \$543K or 42% spent against the prior year expense of \$508K or 41%. There is a \$34K increase due to the Waste Management Contract inflation escalator.
 - **DPW Maintenance** expenses are \$215.5K or 34% expended versus the prior year of \$258.6K or 43% expended. The year-over-year variance is \$43.2K
 - There is a \$14K savings in the maintenance department due to the vacancy left by the HVAC technician in early January of 2020. There are year-to-date savings of \$11.6K in benefits and payroll taxes due to the position vacancy.
 - Maintenance projects has no year-to-date spending as of the second quarter of 2020 versus prior year spending of \$19.8K.
 - **Mechanics Garage** expenses are \$92.9K or 34% spent for the current year and \$ 83.5 or 32% spent in the prior year with a variance of \$8.9K. The variance consists of an increase in stand-by pay of \$1.9K and a \$7.4K increase in health insurance due to a change in plans for this department.

Welfare Expenses

- The welfare department is \$42.7K or 58% spent through the second quarter. There is an \$11.4K increase over the prior year. Programs that served the indigent population were eliminated by the State of NH. There is an overall increase in demand for welfare services that has increased during the pandemic.

Parks & Recreation Expenses

- Parks & Recreation expenses are \$265.5K or 47% spent versus \$281.4K or 52% in the prior year. The net decrease is \$15.9K.
 - Recreation has increased by \$12K due to budgeted wages, taxes and benefits increases for four non-union employees.
 - Parks has a \$28K decrease due to less contracted services, \$5K, equipment purchase \$20K, equipment, repairs, fuel and supplies and park maintenance \$7K offset by increases of \$4K for SEIU union wages, taxes and benefits.

Other Culture, Recreation and Special Event Expenses

- This budget includes fireworks, holiday parade, summer concerts, Exeter Brass Band and Veteran's activities. The current year spending is \$4.6K or 14% versus the prior year of \$16.5K or 52%.
 - Due to the pandemic, summer activities such as fireworks and the Exeter Brass Band were both cancelled reflecting a savings of \$11.8K.

Library Expenses

- Library expenses are \$459.6K or 44% spent to date with a \$37K decrease from the prior year.
 - The decrease is attributable to part-time wages and taxes of \$26K not paid during the Library shutdown from April-July 6 due to construction for the Library addition and the pandemic.
 - Library services of \$25K represent a decrease due to the timing of payments.
 - Offsets to the decrease are higher wages, taxes and benefits of full-time employees of \$9K who were paid during the Library shutdown for construction and the pandemic.

General Fund Debt Service Expense

- Debt service is \$122K or 12% spent compared to \$207K or 20% spent in the prior year with a decrease of \$84.9K from the prior year.
 - Interest only payments for debt service were required through the second quarter for both years. Principle payments are due in July 2020. Debt service interest decreased by \$12.4K due the retirement of the Norrisbrook Culvert bond in FY19.
 - Bond Anticipation Note ("BAN") interest of \$ 72K was paid for the Library renovations in the prior year due to the original maturity date occurring in the second quarter. The BAN was extended until August 2020. Current year BAN interest of \$59K will be paid in the third quarter for the extended maturity date of August 2020. The BAN will be paid off in August 2020 with bond proceeds.

General Fund Net Income

- General Fund Net Income is \$1.36M current year versus \$ 1.02M in the prior year and reflects a \$338.7K increase over the prior year. All revenue and expense items that effect net income are discussed above.

Water Fund Budget vs. Actual Revenue and Expenditures

Water Fund Revenues

- Water Fund (“WF”) enterprise revenues are \$1.78M or 47% collected against the budget as of the second quarter. Gross revenues for the prior year are \$1.69M or 52% collected which results in an increase of \$86K above prior year.
 - Water consumption charges are \$1.43M and have increased by \$66.5K over the prior year, which was \$1.37K. Water service charges are \$ 303K, which is up by \$13.7K over the prior year revenue of \$ 289.5K.
 - New water rate increases became effective for the October 2019 billing cycle that has bolstered water consumption charges and service charge revenues in FY20.
 - Water fund receivables are currently \$476K as of June 30, 2020. The amount includes \$457K in current year billings. As of the end of the second quarter, water receivables 90 days or more overdue are \$18K. Water shut-offs have not been permitted for non-payment due to the Governor’s orders during the pandemic.

Water Fund Expenses

- Total water fund expenses are \$1.46M or 41% spent against budget in the current year versus \$1.22M or 38% spent in the prior year that represents an increase of \$242.9K over the prior year.
 - **Water Administration** expenses are \$197.7K or 50% spent against the budget versus \$ 179.8K or 49% spent in the prior year. The increase of \$17.9K represents half of the total expense of \$ 36.2K in wages, taxes and benefits for the assistant water and sewer engineer hired in late 2019. The other fifty percent of the salary wages and benefits is allocated to sewer administration. The increase is slightly offset with net decreases in general expenses of \$.2K.
 - **Water Billing** expenses are \$ 78.9K or 44% expended versus \$88.6K or 54% in the prior year. The decrease of \$ 9.8K is due to a \$6.7K less in benefits due to changes in health plans and a \$1.9K decrease in overtime wages. Increases of \$1.2K due to timing of office supplies and postage expense offset the decreases.
 - **Water Distribution** expenses are \$316K or 38% spent in the current year. Prior year expenses are \$378K or 43% spent. The year-over-year decrease of \$ 61.8K is due to the timing of payments for water tank maintenance, \$39K, pump station towers, \$9.4K, electricity, \$6.5K, road repairs, and \$4.8K fuel.
 - **Water Treatment** expenditures are \$398K or 49% spent versus \$344K or 42% spent in the prior year. The \$54K expenditure increase is due to \$22.7K, equipment maintenance for the chemical feed pump replacement and other pump repairs, \$17K, chemicals, \$7K, wages, taxes and benefit increases, \$7K, water SCADA support and software and other general expenses of \$.3K.
 - **Water Fund Debt Service** expenditures are \$453K or 39% spent in the current year versus \$220K or 25% spent in the prior year. Debt service has increased by \$233.9K in the current year due to new debt service for Surface Water Treatment (TTHM) and Salem Street Utility Design.

Water Fund Net Income is \$307.1K in the current year compared to \$463.9K in the prior year and reflects a decrease of \$156.8K. All of the above revenue and expense factors discussed above reflect what is reported for net income or bottom line.

Sewer Fund Budget vs. Actual Revenues and Expenditures

Sewer Fund Revenues

- Sewer Fund (“SF”) enterprise revenues are \$2.96M or 39% collected. The prior year reflects revenues of \$1.77M or 63 % collected. The biggest driver of the \$1.19M increase to revenues is the sewer rate increase that became effective in October 2019.
 - Revenues in FY20 are projected to increase by 37% over the prior year due to the sewer rate increase set to cover the operating costs of the new wastewater treatment plant and related debt service.
 - Sewer receivables are \$1.1M as of June 30, 2020. Current year sewer receivables reflect a balance of \$ 843K and sewer receivables over 90 days are approximately \$245K.
- Sewer usage charges are \$ 2.6M or 43% collected versus \$1.4M or 58% collected in the prior year and have increased by \$1.2M over the prior year.
- Sewer service charges are \$ 289K in the current year versus \$280K in the prior year and reflects an \$8.6K increase over the prior year.
- The Town is also anticipating \$861K in State Aid Grants to help offset the cost of the wastewater treatment plant debt service payment in December.

Sewer Fund Expenses

- Sewer Fund expenses are \$1.32M or 17% spent against the current year budget compared to \$1.03M or 36% spent against the prior year budget reflecting an increase of \$296.4K in expenses for the current year. The current year sewer budget is \$7.8M versus \$2.8M in the prior year. The large increase is due to additional personnel, operating costs and debt service expenses required to run the new wastewater treatment plant.
 - **Sewer Administration** expenses are \$243K or 58% spent in the current year versus \$216K or 51% spent in the prior year representing an increase of \$27K over the prior year. The increase is due to the 50% allocation of wages, taxes and benefits for the assistant water and sewer engineer hired in late 2019. The other 50% expense allocation is recorded in Water Administration expenses.
 - **Sewer Billing** expenses are \$83.8K or 48% spent in the current year compared to prior year spending of \$86.3K or 53%. The overall \$2.4K decrease is due to \$1.2K less in benefits due to a change in plans, \$1.4K in office supplies net of other increases in general expenses of \$.2K.
 - **Sewer Collection** expenses are \$380.3K or 54% spent versus the prior year of \$262.5K or 39% spent. There is an increase of \$117.7K over the prior year. The variance is due to increases in manhole maintenance, \$18.5K, pump control maintenance \$79.5K pipe relining of \$4K, CSO monitoring of \$4.5K and GIS software of \$4.7K, wages, taxes and benefits, \$4.6K and vehicle maintenance of \$2.3K. The increases are slightly offset by other decreases of \$.4K.

- **Sewer Treatment** expenses are \$547.3K or 39% spent in the current year versus \$368.2K or 43% spent in the prior year reflecting an increase of \$179K.
 - The new wastewater treatment plant that went online in late 2019 dramatically affected the sewer treatment budget. This budget went from \$865K in FY19 to \$1.4M in FY20 to support the new operation costs and debt service of the wastewater treatment plant.
 - Major cost components of the new plant are additional wastewater technicians, electricity for lagoon aerators; laboratory testing, equipment maintenance, wastewater treatment chemicals, natural gas for heating buildings and fuel for generators.
 - The current year variance is due to increases in wages, taxes and benefits of \$54.1K related to additional staff needed to run the plant and contract wage increases, chemicals, \$ 28.4K and solids handling \$114.7K and electricity of \$1.5K. The increases are offset by timing of payments for lab tests of \$12.5K, a decrease in natural gas cost of \$ 4.2K and other operating costs increases of \$2K.
- **Sewer Fund Debt Service** expense is \$64K versus \$68K in the prior year. The costs through the end of the second quarter represent interest only payments. The \$4K variance in interest is due to the decline of debt service interest for older projects.
 - Debt service is budgeted for \$4.85M in FY20.
 - Overall, sewer fund debt service has increased by 88% in FY20 due to the commencement of State Revolving Fund loan payments in December 2019 for the Wastewater Treatment Plant.
 - The debt payment on the Wastewater Treatment Plant of \$4.3M is due in December 2020 and offset with a State Aid Grant of \$861K.
- **Sewer Fund Capital Outlay** is \$4.7K or 4% spent compared to prior year spending of \$26.3K with a variance of \$21.5K.
 - Current year capital expenditures for vehicles for the budgeted \$73K have not been purchased.
 - The prior year expenditures contained the purchase of an aerator for the WWTP.

Sewer Fund Net Income

- Sewer Fund Net Income is \$1.64M through the second quarter compared to net income of \$ 739K in the prior year and represents an \$899.5K increase over the prior year. All of the revenue and expense factors discussed above are the mechanics of the net income or bottom line.

Revolving Funds - Budget vs. Actual Revenues and Expenses

Cable Television Revolving Fund (“CATV”)

CATV Revenue

- Cable franchise fee revenue for the current year is \$37.4K or 75% received versus \$37.6K in the prior year representing a decrease of \$.255K. Comcast pays the franchise fees every few months on their own timetable.

CATV Expenses

- Wages, taxes and benefits are \$46.5K or 35% spent against the current year budget versus \$52.7K or 42% spent against the budget in the prior year. The decrease of \$6.2K is due to less work available for part-time CATV workers during the pandemic in FY20.
- Operating expense for CATV include costs to run channels 13, 22 and 98, contracted and legal services, capital outlay, internet services, software and equipment maintenance. These expenses are reflected in general expenses.
 - General expenses are \$38.5K spent in the current year and \$68.8K spent in the prior year with a variance of \$30K. The prior year budget reflects higher spending for capital outlay by \$24.4K and camera equipment purchase of \$5K.

CATV Net Deficit

- Net Deficit is \$ \$(47.6) K for the current year second quarter versus a net deficit of \$(83.8) K in the prior year. A net deficit is typical in the CATV fund for the first half of the year due to the timing of Comcast franchise fees paid to the Town.

Recreation Revolving Fund (“RR”)

- Recreation Revolving Fund programs was not able to fully operate as it has in prior years due to the Covid-19 pandemic. Most programs, events and trips were cancelled for health and safety reasons.

RR Fund Revenue

- Recreation revolving fund revenues are \$55.8K or 8% in the current year versus \$446.4K or 70% in the prior year and represents a decrease of \$390K from the prior year. This fund relies on revenue from programs, events, trips, sponsorships and sports; most of which could not happen in FY20 due to the pandemic.
- One new program called Care Kids was added to recreation programming to provide safe childcare in July and August of FY20. As of the end of the second quarter, revenues derived from this program are \$23.3K.
- As of June 30, 2020, refunds of \$254K were issued for programs that were cancelled due to the pandemic such as summer camp, teen camp, spring soccer, track & field, football camp and baseball.

RR Fund Expenses

- Temporary wages and taxes have dropped from \$50.3K in the prior year to \$5.9K in the current year due to the cancellation of most recreation programming.
- General expenses include categories directly related to recreation programs and events as well as pool chemicals, water bills, printing, advertising and pool food expenses. These expenses are \$122.5K or 37% spent in the current year compared to \$217K or 50% in the prior year with active programming.
 - The of \$94.8K decrease is directly related to \$72K less in program expenses, \$6.5K less in special event expenses, \$ 5.5K less in capital outlay expense (supported by recreation impact fees), \$1.7K less in credit card fees and \$4K less in trip expenses.

RR Net Income/ (Deficit)

- Net deficit for the quarter ending 06/30/20 is \$ (72.7) K compared to net income of \$178.9K in the prior year. The current year net deficit was caused by the inability to provide the typical summer programming as in past years.

EMS Revolving Fund

EMS Revenue

- EMS Revolving Fund revenue looks relatively flat on the surface at \$282.9K or 51% in the current year and \$281.2K or 51% in the prior year.
 - EMS run volume for the second quarter of FY20 continued to lag behind FY19 numbers.
 - Total calls for service dropped by 126 or 25%; patient transports totaled 144, down 225 or 61% from the FY19 369.
 - Billable revenue was \$70.1 or 35% behind FY19 and revenue collected decreased as compared to FY19 by \$44.1K or 26%.
 - Overall, the 1st half year of patient accounts billable are \$319K that is down \$78K or 20% from the FY19 total of \$397K. Accounts receivable for FY20 is \$257.8K, down \$54K or 17% from the FY19 total of \$312K.
 - The next quarter commencing in July has experienced a large jump in both calls for EMS service, (170), as well as patient transports, (123) as compared to 127 calls in July of 2019.
- Under the Federal Cares Act, a \$25.6K EMS Stimulus grant was received and recorded in the EMS Revolving Fund (Ambulance Department) by design of the grant. The funds are specified medical/ambulance services for patients who are transported for Covid-19 reasons and uninsured transports. The grant money must be used for purposes stated in the grant and any unused money must be returned. The ambulance billing company, Comstar, is behind in getting the stats to the Fire Department for this purpose. It is expected that more information will be available shortly.

EMS Expenses

- Wages, taxes and benefits are \$85.5K or 45% spent against the current year budget versus prior year of \$96.5K or 52% spent against budget. Wages are down due to less call volume for the first half of the year.
- General expenses are \$41.5K or 25% spent in the current year versus \$19.3K in the prior year. The decrease of \$37.9K is due to a one-time capital outlay for a new ambulance chassis in FY19.

EMS Net Income

- Current year net income of \$155.8K compared to \$ 105.2K reflects an increase of \$50.6K over the prior year net income. Net income is a factor of the above revenue and expenses.

Town of Exeter

General Fund Revenues (unaudited)
As of June 30, 2020 and 2019

DRAFT

General Fund Revenues Description	Current Year 2020 Budget vs Actual				Prior Year 2019 Budget vs Actual				Comparison of Actuals	
	2020 Budget	Actual Revenue 06/30/2020	\$ Variance	% Collected	2019 Budget	Actual Revenue 06/30/2019	\$ Variance	% Collected	2020 vs 2019 \$ Variance	2020 vs 2019 % Variance
Property Tax Revenue	\$ 12,965,585	\$ 6,505,939	\$ 6,459,646	50%	\$ 13,170,380	\$ 6,739,274	\$ 6,431,106	51%	\$ (233,335)	-2%
Motor Vehicle Permit Fees	3,080,000	1,545,149	1,534,851	50%	3,025,000	1,586,185	1,438,815	52%	\$ (41,036)	-1%
Building Permits & Fees	350,000	114,831	235,169	33%	200,000	267,800	(67,800)	134%	\$ (152,969)	-76%
Other Permits and Fees	210,000	72,193	137,807	34%	210,000	78,929	131,071	38%	\$ (6,736)	-3%
State Revenue Sharing	158,990		158,990	0%			-	0%	\$ -	0%
Meals & Rooms Tax Revenue	779,375		779,375	0%	774,137		774,137	0%	\$ -	0%
State Highway Block Grant	311,502	125,830	185,672	40%	304,179	122,241	181,938	40%	\$ 3,589	1%
GOFERR Grant	-	345,849	(345,849)	100%			-		\$ 345,849	100%
Other State Grants/Reimbursements	25,000	74,516	(49,516)	298%	25,000	6,375	18,625	26%	\$ 68,141	273%
Income from Departments	1,075,000	461,137	613,863	43%	1,000,000	432,245	567,755	43%	28,892	3%
Sale of Town Property	50,000	50,000	-	100%	500	132,250	(131,750)	26450%	(82,250)	-16450%
Interest Income	115,000	47,023	67,977	41%	500	29,041	(28,541)	5808%	17,982	3596%
Rental & Misc Revenues	29,500	22,185	7,315	75%	26,500	19,043	7,457	72%	3,142	12%
Revenue Transfers In/Out	455,585	39,441	416,144	9%	330,161	33,967	296,194	10%	5,474	2%
Total General Fund Revenues	\$ 19,605,537	\$ 9,404,093	\$ 10,201,444	48%	\$ 19,066,357	\$ 9,447,350	\$ 9,619,007	50%	\$ (43,257)	0%
Appropriations for Warrant Articles	548,164	548,164	-		539,390	539,390	-		8,774	2%
Gross Revenues & Appropriations	\$ 20,153,701	\$ 9,952,257	\$ 10,201,444	49%	\$ 19,605,747	\$ 9,986,740	\$ 9,619,007	51%	\$ (34,483)	-0.2%

Town of Exeter
 General Fund Expenses (unaudited)
 As of June 30, 2020 and 2019

DRAFT

DEPARTMENT	Current Year 2020 Budget vs Actual				Prior Year 2019 Budget vs Actual				Comparison of Actuals	
	2020 Budget	Actual Expenses 06/30/20	\$ Variance	% Spent of Revised Budget	2019 Budget	Actual Expenses 06/30/19	\$ Variance	% Spent	2020 vs 2019 \$ Variance	2020 vs 2019 % Variance
Total General Government	\$ 948,110	\$ 477,370	\$ 470,740	50%	\$ 888,729	\$ 508,310	\$ 380,419	57%	(30,940)	-6%
Total Finance	963,748	457,198	506,550	47%	887,925	429,268	458,657	48%	27,930	7%
Total Planning & Building	568,810	255,193	313,617	45%	545,581	270,896	274,685	50%	(15,703)	-6%
Total Economic Development	151,341	69,442	81,899	46%	144,879	69,383	75,496	48%	59	0%
Total Police	3,743,027	1,685,875	2,057,152	45%	3,766,754	1,692,014	2,074,740	45%	(6,139)	0%
Total Fire	3,986,921	1,828,503	2,158,418	46%	3,901,492	1,759,426	2,142,066	45%	69,077	4%
Total Public Works	5,585,091	2,245,300	3,339,791	40%	5,377,593	2,535,196	2,842,397	47%	(289,896)	-11%
Total Welfare	73,052	42,668	30,384	58%	68,171	31,316	36,855	46%	11,352	36%
Total Human Services	103,805	36,178	67,627	35%	106,625	53,313	53,312	50%	(17,135)	-32%
Total Parks & Recreation	562,592	265,474	297,118	47%	538,375	281,378	256,997	52%	(15,904)	-6%
Total Other Culture/Recreation	32,000	4,604	27,396	14%	32,002	16,487	15,515	52%	(11,883)	-72%
Total Library	1,032,885	459,556	573,329	44%	1,024,921	497,107	527,814	49%	(37,551)	-8%
Total Debt Service	1,055,140	122,344	932,796	12%	1,045,774	207,325	838,449	20%	(84,981)	-41%
Total Capital Outlay & Leases	421,159	277,448	143,711	66%	526,169	287,734	238,435	55%	(10,286)	-4%
Payroll Benefits & Taxes	377,856	402,374	(24,518)	106%	262,306	233,506	28,800	89%	168,868	72%
Total General Fund Expenses	\$ 19,605,537	\$ 8,629,527	\$ 10,976,010	44%	\$ 19,117,296	\$ 8,872,659	\$ 10,244,637	46%	\$ (243,132)	-3%
Warrant Articles	\$ 548,164	\$ 77,076	\$ 471,088	14%	\$ 488,451	\$ 95,200	\$ 393,251	19%	(18,124)	-19%
Total Expenditures	\$ 20,153,701	\$ 8,706,603	\$ 11,447,098	43%	\$ 19,605,747	\$ 8,967,859	\$ 10,637,888	46%	\$ (261,256)	-3%
Net Income/ (Deficit)	\$ -	\$ 1,245,654	\$ (1,245,654)	100%	\$ -	\$ 1,018,881	\$ (1,018,881)	-5%	226,773	22%
Amounts Voted from Fund Balance	\$ 265,000	\$ 153,000	\$ 112,000		\$ 361,818	\$ 286,825	\$ 74,993		\$ (133,825)	-47%

Town of Exeter
Water Fund Revenues & Expenses (unaudited)
As of June 30, 2020 and 2019

DRAFT

Description	Current Year				Prior Year				Comparison of Actuals	
	2020 Budget	Actual Revenue	\$ Variance	%	2019 Budget	Actual Revenue	\$ Variance	%	2020 vs 2019 \$ Variance	2020 vs 2019 % Variance
		06/30/2020		Collecte d		06/30/2019		Collecte d		
Water Fund Revenues										
Water Enterprise Revenues	\$ 3,552,795	\$ 1,772,027	\$ 1,780,768	50%	\$ 3,253,066	\$ 1,685,930	\$ 1,567,136	52%	\$ 86,097	5%
Appropriations for Warrant Articles	\$ 200,000	\$ 200,000	-	100%	\$ -	\$ -	-	100%	200,000	0%
Water Fund Revenues & Appropriations	\$ 3,752,795	\$ 1,972,027	\$ 1,780,768	53%	\$ 3,253,066	\$ 1,685,930	\$ 1,567,136	52%	\$ 286,097	17%
Water Fund Expenditures										
DEPARTMENT	2020 Budget	Actual Expenses 06/30/20	\$ Variance	% Spent	2018 Budget	Actual Expenses 06/30/19	\$ Variance	% Spent	2020 vs 2019 \$ Variance	2020 vs 2019 % Variance
Water Administration	\$ 393,161	\$ 197,710	\$ 195,451	50%	\$ 367,994	\$ 179,777	\$ 188,217	49%	\$ 17,933	10%
Water Billing	\$ 179,553	\$ 78,862	\$ 100,691	44%	\$ 165,173	\$ 88,646	\$ 76,527	54%	\$ (9,784)	-11%
Water Distribution	\$ 836,826	\$ 316,114	\$ 520,712	38%	\$ 879,332	\$ 377,928	\$ 501,404	43%	\$ (61,814)	-16%
Water Treatment	\$ 813,514	\$ 398,261	\$ 415,253	49%	\$ 816,579	\$ 344,052	\$ 472,527	42%	\$ 54,209	16%
Water Fund Debt Service	\$ 1,164,650	\$ 453,712	\$ 710,938	39%	\$ 886,416	\$ 219,738	\$ 666,678	25%	\$ 233,974	106%
Water Fund Capital Outlay	\$ 165,091	\$ 20,293	\$ 144,798	12%	\$ 137,572	\$ 11,916	\$ 125,656	9%	\$ 8,377	70%
Total Water Fund Expenses before Warrant Articles	\$ 3,552,795	\$ 1,464,952	\$ 2,087,843	41%	\$ 3,253,066	\$ 1,222,057	\$ 2,031,009	38%	\$ 242,895	20%
Warrant Articles	\$ 200,000		\$ 200,000	0%	\$ -	\$ -	\$ -	0%	\$ -	0%
Grand Total of Water Fund Expenses	\$ 3,752,795	\$ 1,464,952	\$ 2,287,843	39%	\$ 3,253,066	\$ 1,222,057	\$ 2,031,009	38%	\$ 242,895	20%
Net Income/(Deficit)	\$ -	\$ 507,075	(507,075)	100%	\$ -	463,873	(463,873)	100%	43,202	9%

Town of Exeter										
Sewer Fund Revenues & Expenses (unaudited)										DRAFT
As of June 30, 2020 and 2019										
Description	Current Year				Prior Year				Comparison of Actuals	
	2020 Budget	Actual Revenue 06/30/2020	\$ Variance	% Collected	2019 Budget	Actual Revenue 06/30/2019	\$ Variance	% Collected	2020 vs 2019 \$ Variance	2020 vs 2019 % Variance
Sewer Fund Revenues										
State Grant Revenue	\$ 877,854	\$ -	\$ 877,854	0%	\$ 25,520	\$ -	\$ 25,520	0%	-	0%
Sewer Enterprise Revenues	\$ 7,686,605	\$ 2,963,736	\$ 4,722,869	39%	\$ 2,817,866	\$ 1,767,856	\$ 1,050,010	63%	1,195,880	68%
Appropriations for Warrant Articles	150,000	150,000	-	1%	-	-	-	-	150,000	100%
Sewer Fund Revenues & Appropriations	\$ 7,836,605	\$ 3,113,736	\$ 4,722,869	40%	\$ 2,817,866	\$ 1,767,856	\$ 1,050,010	63%	\$ 1,345,880	76%
Sewer Fund Expenditures										
DEPARTMENT	Current Year				Prior Year				Comparison of Actuals	
	2020 Budget	Actual Expenses 06/30/20	\$ Variance	% Spent	2018 Budget	Actual Expenses 06/30/19	\$ Variance	% Spent	2020 vs 2019 \$ Variance	2020 vs 2019 % Variance
Sewer Administration Expense	417,513	243,671	173,842	58%	420,983	216,086	204,897	51%	\$ 27,585	13%
Sewer Billing Expense	176,328	83,807	92,521	48%	162,398	86,253	76,145	53%	\$ (2,446)	-3%
Sewer Collection Expense	708,202	380,258	327,944	54%	665,456	262,570	402,886	39%	\$ 117,688	44.8%
Sewer Treatment Expense	1,415,475	547,336	868,139	39%	865,334	368,184	497,150	43%	\$ 179,152	48.7%
Sewer Fund Debt Service Expense	4,848,995	64,738	4,784,257	1%	576,124	68,748	507,376	12%	\$ (4,010)	-6%
Sewer Fund Capital Outlay Expense	120,092	4,716	115,376	4%	127,571	26,289	101,282	21%	\$ (21,573)	-82%
Total Sewer Fund Expenses	7,686,605	1,324,526	6,362,079	17%	2,817,866	1,028,130	1,789,736	36%	\$ 296,396	29%
Sewer Fund Warrant Articles	150,000		150,000	0%			-	0%	\$ -	-100%
Total Sewer Expenses and Warrant Articles	\$ 7,836,605	\$ 1,324,526	\$ 6,512,079	17%	\$ 2,817,866	\$ 1,028,130	\$ 1,789,736	36%	\$ 296,396	29%
Net Income/(Deficit)	\$ -	\$ 1,789,210	\$ (1,789,210)		\$ -	\$ 739,726	\$ (739,726)		\$ 1,049,484	142%

Town of Exeter

CATV Revolving Fund- Revenue & Expenses (unaudited)

As of June 30, 2020 and 2019

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Description	Current Year				Prior Year				Comparison of Actuals	
	2020 Budget	Actual	\$	%	2019 Budget	Actual	\$	%	2020 vs 2019 \$ Variance	2020 vs 2019 % Variance
		06/30/20	Variance	Variance		06/30/19	Variance	Variance		
Cable Franchise Fees	150,000	37,381	112,619	75%	153,050	37,636	115,414	75%	(255)	
Tech/AV Service Fees				100%		160	(160)	100%	(160)	100%
Total CATV Revenue	150,000	37,381	112,619	75%	153,050	37,796	115,254	75%	(415)	100%
CATV Expenses										
Wages, Taxes & Benefits	\$ 132,183	\$ 46,497	\$ 85,686	35%	\$ 124,689	\$ 52,718	\$ 71,971	42%	\$ (6,221)	-12%
General Expenses	\$ 78,921	\$ 38,482	\$ 40,439	49%	\$ 64,691	\$ 68,882	\$ (4,191)	106%	(30,400)	-44%
Total CATV Expenses	\$ 211,104	\$ 84,979	\$ 126,125	40%	\$ 189,380	\$ 121,600	\$ 67,780	64%	(36,621)	-30%
Net Income/(Deficit)	\$ (61,104)	\$ (47,598)	\$ (13,506)	78%	\$ (36,330)	\$ (83,804)	\$ 47,474	231%	\$ 36,206	-43%

Town of Exeter

Recreation Revolving Fund Revenues & Expenses(unaudited)

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As of June 30, 2020 and 2019

Description	Current Year				Prior Year				Comparison of Actuals	
	2020 Budget	Actuals as of 06/30/20	\$ Variance	% Variance	2019 Budget	Actuals as of 06/30/19	\$ Variance	% Variance	2020 vs 2019 \$ Variance	2020 vs 2019 % Variance
Total Revenue	\$ 656,500	55,768	\$ (600,732)	8%	\$ 641,002	\$ 446,428	\$ 194,574	70%	\$ (390,660)	-88%
Wages, Taxes & Benefits	\$ 240,625	\$ 5,972	\$ 234,653	2%	\$ 241,100	\$ 50,276	\$ 190,824	21%	\$ (44,304)	-88%
General Expenses	\$ 328,010	\$ 122,497	\$ 205,513	37%	\$ 398,350	\$ 217,269	\$ 181,081	55%	\$ (94,772)	-44%
Total Rec Revolving Expenses	\$ 568,635	\$ 128,469	\$ 440,166	23%	\$ 639,450	\$ 267,545	\$ 371,905	42%	\$ (139,076)	-52%
Net Income/(Deficit)	\$ 87,865	\$ (72,701)	\$ (160,566)	-83%	\$ 1,552	\$ 178,883	\$ 177,331	11526%	\$ (251,584)	-141%

Town of Exeter

Ambulance Revolving Fund - Revenues & Expenses (unaudited)

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As of June 30, 2020 and 2019

	Current Year				Prior Year				Comparison of Actuals	
	2020 Budget	Actual 06/30/20	\$ Variance	% Variance	2019 Budget	Actual 06/30/19	\$ Variance	%Variance	\$ Variance	%Variance
EMS- Ambulance Revenue	556,000	257,262	298,738	46%	556,000	281,205	274,795	51%	(23,943)	-9%
EMS Federal Simulous Funds	-	25,623	(25,623)	100%			-	#DIV/0!	25,623	100%
Total EMS Revolving Revenue	\$ 556,000	\$ 282,885	\$ 273,115	51%	\$ 556,000	\$ 281,205	\$ (274,795)	51%	\$ 1,680	1%
Wages, Taxes & Benefits	\$ 191,496	\$ 85,524	\$ 105,972	45%	\$ 186,188	\$ 96,584	\$ 89,604	52%	\$ (11,060)	-11%
EMS-Capital Outlay	\$ -	\$ -	-	0%	\$ -	\$ 37,131	\$ (37,131)	#DIV/0!	(37,131)	-100%
General Expenses	\$ 164,368	\$ 41,530	\$ 122,838	25%	\$ 167,904	\$ 79,411	\$ 88,493	47%	\$ (37,881)	-48%
Total Expenses	\$ 355,864	\$ 127,054	\$ 228,810	36%	\$ 354,092	\$ 175,995	\$ 178,097	50%	\$ (48,941)	-28%
Net Income/(Deficit)	\$ 200,136	\$ 155,831	\$ 501,925	78%	\$ 201,908	\$ 105,210	\$ (96,698)	52%	\$ 50,621	48%

**Analysis of Accounts Receivable Aging - Water & Sewer
June 30, 2020 vs June 30, 2019**

	<u>Current</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>Over 90 Days</u>	<u>Total</u>
As of 06/30/20	\$ 1,105,476	\$ 43,791	\$ 88,001	\$ 327,112	\$ 1,564,380
Percent Outstanding	71%	3%	6%	21%	100%
As of 06/30/19	\$ 658,680	\$ 26,408	\$ 68,229	\$ 74,952	\$ 828,269
Percent Outstanding	80%	3%	8%	9%	100%
Increase/(Decrease)	\$ 446,796	\$ 17,383	\$ 19,772	\$ 252,160	\$ 736,111
% Increase/(Decrease)	68%	0%	0%	77%	89%

Accounts receivable over 90 days have increased by \$252K or 77% from the prior year. The increase is partially due to the inability for the Town to do shut-offs, because of the Governor's orders coupled with the inability for some ratepayers to pay their bills due to high unemployment.

Current Year

Breakdown of Water/Sewer Accounts Receivable Outstanding by Year: As of June 30, 2020

<u>Year</u>	<u>Water</u>	<u>Sewer</u>	<u>Total</u>	<u>Percent of Total</u>
2008	226		226	0.01%
2009	4	140	144	0.01%
2010	(270)	173	(97)	-0.01%
2011		1,047	1,047	0.07%
2012		206	206	0.01%
2013		209	209	0.01%
2014		217	217	0.01%
2015		231	231	0.01%
2016		232	232	0.01%
2017	40	427	467	0.03%
2018	36	33,051	33,087	2.12%
2019	18,238	209,357	227,595	14.55%
*2020	457,744	843,072	1,300,816	83.15%
Total	476,018	1,088,362	1,564,380	100%

* Includes current cycle billing

Town of Exeter
 Analysis of Property Tax/Liens Receivable
 As of 6/30/20 and 6/30/19

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<u>Type</u>	<u>Bill Year</u>	<u>Balance Outstanding as of 06/30/20</u>	<u>Balance Outstanding as of 06/30/19</u>	<u>\$ Change</u>	<u>% Change</u>
Lien	2009	402	402	-	0%
Lien	2010	839	2,335	(1,496)	(64)%
Lien	2011	6,189	7,701	(1,512)	(20)%
Lien	2012	5,604	7,137	(1,533)	(21)%
Lien	2013	11,848	13,527	(1,679)	(12)%
Lien	2014	20,335	22,578	(2,243)	(10)%
Lien	2015	29,153	30,879	(1,726)	(6)%
Lien	2016	95,434	138,099	(42,665)	(31)%
Lien	2017	155,933	226,056	(70,123)	(31)%
Lien	2018	256,940	428,065	(171,125)	(40)%
	Subtotal	\$ 582,677	\$ 876,779	\$ (294,102)	(34)%
Tax	2019	448,669	4,923,544	(4,474,875)	(91)%
Tax	2020	4,751,875	-	4,751,875	
	Subtotal	\$ 5,200,544	\$ 4,923,544	\$ 277,000	
Grand Total		\$ 5,783,221	\$ 5,800,323	\$ (17,102)	(0.29)%

As of 6/30/2020, taxes receivable were 82% collected for all years listed.

As of 7/7/20, 94.5% or \$24.5M of the \$25.9M was collected.

Property tax liens receivable decreased by \$294K or 34% from the prior quarter ending 06/30/19.