

# Quarterly Financial Report for September 30, 2019

FIRST QUARTER OF FY 2019-20

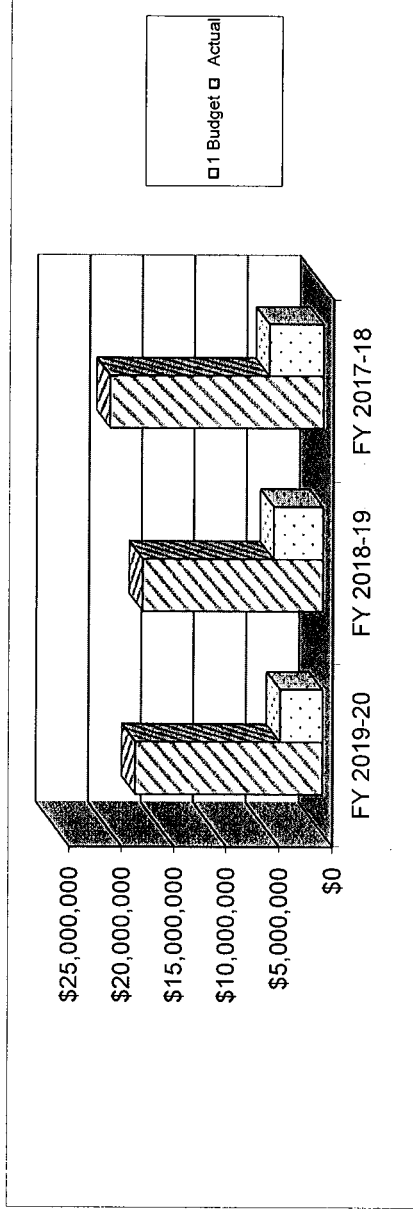
UNAUDITED

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# General Fund Operating Budget

Year	<sup>1</sup> Budget	Actual	Remaining Budget	%
FY 2019-20	\$17,750,209	\$3,995,661	\$13,754,549	23%
FY 2018-19	17,122,180	4,653,949	12,468,231	27%
FY 2017-18	20,277,810	5,100,198	15,177,611	25%



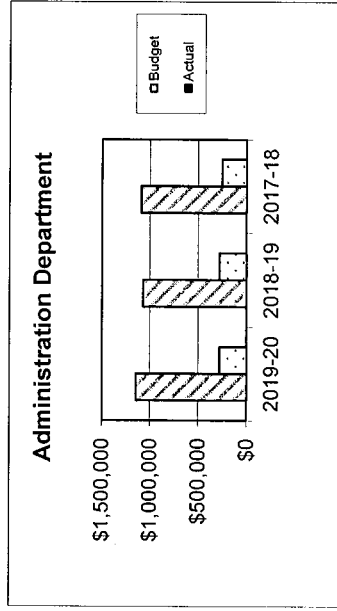
1) Budget amounts include transfers, grants, donations and prior year encumbrances approved by Council.

# Administration Department Expenditure

Year	Budget	Actual	%
2019-20	\$1,146,823	\$279,753	24%
2018-19	1,074,363	279,807	26%
2017-18	1,093,160	253,434	23%

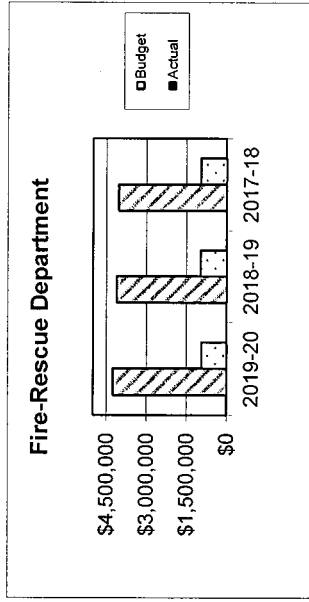
This budget and spending have remained relatively stable for the last three years. The department is responsible for large town wide expenditures, such as property liability insurance, workers compensation, legal services and computers. FY 2018-19 was a default budget year, but did include about \$60,000 for encumbrances related to IT projects.

As of September 30<sup>th</sup>, the legal line was 6% spent, which represents one month of services.



# Fire-Rescue Department Expenditure

Year	Budget	Actual	%
2019-20	\$4,255,331	\$941,310	22%
2018-19	4,122,214	971,443	24%
2017-18	4,042,000	967,298	24%



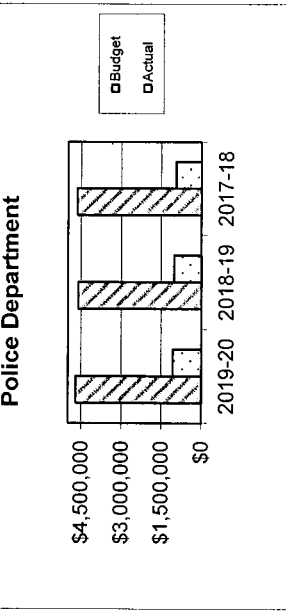
Over the last three fiscal years, this budget has increased about \$213,000 or 5%. This increase is largely due to a 2% increase in wages and overtime; a 1% decrease in the employer share of NH Retirement; a half percent decrease in health insurance costs and another 4.5% increase in general operations for items such as hydrant rentals, vehicle maintenance and new equipment.

The spending has stayed within September's benchmark of 25%. Minimum staffing is being utilized to keep the department's expense down.

# Police Department Expenditure

Year	Budget	Actual	%
2019-20	\$4,709,950	\$1,064,388	23%
2018-19	4,615,012	1,019,649	22%
2017-18	4,654,228	942,787	20%

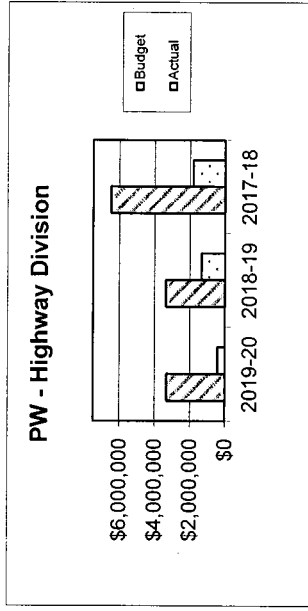
The overall increase in the Police budget for the last three fiscal years was just over \$55,000 or 1.2%. Wages and overtime increased 2%; health insurance has decreased about 1% and general operations increased 0.2%.



The department historically underspends its budget due to vacant positions. In the first quarter of the year, there were five officers positions vacant for one month and another officer position for two months. Also a sergeant and a dispatch position were vacant for two months.

# PW – Highway Division Expenditures

Year	Budget	Actual	%
2019-20	\$3,317,103	\$417,492	13%
2018-19	3,355,371	1,329,307	40%
2017-18	6,480,118	1,828,404	28%



This division of Public Works includes Administration, Roads, Fleet and Building Maintenance.

Each year road paving is encumbered into the following year's budget. The FY 2019-20 budget includes \$374,540 from the prior year and in FY 2018-19 there was \$628,015 from FY 2017-18. In FY 2017-18 there was \$241,381 encumbered for paving and \$3,424,776 for the pedestrian bridge.

If you remove all of the encumbrances from each of the budget years, the actual budget has increased \$197,000 or 7% over the three years.

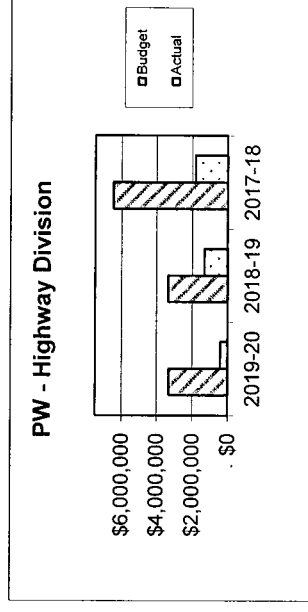
# PW – Highway Division Expenditures, continued

The \$197,000 or 7% breaks down as follows: less than 4% on wages and overtime; 1.5% decrease in health insurance due to employee changes; a half percent increase in employer share of NH Retirement and \$125,000 or 4.5% increase in general operations. General operations included \$100,000 for the MS4 Permit for Stormwater required by EPA.

Year to date actuals are 13% of the budget, which is lower than the prior two years due to timing of the paving work. Paving for the current year has been completed as of September, but not yet paid.

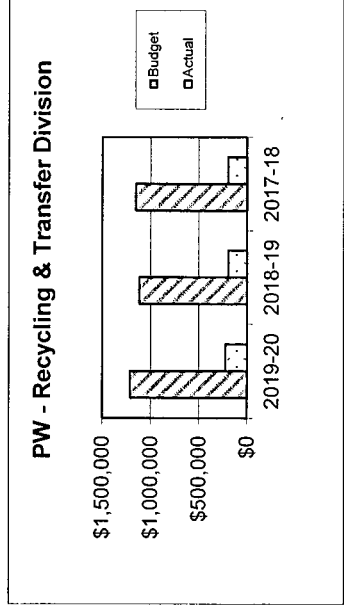
Staffing levels for the Highway Division have remained level for the past three years. Currently one truck driver position and one heavy equipment operator position have been vacant all year.

Year	Budget	Actual	%
2019-20	\$3,317,103	\$417,492	13%
2018-19	3,355,371	1,329,307	40%
2017-18	6,480,118	1,828,404	28%



# PW – Recycling & Transfer Division Expenditures

Year	Budget	Actual	%
2019-20	\$1,213,158	\$222,719	18%
2018-19	1,114,714	192,719	17%
2017-18	1,152,713	197,340	17%



This budget has increased \$60,000 or 5% over the past three years. Wages and overtime have increased a half percent and there have been no changes in the staffing levels. Health insurance has decreased by \$50,000 or 4.5% due to employee plan changes; Town share of NH Retirement has remained level over the three years and general operations have increased by \$104,000 or 9% largely due to tipping fees.

Position vacancies explain why actuals are at 18% and the September benchmark is 25%. Currently there is one truck driver position that has been vacant for three months.



# PW – Recycling & Transfer Division Expenditures, continued

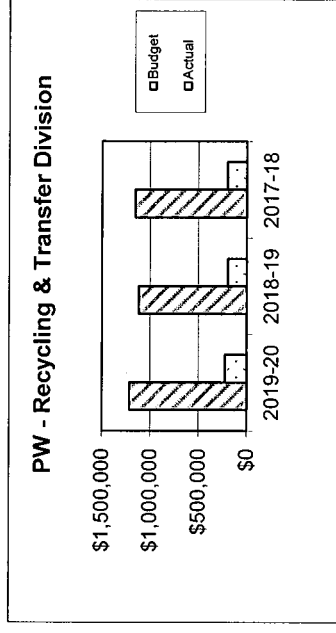
The cost to dispose of trash has increased for two reasons.

First, the contractual rate for tipping fees has increased. The Town is in a long term contract, to dispose of trash, which has a slight rate increase each year.

Second, there is a change in the recycling market. For many years recycling was less expensive than trash to dispose of and good for the environment. Currently it cost more to recycle materials than to dispose of as trash, which lead the Town to end single stream curbside collection.

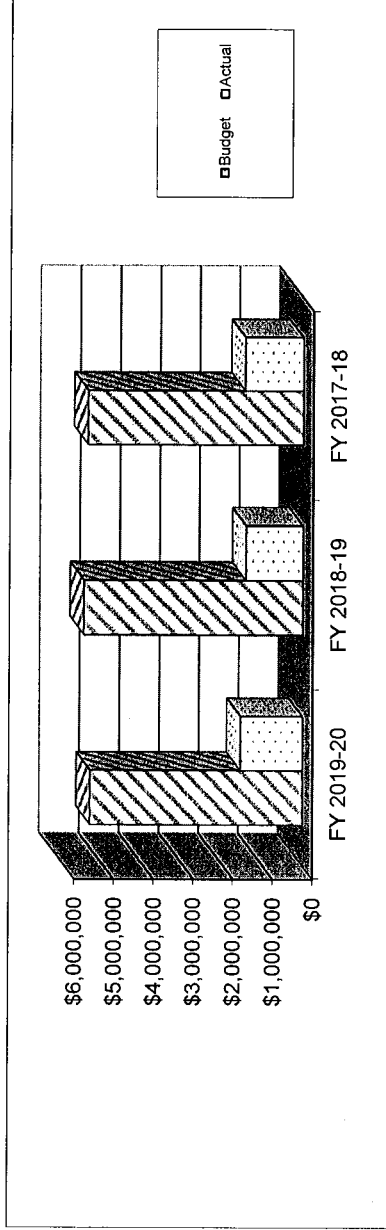
The Town still recycles whenever possible. Items like cardboard, metals and aluminum cans are being recycled.

Year	Budget	Actual	%
2019-20	\$1,213,158	\$222,719	18%
2018-19	1,114,714	192,719	17%
2017-18	1,152,713	197,340	17%



# General Fund Revenues

Year	<sup>1</sup> Budget	Actual	Under Budget	%
FY 2019-20	\$5,335,489	\$1,563,856	(\$3,771,633)	29%
FY 2018-19	5,504,796	1,435,435	(4,069,361)	26%
FY 2017-18	5,412,658	1,467,900	(3,944,758)	27%

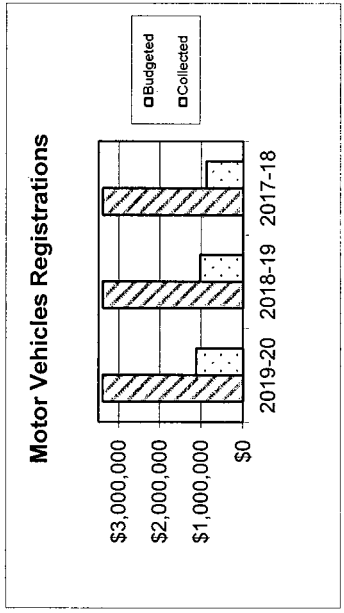


1) Budget amounts include transfers, grants, donations and prior year encumbrances approved by Council.

# Motor Vehicle Registration Revenues

The top revenue source for the Town are fees collected for register motor vehicles. The budget remained level for the last several years and, based on year-end collections, the FY 2019-20 budget will be increased to \$4,000,000 in November when the tax rate is set.

Year	Budget	Actual	%
2019-20	\$3,400,000	\$1,124,836	33%
2018-19	3,400,000	1,033,368	30%
2017-18	3,400,000	879,036	26%



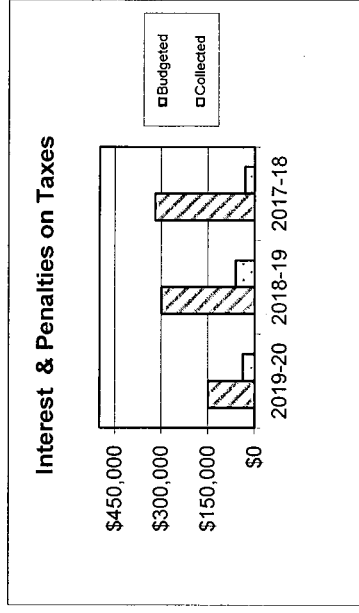
As of June 2019 the Town collected \$3,873,297

June 2018 collections were \$3,481,730

June 2017 collections finished at \$3,456,725

# Interest & Penalties on Tax Revenues

Year	Budget	Actual	%
2019-20	\$150,000	\$37,680	25%
2018-19	300,000	60,446	20%
2017-18	320,000	30,591	10%



This interest comes from property taxes not being paid timely and the penalties are fees to execute liens and notices. Many property owners pay off delinquent taxes in the spring to avoid the Town deeding their property and also when they want to sell their property.

Collections for the last three years are as follows

June 2019	\$304,891
June 2018	\$171,195
June 2017	\$222,279

When the tax rate is set, this budget will be revised to \$240,000 based on actuals.

# Building Permit Revenues

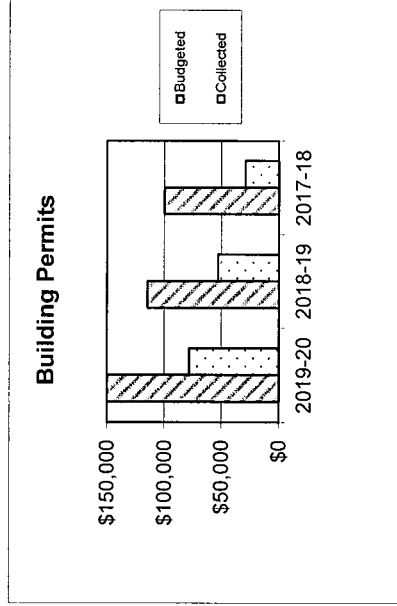
These fees are paid for residential and commercial construction. Collections have increased over the last three fiscal years.

Permits issued in the first quarter of the year are as follows:

- 7/1/19 to 9/30/19 325
- 7/1/18 to 9/30/18 281
- 7/1/17 to 9/30/17 182

This budget will be increased to \$200,000 when the tax rate is set.

Year	Budget	Actual	%
2019-20	\$150,000	\$78,397	52%
2018-19	115,000	53,140	46%
2017-18	100,000	29,499	29%



# State of NH Revenues

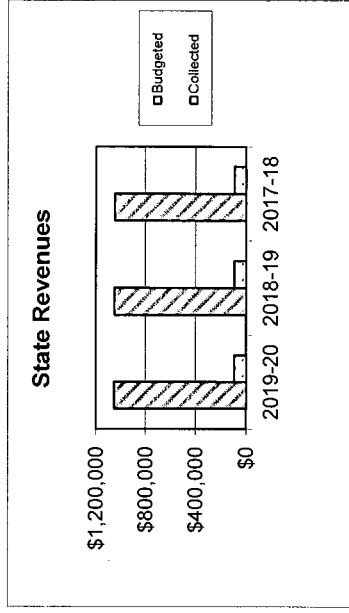
The Meals & Rooms Tax and Highway Block Grant have been steady for the last three years.

The State sent additional Highway Block Grant funds in 2017 to each community. Hooksett's share was \$260,243.

In October 2019 the State sent Municipal Aid in the amount of \$152,392 to the Town. This same amount is anticipated in October 2020.

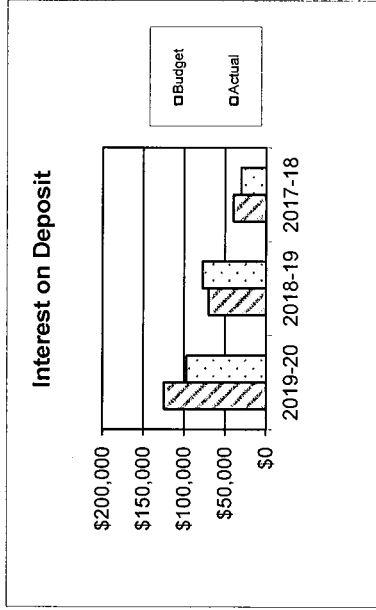
No State Shared Revenues have been received since FY 2009-10.

Year	Budget	Actual	%
2019-20	\$1,057,180	\$96,277	9%
2018-19	1,053,783	94,678	9%
2017-18	1,051,255	92,871	9%



# Interest on Deposit Revenues

Year	Budget	Actual	%
2019-20	\$125,000	\$97,121	78%
2018-19	70,000	77,476	111%
2017-18	40,000	30,551	76%



This revenue is the interest the Town earns on the cash in our bank accounts. The Treasurer invests excess cash in accordance to the Town's investment policy.

Collections have increased over the last three years to finish each year as follows:

June 2019 \$256,393

June 2018 \$148,706

June 2017 \$77,971

Based on this information the budget will be increased to \$250,000 when the tax rate is set.