

# 2014 SUMMARY



## FISCAL YEAR 2014 OPERATING BUDGET TOWN OF BARNSTABLE, MASSACHUSETTS



**Thomas K. Lynch,**  
**Town Manager**

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## SUMMARY OF ALL APPROPRIATED FUNDS

Fund	FY13 Budget	FY14 Budget	\$ Change	% Change
General Fund	\$136,066,422	\$135,425,807	(\$640,615)	-0.47%
Airport Enterprise Fund	\$7,349,458	\$7,230,647	(\$118,811)	-1.62%
Sewer Enterprise Fund	4,684,189	\$4,328,518	(\$355,671)	-7.59%
Water Supply Enterprise Fund	\$3,454,571	\$3,662,420	\$207,849	6.02%
Golf Enterprise Fund	\$2,972,346	\$3,082,980	\$110,634	3.72%
HYCC Enterprise Fund	\$2,931,429	\$3,021,660	\$90,231	3.08%
Solid Waste Enterprise Fund	2,656,754	\$2,696,341	\$39,587	1.49%
Sandy Neck Enterprise Fund	\$704,442	\$740,382	\$35,940	5.10%
Marina Enterprise Fund	\$681,431	\$680,231	(\$1,200)	-0.18%
Total All Budgeted Funds	<u>\$161,501,042</u>	<u>\$160,868,986</u>	<u>(\$632,056)</u>	-0.39%
General Fund (net of transfers)	<u>\$125,574,170</u>	<u>\$130,967,681</u>	<u>\$5,393,511</u>	4.30%

The General Fund budget is decreasing \$640,615 in FY14. The decrease is the result of a one-time \$7,000,000 transfer from general fund reserves to the town's capital trust fund in FY13. Removing transfers from the FY13 and FY14 budgets results in a FY14 budget increase of \$5,393,511; a 4.3% increase. Major factors contributing to the general fund budget increase excluding transfers include contractual salary obligations of approximately \$2 million, increases in employee benefits of \$1.4 million, a prior year deficit for snow and ice removal of approximately \$1.4 million, and increase in operating capital for equipment and vehicle replacement of \$268,000 and an increase in school assessments for \$296,000.

The decrease in the airport enterprise fund is principally due to the declining sale of jet fuel. The airport purchases jet fuel for resale. This one activity generates more than 50% of the fund's operating revenue. A decline in the number of gallons sold results in a reduced budget proposal for FY14.

The decrease in the sewer enterprise fund is primarily due to decreases in debt service and utility costs.

The water enterprise fund budget is increasing due to an increase in the management contract for operating the system and an increase in debt service for bonds issued to fund the capital program.

The increase in the golf course enterprise fund is primarily due to contractual salary obligations and benefits as well as workers' compensation expenses.

The HYCC enterprise fund is increasing \$90,231 in FY14 due to contractual salary obligations and employee benefits as well as an increase in the charges for general fund support.

The solid waste enterprise fund budget is increasing slightly by \$39,587 or 1.5%. Contractual salary obligations and employee benefits account for the budget increase.

The Sandy Neck enterprise fund increase of \$35,940 is mainly attributable to an increase in operating capital for safety improvements.

Finally, the marina enterprise fund budget is decreasing \$1,200 in FY14 as a result of declining debt service payments.

## GENERAL FUND REVENUE SUMMARY

	<u>FY 2013</u>	<u>FY 2014</u>	<u>Change</u>	<u>Percent</u>
<b><u>Property Taxes:</u></b>				
Property Tax Base Subject to Prop 2 1/2		<u>\$ 97,982,651</u>		
<b><u>Add:</u></b>				
Proposition 2 1/2 Increase (2.5% of \$97,982,651)		2,449,566		
Estimated New Growth		550,000		
Voter Approved Debt Exclusions		1,871,790		
Voter Approved Cape Cod Commission Assessment		<u>541,918</u>		
Total FY14 Additions to Base		<u>5,413,274</u>		
Tax Levy Limit	\$ 100,386,022	103,395,925	\$ 3,009,903	3.00%
Property Taxes Reserved for Abatements and Exemptions	<u>(1,528,524)</u>	<u>(1,400,000)</u>	<u>128,524</u>	-8.41%
<b>Property Taxes Available for Operations</b>	<b><u>98,857,498</u></b>	<b><u>101,995,925</u></b>	<b><u>3,138,427</u></b>	<b>3.17%</b>
<b><u>Other Taxes:</u></b>				
Motor Vehicle Excise Tax	4,763,383	5,321,939	558,556	11.73%
Boat Excise Tax	150,000	140,000	(10,000)	-6.67%
Motel/Hotel Excise Tax	1,550,000	1,625,000	75,000	4.84%
Payments in Lieu of Tax	<u>25,000</u>	<u>25,000</u>	<u>-</u>	0.00%
<b>Total Other Taxes</b>	<b><u>6,488,383</u></b>	<b><u>7,111,939</u></b>	<b><u>623,556</u></b>	<b>9.61%</b>
<b><u>Other Resources:</u></b>				
State Aid	13,936,234	13,968,322	32,088	0.23%
Penalties and Interest on Taxes	918,100	914,000	(4,100)	-0.45%
Fines	296,000	336,000	40,000	13.51%
Fees and Rentals	940,000	862,753	(77,247)	-8.22%
Total Licenses, Permits, Inspections	1,625,000	1,659,310	34,310	2.11%
Total Charges For Services	1,500,000	1,620,000	120,000	8.00%
Departmental and Other	305,881	310,000	4,119	1.35%
Investment Income	650,000	625,000	(25,000)	-3.85%
School Medicaid Reimbursements	300,000	275,000	(25,000)	-8.33%
Enterprise Fund Reimbursements	1,913,906	2,171,379	257,473	13.45%
Transfers From Special Revenue Funds	555,420	639,343	83,923	15.11%
Transfer From Trust Funds	315,000	300,000	(15,000)	-4.76%
General Fund Reserves	<u>7,465,000</u>	<u>2,636,836</u>	<u>(4,828,164)</u>	-64.68%
<b>Total Other Resources</b>	<b><u>30,720,541</u></b>	<b><u>26,317,943</u></b>	<b><u>(4,402,598)</u></b>	<b>-14.33%</b>
<b>Total General Fund Resources</b>	<b><u>\$ 136,066,422</u></b>	<b><u>\$ 135,425,807</u></b>	<b><u>\$ (640,615)</u></b>	<b>-0.47%</b>

Total general fund resources are projected to decrease \$640,615 or 0.47 percent. Property taxes available for operations are projected to increase \$3.1 million which is entirely offset by a reduction in the amount of general fund reserves used to balance the FY14 budget. The reserves used in FY13 and FY14 budgets are for one-time expenses. Excluding the reserves from the total general fund resources amount results in an increase to general fund resources of \$3,761,983 which can be used for recurring operating expenses.

## GENERAL FUND EXPENDITURE SUMMARY

	ACTUAL FY 2011	ACTUAL FY 2012	BUDGET FY 2013	PROJECTED FY 2013	PROPOSED FY 2014	CHANGE FY13 TO FY14	
						\$	%
<b>Legislative &amp; Executive</b>							
Town Council	\$ 256,308	\$ 251,893	\$ 276,543	\$ 262,800	\$ 276,383	\$ (160)	-0.06%
Town Manager	511,033	565,986	652,806	650,000	565,822	(86,984)	-13.32%
<b>Total Legislative &amp; Executive</b>	<b>767,341</b>	<b>817,879</b>	<b>929,349</b>	<b>912,800</b>	<b>842,205</b>	<b>(87,144)</b>	<b>-9.38%</b>
<b>Administrative Services Department</b>							
Finance Division	2,440,382	2,533,036	2,688,399	2,616,400	2,754,208	65,809	2.45%
Legal Division	419,660	415,505	443,374	443,000	472,624	29,250	6.60%
Human Resource Division	725,788	741,530	730,188	726,000	782,242	52,054	7.13%
Information Technology Division	1,118,016	1,395,429	1,295,819	1,286,000	1,380,216	84,397	6.51%
<b>Total Administrative Services Department</b>	<b>4,703,846</b>	<b>5,085,499</b>	<b>5,157,780</b>	<b>5,071,400</b>	<b>5,389,290</b>	<b>231,510</b>	<b>4.49%</b>
<b>Growth Management</b>							
Administration	178,776	212,811	273,838	273,000	300,316	26,478	9.67%
Regulatory Review	264,705	222,860	198,910	198,900	204,333	5,423	2.73%
Comprehensive Planning	135,728	74,115	88,139	88,100	89,235	1,096	1.24%
Economic Development	34,328	31,170	137,497	137,400	185,438	47,941	34.87%
Community Development	113,565	125,872	72,086	72,000	76,040	3,954	5.49%
Property Management	48,709	50,671	42,442	42,400	22,804	(19,638)	-46.27%
Traffic Management	85,037	87,304	88,525	88,500	90,269	1,744	1.97%
<b>Total Growth Management Department</b>	<b>860,847</b>	<b>804,803</b>	<b>901,437</b>	<b>900,300</b>	<b>968,435</b>	<b>66,998</b>	<b>7.43%</b>
<b>Community Services Department</b>							
Recreation - Aquatics, Leisure & Youth Division	1,284,065	1,274,407	1,264,070	1,250,000	1,313,367	49,297	3.90%
Senior Services Division	370,206	353,356	363,922	360,500	375,571	11,649	3.20%
Marine & Environmental Services Division	708,624	816,110	901,998	895,300	981,120	79,122	8.77%
<b>Total Community Services Department</b>	<b>2,362,895</b>	<b>2,443,873</b>	<b>2,529,990</b>	<b>2,505,800</b>	<b>2,670,058</b>	<b>140,068</b>	<b>5.54%</b>
<b>Police Department</b>							
Administration & Investigative Services Division	3,583,498	3,667,968	3,684,951	3,679,000	3,891,465	206,514	5.60%
Field Services Division	7,019,970	7,273,941	7,493,698	7,492,000	7,709,703	216,005	2.88%
<b>Total Police Department</b>	<b>10,603,468</b>	<b>10,941,909</b>	<b>11,178,649</b>	<b>11,171,000</b>	<b>11,601,168</b>	<b>422,519</b>	<b>3.78%</b>
<b>Public Works Department</b>							
Administration & Technical Support	1,446,635	1,829,714	1,484,557	1,402,000	1,518,744	34,187	2.30%
Highway Division	3,975,145	3,071,227	3,390,457	4,645,700	3,465,285	74,828	2.21%
Structures and Grounds Division	2,801,425	2,689,002	2,988,938	2,845,000	3,130,319	141,381	4.73%
<b>Total Public Works Department</b>	<b>8,223,205</b>	<b>7,589,942</b>	<b>7,863,952</b>	<b>8,892,700</b>	<b>8,114,348</b>	<b>250,396</b>	<b>3.18%</b>
<b>Regulatory Services Department</b>							
Building Services Division	721,126	753,919	851,595	837,700	929,113	77,518	9.10%
Conservation Division	288,868	345,301	368,336	367,000	373,100	4,764	1.29%
Consumer Affairs Division	352,838	363,719	507,894	496,000	512,864	4,970	0.98%
Health Division	684,133	713,914	787,421	789,900	828,152	40,731	5.17%
<b>Total Regulatory Services Department</b>	<b>2,046,965</b>	<b>2,176,853</b>	<b>2,515,246</b>	<b>2,490,600</b>	<b>2,643,229</b>	<b>127,983</b>	<b>5.09%</b>
<b>TOTAL MUNICIPAL OPERATIONS</b>	<b>29,568,567</b>	<b>29,860,758</b>	<b>31,076,403</b>	<b>31,944,600</b>	<b>32,228,733</b>	<b>1,152,330</b>	<b>3.71%</b>
<b>Education</b>							
Local School System	53,067,351	55,175,114	55,900,835	55,855,869	57,255,360	1,354,525	2.42%
Regional School District	2,822,920	2,707,304	2,657,683	2,657,683	2,810,364	152,681	5.74%
Commonwealth Charter Schools	1,058,352	1,593,370	2,106,894	2,106,894	2,238,420	131,526	6.24%
School Choice	477,596	635,928	634,278	634,278	645,660	11,382	1.79%
<b>TOTAL EDUCATION</b>	<b>57,426,219</b>	<b>60,111,716</b>	<b>61,299,690</b>	<b>61,254,724</b>	<b>62,949,804</b>	<b>1,650,114</b>	<b>2.69%</b>
<b>Other Requirements</b>							
Debt Service	9,846,298	10,368,442	9,366,875	9,360,000	8,778,309	(588,566)	-6.28%
Property, Casualty & Liability Insurance	1,281,890	1,312,879	1,386,000	1,385,000	1,495,650	109,650	7.91%
Employee Benefits	16,346,094	17,292,933	18,203,846	17,812,996	19,645,585	1,441,739	7.92%
Grants	1,618,159	1,598,906	1,692,352	1,692,352	1,804,778	112,426	6.64%
State & County Assessments	2,307,862	2,275,090	2,432,797	2,393,480	2,467,822	35,025	1.44%
Celebrations	55,786	96,248	100,000	100,000	125,000	25,000	25.00%
Prior Year Deficits to be Raised	-	-	16,207	1,472,000	1,472,000	1,455,793	8982.50%
<b>TOTAL OTHER REQUIREMENTS</b>	<b>31,456,090</b>	<b>32,944,498</b>	<b>33,198,077</b>	<b>34,215,828</b>	<b>35,789,144</b>	<b>2,591,067</b>	<b>7.80%</b>
<b>TOTAL GENERAL FUND SPENDING BEFORE TRANSFERS</b>	<b>118,450,876</b>	<b>122,916,972</b>	<b>125,574,170</b>	<b>127,415,152</b>	<b>130,967,681</b>	<b>5,393,511</b>	<b>4.30%</b>
Transfers to Other Funds	2,452,521	3,859,618	10,492,252	10,492,252	4,458,126	(6,034,126)	-57.51%
<b>GRAND TOTAL GENERAL FUND</b>	<b>\$ 120,903,397</b>	<b>\$ 126,776,590</b>	<b>\$ 136,066,422</b>	<b>\$ 137,907,404</b>	<b>\$ 135,425,807</b>	<b>\$ (640,615)</b>	<b>-0.47%</b>



## TOWN COUNCIL

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING SOURCES

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 240,524	\$ 205,576	\$ 247,843	\$ 234,800	\$ 249,583	\$ 1,740	0.70%
Operating Expenses	15,784	46,317	28,700	28,000	26,800	(1,900)	-6.62%
Capital Outlay	-	-	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 256,308</b>	<b>\$ 251,893</b>	<b>\$ 276,543</b>	<b>\$ 262,800</b>	<b>\$ 276,383</b>	<b>\$ (160)</b>	<b>-0.06%</b>
<b>Full-time Equivalent Employees</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>		<b>2.00</b>	<b>0.00</b>	
<b>Sources of Funds</b>							
Taxes	\$ 213,444	\$ 201,431	\$ 219,341	\$ 205,598	\$ 243,083	\$ 23,742	10.82%
Charges for Services	29	-	-	-	-	-	0.00%
Enterprise Funds	42,835	50,462	57,202	57,202	33,300	(23,902)	-41.79%
<b>Total Sources</b>	<b>\$ 256,308</b>	<b>\$ 251,893</b>	<b>\$ 276,543</b>	<b>\$ 262,800</b>	<b>\$ 276,383</b>	<b>\$ (160)</b>	<b>-0.06%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The proposed budget for FY14 is \$276,383 or \$160 less than the FY13 approved budget. The budget includes funding for two full-time staff positions; the same as the FY13 budget. Operating expenses are reduced by \$1,900 for cellular phone expenses which are now part of the Information Technology Division budget. Funding for this operation is comprised of taxes and enterprise fund charges. Tax support is increasing \$23,742 as enterprise fund support is decreasing \$23,902.

### APPROPRIATION ORDER 2013-145 TOWN COUNCIL DEPARTMENT

#### ORDERED:

That the sum of **\$276,383** be raised and appropriated for the purpose of funding the Town's FY 2014 **Town Council** budget as presented to the Town Council by the Town Manager.



## TOWN MANAGER

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING SOURCES

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 396,783	\$ 482,638	\$ 520,474	\$ 520,000	\$ 436,490	\$ (83,984)	-16.14%
Operating Expenses	114,250	83,348	132,332	130,000	129,332	(3,000)	-2.27%
Capital Outlay	-	-	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 511,033</b>	<b>\$ 565,986</b>	<b>\$ 652,806</b>	<b>\$ 650,000</b>	<b>\$ 565,822</b>	<b>\$ (86,984)</b>	<b>-13.32%</b>
<b>Full-time Equivalent Employees</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>		<b>4.50</b>	<b>0.00</b>	
<b>Sources of Funds</b>							
Taxes	\$ 403,677	\$ 377,624	\$ 550,065	\$ 527,457	\$ 455,448	\$ (94,617)	-17.20%
Fees, Licenses, Permits	24,677	34,767	19,500	39,302	19,500	-	0.00%
Charges for Services	5	500	-	-	-	-	0.00%
Interest and Other	17,426	5	1,000	1,000	-	(1,000)	-100.00%
Enterprise Funds	65,247	80,548	82,241	82,241	90,874	8,633	10.50%
General Fund Surplus	-	72,541	-	-	-	-	0.00%
<b>Total Sources</b>	<b>\$ 511,033</b>	<b>\$ 565,986</b>	<b>\$ 652,806</b>	<b>\$ 650,000</b>	<b>\$ 565,822</b>	<b>\$ (86,984)</b>	<b>-13.32%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The FY14 proposed budget is \$86,984 less than the FY13 approved budget representing a 13% decrease. The decrease is due to the severance package for the former Town Manager being completed in FY13. This budget includes funding for 4.5 full-time employees. Operating expenses are reduced by \$3,000 to \$129,332 as the cellular phone costs are now part of the Information Technology Division's operating expenses. Funding sources are comprised of taxes, enterprise funds and permits. Tax support is decreasing \$94,617 for FY14 as the budget is declining \$86,984 and enterprise fund support is increasing \$8,633.

### APPROPRIATION ORDER 2013-146 TOWN MANAGER DEPARTMENT

#### ORDERED:

That the sum of **\$565,822** be raised and appropriated for the purpose of funding the Town's FY 2014 **Town Manager** budget as presented to the Town Council by the Town Manager.

## ADMINISTRATIVE SERVICES DEPARTMENT

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING SOURCES

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 3,775,496	\$ 3,887,759	\$ 4,075,411	\$ 4,022,500	\$ 4,214,234	\$ 138,823	3.41%
Operating Expenses	901,485	1,044,074	977,369	943,900	1,070,056	92,687	9.48%
Capital Outlay	26,865	153,666	105,000	105,000	105,000	-	0.00%
<b>Total Expenditures</b>	<b>\$ 4,703,846</b>	<b>\$ 5,085,499</b>	<b>\$ 5,157,780</b>	<b>\$ 5,071,400</b>	<b>\$ 5,389,290</b>	<b>\$ 231,510</b>	<b>4.49%</b>
<b>Permanent full-time equivalent employees</b>	<b>61.30</b>	<b>61.30</b>	<b>61.30</b>		<b>61.50</b>	<b>0.20</b>	
<b>Sources of Funds</b>							
Taxes	\$ 1,356,422	\$ 1,823,448	\$ 2,068,133	\$ 1,898,308	\$ 2,319,235	\$ 251,102	12.14%
Intergovernmental Aid	276,886	289,088	285,486	304,352	298,449	12,963	4.54%
Fines and Penalties	897,235	1,019,421	918,100	960,000	914,000	(4,100)	-0.45%
Fees, Licenses, Permits	239,193	273,619	298,000	261,500	262,060	(35,940)	-12.06%
Charges for Services	2,133	2,298	1,000	1,460	1,000	-	0.00%
Interest and Other	1,461,985	1,137,675	964,881	1,023,600	972,000	7,119	0.74%
Enterprise Funds	469,990	539,951	622,180	622,180	622,546	366	0.06%
<b>Total Sources</b>	<b>\$ 4,703,846</b>	<b>\$ 5,085,499</b>	<b>\$ 5,157,780</b>	<b>\$ 5,071,400</b>	<b>\$ 5,389,290</b>	<b>\$ 231,510</b>	<b>4.49%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The Administrative Services Department budget is increasing \$231,510 or 4.5% over the FY 2013 approved budget. The increase in personnel cost of \$139,173 includes all contractual pay increases, as well as an additional 0.20 full-time equivalents (FTE) in the Legal Division. This increase in staff is due to a change in accounting. Previously, 0.20 FTE's were charged to the Community Preservation Special Revenue Fund. The increase in staff is offset by a new general fund revenue source; a charge to the Community Preservation Special Revenue Fund for support provided by all of the divisions within the department. Operating expenses are increasing \$92,687. This includes \$31,900 added to the Human Resources Division budget for training; \$25,000 for sworn officers; \$2,500 for employees within the AFSCME union; and \$4,400 for the increase in costs for lifeguard recertification. \$11,962 is being added to the Information Technology Division's budget for the increase in cost for software support and licensing, and \$54,625 for cell phone expenses. The \$54,625 increase for cell phone expenses is offset by corresponding decreases to other operating budgets as the management of the bill will be centralized in the Information Technology Division improving efficiencies. Operating capital is level funded at \$105,000. This funds the replacement of computer technology throughout the municipal operations, with the exception of the Police Department which funds its own. An increase in tax support will fund the increase in the operating budget.

### APPROPRIATION ORDER 2013-157 ADMINISTRATIVE SERVICES DEPARTMENT

#### ORDERED:

That the sum of **\$5,389,290** be raised and appropriated for the purpose of funding the Town's FY 2014 **Administrative Services Department** budget as presented to the Town Council by the Town Manager.

## COMMUNITY SERVICES DEPARTMENT

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING SOURCES FOR THE GENERAL FUND BUDGET

Expenditure Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13-14	Percent Change
Salaries and Wages	\$ 2,058,903	\$ 2,093,470	\$ 2,124,825	\$ 2,104,300	\$ 2,226,592	\$101,767	4.79%
Operating Expenses	300,059	325,417	346,365	342,700	365,466	19,101	5.51%
Operating Capital	3,933	24,986	58,800	58,800	78,000	19,200	32.65%
<b>Total Expenditures</b>	<b>\$ 2,362,895</b>	<b>\$ 2,443,873</b>	<b>\$ 2,529,990</b>	<b>\$ 2,505,800</b>	<b>\$ 2,670,058</b>	<b>\$140,068</b>	<b>5.54%</b>
<b>Permanent full-time equivalent employees</b>	<b>25.16</b>	<b>24.20</b>	<b>23.70</b>		<b>24.50</b>	<b>0.80</b>	
<b>Sources of Funds</b>							
Taxes	\$ 659,202	\$ 758,949	\$ 974,309	\$ 959,719	\$ 889,238	\$(85,071)	-8.73%
Fees, Licenses, Permits	85,152	99,140	77,700	59,100	96,500	18,800	24.20%
Charges for Services	1,416,268	1,375,971	1,259,000	1,265,000	1,334,000	75,000	5.96%
Interest and Other	4,135	6,675	5,000	8,000	5,000	-	0.00%
Special Revenue Funds	198,138	203,138	213,981	213,981	291,075	77,094	36.03%
Enterprise Fund Reimbursements	-	-	-	-	31,644	31,644	0.00%
General Fund Surplus	-	-	-	-	22,601	22,601	0.00%
<b>Total Sources</b>	<b>\$ 2,362,895</b>	<b>\$ 2,443,873</b>	<b>\$ 2,529,990</b>	<b>\$ 2,505,800</b>	<b>\$ 2,670,058</b>	<b>\$140,068</b>	<b>5.54%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The Community Services Department general fund budget is increasing \$140,068, or 5.5% to \$2,670,058. Personnel costs are increasing \$101,767. This includes all contractual obligations, as well as an increase of 0.80 full-time equivalents for a Division Assistant in the Marine & Environmental Affairs Division at a cost of \$27,154. This also includes an additional \$16,500 in seasonal wages for extended Craigville Beach operations and \$18,560 for seasonal Waterway Assistants to increase patrols, clean harbors and facilities, and customer service. Operating expenses are increasing \$19,101 and includes the one-time expense for purchasing on-line program registration software for the Senior Services and Recreation operations at a cost of \$22,600. There is also an increase of \$1,500 for veterinary services and \$2,100 for uniforms and gasoline. These are offset by a transfer of \$7,100 to the Information Technology Division for cell phone expenses. Proposed operating capital of \$78,000 includes \$25,000 for vehicle replacements; \$25,000 for a new boat in the waterways program; and \$28,000 in the Recreation Division for equipment replacement. Charges for services revenue is increasing \$75,000 with an expected \$5 increase in the beach parking permit in order to fund the expanded operations at Craigville Beach, annual equipment replacement, and a beach facility renovation program. Tax support for this operation is decreasing \$85,071 and \$22,601 of general fund reserves will be used to balance the FY14 budget. This is for one-time expenses associated with on-line program registration software for the Recreation and Senior Services operations.

### APPROPRIATION ORDER 2013-150 COMMUNITY SERVICES DEPARTMENT GENERAL FUND BUDGET

#### ORDERED:

That the sum of **\$2,670,058** be appropriated for the purpose of funding the Town's FY 2014 Community Services Department budget, and to meet such appropriation, that **\$2,356,382** be raised from current year revenue, that **\$291,075** be transferred from the Mooring Fee Special Revenue Fund, and that **\$22,601** be transferred from general fund reserves as presented to the Town Council by the Town Manager.

## SUMMARY OF PROGRAM EXPENDITURES AND FUNDING SOURCES FOR THE MARINA ENTERPRISE FUND

Expense Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13-14	Percent Change
Personnel	\$ 193,360	\$ 203,692	\$ 213,476	\$ 210,000	\$ 234,868	\$ 21,392	10.02%
Operating Expenses	89,098	75,634	139,457	135,000	134,033	(5,424)	-3.89%
Operating Capital	37,150	38,530	20,000	20,000	20,000	-	0.00%
Debt Service	164,495	171,967	252,824	252,824	234,371	(18,453)	-7.30%
Transfers Out	47,413	54,702	55,674	55,674	56,959	1,285	2.31%
<b>Subtotal Operating Budget</b>	<b>531,516</b>	<b>544,525</b>	<b>681,431</b>	<b>673,498</b>	<b>680,231</b>	<b>(1,200)</b>	<b>-0.18%</b>
Capital Program	2,464,671	209,789	80,000	80,000	-	(80,000)	-100.00%
<b>Total Expenses</b>	<b>2,996,187</b>	<b>754,314</b>	<b>761,431</b>	<b>753,498</b>	<b>680,231</b>	<b>(81,200)</b>	<b>-10.66%</b>
<b>Permanent full-time equivalent employees</b>	<b>1.45</b>	<b>1.45</b>	<b>1.45</b>		<b>1.45</b>	<b>-</b>	
<b>Sources of Funds</b>							
Intergovernmental Aid	1,965,196	189,607	-	-	-	-	0.00%
Fees, Licenses, Permits	577,743	627,882	563,500	570,000	563,500	-	0.00%
Charges for Services	8,847	10,285	7,500	7,000	7,500	-	0.00%
Interest and Other	70,891	44,585	22,000	40,000	22,000	-	0.00%
Special Revenue Funds	24,000	24,000	24,000	24,000	24,000	-	0.00%
Trust Funds	-	-	64,431	64,431	63,231	(1,200)	-1.86%
Borrowing Authorizations	525,000	-	-	-	-	-	0.00%
<b>Total Sources</b>	<b>3,171,677</b>	<b>896,359</b>	<b>681,431</b>	<b>705,431</b>	<b>680,231</b>	<b>(1,200)</b>	<b>-0.18%</b>
<b>Excess (Deficiency) cash basis</b>	<b>175,490</b>	<b>142,045</b>	<b>(80,000)</b>	<b>(48,067)</b>	<b>-</b>	<b>\$ 80,000</b>	
<b>Adjustment to accrual basis</b>	<b>1,886,451</b>	<b>206,992</b>	<b>-</b>	<b>50,000</b>	<b>-</b>		
<b>Beginning Net Assets</b>	<b>2,176,541</b>	<b>4,238,482</b>	<b>4,587,519</b>	<b>4,587,519</b>	<b>4,589,452</b>		
<b>Ending Net Assets</b>	<b>\$ 4,238,482</b>	<b>\$ 4,587,519</b>	<b>\$ 4,507,519</b>	<b>\$ 4,589,452</b>	<b>\$ 4,589,452</b>		

## SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE PROGRAM

The Marina Enterprise Fund budget is \$1,200 less than the FY13 budget. Personnel costs are increasing \$21,392 or 10%. This includes all contractual obligations and an additional \$16,640 is seasonal wages for marina maintenance. This is offset by reductions in debt service and operating expenses totaling \$23,877. Operating capital includes \$20,000 for the continuation of float replacements. Transfers to the general fund are increasing \$1,285 to \$56,959. Estimated revenue of \$617,000 for the marina operations will provide for the FY14 operating budget. A transfer of \$63,231 from the Capital Trust Fund will pay for a portion of the bond issued to rebuild the Barnstable Harbor bulkhead. No reserves will be used to balance the budget. Estimated revenue includes \$24,000 from the Bismore Parking special revenue fund to cover Marina Enterprise Fund expenses incurred in maintaining Bismore Park.

## APPROPRIATION ORDER 2013-153 COMMUNITY SERVICES DEPARTMENT MARINA ENTERPRISE FUND

### ORDERED:

That the sum of **\$680,231** be appropriated for the purpose of funding the Town's FY 2014 **Marina Enterprise Fund** budget; and to meet such appropriation that **\$593,000** be raised from current year revenues by the marina facilities, and that **\$63,231** be transferred from the Capital Trust Fund, and that **\$24,000** be transferred from the Bismore Park Special Revenue Fund as presented to the Town Council by the Town Manager.

## SUMMARY OF PROGRAM EXPENDITURES AND FUNDING SOURCES FOR THE SANDY NECK ENTERPRISE FUND

Expense Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13-14	Percent Change
Personnel	\$ 358,548	\$ 345,204	\$ 407,948	\$ 405,000	\$ 410,875	\$ 2,927	0.72%
Operating Expenses	88,854	95,717	111,750	110,000	111,750	-	0.00%
Operating Capital	26,115	20,559	21,500	21,000	52,500	31,000	144.19%
Debt Service	16,200	111,709	94,500	94,500	93,000	(1,500)	-1.59%
Transfers Out	57,052	68,418	68,744	68,744	72,257	3,513	5.11%
<b>Subtotal Operating Budget</b>	<b>546,769</b>	<b>641,607</b>	<b>704,442</b>	<b>699,244</b>	<b>740,382</b>	<b>35,940</b>	<b>5.10%</b>
Capital Program	1,348,145	58,866	-	-	-	-	0.00%
<b>Total Expenses</b>	<b>1,894,914</b>	<b>700,473</b>	<b>704,442</b>	<b>699,244</b>	<b>740,382</b>	<b>35,940</b>	<b>5.10%</b>
<b>Permanent full-time equivalent employees</b>	<b>2.70</b>	<b>2.70</b>	<b>2.75</b>		<b>2.75</b>	<b>-</b>	
<b>Sources of Funds</b>							
Fees, Licenses, Permits	379,827	549,593	437,542	450,000	433,947	(3,595)	-0.82%
Charges for Services	194,835	215,671	203,400	200,000	210,435	7,035	3.46%
Interest and Other	119,210	74,059	63,500	65,000	65,000	1,500	2.36%
Borrowing Authorizations	1,265,000	-	-	-	-	-	0.00%
<b>Total Sources</b>	<b>1,958,872</b>	<b>839,323</b>	<b>704,442</b>	<b>715,000</b>	<b>709,382</b>	<b>4,940</b>	<b>0.70%</b>
<b>Excess (Deficiency) cash basis</b>	<b>63,958</b>	<b>138,850</b>	<b>-</b>	<b>15,756</b>	<b>(31,000)</b>	<b>\$ (31,000)</b>	
<b>Adjustment to accrual basis</b>	<b>41,086</b>	<b>14,823</b>	<b>-</b>	<b>15,000</b>	<b>-</b>		
<b>Beginning Net Assets</b>	<b>461,424</b>	<b>566,468</b>	<b>720,141</b>	<b>720,141</b>	<b>750,897</b>		
<b>Ending Net Assets</b>	<b>\$ 566,468</b>	<b>\$ 720,141</b>	<b>\$ 720,141</b>	<b>\$ 750,897</b>	<b>\$ 719,897</b>		

## SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE PROGRAM

The Sandy Neck Enterprise Fund budget is increasing \$35,940 for FY14, or 5.1%. There are no changes to staffing levels. Most of the increase is in operating capital which includes \$31,000 of additional funding for safety improvements. The safety improvements include traffic signs, security cameras, automated external defibrillators and new two-way radios. Traffic has increased significantly over the past couple of years initiating this need. Transfers to the general fund will increase \$3,513 to \$72,257. Funding for the FY14 proposed budget consists of \$709,382 in estimated revenue and \$31,000 of Sandy Neck reserves to pay for the safety improvements.

## APPROPRIATION ORDER 2013-154 COMMUNITY SERVICES DEPARTMENT SANDY NECK PARK ENTERPRISE FUND

### ORDERED:

That the sum of **\$740,382** be appropriated for the purpose of funding the Town's FY 2014 **Sandy Neck Park Enterprise Fund** budget; and to meet such appropriation that **\$709,382** be raised from current year revenues by the Sandy Neck Park operations, and that **\$31,000** be transferred from the Sandy Neck enterprise fund reserve as presented to the Town Council by the Town Manager.

## SUMMARY OF DIVISION EXPENDITURES AND FUNDING SOURCES FOR THE GOLF ENTERPRISE FUND

Expenditure Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13-14	Percent Change
Personnel	\$ 1,139,687	\$ 1,104,040	\$ 1,208,614	\$ 1,190,500	\$ 1,260,017	\$ 51,403	4.25%
Operating Expenses	921,135	993,836	1,006,975	1,000,000	1,018,864	11,889	1.18%
Operating Capital	105,309	44,995	62,000	62,000	10,000	(52,000)	-83.87%
Debt Service	380,411	381,611	382,411	382,411	382,811	400	0.10%
Transfers Out	295,041	312,123	312,346	312,346	411,288	98,942	31.68%
<b>Total Expenditures</b>	<b>2,841,583</b>	<b>2,836,605</b>	<b>2,972,346</b>	<b>2,947,257</b>	<b>3,082,980</b>	<b>110,634</b>	<b>3.72%</b>
<b>Permanent full-time equivalent employees</b>	<b>15.85</b>	<b>15.85</b>	<b>15.75</b>		<b>15.75</b>	<b>-</b>	
<b>Sources of Funds</b>							
Taxes	70,041	12,123	62,346	62,346	161,288	98,942	158.70%
Charges for Services	2,812,616	2,840,095	2,864,000	2,850,000	2,879,692	15,692	0.55%
Interest and Other	6,774	6,548	6,000	7,000	7,000	1,000	16.67%
<b>Total Sources</b>	<b>2,889,431</b>	<b>2,858,766</b>	<b>2,932,346</b>	<b>2,919,346</b>	<b>3,047,980</b>	<b>115,634</b>	<b>3.94%</b>
<b>Excess (Deficiency) cash basis</b>	<b>47,848</b>	<b>22,161</b>	<b>(40,000)</b>	<b>(27,911)</b>	<b>(35,000)</b>	<b>\$ 5,000</b>	
<b>Adjustment to accrual basis</b>	<b>46,027</b>	<b>(175,753)</b>	<b>-</b>	<b>(125,000)</b>	<b>-</b>		
<b>Beginning Net Assets</b>	<b>10,182,701</b>	<b>10,276,576</b>	<b>10,122,984</b>	<b>10,122,984</b>	<b>9,970,073</b>		
<b>Ending Net Assets</b>	<b>\$ 10,276,576</b>	<b>\$ 10,122,984</b>	<b>\$ 10,082,984</b>	<b>\$ 9,970,073</b>	<b>\$ 9,935,073</b>		

## SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DIVISION

The Golf Course Enterprise Fund budget is increasing \$110,634, or 3.7%. Personnel costs increase of \$51,403 includes all contractual obligations. There are no changes to staffing levels. Operating expenses are increasing \$11,889. This includes \$35,000 to fund a comprehensive assessment for a facility renovation plan offset by a reduction of \$23,111 in various other expense accounts. Operating capital includes \$10,000 for pump station improvements at Olde Barnstable Fairgrounds. Transfers to the general fund are increasing \$98,942. Much of the increase is due to large workers compensation expenses incurred in the previous year. Funding for the proposed FY14 budget is comprised of \$2,886,692 in estimated golf course revenue; \$35,000 of golf course reserves to fund the comprehensive assessment; and \$161,288 in tax support. The FY14 indirect cost charges to the golf course from the general fund total \$411,288. The golf course will pay \$250,000 from their estimated revenue resulting in a general fund subsidy of \$161,288.

## APPROPRIATION ORDER 2013-151 COMMUNITY SERVICES DEPARTMENT GOLF ENTERPRISE FUND

### ORDERED:

That the sum of **\$2,921,692** be appropriated for the purpose of funding the Town's FY 2014 **Golf Course Enterprise Fund** budget; and to meet such appropriation that **\$2,886,692** be raised from current year revenues by the golf course facilities and that **\$35,000** be transferred from the golf course enterprise fund reserves, as presented to the Town Council by the Town Manager.

## SUMMARY OF DIVISION EXPENDITURES AND FUNDING SOURCES FOR THE HYANNIS YOUTH AND COMMUNITY CENTER ENTERPRISE FUND

Expense Category	Actual FY 2011	Actual FY 2012	Budget FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13-14	Percent Change
Personnel	\$ 489,567	\$ 593,215	\$ 721,912	\$ 720,000	\$ 757,806	\$ 35,894	4.97%
Operating Expenses	569,567	580,351	618,744	600,000	618,744	-	0.00%
Operating Capital	-	-	-	-	-	-	0.00%
Debt Service	1,491,270	1,358,629	1,425,988	1,425,988	1,391,423	(34,565)	-2.42%
Transfers Out	-	-	164,785	164,785	253,687	88,902	53.95%
<b>Total Expenses</b>	<b>2,550,404</b>	<b>2,532,195</b>	<b>2,931,429</b>	<b>2,910,773</b>	<b>3,021,660</b>	<b>90,231</b>	<b>3.08%</b>
<b>Permanent full-time equivalent employees</b>	<b>9.50</b>	<b>8.90</b>	<b>9.50</b>		<b>9.50</b>	<b>-</b>	
<b>Source of Funding</b>							
Taxes	-	30,000	224,785	224,785	469,687	244,902	108.95%
Fees, Licenses, Permits	395,525	367,846	379,568	300,000	302,100	(77,468)	-20.41%
Charges for Services	758,118	693,551	650,081	710,000	718,200	68,119	10.48%
Interest and Other	174,665	303,563	179,360	150,000	140,250	(39,110)	-21.81%
Trust Funds	1,241,270	1,208,529	1,425,988	1,425,988	1,391,423	(34,565)	-2.42%
<b>Total Sources</b>	<b>2,569,578</b>	<b>2,603,489</b>	<b>2,859,782</b>	<b>2,810,773</b>	<b>3,021,660</b>	<b>161,878</b>	<b>5.66%</b>
<b>Excess (Deficiency) cash basis</b>	<b>19,174</b>	<b>71,294</b>	<b>(71,647)</b>	<b>(100,000)</b>	<b>-</b>	<b>\$ 71,647</b>	
<b>Adjustment to accrual basis</b>	<b>9,260,821</b>	<b>254,880</b>	<b>-</b>	<b>250,000</b>	<b>-</b>		
<b>Beginning Net Assets</b>	<b>-</b>	<b>9,279,995</b>	<b>9,606,169</b>	<b>9,606,169</b>	<b>9,756,169</b>		
<b>Ending Net Assets</b>	<b>\$ 9,279,995</b>	<b>\$ 9,606,169</b>	<b>\$ 9,534,522</b>	<b>\$ 9,756,169</b>	<b>\$ 9,756,169</b>		

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DIVISION

The FY14 operating budget for the HYCC is increasing \$90,231, or 3%. Personnel cost are increasing \$35,894. This includes all contractual obligations. The increase in personnel is offset by a decrease in debt service of \$34,565. General fund charges are increasing \$88,902. This includes all support received from general fund operations as well as fixed costs included in the general fund that are associated with the HYCC operation. Funding for this operation is comprised of \$1,160,150 in estimated operating revenue; \$1,391,423 transfer from the Capital Trust Fund to cover debt service payments on the facility's construction bonds; and a \$469,687 transfer from the general fund. No enterprise fund reserves are used to balance the budget.

### APPROPRIATION ORDER 2013-152 COMMUNITY SERVICES DEPARTMENT HYANNIS YOUTH AND COMMUNITY CENTER ENTERPRISE FUND

#### ORDERED:

That the sum of **\$2,767,973** be appropriated for the purpose of funding the Town's FY 2014 **Hyannis Youth and Community Center Enterprise Fund** budget; and to meet such appropriation that **\$1,160,550** be raised from current year revenues by the Hyannis Youth and Community Center operations, and that **\$216,000** be raised from the general fund, and that **\$1,391,423** be transferred from the Capital Trust Fund, presented to the Town Council by the Town Manager.



## GROWTH MANAGEMENT DEPARTMENT

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING RESOURCES

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 772,637	\$ 717,425	\$ 801,737	\$ 801,300	\$ 870,035	\$ 68,298	8.52%
Operating Expenses	88,211	87,377	99,700	99,000	98,400	(1,300)	-1.30%
Capital Outlay	-	-	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 860,847</b>	<b>\$ 804,803</b>	<b>\$ 901,437</b>	<b>\$ 900,300</b>	<b>\$ 968,435</b>	<b>\$ 66,998</b>	<b>7.43%</b>
<b>Full-time Equivalent Employees</b>	<b>13.15</b>	<b>12.35</b>	<b>11.50</b>		<b>12.00</b>	<b>0.50</b>	
<b>Sources of Funds</b>							
Taxes	\$ 830,825	\$ 757,162	\$ 828,437	\$ 861,300	\$ 933,435	\$ 104,998	12.67%
Fees, Licenses, Permits	30,002	47,640	73,000	39,000	35,000	(38,000)	-52.05%
Interest and Other	20	-	-	-	-	-	0.00%
<b>Total Sources</b>	<b>\$ 860,847</b>	<b>\$ 804,803</b>	<b>\$ 901,437</b>	<b>\$ 900,300</b>	<b>\$ 968,435</b>	<b>\$ 66,998</b>	<b>7.43%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The proposed FY14 budget for the Growth Management Department is \$968,435. This is an increase of 7.4 percent over the FY13 approved budget. The growth in personnel costs includes the addition of 0.5 full-time equivalents under the Economic Development program, contractual pay increases and the transfer of \$5,000 from the Town Manager's budget to pay for the seasonal Guyer Barn Director. Additionally, one-half of a Division Assistant position is being transferred from the Property Management Function area to the Administration Function area aligning the position with the functional area where it spends a majority of its time. Operating expenses are reduced by \$1,300 for cellular phone expenses that are consolidated under the Information Technology Division. A half-time Arts and Culture Coordinator position under Economic Development is being increased to full-time with a focus on the Town's Arts programs. Recognizing the importance of the arts in a vibrant community, the Town of Barnstable has established THE HyArts (Hyannis Arts) DISTRICT to enhance and enrich the quality of life for residents and visitors by coordinating and supporting activities promoting arts and culture. The Town has partnered with many local and regional arts organizations to establish THE HyArts DISTRICT as a regional center for the creative and performing arts. Our partners include the Massachusetts Cultural Council, Cape Cod Art Association, Hyannis Main Street Business Improvement District, Arts Foundation of Cape Cod, Hyannis Area Chamber of Commerce and Cape Cod Chamber of Commerce. The success of these efforts requires a full-time position to coordinate activities and the multiple organizations involved. Tax support is increasing \$105,000 to support the FY14 propose budget.

### APPROPRIATION ORDER 2013-144 GROWTH MANAGEMENT DEPARTMENT

#### ORDERED:

That the sum of **\$968,435** be raised and appropriated for the purpose of funding the Town's FY 2014 **Growth Management Department** budget as presented to the Town Council by the Town Manager.

## BARNSTABLE POLICE DEPARTMENT

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING SOURCES

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 9,834,742	\$ 9,936,733	\$ 10,434,449	\$ 10,430,000	\$ 10,621,608	\$ 187,159	1.79%
Operating Expenses	639,236	726,298	744,200	741,000	758,700	14,500	1.95%
Capital Outlay	129,490	278,878	-	-	220,860	220,860	0.00%
<b>Total Expenditures</b>	<b>\$ 10,603,468</b>	<b>\$ 10,941,909</b>	<b>\$ 11,178,649</b>	<b>\$ 11,171,000</b>	<b>\$ 11,601,168</b>	<b>\$ 422,519</b>	<b>3.78%</b>
<b>Full-time Equivalent Employees</b>	<b>126.26</b>	<b>124.26</b>	<b>125.76</b>		<b>125.76</b>	<b>0.00</b>	
<b>Sources of Funds</b>							
Taxes	\$ 9,763,478	\$ 10,029,790	\$ 10,578,499	\$ 10,439,000	\$ 11,000,933	\$ 422,434	3.99%
Intergovernmental Aid	58,739	-	-	-	-	-	0.00%
Fines & Penalties	191,297	187,600	176,000	176,000	176,000	-	0.00%
Fees, Licenses, Permits	178,902	99,340	95,000	175,000	69,000	(26,000)	-27.37%
Charges for Services	388,894	363,270	240,000	265,000	265,000	25,000	10.42%
Interest and Other	22,158	57,030	4,150	31,000	8,000	3,850	92.77%
Special Revenue Funds	-	50,000	50,000	50,000	50,000	-	0.00%
General Fund Surplus	-	154,878	35,000	35,000	32,235	(2,765)	-7.90%
<b>Total Sources</b>	<b>\$ 10,603,468</b>	<b>\$ 10,941,909</b>	<b>\$ 11,178,649</b>	<b>\$ 11,171,000</b>	<b>\$ 11,601,168</b>	<b>\$ 422,519</b>	<b>3.78%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The FY14 Police Department budget is increasing \$422,519 or 3.8%. Personnel costs are increasing \$187,159 and include all contractual obligations. Operating expenses are increasing \$14,500 to cover the cost of tire replacements (\$7,500); and \$7,000 for a new substation in the western side of town. The police department has 63 vehicles in its inventory and a new tire costs approximately \$100. The current budget of \$5,000 for tires does not cover the costs of necessary annual replacements. A new substation in the western side of town is estimated to cost \$28,000 annually to operate. The FY14 budget would cover rent, utilities and supplies. The FY14 proposed budget amount assumes the substation would open in the last quarter of the fiscal year provided the Police Department's sworn staff is at its approved strength. The FY15 budget will include a full year of funding for the new substation. Operating capital of \$220,860 is proposed. This will provide for the replacement of five new marked cruisers at a total cost of \$188,625. The cruisers will be Ford Interceptors as the Crown Victoria is no longer produced. This restores the annual vehicle replacement funds for the department. The FY13 budget was zero as the Town advanced the FY13 vehicle replacement funding in the FY12 budget in order to purchase the Crown Victoria which was being phased out. Operating capital also includes funding for new computers; \$20,000 in the Investigative Services Division; and paper shredders \$12,235. An increase in tax support will provide the funds necessary to cover the department's budget increase. \$32,235 of general fund reserves will be used to pay for one-time capital outlay.

### APPROPRIATION ORDER 2013-138 BARNSTABLE POLICE DEPARTMENT

#### ORDERED:

That the sum of **\$11,601,168** be appropriated for the purpose of funding the Town's FY 2014 **Barnstable Police Department** budget; and to meet such appropriation that **\$11,518,933** be raised from current year revenues and that **\$50,000** be transferred from the Embarkation Fee Special Revenue Fund, and that **\$32,235** be transferred from general fund reserves as presented to the Town Council by the Town Manager.

## DEPARTMENT OF PUBLIC WORKS

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING SOURCES FOR THE GENERAL FUND BUDGET

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 4,713,858	\$ 4,559,745	\$ 4,844,402	\$ 4,758,700	\$ 4,984,193	\$ 139,791	2.89%
Operating Expenses	3,180,926	2,374,553	2,518,550	3,634,000	2,601,355	82,805	3.29%
Capital Outlay	328,421	655,644	501,000	500,000	528,800	27,800	5.55%
<b>Total Expenditures</b>	<b>\$ 8,223,205</b>	<b>\$ 7,589,942</b>	<b>\$ 7,863,952</b>	<b>\$ 8,892,700</b>	<b>\$ 8,114,348</b>	<b>\$ 250,396</b>	<b>3.18%</b>
<b>Permanent full-time equivalent employees</b>	<b>85.30</b>	<b>84.80</b>	<b>82.55</b>		<b>82.55</b>	<b>-</b>	
<b>Sources of Funds</b>							
Taxes	\$ 7,595,860	\$ 6,995,174	\$ 7,652,945	\$ 8,650,193	\$ 7,881,874	\$ 228,929	2.99%
Fees, Licenses, Permits	179,927	212,227	155,000	186,000	169,000	14,000	9.03%
Interest and Other	2,191	220	-	500	-	-	0.00%
Special Revenue Funds	110,131	56,007	56,007	56,007	63,474	7,467	13.33%
Enterprise Funds	335,096	326,314	-	-	-	-	0.00%
<b>Total Sources</b>	<b>\$ 8,223,205</b>	<b>\$ 7,589,942</b>	<b>\$ 7,863,952</b>	<b>\$ 8,892,700</b>	<b>\$ 8,114,348</b>	<b>\$ 250,396</b>	<b>3.18%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The FY14 General Fund operating budget for the Public Works Department is increasing \$250,396, or 3.2%. The personnel cost increases include all contractual obligations. There are no new permanent positions added to the FY14 budget. Included in the personnel increase of \$139,791 is \$50,524 of additional funds for seasonal employees and overtime. \$4,308 is for a Blish Point Maintenance Plan; \$9,000 is for the maintenance of the police facility addition; \$13,200 is for landscape maintenance at the HYCC; \$1,320 is for landscape maintenance at the Armory facility; \$3,696 is for landscape maintenance at 725 Main St., Hyannis; \$4,000 is for overtime in the cemetery operation; and \$15,000 is for an expanded recycling program. Operating expenses are increasing \$82,805. This includes \$20,000 of additional funds for line painting in the Highway Division; \$20,000 to pay for police details in the Highway Division; \$24,700 to cover utility and maintenance costs of the former Marstons Mills Elementary School; \$7,100 for safety equipment in the Structures & Grounds Division; \$10,000 for cemetery road maintenance; and \$23,579 is for various buildings and grounds maintenance expenses. These increases are offset by a decrease in operating expenses of \$22,574 for cell phone expenses which is transferred to the Information Technology Division. Operating capital is increased \$27,800 for vehicle and equipment replacement \$385,000; and facility improvements \$116,000. This will provide the additional funds needed to buy the equipment necessary to maintain the Route 132 roadside. Tax support will increase \$228,929 to offset the budget increase of \$250,396. Other revenue sources will increase \$21,467 to offset the budget increase.

### APPROPRIATION ORDER 2013-140 DEPARTMENT OF PUBLIC WORKS GENERAL FUND BUDGET

#### ORDERED:

That the sum of **\$8,114,348** be appropriated for the purpose of funding the Town's FY 2014 **Department of Public Works General Fund** budget, and to meet such appropriation, that **\$8,050,874** be raised from current year revenue, **\$43,474** be transferred from the Embarkation Fee Special Revenue Fund and **\$20,000** be transferred from the Bismore Park Special Revenue Fund, as presented to the Town Council by the Town Manager.

## SUMMARY OF DIVISION EXPENDITURES AND FUNDING SOURCES FOR THE SOLID WASTE ENTERPRISE FUND

Expense Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 891,967	\$ 994,222	\$ 1,090,475	\$ 1,055,000	\$ 1,138,971	\$ 48,496	4.45%
Operating Expenses	692,540	733,851	854,886	835,000	853,996	(890)	-0.10%
Capital Outlay	1,944	1,944	35,600	35,000	35,600	-	0.00%
Debt Service	415,465	398,710	405,598	405,598	401,403	(4,195)	-1.03%
Transfers Out	345,199	344,094	270,195	270,195	266,371	(3,824)	-1.42%
<b>Subtotal Operating Budget</b>	<b>2,347,115</b>	<b>2,472,821</b>	<b>2,656,754</b>	<b>2,600,793</b>	<b>2,696,341</b>	<b>39,587</b>	<b>1.49%</b>
Capital Program	46,753	2,459	-	-	415,000	415,000	0.00%
<b>Total Expenses</b>	<b>2,393,868</b>	<b>2,475,280</b>	<b>2,656,754</b>	<b>2,600,793</b>	<b>3,111,341</b>	<b>454,587</b>	<b>17.11%</b>
<b>Permanent full-time equivalent employees</b>	<b>15.10</b>	<b>15.10</b>	<b>15.75</b>		<b>15.75</b>	<b>-</b>	
<b>Sources of Funds</b>							
Charges for Services	2,086,779	2,185,650	2,138,500	2,099,000	2,201,472	62,972	2.94%
Interest and Other	118,946	81,017	82,000	81,500	66,500	(15,500)	-18.90%
<b>Total Sources</b>	<b>2,205,725</b>	<b>2,266,667</b>	<b>2,220,500</b>	<b>2,180,500</b>	<b>2,267,972</b>	<b>47,472</b>	<b>2.14%</b>
<b>Excess (Deficiency) cash basis</b>	<b>(188,143)</b>	<b>(208,613)</b>	<b>(436,254)</b>	<b>(420,293)</b>	<b>(843,369)</b>	<b>\$ (407,115)</b>	<b>93.32%</b>
<b>Adjustment to accrual basis</b>	<b>265,677</b>	<b>189,806</b>	<b>-</b>	<b>185,000</b>	<b>-</b>		
<b>Beginning Net Assets</b>	<b>4,147,672</b>	<b>4,225,206</b>	<b>4,206,399</b>	<b>4,206,399</b>	<b>3,971,106</b>		
<b>Ending Net Assets</b>	<b>\$ 4,225,206</b>	<b>\$ 4,206,399</b>	<b>\$ 3,770,145</b>	<b>\$ 3,971,106</b>	<b>\$ 3,127,737</b>		

## SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DIVISION

The FY14 Solid Waste operating budget is increasing \$39,587, or 1.5%, to \$2,689,341. Personnel costs are increasing \$48,496. There are no proposed changes to staffing levels. The increase includes all contractual obligations. Operating expenses are essentially level funded at \$853,996 as well as operating capital at \$35,600. Debt service is declining \$4,195 and the transfer to the general fund is declining \$3,824. An increase in estimated revenue will cover the operating cost increase. No fee increase is included in the FY14 revenue estimate. \$843,369 of reserves will be used to pay for the capital program as previously approved by the Council \$415,000, and \$428,369 will be used to balance the operating budget. Included in the \$428,369 used to balance the operating budget is \$320,835 of debt service for the capping of the landfill. The Solid Waste Enterprise Fund reserves include an amount to cover this annual expense.

## APPROPRIATION ORDER 2013-141 DEPARTMENT OF PUBLIC WORKS SOLID WASTE ENTERPRISE FUND

### ORDERED:

That the sum of **\$2,696,341** be appropriated for the purpose of funding the Town's FY 2014 **Department of Public Works Solid Waste Enterprise Fund** budget, and to meet such appropriation that **\$2,267,972** be raised from current year revenues by the solid waste facility, and that **\$428,369** be transferred from the solid waste enterprise fund reserves, as presented to the Town Council by the Town Manager.

## SUMMARY OF DIVISION EXPENDITURES AND FUNDING SOURCES FOR THE WATER POLLUTION CONTROL ENTERPRISE FUND

Expense Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 958,916	\$ 890,894	\$ 1,123,130	\$ 1,025,000	\$ 1,139,046	\$ 15,916	1.42%
Operating Expenses	1,471,051	1,384,718	1,455,194	1,425,000	1,402,450	(52,744)	-3.62%
Capital Outlay	41,171	126,076	90,000	71,000	90,000	-	0.00%
Debt Service	1,584,133	1,798,486	1,625,000	1,610,000	1,307,000	(318,000)	-19.57%
Transfers Out	493,800	506,131	390,865	390,865	390,022	(843)	-0.22%
<b>Subtotal Operating Budget</b>	<b>4,549,071</b>	<b>4,706,305</b>	<b>4,684,189</b>	<b>4,521,865</b>	<b>4,328,518</b>	<b>(355,671)</b>	<b>-7.59%</b>
Capital Program	10,338,464	3,559,231	77,000	77,000	370,000	293,000	380.52%
<b>Total Expenses</b>	<b>14,887,535</b>	<b>8,265,536</b>	<b>4,761,189</b>	<b>4,598,865</b>	<b>4,698,518</b>	<b>(62,671)</b>	<b>-1.32%</b>
<b>Permanent full-time equivalent employees</b>	<b>14.10</b>	<b>14.10</b>	<b>15.15</b>		<b>15.15</b>	<b>-</b>	
<b>Sources of Funds</b>							
Taxes	-	1,767,250	-	-	-	-	0.00%
Intergovernmental Aid	8,153,034	6,685,922	-	-	-	-	0.00%
Fines & Penalties	95,537	91,849	80,000	79,000	80,000	-	0.00%
Fees, Licenses, Permits	18,685	24,765	15,000	8,000	10,000	(5,000)	-33.33%
Charges for Services	3,617,705	4,090,720	3,695,000	4,100,000	4,028,518	333,518	9.03%
Interest and Other	261,324	227,345	200,000	285,467	210,000	10,000	5.00%
Borrowing Authorizations	300,000	-	-	-	-	-	0.00%
<b>Total Sources</b>	<b>12,446,285</b>	<b>12,887,851</b>	<b>3,990,000</b>	<b>4,472,467</b>	<b>4,328,518</b>	<b>338,518</b>	<b>8.48%</b>
<b>Excess (Deficiency) cash basis</b>	<b>(2,441,250)</b>	<b>4,622,315</b>	<b>(771,189)</b>	<b>(126,398)</b>	<b>(370,000)</b>	<b>\$ 401,189</b>	<b>-52.02%</b>
<b>Adjustment to accrual basis</b>	<b>7,523,512</b>	<b>(3,322,461)</b>	<b>-</b>	<b>1,500,000</b>	<b>-</b>		
<b>Beginning Net Assets</b>	<b>31,392,519</b>	<b>36,474,781</b>	<b>37,774,635</b>	<b>37,774,635</b>	<b>39,148,237</b>		
<b>Ending Net Assets</b>	<b>\$ 36,474,781</b>	<b>\$ 37,774,635</b>	<b>\$ 37,003,446</b>	<b>\$ 39,148,237</b>	<b>\$ 38,778,237</b>		

## SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DIVISION

The FY14 Water Pollution Control operating budget is decreasing \$355,671. The reduction includes a \$100,000 reduction in utility expenses and a reduction in debt service as the new Sewer Construction Trust Fund will be assuming the loan payments on the recently built pump station and sewer expansion projects. Operating expenses also include a \$60,000 increase for sludge disposal and \$10,000 for the maintenance of the solar arrays and wind turbines. Operating capital is level funded at \$90,000 and the transfer to the general fund is decreasing by \$843. Personnel costs are increasing \$15,916, or 1.4%. This includes all contractual obligations. Current year revenue is expected to cover the operating costs and no reserves will be used to balance the operating budget. \$370,000 of reserves is used to pay for the FY14 capital program as previously approved by the Town Council.

## APPROPRIATION ORDER 2013-142 DEPARTMENT OF PUBLIC WORKS WATER POLLUTION CONTROL ENTERPRISE FUND

### ORDERED:

That the sum of **\$4,328,518** be appropriated for the purpose of funding the Town's FY 2014 **Department of Public Works Water Pollution Control Enterprise Fund** budget, and to meet such appropriation that **\$4,328,518** be raised from current year revenues by the water pollution control facility, as presented to the Town Council by the Town Manager.

## SUMMARY OF DIVISION EXPENDITURES AND FUNDING SOURCES FOR THE WATER SUPPLY ENTERPRISE FUND

Expense Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 128,800	\$ 139,393	\$ 249,181	\$ 235,000	\$ 257,712	\$ 8,531	3.42%
Operating Expenses	1,696,321	1,854,021	1,970,457	1,950,000	1,991,853	21,396	1.09%
Capital Outlay	198,597	167,549	160,000	160,000	160,000	-	0.00%
Debt Service	752,046	921,532	982,000	975,000	1,146,000	164,000	16.70%
Transfers Out	129,399	166,416	92,933	92,933	106,855	13,922	14.98%
<b>Subtotal Operating Budget</b>	<b>2,905,163</b>	<b>3,248,911</b>	<b>3,454,571</b>	<b>3,412,933</b>	<b>3,662,420</b>	<b>207,849</b>	<b>6.02%</b>
Capital Program	3,359,840	3,493,397	2,418,102	2,400,000	2,579,500	161,398	6.67%
<b>Total Expenses</b>	<b>6,265,003</b>	<b>6,742,308</b>	<b>5,872,673</b>	<b>5,812,933</b>	<b>6,241,920</b>	<b>369,247</b>	<b>6.29%</b>
<b>Permanent full-time equivalent employees</b>	<b>1.00</b>	<b>1.50</b>	<b>2.90</b>		<b>2.90</b>	<b>-</b>	
<b>Sources of Funds</b>							
Intergovernmental Aid	705,226	-	-	-	-	-	0.00%
Fines & Penalties	95,914	54,780	55,000	45,000	45,000	(10,000)	-18.18%
Fees, Licenses, Permits	65,722	162,203	67,500	40,000	37,500	(30,000)	-44.44%
Charges for Services	3,257,562	3,403,452	3,142,100	3,200,000	3,402,920	260,820	8.30%
Interest and Other	186,153	213,862	189,971	190,000	177,000	(12,971)	-6.83%
Trust Funds	2,695,000	-	-	-	-	-	0.00%
Borrowing Authorizations	-	2,303,308	2,120,000	2,120,000	2,379,500	259,500	12.24%
<b>Total Sources</b>	<b>7,005,577</b>	<b>6,137,605</b>	<b>5,574,571</b>	<b>5,595,000</b>	<b>6,041,920</b>	<b>467,349</b>	<b>8.38%</b>
<b>Excess (Deficiency) cash basis</b>	<b>740,574</b>	<b>(604,703)</b>	<b>(298,102)</b>	<b>(217,933)</b>	<b>(200,000)</b>	<b>\$ 98,102</b>	<b>0.00%</b>
<b>Adjustment to accrual basis</b>	<b>4,825,228</b>	<b>1,631,524</b>	<b>-</b>	<b>2,000,000</b>	<b>-</b>		
<b>Beginning Net Assets</b>	<b>4,580,067</b>	<b>10,145,869</b>	<b>11,172,690</b>	<b>11,172,690</b>	<b>12,954,757</b>		
<b>Ending Net Assets</b>	<b>\$ 10,145,869</b>	<b>\$ 11,172,690</b>	<b>\$ 10,874,588</b>	<b>\$ 12,954,757</b>	<b>\$ 12,754,757</b>		

## SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DIVISION

The Water Fund operating budget for FY14 is increasing \$207,849, or 6%. Most of the increase is in the debt service category as the operation continues its capital improvement program. Additional funds are included to cover anticipated new loan payments as the Town will be selling bonds in FY14. Personnel costs are increasing \$8,531. There are no proposed changes to staffing levels. Operating expenses are increasing \$21,396 to cover the management contract and operating capital is level funded. Estimated FY14 revenues will cover the proposed operating budget. No reserves will be used to balance the operating budget. \$200,000 of reserves is used to pay for the FY14 capital program as previously approved by the Town Council.

## APPROPRIATION ORDER 2013-143 DEPARTMENT OF PUBLIC WORKS WATER SUPPLY ENTERPRISE FUND

### ORDERED:

That the sum of **\$3,662,420** be appropriated for the purpose of funding the Town's FY 2014 **Department of Public Works Water Supply Enterprise Fund** budget, and to meet such appropriation that **\$3,662,420** be raised from current year revenues by the water supply operations, as presented to the Town Council by the Town Manager.

## REGULATORY SERVICES DEPARTMENT

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING SOURCES

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 1,826,867	\$ 1,919,771	\$ 2,204,276	\$ 2,183,000	\$ 2,340,236	\$ 135,960	6.17%
Operating Expenses	220,098	257,082	310,970	307,600	302,993	(7,977)	-2.57%
Capital Outlay	-	-	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 2,046,965</b>	<b>\$ 2,176,853</b>	<b>\$ 2,515,246</b>	<b>\$ 2,490,600</b>	<b>\$ 2,643,229</b>	<b>\$ 127,983</b>	<b>5.09%</b>
<b>Permanent full-time equivalent employees</b>	<b>31.50</b>	<b>32.40</b>	<b>33.60</b>		<b>35.10</b>	<b>1.50</b>	
<b>Sources of Funds</b>							
Taxes	\$ 36,815	\$ -	\$ 583,140	\$ 446,669	\$ 649,357	\$ 66,217	11.36%
Fines & Penalties	111,401	152,886	120,000	200,000	160,000	40,000	33.33%
Fees, Licenses, Permits	1,811,702	2,028,741	1,718,800	1,750,725	1,731,005	12,205	0.71%
Charges for Services	1,606	1,652	-	1,900	-	-	0.00%
Interest and Other	4,135	5,913	4,000	2,000	2,000	(2,000)	-50.00%
Special Revenue Funds	77,806	84,806	85,806	85,806	97,367	11,561	13.47%
Enterprise Fund Reimbursements	3,500	3,500	3,500	3,500	3,500	-	0.00%
<b>Total Sources</b>	<b>\$ 2,046,965</b>	<b>\$ 2,277,498</b>	<b>\$ 2,515,246</b>	<b>\$ 2,490,600</b>	<b>\$ 2,643,229</b>	<b>\$ 127,983</b>	<b>5.09%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The FY14 Regulatory Services Department budget is increasing \$127,983 or 5%. The increase is a result of personnel cost increases. Personnel costs include all contractual obligations as well as an additional 1.50 full-time equivalents (FTE). The increase in the FTE's include one full-time Code Enforcement Inspector to implement a more proactive ordinance enforcement program including the problem property ordinances recently adopted by the Town Council. Additionally, a part-time Division Assistant position responsible for the Rental Registration Program is increased to full-time, representing a 0.5 FTE increase, as the program has grown significantly from 764 units to 2,296. Operating expenses are decreasing \$7,977. This includes \$5,175 of additional expenses for the new Code Enforcement position to include an additional leased vehicle, clothing allowance and training. This is offset by a reduction of \$13,152 for cell phone expenditures which will now be paid out of the Information Technology budget. Tax support for this operation will increase \$66,217, covering approximately one-half of the budget increase. The balance of the increase will be provided from an increase in departmental revenue due to increased activity.

### APPROPRIATION ORDER 2013-156 REGULATORY SERVICES DEPARTMENT

#### ORDERED:

That the sum of **\$2,643,229** be appropriated for the purpose of funding the Town's FY 2014 **Regulatory Services Department** budget, and to meet such appropriation, that **\$2,545,862** be raised from current year revenue, and that **\$42,840** be transferred from the Wetlands Protection Special Revenue Fund, and that **\$54,527** be transferred from the Bismore Park Special Revenue Fund, as presented to the Town Council by the Town Manager.



## BARNSTABLE MUNICIPAL AIRPORT

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING SOURCES

Expense Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - 14	Percent Change
Personnel	\$ 1,824,625	\$ 1,911,111	\$ 2,009,740	\$ 2,001,000	\$ 2,080,010	\$ 70,270	3.50%
Operating Expenses	3,955,440	3,928,518	4,862,765	4,700,000	4,649,451	(213,314)	-4.39%
Capital Outlay	70,883	50,459	112,500	110,500	112,500	-	0.00%
Debt Service	-	51,674	50,850	50,850	55,100	4,250	8.36%
Transfers Out	250,336	267,490	313,603	313,603	333,586	19,983	6.37%
<b>Subtotal Operating Budget</b>	<b>6,101,284</b>	<b>6,209,252</b>	<b>7,349,458</b>	<b>7,175,953</b>	<b>7,230,647</b>	<b>(118,811)</b>	<b>-1.62%</b>
Capital Program	14,342,113	13,742,397	1,866,000	1,866,000	10,096,000	8,230,000	441.05%
<b>Total Expenses</b>	<b>20,443,397</b>	<b>19,951,649</b>	<b>9,215,458</b>	<b>9,041,953</b>	<b>17,326,647</b>	<b>8,111,189</b>	<b>88.02%</b>
<b>Permanent full-time equivalent employees</b>	<b>25.00</b>	<b>24.60</b>	<b>25.30</b>		<b>25.50</b>	<b>0.20</b>	
<b>Funding Sources</b>							
Taxes	-	-	-	-	-	-	0.00%
Intergovernmental Aid	14,596,208	8,589,936	77,000	85,000	87,600	10,600	13.77%
Fees, Licenses, Permits	473,490	592,045	624,500	650,000	645,191	20,691	3.31%
Charges for Services	6,035,520	6,009,129	6,596,958	6,400,000	6,446,856	(150,102)	-2.28%
Interest and Other	152,823	51,006	51,000	55,000	51,000	-	0.00%
Borrowing Authorizations	730,000	-	-	-	9,504,000	9,504,000	0.00%
<b>Total Sources</b>	<b>21,988,041</b>	<b>15,242,116</b>	<b>7,349,458</b>	<b>7,190,000</b>	<b>16,734,647</b>	<b>9,385,189</b>	<b>127.70%</b>
<b>Excess (Deficiency) cash basis</b>	<b>1,544,644</b>	<b>(4,709,533)</b>	<b>(1,866,000)</b>	<b>(1,851,953)</b>	<b>(592,000)</b>	<b>\$ 1,274,000</b>	
<b>Adjustment to accrual basis</b>	<b>16,172,411</b>	<b>11,957,254</b>	<b>-</b>	<b>2,000,000</b>	<b>-</b>		
<b>Beginning Net Assets</b>	<b>45,266,629</b>	<b>62,983,684</b>	<b>70,231,405</b>	<b>70,231,405</b>	<b>70,379,452</b>		
<b>Ending Net Assets</b>	<b>\$ 62,983,684</b>	<b>\$ 70,231,405</b>	<b>\$ 68,365,405</b>	<b>\$ 70,379,452</b>	<b>\$ 69,787,452</b>		

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The FY14 proposed Airport operating budget is decreasing \$118,811 or 1.7%. Personnel costs are increasing \$70,270. This includes all contractual obligations as well as the increase of one 32 hour per week position to 40 hours per week for an annual cost of \$9,544. Operating expenses are decreasing \$213,314. This is due to a reduction in the amount of jet fuel purchases. Operating capital is level funded at \$112,500 and the transfer to the general fund is increasing \$19,983. The total operating budget is provided from current year estimate receipts and no reserves are used to balance the budget. \$592,000 of the airport reserve is used to fund a portion of the FY14 capital improvement program previously authorized by the Town Council.

### APPROPRIATION ORDER 2013-155 BARNSTABLE MUNICIPAL AIRPORT ENTERPRISE FUND

#### ORDERED:

That the sum **\$7,230,647** of be appropriated for the purpose of funding the Town's FY 2014 **Airport Enterprise Fund** budget, and to meet such appropriation that **\$7,230,647** be raised from current year revenues by the airport as presented to the Town Council by the Town Manager.

## BARNSTABLE PUBLIC SCHOOLS

### SUMMARY OF DEPARTMENT EXPENDITURES AND FUNDING RESOURCES

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY13 - FY14	Percent Change
Personnel	\$ 34,088,862	\$ 35,421,617	\$ 41,991,677	\$ 41,950,000	\$ 43,521,829	\$ 1,530,152	3.64%
Operating Expenses	10,755,599	11,327,969	11,403,289	11,400,000	11,305,107	(98,182)	-0.86%
Horace Mann Charter Schools	8,222,890	8,425,527	2,505,869	2,505,869	2,428,424	(77,445)	-3.09%
<b>Total Expenditures</b>	<b>\$ 53,067,351</b>	<b>\$ 55,175,114</b>	<b>\$ 55,900,835</b>	<b>\$ 55,855,869</b>	<b>\$ 57,255,360</b>	<b>\$ 1,354,525</b>	<b>2.42%</b>
<b>Permanent full-time equivalent employees</b>	<b>812.58</b>	<b>813.03</b>	<b>815.53</b>		<b>809.23</b>	<b>(6.30)</b>	
<b>Sources of Funds</b>							
Taxes	\$ 45,407,038	\$ 47,675,749	\$ 48,198,947	\$ 48,178,981	\$ 49,453,472	\$ 1,254,525	2.60%
Intergovernmental Aid	7,146,363	7,184,728	7,401,888	7,401,888	7,526,888	125,000	1.69%
Interest and Other	513,950	314,637	300,000	275,000	275,000	(25,000)	-8.33%
<b>Total Sources</b>	<b>\$ 53,067,351</b>	<b>\$ 55,175,114</b>	<b>\$ 55,900,835</b>	<b>\$ 55,855,869</b>	<b>\$ 57,255,360</b>	<b>\$ 1,354,525</b>	<b>2.42%</b>

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FOR THE DEPARTMENT

The FY14 appropriation request for the Barnstable Public School Department is \$57,255,360 or \$1,354,525 more than the FY13 budget. The proposed budget, while maintaining core staff and programs, implements changes focused on updating and enhancing five areas of concern as identified through internal and external evaluations: Class Size, Behavior/Health Services, Preventative Maintenance, College Career Readiness and Recruitment/Retention. The budget includes the addition of 13.2 new full-time equivalent positions to address the five core areas while offset by the reduction of 19.5 positions through retirement attrition and personnel reduction in force for a net decrease of 6.3 full-time equivalents. The district is experiencing a shift, not in the number of special education individual education plans (IEP's), but a shift in students with severe medical/emotional needs. The district is required to educate these students in the most appropriate environment, which sometimes requires placement in specialized schools outside of which the district could reasonably offer. Approximately \$350,000 (8%) more over FY13 has been allocated to Out of District placement tuition. The total Out of District placement tuition of \$4,900,000 will be offset by state "Circuit Breaker" reimbursements of \$1,556,962. The School Committee's commitment to provide students with a current and relevant learning environment now, and years to come is continued this year with the implementation of a multi-year funding initiative to build budget capacity in the Technology and Maintenance cost centers. Funding totaling \$500,000 has been allocated to Technology (\$200,000) and Maintenance/Grounds (\$300,000) departments to restore cuts and stagnant budget growth of recent years. It is intended that these additional funds will support the staff and student five-year technology refresh cycle and aid the Maintenance department to pursue an aggressive preventative maintenance schedule. The infusion will be funded entirely from district's School Choice revolving account in FY14 and will be incrementally moved into the general operating budget over the next five years.

### APPROPRIATION ORDER 2013-139 BARNSTABLE PUBLIC SCHOOLS

#### ORDERED:

That the sum of **\$57,255,360** be raised and appropriated for the purpose of funding the Town's FY 2014 **Barnstable Public Schools** budget as presented to the Town Council by the Town Manager.

## OTHER REQUIREMENTS

### SUMMARY OF EXPENDITURES AND FUNDING SOURCES

Expenditure Category	Actual FY 2011	Actual FY 2012	Approved FY 2013	Projected FY 2013	Proposed FY 2014	Change FY 13 - 14	Percent Change
<b><u>Debt Service</u></b>							
Principal	\$ 7,461,400	\$ 7,954,570	\$ 7,310,743	\$ 7,310,000	\$ 7,012,861	\$ (297,882)	-4.07%
Interest	2,384,898	2,413,872	2,056,132	2,050,000	1,765,448	(290,684)	-14.14%
<b>Total Debt Service</b>	<b>9,846,298</b>	<b>10,368,442</b>	<b>9,366,875</b>	<b>9,360,000</b>	<b>8,778,309</b>	<b>(588,566)</b>	<b>-6.28%</b>
<b><u>Employee Benefits</u></b>							
Retirement	5,990,911	6,550,703	6,971,781	6,971,781	7,556,556	584,775	8.39%
Health Insurance - Active Employees	5,110,058	5,289,711	5,617,417	5,500,000	6,187,273	569,856	10.14%
Retired Teachers Health Insurance	2,474,696	2,319,247	1,999,215	1,999,215	2,133,072	133,857	6.70%
Non-Teaching Retirees Health Insurance	1,036,179	1,088,317	1,150,000	975,000	1,050,000	(100,000)	-8.70%
Workers' Compensation	774,821	1,049,842	1,000,000	1,000,000	1,050,000	50,000	5.00%
Medicare Tax	808,058	838,828	879,405	870,000	910,184	30,779	3.50%
Unemployment Insurance	145,216	97,731	380,000	291,000	500,000	120,000	31.58%
OPEB Trust Fund Contribution	-	50,000	200,000	200,000	250,000	50,000	25.00%
Life Insurance	6,155	8,553	6,028	6,000	8,500	2,472	41.01%
<b>Total Employee Benefits</b>	<b>16,346,094</b>	<b>17,292,933</b>	<b>18,203,846</b>	<b>17,812,996</b>	<b>19,645,585</b>	<b>1,441,739</b>	<b>7.92%</b>
<b><u>Insurance</u></b>							
Fire/Casualty/Liability	1,076,202	1,101,173	1,171,000	1,170,000	1,262,650	91,650	7.83%
Boats/Equipment/Inland Marine	38,056	33,113	40,000	35,000	37,000	(3,000)	-7.50%
Motor Vehicles	167,632	178,593	175,000	180,000	196,000	21,000	12.00%
<b>Total Insurance</b>	<b>1,281,890</b>	<b>1,312,879</b>	<b>1,386,000</b>	<b>1,385,000</b>	<b>1,495,650</b>	<b>109,650</b>	<b>7.91%</b>
<b><u>Grants</u></b>							
Libraries	1,473,565	1,488,237	1,525,444	1,525,444	1,630,979	105,535	6.92%
Tourism Grant	96,348	60,011	116,250	116,250	121,875	5,625	4.84%
Lombard Trust	48,246	50,658	50,658	50,658	51,924	1,266	2.50%
<b>Total Grants</b>	<b>1,618,159</b>	<b>1,598,906</b>	<b>1,692,352</b>	<b>1,692,352</b>	<b>1,804,778</b>	<b>112,426</b>	<b>6.64%</b>
<b><u>Assessments and Other</u></b>							
Regional School District	2,822,920	2,707,304	2,657,683	2,657,683	2,810,364	152,681	5.74%
Commonwealth Charter School Assessments	1,058,352	1,593,370	2,106,894	2,106,894	2,238,420	131,526	6.24%
School Choice Assessments	477,596	635,928	634,278	634,278	645,660	11,382	1.79%
Special Education	10,277	22,663	22,889	22,889	22,921	32	0.14%
Veteran's District Assessment & Benefit Payments	411,016	362,408	462,317	425,000	439,816	(22,501)	-4.87%
County Tax & Cape Cod Commission	1,000,019	1,008,934	1,034,156	1,034,156	1,057,931	23,775	2.30%
Mosquito Control	294,390	299,782	311,620	311,620	325,339	13,719	4.40%
Air Pollution Control Districts	21,271	21,409	21,824	21,824	21,977	153	0.70%
RMV Non-Renewal Surcharge	66,340	68,680	68,680	68,680	76,380	7,700	11.21%
Cape Cod Regional Transit Authority	461,523	473,061	473,061	473,061	484,888	11,827	2.50%
Old Kings Highway	8,000	8,250	8,250	8,250	8,250	-	0.00%
Greenhead Fly Control District	4,820	4,820	5,000	5,000	5,320	320	6.40%
Interest on tax refunds	30,207	5,082	25,000	23,000	25,000	-	0.00%
Celebrations	55,786	96,248	100,000	100,000	125,000	25,000	25.00%
<b>Total Assessments and Other</b>	<b>6,722,517</b>	<b>7,307,940</b>	<b>7,931,652</b>	<b>7,892,335</b>	<b>8,287,266</b>	<b>355,614</b>	<b>4.48%</b>
<b><u>Transfers</u></b>							
Net Transfer to Capital Trust Fund	2,452,521	3,859,618	10,110,690	10,110,690	3,827,151	(6,283,539)	-62.15%
Special Revenue Fund	-	-	30,000	30,000	-	(30,000)	-100.00%
Transfer to Enterprise Funds	-	-	351,562	351,562	630,975	279,413	79.48%
<b>Total Transfers</b>	<b>2,452,521</b>	<b>3,859,618</b>	<b>10,492,252</b>	<b>10,492,252</b>	<b>4,458,126</b>	<b>(6,034,126)</b>	<b>-57.51%</b>
<b><u>Appropriation Deficits</u></b>							
Snow, Ice & Debris Removal	-	-	-	1,400,000	1,400,000	1,400,000	0.00%
Abateements & Exemptions	-	-	16,207	72,000	72,000	55,793	344.25%
<b>Total Deficits</b>	<b>-</b>	<b>-</b>	<b>16,207</b>	<b>1,472,000</b>	<b>1,472,000</b>	<b>1,455,793</b>	<b>8982.50%</b>
<b>Total Expenditures</b>	<b>\$38,267,479</b>	<b>\$41,740,718</b>	<b>\$49,089,184</b>	<b>\$50,106,935</b>	<b>\$45,941,714</b>	<b>\$(3,147,470)</b>	<b>-6.41%</b>

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APPROPRIATION ORDER 2013-147 LIBRARIES

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**ORDERED:**

That the sum of **\$1,630,979** be raised and appropriated for the purpose of funding the Town's FY 2014 **Library Grant** as presented to the Town Council by the Town Manager.

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APPROPRIATION ORDER 2013-158 DEBT SERVICE

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**ORDERED:**

That the sum of **\$8,778,309** be appropriated for the purpose of funding the Town's FY 2014 **General Fund Debt Service** budget, and to meet such appropriation, that **\$8,640,882** be raised from current year revenue, and that **\$64,573** be transferred from the Embarkation Fee Special Revenue Fund, and that **\$72,854** be transferred from the Bismore Park Special Revenue Fund, as presented to the Town Council by the Town Manager.

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APPROPRIATION ORDER 2013-159 EMPLOYEE BENEFITS & INSURANCE

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**ORDERED:**

That the sum of **\$21,141,235** be appropriated for the purpose of funding the Town's FY 2014 **Employee Benefits & Insurance** budgets, and to meet such appropriation, that **\$19,756,235** be raised from current year revenue, that **\$300,000** be transferred from the Pension Reserve Trust Fund, and that **\$1,085,000** be transferred from the general fund reserves, as presented to the Town Council by the Town Manager.

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APPROPRIATION ORDER 2013-160 OTHER GRANTS

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**ORDERED:**

That the sums of **\$121,875 and \$51,924** be raised and appropriated for the purpose of funding the Town's FY 2014 **Tourism Grant** and **Lombard Land Lease** budgets; respectively, as presented to the Town Council by the Town Manager.

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APPROPRIATION ORDER 2013-161 ASSESSMENTS AND OTHER COSTS

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**ORDERED:**

That the sum of **\$3,413,750** be raised for the purpose of funding the Town's FY 2014 **Assessments and Other Costs** budgets, and to meet such appropriation, that **\$3,388,750** be raised from current year revenue, and that **\$25,000** be transferred from the general fund reserves, as presented to the Town Council by the Town Manager.

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APPROPRIATION ORDER 2013-162 TRANSFERS

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**ORDERED:**

That the sum of **\$3,827,151** be raised and appropriated for the purpose of funding the Town's FY 2014 **Transfers** budget, as presented to the Town Council by the Town Manager.

1) And that the following sums be transferred from the Town's enterprise accounts for the purpose of reimbursing administrative, employee benefit and insurance costs budgeted within the General Fund:

<b>Water Pollution:</b>	<b>\$390,022</b>
<b>Solid Waste:</b>	<b>\$266,371</b>
<b>Water:</b>	<b>\$106,855</b>
<b>Airport:</b>	<b>\$613,939</b>
<b>Golf Course:</b>	<b>\$250,000</b>
<b>Marinas:</b>	<b>\$56,959</b>
<b>Sandy Neck:</b>	<b>\$72,257</b>

2) And further, that the sum of **\$1,472,000** be transferred from General Fund reserves all for the purpose of funding the Town's FY 2014 General Fund budget as presented to the Town Council by the Town Manager.

## REVOLVING FUNDS AUTHORIZATION ORDER 2013-163

**ORDERED:**

Pursuant to Chapter II, Article XVIII-A, Section 3 of the General Ordinances, the Town Council hereby authorizes the following revolving funds for FY 2014:

Fund	Revenue Source	Department Officer Authorized to Expend Funds	Use of Fund	Total Expenditure Limit FY 2014
Classroom Education Fund	Program registration fees	Senior Services Director	Salaries, benefits, expenses, contract services to operate program	\$35,000
Adult Social Day Fund	Program registration fees	Senior Services Director	Salaries, benefits, expenses, contract services to operate program	\$175,000
Recreation Program Fund	Program registration fees	Leisure Services Director	Salaries, benefits, expenses, contract services to operate program	\$400,000
Shellfish Propagation Fund	Fees from permits	Natural Resources Director	Salaries, benefits, expenses, contract services, shellfish equipment to operate program	\$115,000
Building Inspections Fund	Fees from permits for municipal & private projects	Building Commissioner	Salaries, benefits, expenses, contract services to operate program	\$150,000
Consumer Protection Fund	Fees from weights & measures services,	Director Regulatory Services Dept.	Salaries, benefits, expenses, contract services to operate program	\$375,000
Geographic Information Systems Fund	Fees for GIS maps & reports	Information Systems Director	Salaries, benefits, expenses, contract services to operate program	\$20,000
Arts and Culture Program Fund	Shanty revenue, and gifts or contributions for arts and culture	Growth Management Director	Expenses related to arts and culture program	\$50,000
			Total	\$1,320,000

2013-164 AUTHORIZING EXPENDITURE OF COMCAST LICENSING FEES FOR THE FUNDING OF THE  
PUBLIC, EDUCATION AND GOVERNMENT (PEG) ACCESS CHANNELS

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**RESOLVED:** That the Town Council hereby authorizes the Town Manager to expend funds for the FY 2014 operation of Public, Education and Government access channels from licensing fees provided in the cable licensing agreement with Comcast, as signed by the Town Manager on July 8, 2008.

ORDER 2013-148 APPROPRIATION FOR FY 2014 COMMUNITY PRESERVATION FUND ADMINISTRATION  
EXPENSES AND FY 2014 PROGRAM SET-ASIDES

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**ORDERED:** That, pursuant to the provisions of G. L. c. 44B § 6, for the fiscal year ending June 30, 2014, the following sums of the annual revenues of the Community Preservation Fund be set aside for further appropriation and expenditure for the following purposes: **\$378,900** for open space; **\$378,900** for historic resources; **\$378,900** for community housing; and that the sum of **\$150,000** be appropriated from the annual revenues of the Community Preservation Fund to be expended under the direction of the Town Manager, or the Community Preservation Committee with the prior approval of the Town Manager, for appraisal, title search, hazardous materials assessment, consulting services, and pre-development costs, and administrative expenses, and to assist in the development and performance of contracts for community preservation.

ORDER 2013-149 APPROPRIATION ORDER FOR COMMUNITY PRESERVATION FUND FY 2014 DEBT  
SERVICE

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**ORDERED:** That the Town Council hereby appropriate **\$2,576,097** for the purpose of paying the FY 2014 Community Preservation Fund debt service requirements, and to meet such appropriation, that **\$2,466,403** be provided from current year revenues of the Community Preservation Fund and that **\$109,694** be provided from the reserve for the historic preservation program within the Community Preservation Fund.