

# Overview of Dover Town Operating Budget Fiscal Year 2016

*(Proposed Budgets, as of May 4, 2015)*

# FY 2016 Budget Summary

*as proposed (with April 30, 2015 revisions)*

## FY16 Total Expenditures

\$36,677,291 (revised as of May 4, 2015)

vs. \$34,763,299 for FY15

Increase of \$1,913,992 or +5.5%

## FY16 Total Revenues (excluding use of Free Cash)

\$34,307,745

vs. \$33,545,777 for FY15

Increase of \$761,968 or +2.3%

## FY16 use of Free Cash

\$2,369,546

vs. 1,542,351 for FY15

Increase of \$827,195 or 53.6%

# FY 2016 Budget Summary

## Large Changes from FY2015 Expenditures

### FY16 Article 4

#### Increases

Dover's Regional Schools Operating Assessment	+\$501k (+5.2%)
Dover School Operating Budget	+\$207k (+2.2%)
Group Health Insurance (Insurance and Pensions)	+\$218k (+11.7%)
Norfolk County Retirement (Insurance and Pensions)	+\$95k (+10.2%)

#### Decreases

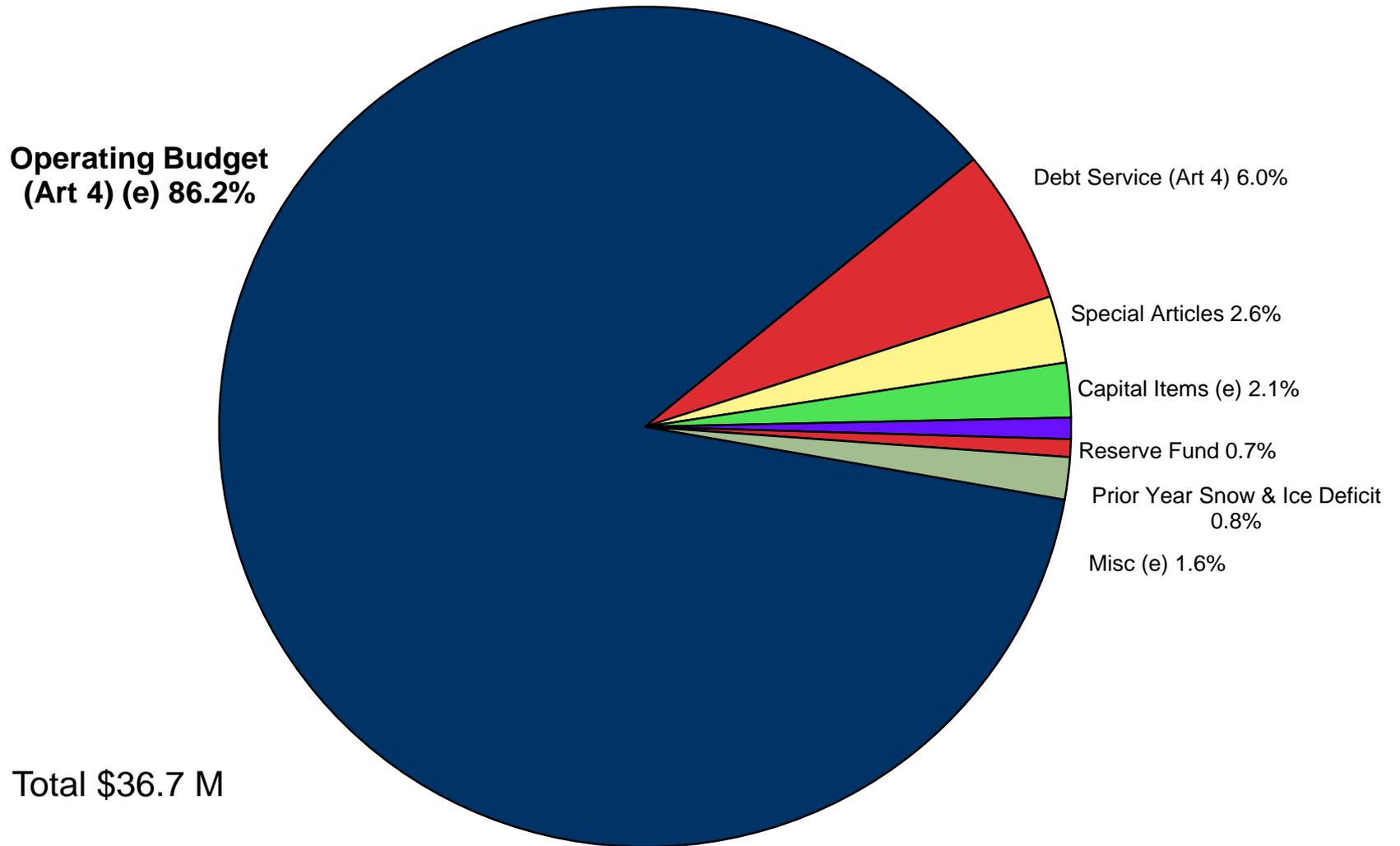
Dover's Regional Schools Debt Assessment	-\$104k (-12.1%)
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### FY16 Capital Items + Special Articles

Article 5 & Special Articles	+\$590k (+52.6%)
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*Explains approx. net \$1.5 million of the overall net  
+\$1.9 million expenditure increase, or approx. 79%*

# FY2016 Budget Components



# Revenue Sources and Expenditures

## REVENUE SOURCES AND EXPENDITURES

Revised, as of May 4, 2015

	<u>Recap FY14</u>	<u>Recap FY15</u>	<u>Projected FY16</u>	<u>% Change FY15/FY16</u>
<b>Revenue Sources</b>				
Tax Levy	\$26,664,674	\$27,758,843	\$28,895,446	4.1%
Debt Service Exclusions				
Dover	930,017	881,217	898,717	2.0%
Regional School	701,139	691,080	583,985	-15.5%
New Growth	417,124	431,836	350,000	-19.0%
Free Cash	1,597,973	1,542,351	2,369,546	53.6%
State Aid (Receipts)	876,784	949,418	962,214 (a)	1.3%
SBA Reimbursements	531,983 (b)	531,983 (b)	531,983 (b)	0.0%
Local Receipts	2,025,691	2,241,000	2,000,000	-10.8%
Overlay Surplus	50,000	50,000	75,000	50.0%
Other	10,400	10,400	10,400	0.0%
Capital Exclusion Override	0	0	0	
<b>Total Revenue</b>	<b>\$33,805,785</b>	<b>\$35,088,128</b>	<b>\$36,677,291</b>	<b>4.5%</b>
<b>Expenditures</b>				
Article 4	\$31,751,674	\$32,642,266	\$33,818,343	3.6%
Additions to Overlay	232,496	271,984	260,000	-4.4%
Article 5	646,534	350,682	770,121	119.6%
Special Articles	30,000	745,671	856,460 (c)	14.9%
Special Articles - Other	0	25,000	86,000 (d)	244.0%
Reserve Fund	250,000	250,000	250,000	0.0%
State Charges	293,925	301,560	306,367 (a)	1.6%
Recap Appropriations	74,943	28,648	30,000	4.7%
Prior Year Snow & Ice Deficit	161,163	147,488	300,000	103.4%
<b>Total Expenditures</b>	<b>\$33,440,735</b>	<b>\$34,763,299</b>	<b>\$36,677,291</b>	<b>5.5%</b>
<b>Excess Levy Capacity</b>	<b>365,050</b>	<b>324,829</b>	<b>0</b>	

(a) State Aid & Charges based on Governor's FY2016 Budget Proposal as of 3/4/2013

(b) SBA - State Reimbursement for Chickering after refunding

(c) Comprised of CCC Facilities Upgrades: \$650,000 (revised April 30, 2015); RSC Capital Items: \$194,931; Police Sick Leave Buyback: \$10,000; Prior Years' Bills \$1,528.88

(d) Comprised of Conservation Commission Fund Supplement: \$25,000, and Article 21 (FY15) Supplemental Appropriation of \$61,000 (revised April 30, 2015)  
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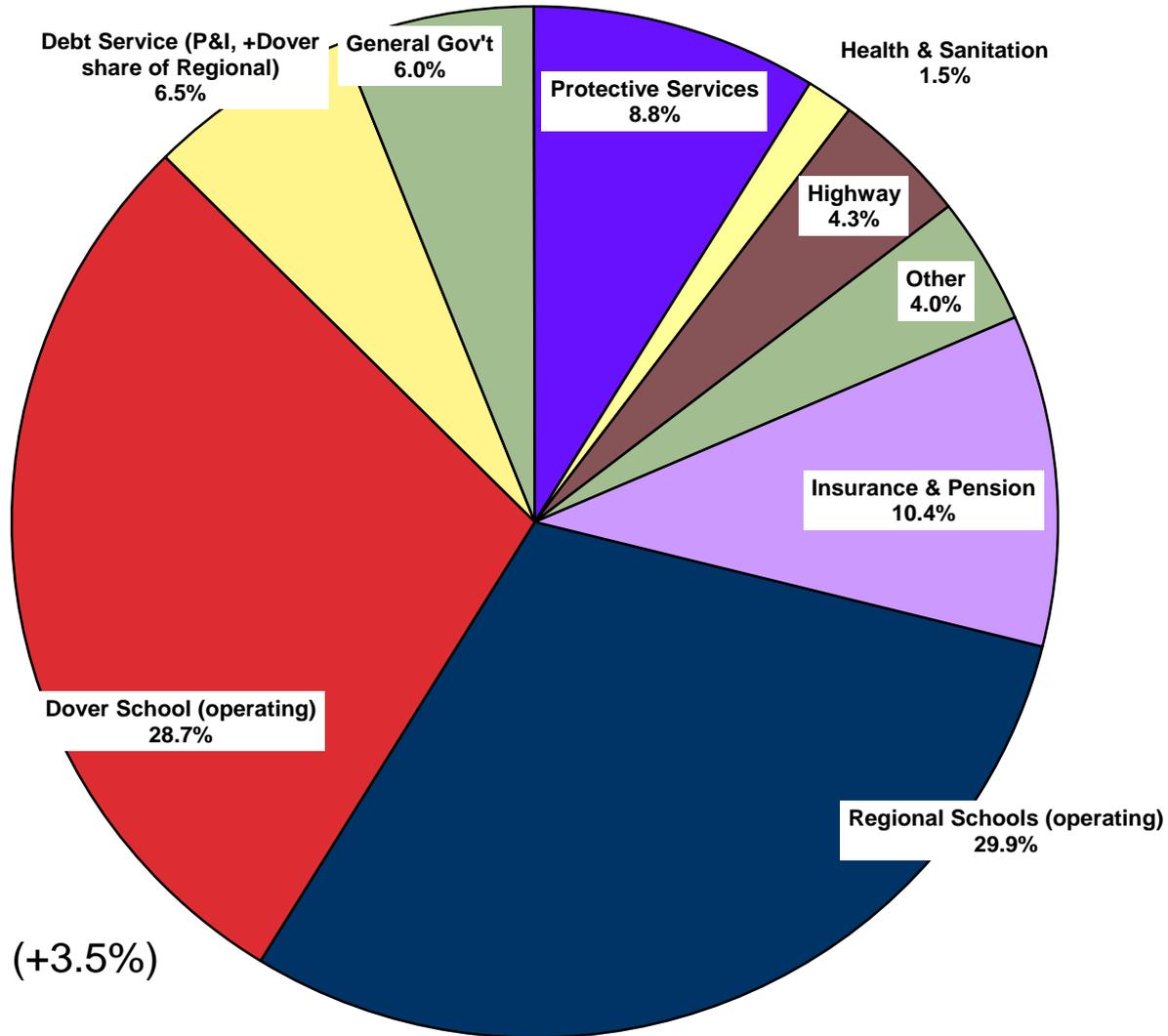
# Summary of Spending by Category

## ARTICLE 4

DEPARTMENT	FY2012 EXPENDED	FY2013 EXPENDED	FY2014 EXPENDED	FY2015 APPROVED	FY 2016 REQUESTED	FY16/FY15 % CHANGE	FY16/FY15 \$ Variance
<b>GENERAL GOVERNMENT TOTAL</b>	\$1,583,689.69	\$1,757,115.73	\$1,905,715.61	\$1,986,818.00	\$2,022,757.00	1.8%	\$35,939.00
<b>PROTECTION OF PERSONS AND PROPERTY TOTAL</b>	\$2,602,763.42	\$2,600,627.58	\$2,623,274.74	\$2,875,414.00	\$2,988,262.00	3.9%	\$112,848.00
<b>HEALTH AND SANITATION TOTAL</b>	\$463,472.79	\$453,461.57	\$486,384.42	\$502,505.00	\$490,520.00	(2.4%)	-\$11,985.00
<b>HIGHWAY AND BRIDGES TOTAL</b>	\$1,076,082.06	\$1,406,838.14	\$1,434,478.48	\$1,394,289.00	\$1,438,946.00	3.2%	\$44,657.00
<b>OTHER PUBLIC AGENCIES TOTAL</b>	\$1,069,219.42	\$1,085,048.77	\$1,145,396.36	\$1,217,660.00	\$1,234,738.00	1.4%	\$17,078.00
<b>UNCLASSIFIED SERVICES TOTAL</b>	\$13,502.72	\$12,853.30	\$13,608.23	\$17,459.00	\$17,459.00	0.0%	\$0.00
<b>INSURANCE/PENSIONS TOTAL</b>	\$2,683,142.89	\$2,737,047.68	\$2,711,020.35	\$3,198,965.00	\$3,511,788.00	9.8%	\$312,823.00
<b>SCHOOLS</b>							
600 DOVER SCHOOL OPERATING	7,232,345.32	7,853,494.91	8,680,604.47	9,510,262.00	9,717,545.00	2.2%	207,283.00
601 DOVER'S SHARE REGIONAL -- OPERATING ASSESSMENT	8,775,289.00	9,035,226.00	9,233,970.00	9,609,199.00	10,109,850.00	5.2%	500,651.00
DEBT ASSESSMENT	774,246.00	775,027.00	870,873.00	858,297.00	754,629.00	(12.1%)	-103,668.00
TOTAL	9,549,535.00	9,810,253.00	10,104,843.00	10,467,496.00	10,864,479.00	3.8%	396,983.00
602 MINUTEMAN VOCATIONAL	35,936.00	60,573.00	67,532.00	37,798.00	91,149.00	141.1%	53,351.00
604 NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL	0.00	2,000.00	4,000.00	6,000.00	6,000.00	0.0%	0.00
<b>SCHOOLS TOTAL</b>	\$16,817,816.32	\$17,726,320.91	\$18,856,979.47	\$20,021,556.00	\$20,679,173.00	3.3%	\$657,617.00
<b>DEBT &amp; INTEREST TOTAL</b>	\$1,774,223.66	\$1,519,172.65	\$1,475,090.37	\$1,427,600.00	\$1,434,700.00	0.5%	\$7,100.00
<b>TOWN BUDGET GRAND TOTAL</b>	\$28,083,912.97	\$29,298,486.33	\$30,651,948.03	\$32,642,266.00	\$33,818,343.00	3.6%	1,176,077.00

# FY16 Article 4 Spending by Category

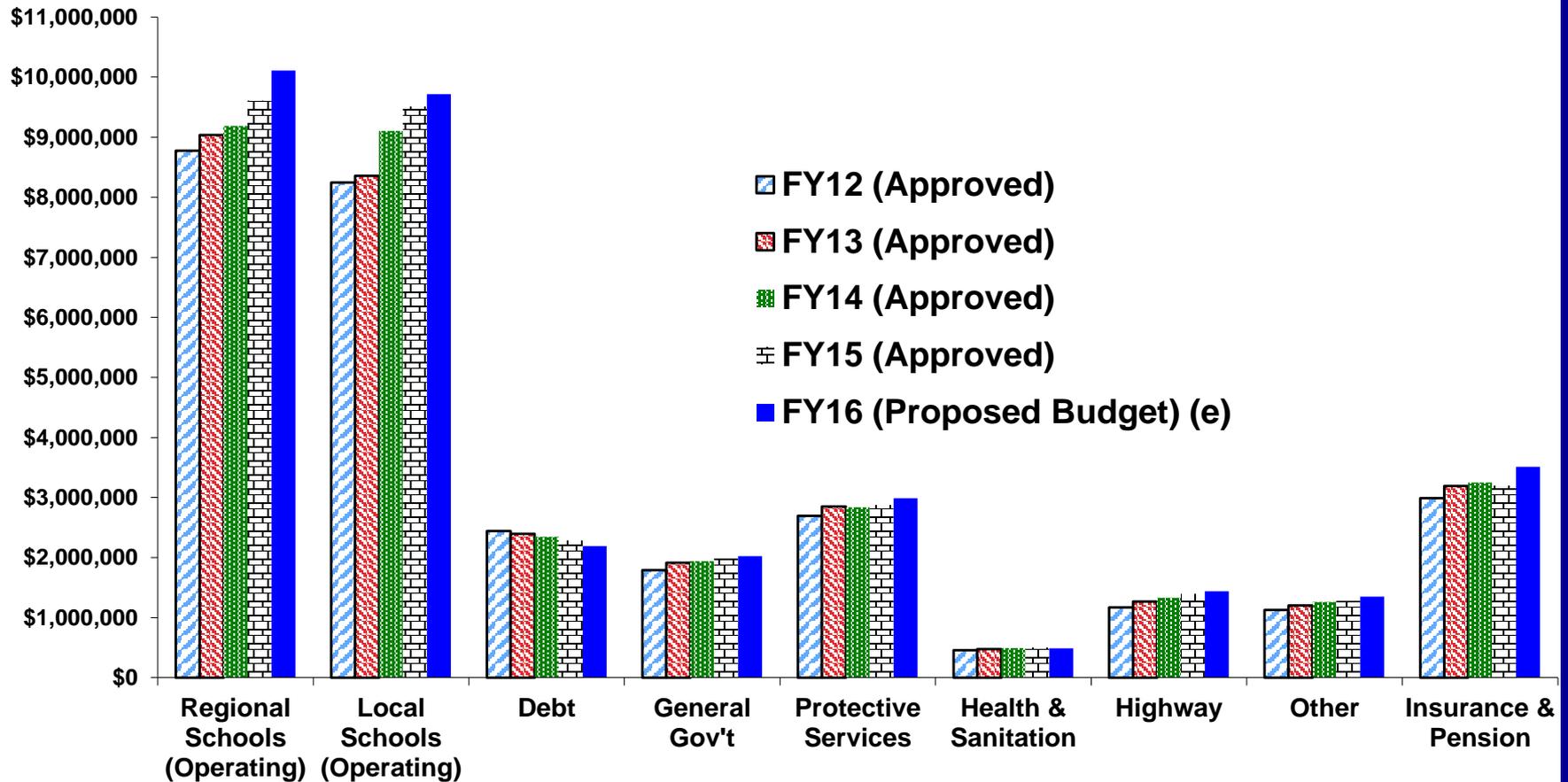
“Debt Service”  
includes  
Dover’s share  
of the Regional  
Schools’ debt



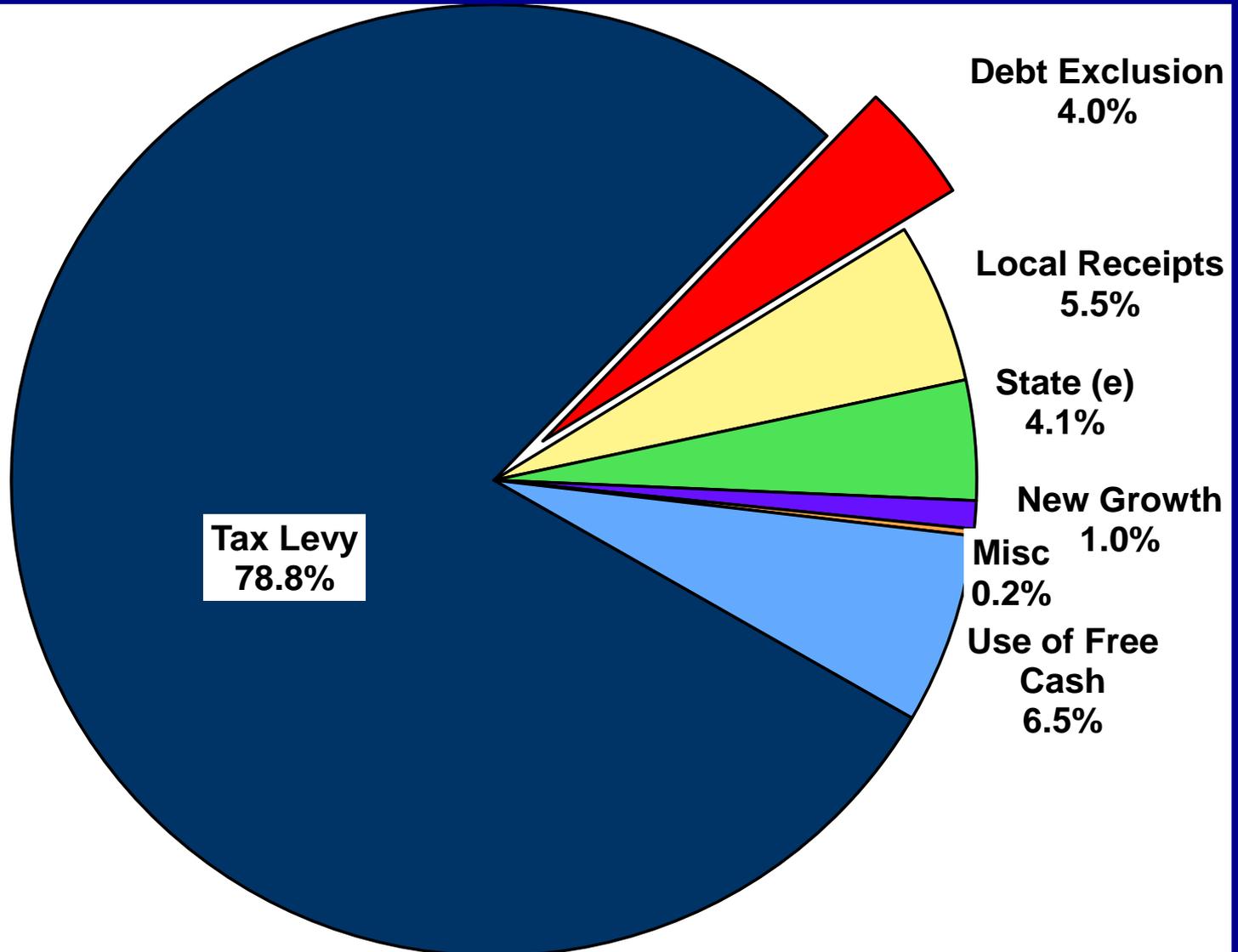
Total \$33.8 M (+3.5%)

# FY12-FY16 Article 4

FY12/13	+3.0%	+1.3%	-1.8%	+6.8%	+5.6%	+4.6%	+8.6%	+6.2%	+6.7%
FY13/14	+1.7%	+8.9%	-2.1%	+1.5%	-0.3%	+3.7%	+4.8%	+5.0%	+1.9%
FY14/15	+4.6%	+4.5%	-2.6%	+2.4%	+1.3%	+1.6%	+4.9%	+1.6%	-1.6%
FY15/16	+5.2%	+2.2%	-4.2%	+1.8%	+3.9%	-2.4%	+3.2%	+5.5%	+9.8%



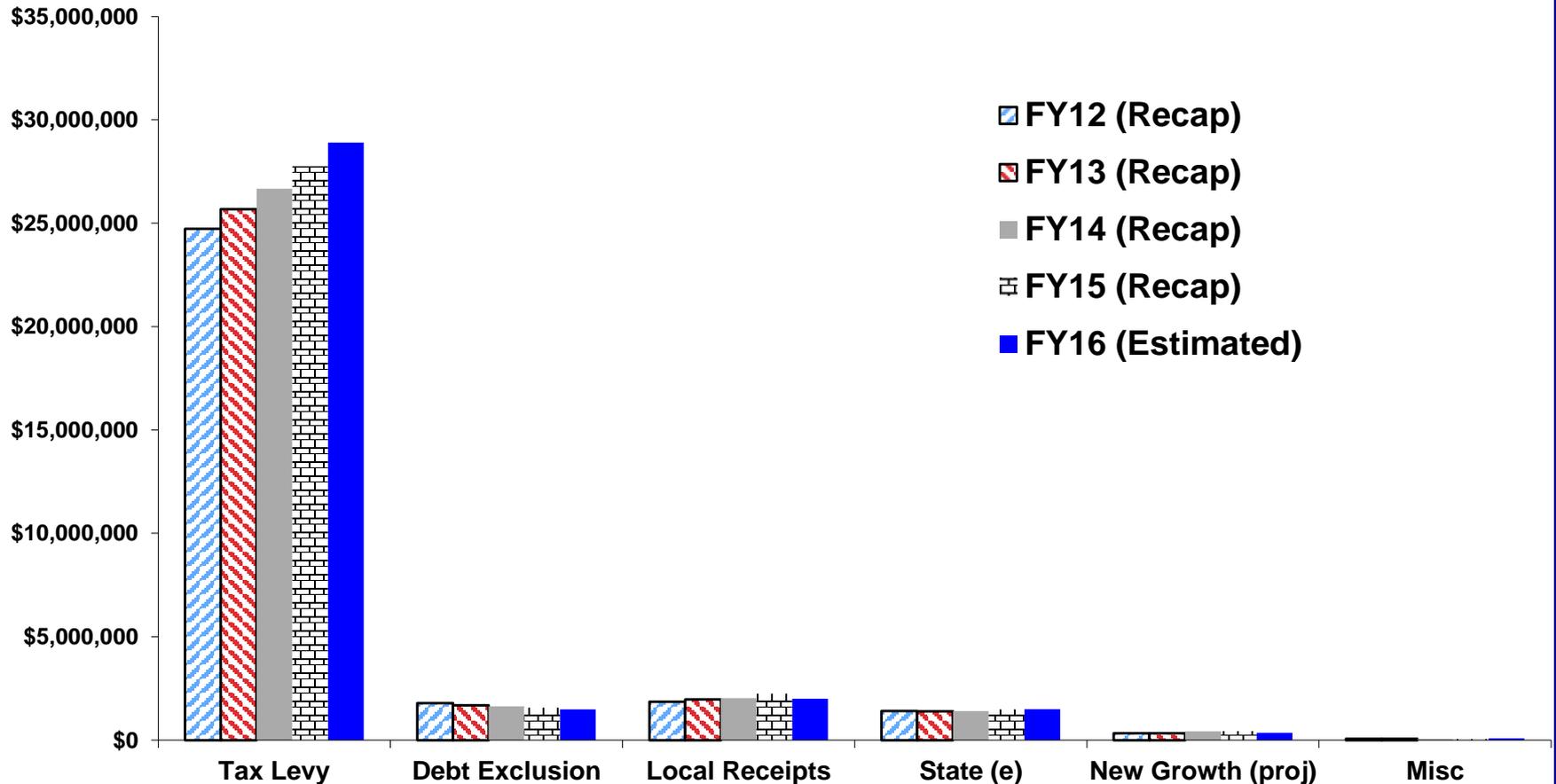
# FY16 Estimated Revenue



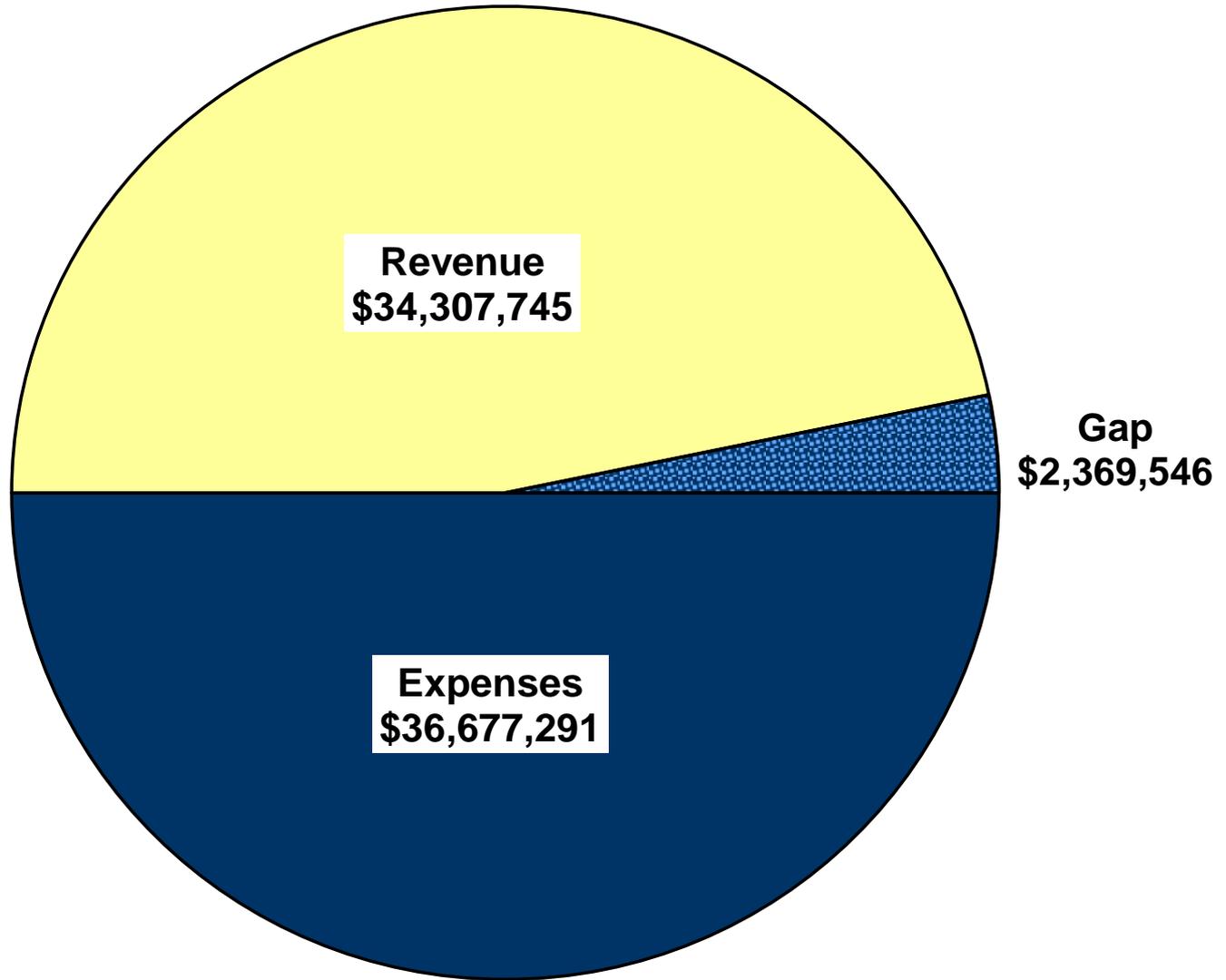
Total \$36.7 M  
(+4.5%)

# FY12-FY16 Revenue

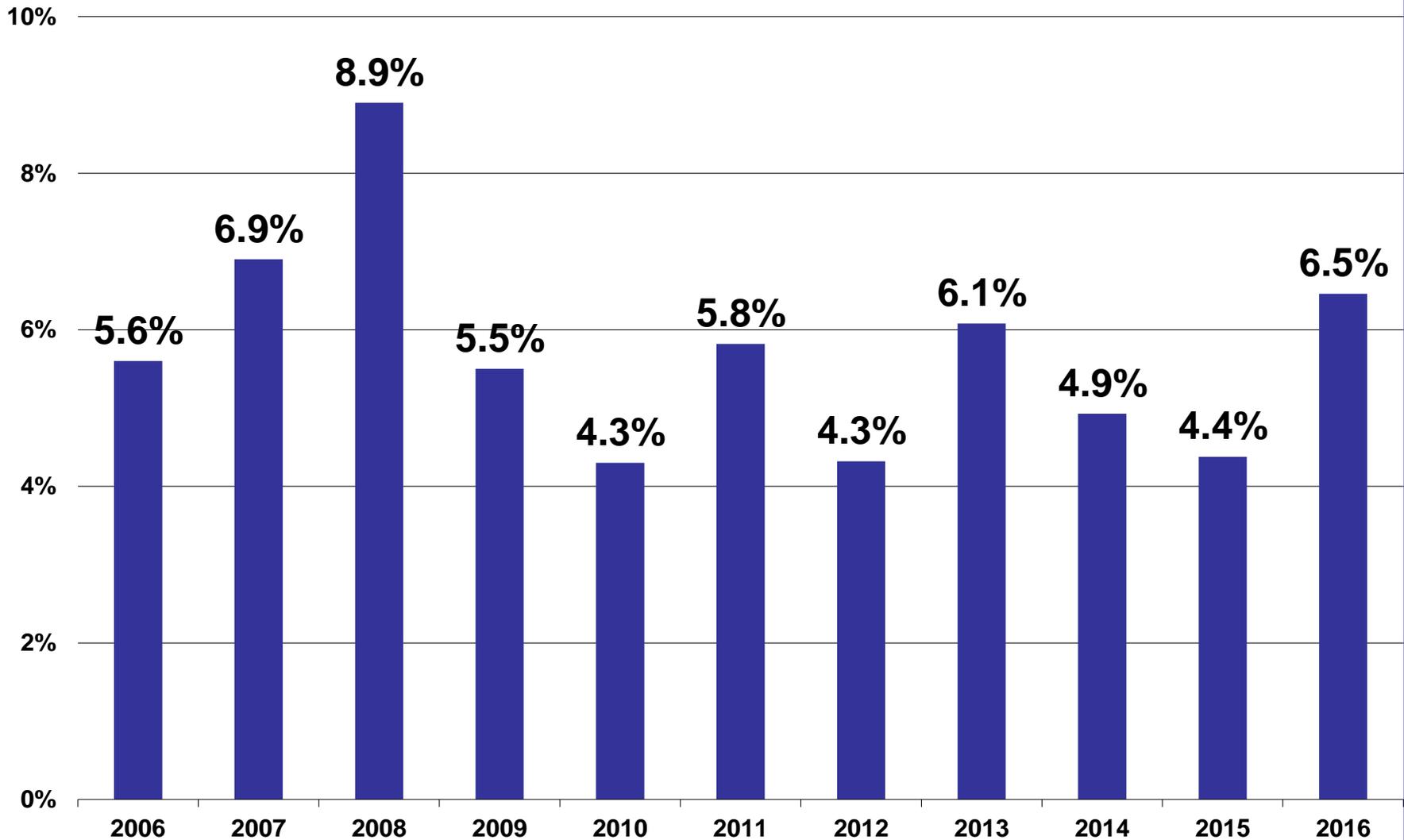
FY12/FY13	+3.9%	-6.5%	+6.1%	-0.9%	+2.1%	flat
FY13/FY14	+3.8%	-2.8%	+2.8%	+1.2%	+24.2%	flat
FY14/FY15	+4.1%	-3.6%	-1.3%	+4.7%	-16.1%	flat
FY15/FY16	+4.1%	-5.7%	-10.8%	+0.9%	-19.0%	+41.4%



# Budget Gap FY16



# Budget Gap as a Percentage of Expenses



# Annual Town Meeting 5/4/15

- Thank you

# **Caryl Community Center Facilities Upgrade Plan**

Town Meeting 2015  
Article 11

# Background

## 2002

- Proposal: senior affordable housing + community space – fails at TM
- BOS assumes care + custody of Caryl
- BOS inherits 10+ years of deferred maintenance issues
- BOS charge: Use Caryl “as is”; make minimal repairs only

# Background cont'd

## 2003 — 2007

- 2003:** Deferred Maintenance Study: 10-yr. incremental approach to repairs
- 2004:** Maintenance study updated as single project
- 2005:** Town-wide survey outlines program space needs/demands
- 2006:** 1<sup>st</sup> DCCBC provides preliminary plans for new facility to meet program
- 2007:** 2<sup>nd</sup> DCCBC (expanded membership and scope) confirms program + requirements

# Background cont'd

**2007 — 2011**

Town Meeting voters approved major repairs to seal building exterior:

New Roof	\$347,567
Extensive masonry repairs & Reinforcement of hip roof rafters	\$220,867
Underground oil tanks replaced	<u>\$172,515</u>
Total major capital outlays at CCC since 2002	\$740,949

# Current Usage

## Two Town Departments:

Park and Recreation Dept	7,990 sf	28%
Council on Aging	4,084 sf	14%

## Three Tenants with dedicated space:

Center for Devel of Children	5,928 sf	21%
Erin's School of Dance	2,040 sf	7%
Parent Talk	1,800 sf	6%

Other community, short term rentals:	<u>7,056 sf</u>	<u>24%</u>
Totals	28,898 sf	100%

# CCC Facilities Upgrade Plan

Continues to address long-neglected systems and repairs in three major areas:

- Renovation of the four 1930's-era public restrooms
- Replacement of the two 1930's-era boilers, to restore reliability and efficiency to the heating system
- Replacement of the HVAC control system and equipment, to eliminate temperature extremes

# Renovation of Four Public Restrooms

- Repurpose 1930's-era school-use restrooms
- Replace aging plumbing and non-functional exhaust systems
- Replace ceramic wall/floor tiles; acoustic ceiling tiles; toilets, urinals, & sinks
- Bring restrooms into compliance with current handicap accessibility and water conservation requirements
- Improve CCC's functionality for all users

# Estimated Cost

General requirements: temp. facilities, project mgmt	\$ 90,000
Demolition: remove walls, fixtures, ceilings, asbestos	17,540
Materials: concrete, metal, wood, etc.	58,343
Finishes: tile, paint, drywall	83,776
Toilet accessories, partitions, signage	29,400
Plumbing: lavs, faucets, toilets, urinals, piping	51,870
Electrical, heating, exhaust fans, controls	<u>87,867</u>
<b>Subtotal</b>	<b>\$418,796</b>
Insurance, bonding	\$ 37,796
Cost contingencies	125,332
Architectural, engineering	<u>65,000</u>
<b>Subtotal</b>	<b>\$228,128</b>
<b>Total</b>	<b><u>\$646,924</u></b>
<b>Round to</b>	<b><u>\$650,000</u></b>







# Article 11 Financial Summary

Replacement of the four bathrooms:

Construction costs - materials and labor	\$418,796
Contingencies, engineering, architectural	<u>\$228,128</u>
Total	\$646,925
<b>Article 11 Request</b>	<b>\$650,000</b>

# Summary

- CCC a vital Town & community asset
- Space for programs & services valued by hundreds of Dover residents of all ages
- Structurally sound, worth continuing to preserve & maintain
- Proposed improvements essential to providing functionality & comfort for all users, at same standards applied to other Town buildings

Article 21:

# Town of Dover Protective Agencies

## Dispatch Center Renovation

Supplemental Appropriation



# History



- 1998 renovation of \$990,000 did not address the dispatch area
- 2008 Warrant Committee approved a **feasibility study** for the reconfiguration of the dispatch area for \$30,000
- 2010 a special Warrant Article for \$400,000 was presented at Town Meeting:
  - ✓ Approved at Town Meeting
  - ✓ Voted down at the polls
- 2010 Chief Griffin retired, 2011 Chief McGowan was appointed; he decided to wait and re-evaluate need prior to making a request at Town Meeting
- 2014 Town Meeting appropriated **\$455,000** for the project

# Transparency



- On April 17, 2015 we opened 7 bids for the project
- The bids for construction ranged from a high of \$548,000 to a low of \$440,000
- At 2014 Town Meeting we appropriated \$375,000 for the construction budget
- We need additional funds to move forward with the project and execute the low bid contract
- As a result of the timing of information we elected to be transparent and come before Town Meeting to request these funds rather than use a Reserve Fund Transfer

# Why has the cost increased?



	2015	2014	\$ Increase	%
Construction	\$440,000	\$375,000	\$110,000	29%
Professional	75,000	80,000	(5,000)	(6%)
Total	\$560,000	\$455,000	\$105,000	23%

- Original budget was prepared in 12-2013 by professional
- Since then the construction market has taken off
- Cost of certain commodities used in the trades have increased
- Further subcontractor margins have increased
- Building projects across the Commonwealth are facing similar issues

# Cost Drivers



	2015	%
Asbestos	\$13,920	23%
Masonry > scope	5,740	9%
Acoustical ceiling	13,920	23%
Aluminum windows	20,670	34%
Data cabling	6,750	11%
Total	\$61,000	100%
Contingencies	44,000	
Total	\$105,000	

# What are we asking for ?



- We are requesting Town meeting to approve additional appropriation of \$61,000
- The funds will be included in the operating budget
- Which will allow the Town to execute the low bid contract
- Estimated contingencies if incurred will be funded through a Reserve Fund Transfer



Questions ?