

Finance Committee Quarterly Report

FY2025 Q1 REPORT, AS OF 9/30/2024

Marianne Fleckner, Director of Administration and Finance
Ellie Anderson, Budget Manager

FY2025 1st Quarter Financial Report

- The full quarterly report will be published on the Town's website in the Financial Documents section.

1.



2.

Feature Links > Budget > Acton's Budget

Acton's Financial Documents

3.

Quarterly Reports

Reports current year expenditures each quarter.

- Fiscal Year 2024
 - First Quarter ([Report](#)) ([Presentation](#))
 - Second Quarter ([Report](#)) ([Presentation](#))
 - Third Quarter ([Report](#)) ([Presentation](#))

FY2025 Q1 – General Fund Revenues

	FY2025 ALG	Q1	Q2	Q3	Revenue to Date	% Collected
Taxes	\$114,076,876	\$29,527,149			\$29,527,149	25.88%
Net State Aid	\$1,553,179	\$265,455			\$265,455	17.09%
Local Receipts	\$5,750,000	\$1,060,214			\$1,060,214	18.44%
Total	\$121,380,055	\$30,852,818			\$30,852,818	25.42%

General Fund Free Cash Certification as of 7/1/2024: \$5,137,003

FY2025 Q1: General Fund Expenditures

FY2025 Budget	Actual	% Expended
\$38,993,663	\$13,215,724	33.89%

Note: Middlesex Retirement and OPEB contributions paid in full and upfront on July 1st

FY2025 Q1 Financial Report

Enterprise Funds

- Septage
- Transfer Station and Recycling
- Sewer
- Ambulance
- Transportation

FY2025 Q1: Septage Enterprise

	ATM Budget	(Less Retained Earnings)	Fees Only	YTD Actual	%
Revenues	\$164,059	\$(64,059)	\$100,000	\$35,105	35.11%
Expenses	\$164,059		\$164,059	\$18,551	11.31%
Profit/(Loss)			\$16,554		

Free Cash Certification as of 7/1/2024: \$158,272

FY2025 Q1: Transfer Station

FY2025	ATM Budget	(Less Retained Earnings)	Fees Only	YTD Actual	%
Revenues	\$839,876	\$(176,876)	\$663,000	\$318,694	48.07%
Expenses	\$839,876			\$102,443	12.20%
Profit/(Loss)				\$216,251	

Free Cash Certification as of 7/1/2024: \$652,544

Notes:

- Updated financial model and FY2025 Transfer Stations Rates presented to Select Board on August 26, 2024
- FY2026 Capital Request: Front End Loader. \$225,000

FY2025 Q1: Sewer

FY2025	ATM Budget	(Less Retained Earnings)	Fees Only	YTD Actual	%
Revenues	\$1,884,771	\$(319,813)	\$1,564,958	\$409,740	26.18%
Expenses	\$1,884,771			\$411,813	21.85%
Profit/(Loss)				\$(2,072)	

Free Cash Certification as of 7/1/2024: \$1,661,431

Notes:

- Financial model presented to Sewer Commissioners at September 2023 Workshop
- FY2025 rates approved by Sewer Commissioners on June 17, 2024

FY2025 Q1: Ambulance

FY2025	ATM Budget	(Less Retained Earnings)	Fees Only	YTD Actual	%
Revenues	\$1,942,550	\$(542,050)	\$1,400,500	\$358,842	25.62%
Expenses	\$1,942,550			\$383,774	19.76%
Profit/(Loss)				\$(24,932)	

Free Cash Certification as of 7/1/2024: \$313,232

Notes:

- Updated Ambulance Rates approved by Select Board on January 22, 2024
- Financial model and updated rates planned to be presented to the Select Board in early 2025

FY2025 Q1: Transportation

FY2025	ATM Budget	(Less Retained Earnings)	Fees Only	YTD Actual	%
Revenues	\$470,561	\$(218,170)	\$252,391	\$46,058	18.25%
Expenses	\$470,561			\$107,647	22.88%
Profit/(Loss)				\$(61,590)	

Free Cash Certification as of 7/1/2024: \$147,660

Notes:

- Grant-funded Transportation Strategic Plan to be completed in FY2025

FY2025 Q1 Financial Report

Revolving Funds

- Fire Alarm Network
- Building Inspector
- Sealer or Weight & Measures
- Food Service
- Hazardous Materials
- Historical District Commission
- Stormwater Inspections
- CrossTown Connect
- Roadway Maintenance
- Fire Prevention
- Recreation Programs

FY2025 Q1: Fire Alarm Network

Revenues	Properties which have a fire alarm box pay \$300 annually towards the maintenance and repair of that box, as well as towards the entire system
Expenses	Related OT, Equipment Repair and Servicing, and Telephone

FY2025	ATM Budget	YTD Actual	%
Revenues	\$75,115	\$3,700	4.93%
Expenses	\$75,115	\$4,295	5.72%
Profit/(Loss)		\$(595)	

FY2024 End of Year Balance (unaudited): \$182,024

FY2025 Q1: Building Inspector

Revenues	Plumbing and wiring permit fees
Expenses	Inspector and administrative salaries, contractual services (MOA agreement with Littleton for shared inspectional services), professional services, related health insurance

FY2025	ATM Budget	YTD Actual	%
Revenues	\$517,909	\$74,342	14.35%
Expenses	\$517,909	\$20,044	3.87%
Profit/(Loss)		\$54,298	

FY2024 End of Year Balance (unaudited): \$712,087

Notes:

- FY2026 New Staff Request: Fire Prevention Officer
- Fund supports the annual cost of OpenGov

FY2025 Q1: Sealer of Weights & Measures

Revenues	Licenses and permits
Expenses	Staff salaries and health insurance, professional services and professional development

FY2025	ATM Budget	YTD Actual	%
Revenues	\$21,603	\$1,450	6.71%
Expenses	\$21,603	\$7,408	34.29%
Profit/(Loss)		\$(5,958)	

FY2024 End of Year Balance (unaudited): \$68,424

FY2025 Q1: Food Service Inspection

Revenues	Food service permits
Expenses	Staff salaries and health insurance, professional services, supplies

FY2025	ATM Budget	YTD Actual	%
Revenues	\$47,790	\$5,325	11.14%
Expenses	\$47,790	\$10,216	21.38%
Profit/(Loss)		\$(4,891)	

FY2024 End of Year Balance (unaudited): \$21,382

FY2025 Q1: Hazardous Materials

Revenues	Licenses and permits
Expenses	Staff salaries and health insurance, contractual and professional services, funding for Hazardous Waste Day, and supplies

FY2025	ATM Budget	YTD Actual	%
Revenues	\$48,791	\$5,545	11.36%
Expenses	\$48,791	\$6,762	13.86%
Profit/(Loss)		\$(1,217)	

FY2024 End of Year Balance (unaudited): \$2,404

FY2025 Q1: Historic District Commission

Revenues	Historical District Fee
Expenses	Office supplies

FY2025	ATM Budget	YTD Actual	%
Revenues	\$200	\$90	45%
Expenses	\$200	\$0	0%
Profit/(Loss)		\$90	

FY2024 End of Year Balance (unaudited): \$2,404

FY2025 Q1: Stormwater Inspections

Revenues	Fees
Expenses	Staff salaries and health insurance, professional and contractual services, materials and equipment, and supplies

FY2025	ATM Budget	YTD Actual	%
Revenues	\$92,490	\$34,220	37.00%
Expenses	\$92,490	\$4,666	5.04%
Profit/(Loss)		\$29,554	

FY2024 End of Year Balance (unaudited): \$210,224

Notes:

- FY2026 Capital Request: Stormwater Management Program – Utility Fee Feasibility Study, \$100,000

FY2025 Q1: CrossTown Connect

Revenues	Public partner contributions
Expenses	Professional and contractual services

FY2025	ATM Budget	YTD Actual	%
Revenues	\$180,000	\$11,000	6.11%
Expenses	\$180,000	\$0	0.00%
Profit/(Loss)		\$11,000	

FY2024 End of Year Balance (unaudited): \$70,088

FY2025 Q1: Roadway Maintenance

Revenues	Street cut permits
Expenses	Salaries and health insurance, contractual services

FY2025	ATM Budget	YTD Actual	%
Revenues	\$53,613	\$6,095	11.37%
Expenses	\$53,613	\$1,629	3.04%
Profit/(Loss)		\$4,466	

FY2024 End of Year Balance (unaudited): \$150,288

FY2025 Q1: Public Shade Tree

Revenues	Fees/gifts or donations
Expenses	Materials and equipment

FY2025	ATM Budget	YTD Actual	%
Revenues	\$25,000	\$0	0.00%
Expenses	\$25,000	\$0	0.00%
Profit/(Loss)		\$0	

FY2024 End of Year Balance (unaudited): \$0

FY2025 Q1: Fire Prevention

Revenues	Licenses and permits
Expenses	Salaries and health insurance, professional services, equipment repair and servicing

FY2025	ATM Budget	YTD Actual	%
Revenues	\$75,000	\$8,600	11.47%
Expenses	\$75,000	\$0	0.00%
Profit/(Loss)		\$8,600	

FY2024 End of Year Balance (unaudited): \$0

FY2025 Q1: Recreation Programs

Revenues	Camp, field permit, program, beach and recreation fees
Expenses	Seasonal and temp wages, building and grounds maintenance, utilities, professional services, and supplies

FY2025	ATM Budget	YTD Actual	%
Revenues	\$754,700	\$143,384	19.00%
Expenses	\$754,700	\$351,617	46.59%
Profit/(Loss)		\$(208,233)	

FY2024 End of Year Balance (unaudited): \$523,871

Notes:

- Recreation Programs Financial Model in progress, plan to review fees ahead of following camp season
- In the process of developing a plan to use the fund balance to address capital needs and upgrades at NARA Park
- FY26 CIP Request to fund roof design, NARA roof included, with construction to be paid from this fund

Thank you!