

General Fund Budget Update

- 1 Summary** - Overall, the City is in a strong position as we close out April. Undesignated Fund Balance is at 22.96% of adopted budget and net operating income is at \$6,032,349. This will come down as departments look to close out the year.
- 2 Assessor** - 69.9% of budget spent. Open positions in this department for much of the year are driving this underspend. Some of the unspent wages are being offset by contracted help to get the year closed out.
- 3 Building Maintenance** - 97.1% of budget spent. Contracted services at the PD prior to filling the second custodial role were supposed to be offset by lower-than-budgeted wages. Now that wages have been reclassified to Public Works, the contracted services will be reclassified as well. Excluding the \$12,300 set to be reclassified, Building Maintenance is still under budget by \$3436.
- 4 Code Enforcement** - 75.1% of budget spent. The second code enforcement position was open for much of the year and other operational lines are also tracking behind. Finance is working with Code Enforcement to ensure needed operational items are purchased before the end of the year.
- 5 Contingency** - 78.3% of budget spent. Contracted services related to tree work and the City Solicitor totaling \$38,000 are set to be reclassified to Contingency in May. Significant legal fees are anticipated for May and June, which will spend down the remaining available amount.
- 6 Council** - 102.9% of budget spent. Council is now over budget by \$500. With the incremental \$4915 approved for Council's FY2020 budget, this should not be an issue next year.
- 7 Human Resources** - 76.8% of budget spent. HR is looking to appropriate remaining resources for a compensation study, which will help us better evaluate how we stand in a competitive recruitment environment.
- 8 Insurance** - 119.4% of Budget spent. Insurance premiums have been under-budgeted by \$40,000 for the last three budget cycles. With the alignment of insurance renewal to the fiscal year, the Undesignated Fund Balance will enjoy a one-time windfall of \$161K, which will more than compensate for this years' overage of \$39,461. We are also looking into how insurance premiums have been allocated between the City and School.
- 9 Parks & Rec** - 86.7% of budget spent. \$14,975 in contracted services related to tree work and custodial work prior to filling the second Building Facilities position are being reclassified. That should help keep this department under budget. Additionally, higher-than-anticipated demand for senior programming has increased the costs for those programs but also generated additional offsetting revenue.
- 10 Planning & Economic Development** - 56.5% of budget spent. Openings in the department have driven much of the underspend. Low spending on Economic Development lines will be offset by lower-than-budgeted transfers from the Economic Development Fund, which will improve Fund Balance going into FY2020.
- 11 Police Department** - 78.7% of budget spent. Open positions are driving the underspend.
- 12 Public Works** - 72.9% of budget spent. Thanks to a warm winter and other competing factors, the Public Works department anticipates returning \$180K to the General Fund Balance at years' end.
- 13 Solicitor** - 124.6% of budget spent. \$29,405 in overspend (plus an additional \$3793 through mid-May) are being reclassified to contingency. Future legal fees will be spent out of contingency.
- 14 Supported Entities** - 91.6% of budget spent. Saco Pathfinders, the Veterans Council, and SMFA remain the last agencies that have not been funded. We are working on reaching out to those organizations this month.
- 15 Transfers** - 111.7% of budget spent. TIF transfers came in \$160,419 over budget, but \$85,829 less than the Assessor's Tax Rate Calculation form. This means sufficient tax revenue was anticipated to cover the full amount of the transfers.
- 16 Building Rentals** - 64.0% of budgeted revenues. We are still owed significant sums by our lessees. These amounts should be resolved this month as all of the leases in arrears are up for renewal.
- 17 Cable Television Franchise** - 55.2% of budgeted revenues. We are still waiting for the Q3 revenue.
- 18 Code Enforcement** - 136.8% of budgeted revenues. Construction permits continue to flow into City Hall. Having a second full time code enforcement officer on staff will help us stay on top of the demand.
- 19 Finance** - 73.3% of budgeted revenues. Lien fees and interest are lower than anticipated.
- 20 Interest Earnings** - 204.6% of budgeted revenues. Bond expenditures have been lower than anticipated and interest earnings have been a full point higher than expected, coming in at 2.5%.
- 21 Parks & Rec** - 79.1% of budgeted revenues. We are still waiting for most of the summer camp fees to come in. The director believes revenue will exceed budget at year's end.
- 22 Police Department** - 101.5% of budgeted revenues. The PD has exceeded revenue targets with 2 months remaining in the year. More revenues are expected as we get closer to summer.
- 23 Unallocated** - 18.5% of budgeted revenues. This item has been corrected to \$10K in the FY2020 Budget.

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Target through April
83.3%

Net Operating Income (Use of Fund Balance)	6,032,349	
<i>plus</i> Use of Designated Fund Balance	486,759	
<i>less</i> Increase in Designated Fund Balance	0	
Net Change in Undesignated Fund balance	6,519,108	
<i>plus</i> Undesignated Fund balance beginning of Year	6,289,422	<i>11.27% of Adopted budget</i>
Fund	City General Fund	Undesignated Fund Balance Curr 12,808,530 22.96% of Adopted budget**

Type	Department	FY2018 Actual	FY2019 Adopted	FY2019 Budget	FY2019 Actual	FY2019 Encumb	FY2019 Total	% of Budget Spent	Actual vs. Target*
Expense	Assessor	194,032	212,888	219,361	153,372	0	153,372	69.9%	(29,429)
	Building Maintenance	106,555	133,582	64,328	62,471	0	62,471	97.1%	8,864
	Capital Projects	3,316,646	2,804,971	4,681,819	2,227,111	15,800	2,242,911	47.9%	
	City Administration	288,501	365,096	391,875	329,848	0	329,848	84.2%	3,286
	City Clerk	301,768	316,609	340,665	285,474	1,339	286,813	84.2%	2,926
	Code Enforcement	333,617	307,465	330,688	248,156	122	248,278	75.1%	(27,295)
	Contingency	301,728	165,482	496,554	388,647	0	388,647	78.3%	(25,148)
	Council	15,361	16,627	16,977	17,477	0	17,477	102.9%	500
	County Tax	1,293,389	1,206,722	1,206,722	1,197,241	0	1,197,241	99.2%	191,639
	Federal Assistance	0	0	0	0	0	0		0
	Finance	478,468	468,562	469,103	371,313	0	371,313	79.2%	(19,605)
	Fire/Ambulance	3,099,819	3,228,186	3,317,433	2,745,525	15,409	2,760,934	83.2%	(3,594)
	Fringe Benefits	3,722,906	4,366,537	4,080,757	3,365,795	0	3,365,795	82.5%	(34,836)
	Human Resources	140,069	180,125	212,923	143,550	20,000	163,550	76.8%	(13,886)
	Information Technology	430,522	543,871	669,436	493,956	46,089	540,045	80.7%	(17,819)
	Insurance	226,506	203,750	203,750	243,211	0	243,211	119.4%	39,461
	Overlay	0	0	0	0	0	0		0
	Parks & Recreation	1,616,770	1,705,835	1,739,863	1,508,743	0	1,508,743	86.7%	58,857
	Planning & Econ Dev	391,278	477,067	462,076	258,823	2,045	260,868	56.5%	(124,195)
	Police Department	3,791,620	3,930,056	4,008,814	3,153,166	3,257	3,156,423	78.7%	(184,256)
	Public Works	5,425,046	5,458,871	5,951,474	4,253,377	84,297	4,337,674	72.9%	(621,887)
	School Budget	23,706,762	27,267,360	27,267,360	22,722,800	0	22,722,800	83.3%	(0)
	Solicitor	165,871	141,670	119,671	149,076	0	149,076	124.6%	29,405
	Supported Entities	838,334	966,269	973,169	886,450	5,200	891,650	91.6%	80,676
	Transfers	2,516,859	1,323,765	1,366,696	1,527,115	0	1,527,115	111.7%	160,419
Expense Total		52,702,426	55,791,367	58,591,514	46,732,696	193,559	46,926,254	80.1%	

*Actual vs. target is calculated based on actuals versus % of the year elapsed or actuals versus total budget if actuals are greater than budget.

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Fund City General Fund	Undesignated Fund Balance Curr	12,808,530 <i>22.96% of Adopted budget**</i>

Type	Department	FY2018 Actual	FY2019 Adopted	FY2019 Budget	FY2019 Actual	FY2019 Encumb	FY2019 Total	% of Budget Spent	Actual vs. Target*
Revenue	Assessor	3,292	(0)	(0)	19,526	(0)	19,526		19,526
	Budgeted Use Of Surplus	(0)	190,130	710,284	(0)	(0)	(0)	0.0%	
	Building Rentals	67,066	55,990	55,990	35,855	(0)	35,855	64.0%	(10,804)
	Cable Television Franchise	358,422	274,860	274,860	151,666	(0)	151,666	55.2%	(77,384)
	City Clerk	112,507	131,664	131,664	106,541	(0)	106,541	80.9%	(3,178)
	Code Enforcement	628,619	434,126	434,126	593,930	(0)	593,930	136.8%	159,804
	Federal Assistance	(0)	(0)	(0)	(333,429)	(0)	(333,429)		(333,429)
	Finance	149,803	139,856	139,856	102,458	(0)	102,458	73.3%	(14,089)
	Fire/Ambulance	(0)	(0)	(0)	(0)	(0)	(0)		(0)
	Fringe Benefits	(30)	(0)	(0)	(6,389)	(0)	(6,389)		(6,389)
	Interest Earnings	219,137	228,880	228,880	468,379	(0)	468,379	204.6%	239,499
	Parks & Recreation	903,474	920,184	920,184	728,231	(0)	728,231	79.1%	(38,589)
	Planning & Econ Dev	77,609	75,000	75,000	68,555	(0)	68,555	91.4%	6,055
	Police Department	143,660	146,444	146,444	148,677	(0)	148,677	101.5%	2,233
	Public Works	4,457,901	4,282,797	4,282,797	3,905,279	(0)	3,905,279	91.2%	336,282
	Real And Personal Property	42,052,752	44,601,051	44,601,051	43,212,083	(0)	43,212,083	96.9%	6,044,541
	Sale Of City Assets	7,818	10,000	341,012	336,026	(0)	336,026	98.5%	51,850
	State Assistance	2,624,895	2,697,082	2,697,082	2,323,563	(0)	2,323,563	86.2%	75,995
	Transfers	1,024,487	1,544,461	1,049,113	893,187	(0)	893,187	85.1%	18,926
	Unallocated	2,660	58,843	58,843	10,906	(0)	10,906	18.5%	(38,130)
Revenue Total		52,834,075	55,791,367	56,147,185	52,765,044	0	52,765,044	94.0%	

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