



City of Saco

Finance Office

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To: Rick Michaud, Honorable Mayor and all City Councilors

From: Cheryl Fournier, Finance Director April 30, 2014

Attached is the FY2014 City budget-to-actual comparison. As a total the City is running at 83.3% of budget compared to being 83.3% through the year. The primary reasons are noted below. The City is expected to be at or below budget for the year. I have provided explanations for significant variances as of April 30, 2014 (83.3% of the year is complete):

- Information Technology is at 72.0% of budget or \$53,300 below budget. The primary reason is that salaries are running at 64.8% of budget.
- Police Department is at 79.8% of budget or \$125,600 below budget. The primary reason is that salaries are running at 78.7% of budget or \$142,700 below budget.
- Public Works is at 73.7% of budget or \$521,700 below budget. The primary reason is that waste disposal is running at 68.9% of budget or \$194,400 below budget. There is only nine months of expense for ten months, and is expected to come in at or slightly below budget at fiscal year end. The secondary reason is that salaries are running at 79.8% of budget or \$59,000 below budget.
- Municipal Grounds & Recreation is at 88.4% of budget or \$71,500 above budget. The operating expenses are running at 103.6% of budget or \$74,000 above budget. Municipal Grounds & Recreation revenue is also running at 95.0% of budget or \$81,800 above budget.
- Debt Service is at 97.5% of budget or \$332,900 below budget. The reason for this is due to timing of bond payments. This category is expected to be at or below budget at fiscal year end.
- Employee Benefits is at 80.6% of budget or \$86,400 below budget. All categories are running below budget.
- Non-Property Taxes (Excise, Taxes in Lieu, Interest/Fees) is running at 92.4% of budget or \$275,900 above budget. Excise is running at 94.6% of budget. EAN is the major contributor of Excise being above budget. As of April 30, 2014, the City has collected \$252,500 from EAN.
- Intergovernmental Revenues is running at 89.0% of budget or \$52,900 above budget. The major contributors are Homestead is at 78.7% of budget, and BETE program is running at 132.1% of budget.
- Other Unclassified/Miscellaneous is running at 129.0% of budget or \$186,700 above budget. The primary reason is the sale of the old fire barn.



- State Revenue Sharing is running at 56.9% of budget or \$323,900 below budget. It is estimated to be at 73.0% of budget at the end of the year. The reason for this running below budget is that the State had a late change in their budget that reduced the amount of revenue sharing that Saco receives.

The City staff has continued to maintain a high quality of service for our citizens, and look forward to continuing this high quality in the future.

City of Saco
FY2014 City Budget through April 30, 2014

Target 83.3%

Municipal Budget	Council Approved	Expended YTD	Encumbered	Available Balance	% Used
Mayor-Council (Legislative)	\$ 20,600	\$ 22,386		\$ (1,786)	108.7%
City Administration	325,120	271,484		53,636	83.5%
Finance	389,331	275,978		113,353	70.9%
Information Technology	469,503	328,756	9,170	131,577	72.0%
City Clerk	325,096	225,817	7,372	91,907	71.7%
Tax Assessor	206,462	137,463		68,999	66.6%
City Building Maintenance	113,749	86,011	500	27,238	76.1%
Legal Department	185,000	133,715		51,285	72.3%
Police Department	3,601,929	2,853,901	22,115	725,912	79.8%
Fire/Ambulance Department	2,853,190	2,337,683	28,464	487,043	82.9%
Building Inspection	218,416	175,013		43,403	80.1%
Planning & Economic Development	321,898	238,828	7,811	75,259	76.6%
Public Works Department	5,401,648	3,851,334	128,326	1,421,988	73.7%
Public Agencies	100,200	97,029		3,171	96.8%
City Agencies	815,845	560,528	1,080	54,237	91.2%
Emergency Management	5,900	3,198		2,702	54.2%
Municipal Grounds & Recreation Department	1,420,004	1,243,136	11,752	165,116	88.4%
Debt Service	2,344,930	2,286,981		57,949	97.5%
Employee Benefits	3,137,379	2,528,101		609,278	80.6%
Insurance	169,963	164,756		5,207	96.9%
Contingency	443,000	287,899		155,101	65.0%
Capital Projects - Operating budget only	1,178,888	427,826	40,839	710,222	39.8%
Gross Municipal Budget	\$ 23,848,051	\$ 18,537,824	\$ 257,429	\$ 5,052,798	78.8%
Capital Projects (operating included in gross municipal budget) carryover from 2013 (assigned funds)	\$ 570,859	\$ 125,593		\$ 445,266	22.0%
	7 \$ 24,418,910	\$ 18,663,417	\$ 257,429	\$ 5,498,063	77.5%

Municipal Revenues	Council Approved	Receipts YTD	Balance	Percent Collected
Non-Property Taxes (Excise, Taxes in Lieu, Interest/Fees)	\$ 3,040,000	\$ 2,809,242	\$ (230,758)	92.4%
Permits/Licenses/Fees	675,600	564,614	(110,986)	83.6%
Intergovernmental Revenues	932,128	829,677	(102,451)	89.0%
Charges for Services	1,173,000	1,011,152	(161,848)	86.2%
Other Unclassified/Miscellaneous	409,000	527,565	118,565	129.0%
Subtotal Revenues	\$ 6,229,728	\$ 5,742,250	\$ (487,478)	92.2%
Other Credits Municipal				
General Fund - Budgeted use of Surplus	\$ 1,335,640	\$ -	\$ (1,335,640)	0.0%
State Revenue Sharing	1,223,000	695,280	(527,720)	56.9%
Ambulance Fund transfer	500,000	500,000	-	100.0%
Camp Ellis transfer	1,000	1,000	-	100.0%
Saco Island/Downtown transfer	25,000	25,000	-	100.0%
Subtotal Other Credits Municipal	\$ 3,084,640	\$ 1,221,280	\$ (1,863,360)	39.6%
Total Revenues/Credits Municipal	\$ 9,314,368	\$ 6,963,531	\$ (2,350,837)	74.8%

Public Agency Breakdown					
Saco Spirit	\$38,600	\$38,600	\$0	\$0	100.0%
Other	61,600	58,429	-	3,171	94.9%
Total Public Agency	\$100,200	\$97,029	\$0	\$3,171	96.8%
City Agency Breakdown					
Dyer Library	\$473,000	\$433,583	\$0	\$39,417	91.7%
TriCity Transit	115,000	115,000	-	-	100.0%
Other	27,845	11,945	1,080	14,820	46.8%
Total Public Agency	\$615,845	\$560,528	\$1,080	\$54,237	91.2%
Debt Service Breakdown					
Bond Principal	\$1,316,066	\$1,316,066	\$0	\$0	100.0%
Other Debt	1,028,864	970,915	-	57,949	94.4%
Total Debt Service	\$2,344,930	\$2,286,981	\$0	\$57,949	97.5%
Employee Benefits Breakdown					
Health Insurance	\$1,620,974	\$1,297,087	\$0	\$323,887	80.0%
FICA Taxes	739,190	578,178	-	161,012	78.2%
Other	777,215	652,837	-	124,378	84.0%
Total Employee Benefits	\$3,137,379	\$2,528,101	\$0	\$609,278	80.6%

* see explanation in attached memo