



City of Saco

Finance Office

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To: Rick Michaud, Honorable Mayor and all City Councilors

From: Cheryl Fournier, Finance Director

RE: FY2014 Budget-to-actual comparison through August 31, 2013

Attached is the FY2014 City budget-to-actual comparison. As a total the City is running at 15.6% of budget compared to being 16.7% 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 August 31, 2013 (16.7% of the year is complete):

- Public Works Department is 12.5% of budget. The salaries are at 14.8% of budget. The primary reason is that Waste Disposal is at 10.8% as we have only received 1 month of invoices to date. Waste Disposal is expected to come in at budget.
- City Agencies is 40.5% of budget. Many of our commitments are paid at the beginning of the year.
- Parks & Recreation is 31.7% of budget. The primary reason is that Temporary/Seasonal Wages are at 56.3 % of budget. The Summer Recreation Camps are the primary source of the seasonality of these account. Parks & Recreation operating expenses are at 18.1% of budget. Parks & Recreation revenue is also running at 21.4%.
- Debt Service is running at 5.2% of budget. Seasonality of the payments.
- Contingency is running at 87.5% of budget. The primary reason is that abatements is substantially above budget. Abatements for the remaining of the year will be low, but will be above budget.

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
FY2013 City Budget through August 31, 2013

Target 16.7%

Municipal Budget	Council Approved	Expended YTD	Encumbered	Available Balance	% Used
Mayor-Council (Legislative)	\$ 20,800	\$ 3,252		\$ 17,348	15.8%
City Administration	325,120	50,286		274,834	15.5%
Finance	388,801	57,564		331,237	14.8%
Information Technology	434,703	101,138	6,840	326,725	24.8%
City Clerk	323,409	39,768	1,542	282,099	12.8%
Tax Assessor	205,442	25,706		179,736	12.5%
City Building Maintenance	113,749	7,178		106,571	6.3%
Legal Department	185,000	9,463		175,537	5.1%
Police Department	3,598,791	577,298	56,662	2,964,831	17.6%
Fire/Ambulance Department	2,844,252	441,012	44,115	2,359,125	17.1%
Building Inspection	218,416	32,247		186,169	14.8%
Planning & Economic Development	319,075	48,551	774	269,750	15.5%
Public Works Department	5,325,096	491,982	172,085	4,661,030	12.5% *
Public Agencies	100,200	66,425		33,775	66.3%
City Agencies	608,100	234,365	11,850	361,885	40.5% *
Emergency Management	5,900	600		5,300	10.2%
Parks & Recreation Department	1,419,804	443,628	6,148	970,028	31.7% *
Debt Service	2,344,930	121,398		2,223,532	5.2% *
Employee Benefits	3,137,379	481,575		2,655,804	15.3%
Insurance	169,963	6,379		163,584	3.8%
Contingency	133,000	116,311		16,689	87.5% *
Capital Projects - Operating budget only	1,154,536	-	-	1,154,536	0.0%
Gross Municipal Budget	\$ 23,376,266	\$ 3,356,126	\$ 300,015	\$ 19,720,125	15.6%
Capital Projects (operating included in gross municipal budget) carryover from 2013 (designated funds)	\$ 570,859	\$ 25,785	\$ 26,599	\$ 518,475	9.2%
	\$ 23,947,125	\$ 3,381,911	\$ 326,614	\$ 20,238,600	15.5%

Municipal Revenues	Council Approved	Receipts YTD	Balance	Percent Collected
Non-Property Taxes (Excise, Taxes in Lieu, Interest/Fees)	\$ 3,040,000	\$ 684,085	\$ (2,355,915)	22.5%
Permits/Licenses/Fees	675,600	127,506	(548,094)	18.9%
Intergovernmental Revenues	932,128	16,427	(915,701)	1.8%
Charges for Services	1,173,000	221,979	(951,021)	18.9%
Other Unclassified/Miscellaneous	409,000	58,311	(350,689)	14.3%
Subtotal Revenues	\$ 6,229,728	\$ 1,108,308	\$ (5,121,420)	17.8%
Other Credits Municipal				
General Fund - Budgeted use of Surplus	\$ 1,085,640	\$ -	\$ (1,085,640)	0.0%
State Revenue Sharing	1,223,000	184,067	(1,038,933)	15.1%
Ambulance Fund transfer	400,000	-	(400,000)	0.0%
Camp Ellis transfer	1,000	-	(1,000)	0.0%
Saco Island/Downtown transfer	25,000	-	(25,000)	0.0%
Subtotal Other Credits Municipal	\$ 2,734,640	\$ 184,067	\$ (2,550,573)	6.7%
Total Revenues/Credits Municipal	\$ 8,964,368	\$ 1,292,375	\$ (7,671,993)	14.4%

Public Agency Breakdown					
Saco Spirit	\$38,600	\$38,600	\$0	\$0	100.0%
Other	61,600	27,825	-	33,775	45.2%
Total Public Agency	\$100,200	\$66,425	\$0	\$33,775	66.3%
City Agency Breakdown					
Dyer Library	\$473,000	\$118,250	\$0	\$354,750	25.0%
TriCity Transit	115,000	115,000	-	-	100.0%
Other	20,100	1,115	11,850	7,135	64.6%
Total Public Agency	\$608,100	\$234,365	\$11,850	\$361,885	40.6%
Debt Service Breakdown					
Principal	\$1,856,095	\$107,803	\$0	\$1,748,292	5.8%
Interest	488,835	13,595	-	475,240	2.8%
Total Debt Service	\$2,344,930	\$121,398	\$0	\$2,223,532	5.2%
Employee Benefits Breakdown					
Health Insurance	\$1,620,974	\$257,921	\$0	\$1,363,053	15.9%
FICA Taxes	739,190	133,219	-	605,971	18.0%
Other	777,215	90,435	-	686,780	11.6%
Total Employee Benefits	\$3,137,379	\$481,575	\$0	\$2,655,804	15.3%

* see explanation in attached memo