



City of Saco

Finance Office

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April 9, 2014

To: Rick Michaud, Honorable Mayor and all City Councilors

From: Cheryl Fournier, Finance Director March 31, 2014

Attached is the FY2014 City budget-to-actual comparison. As a total the City is running at 71.5% of budget compared to being 75% 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 March 31, 2014 (**75% of the year is complete**):

- Police Department is at 72.9% of budget or \$74,800 below budget. The primary reason is that Dispatch is running at 69.2% of budget or \$36,500 below budget.
- Public Works is at 67.9% of budget or \$380,900 below budget. The primary reason is that paving is running at 69% of budget until spring arrives. The secondary reason is that waste disposal is running at 57.8% of budget or \$247,500 below budget. There is only eight months of expense for nine months, and is expected to come in at or slightly below budget at fiscal year end.
- City Agencies are at 84.6% of budget or \$59,400 above budget. The primary reason is that Dyer Library is running at 83.3%. Dyer Library has ten payments showing in a nine month period, but will be at budget at the end of the fiscal year.
- Municipal Grounds & Recreation is at 82.2% of budget or \$102,300 above budget. The primary reason is that Temporary/Seasonal Wages are at 83.2% of budget or \$44,700 above budget. The Summer Recreation Camps are the primary source of the seasonality of this account. All other salaries at below budget by \$10,900. The operating expenses are running at 93.6% of budget or \$46,200 above budget. Municipal Grounds & Recreation revenue is also running at 81.9% of budget or \$48,000 above budget.
- Debt Service is at 93.7% of budget or \$437,800 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 70.3% of budget or \$146,100 below budget. All categories are running below budget.
- Insurance is at 5.5% of budget or \$118,100 below budget. The majority of our policies renew in March and are being paid in April.
- Non-Property Taxes (Excise, Taxes in Lieu, Interest/Fees) is running at 80.8% of budget or \$177,100 above budget. Excise is running at 82.6% of budget. EAN is the major contributor of Excise being above budget. As of March 31, 2014, the City has collected \$229,000 from EAN.



- Intergovernmental Revenues is running at 87.5% of budget or \$116,500 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 122.1% of budget or \$192,700 above budget. The primary reason is the sale of the old fire barn.
- State Revenue Sharing is running at 53.1% of budget or \$267,500 below budget. It is estimated to be at 73% 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 March 31, 2014

Target	75.00%
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Municipal Budget	Council Approved	Expended YTD	Encumbered	Available Balance	% Used	
Mayor-Council (Legislative)	\$ 20,600	\$ 18,984		\$ 1,616	92.2%	
City Administration	325,120	247,466		77,654	76.1%	
Finance	389,331	249,776		139,555	64.2%	
Information Technology	469,503	295,901	9,170	164,431	65.0%	
City Clerk	325,096	198,946	4,670	121,481	62.6%	
Tax Assessor	206,462	124,348		82,114	60.2%	
City Building Maintenance	113,749	72,375	500	40,874	64.1%	
Legal Department	185,000	101,818		83,182	55.0%	
Police Department	3,601,929	2,595,013	31,621	975,294	72.9% *	
Fire/Ambulance Department	2,853,190	2,124,042	31,040	698,109	75.5%	
Building Inspection	218,416	158,007		60,409	72.3%	
Planning & Economic Development	321,898	218,015	7,811	96,072	70.2%	
Public Works Department	5,401,648	3,535,129	135,227	1,731,292	67.9% *	
Public Agencies	100,200	97,029		3,171	96.8%	
City Agencies	615,845	519,214	2,063	94,568	84.6% *	
Emergency Management	5,900	2,816		3,084	47.7%	
Municipal Grounds & Recreation Department	1,420,004	1,145,103	22,165	252,736	82.2% *	
Debt Service	2,344,930	2,196,528		148,402	93.7% *	
Employee Benefits	3,137,379	2,206,963		930,416	70.3% *	
Insurance	169,963	9,354		160,609	5.5% *	
Contingency	443,000	270,024		172,976	61.0%	
Capital Projects - Operating budget only	1,178,888	369,775	37,741	771,372	34.6%	
Gross Municipal Budget	\$ 23,848,051	\$ 16,756,626	\$ 282,007	\$ 6,809,418	71.4%	
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	\$ 16,882,219	\$ 282,007	\$ 7,254,683	70.3%

Municipal Revenues	Council Approved	Receipts YTD	Balance	Percent Collected
Non-Property Taxes (Excise, Taxes in Lieu, Interest/Fees)	\$ 3,040,000	\$ 2,457,109	\$ (582,891)	80.8% *
Permits/Licenses/Fees	675,600	523,597	(152,003)	77.5% *
Intergovernmental Revenues	932,128	815,597	(116,531)	87.5% *
Charges for Services	1,173,000	911,378	(261,622)	77.7% *
Other Unclassified/Miscellaneous	409,000	499,465	90,465	122.1% *
Subtotal Revenues	\$ 6,229,728	\$ 5,207,147	\$ (1,022,581)	83.6%
Other Credits Municipal				
General Fund - Budgeted use of Surplus	\$ 1,335,640	\$ -	\$ (1,335,640)	0.0% *
State Revenue Sharing	1,223,000	649,751	(573,249)	53.1% *
Ambulance Fund transfer	500,000	375,000	(125,000)	75.0%
Camp Ellis transfer	1,000	750	(250)	75.0%
Saco Island/Downtown transfer	25,000	18,750	(6,250)	75.0%
Subtotal Other Credits Municipal	\$ 3,084,640	\$ 1,044,251	\$ (2,040,389)	33.9%
Total Revenues/Credits Municipal	\$ 9,314,368	\$ 6,251,397	\$ (3,062,971)	67.1%

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	\$394,167	\$0	\$78,833	83.3%
TriCity Transit	115,000	115,000	-	-	100.0%
Other	27,845	10,048	2,063	15,735	43.5%
Total Public Agency	\$615,845	\$519,214	\$2,063	\$94,568	84.6%
Debt Service Breakdown					
Bond Principal	\$1,316,066	\$1,316,066	\$0	\$0	100.0%
Other Debt	1,028,864	880,462	-	148,402	85.6%
Total Debt Service	\$2,344,930	\$2,196,528	\$0	\$148,402	93.7%
Employee Benefits Breakdown					
Health Insurance	\$1,620,974	\$1,163,750	\$0	\$457,224	71.8%
FICA Taxes	739,190	527,198	-	211,992	71.3%
Other	777,215	516,015	-	261,200	66.4%
Total Employee Benefits	\$3,137,379	\$2,206,963	\$0	\$930,416	70.3%

* see explanation in attached memo