



City of Saco

Finance Office

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November 12, 2013

To: Rick Michaud, Honorable Mayor and all City Councilors

From: Cheryl Fournier, Finance Director

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

Attached is the FY2014 City budget-to-actual comparison. As a total the City is running at 33.4% of budget compared to being 33.3% 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 October 31, 2013 (33.3% of the year is complete):

- City Agencies is 52.1% of budget. Many of our commitments are paid at the beginning of the year.
- Parks & Recreation is 46.9% of budget. The primary reason is that Temporary/Seasonal Wages are at 68.1 % of budget. The Summer Recreation Camps are the primary source of the seasonality of this account. Parks & Recreation operating expenses are at 38.2% of budget. Parks & Recreation revenue is also running at 37.5%.
- Debt Service is running at 48.0% of budget. Seasonality of the payments.
- Contingency is running at 140.1% of budget. The primary reason is that abatements is substantially above budget. The City has many multiple year settlements that have to be posted annually. 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 October 31, 2013

Target	33.3%
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Municipal Budget	Council		Expended		Available	
	Approved	YTD	Encumbered	Balance	% Used	
Mayor-Council (Legislative)	\$ 20,600	\$ 7,755		\$ 12,845	37.6%	
City Administration	325,120	98,839		226,281	30.4%	
Finance	388,801	103,256		285,545	26.6%	
Information Technology	434,703	166,183	5,798	262,722	39.6%	
City Clerk	323,409	65,106	406	257,897	20.3%	
Tax Assessor	205,442	51,622		153,820	25.1%	
City Building Maintenance	113,749	16,300		97,449	14.3%	
Legal Department	185,000	39,365		145,635	21.3%	
Police Department	3,598,791	1,095,908	45,304	2,457,579	31.7%	
Fire/Ambulance Department	2,844,252	925,328	32,812	1,886,112	33.7%	
Building Inspection	218,416	65,026		153,390	29.8%	
Planning & Economic Development	319,075	97,237	2,038	219,801	31.1%	
Public Works Department	5,325,096	1,310,377	263,596	3,751,123	29.6%	
Public Agencies	100,200	75,425		24,775	75.3%	
City Agencies	608,100	316,678		291,422	52.1%	*
Emergency Management	5,900	1,200		4,700	20.3%	
Parks & Recreation Department	1,419,804	663,859	2,157	753,788	46.9%	*
Debt Service	2,344,930	1,125,622		1,219,308	48.0%	*
Employee Benefits	3,137,379	920,474		2,216,905	29.3%	
Insurance	169,963	7,858		162,105	4.6%	
Contingency	133,000	186,389		(53,389)	140.1%	*
Capital Projects - Operating budget only	1,154,536	109,963	-	1,044,573	9.5%	
Gross Municipal Budget	\$ 23,376,266	\$ 7,449,769	\$ 352,111	\$ 15,574,386	33.4%	
Capital Projects (operating included in gross municipal budget) carryover from 2013 (designated funds)	\$ 570,859	\$ 25,785	\$ 42,389	\$ 502,684	11.9%	
	\$ 23,947,125	\$ 7,475,555	\$ 394,500	\$ 16,077,070	32.9%	

Municipal Revenues	Council		Receipts		Percent Collected
	Approved	YTD	Balance		
Non-Property Taxes (Excise, Taxes in Lieu, Interest/Fees)	\$ 3,040,000	\$ 1,209,968	\$ (1,830,032)		39.8%
Permits/Licenses/Fees	675,600	222,785	(452,815)		33.0%
Intergovernmental Revenues	932,128	349,375	(582,753)		37.5%
Charges for Services	1,173,000	427,663	(745,337)		36.5%
Other Unclassified/Miscellaneous	409,000	122,737	(286,263)		30.0%
Subtotal Revenues	\$ 6,229,728	\$ 2,332,529	\$ (3,897,199)		37.4%
Other Credits Municipal					
General Fund - Budgeted use of Surplus	\$ 1,085,640	\$ -	\$ (1,085,640)		0.0%
State Revenue Sharing	1,223,000	306,127	(916,873)		25.0%
Ambulance Fund transfer	400,000	100,000	(300,000)		25.0%
Camp Ellis transfer	1,000	250	(750)		25.0%
Saco Island/Downtown transfer	25,000	6,250	(18,750)		25.0%
Subtotal Other Credits Municipal	\$ 2,734,640	\$ 412,627	\$ (2,322,013)		15.1%
Total Revenues/Credits Municipal	\$ 8,964,368	\$ 2,745,155	\$ (6,219,213)		30.6%

Public Agency Breakdown					
Saco Split	\$38,600	\$38,600	\$0	\$0	100.0%
Other	61,600	36,825	-	24,775	59.8%
Total Public Agency	\$100,200	\$75,425	\$0	\$24,775	75.3%
City Agency Breakdown					
Dyer Library	\$473,000	\$197,083	\$0	\$276,917	41.7%
TriCity Transit	115,000	115,000	-	-	100.0%
Other	20,100	4,595	-	15,505	22.9%
Total Public Agency	\$608,100	\$316,678	\$0	\$291,422	52.1%
Debt Service Breakdown					
Principal	\$1,856,095	\$869,368	\$0	\$986,727	46.8%
Interest	488,835	256,255	-	232,580	52.4%
Total Debt Service	\$2,344,930	\$1,125,622	\$0	\$1,219,308	48.0%
Employee Benefits Breakdown					
Health Insurance	\$1,620,974	\$506,987	\$0	\$1,113,987	31.3%
FICA Taxes	739,190	232,109	-	507,081	31.4%
Other	777,215	181,378	-	595,837	23.3%
Total Employee Benefits	\$3,137,379	\$920,474	\$0	\$2,216,905	29.3%

* see explanation in attached memo