



City of Saco

Finance Office

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To: Rick Michaud, Honorable Mayor and all City Councilors

From: Cheryl Fournier, Finance Director

Attached is the FY2015 City budget-to-actual comparison. As a total the City is running at 15.9% of budget compared to being 16.7% through the year. The primary reasons are noted below. Explanations has been provided for significant variances as of August 31, 2014 (**16.7% of the year is complete**):

- Police Department is at 18.6% of budget or \$70,200 above budget. The primary reason is that repairs/Maintenance is running at 98.8% of budget due to paying annual maintenance contracts at the beginning of the year.
- Public Works is at 11.2% of budget or \$306,305 below budget. The majority of expenses are running behind. No primary item that makes up the amount.
- Municipal Grounds & Recreation is at 28.9% of budget or \$141,400 above budget. The salaries expenses are running at 34.0% of budget or \$185,600 above budget, due to seasonality of the summer camp programs. Municipal Grounds & Recreation revenue is also running at 18.6% of budget or \$15,600 above budget.
- Debt Service is at 6.5% of budget or \$245,600 below budget due to not making any bond payments to date.
- Non-Property Taxes (Excise, Taxes in Lieu, Interest/Fees) is running at 20.9% of budget or \$138,400 above budget. Excise is running at 20.7% of budget. EAN is the major contributor of Excise being above budget. As of August 31, 2014, the City has collected \$73,400 from EAN.
- Intergovernmental Revenues is running at 1.8% of budget or \$114,600 below budget. The major contributor is we have not received the Road Assistance, B&E, or Homestead payments from the state by end of August.

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
FY2015 City Budget through August 31, 2014

Target: 16.7%

| Municipal Budget | Council Approved | Expended YTD | Encumbered | Available Balance | % Used |
|---------------------------------------------------------------------------------------------------------|----------------------|---------------------|-------------------|----------------------|--------------|
| Mayor-Council (Legislative) | \$ 17,600 | \$ 3,310 | \$ - | \$ 14,290 | 18.8% |
| City Administration | 320,754 | 54,220 | 1,178 | 265,356 | 17.3% |
| Finance | 388,569 | 63,619 | | 324,950 | 16.4% |
| Information Technology | 582,605 | 141,877 | | 440,728 | 24.4% |
| City Clerk | 311,197 | 38,189 | 2,064 | 270,944 | 12.9% |
| Tax Assessor | 201,564 | 27,101 | | 174,464 | 13.4% |
| City Building Maintenance | 105,689 | 10,171 | | 95,518 | 9.6% |
| Legal Department | 185,000 | 2,084 | | 182,916 | 1.1% |
| Police Department | 3,650,405 | 633,746 | 45,042 | 2,971,617 | 18.6% |
| Fire/Ambulance Department | 2,963,374 | 469,547 | 17,158 | 2,476,669 | 16.4% |
| Building Inspection | 223,506 | 32,458 | | 191,048 | 14.5% |
| Planning & Economic Development | 323,953 | 40,182 | 6,780 | 276,990 | 14.5% |
| Public Works Department | 5,566,018 | 491,612 | 129,753 | 4,944,653 | 11.2% |
| Public Agencies | 101,200 | 13,000 | | 88,200 | 12.8% |
| City Agencies | 611,100 | 243,298 | | 367,803 | 39.8% |
| Emergency Management | 5,900 | (821) | 1,681 | 5,040 | 14.6% |
| Municipal Grounds & Recreation Department | 1,449,654 | 418,846 | | 1,030,808 | 28.9% |
| Debt Service | 2,404,486 | 155,168 | | 2,249,318 | 6.5% |
| Employee Benefits | 3,290,116 | 510,064 | | 2,780,052 | 15.5% |
| Insurance | 170,000 | 5,900 | | 164,100 | 3.5% |
| Contingency | 141,000 | 57,767 | | 83,233 | 41.0% |
| Capital Projects - Operating budget only | 887,260 | 36,685 | 153,623 | 696,952 | 21.4% |
| Gross Municipal Budget | \$ 23,900,950 | \$ 3,448,021 | \$ 357,279 | \$ 20,095,650 | 15.9% |
| Capital Projects (operating included in gross municipal budget) carryover from 2014 (assigned funds) | \$ 1,451,698 | \$ 125,000 | \$ 200,000 | \$ 1,126,698 | 22.4% |
| | \$ 25,352,648 | \$ 3,573,021 | \$ 557,279 | \$ 21,222,349 | 16.3% |

| Municipal Revenues | Council Approved | Receipts YTD | Balance | Percent Collected |
|-----------------------------------------------------------|---------------------|---------------------|-----------------------|----------------------|
| Non-Property Taxes (Excise, Taxes in Lieu, Interest/Fees) | \$ 3,260,000 | \$ 681,733 | \$ (2,578,267) | 20.9% |
| Permits/Licenses/Fees | 706,520 | 133,688 | (572,832) | 18.9% |
| Intergovernmental Revenues | 773,345 | 14,272 | (759,073) | 1.8% |
| Charges for Services | 1,296,600 | 170,216 | (1,126,384) | 13.1% |
| Other Unclassified/Miscellaneous | 592,407 | 58,217 | (534,190) | 9.8% |
| Subtotal Revenues | \$ 6,628,872 | \$ 1,058,126 | \$ (5,570,746) | 16.0% |
| Other Credits Municipal | | | | |
| General Fund - Budgeted use of Surplus | \$ 550,000 | | \$ (550,000) | |
| State Revenue Sharing | 835,292 | 136,012 | (699,280) | 16.3% |
| Ambulance Fund transfer | 650,000 | - | (650,000) | 0.0% |
| Economic Development transfer | 30,000 | - | (30,000) | 0.0% |
| Camp Ellis transfer | 1,000 | - | (1,000) | 0.0% |
| Saco Island/Downtown transfer | 25,000 | - | (25,000) | 0.0% |
| School Transfer | \$ 323,499 | \$ - | \$ (323,499) | 0.0% |
| Subtotal Other Credits Municipal | \$ 2,414,791 | \$ 136,012 | \$ (2,278,779) | 5.6% |
| Total Revenues/Credits Municipal | \$ 9,043,663 | \$ 1,194,138 | \$ (7,849,525) | 13.2% |

| Public Agency Breakdown | | | | | |
|------------------------------------|--------------------|------------------|------------|--------------------|--------------|
| Saco Spirit | \$38,600 | \$0 | \$0 | \$38,600 | 0.0% |
| Other | 62,600 | 13,000 | - | 49,600 | 20.8% |
| Total Public Agency | \$101,200 | \$13,000 | \$0 | \$88,200 | 12.8% |
| City Agency Breakdown | | | | | |
| Dyer Library | \$476,000 | \$119,000 | \$0 | \$357,000 | 25.0% |
| TriCity Transit | 115,000 | 123,000 | - | (8,000) | 107.0% |
| Other | 20,100 | 1,298 | - | 18,803 | 6.5% |
| Total Public Agency | \$611,100 | \$243,298 | \$0 | \$367,803 | 39.8% |
| Debt Service Breakdown | | | | | |
| Bond Principal | \$1,311,066 | \$38,473 | \$0 | \$1,272,593 | 2.9% |
| Other Debt | 1,093,420 | 116,695 | - | 976,725 | 10.7% |
| Total Debt Service | \$2,404,486 | \$155,168 | \$0 | \$2,249,318 | 6.5% |
| Employee Benefits Breakdown | | | | | |
| Health Insurance | \$1,708,864 | \$247,724 | \$0 | \$1,461,140 | 14.5% |
| FICA Taxes | 726,510 | 127,983 | - | 598,527 | 17.6% |
| Other | 854,742 | 134,357 | - | 720,386 | 15.7% |
| Total Employee Benefits | \$3,290,116 | \$510,064 | \$0 | \$2,780,052 | 15.5% |

* see explanation in attached memo