

General Fund Budget Update

- 1 . Overall Summary:** The City continued to hold the reigns tight on expenditures in May, coming in at 85% of budget versus 91.7% of year complete. When the Capital Plan is excluded from the analysis, the City is still at just 88.2% of budget expended, \$1.8 million under.
- 2 . Building Maintenance:** Building maintenance is used as a holding account for postage expense, which is later reclassified to other departments. If you exclude the \$4200 in Postage, the account is at 96.7% of total budget.
- 3 . City Administrator:** \$10k training expense was reclassified to the HR budget, and expenditures are now in line.
- 4 . Contingency:** Cost pressures in Contingency are coming most significantly from Tax Abatements. \$10K in senior worker abatements hit the account in May, pushing the Contingency over budget. Tax Abatements were budgeted at \$80K but are now at \$102K YTD. Since Abatements are at \$80K for next year as well, we will need to work closely with the new assessor to keep this item in line for next year.
- 5 . City Council:** City Council expenditures are now in line
- 6 . County Tax:** County Tax came in \$10K over budget. This should be offset by savings elsewhere in the budget.
- 7 . Fringe Benefits:** Finance and HR worked together to clean up the fringe benefits accounts over the last 4 weeks. Fringe benefits is now in line with the rest of the budget and an SOP is in place to ensure expenditures are accounted for correctly going forward.
- 8 . Planning and Econ Dev:** Planning and Economic Development have been under budget due to churn in the department, with about \$89K of the underspend coming from base pay. Excessive encumbrances from FY 2017 drove the budget from \$157K (as approved) to \$203K. This is why Contracts are \$60K underspent. The underspend will be offset by lower than budgeted transfers from the Economic Development Fund.
- 9 . Police Department:** The Police Department has been chronically understaffed in FY2018, creating a \$150K surplus on payroll. This is the leading cause of the under-spending and we anticipate the surplus will fall to the bottom line by years' end.
- 10 . Public Works:** Public works is \$843K underspent YTD, but we do anticipate that they will spend most or all of it by the end of the year. Most of the \$511K remaining in the paving accounts has been encumbered. Solid waste fees are under budget by \$150K (across all line items), but we anticipate that June's bill that will bring us in line. There is also new cost pressure from Eco Maine, which has begun fining Saco for contamination in our recycling loads.
- 11 . School Budget:** The school appropriations budget is going to be amended down by \$350K to reflect tax relief funding provided by the state.
- 12 . Supported Entities:** Payments have been made early to the Dyer Library, Saco Main Street, and TriCity Transit. Actual expenditures for FY18 are expected to be as budgeted.
- 13 . Budgeted Use of Surplus:** This amount is a placeholder to show how expenses will impact the fund balance by Years' End.
- 14 . Cable Television Franchise:** The IT Director was successful in bringing our cable franchise payments in line with household growth. We now have a \$14K surplus on this revenue line.
- 15 . City Clerk Fees Revenue:** General Assistance refunds from the state are generally delayed by a couple of months.
- 16 . Parks & Rec Revenues:** With sign-ups for summer camp well under way, Parks & Rec revenue is now in line with forecast.
- 17 . Police Revenues:** Police Revenues are ahead of budget.
- 18 . Transfer Revenue:** We are waiting to book transfers from the Economic Development fund to cover Economic Development activities until we know the final numbers for FY2018 Expenses. Transfer revenue from Camp Ellis will be booked at years' end.

19 . Unallocated = Miscellaneous Unclass Revenues: Last year's higher revenue numbers were due to erroneous entries that dropped the full value of bounced checks into Miscellaneous revenues, rather than into Accounts Receivable. This year, corrections have been made so that only fee amounts are falling into this account. End of year adjustments to Accounts Receivable may change this number as they have in the past.

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				Target		91.7%			
Department	Category	AccLongDescription	FY 2017 Actual	FY 2018 Adopted	FY 2018 Budget	FY 2018 Actual	% Budget Spent	Actual vs Target*	
Expense	Assessor		(1,675)	184,759	184,759	165,992	89.8%	(3,432)	
	Building Maintenance		108,147	104,912	104,912	105,409	100.5%	9,205	
	Capital Program		3,419,640	3,031,161	5,408,829	2,971,950	54.9%	(1,987,946)	
	City Administration		265,263	286,100	286,100	263,052	91.9%	698	
	City Clerk		278,554	330,587	333,265	271,556	81.5%	(34,049)	
	Code Enforcement		266,829	318,779	340,779	315,447	92.6%	2,952	
	Contingency		371,854	159,482	265,007	284,298	107.3%	41,286	
	Council		14,855	16,627	16,627	15,280	91.9%	33	
	County Tax		1,276,339	1,283,733	1,283,733	1,293,389	100.8%	116,206	
	Finance		510,476	437,652	477,752	433,566	90.8%	(4,533)	
	Fire/Ambulance		3,222,245	3,097,756	3,170,425	2,838,893	89.5%	(68,387)	
	Fringe Benefits		3,429,039	3,860,268	3,866,988	3,481,849	90.0%	(64,179)	
	Human Resources		0	118,725	156,425	128,494	82.1%	(14,947)	
	Information Technology		386,976	561,453	610,189	385,115	63.1%	(174,428)	
	Parks & Recreation		1,593,399	1,683,859	1,684,409	1,496,469	88.8%	(48,134)	
	Planning & Econ Dev		331,644	471,233	544,449	332,187	61.0%	(167,073)	
	Police Department		3,576,905	3,945,655	3,964,844	3,433,258	86.6%	(202,503)	
	Public Works		5,686,706	5,311,450	5,626,890	4,316,093	76.7%	(843,765)	
	School Budget		22,214,911	24,061,762	24,061,762	21,741,060	90.4%	(323,576)	
	Solicitor		143,194	166,670	166,670	137,227	82.3%	(15,609)	
	Supported Entities		804,952	865,169	865,589	819,575	94.7%	25,830	
	Transfers		893,824	1,319,182	2,478,519	2,324,575	93.8%	51,773	
	Unallocated		213,123	289,000	289,000	244,019	84.4%	(20,994)	
Expense Total			49,007,198	51,905,974	56,187,921	47,798,751	85.1%	(3,725,573)	

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						Target	91.7%		
Department	Category	AccLongDescription	FY 2017 Actual	FY 2018 Adopted	FY 2018 Budget	FY 2018 Actual	% Budget Spent	Actual vs Target*	
Revenue	Assessor		34,897	35,000	35,000	40,083	114.5%	7,988	
	Budgeted Use of Surplus		0	219,600	2,280,919	0	0.0%	(2,091,603)	
	Building Rentals		78,961	55,000	55,000	63,634	115.7%	13,199	
	Cable Television Franchise		277,670	270,000	270,000	284,454	105.4%	36,864	
	City Clerk		195,390	206,308	206,308	165,794	80.4%	(23,391)	
	Code Enforcement		440,637	426,450	426,450	587,346	137.7%	196,292	
	Finance		162,368	116,360	116,360	136,021	116.9%	29,319	
	Fire/Ambulance		855	0	0	0		0	
	Fringe Benefits		0	0	0	2,565		2,565	
	Interest Earnings		98,880	30,000	30,000	161,425	538.1%	133,915	
	Parks & Recreation		923,915	888,491	888,491	812,974	91.5%	(1,772)	
	Planning & Econ Dev		47,531	50,000	50,000	68,427	136.9%	22,577	
	Police Department		268,880	194,255	194,255	211,506	108.9%	33,374	
	Public Works		4,305,499	4,144,132	4,144,132	4,239,496	102.3%	439,327	
	Real and Personal Property		40,708,200	41,910,980	41,910,980	41,705,173	99.5%	3,272,805	
	Sale of City Assets		7,357	10,000	10,000	7,818	78.2%	(1,352)	
	State Assistance		1,881,264	2,105,739	2,105,739	1,835,892	87.2%	(95,070)	
	Transfers		1,049,085	1,203,659	1,203,659	748,858	62.2%	(354,898)	
	Unallocated		61,492	40,000	40,000	6,312	15.8%	(30,368)	
Revenue Total			50,542,880	51,905,974	53,967,293	51,077,779	94.6%	1,589,771	
Operating Income			1,535,682	0	-2,220,629	3,279,028	9.6%		

**Actual vs. Target compares actual expenditures and revenues to where they should be base on the % of the year that has elapsed. It is an estimate.*