

# General Fund Budget Update

- 1 General Overview:** All payroll journals are included in this budget update. With the balance of taxes paid by most tax payers on March 8th, the undesignated fund balance is currently at a strong \$16.5 million, or 29.58% of adopted budget. Of course, as expenses come in for the next couple of months, we anticipate this number to come down.
- 2 Assessing** - 62.5% of budget spent. Assessing was understaffed until February. Additional contracted help has been hired to get all of the valuations into the system before tax commitment, however we do not anticipate that this department will go over budget.
- 3 Building Maintenance** - Over budget by \$16,184. Since December, all building maintenance staff has been paid out of Public Works. The Budget Amendment #11 to implement Union Increases and Adjust Other Salary Lines, passed by Council on 4/1/2019, corrected this by moving all of the base pay lines into Public Works. However, there was still \$21K in salaries paid out of the Building Maintenance budget that needs to be moved into Public Works as well. The transfer was dated 4/3/2019 and will be reflected in the next budget update. When this adjustment is taken into consideration, Building Maintenance is under budget by \$5,010.
- 4 City Clerk** - 79.2% of Budget spent. The City Clerk's budget has tracked ahead all year because most expenditures occur in the fall with Election Day. Additionally, much of the funds expended by General Assistance occur during the winter months when citizens are looking for aid with things like heating fuel. Advertising costs related to all the code and charter changes have also pushed the advertising line over budget by \$2373.
- 5 Contingency** - Over budget by \$227,903. This is another timing issue. The budget amendment to reallocate the full cost of the Clair Parcels to the Economic Development fund was executed in March, but the transfer of actual expenditures did not occur until April. When this adjustment is taken into consideration, Contingency is under budget by \$108,530.
- 6 Council** - 84.1% of budget spent. Council is tracking ahead before 4th quarter stipends are paid. Once those stipends are paid, the Council budget will be over by \$308. Any future expenses for the Council should be paid by the City Administrator out of Contingency.
- 7 County Tax** - 99.2% of budget spent. This bill has been paid in full and no further expenditures will affect the line.
- 8 Insurance** - 88.5% of budget spent. With the realignment of insurance renewals to the fiscal year, the Finance Director liquidated the prepaid insurance line that has sat on our balance sheet into this expense account. The non-spendable prepaid portion of the Fund Balance will likewise be liquidated to the unassigned fund balance at years' end.
- 9 Parks & Rec** - 79.5% of budget spent. Contracted services came in over budget because custodial services were continued during the first half of the year when the new custodian position was open. This is somewhat offset by lower-than-budgeted pay in Public Works for that position. Tree work came in over budget by \$500 as well.
- 10 Planning & Economic Development** - 53.9% of budget spent. This department has been understaffed for much of the year. The director inherited a contracted services line that was also budgeted too high. These savings will be offset by a lower-than-budgeted transfer from the Economic Development fund, which should improve that fund's balance going into FY2020.
- 11 Public Works** - 65.5% of budget spent. Because of the level of FEMA work and trying to spend down the Bond Projects, much of the general operating expenses of the department have been light. In addition to that, this winter was a bit lighter than the average of the last 5 winters in terms of cost. The team is gearing up from construction season in May and June, so this budget will likely be much closer to target by the end of the year.
- 12 Solicitor** - Over budget by \$35,780. This is another timing issue. The budget amendment to reallocate TIF-related solicitor expenses was effective in March, but the transfer of actual expenditures did not occur until April. When this adjustment is taken into consideration, however, the Solicitor is still over budget by \$9485.
- 13 Supported Entities** - 86.6% of budget spent. Most of our supported entities have been paid. Supported entities that have not requested their allocated funding as of yet: Coastal Waters Commission, Conservation Commission, SMFA, SMAA, Saco Pathfinders, and the Veterans Council.
- 14 Transfer Expense** - 3.1% of budget spent. TIF transfers occurred in April and will be reflected in my next budget update.
- 15 Building Rentals** - 54.3% of budgeted revenues. We are owed the balance on this budget by two tenants who are behind on their rental agreements. These outstanding payments will be collected when the leases are revisited in May, if not before-hand.
- 16 Cable Television Franchise** - 55.2% of budgeted revenues. We are still waiting on the Q3 check.
- 17 City Clerk** - 68.3% of budgeted revenues. This item was budgeted too high in FY2019 and has been corrected for FY2020.
- 18 Code Enforcement** - 106% of budgeted revenues. Code Enforcement exceeded revenue targets in March. A strong economy has driven more in fee revenue than anticipated

- 19 Interest** - \$179,317 above total budget. Strong balances and rising interest rates have given the city a nice bump in
- 20 Finance Fees** - 68.6% of budgeted revenues. Lien fees came in much lighter than anticipated at 53.8% of budgeted revenues, although lien and tax interest is very close to target. We are missing a payment on snowmobile registrations from the state and are looking into it.
- 21 Planning & Economic Development** - 94.3% of budgeted revenues. Fees continue to come in strong for new development projects. Billable hours contributed by the new construction inspection engineer have helped the city stay ahead on plan review.
- 22 Police** - 62.7% of budgeted revenues. This because the revenue from Thornton Academy did not hit the books until April. When that payment is factored in, Police Revenues are tracking ahead by \$33,379. Much of this is attributable to the new parking control officer.
- 23 Transfer Revenue** - 90.2% of budgeted revenues. Transfer revenue received a nice bump when \$275,133 was transferred from the Bridge and Energy Bond funds to cover General Fund expenses incurred in the past on those projects.