

General Fund Budget Update

- 1 . **Overall** - City of Saco has started out FY2019 right on track, with expenses coming in at 26.3% versus 25% of the year elapsed. On the revenue side, we are tracking well ahead at 44.1% of budgeted. However, this is largely because the first half of taxes were collected in September. The revenue number will move up more slowly over the next couple of months until the second half comes due.
- 2 . **Assessing** - Assessing is currently \$4804 ahead of budgeted target. \$12K for the annual licensing fees for Vision was expensed against the contracting line in error. This will be reclassified for our next update.
- 3 . **Contingency** - The \$626,226 overspend in contingency is being driven by the purchase of the Clair Parcel and is partially offset by \$331,012 in revenue from the sale of Unit 91 under "Unallocated" in the revenue section of the report. After the related budget amendment is passed by Council, these two items will no longer be flagged in our regular budget updates.
- 4 . **County Tax** - County Tax is paid up front in one lump sum. Our final bill was even lower than projected at \$1,197,241, saving the taxpayers of Saco \$9481.
- 5 . **Fire** - The fire department is tracking ahead of target by \$71,169. Fire's capital improvement project was encumbered up front, so this budget item is tracking ahead. Contracts and Equipment are also pacing ahead of budget, but far from being overspent.
- 6 . **IT** - The IT budget is tracking ahead of target by \$49,487. The lease payment in the copier budget, which is ahead by \$8K, was paid up front. Tyler Technologies, the most significant annual licensing fee at \$71K, was paid up front in July.
- 7 . **Insurance** - Insurance premiums, which are at just 2.8% of budget, are paid annually in March.
- 8 . **Parks & Recreation** - Most of the funds for this department are expended during the busy summer and fall months. The \$216,878 above target is driven mostly by base pay for seasonal summer employees.
- 9 . **School Appropriation** - The August transfer was for an incorrect amount. An adjusting entry has been posted and this line item should be right on target for our next update. To clear up future confusion, recurring transfer entries now are labeled by fiscal year in MUNIS.
- 10 . **Supported Entities** - Saco Main Street and TriCity Transit District received their annual payments up front, driving \$158K of the \$226,719 above target YTD. The remainder is driving by the Dyer Library which is one payment ahead at \$53,608 above target. We expect this line to be exactly as budgeted at years' end.
- 11 . **Transfer Expense** - Transfer expense is all transfer of TIF-sheltered taxes to their respective TIF Funds. These items are booked after the second half of taxes are paid in March.
- 12 . **Assessing Revenue** - The \$19,526 is a land use penalty.
- 13 . **Budgeted Use of Surplus** - Budgeted Use of Surplus is a place holder to demonstrate the impact of budget amendments made on our fund balance. Approved budget amendments from City Council, including the City Administrator's contract and the Camp Ellis fees, will be added into the FY2019 Budget before our next update.
- 14 . **Cable Television Franchise** - The FCC is currently in deliberations to more carefully regulate the collection of franchise fees.
- 15 . **City Clerk Fees** - City Clerk fees have had a slow start to the fiscal year at \$6203 below budget.
- 16 . **Code Enforcement & Planning Fees** - With construction projects still going strong through the remainder of the summer, Code Enforcement fees are \$70,517 above target and Planning fees are \$27,875 above budget.
- 17 . **Federal Assistance** - Public works anticipates significant compensation from the FEMA for expenses incurred related to the March 2018 Nor'easter. \$387,939 in expenses are being held in this account until the offsetting revenue comes through.
- 18 . **Interest** - Thanks to higher interest rates at the federal level, interest revenue is \$55,365 ahead of forecast YTD.
- 19 . **PD Revenue** - PD Revenue is tracking \$7594 behind. With the addition of the new parking control person, revenue should come in line.
- 20 . **Public Works (Excise) Revenues** - Excise remained strong through the summer, landing \$193,406 above budget through Q1
- 21 . **Real and Personal Property** - As highlighted above, taxes are collected in two parts. The first part was collected in September, bringing this item close to 50% of budgeted.
- 22 . **State Assistance** - State Assistance is tracking \$348,799 above budgeted because the state's portion of the Homestead Exemption was paid up front in Q1.

General Fund Budget Update

Target*									
Net Operating Income (Use of Fund Balance) 9,532,273								25.0%	
<i>plus</i> Use of Designated Fund Balance 299,670									
<i>less</i> Increase in Designated Fund Balance (2,094,570)									
Net Change in Undesignated Fund balance 7,737,373									
<i>plus</i> Undesignated Fund balance beginning of Year 7,113,073								<i>13.70% of Adopted budget</i>	
Fund	City General Fund	Undesignated Fund balance current		14,850,446				26.62% of Adopted budget**	
Type	Department	FY2018 Actual	FY2019 Adopted	FY2019 Budget	FY2019 Actual	FY2019 Encumb	FY2019 Total	% of Budget Spent	Actual vs. Target*
Expense	Assessor	194,032	212,888	212,942	58,039	0	58,039	27.3%	4,804
	Building Maintenance	106,555	133,582	134,062	21,170	0	21,170	15.8%	(12,345)
	Capital Projects	3,316,646	2,804,971	4,757,925	787,874	20,092	807,966	17.0%	
	City Administration	288,501	365,096	365,136	97,027	0	97,027	26.6%	5,743
	City Clerk	301,768	316,609	339,257	89,104	1,626	90,730	26.7%	5,916
	Code Enforcement	333,617	307,465	308,482	69,976	0	69,976	22.7%	(7,144)
	Contingency	301,728	165,482	165,532	667,609	0	667,609	403.3%	626,226
	Council	15,361	16,627	16,977	3,911	0	3,911	23.0%	(333)
	County Tax	1,293,389	1,206,722	1,206,722	1,197,241	0	1,197,241	99.2%	895,560
	Finance	478,468	468,562	470,510	116,927	0	116,927	24.9%	(701)
	Fire/Ambulance	3,099,819	3,228,186	3,264,484	850,611	36,679	887,290	27.2%	71,169
	Fringe Benefits	3,722,906	4,366,537	4,367,537	958,576	0	958,576	21.9%	(133,309)
	Human Resources	140,069	180,125	201,024	41,808	0	41,808	20.8%	(8,448)
	Information Technology	430,522	543,871	665,871	209,657	6,298	215,955	32.4%	49,487
	Insurance	226,506	203,750	203,750	5,732	0	5,732	2.8%	(45,206)
	Parks & Recreation	1,616,770	1,705,835	1,731,452	649,741	0	649,741	37.5%	216,878
	Planning & Econ Dev	391,278	477,067	483,933	76,971	0	76,971	15.9%	(44,012)
	Police Department	3,791,620	3,930,056	3,965,461	991,179	6,833	998,012	25.2%	6,647
	Public Works	5,425,046	5,458,871	5,661,077	1,156,618	159,898	1,316,516	23.3%	(98,753)
	School Budget	23,706,762	27,267,360	27,267,360	6,510,262	0	6,510,262	23.9%	(306,578)
	Solicitor	165,871	141,670	145,966	33,371	0	33,371	22.9%	(3,120)
	Supported Entities	838,334	966,269	976,469	470,836	0	470,836	48.2%	226,719
	Transfers	2,516,859	1,323,765	1,323,765	0	0	0	0.0%	(330,941)
Expense Total		52,702,426	55,791,367	58,235,696	15,064,241	231,427	15,295,668	26.3%	

*Target is a calculated value based on the % of year elapsed.

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Type	Department	FY2018 Actual	FY2019 Adopted	FY2019 Budget	FY2019 Actual	FY2019 Encumb	FY2019 Total	% of Budget Spent	Actual vs. Target*
Revenue	Assessor	3,292	0	0	19,526	0	19,526		19,526
	Budgeted Use Of Surplus	0	190,130	190,130	0	0	0	0.0%	
	Building Rentals	67,066	55,990	55,990	14,695	0	14,695	26.2%	697
	Cable Television Franchise	358,422	274,860	274,860	0	0	0	0.0%	(68,715)
	City Clerk	112,507	131,664	131,664	26,713	0	26,713	20.3%	(6,203)
	Code Enforcement	628,619	434,126	434,126	179,048	0	179,048	41.2%	70,517
	Federal Assistance	0	0	0	(387,939)	0	(387,939)		(387,939)
	Finance	149,803	139,856	139,856	37,316	0	37,316	26.7%	2,352
	Fringe Benefits	(30)	0	0	0	0	0		0
	Interest Earnings	219,137	228,880	228,880	112,585	0	112,585	49.2%	55,365
	Parks & Recreation	903,474	920,184	920,184	244,235	0	244,235	26.5%	14,189
	Planning & Econ Dev	77,609	75,000	75,000	46,625	0	46,625	62.2%	27,875
	Police Department	143,660	146,444	146,444	29,017	0	29,017	19.8%	(7,594)
	Public Works	4,457,901	4,282,797	4,282,797	1,264,105	0	1,264,105	29.5%	193,406
	Real And Personal Property	42,052,752	44,601,051	44,601,051	21,427,194	0	21,427,194	48.0%	10,276,931
	Sale Of City Assets	7,818	10,000	10,000	5,014	0	5,014	50.1%	2,514
	State Assistance	2,624,895	2,697,082	2,697,082	1,023,069	0	1,023,069	37.9%	348,799
	Transfers	1,024,487	1,544,461	1,544,461	221,804	0	221,804	14.4%	(164,312)
	Unallocated	2,660	58,843	58,843	333,505	0	333,505	566.8%	318,794
Revenue Total		52,834,075	55,791,367	55,791,367	24,596,514	0	24,596,514	44.1%	

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