

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|--------------------|--------------|----------|
| 1. PROPERTY TAX LEVY | \$ 16,640,533 | \$ 16,841,932 | \$ 18,003,950 | \$ 20,574,029 | \$ 2,570,079 | 14.28% |
| 2. | | | | | | |
| 3. CITY | \$ 8,750,735 | \$ 8,046,632 | \$ 8,368,650 | \$ 9,974,867 | \$ 1,606,217 | 19.19% |
| 4. | 53% | 48% | 46% | 48% | 62% | |
| 5. SCHOOLS | \$ 7,889,797 | \$ 8,795,300 | \$ 9,635,300 | \$ 10,599,162 | \$ 963,862 | 10.0% |
| 6. | 47% | 52% | 54% | 52% | 38% | |
| 7. | | | | | | |
| 8. TOTAL REVENUES WITHOUT TAX LEVY | \$ 28,432,630 | \$ 31,321,419 | \$ 35,221,552 | \$ 37,515,032 | \$ 2,293,480 | 6.51% |
| 9. | | | | | | |
| 10. CITY | \$ 10,609,752 | \$ 13,498,541 | \$ 16,419,474 | \$ 17,841,096 | \$ 1,421,622 | 8.66% |
| 11. | 37% | 43% | 47% | 48% | 62% | |
| 12. SCHOOLS | \$ 17,822,878 | \$ 17,822,878 | \$ 18,802,078 | \$ 19,673,936 | \$ 871,858 | 4.64% |
| 13. | 63% | 57% | 53% | 52% | 38% | |
| 14. | | | | | | |
| 15. TOTAL COST | \$ 45,073,162 | \$ 48,163,351 | \$ 53,225,502 | \$ 58,089,061 | \$ 4,863,559 | 9.14% |
| 16. | | | | | | |
| 17. CITY | \$ 19,360,487 | \$ 21,545,173 | \$ 24,788,124 | \$ 27,815,963 | \$ 3,027,839 | 12.21% |
| 18. | 43% | 45% | 47% | 48% | 62% | |
| 19. SCHOOLS | \$ 25,712,675 | \$ 26,618,178 | \$ 28,437,378 | \$ 30,273,098 | \$ 1,835,720 | 6.46% |
| 20. | 57% | 55% | 53% | 52% | 38% | |

REVENUE PROJECTION

FY 2024

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | ACTUALS Q2 FY2023 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|----------------------|------------------------------------|--------------|----------|
| 1. TOTAL REVENUES | \$ 45,841,128 | \$ 49,129,985 | \$ 53,361,497 | \$ 41,598,757 | \$ 55,722,573 | \$ 2,361,076 | 4.4% |
| 2. | | | | | | | |
| 3. CITY DEPARTMENTAL REVENUES | 2,695,341 | 3,437,569 | 3,512,861 | 2,047,843 | 4,583,389 | 1,070,528 | 30.5% |
| 4. TAXES AND OTHER REVENUES | 19,899,997 | 20,295,817 | 20,651,145 | 11,565,812 | 20,808,741 | 157,596 | 0.8% |
| 5. OTHER FUNDING SOURCES | 5,422,912 | 7,573,721 | 10,395,413 | 8,311,166 | 10,656,507 | 261,094 | 2.5% |
| 6. SCHOOLS REVENUES | 17,822,878 | 17,822,878 | 18,802,078 | 19,673,936 | 19,673,936 | 871,858 | 4.6% |
| 7. | | | | | | | |
| 8. | | | | | | | |
| 9. CITY DEPARTMENTAL REVENUES | \$ 2,695,341 | \$ 3,437,569 | \$ 3,512,861 | \$ 2,047,843 | \$ 4,583,389 | \$ 1,070,528 | 30.5% |
| 10. ADMINISTRATION | - | - | - | - | - | - | 0.0% |
| 11. AIRPORT | 457,732 | 761,012 | 491,442 | 416,894 | 711,440 | 219,998 | 44.8% |
| 12. ASSESSING | - | - | - | - | - | - | 0.0% |
| 13. CEMETERY | 53,046 | 57,526 | 74,548 | 10,725 | 69,434 | (5,114) | (6.9%) |
| 14. CITY CLERK - FEES & PERMITS | 106,869 | 134,879 | 138,120 | 92,802 | 139,700 | 1,580 | 1.1% |
| 15. ENGINEERING | - | - | - | - | - | - | 0.0% |
| 16. FINANCE | 56,870 | 51,842 | 45,000 | 24,234 | 50,000 | 5,000 | 11.1% |
| 17. FIRE, RESCUE & EMERGENCY MEDICAL | 258,522 | 364,610 | 1,278,000 | 639,884 | 1,643,000 | 365,000 | 28.6% |
| 18. HEALTH AND WELFARE | 259,739 | 82,971 | 163,900 | 185,192 | 121,010 | (42,890) | (26.2%) |
| 19. HUMAN RESOURCES | 32,317 | 809 | - | 1,272 | 1,000 | 1,000 | 0.0% |
| 20. INFORMATION TECHNOLOGY | 65,712 | 73,022 | 74,500 | 39,112 | 74,285 | (215) | (0.3%) |
| 21. LIBRARY | 56,926 | 56,344 | 82,075 | 26,047 | 84,075 | 2,000 | 2.4% |
| 22. PARKS & RECREATION | 242,913 | 338,667 | 190,300 | 138,485 | 149,600 | (40,700) | (21.4%) |
| 23. CODE ENFORCEMENT | 113,063 | 209,521 | 132,000 | 73,282 | 237,000 | 105,000 | 79.5% |
| 24. PLANNING | 12,300 | 2,450 | 3,000 | 1,300 | 53,000 | 50,000 | 1,666.7% |
| 25. POLICE & PUBLIC SAFETY COMMUNICATIONS | 427,210 | 758,201 | 404,976 | 198,359 | 702,845 | 297,869 | 73.6% |
| 26. PUBLIC WORKS | 552,124 | 545,716 | 435,000 | 200,257 | 547,000 | 112,000 | 25.7% |
| 27. | | | | | | | |
| 28. TAXES AND OTHER REVENUES | \$ 19,899,997 | \$ 20,295,817 | \$ 20,651,145 | \$ 11,565,812 | \$ 20,808,741 | \$ 157,596 | 0.8% |
| 29. PROPERTY TAX REVENUE | \$ 17,408,498 | \$ 17,808,566 | \$ 18,139,945 | \$ 10,365,255 | 18,207,541 | 67,596 | 0.4% |
| 30. EXCISE TAXES | 2,228,945 | 2,060,000 | 2,007,400 | 1,055,655 | 2,057,400 | 50,000 | 2.5% |
| 31. OTHER REVENUE | 126,855 | 288,742 | 361,800 | 52,619 | 401,800 | 40,000 | 11.1% |
| 32. RENTAL REVENUE | 40,425 | 40,587 | 38,000 | 55,767 | 38,000 | - | 0.0% |
| 33. PENALTIES & INTEREST | 95,274 | 97,922 | 104,000 | 36,515 | 104,000 | - | 0.0% |
| 34. | | | | | | | |

REVENUE PROJECTION

FY 2024

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | ACTUALS Q2 FY2023 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------------------------------------|-------------------|-------------------|------------------|----------------------|------------------------------------|------------|----------|
| 35. OTHER FUNDING SOURCES | \$ 5,422,912 | \$ 7,573,721 | \$ 10,395,413 | \$ 8,311,166 | \$ 10,656,507 | \$ 261,094 | 2.5% |
| 36. USE OF FUND BALANCE | | 425,602 | 2,085,000 | 2,085,000 | 2,000,000 | (85,000) | (4.1%) |
| 37. USE OF TIF FUNDS | 830,409 | 1,536,073 | 1,545,947 | 1,545,947 | 1,745,091 | 199,144 | 12.9% |
| 38. USE OF TIF FUND BALANCE | - | 293,106 | 182,470 | | - | (182,470) | (100.0%) |
| 39. USE OF ARPA FUNDS | - | - | 308,698 | 308,698 | 150,000 | (158,698) | (51.4%) |
| 40. USE OF OTHER FUNDS | | | | | - | - | |
| 41. USE OF DRUG FORFEITURE FUNDS | 27,454 | - | - | - | - | - | 0.0% |
| 42. USE OF CAPITAL UNASSIGEND FUND | - | - | 250,000 | 250,000 | - | (250,000) | (100.0%) |
| 43. INTERGOVERNMENTAL | 4,565,048 | 5,318,940 | 6,023,298 | 4,121,521 | 6,761,416 | 738,118 | 12.3% |
| 44. | | | | | | | |
| 45. SCHOOLS REVENUES | \$ 17,822,878 | \$ 17,822,878 | \$ 18,802,078 | \$ 19,673,936 | \$ 19,673,936 | \$ 871,858 | 4.6% |
| 46. STATE SUBSIDIES | 16,071,764 | 16,444,800 | 17,395,020 | 18,293,244 | 18,293,244 | 898,224 | 5.2% |
| 47. SURPLUS (CARRYOVER) | 160,000 | 300,000 | 300,000 | 300,000 | 300,000 | - | 0.0% |
| 48. SCHOOL REVENUES | 1,025,287 | 835,202 | 855,382 | 805,826 | 805,826 | (49,556) | 0.0% |
| 49. SHARED PROGRAM REVENUES | 67,916 | 69,776 | 73,840 | 72,522 | 72,522 | (1,318) | (1.8%) |
| 50. ADULT EDUCATION | 165,481 | 173,100 | 177,836 | 202,344 | 202,344 | 24,508 | 13.8% |
| 51. | | | | | | | |

EXPENSE PROJECTION

FY 2024

| DEPARTMENT | ACTUALS FY2021 | ACTUAL FY2022 | BUDGET FY2023 | ACTUAL 2QT 2023 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|--|-------------------|------------------|------------------|--------------------|---------------------------------|--------------|----------|
| 1. TOTAL COST | \$ 45,073,162 | \$ 48,163,352 | \$ 53,225,503 | \$ 43,095,399 | \$ 58,089,061 | \$ 4,863,558 | 9.1% |
| 2. | | | | | | | |
| 3. CITY OPERATING COSTS | 15,116,359 | 17,370,369 | 20,104,331 | 9,149,987 | 22,576,089 | 2,471,758 | 12.3% |
| 4. CITY NON-OPERATING COSTS | 3,994,128 | 4,174,805 | 4,683,794 | 3,672,314 | 5,239,874 | 556,080 | 11.9% |
| 5. CITY CAPITAL EXPENSES | 250,000 | - | - | - | - | - | .0% |
| 6. SCHOOLS OPERATING COSTS | 25,712,675 | 26,618,178 | 28,437,378 | 30,273,098 | 30,273,098 | 1,835,720 | 6.5% |
| 7. | | | | | | | |
| 8. | | | | | | | |
| 9. CITY OPERATING COSTS | \$ 15,116,359 | \$ 17,370,369 | \$ 20,104,331 | \$ 9,149,987 | \$ 22,576,089 | \$ 2,471,758 | 12.3% |
| 10. ADMINISTRATION | 897,374 | 1,137,072 | 1,199,887 | 551,302 | 1,504,956 | 305,069 | 25.4% |
| 11. AIRPORT | 521,369 | 822,693 | 569,904 | 476,826 | 839,485 | 269,581 | 47.3% |
| 12. ASSESSOR | 196,788 | 191,231 | 195,471 | 95,777 | 225,463 | 29,992 | 15.3% |
| 13. CEMETERY | 53,045 | 57,525 | 74,548 | 16,002 | 69,434 | (5,114) | (6.9%) |
| 14. CITY CLERK | 292,921 | 285,833 | 252,299 | 145,118 | 281,626 | 29,327 | 11.6% |
| 15. CODE ENFORCEMENT | 105,205 | 172,438 | 355,121 | 125,840 | 369,499 | 14,378 | 4.0% |
| 16. PLANNING | 55,289 | 122,878 | 124,306 | 51,142 | 207,284 | 82,978 | 66.8% |
| 17. CITY ENGINEERING | 90,950 | 104,701 | 262,120 | 54,080 | 162,325 | (99,795) | (38.1%) |
| 18. FINANCE | 386,795 | 478,869 | 525,968 | 263,695 | 600,038 | 74,070 | 14.1% |
| 19. FIRE, RESCUE & EMEREGENCY MEDICAL SERVICES | 2,498,133 | 2,830,706 | 4,444,037 | 1,919,560 | 4,759,146 | 315,109 | 7.1% |
| 20. HEALTH & WELFARE | 461,143 | 247,629 | 412,481 | 115,105 | 334,281 | (78,200) | (19.0%) |
| 21. HUMAN RESOURCES | 457,239 | 542,235 | 703,580 | 202,145 | 744,720 | 41,140 | 5.8% |
| 22. INFORMATION TECHNOLOGY | 438,170 | 499,413 | 565,650 | 297,868 | 618,451 | 52,801 | 9.3% |
| 23. LIBRARY | 763,887 | 814,883 | 895,120 | 386,206 | 993,555 | 98,435 | 11.0% |
| 24. PARKS & RECREATION | 588,104 | 623,086 | 755,581 | 392,076 | 765,672 | 10,091 | 1.3% |
| 25. POLICE & PUBLIC SAFETY COMMUNICATIONS | 4,071,233 | 4,529,596 | 5,140,969 | 2,274,419 | 6,030,685 | 889,716 | 17.3% |
| 26. PUBLIC WORKS | 3,238,714 | 3,909,581 | 3,627,289 | 1,782,827 | 4,069,469 | 442,180 | 12.2% |
| 27. | | | | | | | |
| 28. CITY NON-OPERATING COSTS | \$ 3,994,128 | \$ 4,174,805 | \$ 4,683,794 | \$ 3,672,314 | \$ 5,239,874 | \$ 556,080 | 11.9% |
| 29. TIF CEA PAYMENTS | 331,169 | 329,017 | 331,891 | 331,891 | 329,530 | (2,361) | (.7%) |
| 30. TIF APPROPRIATIONS TO TIF RESERVES | 947,323 | 1,149,067 | 1,237,902 | 1,237,902 | 956,532 | (281,370) | (22.7%) |
| 31. COUNTY TAX | 832,786 | 858,341 | 938,369 | 938,369 | 948,178 | 9,809 | 1.0% |
| 32. OUTSIDE AGENCIES | 6,100 | 88,896 | 40,000 | 20,000 | 115,000 | 75,000 | 187.5% |
| 33. DEBT SERVICE TOTAL | 1,876,751 | 1,749,484 | 2,135,632 | 1,144,152 | 2,431,604 | 295,972 | 13.9% |
| 34. | | | | | | | |
| 35. CITY CAPITAL EXPENSES | \$ 250,000 | \$ - | \$ - | \$ - | \$ - | \$ - | .0% |
| 36. CAPITAL IMPROVEMENTS | 250,000 | - | - | 0 | - | - | .0% |

EXPENSE PROJECTION

FY 2024

| DEPARTMENT | ACTUALS FY2021 | ACTUAL FY2022 | BUDGET FY2023 | ACTUAL 2QT 2023 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|----------------------|----------------------|----------------------|----------------------|---------------------------------|---------------------|-------------|
| 37. | | | | | | | |
| 38. SCHOOLS OPERATING COSTS | \$ 25,712,675 | \$ 26,618,178 | \$ 28,437,378 | \$ 30,273,098 | \$ 30,273,098 | \$ 1,835,720 | 6.5% |
| 39. SPECIAL SERVICES/TUTORS/MAIN OFFICE | 5,216,818 | 5,455,468 | 5,945,554 | 6,600,778 | 6,600,778 | 655,224 | 11.0% |
| 40. GEORGE J MITCHELL SCHOOL | 3,270,893 | 3,394,252 | 3,822,696 | 3,879,684 | 3,879,684 | 56,988 | 1.5% |
| 41. ALBERT S HALL SCHOOL | 2,048,198 | 2,196,094 | 2,264,120 | 2,280,323 | 2,280,323 | 16,203 | .7% |
| 42. WATERVILLE JUNIOR HIGH | 2,955,341 | 3,122,805 | 3,334,834 | 3,503,150 | 3,503,150 | 168,316 | 5.0% |
| 43. WATERVILLE SENIOR HIGH | 4,761,234 | 4,900,796 | 5,306,140 | 5,598,340 | 5,598,340 | 292,200 | 5.5% |
| 44. MID-MAINE TECHNICAL CENTER | 2,312,748 | 2,291,547 | 2,451,945 | 2,586,039 | 2,586,039 | 134,094 | 5.5% |
| 45. ADULT EDUCATION | 456,374 | 601,605 | 505,494 | 506,509 | 506,509 | 1,015 | .2% |
| 46. ELL | 72,791 | 139,110 | 162,530 | 287,152 | 287,152 | 124,622 | 76.7% |
| 47. HEALTH SERVICES | 307,116 | 278,579 | 294,784 | 377,741 | 377,741 | 82,957 | 28.1% |
| 48. ALTERNATIVE EDUCATION & TEEN PARENT | 429,302 | 412,895 | 417,422 | 452,470 | 452,470 | 35,048 | 8.4% |
| 49. CERTIFICATION | 13,879 | 9,279 | 15,231 | 22,627 | 22,627 | 7,396 | 48.6% |
| 50. DISTRICT TECHNOLOGY | 729,070 | 710,582 | 722,174 | 751,635 | 751,635 | 29,461 | 4.1% |
| 51. DISTRICT WIDE COORDINATORS | 2,172 | 2,163 | 3,413 | 3,777 | 3,777 | 365 | 10.7% |
| 52. BOARD OF EDUCATION / CENTRAL OFFICE | 1,984,626 | 2,034,192 | 2,002,527 | 2,003,727 | 2,003,727 | 1,200 | .1% |
| 53. TRANSPORTATION | 1,130,782 | 1,068,811 | 1,188,514 | 1,419,146 | 1,419,146 | 230,632 | 19.4% |
| 54. AREA RESOURCE CENTER | 21,331 | - | - | - | - | - | .0% |
| 55. | | | | | | | |

\$ 25,985,433

NEW Positions - Proposed

FY2024

Manager Recommended

| | | PROPOSED | |
|------------|--|-------------|-------------------|
| Department | Position | FTE | Loaded Cost |
| 1. | SUBTOTAL | 7.25 | \$ 574,745 |
| 2. | | | |
| 3. | Airport | 1.0 | \$ 68,991 |
| 4. | | | |
| 5. |  Administrative Assistant | 1.0 | 68,991 |
| 6. | | | |
| 7. | Assessing | 1.0 | \$ 22,500 |
| 8. | | | |
| 9. |  Deputy Assessor | 1.0 | 22,500 |
| 10. | Note: Leave Admin Assistant position vacant | | |
| 11. | | | |
| 12. | Human Resources | 1.0 | \$ 96,750 |
| 13. | | | |
| 14. |  HR Assistant | 1.0 | 96,750 |
| 15. | | | |
| 16. | Planning & Community Development | 1.0 | \$ 54,414 |
| 17. | | | |
| 18. |  Community Development Coordinator (NET COST) | 1.0 | 54,414 |
| 19. | Note: expense offset by \$50,000 grant | | |
| 20. | | | |
| 21. | Information Technology | 1.0 | \$ 83,058 |
| 22. | | | |
| 23. |  IT Technician 2 | 1.0 | 83,058 |
| 24. | | | |
| 25. | Police | 1.25 | \$ 179,783 |
| 26. | | | |
| 27. |  Deputy Police Chief/Lieutenant | 1.0 | 143,826 |
| 28. |  Lieutenant - FT from 75% | 0.25 | 35,957 |
| 29. | | | |
| 30. | Public Works | 1.0 | \$ 69,249 |
| 31. | | | |
| 32. |  Equipment Operator | 1.0 | 69,249 |
| 33. | | | |

Mission:

To continually strive to provide the highest levels of performance and service to Waterville residents and taxpayers by knowledgeable and dedicated employees.

Department Overview

The goal of The Administration for the City of Waterville is to:

- A. Promote effectiveness, economy and productivity in delivering services to the citizens of Waterville;
- B. Encourage a commitment of professional excellence in serving the public and continue the professional development and upgrading of employee skills;
- C. Increase efforts to building a positive work environment for employees;
- D. Afford fair and lawful treatment to all individuals desiring to enter City service and to provide opportunity for advancement in City service on the basis of skill, effort and performance;
- E. Promote goodwill and high morale between the City of Waterville and its employees in an environment that encourages open communications;
- F. Ensure that employees receive nondiscriminatory treatment in all personnel processes; and
- G. Expect that employees use their best efforts to fulfill their obligations to the City and to its citizens.

Staffing

City Administration consists of a seven member Council with a Mayor, City Manager, Assistant City Manager, and an Executive Assistant. This Department includes the City Hall Maintenance Budget. The Maintenance Personnel for consists of one full-time maintenance supervisor and one part-time position.

| Expenses | FY2021 | FY2022 | FY2023 | FY2023 | FY 2024 Budget | | |
|---|----------------|------------------|------------------|-----------------|------------------|------------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Administration | | | | | | | |
| Wages, Taxes & Benefits | 240,696 | 271,675 | 395,196 | 184,596 | 414,535 | 436,499 | |
| Operating Expenses | 24,034 | 22,049 | 44,350 | 19,347 | 47,800 | 47,800 | |
| Economic Development | 121,880 | 242,828 | 218,843 | 213,310 | 218,005 | 241,035 | |
| City Hall Maintenance | | | | | | | |
| Wages, Taxes & Benefits | 95,710 | 85,167 | 79,823 | 32,992 | 76,698 | 85,669 | |
| Operating Expenses | 67,492 | 130,099 | 91,190 | 39,309 | 91,800 | 98,800 | |
| City Council and Mayor | | | | | | | |
| Wages, Taxes & Benefits | 16,349 | 14,665 | 16,235 | 4,844 | 16,235 | 16,235 | |
| Operating Expenses | 8,503 | 28,841 | 14,650 | 10,125 | 50,850 | 197,850 | |
| General Operating | 322,710 | 341,747 | 339,600 | 46,780 | 371,825 | 381,068 | |
| TOTAL- Administration Expenditures | 897,374 | 1,137,072 | 1,199,887 | 551,302 | 1,287,747 | 1,504,956 | 0 |
| TOTAL Administration Revenues | - | - | - | - | - | - | - |
| NET Administration Budget | 897,374 | 1,137,072 | 1,199,887 | 551,302 | 1,287,747 | 1,504,956 | - |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|--------------|----------|
| 1. | NET COST | \$ 897,374 | \$ 1,137,072 | \$ 1,199,887 | \$ 551,302 | \$ 1,287,497 | \$ 1,504,956 | \$ 305,069 | 25.4% |
| 2. | | | | | | | | | |
| 3. | TOTAL REVENUE | - | - | - | - | - | - | - | 0.0% |
| 4. | TOTAL COST | 897,374 | 1,137,072 | 1,199,887 | 551,302 | 1,287,497 | 1,504,956 | 305,069 | 25.4% |
| 5. | | | | | | | | | |
| 6. | | | | | | | | | |
| 7. | LABOR vs. NON-LABOR COST | \$ 897,374 | \$ 1,137,072 | \$ 1,199,887 | \$ 551,302 | \$ 1,287,497 | \$ 1,504,956 | \$ 305,069 | 25.4% |
| 8. | | | | | | | | | |
| 9. | TOTAL LABOR COST | 352,755 | 371,507 | 491,254 | 222,431 | 507,467 | 538,403 | 47,149 | 9.6% |
| 10. | | 39% | 33% | 41% | 40% | | | | |
| 11. | TOTAL NON-LABOR COST | 544,619 | 765,564 | 708,633 | 328,871 | 780,030 | 966,553 | 257,920 | 36.4% |
| 12. | | 61% | 67% | 59% | 60% | | | | |
| 13. | | | | | | | | | |
| 15. | TOTAL COST | • \$ 897,374 | \$ 1,137,072 | \$ 1,199,887 | \$ 551,302 | \$ 1,287,497 | \$ 1,504,956 | \$ (474,553) | (39.5%) |
| 16. | TOTAL ADMINISTRATION COST | 386,610 | 536,552 | 658,389 | 417,253 | 680,340 | 725,334 | 66,945 | 10.2% |
| 17. | TOTAL CITY HALL MAINTENANCE COST | 163,202 | 215,267 | 171,013 | 72,300 | 168,248 | 184,469 | 13,456 | 7.9% |
| 18. | TOTAL GENERAL OPERATING COST | 322,710 | 341,747 | 339,600 | 46,780 | 371,825 | 381,068 | 41,468 | 12.2% |
| 19. | TOTAL MAYOR AND CITY COUNCIL COST | 24,853 | 43,506 | 30,885 | 14,969 | 67,085 | 214,085 | 183,200 | 593.2% |
| 20. | | | | | | | | | |
| 21. | | | | | | | | | |
| 22. | TOTAL ADMINISTRATION COST | \$ 386,610 | \$ 536,552 | \$ 658,389 | \$ 417,253 | \$ 680,340 | \$ 725,334 | \$ 66,945 | 10.2% |
| 23. | | | | | | | | | |
| 24. | ADMINISTRATION LABOR COST | \$ 240,696 | \$ 271,675 | \$ 395,196 | \$ 184,596 | \$ 414,535 | \$ 436,499 | \$ 41,303 | 10.5% |
| 25. | | | | | | | | | |
| 26. | 10022001-511000 Full Time Salaries & Wages | 159,265 | 217,142 | 297,646 | 140,562 | 292,398 | 315,318 | 17,672 | 5.9% |
| 27. | 10022001-514000 Part Time & Temporary Wages | 25,464 | 2,660 | - | - | - | - | - | 0.0% |
| 28. | 10022001-521000 FICA | 12,978 | 14,319 | 18,900 | 8,795 | 18,575 | 19,434 | 534 | 2.8% |
| 29. | 10022001-522000 Medicare | 3,062 | 3,349 | 4,430 | 2,057 | 4,344 | 4,546 | 116 | 2.6% |
| 30. | 10022001-523300 Deferred Compensation | 18,240 | 10,119 | 17,450 | 6,115 | 20,468 | 24,191 | 6,741 | 38.6% |

| | | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|-----------------|--------------------------------------|-------------------|-------------------|-------------------|---------------------|---------------------------------|---------------------------------------|------------------|--------------|
| 31. | 10022001-524100 | Group Health Insurance | 15,813 | 16,651 | 44,600 | 21,500 | 64,500 | 50,710 | 6,110 | 13.7% |
| 32. | 10022001-524200 | Dental Insurance | 788 | 760 | 2,950 | 964 | 5,400 | 5,250 | 2,300 | 78.0% |
| 33. | 10022001-524300 | Disability & Life Insurance | 1,210 | 1,621 | 2,020 | 1,004 | 1,650 | 1,650 | (370) | (18.3%) |
| | 10022001-529000 | Moving Allowance - New CM | - | - | - | - | - | 8,500 | 8,500 | 0.0% |
| 34. | 10022001-587100 | Car Allowance | 3,877 | 5,054 | 7,200 | 3,600 | 7,200 | 6,900 | (300) | (4.2%) |
| 35. | | | | | | | | | | |
| 36. | | ADMINISTRATION OPERATING COST | \$ 24,034 | \$ 22,049 | \$ 44,350 | \$ 19,347 | \$ 47,800 | \$ 47,800 | \$ 3,450 | 7.8% |
| 37. | | | | | | | | | | |
| 38. | 10022003-530000 | Dues & Memberships | 5,788 | 3,514 | 6,000 | 2,117 | 6,000 | 6,000 | - | 0.0% |
| 39. | 10022003-532000 | Training and Workshops | - | - | - | 918 | 3,650 | 3,650 | 3,650 | 0.0% |
| 40. | 10022003-553500 | Advertising | 1,267 | 3,791 | 3,000 | 722 | 3,000 | 3,000 | - | 0.0% |
| 41. | 10022003-555000 | Print and Copy | - | - | - | 455 | 1,000 | 1,000 | 1,000 | 0.0% |
| 42. | 10022003-561100 | Land Lease | - | - | - | 6,620 | - | - | - | 0.0% |
| 43. | 10022003-587000 | Mileage | - | 285 | - | - | 200 | 200 | 200 | 0.0% |
| 44. | 10022003-587500 | Travel for Training & Conferences | 15 | 2,000 | 7,000 | 2,320 | 5,400 | 5,400 | (1,600) | (22.9%) |
| 45. | 10022003-610100 | Office Supplies | 2,508 | 2,654 | 2,600 | 206 | 2,600 | 2,600 | - | 0.0% |
| 46. | 10022003-611400 | Books, Subscription | 600 | 513 | 750 | - | 750 | 750 | - | 0.0% |
| 47. | 10022003-680000 | Miscellaneous Expense | 13,855 | 9,237 | 25,000 | 5,861 | 25,000 | 25,000 | - | 0.0% |
| 48. | 10022003-612300 | Food and Meals | - | 55 | - | 129 | 200 | 200 | 200 | 0.0% |
| 49. | | | | | | | | | | |
| 50. | | ECONOMIC DEVELOPMENT COST | \$ 121,880 | \$ 242,828 | \$ 218,843 | \$ 213,310 | \$ 218,005 | \$ 241,035 | \$ 22,192 | 10.1% |
| 51. | 10140003-937000 | KVCOG Dues | - | - | 13,643 | 13,643 | 18,773 | 18,773 | 5,130 | 37.6% |
| 52. | | Maine Development Foundation | - | - | - | - | 350 | 350 | 350 | 0.0% |
| 54. | 10140003-937700 | Festivals/Events/Marketing | 5,700 | 5,000 | 5,700 | 6,500 | 5,700 | 30,700 | 25,000 | 438.6% |
| 55. | 10140003-937200 | Mid-Maine Chamber of Commerc | 7,035 | 4,685 | 4,500 | 4,685 | 4,700 | 4,700 | 200 | 4.4% |
| 56. | 10140003-937300 | Central Maine Growth Council | 42,055 | 188,161 | 150,000 | 143,500 | 143,500 | 143,500 | (6,500) | (4.3%) |
| 57. | 10140003-937500 | KRDA - First Park | 67,090 | 44,982 | 45,000 | 44,982 | 44,982 | 43,012 | (1,988) | (4.4%) |
| 58. | | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 59. | TOTAL CITY HALL MAINTENANCE COST | \$ 163,202 | \$ 215,267 | \$ 171,013 | \$ 72,300 | \$ 168,248 | \$ 184,469 | \$ 13,456 | 7.9% |
| 60. | | | | | | | | | |
| 61. | CITY HALL MAINTENANCE LABOR COST | \$ 95,710 | \$ 85,167 | \$ 79,823 | \$ 32,992 | \$ 76,698 | \$ 85,669 | \$ 5,846 | 7.3% |
| 62. | | | | | | | | | |
| 63. | 10022011-511000 Full Time Salary & Wages | 60,801 | 55,146 | 39,749 | 19,905 | 42,869 | 42,869 | 3,120 | 7.8% |
| 64. | 10022011-514000 Part Time & Temporary Wages | - | 2,723 | 16,318 | 7,845 | 17,010 | 17,010 | 692 | 4.2% |
| 65. | 10022011-512100 Overtime | 5,696 | 4,945 | 7,500 | 2,498 | 7,500 | 7,500 | - | 0.0% |
| 66. | 10022011-521000 FICA | 3,827 | 3,724 | 3,942 | 1,880 | 4,178 | 3,750 | (192) | (4.9%) |
| 67. | 10022011-522000 Medicare | 895 | 871 | 922 | 440 | 978 | 877 | (45) | (4.9%) |
| 68. | 10022011-523300 Deferred compensation | 2,789 | 1,566 | 1,392 | - | 2,819 | 2,819 | 1,427 | 102.5% |
| 69. | 10022011-524100 Group Health Insurance | 20,582 | 14,983 | 9,000 | - | - | 9,500 | 500 | 5.6% |
| 70. | 10022011-524200 Dental insurance | 707 | 636 | 550 | 260 | 550 | 550 | - | 0.0% |
| 71. | 10022011-524300 Disability & Life Insurance | 42 | 60 | 50 | 88 | 194 | 194 | 144 | 288.0% |
| 72. | 10022011-610800 & Clothing | 371 | 513 | 400 | 76 | 600 | 600 | 200 | 50.0% |
| 73. | | | | | | | | | |
| 74. | CITY HALL MAINTENANCE OPERATING COST | \$ 67,492 | \$ 130,099 | \$ 91,190 | \$ 39,309 | \$ 91,800 | \$ 98,800 | \$ 7,610 | 8.3% |
| 75. | | | | | | | | | |
| 76. | 10022013-557300 Sewer & Water | 4,252 | 3,423 | 4,490 | 2,354 | 4,700 | 4,700 | 210 | 4.7% |
| 77. | 10022013-557500 Electricity | 20,502 | 14,704 | 37,500 | 16,712 | 35,000 | 37,000 | (500) | (1.3%) |
| 78. | 10022013-557700 Heating Fuel | 14,841 | 21,429 | 20,000 | 1,183 | 20,000 | 20,000 | - | 0.0% |
| 79. | 10022013-564000 Equip/Vehicle Rental | - | - | - | 156 | 400 | 400 | 400 | 0.0% |
| 80. | 10022013-577000 & Facility Maintenance | 25,246 | 87,088 | 25,000 | 16,717 | 27,000 | 32,000 | 7,000 | 28.0% |
| 81. | 10022013-587000 Mileage | 141 | 171 | 200 | 179 | 200 | 200 | - | 0.0% |
| 82. | 10022013-611000 Cleaning Supplies | 2,510 | 3,285 | 4,000 | 1,724 | 4,000 | 4,000 | - | 0.0% |
| 83. | 10022013-611200 Small Tools | - | - | - | 283 | 500 | 500 | 500 | 0.0% |
| 84. | | | | | | | | | |

| | | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|--|-------------------------------------|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 85. | GENERAL OPERATING COST | | \$ 322,710 | \$ 341,747 | \$ 339,600 | \$ 46,780 | \$ 371,825 | \$ 381,068 | \$ 41,468 | 12.2% |
| 86. | | | | | | | | | | |
| 87. | 10140003-935300 | Dues / Memberships - MMA& MS | 12,211 | 12,475 | 12,600 | - | 15,900 | 15,900 | 3,300 | 26.2% |
| 88. | 10022023-544100 | Professional Services - Legal | 72,427 | 80,972 | 60,000 | 32,628 | 65,000 | 60,000 | - | 0.0% |
| 89. | 10022023-544200 | Professional Services - Audit | 32,500 | 30,500 | 36,500 | 1,500 | 36,500 | 39,000 | 2,500 | 6.8% |
| 90. | 10022023-544300 | Professional Services - General | | 12,215 | 20,000 | - | 20,000 | 30,000 | 10,000 | 50.0% |
| 91. | 10022023-551000 | Property & General Liability Insur. | 169,574 | 178,575 | 178,500 | 714 | 187,425 | 199,168 | 20,668 | 11.6% |
| 92. | 10022023-561500 | Postage | 19,724 | 12,517 | 22,000 | 8,312 | 22,000 | 22,000 | - | 0.0% |
| 93. | 10022003-685000 | Miscellaneous | 16,274 | 14,493 | 10,000 | 3,626 | 25,000 | 15,000 | 5,000 | 50.0% |
| 94. | | | | | | | | | | |
| 95. | TOTAL MAYOR AND CITY COUNCIL COST | | \$ 24,853 | \$ 43,506 | \$ 30,885 | \$ 14,969 | \$ 67,085 | \$ 214,085 | \$ 183,200 | 593.2% |
| 96. | | | | | | | | | | |
| 97. | MAYOR AND CITY COUNCIL LABOR COST | | \$ 16,349 | \$ 14,665 | \$ 16,235 | \$ 4,844 | \$ 16,235 | \$ 16,235 | \$ - | 0.0% |
| 98. | | | | | | | | | | |
| 99. | 10011101-511500 | Council Salaries | 10,188 | 8,888 | 10,000 | 2,000 | 10,000 | 10,000 | - | 0.0% |
| 100. | 10011101-514000 | Mayor Salary | 5,000 | 4,808 | 5,000 | 2,500 | 5,000 | 5,000 | - | 0.0% |
| 101. | 10011101-521000 | FICA | 942 | 786 | 1,000 | 279 | 1,000 | 1,000 | - | 0.0% |
| 102. | 10011101-522000 | Medicare | 220 | 184 | 235 | 65 | 235 | 235 | - | 0.0% |
| 103. | | | | | | | | | | |
| 104. | MAYOR AND CITY COUNCIL OPERATING COST | | \$ 8,503 | \$ 28,841 | \$ 14,650 | \$ 10,125 | \$ 50,850 | \$ 197,850 | \$ 183,200 | 1,250.5% |
| 105. | | | | | | | | | | |
| 106. | 10011103-532000 | Training & Conference | | | | | 700 | 700 | 700 | 0.0% |
| 107. | 10011103-544000 | Professional Services | | | | | | 2,500 | 2,500 | 0.0% |
| 108. | 10011103-544700 | Videotaping Fees | 7,650 | 6,975 | 13,750 | 4,125 | 13,750 | 13,750 | - | 0.0% |
| 109. | 10011103-565000 | Council Chamber Facility Rental | | | - | - | 13,000 | 73,000 | 73,000 | 0.0% |
| | 10011103-684320 | Council Chambers Renovation | - | - | - | - | - | 100,000 | 100,000 | 0.0% |
| 110. | 10011103-587000 | Mileage | | | 300 | - | 300 | 300 | - | 0.0% |
| 111. | 10011103-587500 | Travel For Training | | | 200 | - | 200 | 200 | - | 0.0% |
| 112. | 10011103-610100 | Office Supplies | 361 | 299 | 400 | - | 400 | 400 | - | 0.0% |
| 113. | 10011103-680000 | Miscellaneous Expense | 493 | 21,566 | - | 6,000 | 22,500 | 7,000 | 7,000 | 0.0% |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 1. NET COST | \$ 196,788 | \$ 191,231 | \$ 195,471 | \$ 95,777 | \$ 206,145 | \$ 225,463 | \$ 29,992 | 15.3% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | - | - | - | - | - | - | - | 0.0% |
| 4. TOTAL COST | 196,788 | 191,231 | 195,471 | 95,777 | 206,145 | 225,463 | 29,992 | 15.3% |
| 5. | | | | | | | | |
| 6. | | | | | | | | |
| 7. LABOR vs. NON-LABOR COST | \$ 196,788 | \$ 191,231 | \$ 195,471 | \$ 95,777 | \$ 206,145 | \$ 225,463 | \$ 29,992 | 15.3% |
| 8. | | | | | | | | |
| 9. TOTAL LABOR COST | 183,024 | 183,820 | 184,871 | 91,847 | 195,245 | 214,563 | \$ 29,692 | 16.1% |
| 10. | 93.0% | 96.1% | 94.6% | 95.9% | 94.7% | 95.2% | 99.0% | |
| 11. TOTAL NON-LABOR COST | 13,764 | 7,411 | 10,600 | 3,930 | 10,900 | 10,900 | \$ 300 | 2.8% |
| 12. | 7.0% | 3.9% | 5.4% | 4.1% | 5.3% | 4.8% | \$ (0) | |
| 13. | | | | | | | | |
| 14. TOTAL COST | \$ 196,788 | \$ 191,231 | \$ 195,471 | \$ 95,777 | \$ 206,145 | \$ 225,463 | \$ 29,992 | 15.3% |
| 15. | | | | | | | | |
| 16. LABOR COST | \$ 183,024 | \$ 183,820 | \$ 184,871 | \$ 91,847 | \$ 195,245 | \$ 214,563 | \$ 29,692 | 16.1% |
| 17. | | | | | | | | |
| 18. 10022101-511000 Full Time Salaries & Wages | 136,920 | 143,242 | 142,159 | 72,285 | 144,976 | 167,565 | \$ 25,406 | 17.9% |
| 19. 10022101-512100 Overtime | | | | 72 | | - | | |
| 20. 10022101-521000 FICA | 7,982 | 8,737 | 8,963 | 4418.49 | 9,138 | 10,539 | 1,576 | 17.6% |
| 21. 10022101-522000 Medicare | 1,867 | 2,043 | 2,096 | 1,033 | 2,137 | 2,465 | 369 | 17.6% |
| 22. 10022101-523300 Deferred Compensation | 2,122 | 2,252 | 2,303 | 1,130 | 2,994 | 2,994 | 691 | 30.0% |
| 23. 10022101-524100 Group Health Insurance | 29,036 | 22,771 | 23,500 | 10,503 | 31,000 | 26,000 | 2,500 | 10.6% |
| 24. 10022101-524200 Dental Insurance | 1,619 | 1,396 | 2,350 | 656 | 1,500 | 1,500 | (850) | (36.2%) |
| 25. 10022101-524300 Disability & Life Insurance | 1,079 | 933 | 1,100 | 466 | 1,100 | 1,100 | - | 0.0% |
| 26. 10022101-587100 Car Allowance | 2,400 | 2,446 | 2,400 | 1,282 | 2,400 | 2,400 | - | 0.0% |
| 27. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 28. | OPERATING COST | \$ 13,764 | \$ 7,411 | \$ 10,600 | \$ 3,930 | \$ 10,900 | \$ 10,900 | \$ 300 | 2.8% |
| 29. | | | | | | | | | |
| 30. | 10022103-530000 Dues & Memberships | 690 | 818 | 800 | 210 | 800 | 800 | - | 0.0% |
| 31. | 10022103-544000 Professional Services | 9,402 | 4,000 | 4,000 | 2,250 | 4,000 | 4,000 | - | 0.0% |
| 32. | 10022103-532000 Training/Workshops | | | | 269 | 500 | 500 | 500 | |
| 33. | 10022103-553500 Advertising | - | | 700 | | 500 | 500 | (200) | (28.6%) |
| 34. | 10022103-555000 Printing | 800 | 1,000 | 1,000 | 334 | 1,000 | 1,000 | - | 0.0% |
| 35. | 10022103-556000 Registry of Deeds | 600 | - | 600 | - | 600 | 600 | - | 0.0% |
| 36. | 10022103-571000 Office Equipment Maintenance | 200 | - | 200 | - | 200 | 200 | - | 0.0% |
| 37. | 10022103-587000 Mileage | - | - | 500 | 117 | 500 | 500 | - | 0.0% |
| 38. | 10022103-587500 Conference & Travel Expense | 390 | - | 600 | | 600 | 600 | - | 0.0% |
| 39. | 10022103-610100 & Office Supplies | 997 | 937 | 1,500 | 86 | 1,500 | 1,500 | - | 0.0% |
| 40. | 10022103-611400 Books Subscription | 685 | 656 | 700 | 664 | 700 | 700 | - | 0.0% |
| 41. | | | | | | | | | |
| 42. | | | | | | | | | |

Mission:

The mission of the City Clerk's office is to accurately maintain all city records, conduct elections with professionalism in accordance with State Law, issue State and City licenses, and provide information to both City officials and the public in a friendly and confidential manner.

Department Overview

The Department, as required per Maine State requirements, is responsible for the following:

- Coordinate election administrations and voter registration for the City’s residents
- Record and maintain all vital statistics records (birth/marriage/death) for the city
- Issuing hunting and fishing licenses
- Serving as custodian of all official City records
- Administer the city-wide dog licensing program
- Act as the City of Waterville’s Freedom of Information Officer

In addition, per the City Charter and City Ordinance requirements, the office of the City Clerk must:

- Maintain a complete and accurate record of City Council proceedings
- Preserve official City records
- Provide administrative support to the City Council
- Track all board and committee memberships and facilitate appointment process annually
- Administer the city’s business licensing program, which licenses over 25 different types of businesses

Staffing/Summary

The net cost over revenue of the City Clerk’s department will be almost \$107,000 in FY2024, with labor costs totaling almost 94% of the department’s total expenses. Increased costs in payroll resulted from the Customer Service Manager moving from 33% to 50% covered by this budget.

| Expenses | FY2021 | FY2022 | FY2023 | FY2023 | FY 2024 Budget | | |
|---------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | \$277,052 | \$275,615 | \$237,499 | \$133,382 | \$233,260 | \$265,126 | |
| Other Expenses | \$15,869 | \$10,218 | \$14,800 | \$11,736 | \$16,500 | \$16,500 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- City Clerk Expenditures | \$292,921 | \$285,833 | \$252,299 | \$145,118 | \$249,760 | \$281,626 | \$0 |
| TOTAL City Clerk Revenues | 106,869 | 134,879 | 138,120 | 92,802 | 139,700 | 139,700 | |
| NET City Clerk Budget | 186,052 | 150,954 | 114,179 | 52,316 | 110,060 | 141,926 | 0 |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 186,052 | \$ 150,954 | \$ 114,179 | \$ 52,316 | \$ 110,060 | \$ 141,926 | \$ 27,747 | 24.3% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (106,869) | (134,879) | (138,120) | (92,802) | (139,700) | (139,700) | (1,580) | 1.1% |
| 4. TOTAL COST | 292,921 | 285,833 | 252,299 | 145,118 | 249,760 | 281,626 | 29,327 | 11.6% |
| 5. | | | | | | | | |
| 6. | | | | | | | | |
| 7. LABOR vs. NON-LABOR COST | \$ 292,921 | \$ 285,833 | \$ 252,299 | \$ 145,118 | \$ 249,760 | \$ 281,626 | \$ 29,327 | 11.6% |
| 8. | | | | | | | | |
| 9. TOTAL LABOR COST | 277,052 | 275,615 | 237,499 | 133,382 | 233,260 | 265,126 | 27,627 | 11.6% |
| 10. | 94.6% | 96.4% | 94.1% | 91.9% | 93.4% | 94.1% | | |
| 11. TOTAL NON-LABOR COST | 15,869 | 10,218 | 14,800 | 11,736 | 16,500 | 16,500 | 1,700 | 11.5% |
| 12. | 5.4% | 3.6% | 5.9% | 8.1% | 6.6% | 5.9% | | |
| 13. | | | | | | | | |
| 14. TOTAL REVENUE | \$ 106,869 | \$ 134,879 | \$ 138,120 | \$ 92,802 | \$ 139,700 | \$ 139,700 | \$ 1,580 | 1.1% |
| 15. | | | | | | | | |
| 16. 10002400-440100 Taxi Licenses | 846 | 714 | 1,800 | 6 | 1,000 | 1,000 | (800) | (44.4%) |
| 17. 10002400-440200 Amusements Licenses | 1,320 | 960 | 1,500 | 720 | 1,500 | 1,500 | - | 0.0% |
| 18. 10002400-440300 Victualers Licenses | 18,095 | 18,869 | 17,000 | 2,410 | 18,500 | 18,500 | 1,500 | 8.8% |
| 19. 10002400-440400 Marriage Licenses | 3,852 | 3,492 | 3,000 | 1,728 | 3,500 | 3,500 | 500 | 16.7% |
| 20. 10002400-440500 Hunting & Fishing Licenses | 1,644 | 1,508 | 1,800 | 584 | 1,500 | 1,500 | (300) | (16.7%) |
| 21. 10002400-440600 Dog Licenses | 1,453 | 871 | 1,800 | 505 | 1,500 | 1,500 | (300) | (16.7%) |
| 22. 10002400-440700 Liquor Catering Licenses | 1,060 | 3,560 | 4,000 | 1,880 | 4,000 | 4,000 | - | 0.0% |
| 23. 10002400-440800 Medical & Retail Marijuanal License | 40,500 | 69,000 | 70,000 | 67,000 | 70,000 | 70,000 | - | 0.0% |
| 24. 10002400-441000 CC-Canvassing Permit | 90 | 0 | 100 | - | 100 | 100 | - | 0.0% |
| 25. 10002400-441100 Burial Permits | 3,514 | 952 | 1,500 | 364 | 1,500 | 1,500 | - | 0.0% |
| 26. 10002400-446000 Vital Statistics | 26,721 | 27,953 | 27,000 | 15,301 | 28,000 | 28,000 | 1,000 | 3.7% |
| 27. 10002400-446200 Misc Legal Instrument | 20 | | 100 | 0 | 100 | 100 | - | 0.0% |
| 28. 10002400-446300 Notary/Photocopies/Misc | 585 | | 1000 | 0 | 1000 | 1,000 | - | 0.0% |
| 29. 10002400-446900 Theater | 360 | | 1320 | 0 | 1300 | 1,300 | (20) | (1.5%) |
| 30. 10002400-447000 Pawn | 1320 | | 1000 | 0 | 1000 | 1,000 | - | 0.0% |
| 31. 10002400-447100 Inn Keeper | 1320 | | 1500 | 0 | 1500 | 1,500 | - | 0.0% |
| 32. 10002400-480000 Miscellaneous Revenue | - | | 3,700 | 2,304 | 3,700 | 3,700 | - | 0.0% |
| 33. 10002400-480000 & Miscellaneous Revenue | 4,170 | 7,000 | - | | | - | - | 0.0% |
| 34. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 35. | TOTAL COST | \$ 292,921 | \$ 285,833 | \$ 252,299 | \$ 145,118 | \$ 249,760 | \$ 281,626 | \$ 29,327 | 11.6% |
| 36. | | | | | | | | | |
| 37. | LABOR COST | \$ 277,052 | \$ 275,615 | \$ 237,499 | \$ 133,382 | \$ 233,260 | \$ 265,126 | \$ 27,627 | 11.6% |
| 38. | | | | | | | | | |
| 39. | 10022401-511000 Full Time Salaries & Wages | 161,238 | 173,300 | 143,199 | 83,547 | 160,796 | 160,796 | 17,597 | 12.3% |
| 40. | 10022401-512100 Overtime | 4,553 | 3,309 | 1,000 | 241 | 1,000 | 1,000 | - | 0.0% |
| 41. | 10022401-514000 Part Time & Temporary Wages | 29,700 | 11,989 | 23,000 | 19,197 | 20,500 | 50,100 | 27,100 | 117.8% |
| 42. | 10022401-521000 FICA | 9,249 | 10,142 | 10,177 | 5,094 | 11,302 | 13,138 | 2,961 | 29.1% |
| 43. | 10022401-522000 Medicare | 2,742 | 2,559 | 2,380 | 1,470 | 2,644 | 3,074 | 694 | 29.2% |
| 44. | 10022401-523300 Deferred Compensation | 10,843 | 11,876 | 9,810 | 4,622 | 8,493 | 8,493 | (1,317) | (13.4%) |
| 45. | 10022401-524100 Group Health Insurance | 54,288 | 57,822 | 43,300 | 17,585 | 24,750 | 24,750 | (18,550) | (42.8%) |
| 46. | 10022401-524200 Dental Insurance | 2,880 | 3,013 | 3,350 | 1,032 | 2,400 | 2,400 | (950) | (28.4%) |
| 47. | 10022401-524300 Disability & Life Insurance | 1,561 | 1,604 | 1,283 | 594 | 1,375 | 1,375 | 92 | 7.2% |
| 48. | | | | | | | | | |
| 49. | OPERATING COST | \$ 15,869 | \$ 10,218 | \$ 14,800 | \$ 11,736 | \$ 16,500 | \$ 16,500 | \$ 1,700 | 11.5% |
| 50. | | | | | | | | | |
| 51. | 10022403-530000 Dues & membership | 435 | 498 | 500 | 357 | 400 | 400 | (100) | (20.0%) |
| 52. | 10022403-544000 Professional services | 4,019 | 2,596 | 5,500 | 445 | 4,000 | 4,000 | (1,500) | (27.3%) |
| 53. | 10022403-553500 Advertising | 2,393 | 2,098 | 2,000 | 7,015 | 1,500 | 1,500 | (500) | (25.0%) |
| 54. | 10022403-555000 Printing | 4,519 | 2,032 | 2,200 | 1,235 | 2,500 | 2,500 | 300 | 13.6% |
| 55. | 10022403-587000 Mileage | - | - | 500 | - | - | - | (500) | (100.0%) |
| 56. | 10022403-587500 & Travel, Training & Conferences | 160 | 150 | 1,600 | 1,902 | 4,200 | 4,200 | 2,600 | 162.5% |
| 57. | 10022403-610100 & Office supplies | 1,290 | 654 | 1,800 | 332 | 1,800 | 1,800 | - | 0.0% |
| 58. | 10022403-612300 Food & Meals | 533 | 522 | 600 | 450 | 600 | 600 | - | 0.0% |
| 59. | 10022403-710000 & Equipment | 2,520 | 1,668 | 100 | - | 1,500 | 1,500 | 1,400 | 1,400.0% |
| 60. | | | | | | | | | |
| 61. | | | | | | | | | |

Mission:

The mission of the Finance Department is to protect the public interest through the proper custody and accounting of public funds, to help facilitate the achievement of the City’s goals and objectives through sound financial management and timely financial reporting and to serve the public, City officials and departmental personnel efficiently and pleasantly as valued customers.

Department Overview

The Finance Department is responsible for the financial management of public funds and ensuring that those funds are received and disbursed appropriately. We, as a department, cover a variety of functions within the City organization, such as: Accounts Receivable, Accounts Payable, Payroll, Tax Billing, Ambulance and Airport Billing, Revenue Collections, tracking of Fixed Assets, all banking transactions and Cash Investment Management; determine the City's ability to repay its loans and makes recommendations for Debt Management, management of the City's cash flow, ensures compliance with accounting, tax laws, and financial standards, reviews and provides financial data for all City Departments for analysis, and provides great customer service.

Staffing

The Finance Department is staffed with 6.5 employees: The Finance Director, the Accountant, the Tax Collector, a Bookkeeper, two Revenue Collection/Customer Service Clerks, and one-half of the costs of the Customer Service Manager.

| Expenses | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2022-2023 | FY 2023-2024 Budget | | |
|--|------------------|------------------|------------------|------------------|---------------------|------------------|---------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | \$364,979 | \$448,548 | \$489,068 | \$245,755 | \$559,788 | \$559,788 | |
| Other Expenses | \$21,816 | \$30,321 | \$36,900 | \$17,940 | \$40,250 | \$40,250 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Finance Dept. Expenditures | \$386,795 | \$478,869 | \$525,968 | \$263,695 | \$600,038 | \$600,038 | |

| | | | | | | | |
|-------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|--|
| TOTAL Finance Revenues | \$56,870 | \$51,842 | \$45,000 | \$24,234 | \$50,000 | \$50,000 | |
|-------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|--|

| | | | | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------|
| NET Finance Dept. Budget | \$329,925 | \$427,027 | \$480,968 | \$239,461 | \$550,038 | \$550,038 | \$0 |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------|

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 329,925 | \$ 427,027 | \$ 480,968 | \$ 239,461 | \$ 550,038 | \$ 550,038 | \$ 69,070 | 14.4% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (56,870) | (51,842) | (45,000) | (24,234) | (50,000) | (50,000) | (5,000) | 11.1% |
| 4. TOTAL COST | 386,795 | 478,869 | 525,968 | 263,695 | 600,038 | 600,038 | 74,070 | 14.1% |
| 5. | | | | | | | | |
| 6. | | | | | | | | |
| 7. LABOR vs. NON-LABOR COST | \$ 386,795 | \$ 478,869 | \$ 525,968 | \$ 263,695 | \$ 600,038 | \$ 600,038 | \$ 74,070 | 14.1% |
| 8. | | | | | | | | |
| 9. TOTAL LABOR COST | 364,979 | 448,548 | 489,068 | 245,755 | 559,788 | 559,788 | 70,720 | 14.5% |
| 10. | 94.4% | 93.7% | 93.0% | 93.2% | 93.3% | 93.3% | | |
| 11. TOTAL NON-LABOR COST | 21,816 | 30,321 | 36,900 | 17,940 | 40,250 | 40,250 | 3,350 | 9.1% |
| 12. | 5.6% | 6.3% | 7.0% | 6.8% | 6.7% | 6.7% | | |
| 13. | | | | | | | | |
| 14. TOTAL REVENUE | \$ 56,870 | \$ 51,842 | \$ 45,000 | \$ 24,234 | \$ 50,000 | \$ 50,000 | \$ 5,000 | 11.1% |
| 15. | | | | | | | | |
| 16. 10002300-446300 Auto Registration Agent Fees | 56,870 | 51,842 | 45,000 | 24,234 | 50,000 | 50,000 | 5,000 | 11.1% |
| 17. | | | | | | | | |
| 18. TOTAL COST | \$ 386,795 | \$ 478,869 | \$ 525,968 | \$ 263,695 | \$ 600,038 | \$ 600,038 | \$ 74,070 | 14.1% |
| 19. | | | | | | | | |
| 20. LABOR COST | \$ 364,979 | \$ 448,548 | \$ 489,068 | \$ 245,755 | \$ 559,788 | \$ 559,788 | \$ 70,720 | 14.5% |
| 21. | | | | | | | | |
| 22. 10022301-511000 Full Time Salaries & Wages | 255,625 | 297,077 | 335,619 | 161,487 | 383,133 | 383,133 | 47,514 | 14.2% |
| 23. 10022301-512100 Overtime | - | 15,023 | - | 8,525 | 1,000 | 1,000 | 1,000 | 0.0% |
| 24. 10022301- 514000 Part-Time & Temp Wages & O-T | - | - | - | 3,498 | - | - | - | 0.0% |
| 25. 10022301-521000 FICA | 15,409 | 18,612 | 19,570 | 10,176 | 23,816 | 23,816 | 4,246 | 21.7% |
| 26. 10022301-522000 Medicare | 3,604 | 4,353 | 4,577 | 2,380 | 5,569 | 5,569 | 992 | 21.7% |
| 27. 10022301-523300 Deferred Compensation | 15,688 | 12,671 | 12,718 | 5,701 | 20,096 | 20,096 | 7,378 | 58.0% |
| 28. 10022301-524100 Group Health Insurance | 68,584 | 94,118 | 105,900 | 50,460 | 114,250 | 114,250 | 8,350 | 7.9% |
| 29. 10022301-524200 Dental Insurance | 3,369 | 4,186 | 7,200 | 2,326 | 8,350 | 8,350 | 1,150 | 16.0% |
| 30. 10022301-524300 Disability & Life Insurance | 2,700 | 2,507 | 3,484 | 1,204 | 3,575 | 3,575 | 91 | 2.6% |
| 31. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 32. | OPERATING COST | \$ 21,816 | \$ 30,321 | \$ 36,900 | \$ 17,940 | \$ 40,250 | \$ 40,250 | \$ 3,350 | 9.1% |
| 34. | 10022303-530000 & Dues & Memberships | 413 | 468 | 800 | 555 | 800 | 800 | - | 0.0% |
| 35. | 10022303-532000 & Training & Workshops | 165 | 3,567 | 5,400 | 385 | 8,350 | 8,350 | 2,950 | 54.6% |
| 36. | 10022303-544000 Professional Services | - | - | - | 1,775 | - | - | - | 0.0% |
| 37. | 10022303-555000 Printing | 4,523 | 5,533 | 5,000 | 2,104 | 6,000 | 6,000 | 1,000 | 20.0% |
| 38. | 10022303-556000 Registry of Deeds | 9,736 | 8,895 | 12,000 | 5,073 | 11,000 | 11,000 | (1,000) | (8.3%) |
| 39. | 10022303-587000 Mileage | 59 | 387 | 700 | 240 | 600 | 600 | (100) | (14.3%) |
| 40. | 10022303-610100 Office Supplies | 2,905 | 2,888 | 4,000 | 3,155 | 4,500 | 4,500 | 500 | 12.5% |
| 41. | 10022303-610101 & Office Equipment | 1,000 | 5,323 | 5,000 | 2,118 | 5,000 | 5,000 | - | 0.0% |
| 42. | 10022303-612200 Postage | 2,957 | 3,260 | 4,000 | 2,450 | 4,000 | 4,000 | - | 0.0% |
| 43. | 10022303-680000 & Miscellaneous Expense | 58 | - | - | 85 | - | - | - | 0.0% |

Mission:

The mission of the Health & Welfare Department is to determine eligibility for individuals who apply for General Assistance for their basic needs. Additionally, caseworkers are charged with monitoring cases and administering program requirements to ensure applicants are working toward self-sufficiency to ultimately be able to support themselves and their families.

The mission of the Wellness Program is to provide health information via email, workshops, and activities to City employees that promotes good health habits and overall wellness.

Department Overview

The Health & Welfare Department is responsible for administering the General Assistance Program for Waterville residents for the immediate aid of persons who are unable to provide the basic necessities essential to maintain themselves or their families.

The Health & Welfare Director is also responsible for the City’s Employee Wellness Program and coordinates all wellness events.

Staffing

The Health & Welfare Department is staffed with three employees: The Director, one full-time Caseworker, and one part-time Caseworker.

| Expenses | FY 2020-2021 | FY 2021-2022 | FY 2022-2023 | FY 2022-2023 | FY 2023-2024 Budget | | |
|---|----------------|----------------|----------------|-----------------|---------------------|----------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Health Wages, Taxes & Benefits | 129,997 | 152,339 | 183,261 | 80,860 | 202,561 | 202,561 | |
| Other Expenses | 351 | 688 | 2,220 | 437 | 2,320 | 2,820 | |
| Welfare Costs | 330,795 | 94,601 | 227,000 | 33,808 | 163,900 | 128,900 | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Health & Welfare Expenditures | 461,143 | 247,629 | 412,481 | 115,105 | 368,781 | 334,281 | 0 |

| | | | | | | | |
|--|----------------|---------------|----------------|----------------|----------------|----------------|--|
| TOTAL Health & Welfare Revenues | 259,739 | 82,971 | 163,900 | 185,192 | 119,730 | 121,010 | |
|--|----------------|---------------|----------------|----------------|----------------|----------------|--|

| | | | | | | | |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------|
| NET Health & Welfare Budget | 201,404 | 164,658 | 248,581 | -70,087 | 249,051 | 213,271 | 0 |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------|

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-------------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 201,404 | \$ 164,658 | \$ 248,581 | \$ (70,087) | \$ 249,051 | \$ 213,271 | \$ (35,310) | (14.2%) |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (259,739) | (82,971) | (163,900) | (185,192) | (119,730) | (121,010) | 42,890 | (26.2%) |
| 4. TOTAL COST | 461,143 | 247,629 | 412,481 | 115,105 | 368,781 | 334,281 | (78,200) | (19.0%) |
| 5. | | | | | | | | |
| 6. | | | | | | | | |
| 7. LABOR vs. NON-LABOR COST | \$ 461,143 | \$ 247,629 | \$ 412,481 | \$ 115,105 | \$ 368,781 | \$ 334,281 | \$ (78,200) | (19.0%) |
| 8. | | | | | | | | |
| 9. TOTAL LABOR COST | 129,997 | 152,339 | 183,261 | 80,860 | 202,561 | 202,561 | 19,300 | 10.5% |
| 10. | 28.2% | 61.5% | 44.4% | 70.2% | 54.9% | 60.6% | | |
| 11. TOTAL NON-LABOR COST | 331,145 | 95,290 | 229,220 | 34,245 | 166,220 | 131,720 | (97,500) | (42.5%) |
| 12. | 71.8% | 38.5% | 55.6% | 29.8% | 45.1% | 39.4% | | |
| 13. | | | | | | | | |
| 14. TOTAL REVENUE | \$ 259,739 | \$ 82,971 | \$ 163,900 | \$ 185,192 | \$ 119,730 | \$ 121,010 | \$ (42,890) | (26.2%) |
| 15. | | | | | | | | |
| 16. 10006020-423000 State Welfare Reimbursement | 252,538 | 72,407 | 158,900 | 39,618 | 114,730 | 116,010 | (42,890) | (27.0%) |
| 17. 10006020-423200 Miscellaneous Welfare Reimburseme | 7,201 | 10,564 | 5,000 | 145,574 | 5,000 | 5,000 | - | 0.0% |
| 18. | | | | | | | | |
| 19. TOTAL COST | \$ 461,143 | \$ 247,629 | \$ 412,481 | \$ 115,105 | \$ 368,781 | \$ 334,281 | \$ (78,200) | (19.0%) |
| 20. | | | | | | | | |
| 21. LABOR COST | \$ 129,997 | \$ 152,339 | \$ 183,261 | \$ 80,860 | \$ 202,561 | \$ 202,561 | \$ 19,300 | 10.5% |
| 22. | | | | | | | | |
| 23. 10066001-511000 Full Time Salaries & Wages | 97,495 | 107,545 | 114,786 | 61,151 | 124,469 | 124,469 | 9,683 | 8.4% |
| 24. 10066001-512100 Overtime | 104 | 79 | - | - | - | - | - | 0.0% |
| 25. 10066001-514000 Part Time & Temporary | 8,222 | 16,020 | 18,234 | 7,533 | 22,528 | 22,528 | 4,294 | 23.5% |
| 26. 10066001-521000 FICA | 6,532 | 7,774 | 8,248 | 4,378 | 9,114 | 9,114 | 866 | 10.5% |
| 27. 10066001-522000 Medicare | 1,536 | 1,818 | 1,929 | 1,024 | 2,131 | 2,131 | 202 | 10.5% |
| 28. 10066001-523300 Deferred Compensation | 4,638 | 5,162 | 7,374 | 2,695 | 8,713 | 8,713 | 1,339 | 18.2% |
| 29. 10066001-524100 Group Health Insurance | 9,493 | 11,516 | 29,100 | 2,721 | 32,000 | 32,000 | 2,900 | 10.0% |
| 30. 10066001-524200 Dental Insurance | 933 | 1,341 | 2,350 | 819 | 2,350 | 2,350 | - | 0.0% |
| 31. 10066001-524300 Disability & Life Insurance | 1,042 | 1,083 | 1,240 | 539 | 1,256 | 1,256 | 16 | 1.3% |
| 32. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-------------|----------|
| 33. | OPERATING COST | \$ 351 | \$ 688 | \$ 2,220 | \$ 437 | \$ 2,320 | \$ 2,820 | \$ 600 | 27.0% |
| 34. | | | | | | | | | |
| 35. | 10066003-530000 Dues & Membership | 40 | 120 | 120 | 120 | 120 | 120 | - | 0.0% |
| 36. | 10066003-587000 Mileage | - | 44 | 500 | 135 | 500 | 500 | - | 0.0% |
| 37. | 10066003-587500 & Training & Conferences | 65 | 220 | 1,000 | 50 | 1,000 | 1,500 | 500 | 50.0% |
| 38. | 10066003-610100 Office supplies | 246 | 217 | 300 | 131 | 400 | 400 | 100 | 33.3% |
| 39. | 10066003-680000 Miscellaneous Expense | - | 87 | 200 | - | 200 | 200 | - | 0.0% |
| 40. | 10066003-710000 Equipment | - | - | 100 | - | 100 | 100 | - | 0.0% |
| 41. | | | | | | | | | |
| 42. | GENERAL ASSISTANCE | \$ 330,795 | \$ 94,601 | \$ 227,000 | \$ 33,808 | \$ 163,900 | \$ 128,900 | \$ (98,100) | (43.2%) |
| 43. | | | | | | | | | |
| 44. | 10066023-557000 Electric Service (non-heating) | 718 | 434 | 1,000 | 461 | 1,000 | 1,000 | - | 0.0% |
| 45. | 10066023-557700 Heating (all types) | 1,085 | 691 | 1,500 | 1,649 | 3,000 | 3,000 | 1,500 | 100.0% |
| 46. | 10066023-565800 Emergency Housing (temporary) | 272,107 | 82,899 | 150,000 | 22,232 | 100,000 | 75,000 | (75,000) | (50.0%) |
| 47. | 10066023-565900 Housing (all types) | 47,308 | 6,437 | 65,000 | 6,489 | 50,000 | 40,000 | (25,000) | (38.5%) |
| 48. | 10066023-610400 Medical Services | - | - | 300 | - | 300 | 300 | - | 0.0% |
| 49. | 10066023-612300 Food | 3,176 | 380 | 800 | - | 800 | 800 | - | 0.0% |
| 50. | 10066023-612700 Dental | - | - | 100 | - | 100 | 100 | - | 0.0% |
| 51. | 10066023-615000 House & personal supplies | 1,508 | 486 | 800 | 22 | 800 | 800 | - | 0.0% |
| 52. | 10066023-615100 Prescriptions | 21 | - | 300 | 58 | 300 | 300 | - | 0.0% |
| 53. | 10066023-615300 Diapers/Baby Supplies | - | - | 100 | - | 100 | 100 | - | 0.0% |
| 54. | 10066023-689000 Burial expenses | 4,870 | 3,074 | 7,000 | 2,777 | 7,000 | 7,000 | - | 0.0% |
| 55. | 10066023-689200 All Other Needs | - | 200 | 100 | 120 | 500 | 500 | 400 | 400.0% |
| 56. | | | | | | | | | |

Mission:

The mission of Human Resources is to provide quality and cost-effective human resource services to the City. Our standard is achievement of excellence through equity, diversity, timeliness, confidentiality, teamwork, respect, and trust. We are committed to assisting everyone in fulfilling the mission and purpose of the City. Our core services and competencies include recruitment and staffing, employee relations, organizational and employee development, workers compensation, labor negotiations, compensation and benefits, HR information management and regulatory compliance.

Department Overview

The Human Resource Office provides all personnel services to City of Waterville staff. Some of the services includes wage and benefit administration, unemployment compensation, workers compensation, labor relations and recruitment.

Staffing

The Human Resource Office is currently staffed with 1 employee: Human Resource Officer. The department has been staffed with one employee since 2004. The 2023/24 budget request includes the addition of a full-time assistant to the Human Resource Officer. Adding a new position not only increases labor costs, but also operating costs to include such items as training and professional development.

| Expenses | FY2021 | FY2022 | FY2023 | FY2023 | FY 2024 Budget | | |
|---|----------------|----------------|----------------|-----------------|----------------|----------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 196,152 | 186,242 | 363,380 | 110,373 | 373,220 | 373,220 | |
| Employee Benefits WorkforceWide | 230,662 | 270,925 | 287,500 | 67,976 | 302,500 | 302,500 | |
| Other Expenses | 30,426 | 85,068 | 52,700 | 23,796 | 61,500 | 69,000 | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Human Resource Expenditures | 457,239 | 542,235 | 703,580 | 202,145 | 737,220 | 744,720 | |
| TOTAL Human Resource Revenues | 32,317 | 809 | 0 | 1,272 | 1,000 | 1,000 | |
| NET Human Resource Budget | 424,923 | 541,426 | 703,580 | 200,873 | 736,220 | 743,720 | 0 |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 424,923 | \$ 541,426 | \$ 703,580 | \$ 200,873 | \$ 736,220 | \$ 743,720 | \$ 40,140 | 5.7% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (32,317) | (809) | - | (1,272) | (1,000) | (1,000) | (1,000) | 0.0% |
| 4. TOTAL COST | 457,239 | 542,235 | 703,580 | 202,145 | 737,220 | 744,720 | 41,140 | 5.8% |
| 5. | | | | | | | | |
| 6. | | | | | | | | |
| 7. LABOR vs. NON-LABOR COST | \$ 424,923 | \$ 541,426 | \$ 703,580 | \$ 200,873 | \$ 736,220 | \$ 743,720 | \$ 40,140 | 5.7% |
| 8. | | | | | | | | |
| 9. TOTAL LABOR COST | 196,152 | 186,242 | 363,380 | 110,373 | 373,220 | 373,220 | 9,840 | 2.7% |
| 10. | 46.2% | 34.4% | 51.6% | 54.9% | 50.7% | 50.2% | | |
| 11. TOTAL NON-LABOR COST | 228,771 | 355,184 | 340,200 | 90,500 | 363,000 | 370,500 | 30,300 | 8.9% |
| 12. | 53.8% | 65.6% | 48.4% | 45.1% | 49.3% | 49.8% | | |
| 13. | | | | | | | | |
| 14. TOTAL REVENUE | \$ 32,317 | \$ 809 | \$ - | \$ 1,272 | \$ 1,000 | \$ 1,000 | \$ 1,000 | 0.0% |
| 15. | | | | | | | | |
| 16. 10002030-480000 Miscellaneous Revenue | 32,317 | 809 | - | 1,272 | 1,000 | 1,000 | 1,000 | 0.0% |
| 17. | | | | | | | | |
| 18. TOTAL COST | \$ 457,239 | \$ 542,235 | \$ 703,580 | \$ 202,145 | \$ 737,220 | \$ 744,720 | \$ 41,140 | 5.8% |
| 19. | | | | | | | | |
| 20. LABOR COST | \$ 196,152 | \$ 186,242 | \$ 363,380 | \$ 110,373 | \$ 373,220 | \$ 373,220 | \$ 9,840 | 2.7% |
| 21. | | | | | | | | |
| 22. 10022031-511000 Full Time Salaries & Wages | 71,099 | 74,224 | 92,585 | 44,574 | 166,005 | 166,005 | 73,420 | 79.3% |
| 23. 10022031-517000 Salary Adjustments | - | - | 107,210 | - | - | - | (107,210) | (100.0%) |
| 24. 10022031-518000 Anticipated Retirements | 18,582 | 17,645 | 40,000 | 15,187 | 40,000 | 40,000 | - | 0.0% |
| 25. 10022031-521000 FICA | 5,254 | 5,120 | 11,458 | 2,843 | 13,000 | 13,000 | 1,542 | 13.5% |
| 26. 10022031-522000 Medicare | 1,290 | 1,352 | 2,680 | 882 | 3,040 | 3,040 | 360 | 13.4% |
| 27. 10022031-523300 Deferred Compensation | 4,801 | 5,108 | 5,125 | 3,050 | 11,875 | 11,875 | 6,750 | 131.7% |
| 28. 10022031-524100 Group Health Insurance | 19,884 | 20,866 | 20,100 | 11,183 | 44,000 | 44,000 | 23,900 | 118.9% |
| 29. 10022031-524200 Dental Insurance | 1,096 | 1,139 | 1,800 | 586 | 3,600 | 3,600 | 1,800 | 100.0% |
| 30. 10022031-524300 Disability & Life Insurance | 539 | 539 | 550 | 308 | 1,100 | 1,100 | 550 | 100.0% |
| 31. 10022031-524400 Health Reimbursement Accounts | 70,007 | 56,579 | 78,272 | 29,859 | 87,000 | 87,000 | 8,728 | 11.2% |
| 32. 10022031-587100 Car Allowance | 3,600 | 3,669 | 3,600 | 1,900 | 3,600 | 3,600 | - | 0.0% |
| 33. | | | | | | | | |
| 34. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 35. | EMPLOYEE BENEFITS - WORKFORCE-WIDE | \$ 230,662 | \$ 270,925 | \$ 287,500 | \$ 67,976 | \$ 302,500 | \$ 302,500 | \$ 15,000 | 5.2% |
| 36. | | | | | | | | | |
| 37. | 10022031-525000 Workers Compensation | 218,011 | 264,815 | 265,000 | 61,902 | 280,000 | 280,000 | 15,000 | 5.7% |
| 38. | 10022031-525100 Unemployment Compensation | 8,518 | 906 | 9,500 | 4,842 | 9,500 | 9,500 | - | 0.0% |
| 39. | 10022031-529000 Miscellaneous Benefits | 4,132 | 4,769 | 5,000 | 1,232 | 5,000 | 5,000 | - | 0.0% |
| 40. | 10022031-533000 Education Reimbursement | - | 435 | 8,000 | - | 8,000 | 8,000 | - | 0.0% |
| 41. | | | | | | | | | |
| 42. | OPERATING COST | \$ 30,426 | \$ 85,068 | \$ 52,700 | \$ 23,796 | \$ 61,500 | \$ 69,000 | \$ 16,300 | 30.9% |
| 43. | | | | | | | | | |
| 44. | 10022033-530000 Dues & Memberships | 448 | 482 | 500 | 35 | 1,000 | 1,000 | 500 | 100.0% |
| 45. | 10022033-544000 Professional Services | | 37,100 | - | | - | - | - | 0.0% |
| 46. | 10022033-544400 & Medical & Lab Services | 15,122 | 26,466 | 25,000 | 15,905 | 30,000 | 30,000 | 5,000 | 20.0% |
| 47. | 10022033-553500 Advertising & Recruitment | 9,911 | 14,997 | 18,400 | 6,425 | 15,000 | 15,000 | (3,400) | (18.5%) |
| 48. | 10022033-587000 Mileage | - | | 300 | 69 | 500 | 500 | 200 | 66.7% |
| 49. | 10022033-587500 Training & Conferences | 785 | 130 | 2,000 | 250 | 5,000 | 5,000 | 3,000 | 150.0% |
| 50. | 10022033-615200 Wellness | 578 | 1,297 | 1,500 | 129 | 2,000 | 2,000 | 500 | 33.3% |
| 51. | 10022033-680000 Miscellaneous Expenses | 285 | 307 | 500 | 32 | 500 | 500 | - | 0.0% |
| 52. | 10022033-610100 Office supplies | - | - | - | - | 2,000 | 2,000 | 2,000 | 0.0% |
| 53. | 10022033-681200 Safety Committee | 86 | | 500 | - | 500 | 6,000 | 5,500 | 1,100.0% |
| 54. | 10022033-681500 Employee Recognition | 3,211 | 4,289 | 4,000 | 952 | 5,000 | 7,000 | 3,000 | 75.0% |
| 55. | | | | | | | | | |
| 56. | | | | | | | | | |

Mission:

The Information Technology Department provides quality solutions and support in a cost-effective manner to city departments to facilitate the City’s mission and strategic plan. IT provides innovative assistance and leadership in technology matters in a timely fashion to support the various needs of all municipal departments so they in turn can provide City of Waterville residents with vital services.

Department Overview

In the very early 2000s the City of Waterville, Town of Winslow, and Oakland Police & Fire Departments received a sum of money to build a privately-owned, municipally-operate fiber optic network for the purposes of enhancing public safety across the three communities. As part of the arrangement, the City’s IT staff has been contracted to provide IT support to the member towns. This arrangement has allowed for regionalization and pooling of technology resources. Over the last 20 years, the network and user base has grown exponentially – technology is much more prevalent and ingrained into the daily workflow, and additional organizations have jumped into the pool.

Currently, City Staff provides IT support for the following entities:

- All City of Waterville municipal departments, including the airport and library
- All Town of Winslow municipal departments, including the library
- Town of Oakland Police and Fire Departments
- All Town of Fairfield municipal departments, including the library
- All Town of Clinton municipal departments, including the library and transfer station
- Kennebec Valley Council of Governments

This includes approximately 10 public safety departments that operate 24/7/365

It is estimated that IT staff support approximately 400 users and 2,000 devices. In addition to the typical “fix your computer” type of requests, IT is also responsible for all user accounts, networking infrastructure, telephones, building security, and audio/visual equipment.

Staffing

The IT Department is currently staffed with 2 full-time technologists and a part-time/remote director.

The IT Director works almost exclusively in a remote capacity and functions more similarly to that of a consultant or high-level technical support to internal departmental staff. The Information Technologist I performs a significant number of the duties that would normally fall to a full-time department head as it relates to day-to-day operations/administration of the department as well as provides general supervision of the Technologist II position, manages the planning, purchasing, implementation and installation of hardware and software, most administrative tasks, as well as provides support to end users. The Information Technologist II is defined as an entry-level position and is largely responsible for day-to-day end-user support.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|-------------------------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 145,204 | 162,457 | 171,750 | 85,015 | 265,961 | 224,451 | |
| Other Expenses | 292,966 | 336,955 | 393,900 | 212,852 | 392,000 | 394,000 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- IT Expenditures | 438,170 | 499,413 | 565,650 | 297,868 | 657,961 | 618,451 | 0 |
| TOTAL IT Revenues | 65,712 | 73,022 | 74,500 | 39,112 | 74,285 | 74,285 | |
| NET IT Budget | 372,458 | 426,390 | 491,150 | 258,756 | 583,676 | 544,166 | 0 |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 372,458 | \$ 426,390 | \$ 491,150 | \$ 258,756 | \$ 583,676 | \$ 544,166 | \$ 53,016 | 10.8% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (65,712) | (73,022) | (74,500) | (39,112) | (74,285) | (74,285) | 215 | (0.3%) |
| 4. TOTAL COST | 438,170 | 499,413 | 565,650 | 297,868 | 657,961 | 618,451 | 52,801 | 9.3% |
| 5. | | | | | | | | |
| 6. | | | | | | | | |
| 7. LABOR vs. NON-LABOR COST | \$ 438,170 | \$ 499,413 | \$ 565,650 | \$ 297,868 | \$ 657,961 | \$ 618,451 | \$ 52,801 | 9.3% |
| 8. | | | | | | | | |
| 9. TOTAL LABOR COST | 145,204 | 162,457 | 171,750 | 85,015 | 265,961 | 224,451 | 52,701 | 30.7% |
| 10. | 33.1% | 32.5% | 30.4% | 28.5% | 40.4% | 36.3% | | |
| 11. TOTAL NON-LABOR COST | 292,966 | 336,955 | 393,900 | 212,852 | 392,000 | 394,000 | 100 | 0.0% |
| 12. | 66.9% | 67.5% | 69.6% | 71.5% | 59.6% | 63.7% | | |
| 13. | | | | | | | | |
| 14. TOTAL REVENUE | \$ 65,712 | \$ 73,022 | \$ 74,500 | \$ 39,112 | \$ 74,285 | \$ 74,285 | \$ (215) | (0.3%) |
| 15. | | | | | | | | |
| 16. 10002200-445010 Contracts | 65,712 | 73,022 | 74,500 | 39,112 | 74,285 | 74,285 | (215) | (0.3%) |
| 17. | | | | | | | | |
| 18. TOTAL COST | \$ 438,170 | \$ 499,413 | \$ 565,650 | \$ 297,868 | \$ 657,961 | \$ 618,451 | \$ 52,801 | 9.3% |
| 19. | | | | | | | | |
| 20. LABOR COST | \$ 145,204 | \$ 162,457 | \$ 171,750 | \$ 85,015 | \$ 265,961 | \$ 224,451 | \$ 52,701 | 30.7% |
| 21. | | | | | | | | |
| 22. 10022201-511000 Full Time Salaries & Wages | 92,144 | 103,182 | 112,916 | 55,110 | 172,085 | 146,085 | 33,169 | 29.4% |
| 23. 10022201-514000 Part Time & Temporary Wages | 15,000 | 15,288 | 15,000 | 7,500 | 15,000 | 15,000 | - | 0.0% |
| 24. 10022201-521000 FICA | 6,823 | 7,778 | 7,568 | 4,113 | 12,157 | 10,457 | 2,889 | 38.2% |
| 25. 10022201-522000 Medicare | 1,596 | 1,819 | 1,770 | 962 | 2,843 | 2,443 | 673 | 37.0% |
| 26. 10022201-523300 Deferred Compensation | 4,296 | 7,053 | 7,496 | 3,811 | 8,826 | 8,826 | 1,330 | 17.7% |
| 28. 10022201-524100 Group Health Insurance | 17,013 | 18,782 | 18,800 | 9,311 | 41,500 | 30,750 | 11,950 | 63.6% |
| 29. 10022201-524200 Dental Insurance | 971 | 1,061 | 1,100 | 521 | 2,900 | 2,000 | 900 | 81.8% |
| 30. 10022201-524300 Disability & Life Insurance | 1,361 | 1,378 | 1,100 | 689 | 1,650 | 1,390 | 290 | 26.4% |
| 31. 10022201-587100 Car Allowance | 6,000 | 6,115 | 6,000 | 3,000 | 9,000 | 7,500 | 1,500 | 25.0% |
| 32. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 33. | OPERATING COST | \$ 292,966 | \$ 336,955 | \$ 393,900 | \$ 212,852 | \$ 392,000 | \$ 394,000 | \$ 100 | 0.0% |
| 34. | | | | | | | | | |
| 35. | 10022203-542000 Software Support Services | 184,787 | 241,065 | 261,000 | 172,140 | 256,000 | 258,000 | (3,000) | (1.1%) |
| 36. | 10022203-544000 Professional Services | | (1,138) | | | 5,000 | 5,000 | 5,000 | 0.0% |
| 37. | 10022203-553000 Telephone Monthly Service | 10,177 | 11,106 | 14,000 | 5,977 | 13,000 | 13,000 | (1,000) | (7.1%) |
| 38. | 10022203-553100 Cell Phones | 13,419 | 13,702 | 14,000 | 6,544 | 15,000 | 15,000 | 1,000 | 7.1% |
| 39. | 10022203-572000 Hardware Service & Repair | - | 110 | 4,000 | - | 4,000 | 4,000 | - | 0.0% |
| 40. | 10022203-572200 Networking Maintenance / Repair | 4,562 | 5,399 | 7,500 | 3,398 | 7,500 | 7,500 | - | 0.0% |
| 41. | 10022203-572500 Printer Repair & Replacement | 2,854 | 3,857 | 4,500 | 886 | 4,500 | 4,500 | - | 0.0% |
| 42. | 10022203-587000 Mileage | - | - | 400 | 40 | 600 | 600 | 200 | 50.0% |
| 43. | 10022203-587500 & 532000 Training & Conferences | 370 | - | 1,000 | 749 | 6,000 | 6,000 | 5,000 | 500.0% |
| 44. | 10022203-610200 & 610100 & 6: Computer Supplies | 13,292 | 5,014 | 15,000 | 1,690 | 13,000 | 13,000 | (2,000) | (13.3%) |
| 45. | 10022203-680000 Miscellaneous Supplies & Materials | 2,102 | 886 | 1,000 | 970 | 2,000 | 2,000 | 1,000 | 100.0% |
| 46. | 10022203-712070 Equipment Replacement | 43,006 | 39,005 | 45,000 | 10,374 | 42,000 | 42,000 | (3,000) | (6.7%) |
| 47. | 10022023-564100 Copier Lease & Maintenance | 18,397 | 17,949 | 26,500 | 10,084 | 23,400 | 23,400 | (3,100) | (11.7%) |

NON-OPERATING EXPENSE

FY 2024

| | | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|----------------------------------|------------------------------------|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 1. | TOTAL NON-OPERATING COSTS | | \$ 3,994,128 | \$ 4,174,805 | \$ 4,683,794 | \$ 3,672,314 | \$ 5,498,605 | \$ 5,239,874 | \$ 556,080 | 11.9% |
| 2. | | | | | | | | | | |
| 3. | DEBT SERVICE | | \$ 1,876,751 | \$ 1,749,484 | \$ 2,135,632 | \$ 1,144,152 | \$ 2,431,604 | \$ 2,431,604 | \$ 295,972 | 13.9% |
| 4. | | | | | | | | | | |
| 5. | 10110003-910027 | 2011 Bond (FY2032) | 247,600 | 243,800 | 182,300 | 160,000 | 176,900 | 176,900 | (5,400) | (3.0%) |
| 6. | 10110003-910028 | 2012 Bond (FY2033) | 205,144 | 201,844 | 198,544 | 182,597 | 165,544 | 165,544 | (33,000) | (16.6%) |
| 7. | 10110003-910029 | 2013 Bond (FY2038) | 382,923 | 372,423 | 367,023 | 48,511 | 341,623 | 341,623 | (25,401) | (6.9%) |
| 8. | 10110003-910030 | 2015 Bond (FY2036) | 544,650 | 522,250 | 505,050 | 37,525 | 481,450 | 481,450 | (23,600) | (4.7%) |
| 9. | 10110003-910031 | 2019 Bond (FY2040) | 417,678 | 409,168 | 406,168 | 353,084 | 397,168 | 397,168 | (9,001) | (2.2%) |
| 10. | 10110003-910032 | 2020 Bond (FY2041) | 30,202 | - | 335,062 | 303,544 | 331,012 | 331,012 | (4,050) | (1.2%) |
| 11. | 10110003-910033 | FY22 Bond (FY2043) | - | - | 133,085 | 54,543 | 490,407 | 490,407 | 357,322 | 268.5% |
| 12. | 10110003-910200 | Bond Cost & Fees | 42,199 | - | - | 1,469 | 42,500 | 42,500 | 42,500 | 0.0% |
| 13. | 10110003-910300 | Financial Expense for Investments | 6,356 | - | 8,400 | 2,880 | 5,000 | 5,000 | (3,400) | (40.5%) |
| 14. | | | | | | | | | | |
| 15. | OUTSIDE AGENCIES | | \$ 6,100 | \$ 88,896 | \$ 40,000 | \$ 20,000 | \$ 90,000 | \$ 115,000 | \$ 75,000 | 187.5% |
| 16. | 10140003-934400 | KVCAP | 6,100 | 15,000 | 20,000 | - | 20,000 | 20,000 | - | 0.0% |
| 17. | 10140003-934000 | Alfond Youth Center | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | - | 0.0% |
| 18. | 10140003- 935200 | Waterville Creates - Event Support | - | 10,000 | 10,000 | 10,000 | 10,000 | 35,000 | 25,000 | 250.0% |
| 19. | 10140003- 936000 | Misc. Community Services | - | 53,896 | - | - | 50,000 | 50,000 | 50,000 | 0.0% |
| 20. | | | | | | | | | | |
| 21. | TIF REVENUE DEDUCTIONS | | \$ 1,278,492 | \$ 1,478,084 | \$ 1,569,793 | \$ 1,569,793 | \$ 2,028,823 | \$ 1,745,092 | \$ 175,299 | 11.2% |
| 22. | 41000023-xxxxxx | CEA Payments | 331,169 | 329,017 | 331,891 | 331,891 | 331,891 | 329,530 | (2,361) | (0.7%) |
| 23. | 41000023-xxxxxx | TIF Allocations | 947,323 | 1,149,067 | 1,237,902 | 1,237,902 | 1,237,902 | 956,532 | (281,370) | (22.7%) |
| 24. | 41000023-xxxxxx | To TIF Reserves | - | - | - | - | 459,030 | 459,030 | 459,030 | 0.0% |
| 25. | | | | | | | | | | |
| 26. | COUNTY TAX | | \$ 832,786 | \$ 858,341 | \$ 938,369 | \$ 938,369 | \$ 948,178 | \$ 948,178 | \$ 9,809 | 1.0% |
| 27. | 10170003-939000 | Kennebec County Tax | 832,786 | 858,341 | 938,369 | 938,369 | 948,178 | 948,178 | 9,809 | 1.0% |
| 28. | | | | | | | | | | |

NON-OPERATING REVENUES

FY 2024

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|--|----------------------|----------------------|----------------------|----------------------|---------------------------------|------------------------------------|-------------------|--------------|
| 1. TOTAL NON-OPERATING REVENUES | \$ 25,322,908 | \$ 27,664,090 | \$ 31,046,558 | \$ 19,809,447 | \$ 29,420,157 | \$ 31,465,248 | \$ 418,690 | 1.3% |
| 2. | | | | | | | | |
| 3. PROPERTY TAX - NET TIF REVENUE (Unrestricted Use) | 17,408,498 | 17,808,566 | 18,139,945 | 10,365,255 | 18,207,541 | 18,207,541 | 67,596 | 0.4% |
| 4. PENALTIES & INTEREST | 95,274 | 97,922 | 104,000 | 36,515 | 104,000 | 104,000 | - | 0.0% |
| 5. EXCISE TAXES | 2,228,945 | 2,060,000 | 2,007,400 | 1,055,655 | 2,057,400 | 2,057,400 | 50,000 | 2.5% |
| 6. INTERGOVERNMENTAL | 4,565,048 | 5,318,940 | 6,023,298 | 4,121,521 | 6,651,416 | 6,761,416 | 738,118 | 12.3% |
| 7. RENTAL REVENUE | 40,425 | 40,587 | 38,000 | 55,767 | 38,000 | 38,000 | - | 0.0% |
| 8. OTHER REVENUE | 126,855 | 288,742 | 361,800 | 52,619 | 361,800 | 401,800 | 40,000 | 11.1% |
| 9. USE OF OTHER FUNDS | 27,454 | 750,000 | 2,643,698 | 2,393,698 | 2,000,000 | 2,150,000 | (493,698) | (18.7%) |
| 10. USE OF TIF FUNDS | 830,409 | 1,299,333 | 1,728,417 | 1,728,417 | - | 1,745,091 | 16,674 | |
| 11. | | | | | | | | |
| 12. | | | | | | | | |
| 13. PROPERTY TAX REVENUE GROSS | \$ 18,686,989 | \$ 19,344,639 | \$ 19,685,892 | \$ 11,911,202 | \$ 19,952,632 | \$ 19,952,632 | \$ 266,740 | 1.4% |
| 14. | | | | | | | | |
| 15. PROPERTY TAX - NET TIF REVENUE | \$ 17,408,498 | \$ 17,808,566 | \$ 18,139,945 | \$ 10,365,255 | \$ 18,207,541 | \$ 18,207,541 | \$ 67,596 | 0.4% |
| 16. 10000010-400000 Real Estate Taxes | 17,254,885 | 17,254,880 | 18,111,242 | 10,799,578 | 18,335,596 | 18,335,596 | 224,354 | 1.2% |
| 17. 10000010-400000 Personal Property Taxes | 1,432,104 | 2,089,759 | 1,574,650 | 1,111,624 | 1,617,036 | 1,617,036 | 42,386 | 2.7% |
| 18. Less TIF Revenue Set-Aside | (1,278,491) | (1,536,073) | (1,545,947) | (1,545,947) | (1,745,091) | (1,745,091) | (199,144) | 12.9% |
| 19. | | | | | | | | |
| 20. | | | | | | | | |
| 21. PENALTIES & INTEREST | \$ 95,274 | \$ 97,922 | \$ 104,000 | \$ 36,515 | \$ 104,000 | \$ 104,000 | \$ - | 0.0% |
| 22. 10000010-405000 Interest On Taxes | 76,289 | 75,694 | 80,000 | 36,515 | 80,000 | 80,000 | - | 0.0% |
| 23. 10000010-405100 Lien Charges & Fees | 18,985 | 22,228 | 24,000 | | 24,000 | 24,000 | - | 0.0% |
| 24. | | | | | | | | |
| 25. EXCISE TAXES | \$ 2,228,945 | \$ 2,060,000 | \$ 2,007,400 | \$ 1,055,655 | \$ 2,057,400 | \$ 2,057,400 | \$ 50,000 | 2.5% |
| 26. 10000010-411000 Motor Vehicle Excise | 2,221,271 | 1,985,000 | 2,000,000 | 1,054,707 | 2,050,000 | 2,050,000 | 50,000 | 2.5% |
| 27. 10000010-412000 Boat Excise | 7,674 | 75,000 | 7,400 | 948 | 7,400 | 7,400 | - | 0.0% |
| 28. | | | | | | | | |
| 29. INTERGOVERNMENTAL | \$ 4,565,048 | \$ 5,318,940 | \$ 6,023,298 | \$ 4,121,521 | \$ 6,651,416 | \$ 6,761,416 | \$ 738,118 | 12.3% |
| 30. 10000010-420100 State Aid - Roads | 189,232 | 204,264 | 200,000 | 203,132 | 203,000 | 203,000 | 3,000 | 1.5% |
| 31. 10000010-421000 State Revenue Sharing | 2,824,221 | 3,323,357 | 4,327,268 | 2,428,370 | 4,774,570 | 4,774,570 | 447,302 | 10.3% |
| 32. 10000010-422000 Homestead Reimbursement | 1,133,269 | 1,367,422 | 1,078,270 | 1,115,496 | 1,255,086 | 1,255,086 | 176,816 | 16.4% |
| 33. 10000010-422200 Veteran Exemptions Reimbursement | 24,015 | 22,937 | 20,000 | 21,235 | 21,000 | 21,000 | 1,000 | 5.0% |
| 34. 10000010-422300 BETE Reimbursement | 337,352 | 344,000 | 340,800 | 353,288 | 340,800 | 350,800 | 10,000 | 2.9% |
| NEW | | | | | | | | |
| Solar Exempt Reimbursement | - | - | - | - | - | 100,000 | 100,000 | 0.0% |

NON-OPERATING REVENUES

FY 2024

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE | |
|-----|-------------------|-------------------------------------|-------------------|---------------------|---------------------|---------------------------------|------------------------------------|---------------------|---------------------|----------------|
| 35. | 10000010-424200 | First Park Reimbursement | 56,960 | 56,960 | 56,960 | - | 56,960 | 56,960 | - | 0.0% |
| 36. | | | | | | | | | | |
| 37. | | RENTAL REVENUE | \$ 40,425 | \$ 40,587 | \$ 38,000 | \$ 55,767 | \$ 38,000 | \$ 38,000 | \$ - | 0.0% |
| 38. | 10000010-460000 | Rental Income - Tower | 40,425 | 40,587 | 38,000 | 55,767 | 38,000 | 38,000 | - | 0.0% |
| 39. | | | | | | | | | | |
| 40. | | OTHER REVENUE | \$ 126,855 | \$ 288,742 | \$ 361,800 | \$ 52,619 | \$ 361,800 | \$ 401,800 | \$ 40,000 | 11.1% |
| 41. | 10000010-480000 & | Misc. Revenue and Donations | (15,677) | 57,219 | 60,000 | 4,689 | 60,000 | 60,000 | - | 0.0% |
| 42. | 10000010-483000 | Franchise Fee | 200,888 | 191,412 | 191,000 | - | 191,000 | 191,000 | - | 0.0% |
| 43. | 10000010-485000 | Interest & Investment Revenue | (98,013) | 35,071 | 75,000 | 5,237 | 75,000 | 115,000 | 40,000 | 53.3% |
| 44. | 10000010-488500 | Workers Comp Reimbursement | 28,738 | - | 25,000 | 25,584 | 25,000 | 25,000 | - | 0.0% |
| 45. | 10000010-460000-C | Colby Parking Lot | 10,920 | 5,040 | 10,800 | 17,110 | 10,800 | 10,800 | - | 0.0% |
| 46. | | | | | | | | | | |
| 47. | | USE OF OTHER FUNDS | \$ 27,454 | \$ 750,000 | \$ 2,643,698 | \$ 2,393,698 | \$ 2,000,000 | \$ 2,150,000 | \$ (493,698) | (18.7%) |
| 48. | 10000010-495500 | Use of Unassigned Fund Balance | - | 750,000 | 2,085,000 | 2,085,000 | 2,000,000 | 2,000,000 | (85,000) | (4.1%) |
| 49. | | Use of ARPA Funds | - | - | 308,698 | 308,698 | - | 150,000 | (158,698) | (51.4%) |
| 50. | 27005000-484000 | Drug Forfeiture Revenue | 27,454 | - | - | - | - | - | - | 0.0% |
| 51. | 3000-1300001 | Use of Unassigned Capital Fund | - | - | 250,000 | 250,000 | - | - | (250,000) | (100.0%) |
| 52. | | | | | | | | | | |
| 53. | | TIF REVENUE (Restricted Use) | \$ 830,409 | \$ 1,299,333 | \$ 1,728,417 | \$ 1,752,262 | \$ - | \$ 1,745,091 | \$ 16,674 | 1.0% |
| 54. | 41000023-922900 | Airport | 22,500 | 27,244 | 27,244 | 27,618 | | 27,618 | 374 | 1.4% |
| 55. | 41000023-686500 | Alfond Commons | 65,000 | 55,542 | 182,863 | 185,372 | | 185,370 | 2,507 | 1.4% |
| 56. | 41000023-923000 | Downtown | 312,909 | 358,693 | 300,701 | 307,941 | | 307,941 | 7,240 | 2.4% |
| 57. | 41000023-922000 | Gas Pipeline | 335,000 | 343,150 | 351,076 | 355,895 | | 367,291 | 16,215 | 4.6% |
| 58. | 41000023-686400 | Hathaway/Lockwood 1 | 95,000 | 67,066 | 233,167 | 235,881 | | 235,881 | 2,714 | 1.2% |
| 59. | 41000023- | City Center | | 203,807 | 372,307 | 377,418 | | 541,322 | 169,015 | 45.4% |
| 60. | 41000023-686700 | Mount Merici (Housing) | | 10,233 | 42,233 | 42,813 | | 42,813 | 580 | 1.4% |
| 61. | 41000023-686600 | Gilman Place (Housing) | | 19,876 | 36,139 | 36,634 | | 36,635 | 496 | 1.4% |
| 62. | 41000023-686800 | Lockwood Mill 2 (Housing) | | - | 217 | 220 | | 220 | 3 | 1.3% |
| 63. | | Manor Gardens | - | - | - | - | | - | - | - |
| 64. | | Seton 1 (ED) | - | - | - | - | | - | - | - |
| 65. | | Seton Tower (Housing) | - | - | - | - | | - | - | - |
| 66. | | Use of TIF Fund balance | - | 213,722 | 182,470 | 182,470 | - | - | (182,470) | (100.0%) |

Note: CEA Payments included in Individual TIF Accounts

Mission:

The mission of the Planning Department is to ensure that development occurs in accordance with the principles set forth in the comprehensive plan and the ordinances which implement the plan.

Department Overview

The City Planner is staff to the Planning Board, Comprehensive Plan Review Commission, Housing Committee, and Historic Preservation Committee. In addition, she assists surveyors, appraisers, realtors, potential developers, and Waterville citizens with development issues.

As staff to the Planning Board, the City Planner reviews site plans, subdivisions, and zoning ordinance and map change requests prior to Planning Board review. The City Planner writes agendas, legal notices, abutter letters, minutes for the Planning Board, resolutions, and ordinances for the City Council.

The Planning Department budget includes pay for seven Planning Board members to attend 24 meetings per year. Six Board members are paid \$20 per meeting, and the chairman receives \$25 per meeting.

The Department generates revenue through site plan review fees. Given that fees depend upon developers bringing plans for review, it is difficult to know in advance what revenues will be raised.

The largest non-labor expense (\$4,000) is the cost of running legal notices in the newspaper.

Staffing

The City Planner is assisted, as time permits, by the Administrative Assistant for Assessing.

| Expenses | Fy 2021 | FY 2022 | Fy 2023 | Fy 2023 | FY 2024 Budget | | |
|-------------------------------------|---------------|----------------|----------------|-----------------|----------------|----------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 50,467 | 118,426 | 119,706 | 48,963 | 121,728 | 201,184 | |
| Other Expenses | 4,822 | 4,451 | 4,600 | 2,179 | 4,600 | 6,100 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Planning Expenditures | 55,289 | 122,878 | 124,306 | 51,142 | 126,328 | 207,284 | 0 |
| TOTAL Planning Revenues | 12,300 | 2,450 | 3,000 | 1,300 | 3,000 | 53,000 | |
| NET Planning Budget | 42,989 | 120,428 | 121,306 | 49,842 | 123,328 | 154,284 | - |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 1. | NET COST - OVER (UNDER) REVENUE | \$ 42,989 | \$ 120,428 | \$ 121,306 | \$ 49,842 | \$ 123,328 | \$ 154,284 | \$ 32,978 | 27.2% |
| 2. | | | | | | | | | |
| 3. | TOTAL REVENUE | (12,300) | (2,450) | (3,000) | (1,300) | (3,000) | (53,000) | (50,000) | 1,666.7% |
| 4. | TOTAL COST | 55,289 | 122,878 | 124,306 | 51,142 | 126,328 | 207,284 | 82,978 | 66.8% |
| 5. | | | | | | | | | |
| 6. | | | | | | | | | |
| 7. | LABOR vs. NON-LABOR COST | \$ 55,289 | \$ 122,878 | \$ 124,306 | \$ 51,142 | \$ 126,328 | \$ 207,284 | \$ 82,978 | 66.8% |
| 8. | | | | | | | | | |
| 9. | TOTAL LABOR COST | 50,467 | 118,426 | 119,706 | 48,963 | 121,728 | 201,184 | 81,478 | 68.1% |
| 10. | | 91.3% | 96.4% | 96.3% | 95.7% | 96.4% | | | |
| 11. | TOTAL NON-LABOR COST | | | | | 4,600 | 6,100 | 6,100 | 0.0% |
| 12. | | 0.0% | 0.0% | 0.0% | 0.0% | 3.6% | | | |
| 13. | | | | | | | | | |
| 14. | TOTAL REVENUE | \$ 12,300 | \$ 2,450 | \$ 3,000 | \$ 1,300 | \$ 3,000 | \$ 53,000 | \$ 50,000 | 1,666.7% |
| 15. | | | | | | | | | |
| 16. | 10002500-442200 Planning | 12,300 | 2,450 | 3,000 | 1,300 | 3,000 | 3,000 | - | 0.0% |
| 17. | 10002500- Grant for Community Develop. Officer | - | - | - | - | - | 50,000 | 50,000 | 100.0% |
| 18. | | | | | | | | | |
| 19. | TOTAL COST | \$ 55,289 | \$ 122,878 | \$ 124,306 | \$ 51,142 | \$ 126,328 | \$ 207,284 | \$ 82,978 | 66.8% |
| 20. | | | | | | | | | |
| 21. | LABOR COST | \$ 50,467 | \$ 118,426 | \$ 119,706 | \$ 48,963 | \$ 121,728 | \$ 201,184 | \$ 81,478 | 68.1% |
| 22. | | | | | | | | | |
| 23. | 10022501-511000 Full Time wages | | 88,342 | 95,867 | 40,374 | 100,194 | 156,324 | 60,457 | 63.1% |
| 24. | 10022501-514000 Part Time & Temporary Wages | 45,680 | 1,516 | 3,480 | 750 | 3,480 | 3,480 | - | 0.0% |
| 25. | 10022501-512100 Overtime | | 12,787 | 1,994 | 464 | - | - | (1,994) | (100.0%) |
| 26. | 10022501-521000 FICA | 2,907 | 6,771 | 6,068 | 2,824 | 6,427 | 9,840 | 3,772 | 62.2% |
| 27. | 10022501-522000 Medicare | 680 | 1,584 | 1,419 | 661 | 1,504 | 2,329 | 910 | 64.1% |
| 28. | 10022501-523300 Def Comp | | 4,879 | 6,553 | 2,807 | 7,098 | 7,098 | 545 | 8.3% |
| 29. | 10022501-524100 Health Insurance | | 474 | - | 116 | - | 16,125 | 16,125 | 100.0% |
| 30. | 10022501-524200 Dental | | 576 | 950 | 308 | 950 | 2,300 | 1,350 | 142.1% |
| 31. | 10022501-524300 Life | | 274 | 875 | 152 | 875 | 1,288 | 413 | 47.2% |
| 32. | 10022501-587100 Car Allowance | 1,200 | 1,223 | 2,500 | 508 | 1,200 | 2,400 | (100) | (4.0%) |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---------------------------------------|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 33. | | | | | | | | | |
| 34. | OPERATING COST | \$ 4,822 | \$ 4,451 | \$ 4,600 | \$ 2,179 | \$ 4,600 | \$ 6,100 | \$ 1,500 | 32.6% |
| 35. | | | | | | | | | |
| 36. | 10022503-544600 Professional Services | 19 | 1,143 | 500 | - | 500 | 500 | - | 0.0% |
| 37. | Dues & Memberships | - | - | - | - | - | 500 | 500 | 100.0% |
| 38. | 10022503-553500 Advertising | 4,758 | 3,203 | 4,000 | 2,152 | 4,000 | 4,000 | - | 0.0% |
| 39. | 10022503-610100 Office supplies | 45 | 105 | 100 | 27 | 100 | 1,100 | 1,000 | 1,000.0% |
| 40. | | | | | | | | | |

Mission:

The mission of the City Engineer is to work closely with all City departments to review and oversee the infrastructure needs of the city and to ensure these needs meet the department goals as well as all local, state, and federal requirements. Also, to work closely with the City Planner to review all private development proposals to ensure these proposals meet the City Ordinances and are constructed to City standards.

Department Overview

The City Engineering Department (City Engineer) is responsible for the following:

- Assists Public Works with the design and implementation of the many projects PW handles each year.
 - Oversees projects that the City contracts out to private contractors.
 - Reviews consulting engineer’s plans and specifications for City and private developer projects.
 - Monitors MDOT projects within and local to Waterville to update the City with construction schedules, traffic issues, and other important information that may have an impact on the City of Waterville.
 - Reviews all developer plans before these go to the planning board to ensure they meet the City of Waterville Code of Ordinances and will not hinder the efforts of our Public Safety departments.
 - Work with homeowners and businesses help solve issues such as drainage problems, traffic visibility safety, and future site and building improvements they may be planning.
 - Work with other City Departments to help plan for future improvements to buildings and adjacent sites to provide workable, cost-effective solutions.
- There is \$44,000 added to the operating cost to cover the City's portion of the Ticonic Bridge decorative lights.

Staffing/Summary

The Engineering department is staffed with one employee: City Engineer. The budget is primarily the payroll cost of the City Engineer. Other costs include Dues and Memberships, Professional Services, and Miscellaneous Supplies. These costs are primarily for the City Engineer to maintain licensure as a Professional Engineer in the State of Maine.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|--|---------------|----------------|----------------|-----------------|----------------|----------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 90,342 | 103,731 | 108,870 | 54,080 | 115,075 | 115,075 | |
| Other Expenses | 608 | 970 | 153,250 | 0 | 3,250 | 47,250 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Engineering Dept. Expenditures | 90,950 | 104,701 | 262,120 | 54,080 | 118,325 | 162,325 | |
| TOTAL Engineering Revenues | 0 | 0 | 0 | 0 | 0 | 0 | |
| NET Engineering Dept. Budget | 90,950 | 104,701 | 262,120 | 54,080 | 118,325 | 162,325 | 0 |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|--------------|----------|
| 1. | NET COST | \$ 90,950 | \$ 104,701 | \$ 262,120 | \$ 54,080 | \$ 118,325 | \$ 162,325 | \$ (99,795) | (38.1%) |
| 2. | | | | | | | | | |
| 3. | TOTAL REVENUE | - | - | - | - | - | - | - | 0.0% |
| 4. | TOTAL COST | 90,950 | 104,701 | 262,120 | 54,080 | 118,325 | 162,325 | (99,795) | (38.1%) |
| 5. | | | | | | | | | |
| 6. | | | | | | | | | |
| 7. | LABOR vs. NON-LABOR COST | \$ 90,950 | \$ 104,701 | \$ 262,120 | \$ 54,080 | \$ 118,325 | \$ 162,325 | \$ (99,795) | (38.1%) |
| 8. | | | | | | | | | |
| 9. | TOTAL LABOR COST | 90,342 | 103,731 | 108,870 | 54,080 | 115,075 | 115,075 | 11,344 | 10.4% |
| 10. | | 99.3% | 99.1% | 41.5% | 100.0% | 97.3% | 70.9% | | |
| 11. | TOTAL NON-LABOR COST | 608 | 970 | 153,250 | - | 3,250 | 47,250 | 46,280 | 30.2% |
| 12. | | 0.7% | 0.9% | 58.5% | 0.0% | 2.7% | 156324.0% | | |
| 13. | | | | | | | | | |
| 14. | TOTAL COST | \$ 90,950 | \$ 104,701 | \$ 262,120 | \$ 54,080 | \$ 118,325 | \$ 162,325 | \$ (99,795) | (38.1%) |
| 15. | | | | | | | | | |
| 16. | LABOR COST | \$ 90,342 | \$ 103,731 | \$ 108,870 | \$ 54,080 | \$ 115,075 | \$ 115,075 | \$ 6,205 | 5.7% |
| 17. | | | | | | | | | |
| 18. | 10022601-511000 Full Time Salaries & Wages | 76,475 | 81,757 | 81,851 | 40,934 | 86,653 | 86,653 | 4,802 | 5.9% |
| 19. | 10022601-521000 FICA | 5,135 | 5,587 | 5,298 | 2,752 | 5,596 | 5,596 | 298 | 5.6% |
| 20. | 10022601-522000 Medicare | 1,201 | 1,307 | 1,239 | 644 | 1,309 | 1,309 | 70 | 5.6% |
| 21. | 10022601-523300 Deferred Compensation | 2,866 | 5,634 | 5,982 | 2,859 | 6,318 | 6,318 | 336 | 5.6% |
| 22. | 10022601-524100 Group Health Insurance | - | 4,560 | 9,800 | 4,560 | 10,500 | 10,500 | 700 | 7.1% |
| 23. | 10022601-524200 Dental Insurance | 244 | 531 | 550 | 260 | 550 | 550 | - | 0.0% |
| 24. | 10022601-524300 Disability & Life Insurance | 820 | 687 | 550 | 270 | 550 | 550 | - | 0.0% |
| 25. | 10022601-587100 Car Allowance | 3,600 | 3,669 | 3,600 | 1,800 | 3,600 | 3,600 | - | 0.0% |
| 26. | | | | | | | | | |
| 27. | OPERATING COST | \$ 608 | \$ 970 | \$ 153,250 | \$ - | \$ 3,250 | \$ 47,250 | \$ (106,000) | (69.2%) |
| 28. | | | | | | | | | |
| 29. | 10022603-530000 & Dues & Memberships | 270 | 943 | 1,000 | - | 1,000 | 1,000 | - | 0.0% |
| 30. | 10022603-544000 Professional Services | - | - | 1,500 | - | 1,500 | 1,500 | - | 0.0% |
| 31. | 10022603-610000 Miscellaneous Supplies | 338 | 27 | 750 | - | 750 | 750 | - | 0.0% |
| 32. | 10022603-680000 Contingency for BUILD Project | - | - | 150,000 | - | - | - | (150,000) | (100.0%) |
| 33. | 10022603-612000 Ticonic Bridge Decorative Lights | - | - | - | - | - | 44,000 | 44,000 | |

Mission:

The mission of the Code Enforcement Office is to protect the properties and citizens of Waterville by helping to maintain and increase property values and public safety by ensuring that existing and proposed land use and development taking place within the city of Waterville complies with all state and local building codes.

Department Overview

The Waterville Code Enforcement Office provides enforcement of state and local building and land use codes and ordinances in the City of Waterville through review, permitting and inspections of exiting uses, as well as new and ongoing development.

Staffing

The Code Enforcement Office is staffed with 4 full time employees: One Director/state certified Code Enforcement Officer, one additional state certified Code Enforcement Officer, one Local Ordinance Compliance Officer and one Administrative Assistant.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|---|------------------|------------------|------------------|------------------|------------------|------------------|---------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | \$105,160 | \$169,122 | \$354,121 | \$125,293 | \$359,359 | \$359,359 | |
| Other Expenses | \$45 | \$3,316 | \$1,000 | \$546 | \$10,140 | \$10,140 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Code Enforcement Expenditures | \$105,205 | \$172,438 | \$355,121 | \$125,840 | \$369,499 | \$369,499 | |

| | | | | | | | |
|--|------------------|------------------|------------------|-----------------|------------------|------------------|--|
| TOTAL Code Enforcement Revenues | \$113,063 | \$209,521 | \$132,000 | \$73,282 | \$237,000 | \$237,000 | |
|--|------------------|------------------|------------------|-----------------|------------------|------------------|--|

| | | | | | | | |
|------------------------------------|-----------------|------------------|------------------|-----------------|------------------|------------------|--|
| NET Code Enforcement Budget | -\$7,858 | -\$37,084 | \$223,121 | \$52,558 | \$132,499 | \$132,499 | |
|------------------------------------|-----------------|------------------|------------------|-----------------|------------------|------------------|--|

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-------------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ (7,858) | \$ (37,084) | \$ 223,121 | \$ 52,558 | \$ 132,499 | \$ 132,499 | \$ (90,622) | (40.6%) |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (113,063) | (209,521) | (132,000) | (73,282) | (237,000) | (237,000) | (105,000) | 79.5% |
| 4. TOTAL COST | 105,205 | 172,438 | 355,121 | 125,840 | 369,499 | 369,499 | 14,378 | 4.0% |
| 5. | | | | | | | | |
| 6. LABOR vs. NON-LABOR COST | \$ 105,205 | \$ 172,438 | \$ 355,121 | \$ 125,840 | \$ 369,499 | \$ 369,499 | \$ 14,378 | 4.0% |
| 7. | | | | | | | | |
| 8. TOTAL LABOR COST | 105,160 | 169,122 | 354,121 | 125,293 | 359,359 | 359,359 | 5,238 | 1.5% |
| 9. | 100% | 98% | 100% | 100% | 97% | 97% | | |
| 10. TOTAL NON-LABOR COST | 45 | 3,316 | 1,000 | 546 | 10,140 | 10,140 | 9,140 | 914.0% |
| 11. | 0% | 2% | 0% | 0% | 3% | 3% | | |
| 12. | | | | | | | | |
| 13. CODE REVENUE | \$ 113,063 | \$ 209,521 | \$ 132,000 | \$ 73,282 | \$ 237,000 | \$ 237,000 | \$ 105,000 | 50.1% |
| 14. | | | | | | | | |
| 15. 10005800-441200 Electrical | 6,245 | 11,841 | 7,000 | 5,424 | 9,000 | 9,000 | 2,000 | 28.6% |
| 16. 10005800-441300 Building Permits | 103,382 | 186,293 | 117,000 | 62,098 | 216,000 | 216,000 | 99,000 | 84.6% |
| 17. 10005800-441400 Plumbing Fees & Licenses | 3,436 | 8,488 | 8,000 | 4,560 | 9,000 | 9,000 | 1,000 | 12.5% |
| 18. 10005800-444000 Code Violation Fines, inspection fee | | 2,900 | - | 1,200 | 3,000 | 3,000 | 3,000 | 0.0% |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 19. | | | | | | | | | |
| 20. | TOTAL CODE COST | \$ 105,205 | \$ 172,438 | \$ 355,121 | \$ 125,840 | \$ 369,499 | \$ 369,499 | \$ 14,378 | 8.3% |
| 21. | | | | | | | | | |
| 22. | CODE LABOR COST | \$ 105,160 | \$ 169,122 | \$ 354,121 | \$ 125,293 | \$ 359,359 | \$ 359,359 | \$ 5,238 | 3.1% |
| 23. | | | | | | | | | |
| 24. | 10055801-511000 Full Time Salaries & Wages | 68,747 | 114,095 | 226,915 | 87,168 | 240,559 | 240,559 | 13,644 | 6.0% |
| 25. | 10055801-521000 FICA | 4,428 | 7,170 | 14,703 | 5,508 | 15,876 | 15,876 | 1,173 | 8.0% |
| 26. | 10055801-522000 Medicare | 1,035 | 1,677 | 3,440 | 1,288 | 3,713 | 3,713 | 273 | 7.9% |
| 27. | 10055801-523300 Deferred Compensation | 4,771 | 5,032 | 8,363 | 3,126 | 15,511 | 15,511 | 7,148 | 85.5% |
| 29. | 10055801-524100 Group Health Insurance | 20,035 | 30,916 | 75,800 | 20,001 | 60,500 | 60,500 | (15,300) | (20.2%) |
| 30. | 10055801-524200 Dental Insurance | 1,105 | 1,848 | 7,200 | 1,300 | 5,500 | 5,500 | (1,700) | (23.6%) |
| 31. | 10055801-524300 Disability & Life Insurance | 539 | 854 | 2,200 | 710 | 2,200 | 2,200 | - | 0.0% |
| 32. | 10055801-587100 Car Allowance | 4,500 | 7,529 | 15,500 | 6,192 | 15,500 | 15,500 | - | 0.0% |
| 33. | | | | | | | | | |
| 34. | CODE OPERATING COST | \$ 45 | \$ 3,316 | \$ 1,000 | \$ 546 | \$ 10,140 | \$ 10,140 | \$ 9,140 | 275.6% |
| 35. | | | | | | | | | |
| 36. | 10055803-532000 Training & Workshops | - | - | - | 70 | 500 | 500 | 500 | 0.0% |
| 37. | 10055803-544100 Professional Service-Legal | - | 111 | - | 286 | 2,000 | 2,000 | 2,000 | 0.0% |
| 38. | 10055803-553100 Mobile Data | - | - | - | - | 1,440 | 1,440 | 1,440 | 0.0% |
| 39. | 10055803-587000 Mileage | - | - | - | 64 | 100 | 100 | 100 | 0.0% |
| 40. | 10055803-587500 Conference & Travel | 45 | 669 | 500 | 2 | 100 | 100 | (400) | (80.0%) |
| 41. | 10055803-610100 Office Supplies | - | 220 | 300 | 54 | 500 | 500 | 200 | 66.7% |
| 42. | 10055803-610700 Uniforms | - | 2,193 | - | - | 4,000 | 4,000 | 4,000 | 0.0% |
| 43. | 10055803-680000 Miscellaneous Expense | - | 123 | 200 | 70 | - | - | (200) | (100.0%) |
| 44. | 10055803-712070 Equip Purchases-tablets | - | - | - | - | 1,500 | 1,500 | 1,500 | 0.0% |

Mission:

The Department's Goals are:

- To respond quickly to Fire, EMS, and hazardous materials related incidents to minimize the loss of life, damage to property, and economic impact to the community
- To use technology to expand and improve the services and abilities of the Department
- To ensure that the City and its residents are prepared to effectively respond to major disasters by providing information and education in fire safety and emergency preparedness
- To perform fire life safety inspections for Waterville businesses and facilities to prevent injuries, deaths, business disruption, and property damages relating to fires and
- To develop and implement strategies to navigate economic challenges to sustain fire and EMS services.
- To develop and plan for the future of emergency services in Waterville and surrounding jurisdictions.

Department Overview

The Fire Department is responsible for providing fire suppression, emergency medical services (EMS), hazardous materials mitigation, and rescue services of all types. Deployed from one station strategically covering 14.7 square miles, the Department will respond to over 6,000 calls for service annually. Non-emergency services include fire code enforcement, fire inspection of buildings and facilities, public fire life safety education, disaster preparedness planning, and fire alarm monitoring. In addition, the Fire Department houses and operates a hazardous materials technician team and cascade unit, for mutual aid deployment throughout the state.

Staffing

The Fire Department includes the following Divisions and Sections:

Administration Division: Fire Administration houses the Office of the Fire Chief, and provides organizational oversight, policy direction, internal affairs, financial management, ambulance administration, grant acquisition, and community relations for the Department. The Division's primary responsibility is to manage the Department's general operations to ensure efficient and effective service delivery while ensuring alignment with the City's goals and objectives. This division includes the Fire Chief, a Deputy Fire Chief, an EMS Deputy, Training Coordinator and Executive Assistant.

Fire Suppression Division: The Fire Operations Division provides fire suppression, fire investigations, and public education outreach. This Division directly supports the Department's primary mission to respond quickly to fires and other emergency incidents to preserve life and property. This division will include four Battalion Chiefs, four Captains, and twenty-four career firefighters totaling 32 career members. Those individuals will make up four shifts (A-Shift, B-Shift, C-shift, and D-Shift) providing for round the clock coverage. Also included in the Fire Suppression Division is a dedicated call force of approximately 20 on-call members who respond to emergency calls when requested.

Emergency Medical Services Division: The Emergency Medical Services Division provides transport EMS services and first response services to our City alongside Delta Ambulance. We currently operate a primary and backup ambulance to provide transport of the critically ill or injured to local hospital facilities. This Division directly supports the Department's primary mission to respond quickly to emergency incidents to preserve life and property and is operated by the same personnel listed in the Fire Suppression Division.

Special Operations Section: The Special Operations section provides search and rescue, high angle, low angle, rope rescue, swift water, ice water, confined space, trench rescue, advanced extrication, hazardous materials response, and drone services to our region. This section is operated by the same personnel listed in the Fire Suppression Division.

Fire Prevention Section: The Fire Prevention section is responsible for coordinating the fire inspection program, fire plans review for new construction and tenant improvements, and regulates the storage of hazardous materials. The primary focus for this Division is to protect the community from fire and related hazards through proactive enforcement of the fire code as required by City Ordinance. This section is operated by the same personnel listed in the Fire Suppression Division.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|--|------------------|------------------|------------------|------------------|------------------|------------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Fire Department | | | | | | | |
| Wages, Taxes & Benefits | 1,710,079 | 1,836,551 | 2,015,403 | 935,056 | 2,107,273 | 2,107,273 | |
| Other Expenses | 721,145 | 717,650 | 733,173 | 329,996 | 841,100 | 791,100 | |
| | | | | | | | |
| EMS | | | | | | | |
| Wages, Taxes & Benefits | 57,879 | 237,269 | 1,570,461 | 533,775 | 1,660,673 | 1,660,673 | |
| Other Expenses | 9,029 | 39,236 | 125,000 | 120,732 | 200,100 | 200,100 | |
| | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL- Fire & Rescue Expenditures | 2,498,133 | 2,830,706 | 4,444,037 | 1,919,560 | 4,809,146 | 4,759,146 | 0 |
| | | | | | | | |
| Fire Revenues | 71,187 | 32,362 | 28,000 | 5,376 | 43,000 | 43,000 | |
| EMS Revenues | 187,335 | 332,248 | 1,250,000 | 634,508 | 1,600,000 | 1,600,000 | |
| TOTAL Fire & Rescue Revenues | 258,522 | 364,610 | 1,278,000 | 639,884 | 1,643,000 | 1,643,000 | |
| NET Fire & Rescue Budget | 2,239,610 | 2,466,096 | 3,166,037 | 1,279,676 | 3,166,146 | 3,116,146 | 0 |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|--------------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 2,239,610 | \$ 2,466,096 | \$ 3,166,037 | \$ 1,279,676 | \$ 3,166,146 | \$ 3,116,146 | \$ (49,891) | (1.6%) |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (258,522) | (364,610) | (1,278,000) | (639,884) | (1,643,000) | (1,643,000) | (365,000) | 28.6% |
| 4. TOTAL COST | 2,498,133 | 2,830,706 | 4,444,037 | 1,919,560 | 4,809,146 | 4,759,146 | 315,109 | 7.1% |
| 5. | | | | | | | | |
| 6. NET FIRE PROTECTION COST | \$ 2,360,038 | \$ 2,521,840 | \$ 2,720,576 | \$ 1,259,676 | \$ 2,905,373 | \$ 2,855,373 | \$ 134,797 | 5.0% |
| 7. | | | | | | | | |
| 8. TOTAL REVENUE | (71,187) | (32,362) | (28,000) | (5,376) | (43,000) | (43,000) | (15,000) | 46.4% |
| 9. TOTAL COST | 2,431,224 | 2,554,202 | 2,748,576 | 1,265,053 | 2,948,373 | 2,898,373 | 149,797 | 5.9% |
| 10. | | | | | | | | |
| 11. NET EMS COST | \$ (120,427) | \$ (55,744) | \$ 445,461 | \$ 20,000 | \$ 260,773 | \$ 260,773 | \$ (184,688) | (41.5%) |
| 12. | | | | | | | | |
| 13. TOTAL REVENUE | (187,335) | (332,248) | (1,250,000) | (634,508) | (1,600,000) | (1,600,000) | (350,000) | 28.0% |
| 14. TOTAL COST | 66,908 | 276,504 | 1,695,461 | 654,508 | 1,860,773 | 1,860,773 | 165,312 | 9.8% |
| 15. | | | | | | | | |
| 16. | | | | | | | | |
| 17. LABOR vs. NON-LABOR COST | \$ 2,498,133 | \$ 2,830,706 | \$ 4,444,037 | \$ 1,919,560 | \$ 4,809,146 | \$ 4,759,146 | \$ 315,109 | 7.1% |
| 18. | | | | | | | | |
| 19. TOTAL LABOR COST | 1,767,958 | 2,073,820 | 3,585,864 | 1,468,831 | 3,767,946 | 3,767,946 | 182,082 | 5.1% |
| 20. | 70.8% | 73.3% | 80.7% | 76.5% | 78.3% | 79.2% | | |
| 21. TOTAL NON-LABOR COST | 730,174 | 756,886 | 858,173 | 450,729 | 1,041,200 | 991,200 | 133,027 | 15.5% |
| 22. | 29.2% | 26.7% | 19.3% | 23.5% | 21.7% | 20.8% | | |
| 23. | | | | | | | | |
| 24. NET FIRE PROTECTION COST | \$ 2,360,038 | \$ 2,521,840 | \$ 2,720,576 | \$ 1,259,676 | \$ 2,905,373 | \$ 2,855,373 | \$ 134,797 | 5.0% |
| 25. | | | | | | | | |
| 26. TOTAL REVENUE | (71,187) | (32,362) | (28,000) | (5,376) | (43,000) | (43,000) | (15,000) | 53.6% |
| 27. TOTAL COST | 2,431,224 | 2,554,202 | 2,748,576 | 1,265,053 | 2,948,373 | 2,898,373 | 149,797 | 5.4% |
| 28. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 29. | FIRE PROTECTION REVENUE | \$ 71,187 | \$ 32,362 | \$ 28,000 | \$ 5,376 | \$ 43,000 | \$ 43,000 | \$ 15,000 | 53.6% |
| 30. | | | | | | | | | |
| 31. | 10005500-480000 & 486000 Miscellaneous Revenue | 34,214 | 0 | 5,000 | 171 | - | - | (5,000) | (50.0%) |
| 32. | 10005500-445010 Professional Fees | 33,900 | 17,531 | 10,000 | 499 | 15,000 | 15,000 | 5,000 | 0.0% |
| 33. | 10005500-486000 Donations | | 2,805 | 1,000 | 700 | 1,000 | 1,000 | - | 0.0% |
| 34. | 10055500-445050 Medical Reimbursement | 1,822 | | - | | - | - | - | 0.0% |
| 35. | 10055500-486000 Colby Fire Fighter Training Donation | - | | - | | - | - | - | 0.0% |
| 36. | 10055500-486100 Private Foundation Grant | 1,250 | 12,026 | - | | - | - | - | 0.0% |
| 37. | 10055500-444500 Fire Alarm | | | 12,000 | 4,006 | 12,000 | 12,000 | - | 0.0% |
| 38. | Fire Plan Review | - | - | - | - | 15,000 | 15,000 | 15,000 | |
| 39. | | | | | | | | | |
| 40. | TOTAL FIRE PROTECTION COST | \$ 2,431,224 | \$ 2,554,202 | \$ 2,748,576 | \$ 1,265,053 | \$ 2,948,373 | \$ 2,898,373 | \$ 149,797 | 5.9% |
| 41. | | | | | | | | | |
| 42. | FIRE PROTECTION LABOR COST | \$ 1,710,079 | \$ 1,836,551 | \$ 2,015,403 | \$ 935,056 | \$ 2,107,273 | \$ 2,107,273 | \$ 91,870 | 5.0% |
| 43. | | | | | | | | | |
| 44. | 10055501-511000 Full Time Salaries & Wages | 858,392 | 927,678 | 1,151,341 | 555,941 | 1,231,462 | 1,231,462 | 80,121 | 8.6% |
| 45. | 10055501-512100 Overtime | 102,854 | 118,911 | 100,000 | 56,986 | 110,000 | 110,000 | 10,000 | 8.4% |
| 46. | 10055501-512151 Standard Overtime | 153,460 | 153,760 | - | - | - | - | - | 0.0% |
| 47. | 10055501-512200 Holiday Pay | 51,235 | 56,468 | 75,703 | 30,917 | 79,382 | 79,382 | 3,679 | 6.5% |
| 48. | 10055501-512300 Other Premiums | 22,559 | 21,668 | 10,000 | 4,798 | 15,000 | 15,000 | 5,000 | 23.1% |
| 49. | 10055501-514000 Part Time & Temporary Wages | 70,289 | 61,987 | 100,000 | 28,078 | 100,000 | 100,000 | - | 0.0% |
| 50. | 10055501-521000 FICA | 9,049 | 8,337 | 9,908 | 3,724 | 10,560 | 10,560 | 652 | 7.8% |
| 51. | 10055501-522000 Medicare | 17,316 | 18,286 | 22,250 | 9,251 | 22,476 | 22,476 | 226 | 1.2% |
| 52. | 10055501-523100 MSRS-FIRE | 121,428 | 161,303 | 170,615 | 85,522 | 185,360 | 185,360 | 14,745 | 9.1% |
| 53. | 10055501-523300 Deferred Compensation | - | 2,605 | 4,186 | 2,234 | 4,783 | 4,783 | 597 | 22.9% |
| 54. | 10055501-524100 Group Health Insurance | 285,390 | 272,196 | 323,500 | 140,448 | 300,000 | 300,000 | (23,500) | (8.6%) |
| 55. | 10055501-524200 Dental Insurance | 14,838 | 14,714 | 26,250 | 7,452 | 23,600 | 23,600 | (2,650) | (18.0%) |
| 56. | 10055501-524300 Disability & Life Insurance | 1,703 | 1,751 | 2,450 | 1,132 | 2,450 | 2,450 | - | 0.0% |
| 57. | 10055501-587100 Car Allowance | - | 81 | 4,800 | 2,100 | 7,800 | 7,800 | 3,000 | 3,714.3% |
| 58. | 10055501-610800 & 10055501-610800 Clothing Allowance for uniforms | 1,566 | 16,807 | 14,400 | 6,473 | 14,400 | 14,400 | - | 0.0% |
| 59. | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 60. | FIRE PROTECTION OPERATING COST | \$ 721,145 | \$ 717,650 | \$ 733,173 | \$ 329,996 | \$ 841,100 | \$ 791,100 | \$ 57,927 | 8.1% |
| 61. | | | | | | | | | |
| 62. | 10055503-530000 Dues & Membership | 1,338 | 1,114 | 2,000 | 1,180 | 2,000 | 2,000 | - | 0.0% |
| 63. | 10055503-532000 Training/Workshops | | 775 | | 2,489 | 22,500 | 22,500 | 22,500 | |
| 64. | 10055503-532100 In House Training | | | | 483 | 2,500 | 2,500 | 2,500 | |
| 65. | 10055503-546000 Software License | | | | 576 | 1,000 | 1,000 | 1,000 | |
| 66. | 10055503-553100 Cell Phone | | | | 2,443 | 5,000 | 5,000 | 5,000 | |
| 67. | 10055503-553500 Advertising | | | | 160 | 500 | 500 | 500 | |
| 68. | 10055503-557000 Utilities | 38,518 | 40,525 | 47,166 | - | - | - | (47,166) | (116.4%) |
| 69. | 10055503-557300 Water/Sewer | | | | 1,798 | 4,000 | 4,000 | 4,000 | |
| 70. | 10055503-557400 Hydrant rental | 371,021 | 371,021 | 400,707 | 198,524 | 432,800 | 432,800 | 32,093 | 8.6% |
| 71. | 10055503-557500 Electricity | | | | 17,487 | 36,000 | 36,000 | 36,000 | |
| 72. | 10055503-557700 Heating Fuel | 19,254 | 24,083 | 30,000 | 6,788 | 20,000 | 20,000 | (10,000) | (41.5%) |
| 73. | 10055503-570000 Equipment maintenance | 8,795 | 4,875 | 7,500 | 1,613 | 7,500 | 7,500 | - | 0.0% |
| 74. | 10055503-573000 Radios, Alarms, & Disp. Equipment M | 2,739 | 4,537 | 3,500 | - | 3,500 | 3,500 | - | 0.0% |
| 75. | 10055503-574000 Fire Alarm Maintenance | 10,373 | 2,427 | 5,000 | - | 5,000 | 5,000 | - | 0.0% |
| 76. | 10055503-575000 & 61060 Vehicle Maintenance | 77,683 | 66,241 | 60,000 | 27,694 | 65,000 | 65,000 | 5,000 | 7.5% |
| 77. | 10055503-577000 Facility Repairs & Maintenance | 37,952 | 106,135 | 75,000 | 22,602 | 75,000 | 75,000 | - | 0.0% |
| 78. | 10055503-587000 Mileage | 382 | 1,341 | 1,500 | 826 | 1,500 | 1,500 | - | 0.0% |
| 79. | 10055503-587500 Travel | 16,079 | 16,520 | 15,000 | 2,100 | 2,500 | 2,500 | (12,500) | (75.7%) |
| 80. | 10055503-610000 Miscellaneous Supplies | 4,493 | 6,780 | 4,500 | 409 | 1,500 | 1,500 | (3,000) | (44.2%) |
| 81. | 10055503-610100 Office Supplies | | | | 942 | 3,000 | 3,000 | 3,000 | |
| 82. | 10055503-610400 Medical & Lab Supplies | 6,419 | - | - | - | - | - | - | 0.0% |
| 83. | 10055503-610410 Medical Billing | 463 | - | - | - | - | - | - | 0.0% |
| 84. | 10055503-610500 Motor Fuels | 13,069 | 14,718 | 15,000 | 7,270 | 15,000 | 15,000 | - | 0.0% |
| 85. | 10055503-610700 PPE | 17,937 | | 30,000 | 21,931 | 40,000 | 40,000 | 10,000 | 0.0% |
| 86. | 10055503-610800 Clothing Allowance | 10,748 | 22,615 | - | - | - | - | - | 0.0% |
| 87. | 10055503-611000 Cleaning Supplies | 2,986 | 5,023 | 5,000 | 1,637 | 6,000 | 6,000 | 1,000 | 19.9% |
| 88. | 10055503-611100 & 7150 Safety Supplies | 14,911 | 14,769 | 15,000 | 4,302 | 15,000 | 15,000 | - | 0.0% |
| 89. | 10055503-611400 Books, Subscriptions | 2,310 | 2,225 | 2,500 | 810 | 2,500 | 2,500 | - | 0.0% |
| 90. | 10055503-611800 Fire Prevention & Education Supplie: | 2,035 | 2,000 | 2,000 | 564 | 2,000 | 2,000 | - | 0.0% |
| 91. | 10055503-612200 Postage | 71 | 276 | 800 | 378 | 800 | 800 | - | 0.0% |
| 92. | 10055503-612300 Food & Meals Expense | 2,475 | 1,347 | 2,000 | 259 | 2,000 | 2,000 | - | 0.0% |
| 93. | 10055503-680100 Grant Expenditures | 13,400 | - | - | - | - | - | - | 0.0% |
| 94. | 10055503-715171 Communication Equipment | 3,015 | 4,000 | 4,000 | 2,964 | 10,000 | 10,000 | 6,000 | 150.0% |
| 95. | 10055503-715575 Fire Equipment | 42,677 | 4,303 | 5,000 | 1,765 | 5,000 | 5,000 | - | 0.0% |

| | | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|-----------------------|-----------------------------|---------------------|--------------------|---------------------|---------------------|---------------------------------|---------------------------------------|---------------------|---------------|
| 96. | NEW | CAP Equip-Fire vehicle | - | - | - | - | 50,000 | - | - | |
| 97. | NEW | Community Response Service | - | - | - | - | 2,000 | 2,000 | 2,000 | |
| 98. | | | | | | | | | | |
| 99. | NET EMS COST | | \$ (120,427) | \$ (55,744) | \$ 445,461 | \$ 20,000 | \$ 260,773 | \$ 260,773 | \$ (184,688) | 331.3% |
| 100. | | | | | | | | | | |
| 101. | TOTAL REVENUE | | (187,335) | (332,248) | (1,250,000) | (634,508) | (1,600,000) | (1,600,000) | (350,000) | 105.3% |
| 102. | TOTAL COST | | 66,908 | 276,504 | 1,695,461 | 654,508 | 1,860,773 | 1,860,773 | 165,312 | 59.8% |
| 103. | | | | | | | | | | |
| 104. | EMS REVENUE | | \$ 187,335 | \$ 332,248 | \$ 1,250,000 | \$ 634,508 | \$ 1,600,000 | \$ 1,600,000 | \$ 350,000 | 105.3% |
| 105. | | | | | | | | | | |
| 106. | 10055510-480000 | EMS Miscellaneous Revenue | 187,335 | 332,248 | 1,250,000 | 634,508 | 1,600,000 | 1,600,000 | 350,000 | 105.3% |
| 107. | | | | | | | | | | |
| 108. | TOTAL EMS COST | | \$ 66,908 | \$ 276,504 | \$ 1,695,461 | \$ 654,508 | \$ 1,860,773 | \$ 1,860,773 | \$ 165,312 | 59.8% |
| 109. | | | | | | | | | | |
| 110. | EMS LABOR COST | | \$ 57,879 | \$ 237,269 | \$ 1,570,461 | \$ 533,775 | \$ 1,660,673 | \$ 1,660,673 | \$ 90,212 | 38.0% |
| 111. | | | | | | | | | | |
| 112. | 10055511-511000 | Full Time Salaries & Wages | - | 89,518 | 920,745 | 293,756 | 1,028,004 | 1,028,004 | 107,259 | 11.6% |
| 113. | 10055511-512100 | Overtime | 28,174 | 41,264 | 100,000 | 79,826 | 110,000 | 110,000 | 10,000 | 10.0% |
| 114. | 10055511-512151 | Standard Overtime | - | 13,409 | - | - | - | - | - | 0.0% |
| 115. | 10055511-512200 | Holiday Pay | - | 7,237 | 70,094 | 24,450 | 72,083 | 72,083 | 1,989 | 27.5% |
| 116. | 10055511-512300 | Other Premiums | - | 428 | 1,250 | 102 | 800 | 800 | (450) | (105.1%) |
| 117. | 10055511-514000 | Part Time & Temporary Wages | 25,944 | 33,761 | 10,000 | 6,000 | 12,000 | 12,000 | 2,000 | 5.9% |
| 118. | 10055511-521000 | FICA | 758 | 2,147 | - | 398 | 800 | 800 | 800 | 37.3% |
| 119. | 10055511-522000 | Medicare | 329 | 2,590 | 16,977 | 5,438 | 17,850 | 17,850 | 873 | 33.7% |
| 120. | 10055511-523100 | MSRS-FIRE | 1,406 | 20,266 | 158,135 | 50,083 | 156,536 | 156,536 | (1,599) | (7.9%) |
| 121. | 10055511-524100 | Group Health Insurance | 1,201 | 23,104 | 252,500 | 62,829 | 227,500 | 227,500 | (25,000) | (108.2%) |
| 122. | 10055511-524200 | Dental Insurance | 64 | 1,479 | 26,150 | 3,648 | 21,150 | 21,150 | (5,000) | (338.1%) |
| 123. | 10055511-524300 | Disability & Life Insurance | 4 | 166 | 2,560 | 409 | 1,900 | 1,900 | (660) | (398.6%) |
| 124. | 10055511-610800 | Clothing Allowance | - | 1,900 | 12,050 | 6,836 | 12,050 | 12,050 | - | 0.0% |
| 125. | | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 126. | EMS OPERATING COST | \$ 9,029 | \$ 39,236 | \$ 125,000 | \$ 120,732 | \$ 200,100 | \$ 200,100 | \$ 75,100 | 191.4% |
| 127. | | | | | | | | | |
| 128. | 10055513-570000 Equipment maintenance | - | 2,514 | 2,000 | 1,933 | 15,000 | 15,000 | 13,000 | 517.0% |
| 129. | 10055513-564000 Vehicle Lease | | | 20,000 | 20,000 | - | - | (20,000) | 0.0% |
| 130. | 10055513-575000 Vehicle Maintenance | 4,518 | 12,748 | 10,000 | 9,486 | 15,000 | 15,000 | 5,000 | 39.2% |
| 131. | 10055513-587000 Mileage | - | 40 | - | - | - | - | - | 0.0% |
| 132. | 10055513-610400 Medical & Lab Supplies | 3,176 | 11,333 | 30,000 | 37,965 | 50,000 | 50,000 | 20,000 | 176.5% |
| 133. | 10055513-610500 Gas, Oil & Lube | 1,217 | 7,438 | 18,000 | 13,486 | 30,000 | 30,000 | 12,000 | 161.3% |
| 134. | 10055513-610410 Medical Billing | 118 | 5,163 | 45,000 | 37,863 | 74,100 | 74,100 | 29,100 | 563.6% |
| 135. | NEW EMS Training | - | - | - | - | 15,000 | 15,000 | 15,000 | 0.0% |
| 136. | NEW Food and Meals | - | - | - | - | 1,000 | 1,000 | 1,000 | 0.0% |

Mission:

The mission of the Waterville Police Department is to enhance the quality of life throughout the City of Waterville by working cooperatively with all citizens to preserve the peace, enforce the law, reduce the perception of fear, protect the rights of individuals and promote a safe and caring environment.

Department Overview

The Waterville Police Department provides law enforcement services to the city of Waterville in the form of patrol activities, investigations, and community services, such as the Operation H.O.P.E Program. The police department generates between 20,000 and 50,000 calls per year depending on staffing and call volume. The detective division investigates major crimes committed within the city, such as Gross Sexual Assault, Robbery, and Embezzlement. In 2022 the police department investigated 275 crimes against persons. The patrol division, alone, arrested 145 people for Operating Under the Influence in 2022. The Waterville Regional Communications Center dispatches for four full time police departments, Clinton, Oakland, Waterville, and Winslow, as well as 9 fire departments, which include Albion, Belgrade, China, Clinton, Oakland, Rome, Sidney, Waterville, and Winslow. The Waterville Regional Communications Center dispatched 53,353 calls in 2022.

Staffing

The fiscal year 2024 police budget calls for a total of 54 employees and one AmeriCorp VISTA volunteer. The police department will be staffed with one chief of police, two upper-level command administrators (or as recommended by IACP), five sergeants, four detectives, twenty patrol officers, one animal control officer, one parking enforcement officer, and one community outreach coordinator. Support staff include one executive assistant, one records clerk, and one facility maintenance worker. The Waterville Regional Communications Center, performing as a PSAP, is scheduled to be staffed with ten full-time dispatchers, five per diem dispatchers, and one civilian supervisor in FY2024.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|--|------------------|------------------|------------------|------------------|------------------|------------------|-------------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Police Department | | | | | | | |
| Wages, Taxes & Benefits | 3,112,552 | 3,492,684 | 3,852,093 | 1,638,095 | 4,411,260 | 4,411,260 | |
| Other Expenses | 236,708 | 282,568 | 364,620 | 225,835 | 413,353 | 413,353 | |
| Animal Control | | | | | | | |
| Wages, Taxes & Benefits | 18,193 | 22,699 | 21,193 | 9,688 | 20,304 | 20,304 | |
| Other Expenses | 28,004 | 38,350 | 30,986 | 8,359 | 33,599 | 33,599 | |
| Communications Center | | | | | | | |
| Wages, Taxes & Benefits | 632,198 | 652,483 | 800,964 | 342,329 | 940,947 | 1,103,569 | |
| Other Expenses | 43,578 | 40,812 | 71,113 | 50,113 | 78,600 | 48,600 | |
| TOTAL- Police Department Expenditures | 4,071,233 | 4,529,596 | 5,140,969 | 2,274,419 | 5,898,063 | 6,030,685 | 0.00 |

| | | | | | | | |
|---|----------------|----------------|----------------|----------------|----------------|----------------|--|
| Police Department Revenues | 98,743 | 104,966 | 55,000 | 28,105 | 167,500 | 197,300 | |
| Animal Control Revenues | 1909 | 5121 | 3750 | 958 | 2500 | 2500 | |
| Communication Center Revenues | 326,558 | 648,114 | 346,226 | 169,297 | 338,594 | 503,045 | |
| TOTAL Police Department Revenues | 427,210 | 758,201 | 404,976 | 198,359 | 508,594 | 702,845 | |

| | | | | | | | |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|--|
| NET Police Department Budget | 3,644,022 | 3,771,395 | 4,735,993 | 2,076,060 | 5,389,469 | 5,327,840 | |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|--|

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 3,644,022 | \$ 3,771,395 | \$ 4,735,993 | \$ 2,076,060 | \$ 5,389,469 | \$ 5,327,840 | \$ 591,847 | 12.5% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (427,210) | (758,201) | (404,976) | (198,359) | (508,594) | (702,845) | (297,869) | 73.6% |
| 4. TOTAL COST | 4,071,233 | 4,529,596 | 5,140,969 | 2,274,419 | 5,898,063 | 6,030,685 | 889,716 | 17.3% |
| 5. | | | | | | | | |
| 6. NET LAW ENFORCEMENT COST | \$ 3,250,517 | \$ 3,670,286 | \$ 4,161,713 | \$ 1,835,826 | \$ 4,657,113 | \$ 4,627,313 | \$ 465,600 | 11.2% |
| 7. | | | | | | | | |
| 8. TOTAL REVENUE | (98,743) | (104,966) | (55,000) | (28,105) | (167,500) | (197,300) | (142,300) | 258.7% |
| 9. TOTAL COST | 3,349,261 | 3,775,252 | 4,216,713 | 1,863,930 | 4,824,613 | 4,824,613 | 607,900 | 14.4% |
| 10. | | | | | | | | |
| 11. NET ANIMAL CONTROL COST | \$ 44,288 | \$ 55,928 | \$ 48,429 | \$ 17,089 | \$ 51,403 | \$ 51,403 | \$ 2,974 | 6.1% |
| 12. | | | | | | | | |
| 13. TOTAL REVENUE | (1,909) | (5,121) | (3,750) | (958) | (2,500) | (2,500) | 1,250 | (33.3%) |
| 14. TOTAL COST | 46,197 | 61,049 | 52,179 | 18,047 | 53,903 | 53,903 | 1,724 | 3.3% |
| 15. | | | | | | | | |
| 16. NET COMMUNICATION CENTER COST | \$ 349,218 | \$ 45,181 | \$ 525,851 | \$ 223,145 | \$ 680,953 | \$ 649,124 | \$ 123,273 | 23.4% |
| 17. | | | | | | | | |
| 18. TOTAL REVENUE | (326,558) | (648,114) | (346,226) | (169,297) | (338,594) | (503,045) | (156,819) | 45.3% |
| 19. TOTAL COST | 675,775 | 693,295 | 872,077 | 392,442 | 1,019,547 | 1,152,169 | 280,092 | 32.1% |
| 20. | | | | | | | | |
| 21. | | | | | | | | |
| 22. LABOR vs. NON-LABOR COST | \$ 4,071,233 | \$ 4,529,596 | \$ 5,140,969 | \$ 2,274,419 | \$ 5,898,063 | \$ 6,030,685 | \$ 889,716 | 19.6% |
| 23. | | | | | | | | |
| 24. TOTAL LABOR COST | 3,762,943 | 4,167,866 | 4,674,250 | 1,990,112 | 5,372,511 | 5,535,133 | 860,883 | 20.7% |
| 25. TOTAL NON-LABOR COST | 308,290 | 361,730 | 466,719 | 284,307 | 525,552 | 495,552 | 28,833 | 8.0% |
| 26. | | | | | | | | |
| 27. | | | | | | | | |
| 28. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|---------------------|---------------------|---------------------|---------------------|---------------------------------|---------------------------------------|-------------------|---------------|
| 29. | NET LAW ENFORCEMENT COST | \$ 3,250,517 | \$ 3,670,286 | \$ 4,161,713 | \$ 1,835,826 | \$ 4,657,113 | \$ 4,627,313 | \$ 465,600 | 11.2% |
| 30. | | | | | | | | | |
| 31. | TOTAL REVENUE | (98,743) | (104,966) | (55,000) | (28,105) | (167,500) | (197,300) | (142,300) | 258.7% |
| 32. | TOTAL COST | 3,349,261 | 3,775,252 | 4,216,713 | 1,863,930 | 4,824,613 | 4,824,613 | 607,900 | 14.4% |
| 33. | | | | | | | | | |
| 34. | LAW ENFORCEMENT REVENUE | \$ 98,743 | \$ 104,966 | \$ 55,000 | \$ 28,105 | \$ 167,500 | \$ 197,300 | \$ 142,300 | 257.6% |
| 35. | | | | | | | | | |
| 36. | 10005000-441500 Gun Permit Fees | | | | | 300 | 300 | 300 | 0.0% |
| 37. | 1005000-444800 Fingerprint Fee | | | | | 300 | 300 | 300 | 0.0% |
| 38. | 10005000-442400 Witness Fees | 2,499 | 2,809 | 5,000 | 400 | 5,000 | 5,000 | - | 0.0% |
| 39. | 10005000-444300 Traffic & Parking Fines | 11,085 | 18,530 | 15,000 | 7,449 | 15,000 | 15,000 | - | 0.0% |
| 40. | 10005000-445000 Special Details | 13,350 | 20,375 | 20,000 | 4,710 | 20,000 | 20,000 | - | 0.0% |
| 41. | 10005000-445010 Professional Services Revenue | 10,000 | 2,365 | - | 1,217 | - | - | - | 0.0% |
| 42. | 10005000-445800 MDEA Agent Reimbursement | 48,184 | 52,600 | - | - | 47,000 | 47,000 | 47,000 | 0.0% |
| 43. | 10005000-446400 Accident Reports | 6,009 | 6,401 | 5,000 | 2,164 | 5,000 | 5,000 | - | 0.0% |
| 44. | 10005000-480000 & Miscellaneous Revenue | 7,616 | 1,886 | 10,000 | 12,164 | 500 | 4,700 | (5,300) | (53.0%) |
| 45. | 27022020-426000 Use of Opioid Settlement Revenue | 0 | 0 | 0 | 0 | 75000 | 100,000 | 100,000 | 0 |
| 46. | | | | | | | | | |
| 47. | TOTAL LAW ENFORCEMENT COST | \$ 3,349,261 | \$ 3,775,252 | \$ 4,216,713 | \$ 1,863,930 | \$ 4,824,613 | \$ 4,824,613 | \$ 607,900 | 14.4% |
| 48. | | | | | | | | | |
| 49. | LAW ENFORCEMENT LABOR COST | \$ 3,112,552 | \$ 3,492,684 | \$ 3,852,093 | \$ 1,638,095 | \$ 4,411,260 | \$ 4,411,260 | \$ 559,167 | 14.5% |
| 50. | | | | | | | | | |
| 51. | 10055001-511000 Full Time Salaries & Wages | 2,036,548 | 2,308,735 | 2,455,591 | 1,015,222 | 2,859,699 | 2,859,699 | 404,108 | 16.5% |
| 52. | 10055001-512100 Overtime | 181,588 | 242,708 | 261,077 | 132,904 | 296,462 | 296,462 | 35,385 | 13.6% |
| 53. | 10055001-512200 Holiday | 131,303 | 136,264 | 140,600 | 65,464 | 153,957 | 153,957 | 13,357 | 9.8% |
| 54. | 10055001-513000 Special Details | 18,560 | 14,203 | 20,000 | 8,748 | 20,000 | 20,000 | - | 0.0% |
| 55. | 10055001-521000 FICA | 8,185 | 8,990 | 12,702 | 4,923 | 14,211 | 14,211 | 1,509 | 11.9% |
| 56. | 10055001-522000 Medicare | 32,161 | 37,063 | 35,969 | 16,819 | 47,578 | 47,578 | 11,609 | 31.3% |
| 57. | 10055001-523100 MSRS | 181,174 | 223,097 | 328,670 | 148,725 | 365,765 | 365,765 | 37,095 | 11.3% |
| 58. | 10055001-523300 Deferred Compensation | 8,114 | 9,422 | 9,669 | 4,875 | 11,983 | 11,983 | 2,314 | 23.9% |
| 59. | 10055001-524100 Group Health Insurance | 475,728 | 470,582 | 524,875 | 218,507 | 579,000 | 579,000 | 54,125 | 10.3% |
| 60. | 10055001-524200 Dental Insurance | 28,487 | 28,840 | 45,250 | 12,523 | 46,650 | 46,650 | 1,400 | 3.1% |
| 61. | 10055001-524300 Disability & Life Insurance | 4,294 | 4,176 | 5,083 | 1,946 | 5,955 | 5,955 | 872 | 17.2% |
| 62. | Vehicle Allowance (CoC position) | - | - | 3,600 | - | - | - | (3,600) | (100.0%) |
| 63. | 10055001-610800 Clothing Allowance | 6,411 | 8,605 | 9,007 | 7,439 | 10,000 | 10,000 | 993 | 11.0% |
| 64. | | | | | | | | | |
| 65. | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 66. | LAW ENFORCEMENT OPERATING COST | \$ 236,708 | \$ 282,568 | \$ 364,620 | \$ 225,835 | \$ 413,353 | \$ 413,353 | \$ 48,733 | 13.4% |
| 67. | | | | | | | | | |
| 68. | 10055003-530000 Dues & Membership | 1,039 | 978 | 1,700 | 375 | 1,800 | 1,800 | 100 | 5.9% |
| 69. | 10055003-532000 Training & Conferences | 37,430 | 37,502 | 65,800 | 3,017 | 43,900 | 43,900 | (21,900) | (33.3%) |
| 70. | 10055003-544400 Professional Service | | | | 100 | - | - | - | 0.0% |
| 71. | 10055003-544400 Medical/Dental Lab Services | 6,845 | 5,281 | 7,000 | 1,237 | 9,400 | 9,400 | 2,400 | 34.3% |
| 72. | 10055003-546000 Software Licenses | 4,038 | 8,940 | 7,700 | 6,814 | 9,000 | 9,000 | 1,300 | 16.9% |
| 73. | 10055003-553500 Advertising | | | | | 300 | 300 | 300 | 0.0% |
| 74. | 10055003-555000 Printing | 3,283 | 1,530 | 2,500 | 576 | 2,500 | 2,500 | - | 0.0% |
| 75. | 10055003-557000 & Utilities | 18,513 | 18,814 | 22,460 | - | - | - | (22,460) | (100.0%) |
| 76. | 10055003-557300 Water/sewer | | | | 1,570 | 5,460 | 5,460 | 5,460 | 0.0% |
| 77. | 10055003-557700 Heating Fuel | 6,960 | 5,788 | 10,000 | 1,648 | 10,000 | 10,000 | - | 0.0% |
| 78. | 10055003-557500 Electricity | | | | 6,955 | 17,000 | 17,000 | 17,000 | 0.0% |
| 79. | 10055003-564000 Equip/vehicle rental/lease | - | 156 | - | 156 | 17,283 | 17,283 | 17,283 | 0.0% |
| 80. | 10055003-564100 Copier Lease | 1,668 | 1,529 | - | - | - | - | - | 0.0% |
| 81. | 10055003-565000 Facility Rental | 1,645 | 2,025 | 1,910 | 2,310 | 3,000 | 3,000 | 1,090 | 57.1% |
| 82. | 10055003-573000 Radios, Alarms Maintenance | 1,183 | 1,090 | 1,400 | 1,087 | 1,400 | 1,400 | - | 0.0% |
| 83. | 10055003-575000 & Vehicle & Equipment Maintenance | 14,897 | 23,543 | 24,400 | 10,425 | 24,000 | 24,000 | (400) | (1.6%) |
| 84. | 10055003-577000 Facility Maintenance | 17,522 | 15,851 | 16,000 | 5,763 | 16,000 | 16,000 | - | 0.0% |
| 85. | 10055003-577010 Facility Range Maintenance | | | | | 3,000 | 3,000 | 3,000 | 0.0% |
| 86. | 10055003-587500 Travel | 2,729 | 4,501 | 11,500 | 1,464 | 13,000 | 13,000 | 1,500 | 13.0% |
| 87. | 10055003-610100 & Office Supplies & Miscellaneous | 8,576 | 8,114 | 12,500 | 6,078 | 7,500 | 7,500 | (5,000) | (40.0%) |
| 88. | 10055003-610101 Office Equipment | | | | | 9200 | 9,200 | 9,200 | 0.0% |
| 89. | 10055003-610500 Gas, Oil, Lube | 27,574 | 52,525 | 53,000 | 25,143 | 67,000 | 67,000 | 14,000 | 26.4% |
| 90. | 10055003-610600 Tires & Tubes | 5,864 | 5,967 | 6,000 | - | 6,000 | 6,000 | - | 0.0% |
| 91. | 10055003-610700 Wearing Apparel | 22,531 | 22,197 | 35,000 | 14,265 | 35,000 | 35,000 | - | 0.0% |
| 92. | 10055003-611000 Cleaning Supplies | 3,237 | 3,513 | 4,000 | 1,054 | 4,000 | 4,000 | - | 0.0% |
| 93. | 10055003-611100 Safety Supplies | 12,313 | 11,188 | 15,700 | 9,561 | 16,700 | 16,700 | 1,000 | 6.4% |
| 94. | 10055003-611110 Armory Weapons | | | | 10,488 | 31,800 | 31,800 | 31,800 | 0.0% |
| 95. | 10055003-611400 Books, Subscriptions | 2,004 | 32 | 1,800 | - | 2,210 | 2,210 | 410 | 22.8% |
| 96. | 10055003-612200 Postage | - | - | - | - | 300 | 300 | 300 | 0.0% |
| 97. | 10055003-680000 Miscellaneous | | 41,469 | - | 2,984 | 500 | 500 | 500 | 0.0% |
| 98. | 10055003-725000 Vehicles | 36,858 | 10,033 | 64,250 | 112,764 | 56,100 | 56,100 | (8,150) | (12.7%) |
| 99. | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 100. | NET ANIMAL CONTROL COST | \$ 44,288 | \$ 55,928 | \$ 48,429 | \$ 17,089 | \$ 51,403 | \$ 51,403 | \$ 2,974 | 6.1% |
| 101. | | | | | | | | | |
| 102. | TOTAL REVENUE | (1,909) | (5,121) | (3,750) | (958) | (2,500) | (2,500) | 1,250 | (33.3%) |
| 103. | TOTAL COST | 46,197 | 61,049 | 52,179 | 18,047 | 53,903 | 53,903 | 1,724 | 3.3% |
| 104. | | | | | | | | | |
| 105. | ANIMAL CONTROL REVENUE | \$ 1,909 | \$ 5,121 | \$ 3,750 | \$ 958 | \$ 2,500 | \$ 2,500 | \$ (1,250) | (33.3%) |
| 106. | | | | | | | | | |
| 107. | 10005040-444100 Animal Welfare Fund | 1,909 | 5,121 | 3,750 | 958 | 2,500 | 2,500 | (1,250) | (33.3%) |
| 108. | | | | | | | | | |
| 109. | TOTAL ANIMAL CONTROL COST | \$ 46,197 | \$ 61,049 | \$ 52,179 | \$ 18,047 | \$ 53,903 | \$ 53,903 | \$ 1,724 | 3.3% |
| 110. | | | | | | | | | |
| 111. | ANIMAL CONTROL LABOR COST | \$ 18,193 | \$ 22,699 | \$ 21,193 | \$ 9,688 | \$ 20,304 | \$ 20,304 | \$ (889) | (4.2%) |
| 112. | | | | | | | | | |
| 113. | 10055041-514000 Part Time & Temporary Wages | 16,900 | 17,836 | 16,900 | 8,450 | 17,745 | 17,745 | 845 | 5.0% |
| 114. | 10055041-514100 Dog License Fines | - | 3,250 | 3,000 | 550 | 1,200 | 1,200 | (1,800) | (60.0%) |
| 115. | 10055041-521000 FICA | 1,048 | 1,307 | 1,048 | 558 | 1,101 | 1,101 | 53 | 5.1% |
| 116. | 10055041-522000 Medicare | 245 | 306 | 245 | 130 | 258 | 258 | 13 | 5.3% |
| 117. | | | | | | | | | |
| 118. | ANIMAL CONTROL OPERATING COST | \$ 28,004 | \$ 38,350 | \$ 30,986 | \$ 8,359 | \$ 33,599 | \$ 33,599 | \$ 2,613 | 8.4% |
| 119. | | | | | | | | | |
| 120. | 10055043-610000 Miscellaneous Supplies & Service | 805 | 2,308 | 3,000 | 896 | 4,000 | 4,000 | 1,000 | 33.3% |
| 121. | 10055043-680000 Miscellaneous Expense | | | | 113 | - | - | - | 0.0% |
| 122. | 10055043-934200 Humane Society | 27,199 | 36,043 | 27,986 | 7,350 | 29,599 | 29,599 | 1,613 | 5.8% |
| 123. | | | | | | | | | |
| 124. | NET COMMUNICATION CENTER COST | \$ 349,218 | \$ 45,181 | \$ 525,851 | \$ 223,145 | \$ 680,953 | \$ 649,124 | \$ 123,273 | 23.4% |
| 125. | | | | | | | | | |
| 126. | TOTAL REVENUE | (326,558) | (648,114) | (346,226) | (169,297) | (338,594) | (503,045) | (156,819) | 45.3% |
| 127. | TOTAL COST | 675,775 | 693,295 | 872,077 | 392,442 | 1,019,547 | 1,152,169 | 280,092 | 32.1% |
| 128. | | | | | | | | | |
| 129. | COMMUNICATION CENTER REVENUE | \$ 326,558 | \$ 648,114 | \$ 346,226 | \$ 169,297 | \$ 338,594 | \$ 503,045 | \$ 156,819 | 45.3% |
| 130. | | | | | | | | | |
| 131. | 10005100-442300 Comm Center Users Fee | 326,558 | 321,556 | 346,226 | 169,297 | 338,594 | 338,594 | (7,632) | (2.2%) |
| 132. | 10005100- PSAP Users Fee | - | - | - | - | - | 164,451 | 164,451 | 0.0% |
| 133. | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-------------|----------|
| 134. | TOTAL COMMUNICATION CENTER COST | \$ 675,775 | \$ 693,295 | \$ 872,077 | \$ 392,442 | \$ 1,019,547 | \$ 1,152,169 | \$ 280,092 | 32.1% |
| 135. | | | | | | | | | |
| 136. | COMMUNICATION CENTER LABOR COST | \$ 632,198 | \$ 652,483 | \$ 800,964 | \$ 342,329 | \$ 940,947 | \$ 1,103,569 | \$ 302,605 | 37.8% |
| 137. | | | | | | | | | |
| 138. | 10055101-511000 Full Time & Part Time Salaries & Wage | 381,030 | 391,145 | 490,021 | 205,439 | 581,477 | 658,877 | 168,856 | 34.5% |
| 139. | 10055101-512100 Overtime | 45,927 | 61,702 | 58,000 | 30,820 | 74,256 | 124,631 | 66,631 | 114.9% |
| 140. | 10055101-512200 Holiday pay | 32,511 | 28,530 | 34,680 | 16,764 | 39,880 | 39,880 | 5,200 | 15.0% |
| 141. | 10055101-521000 FICA | 27,911 | 29,099 | 35,292 | 15,206 | 40,656 | 46,802 | 11,510 | 32.6% |
| 142. | 10055101-522000 Medicare | 6,528 | 6,805 | 8,254 | 3,574 | 9,509 | 10,947 | 2,693 | 32.6% |
| 143. | 10055101-523300 Deferred Compensation | 20,684 | 20,737 | 20,467 | 10,460 | 29,827 | 33,240 | 12,773 | 62.4% |
| 144. | 10055101-524100 Group Health Insurance | 106,714 | 104,285 | 138,100 | 54,799 | 147,500 | 169,000 | 30,900 | 22.4% |
| 145. | 10055101-524200 Dental Insurance | 6,290 | 5,799 | 11,200 | 2,947 | 12,150 | 13,950 | 2,750 | 24.6% |
| 146. | 10055101-524300 Disability & Life Insurance | 4,603 | 4,380 | 4,950 | 2,318 | 5,692 | 6,242 | 1,292 | 26.1% |
| 147. | | | | | | | | | |
| 148. | COMMUNICATION CENTER OPERATING COST | \$ 43,578 | \$ 40,812 | \$ 71,113 | \$ 50,113 | \$ 78,600 | \$ 48,600 | \$ (22,513) | (31.7%) |
| 149. | | | | | | | | | |
| 150. | 10055103-530000 Dues & Membership | 272 | 50 | 500 | 100 | 500 | 500 | - | 0.0% |
| 151. | 10055103-532000 Training & Conferences | 3,549 | 1,931 | 2,500 | 1,226 | 3,000 | 3,000 | 500 | 20.0% |
| 152. | 10055103-553000 Telephone | 346 | 364 | 1,000 | 115 | 1,000 | 1,000 | - | 0.0% |
| 153. | 10055103-553100 Cell Phones | 5,830 | 7,228 | 9,000 | 3,954 | 9,000 | 9,000 | - | 0.0% |
| 154. | 10055103-573000 Radios, Alarms, & Disp Equipment | 712 | 4,326 | 5,000 | 1,829 | 5,000 | 5,000 | - | 0.0% |
| 155. | 10055103-610100 Office Supplies | 643 | 397 | 4,000 | 225 | 4,000 | 4,000 | - | 0.0% |
| 156. | 10055103-610700 Wearing Apparel | 1,361 | 1,552 | 1,800 | - | 2,100 | 2,100 | 300 | 16.7% |
| 157. | 10055103-710000 Equipment | 6,810 | 910 | 22,000 | 17,352 | 24,000 | 24,000 | 2,000 | 9.1% |
| 158. | 10055103-939100 Somerset County PSAP | 24,055 | 24,055 | 25,313 | 25,312 | 30,000 | - | (25,313) | (100.0%) |

Mission:

The Public Work’s Department’s mission is to provide the highest quality public works services to the public and other City departments, balanced through our efforts to maintain a cost effective operation and to provide these services in a responsible and efficient manner. This mission is accomplished through the prudent use of resources, technology, innovations, teamwork, and coordination with other service providers.

Department Overview

The Public Works Department is responsible for all programs and services including street and storm drainage maintenance, winter maintenance, facility maintenance, waste disposal operations (including recycling and foodwaste), street painting, traffic lights and signals, fleet services, equipment repair and maintenance, engineering, capital improvements, and construction management. The department maintains 350 lane miles of road, 20 miles of sidewalks, 28 traffic signals, and over 1500 street lights. and 25.0 FTE.

Waterville is currently undergoing an exciting transformation. Our department is proud to be a part of it.

As the municipal department responsible for the design, construction, renovation, and operation of public projects, it’s critical for us to build strong, trusting relationships with our residents and businesses.

Our goal is for a community that runs smoothly, clean, and efficient - a place that people want to call home.

Staffing

The Department includes six independent work groups:

- 1.Administration (5)
- 2.Operations and Maintenance (12)
- 3.Refuse Collection (3)
- 4.Traffic maintenance (1)
- 5.Facility Maintenance (1)
- 6.Fleet Maintenance/Mechanics (3)

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|---|------------------|------------------|------------------|------------------|------------------|------------------|-------------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 1,736,825 | 2,498,126 | 2,038,099 | 999,002 | 2,366,373 | 2,192,130 | |
| Other Expenses | 1,501,889 | 1,411,455 | 1,589,190 | 783,825 | 1,877,339 | 1,877,339 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Public Works Expenditures | 3,238,714 | 3,909,581 | 3,627,289 | 1,782,827 | 4,243,712 | 4,069,469 | 0.00 |
| TOTAL Public Works Revenues | 552,124 | 545,716 | 435,000 | 200,257 | 532,000 | 547,000 | |
| NET Public Works Budget | 2,686,590 | 3,363,865 | 3,192,289 | 1,582,570 | 3,711,712 | 3,522,469 | - |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 2,686,590 | \$ 3,363,865 | \$ 3,192,289 | \$ 1,582,570 | \$ 3,711,712 | \$ 3,522,469 | \$ 330,180 | 10.3% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (552,124) | (545,716) | (435,000) | (200,257) | (532,000) | (547,000) | (112,000) | 25.7% |
| 4. TOTAL COST | 3,238,714 | 3,909,581 | 3,627,289 | 1,782,827 | 4,243,712 | 4,069,469 | 442,180 | 12.2% |
| 5. | | | | | | | | |
| 6. NET ADMINISTRATION COST | \$ 197,196 | \$ 852,083 | \$ 367,020 | \$ 180,222 | \$ 498,789 | \$ 393,794 | \$ 26,774 | 7.3% |
| 7. TOTAL REVENUE | (5,597) | - | (2,500) | - | - | - | 2,500 | (100.0%) |
| 8. TOTAL COST | 202,793 | 852,083 | 369,520 | 180,222 | 498,789 | 393,794 | 24,274 | 6.6% |
| 9. | | | | | | | | |
| 10. FLEET MAINTENANCE NET COST | \$ 623,388 | \$ 657,983 | \$ 658,405 | \$ 362,248 | \$ 712,757 | \$ 712,757 | \$ 54,352 | 8.3% |
| 11. TOTAL REVENUE | (2,320) | (4,199) | (3,500) | (1,598) | (107,000) | (107,000) | (103,500) | 2,957.1% |
| 12. TOTAL COST | 625,708 | 662,182 | 661,905 | 363,846 | 819,757 | 819,757 | 157,852 | 23.8% |
| 13. | | | | | | | | |
| 14. NET CITY REFUSE COST | \$ (5,571) | \$ (123,634) | \$ (10,470) | \$ (8,601) | \$ 53,312 | \$ 53,312 | \$ 63,782 | (609.2%) |
| 15. TOTAL REVENUE | (412,696) | (525,753) | (414,000) | (195,194) | (410,000) | (410,000) | 4,000 | (1.0%) |
| 16. TOTAL COST | 407,125 | 402,119 | 403,530 | 186,593 | 463,312 | 463,312 | 59,782 | 14.8% |
| 17. | | | | | | | | |
| 18. OPERATION & MAINT NET COST | \$ 1,590,783 | \$ 1,674,191 | \$ 1,849,891 | \$ 903,523 | \$ 2,062,005 | \$ 1,977,757 | \$ 127,866 | 6.9% |
| 19. TOTAL REVENUE | (131,511) | (15,764) | (15,000) | (3,465) | (15,000) | (30,000) | (15,000) | 100.0% |
| 20. TOTAL COST | 1,722,294 | 1,689,955 | 1,864,891 | 906,988 | 2,077,005 | 2,007,757 | 142,866 | 7.7% |
| 21. | | | | | | | | |
| 22. TRAFFIC MANAGEMENT NET COST | \$ 134,457 | \$ 155,308 | \$ 180,989 | \$ 79,132 | \$ 215,224 | \$ 215,224 | \$ 34,235 | 18.9% |
| 23. TOTAL REVENUE | - | - | - | - | - | - | - | 0.0% |
| 24. TOTAL COST | 134,457 | 155,308 | 180,989 | 79,132 | 215,224 | 215,224 | 34,235 | 18.9% |
| 25. | | | | | | | | |
| 26. FACILITY MAINTINANCE NET COST | \$ 146,337 | \$ 147,934 | \$ 146,454 | \$ 66,046 | \$ 169,625 | \$ 169,625 | \$ 23,171 | 15.8% |
| 27. TOTAL REVENUE | - | - | - | - | - | - | - | 0.0% |
| 28. TOTAL COST | 146,337 | 147,934 | 146,454 | 66,046 | 169,625 | 169,625 | 23,171 | 15.8% |
| 29. | | | | | | | | |

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| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| LABOR vs. NON-LABOR COST | \$ 3,238,714 | \$ 3,909,581 | \$ 3,627,289 | \$ 1,782,827 | \$ 4,243,712 | \$ 4,069,469 | \$ 442,180 | 12.2% |
| TOTAL LABOR COST | 1,736,825 | 2,498,126 | 2,038,099 | 999,002 | 2,366,373 | 2,192,130 | 154,031 | 7.6% |
| | 54% | 64% | 56% | 56% | 56% | 54% | | |
| TOTAL NON-LABOR COST | 1,501,889 | 1,411,455 | 1,589,190 | 783,825 | 1,877,339 | 1,877,339 | 288,149 | 18.1% |
| | 46% | 36% | 44% | 44% | 44% | 46% | | |
| NET ADMINISTRATION COST | \$ 197,196 | \$ 852,083 | \$ 367,020 | \$ 180,222 | \$ 498,789 | \$ 393,794 | \$ 26,774 | 7.3% |
| TOTAL REVENUE | (5,597) | - | (2,500) | - | - | - | 2,500 | (100.0%) |
| TOTAL COST | 202,793 | 852,083 | 369,520 | 180,222 | 498,789 | 393,794 | 24,274 | 6.6% |
| ADMINISTRATION REVENUE | \$ 5,597 | \$ - | \$ 2,500 | \$ - | \$ - | \$ - | \$ (2,500) | (100.0%) |
| 10003000-480000 & Miscellaneous Revenue | 5,597 | - | 2,500 | - | - | - | (2,500) | (100.0%) |
| TOTAL ADMINISTRATION COST | \$ 202,793 | \$ 852,083 | \$ 369,520 | \$ 180,222 | \$ 498,789 | \$ 393,794 | \$ 24,274 | 6.6% |
| ADMINISTRATION LABOR COST | \$ 195,650 | \$ 843,228 | \$ 358,970 | \$ 176,388 | \$ 484,539 | \$ 379,544 | \$ 20,574 | 5.7% |
| 10033001-511000 Full Time Salaries & Wages | 128,751 | 223,388 | 248,538 | 123,476 | 338,707 | 263,328 | 14,790 | 6.0% |
| 10033001-521000 FICA | 7,718 | 14,072 | 18,241 | 7,812 | 21,682 | 17,009 | (1,232) | (6.8%) |
| 10033001-522000 Medicare | 1,802 | 3,291 | 4,266 | 1,827 | 5,071 | 3,978 | (288) | (6.8%) |
| 10033001-523300 Deferred Compensation | 8,763 | 15,379 | 16,475 | 8,557 | 18,979 | 18,979 | 2,504 | 15.2% |
| 10033001-524100 Group Health Insurance | 41,189 | 574,171 | 56,600 | 27,994 | 81,000 | 59,500 | 2,900 | 5.1% |
| 10033001-524200 Dental Insurance | 2,299 | 3,398 | 5,400 | 1,741 | 7,200 | 5,400 | - | 0.0% |
| 10033001-524300 Disability & Life Insurance | 1,124 | 1,579 | 1,650 | 931 | 2,200 | 1,650 | - | 0.0% |
| 10033001-587100 Vehicle Allowance | 4,004 | 7,950 | 7,800 | 4,050 | 9,700 | 9,700 | 1,900 | 24.4% |

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| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| ADMINISTRATION OPERATING COST | \$ 7,142 | \$ 8,855 | \$ 10,550 | \$ 3,834 | \$ 14,250 | \$ 14,250 | \$ 3,700 | 35.1% |
| 10033003-530000 Dues & Memberships | 320 | 163 | 1,000 | - | 1,000 | 1,000 | - | 0.0% |
| 10033003-553000 Telephone & Radios | 2,865 | 2,865 | 2,900 | 695 | 2,900 | 2,900 | - | 0.0% |
| 10033003-553500 Advertising | 1,757 | 1,818 | 1,000 | 1,061 | 1,500 | 1,500 | 500 | 50.0% |
| 10033003-587000 Mileage | 9 | 165 | 600 | 87 | 600 | 600 | - | 0.0% |
| 10033003-587500 & Training & Conferences | - | 1,219 | 2,000 | 354 | 5,000 | 5,000 | 3,000 | 150.0% |
| 10033003-610000 Miscellaneous Supplies | 305 | 198 | 400 | 342 | 400 | 400 | - | 0.0% |
| 10033003-610100 Office supplies | 827 | 674 | 1,000 | 334 | 1,000 | 1,000 | - | 0.0% |
| 10033003-610300 Paper & Printing Supplies | 322 | 299 | 400 | 761 | 1,000 | 1,000 | 600 | 150.0% |
| 10033003-611400 Books & Subscriptions | | 720 | 400 | - | - | - | (400) | (100.0%) |
| 10033003-612200 Postage | 337 | 474 | 450 | 124 | 450 | 450 | - | 0.0% |
| 10033003-710000 & Office Equipment & Maintenance | 400 | 260 | 400 | 76 | 400 | 400 | - | 0.0% |
| FLEET MAINTENANCE NET COST | \$ 623,388 | \$ 657,983 | \$ 658,405 | \$ 362,248 | \$ 712,757 | \$ 712,757 | \$ 54,352 | 8.3% |
| TOTAL REVENUE | (2,320) | (4,199) | (3,500) | (1,598) | (107,000) | (107,000) | (103,500) | 2,957.1% |
| TOTAL COST | 625,708 | 662,182 | 661,905 | 363,846 | 819,757 | 819,757 | 157,852 | 23.8% |
| FLEET MAINTENANCE REVENUE | \$ 2,320 | \$ 4,199 | \$ 3,500 | \$ 1,598 | \$ 107,000 | \$ 107,000 | \$ 103,500 | 2,957.1% |
| 10003000-445700 Motor Fuel Reimbursements | 2,320 | 4,199 | 3,500 | 1,598 | 107,000 | 107,000 | 103,500 | 2,957.1% |
| TOTAL ADMINISTRATION COST | \$ 625,708 | \$ 662,182 | \$ 661,905 | \$ 363,846 | \$ 819,757 | \$ 819,757 | \$ 157,852 | 23.8% |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 84. | | | | | | | | | |
| 85. | FLEET MAINTENANCE LABOR COST | \$ 277,378 | \$ 309,277 | \$ 316,555 | \$ 167,404 | \$ 343,457 | \$ 343,457 | \$ 26,902 | 8.5% |
| 86. | | | | | | | | | |
| 87. | 10033151-511000 Full Time Salaries & Wages | 195,861 | 220,365 | 226,857 | 121,075 | 237,682 | 237,682 | 10,825 | 4.8% |
| 88. | 10033151-512100 Overtime | 4,770 | 4,541 | 5,000 | 1,261 | 5,000 | 5,000 | - | 0.0% |
| 89. | 10033151-521000 FICA | 12,282 | 13,906 | 13,923 | 7,609 | 15,158 | 15,158 | 1,235 | 8.9% |
| 90. | 10033151-522000 Medicare | 2,872 | 3,252 | 3,256 | 1,779 | 3,255 | 3,255 | (1) | (0.0%) |
| 91. | 10033151-523300 Deferred Compensation | 11,150 | 13,840 | 14,319 | 7,642 | 12,162 | 12,162 | (2,157) | (15.1%) |
| 92. | xxx Allowance for Wage Adjustments | - | - | - | - | - | - | - | 0.0% |
| 93. | 10033151-524100 Group Health Insurance | 46,376 | 49,127 | 48,700 | 25,342 | 63,000 | 63,000 | 14,300 | 29.4% |
| 94. | 10033151-524200 Dental Insurance | 2,721 | 2,947 | 2,600 | 1,661 | 4,700 | 4,700 | 2,100 | 80.8% |
| 95. | 10033151-524300 Disability & Life Insurance | 660 | 667 | 700 | 389 | 700 | 700 | - | 0.0% |
| 96. | 10033151-610800 Clothing Allowance | 685 | 632 | 1,200 | 646 | 1,800 | 1,800 | 600 | 50.0% |
| 97. | | | | | | | | | |
| 98. | FLEET MAINTENANCE OPERATING COST | \$ 348,330 | \$ 352,905 | \$ 345,350 | \$ 196,442 | \$ 476,300 | \$ 476,300 | \$ 130,950 | 37.9% |
| 99. | | | | | | | | | |
| 100. | 10033153-575000 Equipment Rental & Maintenance | 14,086 | 15,283 | 11,500 | 9,594 | 15,000 | 15,000 | 3,500 | 30.4% |
| 101. | 10033153-610500 Motor Fuels | 88,492 | 108,685 | 98,000 | 53,953 | 225,000 | 225,000 | 127,000 | 129.6% |
| 102. | 10033153-610600 Tires & Tubes | 20,554 | 17,020 | 25,000 | 10,661 | 25,000 | 25,000 | - | 0.0% |
| 103. | 10033153-610700 Wearing Apparel | 115 | 215 | 1,500 | - | 1,500 | 1,500 | - | 0.0% |
| 104. | 10033153-612100 Vehicle / Equipment Parts | 219,011 | 202,776 | 190,000 | 112,881 | 190,000 | 190,000 | - | 0.0% |
| 105. | 10033153-6A1200 Tool Reimbursement | 787 | 1,404 | 1,350 | 714 | 1,800 | 1,800 | 450 | 33.3% |
| 106. | 10033153-710000 Other Equipment | 4,710 | 6,692 | 15,000 | 7,445 | 15,000 | 15,000 | - | 0.0% |
| 107. | 10033153-730000 Radios & Communications Equipmen | 576 | 830 | 3,000 | 1,194 | 3,000 | 3,000 | - | 0.0% |
| 108. | | | | | | | | | |
| 109. | | | | | | | | | |
| 110. | NET CITY REFUSE COST | \$ (5,571) | \$ (123,634) | \$ (10,470) | \$ (8,601) | \$ 53,312 | \$ 53,312 | \$ 63,782 | (609.2%) |
| 111. | | | | | | | | | |
| 112. | TOTAL REVENUE | (412,696) | (525,753) | (414,000) | (195,194) | (410,000) | (410,000) | 4,000 | (1.0%) |
| 113. | TOTAL COST | 407,125 | 402,119 | 403,530 | 186,593 | 463,312 | 463,312 | 59,782 | 14.8% |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 114. | | | | | | | | | |
| 115. | CITY REFUSE REVENUE | \$ 412,696 | \$ 525,753 | \$ 414,000 | \$ 195,194 | \$ 410,000 | \$ 410,000 | \$ (4,000) | (1.0%) |
| 116. | | | | | | | | | |
| 117. | 10003000-442500 School Refuse Collection | - | - | - | - | - | - | - | 0.0% |
| 118. | 10003000-442600 Host Fees | 90,296 | 95,588 | 85,000 | 54,324 | 85,000 | 85,000 | - | 0.0% |
| 119. | 10003000-445900 PAYT Bag Revenue | 313,400 | 421,165 | 320,000 | 138,620 | 325,000 | 325,000 | 5,000 | 1.6% |
| 120. | 10003000-460700 Rental - Landfill | 9,000 | 9,000 | 9,000 | 2,250 | - | - | (9,000) | (100.0%) |
| 121. | | | | | | | | | |
| 122. | TOTAL REFUSE COLLECTION COST | \$ 407,125 | \$ 402,119 | \$ 403,530 | \$ 186,593 | \$ 463,312 | \$ 463,312 | \$ 59,782 | 14.8% |
| 123. | | | | | | | | | |
| 124. | CITY REFUSE COLLECTION LABOR COST | \$ 170,136 | \$ 181,271 | \$ 178,855 | \$ 76,425 | \$ 184,362 | \$ 184,362 | \$ 5,507 | 3.1% |
| 125. | | | | | | | | | |
| 126. | 10033201-511000 Full Time Salaries & Wages | 116,846 | 125,295 | 123,219 | 53,072 | 130,606 | 130,606 | 7,387 | 6.0% |
| 127. | 10033201-512100 Overtime | 3,475 | 4,073 | 3,500 | 1,796 | 3,500 | 3,500 | - | 0.0% |
| 128. | 10033201-521000 FICA | 6,810 | 7,328 | 7,931 | 3,081 | 8,426 | 8,426 | 495 | 6.2% |
| 129. | 10033201-522000 Medicare | 1,593 | 1,714 | 1,855 | 720 | 1,971 | 1,971 | 116 | 6.3% |
| 130. | 10033201-523300 Deferred Compensation | - | - | - | - | 4,403 | 4,403 | 4,403 | 0.0% |
| 131. | 10033201-524100 Group Health Insurance | 38,538 | 40,044 | 38,100 | 16,832 | 31,000 | 31,000 | (7,100) | (18.6%) |
| 132. | 10033201-524200 Dental Insurance | 2,159 | 2,200 | 2,900 | 851 | 2,350 | 2,350 | (550) | (19.0%) |
| 133. | 10033201-524300 Disability & Life Insurance | 127 | 127 | 150 | 73 | 306 | 306 | 156 | 104.0% |
| 134. | 10033201-610800 & Clothing Allowance & Wearing Appar | 588 | 490 | 1,200 | - | 1,800 | 1,800 | 600 | 50.0% |
| 135. | | | | | | | | | |
| 136. | CITY REFUSE COLLECTION OPERATING COST | \$ 236,988 | \$ 220,848 | \$ 224,675 | \$ 110,168 | \$ 278,950 | \$ 278,950 | \$ 54,275 | 24.2% |
| 137. | | | | | | | | | |
| 138. | 10033203-546500 Solid Waste Charges | 13,518 | 15,638 | 11,000 | 14,126 | 15,000 | 15,000 | 4,000 | 36.4% |
| 139. | 10033203-546600 Tipping Fees | 148,798 | 127,272 | 125,000 | 58,721 | 150,000 | 150,000 | 25,000 | 20.0% |
| 140. | 10033203-546700 Garbage to Garden Promotion | - | 6,268 | - | - | - | - | - | 0.0% |
| 141. | 10033203-546800 Recycling Fees | 73,902 | 70,033 | 88,450 | 37,287 | 88,450 | 88,450 | - | 0.0% |
| 142. | 10033203-610000 Miscellaneous Supplies | 95 | - | - | - | - | - | - | 0.0% |
| 143. | 10033203-610700 Wearing Apparel | 675 | 1,637 | 225 | 34 | 500 | 500 | 275 | 122.2% |
| 144. | Annual Bulky Waste Pickup | - | - | - | - | 25,000 | 25,000 | 25,000 | |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE | |
|------|--|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|--------------|------------|--------|
| 145. | | | | | | | | | |
| 146. | OPERATION & MAINT NET COST | \$ 1,590,783 | \$ 1,674,191 | \$ 1,849,891 | \$ 903,523 | \$ 2,062,005 | \$ 1,977,757 | \$ 127,866 | 6.9% |
| 147. | | | | | | | | | |
| 148. | TOTAL REVENUE | (131,511) | (15,764) | (15,000) | (3,465) | (15,000) | (30,000) | (15,000) | 100.0% |
| 149. | TOTAL COST | 1,722,294 | 1,689,955 | 1,864,891 | 906,988 | 2,077,005 | 2,007,757 | 142,866 | 7.7% |
| 150. | | | | | | | | | |
| 151. | OPERATION & MAINT REVENUE | \$ 131,511 | \$ 15,764 | \$ 15,000 | \$ 3,465 | \$ 15,000 | \$ 30,000 | \$ 15,000 | 100.0% |
| 152. | | | | | | | | | |
| 153. | 10003000-441600 Street Excavation Permits | 131,511 | 15,764 | 15,000 | 3,465 | 15,000 | 15,000 | - | 0.0% |
| 154. | PFAS Landfill Reimbursement | - | - | - | - | - | 15,000 | 15,000 | 0.0% |
| 155. | | | | | | | | | |
| 156. | TOTAL OPERATION & MAINTENANCE COST | \$ 1,722,294 | \$ 1,689,955 | \$ 1,864,891 | \$ 906,988 | \$ 2,077,005 | \$ 2,007,757 | \$ 142,866 | 7.7% |
| 157. | | | | | | | | | |
| 158. | OPERATION & MAINT LABOR COST | \$ 915,511 | \$ 973,542 | \$ 995,206 | \$ 476,753 | \$ 1,143,721 | \$ 1,074,473 | \$ 79,267 | 8.0% |
| 159. | | | | | | | | | |
| 160. | 10033221-511000 Full Time Salaries & Wages | 588,558 | 628,012 | 643,118 | 325,471 | 722,177 | 680,141 | 37,023 | 5.8% |
| 161. | 10033221-512100 Overtime | 29,711 | 39,745 | 46,000 | 8,479 | 46,000 | 46,000 | - | 0.0% |
| 162. | 10033221-521000 FICA | 36,099 | 39,603 | 41,757 | 19,760 | 48,111 | 45,467 | 3,710 | 8.9% |
| 163. | 10033221-522000 Medicare | 8,442 | 9,262 | 9,766 | 4,621 | 11,252 | 10,634 | 868 | 8.9% |
| 164. | 10033221-523300 Deferred Compensation | 32,973 | 37,648 | 38,765 | 17,736 | 41,781 | 41,781 | 3,016 | 7.8% |
| 165. | 10033221-524100 Group Health Insurance | 204,606 | 202,802 | 194,000 | 94,082 | 247,500 | 226,000 | 32,000 | 16.5% |
| 166. | 10033221-524200 Dental Insurance | 11,375 | 11,657 | 15,850 | 5,451 | 17,950 | 16,150 | 300 | 1.9% |
| 167. | 10033221-524300 Disability & Life Insurance | 1,065 | 1,210 | 1,150 | 781 | 1,150 | 1,100 | (50) | (4.3%) |
| 168. | 10033221-610800 & Clothing Allowance & Wearing Appar | 2,684 | 3,603 | 4,800 | 372 | 7,800 | 7,200 | 2,400 | 50.0% |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE | |
|------|--|-------------------|-------------------|---------------------|---------------------------------|---------------------------------------|-------------------|------------------|--------------|
| 169. | | | | | | | | | |
| 170. | OPERATION & MAINT OPERATING COST | \$ 806,783 | \$ 716,413 | \$ 869,685 | \$ 430,235 | \$ 933,284 | \$ 933,284 | \$ 63,599 | 7.3% |
| 171. | | | | | | | | | |
| 172. | Professional Services | - | - | - | 1,468 | - | - | - | |
| 173. | 10033223-557300 Utilities - Sewer /Water Buildings | 6,338 | 6,243 | 9,200 | 3,489 | 9,200 | 9,200 | - | 0.0% |
| 174. | 10033223-557353 Utilities - Catch Basins | 468,027 | 468,027 | 477,485 | 241,542 | 483,084 | 483,084 | 5,599 | 1.2% |
| 175. | 10033223-557500 Utilities - Electrical Buildings | 9,920 | 7,767 | 10,000 | 4,403 | 10,000 | 10,000 | - | 0.0% |
| 176. | 10033223-557555 Utilities - Electrical Street Lights | 97,901 | 2,192 | 80,000 | 28,824 | 80,000 | 80,000 | - | 0.0% |
| 177. | 10033223-575000 & Equipment | 45 | 5,221 | 5,000 | 2,503 | 5,000 | 5,000 | - | 0.0% |
| 178. | 10033223-578000 & Road Maintenance - Routine & Profe | 65,717 | 54,848 | 80,000 | 39,200 | 80,000 | 80,000 | - | 0.0% |
| 179. | 10033223-578500 Landfill Maintenance | 15,383 | 11,125 | 20,000 | 22,260 | 35,000 | 35,000 | 15,000 | 75.0% |
| 180. | 10033223-610000 Supplies & Materials | 8,702 | 7,458 | 8,500 | 3,035 | 8,500 | 8,500 | - | 0.0% |
| 181. | 10033223-610700 Wearing Apparel | 1,857 | 1,890 | 3,000 | 2,648 | 4,000 | 4,000 | 1,000 | 33.3% |
| 182. | 10033223-611900 Salt & Sand | 126,197 | 147,398 | 168,000 | 80,474 | 210,000 | 210,000 | 42,000 | 25.0% |
| 183. | 10033223-612300 Food & Meals | 2,730 | 2,614 | 3,500 | 389 | 3,500 | 3,500 | - | 0.0% |
| 184. | 10033223-710000 Equipment | 3,964 | 1,630 | 5,000 | - | 5,000 | 5,000 | - | 0.0% |
| 185. | | | | | | | | | |
| 186. | TRAFFIC MANAGEMENT NET COST | \$ 134,457 | \$ 155,308 | \$ 180,989 | \$ 79,132 | \$ 215,224 | \$ 215,224 | \$ 34,235 | 18.9% |
| 187. | | | | | | | | | |
| 188. | TOTAL REVENUE | - | - | - | - | - | - | - | 0.0% |
| 189. | TOTAL COST | 134,457 | 155,308 | 180,989 | 79,132 | 215,224 | 215,224 | 34,235 | 18.9% |
| 190. | | | | | | | | | |
| 191. | TOTAL TRAFFIC MANAGEMENT COST | \$ 134,457 | \$ 155,308 | \$ 180,989 | \$ 79,132 | \$ 215,224 | \$ 215,224 | \$ 34,235 | 18.9% |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 192. | | | | | | | | | |
| 193. | TRAFFIC MANAGEMENT LABOR COST | \$ 88,483 | \$ 94,569 | \$ 93,434 | \$ 50,429 | \$ 105,019 | \$ 105,019 | \$ 11,585 | 12.4% |
| 194. | | | | | | | | | |
| 195. | 10033241-511000 Full Time Salaries & Wages | 55,619 | 59,241 | 58,219 | 33,293 | 66,914 | 66,914 | 8,695 | 14.9% |
| 196. | 10033241-512100 Overtime | 3,157 | 3,972 | 4,000 | 924 | 4,000 | 4,000 | - | 0.0% |
| 197. | 10033241-521000 FICA | 3,514 | 3,795 | 3,882 | 2,046 | 4,434 | 4,434 | 552 | 14.2% |
| 198. | 10033241-522000 Medicare | 822 | 887 | 908 | 478 | 1,037 | 1,037 | 129 | 14.2% |
| 199. | 10033241-523300 Deferred Compensation | 3,893 | 4,069 | 4,075 | 2,113 | 4,684 | 4,684 | 609 | 14.9% |
| 200. | 10033241-524100 Group Health Insurance | 20,249 | 21,043 | 20,100 | 10,970 | 21,500 | 21,500 | 1,400 | 7.0% |
| 201. | 10033241-524200 Dental Insurance | 1,117 | 1,139 | 1,800 | 580 | 1,800 | 1,800 | - | 0.0% |
| 202. | 10033241-524300 Disability & Life Insurance | 42 | 42 | 50 | 25 | 50 | 50 | - | 0.0% |
| 203. | 10033241-610800 Clothing Allowance | 70 | 381 | 400 | - | 600 | 600 | 200 | 50.0% |
| 204. | | | | | | | | | |
| 205. | TRAFFIC MANAGEMENT OPERATING COST | \$ 45,974 | \$ 60,739 | \$ 87,555 | \$ 28,703 | \$ 110,205 | \$ 110,205 | \$ 22,650 | 25.9% |
| 206. | | | | | | | | | |
| 207. | 10033243-575000 Equipment Rental & Maintenance | 14,382 | 10,613 | 15,000 | 781 | 5,000 | 5,000 | (10,000) | (66.7%) |
| 208. | 10033243-576000 Traffic Signal Maintenance | 29,196 | 16,327 | 35,000 | 19,303 | 35,000 | 35,000 | - | 0.0% |
| 209. | 10033243-576500 Street Light Maintenance | | 3,429 | 10,000 | 1,517 | 10,000 | 10,000 | - | 0.0% |
| 210. | 10033243-610000 Supplies & Materials | 2,138 | 30,370 | 27,350 | (306) | 50,000 | 50,000 | 22,650 | 82.8% |
| 211. | 10033243-610700 Wearing Apparel | 259 | - | 205 | - | 205 | 205 | - | 0.0% |
| 212. | Vehicle/Equipment Parts | - | - | - | 7,408 | 10,000 | 10,000 | 10,000 | |
| 213. | | | | | | | | | |
| 214. | FACILITY MAINTINANCE NET COST | \$ 146,337 | \$ 147,934 | \$ 146,454 | \$ 66,046 | \$ 169,625 | \$ 169,625 | \$ 23,171 | 15.8% |
| 215. | | | | | | | | | |
| 216. | TOTAL REVENUE | - | - | - | - | - | - | - | 0.0% |
| 217. | TOTAL COST | 146,337 | 147,934 | 146,454 | 66,046 | 169,625 | 169,625 | 23,171 | 15.8% |
| 218. | | | | | | | | | |
| 219. | TOTAL FACILITY MAINTENANCE COST | \$ 146,337 | \$ 147,934 | \$ 146,454 | \$ 66,046 | \$ 169,625 | \$ 169,625 | \$ 23,171 | 15.8% |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------------|--------------|
| 220. | | | | | | | | | |
| 221. | FACILITY MAINTINANCE LABOR COST | \$ 89,667 | \$ 96,239 | \$ 95,079 | \$ 51,603 | \$ 105,275 | \$ 105,275 | \$ 10,196 | 10.7% |
| 222. | | | | | | | | | |
| 223. | 10033261-511000 Full Time Salaries & Wages | 51,883 | 55,912 | 54,267 | 30,760 | 61,776 | 61,776 | 7,509 | 13.8% |
| 224. | 10033261-514000 P/T Wages | 3,405 | 5,033 | 5,500 | 2,136 | 5,500 | 5,500 | - | 0.0% |
| 225. | 10033261-512100 Overtime | 5,581 | 5,180 | 5,000 | 3,090 | 5,000 | 5,000 | - | 0.0% |
| 226. | 10033261-521000 FICA | 3,661 | 3,984 | 4,063 | 2,163 | 4,518 | 4,518 | 455 | 11.2% |
| 227. | 10033261-522000 Medicare | 856 | 932 | 950 | 506 | 1,057 | 1,057 | 107 | 11.3% |
| 228. | 10033261-523300 Deferred Compensation | 3,632 | 3,793 | 3,799 | 1,967 | 4,324 | 4,324 | 525 | 13.8% |
| 229. | 10033261-524100 Group Health Insurance | 19,522 | 20,267 | 20,100 | 10,600 | 21,500 | 21,500 | 1,400 | 7.0% |
| 230. | 10033261-524200 Dental Insurance | 685 | 696 | 950 | 356 | 950 | 950 | - | 0.0% |
| 231. | 10033261-524300 Disability & Life Insurance | 42 | 42 | 50 | 25 | 50 | 50 | - | 0.0% |
| 232. | 10033261-610800 Clothing Allowance | 400 | 400 | 400 | - | 600 | 600 | 200 | 50.0% |
| 233. | | | | | | | | | |
| 234. | | | | | | | | | |
| 235. | FACILITY MAINTINANCE OPERATING COST | \$ 56,671 | \$ 51,695 | \$ 51,375 | \$ 14,443 | \$ 64,350 | \$ 64,350 | \$ 12,975 | 25.3% |
| 236. | | | | | | | | | |
| 237. | 10033263-544000 Professional Services | 10,146 | 10,118 | 13,000 | 5,206 | 13,000 | 13,000 | - | 0.0% |
| 238. | 10033263-557700 Heating Fuel | 10,887 | 17,373 | 12,000 | 2,997 | 18,000 | 18,000 | 6,000 | 50.0% |
| 239. | 10033263-570000 & Equipment Rental & Repair | 1,665 | 390 | 1,500 | 675 | 1,500 | 1,500 | - | 0.0% |
| 240. | 10033263-577000 & Facility Repair & Maintenance | 19,459 | 11,920 | 12,000 | 3,811 | 15,000 | 15,000 | 3,000 | 25.0% |
| 241. | 10033263-610000 & Supplies & Materials | 13,491 | 11,444 | 12,000 | 1,598 | 15,000 | 15,000 | 3,000 | 25.0% |
| 242. | 10033263-610700 Wearing Apparel | 301 | - | 125 | - | 150 | 150 | 25 | 20.0% |
| 243. | 10033263-6A1200 Tool Reimbursement | 450 | 450 | 450 | - | 600 | 600 | 150 | 33.3% |
| 244. | Equipment vehicle lease | | | | 156 | 600 | 600 | 600 | 0.0% |
| 245. | 10033263-715070 Safety Equipment | 272 | - | 300 | - | 500 | 500 | 200 | 66.7% |
| 246. | | | | | | | | | |

Mission:

The City of Waterville is determined to implement strategies that protect, promote, and preserve the beauty, dignity, historical, and cultural background of the Pine Grove Cemetery and Chapel.

Department Overview

To fulfill our mission, the City recognizes that the grounds of our cemetery are sacredly devoted to the internment and memorialization of our honored dead. Out of respect and affection our community bestows upon those buried here a place of serene and perpetual beauty. The city's heritage is enriched by the lives and deeds of men and woman who have preceded us. Our goal as part of the remembrance of them is to maintain permanent records for those whose earthly remains have been entrusted to the city's care. Our staff is pleased to perform these duties with the utmost respect and affection for the cen and their historic integrity.eter

Staffing

The Cemetery is overseen by a Sexton. The maintenance and lawn care is performed by the City's Park and Recreation employees.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|-------------------------------------|---------------|---------------|---------------|-----------------|----------------|---------------|-------------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 41,087 | 29,540 | 43,598 | 13,818 | 41,984 | 41,984 | |
| Other Expenses | 11,958 | 27,986 | 30,950 | 2,184 | 27,450 | 27,450 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Cemetery Expenditures | 53,045 | 57,525 | 74,548 | 16,002 | 69,434 | 69,434 | 0.00 |
| TOTAL Cemetery Revenues | 53046 | 57526 | 74548 | 10725 | 69434 | 69434 | |
| NET Cemetery Budget | 0 | 0 | 0 | 5277 | 0 | 0 | 0 |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ (0) | \$ (0) | - \$ | 5,277 \$ | - \$ | - \$ | - \$ | 0.0% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (53,046) | (57,526) | (74,548) | (10,725) | (69,434) | (69,434) | 5,114 | (6.9%) |
| 4. TOTAL COST | 53,045 | 57,525 | 74,548 | 16,002 | 69,434 | 69,434 | (5,114) | (6.9%) |
| 5. | | | | | | | | |
| 6. | | | | | | | | |
| 7. LABOR vs. NON-LABOR COST | \$ 53,045 | \$ 57,525 | \$ 74,548 | \$ 16,002 | \$ 69,434 | \$ 69,434 | \$ (5,114) | (6.9%) |
| 8. | | | | | | | | |
| 9. TOTAL LABOR COST | 41,087 | 29,540 | 43,598 | 13,818 | 41,984 | 41,984 | (1,614) | (3.7%) |
| 10. | 77.5% | 51.4% | 58.5% | 86.4% | 60.5% | 60.5% | | |
| 11. TOTAL NON-LABOR COST | 11,958 | 27,986 | 30,950 | 2,184 | 27,450 | 27,450 | (3,500) | (11.3%) |
| 12. | 22.5% | 48.6% | 41.5% | 13.6% | 39.5% | 39.5% | | |
| 13. | | | | | | | | |
| 14. TOTAL REVENUE | \$ 53,046 | \$ 57,526 | \$ 74,548 | \$ 10,725 | \$ 69,434 | \$ 69,434 | \$ (5,114) | (6.9%) |
| 15. | | | | | | | | |
| 16. 10044600-446600 Lot Sales | 988 | 2,213 | 1,000 | - | 2,000 | 2,000 | 1,000 | 100.0% |
| 17. 10044600-446700 Perpetual Care | | - | 1,200 | 3,525 | - | - | (1,200) | (100.0%) |
| 18. 10044600-446800 Burial Income | 15,875 | 14,525 | 10,000 | 7,200 | 10,000 | 10,000 | - | 0.0% |
| 19. 10044600-480000 Miscellaneous Revenue | | - | - | - | - | - | - | 0.0% |
| 20. 10130000-497070 Transfer From Perpetual Care Fund | 36,183 | 40,788 | 62,348 | - | 57,434 | 57,434 | (4,914) | (7.9%) |
| 21. | | | | | | | | |
| 22. TOTAL COST | \$ 53,045 | \$ 57,525 | \$ 74,548 | \$ 16,002 | \$ 69,434 | \$ 69,434 | \$ (5,114) | (6.9%) |
| 23. | | | | | | | | |
| 24. LABOR COST | \$ 41,087 | \$ 29,540 | \$ 43,598 | \$ 13,818 | \$ 41,984 | \$ 41,984 | \$ (1,614) | (3.7%) |
| 25. | | | | | | | | |
| 26. 10044601-514000 Part Time & Temporary Wages | 38,158 | 27,441 | 40,500 | 12,836 | 39,000 | 39,000 | (1,500) | (3.7%) |
| 27. 10044601-512100 Overtime | 10 | 0 | - | 0 | - | - | - | 0.0% |
| 28. 10044601-521000 FICA | 2,366 | 1,701 | 2,511 | 796 | 2,418 | 2,418 | (93) | (15.8%) |
| 29. 10044601-522000 Medicare | 553 | 398 | 587 | 186 | 566 | 566 | (21) | (3.6%) |
| 30. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 31. | OPERATING COST | \$ 11,958 | \$ 27,986 | \$ 30,950 | \$ 2,184 | \$ 27,450 | \$ 27,450 | \$ (3,500) | (11.3%) |
| 32. | | | | | | | | | |
| 33. | 10044603-530000 Dues & Membership | - | - | 50 | - | 50 | 50 | - | 0.0% |
| 34. | 10044603-557000 Utilities | 0 | 0 | 0 | - | - | - | - | 0.0% |
| 35. | 10044603-557500 Electricity | 724 | 557 | 700 | 266 | 700 | 700 | - | 0.0% |
| 36. | 10044603-557300 Water and Sewer | 658 | 524 | 1,000 | 759 | 1,000 | 1,000 | - | 0.0% |
| 37. | 10044603-577200 Turf & Tree Maintenance | 32 | 14,914 | 7,500 | - | 7,500 | 7,500 | - | 0.0% |
| 38. | 10044603-610100 Office Supplies | 169 | 65 | 200 | - | 200 | 200 | - | 0.0% |
| 39. | 10044603-610500 Motor Fuel | 1,668 | 3,575 | 3,500 | 1,159 | 3,500 | 3,500 | - | 0.0% |
| 40. | 10044603-611700 Construction Supplies | 1,562 | - | 3,000 | - | 3,000 | 3,000 | - | 0.0% |
| 41. | 10044603-680000 Miscellaneous | 684 | - | 500 | - | 500 | 500 | - | 0.0% |
| 42. | 10044603-689000 Burial Expense | 5,025 | 8,350 | 6,000 | - | 6,000 | 6,000 | - | 0.0% |
| 43. | 10044603-710000 Equipment | 1,436 | - | 8,500 | - | 5,000 | 5,000 | (3,500) | (41.2%) |

Mission:

To enhance the quality of life in our city by providing and maintaining quality parks, trails and green space and by offering enriching recreational activities and facilities for people of all ages and abilities.

Department Overview

The Parks and Recreation Department is responsible for the development and leadership of the City's leisure time opportunities and resources. This work includes the supervision of staff and volunteers, management of recreation facilities, liaison with citizen boards, and extensive outreach to the community at large. The department is responsible for the maintenance of all city lawn areas (120 acres) including those for Waterville Public Schools, all trees on public property. The Department maintains 1 large municipal pool complex, 1 cemetery, 9 playgrounds, 11 parks, 6 individual trails totaling approximately 20 miles, 17 ballfields (softball, baseball, and soccer), 3 boat landings, 5 basketball courts, 1 tennis court complex, 1 dog park, and 2 community garden sites.

Highlighted below are five of our largest, most popular facilities.

1. Quarry Road Recreation Area is a 200+ acre, year-round outdoor recreation destination for people of all ages, abilities and walks of life from the greater Waterville area, across Maine and beyond. Quarry Road's trails and open spaces provide outstanding opportunities for cross-country skiing, snowshoeing, biking, walking, running, and paddling.
2. Pine Ridge Recreation Area is a 40+ acre facility that includes a 9-hole municipal golf course with clubhouse, 8 miles of multi-use trails, dog park, 4 soccer fields, 1 lighted softball field, and a bathroom facility
3. Alfond Municipal Pool and North Street Recreation Area is a 20+ acre facility that includes our municipal pool complex, paved walking trail along the stream, lighted basketball court, tennis complex (4) courts, community gardens, playground, picnic shelters, and 6 youth soccer fields.
4. Riverwalk at Head of Falls is a 15+ acre facility that includes a 2 200-foot fully accessible walkway along the river, gazebo, 150-seat amphitheatre, children's play area, information kiosks and art installations, and decorative/functional lighting.

As the municipal department responsible for the design and maintenance of our parks, fields, and trails, it's important for us to build strong, trusting relationships within our community. Waterville has some of the best recreational assets in the state. Our department is proud to be responsible for their care.

Staffing

Staff includes 3 full time employees, 10 -part time seasonal employees, and 25-30 volunteers annually. The City has several private partners like Alfond Youth and Friends of Quarry Road that assist in the operation of our facilities.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|---|----------------|----------------|----------------|-----------------|----------------|----------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 382,291 | 333,898 | 384,661 | 152,904 | 441,426 | 376,142 | |
| Other Expenses | 205,813 | 289,188 | 370,920 | 239,172 | 389,530 | 389,530 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Parks & Recreation Expenditures | 588,104 | 623,086 | 755,581 | 392,076 | 830,956 | 765,672 | 0 |
| TOTAL Parks & Recreation Revenues | 242,913 | 338,667 | 190,300 | 138,485 | 149,600 | 149,600 | |
| NET Parks & Recreation Budget | 345,191 | 284,419 | 565,281 | 253,591 | 681,356 | 616,072 | 0 |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-------------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 345,192 | \$ 284,419 | \$ 565,281 | \$ 253,592 | \$ 681,356 | \$ 616,072 | \$ 50,791 | 9.0% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (242,913) | (338,667) | (190,300) | (138,485) | (149,600) | (149,600) | 40,700 | (21.4%) |
| 4. TOTAL COST | 588,104 | 623,086 | 755,581 | 392,076 | 830,956 | 765,672 | 10,091 | 1.3% |
| 5. | | | | | | | | |
| 6. NET ADMINISTRATION COST | \$ 109,744 | \$ 39,584 | \$ 35,100 | \$ 1 | \$ 34,600 | \$ 34,600 | \$ (500) | (1.4%) |
| 7. | | | | | | | | |
| 8. TOTAL REVENUE | (18,566) | (7,241) | (14,900) | (4,410) | (15,400) | (15,400) | (500) | 3.4% |
| 9. TOTAL COST | 128,311 | 46,825 | 50,000 | 4,411 | 50,000 | 50,000 | - | 0.0% |
| 10. | | | | | | | | |
| 11. NET MAINTENANCE COST | \$ 286,852 | \$ 318,060 | \$ 417,411 | \$ 160,132 | \$ 504,937 | \$ 439,653 | \$ 22,242 | 5.3% |
| 12. | | | | | | | | |
| 13. TOTAL REVENUE | (5,000) | (5,000) | (5,000) | (5,000) | (5,000) | (5,000) | - | 0.0% |
| 14. TOTAL COST | 291,852 | 323,060 | 422,411 | 165,132 | 509,937 | 444,653 | 22,242 | 5.3% |
| 15. | | | | | | | | |
| 16. NET POOL COST | \$ (18,298) | \$ 32,351 | \$ 72,570 | \$ 25,913 | \$ 91,500 | \$ 91,500 | \$ 18,930 | 26.1% |
| 17. | | | | | | | | |
| 18. TOTAL REVENUE | (37,971) | (69,908) | (15,000) | (24,725) | (24,000) | (24,000) | (9,000) | 60.0% |
| 19. TOTAL COST | 19,673 | 102,259 | 87,570 | 50,638 | 115,500 | 115,500 | 27,930 | 31.9% |
| 20. | | | | | | | | |
| 21. NET QUARRY ROAD COST | \$ (35,884) | \$ (100,957) | \$ 2,955 | \$ 71,038 | \$ 47,628 | \$ 47,628 | \$ 44,673 | 1,511.8% |
| 22. | | | | | | | | |
| 23. TOTAL REVENUE | (167,436) | (237,163) | (145,400) | (97,505) | (105,200) | (105,200) | 40,200 | (27.6%) |
| 24. TOTAL COST | 131,552 | 136,206 | 148,355 | 168,542 | 152,828 | 152,828 | 4,473 | 3.0% |
| 25. | | | | | | | | |
| 26. NET PROGRAMS COST | \$ 2,778 | \$ (4,619) | \$ 37,245 | \$ (3,492) | \$ 2,691 | \$ 2,691 | \$ (34,554) | (92.8%) |
| 27. | | | | | | | | |
| 28. TOTAL REVENUE | (13,939) | (19,356) | (10,000) | (6,845) | - | - | 10,000 | (100.0%) |
| 29. TOTAL COST | 16,717 | 14,737 | 47,245 | 3,353 | 2,691 | 2,691 | (44,554) | (94.3%) |
| 30. | | | | | | | | |
| 31. | | | | | | | | |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 32. LABOR vs. NON-LABOR COST | \$ 588,104 | \$ 623,086 | \$ 755,581 | \$ 392,076 | \$ 830,956 | \$ 765,672 | \$ 10,091 | 1.3% |
| 33. | | | | | | | | |
| 34. TOTAL LABOR COST | 382,291 | 333,898 | 384,661 | 152,904 | 441,426 | 376,142 | (8,519) | (2.2%) |
| 35. | 65.0% | 53.6% | 50.9% | 39.0% | 53.1% | 49.1% | | |
| 36. TOTAL NON-LABOR COST | 205,813 | 289,188 | 370,920 | 239,172 | 389,530 | 389,530 | 18,610 | 5.0% |
| 37. | 35.0% | 46.4% | 49.1% | 61.0% | 46.9% | 50.9% | | |
| 38. | | | | | | | | |
| 39. NET ADMINISTRATION COST | \$ 109,744 | \$ 39,584 | \$ 35,100 | \$ 1 | \$ 34,600 | \$ 34,600 | \$ (500) | (1.4%) |
| 40. | | | | | | | | |
| 41. TOTAL REVENUE | 18,566 | 7,241 | 14,900 | 4,410 | 15,400 | 15,400 | 500 | 3.4% |
| 42. TOTAL COST | 128,311 | 46,825 | 50,000 | 4,411 | 50,000 | 50,000 | - | 0.0% |
| 43. | | | | | | | | |
| 44. ADMINISTRATION REVENUE | \$ 18,566 | \$ 7,241 | \$ 14,900 | \$ 4,410 | \$ 15,400 | \$ 15,400 | \$ 500 | 3.4% |
| 45. | | | | | | | | |
| 46. 10004000-443400 Facility Rental | 325 | 1,675 | 500 | - | 500 | 500 | - | 0.0% |
| 47. 10004000-480000 Miscellaneous revenue | 1,871 | 791 | 800 | - | 800 | 800 | - | 0.0% |
| 48. 10044050-486000 Donations | - | - | - | - | 100 | 100 | 100 | 0.0% |
| 49. 10044500-442800 Baseball Field Revenues | 2,780 | 4,035 | 2,500 | 3,930 | 3,000 | 3,000 | 500 | 20.0% |
| 50. 10044500-482010 Golf Course Revenue | 11,000 | | 11,000 | - | 11,000 | 11,000 | - | 0.0% |
| 51. 10044500-482000 MRPA Ticket Sales | | 360 | - | - | - | - | - | 0.0% |
| 52. 10044500-486000 Donations | 2,590 | 380 | 100 | 480 | - | - | (100) | (100.0%) |
| 53. | | | | | | | | |
| 54. TOTAL ADMINISTRATION COST | \$ 128,311 | \$ 46,825 | \$ 50,000 | \$ 4,411 | \$ 50,000 | \$ 50,000 | \$ - | 0.0% |
| 55. | | | | | | | | |
| 56. ADMINISTRATION LABOR COST | \$ 127,138 | \$ 2,158 | \$ - | \$ - | \$ - | \$ - | \$ - | 0.0% |
| 57. | | | | | | | | |
| 58. 10044001-511000 Full Time Salaries & Wages | 92,698 | 1,605 | - | - | - | - | - | 0.0% |
| 59. 10044001-521000 FICA | 5,894 | 100 | - | - | - | - | - | 0.0% |
| 60. 10044001-522000 Medicare | 1,378 | 23 | - | - | - | - | - | 0.0% |
| 61. 10044001-523300 Deferred Compensation | 6,287 | 112 | - | - | - | - | - | 0.0% |
| 62. 10044001-524100 Group Health Insurance | 15,023 | 259 | - | - | - | - | - | 0.0% |
| 63. 10044001-524200 Dental Insurance | 1,117 | 19 | - | - | - | - | - | 0.0% |
| 64. 10044001-524300 Disability & Life Insurance | 539 | 39 | - | - | - | - | - | 0.0% |
| 65. 10044001-587100 Car Allowance | 4,200 | - | - | - | - | - | - | 0.0% |
| 66. | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 67. | ADMINISTRATION OPERATING COST | \$ 1,172 | \$ 44,666 | \$ 50,000 | \$ 4,411 | \$ 50,000 | \$ 50,000 | \$ - | 0.0% |
| 68. | | | | | | | | | |
| 69. | 10044003-530000 Dues & Memberships | 402 | 318 | - | - | - | - | - | 0.0% |
| 70. | 10044003-532000 Training & Conferences | 345 | 3 | - | - | - | - | - | 0.0% |
| 71. | 10044003-587000 Mileage | 6 | 21 | - | 4 | - | - | - | 0.0% |
| 72. | 10044003-544000 Brown Tail Moth Mitigation | - | 44,325 | 50,000 | 4,400 | 50,000 | 50,000 | - | 0.0% |
| 73. | 10044003-611400 & Books, Subscriptions & Educational S | 419 | - | - | 8 | - | - | - | 0.0% |
| 74. | | | | | | | | | |
| 75. | NET MAINTENANCE COST | \$ 286,852 | \$ 318,060 | \$ 417,411 | \$ 160,132 | \$ 504,937 | \$ 439,653 | \$ 22,242 | 5.3% |
| 76. | | | | | | | | | |
| 77. | TOTAL REVENUE | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | - | 0.0% |
| 78. | TOTAL COST | 291,852 | 323,060 | 422,411 | 165,132 | 509,937 | 444,653 | 22,242 | 5.3% |
| 79. | | | | | | | | | |
| 80. | MAINTENANCE REVENUE | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ - | 0.0% |
| 81. | | | | | | | | | |
| 82. | 10004000-443300 Mowing Revenues | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | - | 0.0% |
| 83. | | | | | | | | | |
| 84. | TOTAL MAINTENANCE COST | \$ 291,852 | \$ 323,060 | \$ 422,411 | \$ 165,132 | \$ 509,937 | \$ 444,653 | \$ 22,242 | 5.3% |
| 85. | | | | | | | | | |
| 86. | MAINTENANCE LABOR COST | \$ 192,903 | \$ 215,617 | \$ 285,761 | \$ 120,236 | \$ 358,957 | \$ 293,673 | \$ 7,912 | 2.8% |
| 87. | | | | | | | | | |
| 88. | 10044051-511000 Full Time Salaries & Wages | 104,772 | 115,981 | 141,260 | 72,160 | 196,186 | 157,831 | 16,571 | 11.7% |
| 89. | 10044051-512100 Overtime | 5,731 | 6,442 | 10,000 | 3,156 | 10,000 | 10,000 | - | 0.0% |
| 90. | 10044051-514000 Part Time & Temporary Wages | 44,439 | 48,860 | 67,850 | 20,701 | 67,850 | 67,850 | - | 0.0% |
| 91. | 10044051-521000 FICA | 9,466 | 10,379 | 13,659 | 5,814 | 17,139 | 14,724 | 1,065 | 7.8% |
| 92. | 10044051-522000 Medicare | 2,214 | 2,428 | 3,195 | 1,360 | 4,008 | 3,444 | 249 | 7.8% |
| 93. | 10044051-523300 Deferred Compensation | 3,632 | 3,793 | 4,447 | 1,887 | 4,324 | 4,324 | (123) | (2.8%) |
| 94. | 10044051-524100 Group Health Insurance | 20,644 | 25,943 | 40,200 | 14,073 | 52,500 | 31,000 | (9,200) | (22.9%) |
| 95. | 10044051-524200 Dental Insurance | 1,210 | 1,398 | 3,600 | 752 | 4,150 | 2,350 | (1,250) | (34.7%) |
| 96. | 10044051-524300 Disability & Life Insurance | 299 | 294 | 350 | 150 | 400 | 350 | - | 0.0% |
| 97. | 10044051-610800 Clothing Allowance | 498 | 100 | 1,200 | 185 | 2,400 | 1,800 | 600 | 50.0% |
| 98. | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 99. | MAINTENANCE OPERATING COST | \$ 98,949 | \$ 107,443 | \$ 136,650 | \$ 44,895 | \$ 150,980 | \$ 150,980 | \$ 14,330 | 10.5% |
| 100. | 10044053-544000 Professional Services | 2,000 | 1,221 | 10,000 | 380 | 1,000 | 1,000 | (9,000) | (90.0%) |
| 101. | 10044053-555000 Printing/Copy | 1,784 | 1,321 | 2,100 | 1,180 | 1,180 | 1,180 | (920) | (43.8%) |
| 102. | 10044053-557300 Sewer & Water | 6,425 | 2,409 | 6,750 | 2,214 | 6,750 | 6,750 | - | 0.0% |
| 103. | 10044053-557500 Electricity | 11,435 | 10,978 | 9,000 | 8,139 | 12,000 | 12,000 | 3,000 | 33.3% |
| 104. | 10044053-564000 Miscellaneous Equipment Rental | 9,132 | 11,058 | 7,500 | 5,833 | 10,000 | 10,000 | 2,500 | 33.3% |
| 105. | 10044053-577200 & Field & Tree Maintenance | 32,335 | 31,168 | 40,000 | 3,572 | 40,000 | 40,000 | - | 0.0% |
| 106. | 10044053-578600 Riverwalk Maintenance | - | 5,278 | 5,000 | 1,841 | 5,000 | 5,000 | - | 0.0% |
| 107. | 10044053-610500 & Motor Fuels | 5,454 | 9,958 | 15,000 | 7,592 | 16,500 | 16,500 | 1,500 | 10.0% |
| 108. | 10044053-610700 Wearing apparel | 502 | 716 | 1,800 | - | 3,300 | 3,300 | 1,500 | 83.3% |
| 109. | 10044053-611000 & Cleaning & Safety Supplies | 984 | 606 | 1,000 | 1,591 | 1,000 | 1,000 | - | 0.0% |
| 110. | 10044053-611500 Parks & Playground Supplies | 330 | 6 | 5,000 | - | 20,750 | 20,750 | 15,750 | 315.0% |
| 111. | 10044053-612000 & Facility Maintenance | 3,331 | 3,137 | 5,000 | 444 | 5,000 | 5,000 | - | 0.0% |
| 112. | 10044053-612100 & Vehicle / Equip Parts | 16,610 | 24,586 | 14,000 | 11,370 | 14,000 | 14,000 | - | 0.0% |
| 113. | 10044053-611200 & Small Tools | 5,952 | 1,872 | 7,000 | 441 | 7,000 | 7,000 | - | 0.0% |
| 114. | 10044053-710000 Equipment | 2,675 | 3,130 | 7,500 | 298 | 7,500 | 7,500 | - | 0.0% |
| 115. | | | | | | | | | |
| 116. | NET POOL COST | \$ (18,298) | \$ 32,351 | \$ 72,570 | \$ 25,913 | \$ 91,500 | \$ 91,500 | \$ 18,930 | 26.1% |
| 117. | | | | | | | | | |
| 118. | TOTAL REVENUE | 37,971 | 69,908 | 15,000 | 24,725 | 24,000 | 24,000 | 9,000 | 60.0% |
| 119. | TOTAL COST | 19,673 | 102,259 | 87,570 | 50,638 | 115,500 | 115,500 | 27,930 | 31.9% |
| 120. | | | | | | | | | |
| 121. | POOL REVENUE | \$ 37,971 | \$ 69,908 | \$ 15,000 | \$ 24,725 | \$ 24,000 | \$ 24,000 | \$ 9,000 | 60.0% |
| 122. | | | | | | | | | |
| 123. | 10044500-443010 Concessions | 1,555 | 5,437 | - | - | - | - | - | 0.0% |
| 124. | 10044500-443000 Swimming Pool | 34,917 | 61,471 | 15,000 | 24,025 | 24,000 | 24,000 | 9,000 | 60.0% |
| 125. | 10044500-48055 Pool Advertising | 1,500 | 3,000 | - | - | - | - | - | 0.0% |
| 126. | Miscellaneous | | | - | 700 | - | - | - | |
| 127. | | | | | | | | | |
| 128. | TOTAL POOL COST | \$ 19,673 | \$ 102,259 | \$ 87,570 | \$ 50,638 | \$ 115,500 | \$ 115,500 | \$ 27,930 | 31.9% |
| 129. | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 130. | POOL LABOR COST | \$ 3,425 | \$ 61,974 | \$ - | \$ - | \$ - | \$ - | \$ - | 0.0% |
| 131. | | | | | | | | | |
| 132. | 10044101-514000 & Part Time & Temporary Wages | 3,181 | 57,563 | - | - | - | - | - | 0.0% |
| 133. | 10044101-512100 Overtime | - | - | - | - | - | - | - | 0.0% |
| 134. | 10044101-521000 FICA | 197 | 3,575 | - | - | - | - | - | 0.0% |
| 135. | 10044101-522000 Medicare | 46 | 836 | - | - | - | - | - | 0.0% |
| 136. | | | | | | | | | |
| 137. | POOL OPERATING COST | \$ 16,249 | \$ 40,285 | \$ 87,570 | \$ 50,638 | \$ 115,500 | \$ 115,500 | \$ 27,930 | 31.9% |
| 138. | | | | | | | | | |
| 139. | 10044103-540000 Contracted services | - | 8,800 | - | - | - | - | - | 0.0% |
| 140. | 10044103-553000 Telephone | 793 | 967 | 800 | 45 | - | - | (800) | (100.9%) |
| 141. | 10044103-557300 Sewer & Water | 1,984 | 13,457 | 13,770 | 4,273 | 10,000 | 10,000 | (3,770) | (27.4%) |
| 142. | 10044103-557500 Electricity | 3,342 | 5,567 | 6,500 | 3,459 | 8,000 | 8,000 | 1,500 | 23.1% |
| 143. | Heating | | | | 7,131 | 6,500 | 6,500 | 6,500 | |
| 144. | 10044103-577000 Facility Maintenance | 1,442 | 719 | 6,000 | 471 | 4,000 | 4,000 | (2,000) | (33.3%) |
| 145. | 10044103-577100 HVAC, Plumbing, Electrical | 408 | 1,350 | 3,500 | 1,024 | 3,500 | 3,500 | - | 0.0% |
| 146. | 10044103-610000 Supplies & Materials | 2,142 | - | - | 35 | - | - | - | 0.0% |
| 147. | 10044103-610700 Wearing Apparel | 324 | - | - | - | - | - | - | 0.0% |
| 148. | 10044103-611000 Cleaning supplies | 4,981 | 7,931 | 7,000 | 8,480 | 8,500 | 8,500 | 1,500 | 21.4% |
| 149. | 10044103-611100 Safety supplies | 110 | - | - | - | - | - | - | 0.0% |
| 150. | 10044103-611400 & Books, subscriptions | 678 | - | - | - | - | - | - | 0.0% |
| 151. | 10044103-630100 Pool Reserve | - | - | 25,000 | - | 50,000 | 50,000 | 25,000 | 100.0% |
| 152. | 10044103-611500 Recreation Supplies | - | - | - | - | - | - | - | 0.0% |
| 153. | 10044103-612400 Concession Supplies | - | 1,494 | - | - | - | - | - | 0.0% |
| 154. | 10044103-680000 Miscellaneous Expense | 45 | - | 25,000 | 25,720 | 25,000 | 25,000 | - | 0.0% |
| 155. | | | | | | | | | |
| 156. | NET QUARRY ROAD COST | \$ (35,884) | \$ (100,957) | \$ 2,955 | \$ 71,038 | \$ 47,628 | \$ 47,628 | \$ 44,673 | 1,511.8% |
| 157. | | | | | | | | | |
| 158. | TOTAL REVENUE | (167,436) | (237,163) | (145,400) | (97,505) | (105,200) | (105,200) | 40,200 | (27.6%) |
| 159. | TOTAL COST | 131,552 | 136,206 | 148,355 | 168,542 | 152,828 | 152,828 | 4,473 | 3.0% |
| 160. | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-------------|----------|
| 161. | QUARRY ROAD REVENUE | \$ 167,436 | \$ 237,163 | \$ 145,400 | \$ 97,505 | \$ 105,200 | \$ 105,200 | \$ (40,200) | (27.6%) |
| 162. | | | | | | | | | |
| 163. | 10044150-443010 Quarry Road - Concessions | 16 | 75 | | 17 | 200 | 200 | 200 | 0.0% |
| 164. | 10044150-443015 Quarry Road - Ski Club | 28,678 | 31,054 | 35,000 | 27,670 | 35,000 | 35,000 | - | 0.0% |
| 165. | 10044150-443110 Quarry Road - Greens Fees | | 1,070 | 5,000 | 226 | 2,000 | 2,000 | (3,000) | (60.0%) |
| 166. | 10044150-443400 Quarry Road - Facility Rental | 13,714 | 63,022 | 15,000 | 4,405 | 15,000 | 15,000 | - | 0.0% |
| 167. | 10044150-445010 Quarry Road Program Director Reiml | 54,136 | 58,658 | 42,800 | 7,911 | - | - | (42,800) | (100.0%) |
| 168. | 10044150-447210 Quarry Road - Passes | 13,039 | 13,068 | 5,000 | 4,263 | 5,000 | 5,000 | - | 0.0% |
| 169. | 10044150-447220 Quarry Road - Season Pass | 43,190 | 49,177 | 40,000 | 32,276 | 40,000 | 40,000 | - | 0.0% |
| 170. | 10044150-447230 Quarry Road - Ski Rental | 3,455 | 4,379 | 1,000 | 411 | 1,000 | 1,000 | - | 0.0% |
| 171. | 10044150-447240 Quarry Road - Lesson Revenue | - | 120 | 100 | 50 | 1,000 | 1,000 | 900 | 900.0% |
| 172. | 10044150-480000 Quarry Road - Miscellaneous | 10,869 | 15,937 | 1,000 | 276 | 500 | 500 | (500) | (50.0%) |
| 173. | 30044150-443020 Quarry Road - Summer Programs | - | - | - | - | 5,000 | 5,000 | 5,000 | 0.0% |
| 174. | 10044150-486000 Quarry Road - Donations | 340 | 605 | 500 | 20,000 | 500 | 500 | - | 0.0% |
| 175. | | | | | | | | | |
| 176. | TOTAL QUARRY ROAD COST | \$ 131,552 | \$ 136,206 | \$ 148,355 | \$ 168,542 | \$ 152,828 | \$ 152,828 | \$ 4,473 | 3.0% |
| 177. | | | | | | | | | |
| 178. | QUARRY ROAD LABOR COST | \$ 57,661 | \$ 54,149 | \$ 89,205 | \$ 32,668 | \$ 79,778 | \$ 79,778 | \$ (9,427) | (10.6%) |
| 179. | | | | | | | | | |
| 180. | 10044151-511000 F/T Wages / Salary Quarry Road | 37,594 | 32,969 | 45,011 | 21,467 | 47,262 | 47,262 | 2,251 | 5.0% |
| 181. | 10044151-512100 Overtime | 4,650 | - | 7,000 | 1,082 | 7,000 | 7,000 | - | 0.0% |
| 182. | 10044151-514000 Part Time & Temporary Wages | 626 | - | 10,000 | 2,781 | 10,000 | 10,000 | - | 0.0% |
| 183. | 10044151-521000 FICA | 2,601 | 1,914 | 3,845 | 1,495 | 3,984 | 3,984 | 139 | 3.6% |
| 184. | 10044151-522000 Medicare | 608 | 448 | 899 | 899 | 932 | 932 | 33 | 3.7% |
| 185. | 10044151-523300 Deferred Comp | 1,772 | 2,219 | - | - | - | - | - | 0.0% |
| 186. | 10044151-524100 Health | 8,959 | 15,794 | 20,100 | 4,475 | 9,500 | 9,500 | (10,600) | (52.7%) |
| 187. | 10044151-524200 Dental | 241 | 400 | 1,800 | 245 | 550 | 550 | (1,250) | (69.4%) |
| 188. | 10044151-524300 Disability / Life Insurance | 612 | 405 | 550 | 225 | 550 | 550 | - | 0.0% |
| 189. | | | | | | | | - | 0.0% |
| 190. | | | | | | | | | |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|------|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-------------|----------|
| 191. | QUARRY ROAD OPERATING COST | \$ 73,891 | \$ 82,057 | \$ 59,150 | \$ 135,874 | \$ 73,050 | \$ 73,050 | \$ 13,900 | 23.5% |
| 192. | | | | | | | | | |
| 193. | 10044153-530000 Dues & Memberships | 896 | 705 | 800 | 4,077 | 5,000 | 5,000 | 4,200 | 525.0% |
| 194. | 10044153-532000 Training & Conferences | 159 | - | 700 | - | 1,000 | 1,000 | 300 | 42.9% |
| 195. | 10044153-544000 Professional Services | 2,609 | - | - | 3,755 | 4,000 | 4,000 | 4,000 | 0.0% |
| 196. | 10044153-553000 Telephone | 1,605 | 1,639 | 1,000 | 946 | 1,650 | 1,650 | 650 | 65.0% |
| 197. | 10044153-553500 & Advertising & Printing | 817 | 1,554 | 3,700 | 946 | 3,700 | 3,700 | - | 0.0% |
| 198. | 10044153-555000 Print / Copy | 2,736 | 3,267 | 2,500 | 3,575 | 2,500 | 2,500 | - | 0.0% |
| 199. | 10044153-557500 Electricity | 8,877 | 3,634 | 8,000 | 1,161 | 12,000 | 12,000 | 4,000 | 50.0% |
| 200. | 10044153-557700 Heating Fuel | 2,556 | 1,587 | 3,000 | 1,024 | 3,000 | 3,000 | - | 0.0% |
| 201. | 10044153-564000 Miscellaneous Equipment Rental | 480 | 26 | 12,000 | 6,049 | 5,000 | 5,000 | (7,000) | (58.3%) |
| 202. | 10044153-575000 Vehicle & Equipment Maintenance | 26,886 | 18,179 | 5,500 | - | 10,000 | 10,000 | 4,500 | 81.8% |
| 203. | 10044153-577000 & Facility Maintenance | - | 160 | 1,500 | 11,871 | 5,000 | 5,000 | 3,500 | 233.3% |
| 204. | 10044153-587000 Mileage | 478 | 1,770 | 750 | - | - | - | (750) | |
| 205. | 10044153-610500 Gas, Oil, Lube | 14,048 | - | 7,000 | - | 3,000 | 3,000 | (4,000) | (57.1%) |
| 206. | 10044153-611000 Cleaning Supplies | - | 22 | 500 | - | 500 | 500 | - | 0.0% |
| 207. | 10044153-612300 Food & Meals | 262 | - | - | - | - | - | - | 0.0% |
| 208. | 10044153-612400 Concession Supplies | - | - | 600 | 162 | 600 | 600 | - | 0.0% |
| 209. | 10044153-615400 Ski Club Expense | 7,084 | 13,942 | - | - | - | - | - | 0.0% |
| 210. | 30044153-615500 Summer Programs | - | - | - | - | 5,000 | 5,000 | 5,000 | 0.0% |
| 211. | 10044153-620200 Credit Card Processing Fee | 2,727 | - | 2,000 | 1,994 | 2,000 | 2,000 | - | 0.0% |
| 212. | 10044153-680000 & Miscellaneous | 691 | 21,631 | 500 | 9,351 | - | - | (500) | (100.0%) |
| 213. | 10044153-680040 Ski Program Expenses | 980 | 13,942 | 9,100 | - | 9,100 | 9,100 | - | 0.0% |
| 214. | 10044153-710000 Equipment Purchase | - | - | - | 90,964 | - | - | - | 0.0% |
| 215. | | | | | | | | | |
| 216. | NET PROGRAMS COST | \$ 2,778 | \$ (4,619) | \$ 37,245 | \$ (3,492) | \$ 2,691 | \$ 2,691 | \$ (34,554) | (92.8%) |
| 217. | | | | | | | | | |
| 218. | TOTAL REVENUE | (13,939) | (19,356) | (10,000) | (6,845) | - | - | 10,000 | (100.0%) |
| 219. | TOTAL COST | 16,717 | 14,737 | 47,245 | 3,353 | 2,691 | 2,691 | (44,554) | (94.3%) |
| 220. | | | | | | | | | |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-------------|----------|
| 221. PROGRAMS REVENUE | \$ 13,939 | \$ 19,356 | \$ 10,000 | \$ 6,845 | \$ - | \$ - | \$ (10,000) | (100.0%) |
| 222. | | | | | | | | |
| 223. 10044500-482000 & Program Revenues - Programs | 13,939 | 19,356 | 10,000 | 6,845 | | - | (10,000) | (100.0%) |
| 224. | | | | | | | | |
| 225. TOTAL PROGRAMS COST | \$ 16,717 | \$ 14,737 | \$ 47,245 | \$ 3,353 | \$ 2,691 | \$ 2,691 | \$ (44,554) | (94.3%) |
| 226. | | | | | | | \$ - | |
| 227. PROGRAMS LABOR COST | \$ 1,164 | \$ - | \$ 9,695 | \$ - | \$ 2,691 | \$ 2,691 | \$ (7,004) | (72.2%) |
| 228. | | | | | | | | |
| 229. 10044501-514000 Part Time & Temporary Wages | 1,081 | - | 9,000 | - | 2,500 | 2,500 | (6,500) | (72.2%) |
| 230. 10044501-521000 FICA | 67 | - | 560 | - | 155 | 155 | (405) | (72.3%) |
| 231. 10044501-522000 Medicare | 16 | - | 135 | - | 36 | 36 | (99) | (73.3%) |
| 232. | | | | | | | | |
| 233. PROGRAMS OPERATING COST | \$ 15,553 | \$ 14,737 | \$ 37,550 | \$ 3,353 | \$ - | \$ - | \$ (37,550) | (100.0%) |
| 234. | | | | | | | | |
| 235. 10044503-530000 Dues & Membership | 80 | - | - | 80 | - | - | - | 0.0% |
| 236. 10044503-540000 Contracted Services | - | - | 6,000 | - | - | - | (6,000) | (100.0%) |
| 237. 10044503-544000 & Professional services | 2,000 | 1,221 | 10,000 | 380 | - | - | (10,000) | (100.0%) |
| 238. 10044503-555000 Printing | 1,784 | 1,321 | 2,100 | 1,180 | - | - | (2,100) | (100.0%) |
| 239. 10044503-610000 & Recreational Supplies | 7,146 | 11,147 | 15,750 | 1,050 | - | - | (15,750) | (100.0%) |
| 240. 10044503-610700 Wearing Apparel | 1,891 | 543 | 3,500 | 513 | - | - | (3,500) | (100.0%) |
| 241. Food & Meals | - | - | - | 76 | - | - | - | |
| 242. 10044503-612400 Concession Supplies | 2,412 | 316 | - | 74 | - | - | - | 0.0% |
| 243. 10044503-620200 Credit Card Processing Fees | - | 26 | - | - | - | - | - | 0.0% |
| 244. 10044503-680000 & Miscellaneous Expense | 240 | 163 | - | - | - | - | - | 0.0% |
| 245. 10044503-710000 & Equipment Purchases | - | - | 200 | - | - | - | (200) | (100.0%) |

Mission:

The Waterville Public Library empowers people and strengthens community through the sharing of resources, stories, knowledge, and experiences.

Department Overview

The Waterville Public Library is an inclusive gateway to knowledge and lifelong learning. Working with community partners, the Library provides access to resources and opportunities, empowers people, fosters economic and workforce development, promotes arts and culture, weaves networks, supports positive youth development, serves as a beacon of light and possibilities for all, strengthens community, shares kindness, contributes to the health and well-being of all, encourages literacy, and builds an informed, democratic society.

Staffing

The Library is staffed with nineteen employees: One Director, One Facilities Coordinator, Five Librarians, Two Library Technicians, One part-time Administrative Assistant, One part-time Facilities Assistant, and eight part-time Library Assistants.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|------------------------------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 559,840 | 591,726 | 662,780 | 285,353 | 728,915 | 728,615 | |
| Other Expenses | 204,047 | 223,157 | 232,340 | 100,853 | 264,940 | 264,940 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Library Expenditures | 763,887 | 814,883 | 895,120 | 386,206 | 993,855 | 993,555 | 0 |

| | | | | | | | |
|-------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|--|
| TOTAL Library Revenues | 56,926 | 56,344 | 82,075 | 26,047 | 84,075 | 84,075 | |
|-------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|--|

| | | | | | | | |
|---------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------|
| NET Library Budget | 706,961 | 758,539 | 813,045 | 360,158 | 909,780 | 909,480 | 0 |
|---------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------|

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | | | \$ - | \$ - | \$ - | \$ - | - | 0.0% |
| 2. | | | | | | | | |
| 3. 60151500-421500 MUNICIPAL APPROPRIATION | (725,565) | (769,394) | (813,045) | (360,158) | (909,780) | (909,480) | (96,435) | 11.9% |
| 4. TOTAL REVENUE | (56,926) | (56,344) | (82,075) | (26,047) | (84,075) | (84,075) | (2,000) | 2.4% |
| 5. TOTAL COST | 763,887 | 814,883 | 895,120 | 386,206 | 993,855 | 993,555 | 98,435 | 11.0% |
| 6. | | | | | | | | |
| 7. | | | | | | | | |
| 8. LABOR vs. NON-LABOR COST | \$ 763,887 | \$ 814,883 | \$ 895,120 | \$ 386,206 | \$ 993,855 | \$ 993,555 | 98,435 | 12.1% |
| 9. | | | | | | | | |
| 10. TOTAL LABOR COST | 559,840 | 591,726 | 662,780 | 285,353 | 728,915 | 728,615 | 65,835 | 11.1% |
| 11. | 73.3% | 72.6% | 74.0% | 73.9% | 73.3% | 73.3% | | |
| 12. TOTAL NON-LABOR COST | 204,047 | 223,157 | 232,340 | 100,853 | 264,940 | 264,940 | 32,600 | 14.6% |
| 13. | 26.7% | 27.4% | 26.0% | 26.1% | 26.7% | 26.7% | | |
| 14. | | | | | | | | |
| 15. TOTAL REVENUE | \$ 56,926 | \$ 56,344 | \$ 82,075 | \$ 26,047 | \$ 84,075 | \$ 84,075 | 2,000 | 2.4% |
| 16. | | | | | | | | |
| 17. 60151500-430100 Printing/Photocopy Revenue | 228 | 248 | 5,000 | 291 | 5,000 | 5,000 | - | 0.0% |
| 18. 60151500-480000 Other Misc Revenue | 422 | 5,032 | 500 | 125 | 500 | 500 | - | 0.0% |
| 19. 60151500-481500 Fine Revenue | - | - | 5,000 | - | - | - | (5,000) | (100.0%) |
| 20. 60151500-481600 Book Sale Revenue | 997 | 151 | 400 | 27 | 400 | 400 | - | 0.0% |
| 21. 60151500-481700 Non-Resident Card Revenue | 2,390 | 2,755 | 6,000 | 1,648 | 6,000 | 6,000 | - | 0.0% |
| 22. 60151500-481800 Lost Card Revenue | - | - | 75 | - | 75 | 75 | - | 0.0% |
| 23. 60151500-481900 Lost Material Revenue | 580 | 746 | 100 | 512 | 100 | 100 | - | 0.0% |
| 24. 60151500-485200 Endowment Income | - | - | 20,000 | - | 25,000 | 25,000 | 5,000 | 25.0% |
| 25. 60151500-486000 Donations | 7,570 | 8,824 | 2,000 | 5,605 | 3,000 | 3,000 | 1,000 | 50.0% |
| 26. 60151500-486100 Grant Revenue | 3,000 | - | 1,000 | - | 1,000 | 1,000 | - | 0.0% |
| 27. 60151500-486200 Fundraising Revenue | 41,739 | 38,589 | 42,000 | 17,839 | 43,000 | 43,000 | 1,000 | 2.4% |
| 28. | | | | | | | | |
| 29. TOTAL COST | \$ 763,887 | \$ 814,883 | \$ 895,120 | \$ 386,206 | \$ 993,855 | \$ 993,555 | 98,735 | 11.0% |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|
| 30. | | | | | | | | | |
| 31. | LABOR COST | \$ 559,840 | \$ 591,726 | \$ 662,780 | \$ 285,353 | \$ 728,915 | \$ 728,615 | 65,835 | 9.9% |
| 32. | | | | | | | | | |
| 33. | 60151501-511000 Full Time Salaries & Wages | 354,545 | 381,404 | 398,208 | 183,834 | 426,400 | 426,400 | 28,192 | 7.1% |
| 34. | 60151501-514000 Part Time & Temporary Wages | 56,578 | 51,712 | 103,120 | 28,549 | 117,815 | 117,815 | 14,695 | 14.3% |
| 35. | 60151501-521000 FICA | 26,316 | 27,757 | 31,316 | 13,556 | 34,000 | 34,000 | 2,684 | 8.6% |
| 36. | 60151501-522000 Medicare | 6,154 | 6,492 | 7,346 | 3,171 | 8,000 | 8,000 | 654 | 8.9% |
| 37. | 60151501-523300 Deferred Compensation | 26,385 | 27,396 | 29,990 | 12,497 | 32,000 | 32,000 | 2,010 | 6.7% |
| 38. | 60151501-524100 Group Health Insurance | 84,484 | 85,052 | 90,000 | 43,127 | 107,600 | 107,600 | 17,600 | 19.6% |
| 39. | 60151501-524300 Disability/Life Insurance | | 147 | - | 153 | 300 | | - | 0.0% |
| 40. | 60151501-525000 Workers Compensation | 1,733 | 1,810 | 2,800 | 467 | 2,800 | 2,800 | - | 0.0% |
| 41. | 60151501-525100 Unemployment Compensation | 3,645 | 9,958 | - | - | - | - | - | 0.0% |
| 42. | | | | | | | | | |
| 43. | OPERATING COST | \$ 204,047 | \$ 223,157 | \$ 232,340 | \$ 100,853 | \$ 264,940 | \$ 264,940 | 32,600 | 14.0% |
| 44. | | | | | | | | | |
| 45. | 60151503-530000 Dues & Memberships | 1,500 | 1,225 | 1,700 | 510 | 1,700 | 1,700 | - | 0.0% |
| 46. | 60151503-532000 Professional Development & Travel | 75 | 470 | 3,000 | 256 | 3,000 | 3,000 | - | 0.0% |
| 47. | 60151503-546000 Software Licenses | 5,626 | 8,654 | 8,000 | 3,181 | 8,200 | 8,200 | 200 | 2.5% |
| 48. | 60151503-546001 Minerva (catalogue, delivery) | 7,098 | 6,737 | 7,200 | 7,054 | 7,500 | 7,500 | 300 | 4.2% |
| 49. | 60151503-551000 Insurance | 1,807 | 1,807 | 2,700 | 348 | 2,700 | 2,700 | - | 0.0% |
| 50. | 60151503-553100 Cell Phones | 1,972 | 1,708 | 2,500 | 107 | 2,500 | 2,500 | - | 0.0% |
| 51. | 60151503-553500 Advertising | 558 | 507 | 1,000 | - | 1,000 | 1,000 | - | 0.0% |
| 52. | 60151503-555300 & Programming | 13,115 | 9,169 | 7,000 | 5,362 | 8,000 | 8,000 | 1,000 | 14.3% |
| 53. | 60151503-557300 Water / Sewer | 1,702 | 1,643 | 2,500 | 921 | 3,000 | 3,000 | 500 | 20.0% |
| 54. | 60151503-557500 Electric | 19,417 | 23,348 | 25,000 | 10,218 | 35,000 | 35,000 | 10,000 | 40.0% |
| 55. | 60151503-557700 Heating Fuel | 4,192 | 8,693 | 8,000 | 334 | 13,000 | 13,000 | 5,000 | 62.5% |
| 56. | 60151503-564100 Copier Contract | 4,810 | 3,330 | 4,440 | 670 | 4,440 | 4,440 | - | 0.0% |
| 57. | 60151503-577000 & Facility Maintenance | 71,603 | 93,596 | 77,000 | 37,609 | 87,000 | 87,000 | 10,000 | 13.0% |
| 58. | 60151503-577150 Facility Service Contracts | 5,113 | 5,872 | 7,500 | 4,577 | 7,500 | 7,500 | - | 0.0% |
| 59. | 60151503-610100 Office Supplies | 1,244 | 896 | 1,000 | 137 | 1,000 | 1,000 | - | 0.0% |
| 60. | 60151503-611000 Custodial Products and Supplies | 2,352 | 814 | 3,000 | 984 | 3,000 | 3,000 | - | 0.0% |
| 61. | 60151503-611400 Materials | 40,146 | 38,289 | 41,000 | 21,120 | 45,000 | 45,000 | 4,000 | 9.8% |
| 62. | 60151503-612200 Postage | 505 | 715 | 500 | 143 | 600 | 600 | 100 | 20.0% |
| 63. | 60151503-620200 Credit Card Processing | 325 | 109 | 500 | 11 | 500 | 500 | - | 0.0% |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE | |
|-----|-----------------|----------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|-----------|----------|-------|
| 64. | 60151503-630000 | Operations Expense | 6,910 | 5,804 | 7,000 | 4,414 | 7,500 | 7,500 | 500 | 7.1% |
| 65. | 60151503-630010 | Operations Equipment | 6,840 | 5,986 | 7,500 | 1,316 | 8,000 | 8,000 | 500 | 6.7% |
| 66. | 60151503-680000 | Miscellaneous | 884 | 1,142 | 1,000 | 786 | 1,000 | 1,000 | - | 0.0% |
| 67. | 60151503-680010 | Fundraising Expense | 1,374 | 1,022 | 8,600 | 468 | 8,600 | 8,600 | - | 0.0% |
| 68. | 60151503-712070 | Equipment Purchases | 4,250 | 868 | 4,000 | - | 4,500 | 4,500 | 500 | 12.5% |
| 69. | 60151503-910300 | Financial Expense | 630 | 755 | 700 | 329 | 700 | 700 | - | 0.0% |

Mission:

To continuously strive to provide the best possible service to our customers who visit the Airport and use our services.

Department Overview

The Waterville Airport has a total of four runways, with one having an instrument approach and two with a GPS approach. The airport is also equipped with a high intensity edge lighting system containing over 300 lights, lit navigational signs, approach lighting system, a weather observation system, and a visual and precision path lighting system. The airport contains approximately 380 acres. There are thirteen privately owned hangars and two city owned hangars. The airport has an active flight school, skydiving operation, and sends and receives freight via UPS daily. In addition to maintaining the airfield which includes extensive electrical maintenance, vegetation management, snow removal, and wildlife hazard mitigation, Airport staff also run the Fixed Base Operation (FBO). The duties of the FBO service all resident and transient aircraft needs related to flight service with the exception that we do not provide aircraft maintenance.

Staffing

The Airport is staffed with two full time employees. One being the Airport Manager, and the other an Airport Maintenance Technician. Three part time employees with a combined 56 hours staff the Fixed based operation. There are two per diem positions that can fill in if a part time staff member is unable to work.

| Expenses | FY 2021 | FY 2022 | FY 2023 | FY 2023 | FY 2024 Budget | | |
|------------------------------------|----------------|----------------|----------------|-----------------|----------------|----------------|-------------|
| | Actual | Actual | Budget | 2nd Quarter YTD | Dept. Hd. | Manager | Council |
| Wages, Taxes & Benefits | 212,669 | 253,432 | 235,964 | 149,060 | 282,930 | 321,445 | |
| Other Expenses | 308,700 | 569,262 | 333,940 | 327,767 | 518,040 | 518,040 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| TOTAL- Airport Expenditures | 521,369 | 822,693 | 569,904 | 476,826 | 800,970 | 839,485 | 0.00 |
| TOTAL Airport Revenues | 457,732 | 761,012 | 491,442 | 416,894 | 711,440 | 711,440 | |
| NET Airport Budget | 63,638 | 61,682 | 78,462 | 59,933 | 89,530 | 128,045 | - |

| | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|--|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 1. NET COST - OVER (UNDER) REVENUE | \$ 63,638 | \$ 61,682 | \$ 78,462 | \$ 59,933 | \$ 89,530 | \$ 128,045 | \$ 49,583 | 63.2% |
| 2. | | | | | | | | |
| 3. TOTAL REVENUE | (457,732) | (761,012) | (491,442) | (416,894) | (711,440) | (711,440) | (219,998) | 44.8% |
| 4. TOTAL COST | 521,369 | 822,693 | 569,904 | 476,826 | 800,970 | 839,485 | 269,581 | 47.3% |
| 5. | | | | | | | | |
| 6. | | | | | | | | |
| 7. LABOR vs. NON-LABOR COST | \$ 521,369 | \$ 822,693 | \$ 569,904 | \$ 476,826 | \$ 800,970 | \$ 839,485 | \$ 269,581 | 47.3% |
| 8. | | | | | | | | |
| 9. TOTAL LABOR COST | 212,669 | 253,432 | 235,964 | 149,060 | 282,930 | 321,445 | 85,481 | 36.2% |
| 10. | 40.8% | 30.8% | 41.4% | 31.3% | 35.3% | | | |
| 11. TOTAL NON-LABOR COST | 308,700 | 569,262 | 333,940 | 327,767 | 518,040 | 518,040 | 184,100 | 55.1% |
| 12. | 59.2% | 69.2% | 58.6% | 68.7% | 64.7% | | | |
| 13. | | | | | | | | |
| 14. TOTAL REVENUE | \$ 457,732 | \$ 761,012 | \$ 491,442 | \$ 416,894 | \$ 711,440 | \$ 711,440 | \$ 219,998 | 44.8% |
| 15. | | | | | | | | |
| 16. 55033500-413000 Excise - Airplanes | 7,743 | 10,278 | 8,000 | - | 10,500 | 10,500 | 2,500 | 31.3% |
| 17. 55033500-459900 Land Lease | | | | 2,574 | 6,100 | 6,100 | 6,100 | 0.0% |
| 18. 55033500-460000 Rental Income | 10,114 | 7,789 | - | 12,277 | 15,860 | 15,860 | 15,860 | 0.0% |
| 19. 55033500-460300 Airport Fuel | 314,269 | 665,265 | 400,000 | 385,129 | 558,000 | 558,000 | 158,000 | 39.5% |
| 20. 55033500-460500 Hangar Leases | 5,345 | 4,711 | 6,103 | - | 10,800 | 10,800 | 4,697 | 77.0% |
| 21. 55033500-460900 Solar Rental Income | | | 33,887 | 5,000 | 43,680 | 43,680 | 9,793 | 28.9% |
| 22. 55033500-480000 Miscellaneous Revenues | 60,131 | 35,690 | 43,452 | 11,914 | 66,500 | 66,500 | 23,048 | 53.0% |
| 23. 55033500-486000 Donations | 60,131 | 37,279 | - | - | - | - | - | 0.0% |
| 24. | | | | | | | | |
| 25. | | | | | | | | |
| 26. TOTAL COST | \$ 521,369 | \$ 822,693 | \$ 569,904 | \$ 476,826 | \$ 800,970 | \$ 839,485 | \$ 269,581 | 47.3% |

| | | ACTUALS FY2021 | ACTUALS FY2022 | BUDGET FY2023 | FY2023 Q2 ACTUAL | DEPARTMENT REQUEST FY2024 | CITY MANAGER PROPOSED FY2024 | \$ CHANGE | % CHANGE |
|-----|---|-------------------|-------------------|------------------|---------------------|---------------------------------|---------------------------------------|------------|----------|
| 27. | | | | | | | | | |
| 28. | LABOR COST | \$ 212,669 | \$ 253,432 | \$ 235,964 | \$ 149,060 | \$ 282,930 | \$ 321,445 | \$ 85,481 | 36.2% |
| 29. | | | | | | | | | |
| 30. | 55033501-511000 Full Time Salaries & Wages | 106,850 | 117,607 | 112,808 | 71,539 | 141,265 | 162,136 | 49,328 | 43.7% |
| 31. | 55033501-512100 Overtime / Callouts | 5,235 | 8,721 | 4,000 | 5,049 | 8,000 | 8,000 | 4,000 | 100.0% |
| 32. | 55033501-514000 Part Time & Temporary Wages | 38,615 | 57,082 | 50,460 | 31,751 | 61,150 | 61,150 | 10,690 | 21.2% |
| 33. | 55033501-521000 FICA | 9,082 | 11,207 | 10,490 | 6,633 | 13,330 | 14,624 | 4,134 | 39.4% |
| 34. | 55033501-522000 Medicare | 2,131 | 2,621 | 2,460 | 1,551 | 3,115 | 6,539 | 4,079 | 165.8% |
| 35. | 55033501-523300 Deferred compensation | 5,946 | 6,911 | 6,965 | 4,328 | 8,870 | 8,870 | 1,905 | 27.4% |
| 36. | 55033501-524100 Group Health Insurance | 37,792 | 42,142 | 40,200 | 24,480 | 43,000 | 54,750 | 14,550 | 36.2% |
| 37. | 55033501-524200 Dental Insurance | 2,235 | 2,278 | 3,600 | 1,289 | 3,600 | 4,500 | 900 | 25.0% |
| 38. | 55033501-524300 Disability & Life Insurance | 582 | 582 | 700 | 339 | 600 | 876 | 176 | 25.1% |
| 39. | 55033501-587100 Car Allowance | 4,200 | 4,281 | 4,281 | 2,100 | - | - | (4,281) | (100.0%) |
| 40. | | | | | | | | | |
| 41. | OPERATING COST | \$ 308,700 | \$ 569,262 | \$ 333,940 | \$ 327,767 | \$ 518,040 | \$ 518,040 | \$ 184,100 | 55.1% |
| 42. | | | | | | | | | |
| 43. | 55033503-530000 Dues and Memberships | | | | 40 | - | | - | 0.0% |
| 44. | 55033503-544000 Professional Services | | | | - | - | | - | 0.0% |
| 45. | 55033503-551000 Telephone / Internet | 3,255 | 4,200 | 4,200 | 3,548 | 3,550 | 3,550 | (650) | (15.5%) |
| 46. | 55033503-553000 | 3,763 | 5,317 | 4,740 | 1,969 | 4,740 | 4,740 | - | 0.0% |
| 47. | 55033503-553100 Cellphone | | | | 480 | - | | - | 0.0% |
| 48. | 55033503-553500 Advertising | - | 2,178 | 5,000 | - | 5,000 | 5,000 | - | 0.0% |
| 49. | 55033503-557500 Electricity | 8,480 | 9,355 | 9,000 | 3,717 | 11,000 | 11,000 | 2,000 | 22.2% |
| 50. | 55033503-557700 Heating Fuel | 7,989 | 14,188 | 9,000 | 245 | 11,000 | 11,000 | 2,000 | 22.2% |
| 51. | 55033503-575000 Vehicle/Equipment Maintenance | | | | 572 | - | | - | 0.0% |
| 52. | 55033503-577000 Facilities Maintenance | 48,271 | 45,415 | 50,000 | 24,619 | 50,000 | 50,000 | - | 0.0% |
| 53. | 55033503-610000 Miscellaneous Supplies | 6,351 | 6,747 | 7,000 | 4,376 | 7,000 | 7,000 | - | 0.0% |
| 54. | 55033503-610500 Motor Fuels | 6,902 | 17,141 | 8,000 | 6,943 | 13,000 | 13,000 | 5,000 | 62.5% |
| 55. | 55033503-610600 Tires & Tubes | | | | 2,867 | - | | - | 0.0% |
| 56. | 55033503-610700 Wearing Apparel | 2,071 | 2,458 | 2,500 | 2,695 | 2,500 | 2,500 | - | 0.0% |
| 57. | 55033503-611100 Safety & Regulatory Training | 3,569 | 2,944 | 5,500 | 5,488 | 5,500 | 5,500 | - | 0.0% |
| 58. | 55033503-620100 Aviation Fuel | 214,019 | 423,522 | 225,000 | 254,891 | 397,500 | 397,500 | 172,500 | 76.7% |
| 59. | 55033503-620200 Credit Card Processing Fees | 4,030 | 10,247 | 4,000 | 5,665 | 7,250 | 7,250 | 3,250 | 81.3% |
| 60. | 55033503-680000 Miscellaneous Expense | - | 25,550 | - | 9,653 | - | | - | 0.0% |

CAPITAL IMPROVEMENT PLAN (CIP)

FY2024 - 2028

Preliminary

Apr 04, 2023

| | | FY24 | | | FY25 | FY26 | FY27 | FY28 |
|------------|--|------------|---------|--------------|--------------|--------------|--------------|--------------|
| Department | Project | Total | Expense | Bond | | | | |
| 1. | TOTAL | \$ 346,355 | \$ - | \$ 1,804,600 | \$ 1,682,000 | \$ 1,650,900 | \$ 7,068,500 | \$ 2,828,744 |
| 3. | Administration | \$ 56,000 | \$ - | \$ 56,000 | \$ 32,000 | \$ 539,147 | \$ - | \$ - |
| 4. | Painting City Hall - Phase 1 | 36,000 | | 36,000 | | | | |
| 5. | Brick Work - steps and repointing | 20,000 | | 20,000 | | | | |
| 6. | Painting City Hall - Phase 2 | | | | 32,000 | | | |
| 7. | Pinegrove Chapel Repair | | | | | 539,147 | | |
| 9. | Information Technology | - | - | 240,000 | - | - | - | - |
| 10. | Network Redesign/Infrastructure Replacement | | | 240,000 | | | | |
| 13. | Fire & Rescue | \$ 210,000 | \$ - | \$ 110,000 | \$ 275,000 | \$ 80,000 | \$ 6,000,000 | \$ 240,000 |
| 14. | | | | - | | | | |
| 15. | Fire Chief Vehicle (moved from operating budget) | 50,000 | | 50,000 | | | | |
| 16. | Public Safety Substation Design | 60,000 | | 60,000 | | | | |
| 17. | Utility Truck (replacement) | 100,000 | | - | | | | |
| 18. | Ambulance Remount | | | | | | | 240,000 |
| 19. | Radio Upgrade (Fire Shared with Police) | | | | 120,000 | | | |
| 20. | Central Station HVAC Units (4) | | | | 155,000 | | | |
| 21. | Fire Extrication Tools | | | | | 80,000 | | |
| 22. | Public safety Substation Construction | | | | | | 6,000,000 | |
| 24. | Parks and Recreation | \$ 40,000 | \$ - | \$ 40,000 | \$ - | \$ - | \$ - | \$ - |
| 25. | Aerator (replacement) | 15,000 | | 15,000 | | | | |
| 26. | Ballfield Groomer (replacement) | 25,000 | | 25,000 | | | | |
| 27. | Pine Ridge Phase 2 | | | | | | | 500,000 |
| 28. | Wide Area Mower | | | | | 75,000 | | |
| 29. | Tractor (Subcompact) | | | | | 40,000 | | |
| 30. | Pine Ridge Golf Course Storage Garage (rebuild) | | | | | | | 100,000 |
| 31. | Pick-up Truck | | | | | | 50,000 | |
| 32. | Quarry Road - Sewer & Water | | | | | | | |

CAPITAL IMPROVEMENT PLAN (CIP)

FY2024 - 2028

Preliminary

Apr 04, 2023

| | | FY24 | | | FY25 | FY26 | FY27 | FY28 |
|------------|---|------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Department | Project | Total | Expense | Bond | | | | |
| 33. | | | | | | | | |
| 34. | Public Works | \$ 81,755 | \$ - | \$ 1,400,000 | \$ 1,270,000 | \$ 1,490,000 | \$ 1,000,000 | \$ 2,000,000 |
| 35. | Annual Paving Program | 81,755 | | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| 36. | Frontmount Snowblower (replacement) | | - | 200,000 | | | | |
| 37. | Roadside Flail Mower (replacement) | | - | 125,000 | | | | |
| 38. | R2 Roll-off container (replacement) | | - | 75,000 | | | | |
| 39. | Front-end Loader (replacement) | | | | 195,000 | | | |
| 40. | Mechanical Sweeper | | | | | 290,000 | | |
| 41. | Hydraulic Lift | | | | 75,000 | | | |
| 42. | Single Axle Truck (replacement) | | | | | 140,000 | | |
| 43. | Skidsteer | | | | | 60,000 | | |
| 44. | Quarry Rd - paving | | | | | | | 1,000,000 |
| 46. | | | | - | | | | |
| 47. | Police | \$ 14,600 | \$ - | \$ 14,600 | \$ 137,000 | \$ 23,400 | \$ - | \$ 178,744 |
| 48. | Range Storage Units-2 Conex Boxes | | - | - | | 23,400 | | |
| 49. | Radio Upgrade Police Project 4 | - | - | - | 130,000 | | | |
| 50. | Records Management System | | - | - | | | | 178,744 |
| 51. | Upgrade-Lasershot Firearm Conversion Kits | 6,500 | | 6,500 | | | | |
| 52. | Remote Access Surveillance Camera | 8,100 | | 8,100 | | | | |
| 53. | Duty Pistol Upgrade | | | | 7,000 | | | |
| 54. | Firearm Range Building | | | | | | | 220,000 |
| 55. | K9 Program - 2nd K-9 team, with vehicle | | | | | | 62,000 | |
| 56. | TruNarc Scanning Device | | | | | | 25,000 | |
| 57. | | | | | | | | |

| | Airport | Alfond Commons | Downtown | Gas Pipeline | Hathaway (Lockwood 1) | City Center | Mt. Merici (Housing) | Gilman Place (Housing) | Lockwood Mill (2) | Seton Hospital (ED) | Seton Tower (Housing) | Manor Gardens | Trafton Rd | Kennebec Realty Partners (KRP)/Dupres |
|---------------------------------------|----------|----------------|----------|--------------|-----------------------|-------------|----------------------|------------------------|-------------------|---------------------|-----------------------|---------------|------------|---------------------------------------|
| Balance as of 6/30/22 | 7,585 | 57,177 | 53,177 | 3,758 | 45,283 | 18,249 | 9,394 | 24,041 | | | | | | |
| FY24 Projected TIF Revenue | 27,618 | 185,370 | 307,941 | 367,291 | 235,881 | 541,322 | 42,813 | 36,635 | 220 | - | - | - | - | - |
| CEA Payments FY24 | | (120,370) | | | (160,399) | | (32,110) | (16,486) | (165) | | | | | |
| Available after CEA payments | 35,203 | 122,177 | 361,118 | 371,049 | 120,765 | 559,571 | 20,097 | 44,190 | 55 | - | - | - | - | - |
| FY24 Uses: | | | | | | | | | | | | | | |
| Airport Facilities | (27,618) | | | | | | | | | | | | | |
| Mid-Maine Chamber Dues | | (4,700) | | | | | | | | | | | | |
| First Park | | (43,012) | | | | | | | | | | | | |
| Marketing | | (17,288) | (7,712) | | | | | | | | | | | |
| City Economic Development Staff Costs | | | (57,537) | (256,413) | (51,071) | (212,787) | | | | | | | | |
| Debt Service (Fire Truck) | | | (81,000) | | | | | | | | | | | |
| Bond Interest | | | (65,000) | | | | | | | | | | | |
| CMGC | | | (71,750) | | | (71,750) | | | | | | | | |
| Waterville Creates - Event Support | | | (35,000) | | | | | | | | | | | |
| AYCC (needy youth) | | | | (10,000) | | | | | | | | | | |
| KVCOG dues | | | | (18,773) | | | | | | | | | | |
| Maine Development Foundation | | | | (350) | | | | | | | | | | |
| KVCAP Transportation | | | | | | (10,000) | (10,000) | | | | | | | |
| Debt Service(BUILD Project Bond) | | | | | | (60,000) | | | | | | | | |
| Infrastructure Costs | | | | (81,755) | | | | | | | | | | |
| School Costs | | | | | | | | (20,149) | | | | | | |
| Balance FY24 to TIF Reserve | 0 | - | (10,058) | 0 | 24,411 | 186,785 | 703 | 0 | 55 | - | - | - | - | - |
| Balance remaining | 7,585 | 57,177 | 33,060 | 3,759 | 94,105 | 391,820 | 10,800 | 24,041 | 110 | - | - | - | - | - |



CITY OF WATERVILLE

CITY COUNCIL

ORDER 105 - 2023

APPROPRIATION OF MUNICIPAL AND SCHOOL OPERATING BUDGETS
FOR THE PERIOD OF JULY 1, 2023 THROUGH JUNE 30, 2024

BE IT ORDERED by City Council of the City of Waterville acting as the municipal officers as follows:

TOTAL BUDGET

THAT the amount to be raised and appropriated for municipal general and school department operating budgets, including debt services, county tax, library, airport maintenance, Mid-Maine Tech Center, and adult education shall not exceed the sum of:

| <u>As Presented</u> | <u>1st Reading</u> | <u>2nd Reading As Amended & Adopted</u> |
|--------------------------|--------------------------|---|
| \$ 56,741,955 | \$ 56,741,955 | \$ 56,343,969 |

GENERAL OPERATING BUDGET FOR MUNICIPAL DEPARTMENTS

BE IT FURTHER ORDERED, THAT the sum to be raised and appropriated for the operating budget for municipal departments, including debt service, county tax, airport maintenance and library shall not exceed the sum of:

~~\$ 26,468,857~~ ~~\$ 26,468,857~~ \$ 26,070,871

GENERAL OPERATING BUDGET FOR SCHOOL DEPARTMENT

BE IT FURTHER ORDERED, THAT the sum to be raised and appropriated for the school department operating budget including Mid-Maine Tech Center shall not exceed the sum of:

~~\$ 29,769,183~~ ~~\$ 29,769,183~~ \$ 29,769,183

SCHOOL DEPARTMENT ADULT EDUCATION OPERATING BUDGET

BE IT FURTHER ORDERED, that the sum to be raised and appropriated for adult education shall not exceed the sum of:

~~\$ 503,915~~ ~~\$ 503,915~~ \$ 503,915

ESTIMATED REVENUES

BE IT FURTHER ORDERED, THAT the following sums be applied to the specific municipal and school department budgets to reduce the net amount to be raised by property taxation; and THAT, if shortfalls occur in projected revenues, department expenditures shall be reduced accordingly.

| | <u>As Presented</u> | <u>1st Reading</u> | <u>2nd Reading As Amended & Adopted</u> |
|--|--------------------------|--------------------------|---|
| MUNICIPAL REVENUES (excluding TIFs) | | | |
| State Revenue Sharing | \$ 4,574,570 | \$ 4,574,570 | \$ 4,774,570 |
| General Non-tax Revenue | \$ 9,045,655 | \$ 9,045,655 | \$ 9,321,435 |
| Use of Fund Balance | \$ 1,900,000 | \$ 1,900,000 | \$ 2,000,000 |
| Total Municipal Revenue | \$ 15,520,225 | \$ 15,520,225 | \$ 16,096,005 |
| SCHOOL REVENUES | | | |
| State Aid for Education | \$ 18,293,244 | \$ 18,293,244 | \$ 18,293,244 |
| General Non-tax Revenue | \$ 1,178,348 | \$ 1,178,348 | \$ 1,178,348 |
| Adult Ed | \$ 202,344 | \$ 202,344 | \$ 202,344 |
| Total School Revenue | \$ 19,673,936 | \$ 19,673,936 | \$ 19,673,936 |
| TOTAL REVENUES | \$ 35,194,161 | \$ 35,194,161 | \$ 35,769,941 |

SUMMARY

| MUNICIPAL (excluding Overlay and TIFs) | | | |
|---|--------------------------|--------------------------|---------------|
| Appropriations | \$ 25,174,324 | \$ 25,174,324 | \$ 25,122,693 |
| County Tax | 948,178 | 948,178 | 948,178 |
| Capital Improvements | \$ 346,355 | \$ 346,355 | \$ 0 |
| Total Municipal Appropriations | \$ 26,468,857 | \$ 26,468,857 | \$ 26,070,871 |
| Revenues | \$ 15,520,225 | \$ 15,520,225 | \$ 16,096,005 |
| To Be Raised by Taxation | \$ 10,948,632 | \$ 10,948,632 | \$ 9,974,866 |
| SCHOOLS | | | |
| Appropriations | \$ 30,273,098 | \$ 30,273,098 | \$ 30,273,098 |
| Revenues | \$ 19,673,936 | \$ 19,673,936 | \$ 19,673,936 |
| To Be Raised by Taxation | \$ 10,599,162 | \$ 10,599,162 | \$ 10,599,162 |
| TO BE RAISED BY TAXATION | | | |
| TOTAL TO BE RAISED BY TAXATION | \$ 21,547,794 | \$ 21,547,794 | \$ 20,574,028 |

OTHER FUNDS

BE IT FURTHER NOTED THAT the following amounts were appropriated from their respective funds for their budgeted operations as part of total municipal revenues:

| | <u>As Presented</u> | <u>1st Reading</u> | <u>2nd Reading As Amended & Adopted</u> |
|--------------|-----------------------|-----------------------|---|
| Airport Fund | \$ 873,979 | \$ 873,979 | \$ 839,485 |

