

SUMMARY

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	PROPOSED FY2026	\$ CHANGE	% CHANGE
1. PROPERTY TAX LEVY	\$ 19,691,736	\$ 22,894,552	\$ 23,311,918	\$ 23,647,794	\$ 335,876	1.44%
2.						
3. CITY	\$ 7,366,131	\$ 9,026,688	\$ 8,896,732	\$ 8,960,449	\$ 63,717	0.72%
4.	37%	39%	38%	38%		
5. SCHOOLS	\$ 9,635,300	\$ 10,599,162	\$ 11,081,202	\$ 11,225,984	\$ 144,782	1.31%
6.	49%	46%	48%	47%		
7. COUNTY	\$ 938,369	\$ 948,178	\$ 1,203,227	\$ 1,317,050	\$ 113,823	9.46%
8.	5%	4%	5%	6%		
9. TAX INCREMENT FINANCE FUNDS	\$ 1,569,793	\$ 1,895,054	\$ 1,944,017	\$ 1,957,571	\$ 13,554	0.70%
10.	8%	8%	8%	8%		
11. OVERLAY	\$ 182,143	\$ 425,470	\$ 186,740	\$ 186,740	\$ -	
12.	0.92%	1.86%	0.80%	0.79%		
13.						
14. TOTAL REVENUES WITHOUT TAX LEVY	\$ 34,612,378	\$ 36,768,653	\$ 38,577,975	\$ 41,494,215	\$ 2,916,240	7.56%
15.						
16. CITY	\$ 15,810,300	\$ 17,094,717	\$ 17,376,912	\$ 18,511,512	\$ 1,134,600	6.53%
17.	46%	46%	45%	45%	39%	
18. SCHOOLS	\$ 18,802,078	\$ 19,673,936	\$ 21,201,063	\$ 22,982,703	\$ 1,781,640	8.40%
19.	54%	54%	55%	55%	61%	
20.						
21. TOTAL COST	\$ 48,609,767	\$ 55,122,083	\$ 59,333,796	\$ 62,997,698	\$ 3,663,902	6.18%
22.						
23. CITY	\$ 21,149,331	\$ 23,900,807	\$ 25,848,304	\$ 27,471,961	\$ 1,623,656	6.28%
24.	44%	43%	44%	44%	44%	
25. SCHOOLS	\$ 26,522,067	\$ 30,273,098	\$ 32,282,265	\$ 34,208,687	\$ 1,926,422	5.97%
26.	55%	55%	54%	54%	53%	
27. COUNTY	\$ 938,369	\$ 948,178	\$ 1,203,227	\$ 1,317,050	\$ 113,823	9.46%
28.	2%	2%	2%	2%	3%	

REVENUE PROJECTION

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. REVENUE PROJECTIONS	\$ 54,304,103	\$ 59,663,205	\$ 61,889,893	\$ 40,186,938	\$ 60,891,513	\$ 64,806,133	\$ (2,916,240)	(4.7%)
2. PROPERTY TAXES	19,691,725	22,894,552	23,311,918	15,291,401	23,311,918	23,311,918	0	0.0%
3.								
4. ALL OTHER CITY REVENUES	\$ 15,810,300	\$ 17,094,717	\$ 17,376,912	\$ 15,058,569	\$ 14,596,892	\$ 18,511,512	\$ 1,134,600	6.5%
5. CITY DEPARTMENTAL REVENUES	5,238,993	5,721,455	5,367,740	3,661,772	5,322,282	5,375,282	7,542	0.1%
6. OTHER REVENUES	2,734,896	2,713,664	2,796,936	1,716,798	2,786,879	2,829,000	32,064	1.1%
7. INTERGOVERNMENTAL	5,318,940	6,509,598	6,612,236	7,079,999	4,721,308	8,557,230	1,944,994	29.4%
8. USE OF FUND BALANCE OR OTHER SOURCE	2,517,470	2,150,000	2,600,000	2,600,000	1,766,423	1,750,000	(850,000)	(32.7%)
9.								
10.								
11.								
12. SCHOOLS REVENUES	18,802,078	19,673,936	21,201,063	9,836,968	22,982,703	22,982,703	1,781,640	8.4%
13.								
14. PROPERTY TAX - NET TIF REVENUE (Unrestricted Use)	\$ 19,691,725	\$ 22,894,552	\$ 23,311,918	\$ 15,291,401	\$ 23,311,918	\$ 23,311,918	\$ (13,554)	(0.1%)
15. Real Estate Taxes	18,117,102	21,574,159	21,886,706	13,915,175	21,886,706	21,886,706	-	0.0%
16. Personal Property Taxes	1,574,623	1,320,393	1,425,212	1,376,226	1,425,212	1,425,212	-	0.0%
17.								
18. TIF Revenue	1,569,793	1,895,054	1,944,017	1,944,017	1,957,571	1,957,571	(13,554)	(0.7%)
19.								
20. CITY DEPARTMENTAL REVENUES	\$ 5,238,993	\$ 5,721,455	\$ 5,367,740	\$ 3,661,772	\$ 5,322,282	\$ 5,375,282	\$ 7,542	582.6%
21. ADMINISTRATION	408,251	350,230	23,688	24,617	62,500	66,388	42,700	180.3%
22. AIRPORT	718,508	707,051	793,099	534,217	813,729	813,729	20,630	2.6%
23. ASSESSING	29,870	29,658	8,200	8,200	22,150	28,874	20,674	252.1%
24. CEMETERY	17,825	14,525	12,000	29,927	12,000	12,000	-	0.0%
25. CITY CLERK - FEES & PERMITS	158,503	172,786	165,370	114,902	174,920	174,920	9,550	5.8%
26. CODE ENFORCEMENT	111,565	245,395	299,850	168,534	227,750	262,750	(37,100)	(12.4%)
27. DEBT SERVICE	318,085	206,000	431,000	425,956	274,531	274,531	(156,469)	(36.3%)
28. ENGINEERING	36,508	64,872	10,022	11,269	28,000	32,127	22,105	220.6%
29. FINANCE	83,034	85,205	58,700	41,068	74,650	77,382	18,682	31.8%
30. FIRE, RESCUE & EMERGENCY MEDICAL	1,657,876	1,734,844	1,725,500	961,597	1,642,000	1,662,000	(63,500)	(3.7%)
31. HEALTH AND WELFARE	242,870	117,794	94,670	24,057	100,460	100,460	5,790	6.1%
32. HUMAN RESOURCES	1,272	2,137	1,000	-	-	-	(1,000)	(100.0%)
33. INFORMATION TECHNOLOGY	74,500	153,560	78,218	80,686	81,000	81,000	2,782	3.6%
34. LIBRARY	38,162	60,349	88,575	53,824	93,075	93,075	4,500	5.1%
35. PARKS & RECREATION	205,379	214,668	169,700	138,459	152,100	157,100	(12,600)	(7.4%)
36. PLANNING & COMMUNITY DEVELOPMENT	116,999	163,273	93,998	41,798	110,900	108,429	14,431	15.4%
37. POLICE & PUBLIC SAFETY COMMUNICATIONS	386,748	687,604	749,150	587,273	763,717	783,717	34,567	4.6%
38. PUBLIC WORKS	633,038	711,501	565,000	415,388	688,800	646,800	81,800	14.5%
39.								
40. OTHER REVENUES	\$ 2,734,896	\$ 2,713,664	\$ 2,796,936	\$ 1,716,798	\$ 2,786,879	\$ 2,829,000	\$ 32,064	1.1%
41. EXCISE TAXES	2,156,367	2,204,292	2,161,200	1,125,169	2,180,000	2,205,000	43,800	2.0%
42. OTHER REVENUE	480,975	402,706	514,999	512,707	502,000	502,000	(12,999)	(2.5%)

REVENUE PROJECTION

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
43. RENTAL REVENUE	40,587	39,163	36,737	38,000	20,879	38,000	1,263	3.4%
44. PENALTIES & INTEREST	56,968	67,504	84,000	40,922	84,000	84,000	-	0.0%
45.								
46. EXCISE TAXES	\$ 2,156,367	\$ 2,204,292	\$ 2,161,200	\$ 1,125,169	\$ 2,180,000	\$ 2,205,000	\$ 43,800	2%
47. Motor Vehicle Excise	2,149,402	2,197,678	2,154,000	1,124,433	2,179,000	2,204,000	50,000	2.3%
48. Boat Excise	6,965	6,614	7,200	736	1,000	1,000	(6,200)	(86.1%)
49.								
50. MISC REVENUE	\$ 480,975	\$ 402,706	\$ 514,999	\$ 512,707	\$ 502,000	\$ 502,000	\$ (12,999)	-3%
51. Misc. Revenue	39,874	8,093	5,000	140	2,000	2,000	(3,000)	(60.0%)
52. Payment in Lieu of Taxes (WHA)	-	24,200	24,199	24,199	24,200	24,200	1	0.0%
53. Franchise Fee	184,897	161,553	170,000	162,000	160,000	160,000	(10,000)	(5.9%)
54. Interest & Investment Revenue	184,644	172,434	280,000	295,999	280,000	280,000	-	0.0%
55. Workers Comp Reimbursement	36,270	24,666	25,000	24,489	25,000	25,000	-	0.0%
56. Colby Parking Lot	35,290	11,760	10,800	5,880	10,800	10,800	-	0.0%
57.								
58. RENTAL REVENUE	\$ 40,587	\$ 39,163	\$ 36,737	\$ 38,000	\$ 20,879	\$ 38,000	\$ 1,263	3.4%
59. Rental Income	40,587	39,163	36,737	38,000	20,879	38,000	1,263	3.4%
60.								
61. PENALTIES & INTEREST	\$ 56,968	\$ 67,504	\$ 84,000	\$ 40,922	\$ 84,000	\$ 84,000	\$ -	0%
62. Interest On Taxes	41,234	43,504	60,000	24,451	60,000	60,000	-	0.0%
63. Lien Charges & Fees	15,733	24,000	24,000	16,471	24,000	24,000	-	0.0%
64.								
65. INTERGOVERNMENTAL	\$ 5,318,940	\$ 6,509,598	\$ 6,612,236	\$ 7,079,999	\$ 4,721,308	\$ 8,557,230	\$ 1,944,994	29.42%
66. State Aid - Roads	204,264	203,132	232,400	232,400	235,368	235,000	2,600	1.1%
67. State Revenue Sharing	3,323,357	4,753,979	4,903,691	5,243,000	2,886,537	6,600,000	1,696,309	34.6%
68. Homestead Reimbursement	1,367,422	1,115,496	1,000,136	1,041,639	971,868	1,100,000	99,864	10.0%
69. Veteran Exemptions Reimbursement	22,937	21,235	20,384	21,000	21,941	21,000	616	3.0%
70. BETE Reimbursement	344,000	354,040	401,425	385,000	493,038	435,000	33,575	8.4%
71. Tree Growth	-	-	510	-	597	-	(510)	(100.0%)
72. Solar Exempt Reimbursement	-	3,163	510	100,000	111,960	110,000	109,490	21,476.2%
73. First Park Reimbursement	56,960	58,553	53,180	56,960	-	56,230	3,050	5.7%
74.								

REVENUE PROJECTION

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
75. OTHER FUNDING SOURCES	\$ 2,517,470	\$ 2,150,000	\$ 2,600,000	\$ 2,600,000	\$ 1,766,423	\$ 1,750,000	\$ (850,000)	-28.57%
76. USE OF FUND BALANCE	2,085,000	2,000,000	2,450,000	2,450,000	2,000,000	1,750,000	(700,000)	(28.6%)
77. USE OF TIF FUND BALANCE	182,470	-	-	-	(233,577)	-	-	0.0%
78. USE OF ARPA FUNDS	-	150,000	150,000	150,000	-	-	(150,000)	(100.0%)
79. USE OF CAPITAL UNASSIGEND FUND	250,000	-	-	-	-	-	-	0.0%
80.								
81. OTHER FUNDING SOURCES	\$ 322,000	\$ 798,311	\$ 1,401,001	\$ 1,077,628	\$ 768,617	\$ 775,316		
82. TIF REVENUES-NON DEPARTMENT	322,000	798,311	1,401,001	1,077,628	768,617	775,316		
83.								
84. SCHOOLS REVENUES	\$ 18,802,078	\$ 19,673,936	\$ 21,201,063	\$ 9,836,968	\$ 22,982,703	\$ 22,982,703	\$ 1,781,640	8.4%
85. STATE SUBSIDIES	17,395,020	18,293,244	19,737,680	9,146,622	21,534,861	21,534,861	1,797,181	9.1%
86. SURPLUS (CARRYOVER)	300,000	300,000	300,000	150,000	300,000	300,000	-	0.0%
87. SCHOOL REVENUES	855,382	805,826	800,451	402,913	819,876	819,876	19,425	2.4%
88. SHARED PROGRAM REVENUES	73,840	72,522	90,698	36,261	105,383	105,383	14,685	16.2%
89. ADULT EDUCATION	177,836	202,344	272,234	101,172	222,583	222,583	(49,651)	(18.2%)

EXPENSE PROJECTION

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET 2025	FY2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. TOTAL COST	\$ 48,609,767	\$ 55,122,083	\$ 59,333,796	\$ 32,583,620	\$ 63,224,899	\$ 62,997,698	\$ 3,663,902	6.18%
2.								
3. CITY OPERATING COSTS	21,149,331	23,900,807	25,848,304	16,243,847	27,691,811	27,471,961	1,623,656	6.3%
4. CITY CAPITAL EXPENSES	-	-	-	-	-	-	-	.0%
5. SCHOOLS OPERATING COSTS	26,522,067	30,273,098	32,282,265	15,136,546	34,208,687	34,208,687	1,926,422	6.0%
6. COUNTY TAX	938,369	948,178	1,203,227	1,203,227	1,324,400	1,317,050	113,823	9.5%
7.								
8.								
9. CITY OPERATING COSTS	\$ 21,149,331	\$ 23,900,807	\$ 25,848,304	\$ 16,243,847	\$ 27,691,811	\$ 27,471,961	\$ 1,623,656	6.3%
10. ADMINISTRATION	982,150	1,279,013	1,251,707	733,452	1,226,234	1,415,736	164,029	13.1%
11. AIRPORT	789,218	821,652	882,856	568,222	903,485	898,485	15,629	1.8%
12. ASSESSOR	194,464	224,375	207,253	131,316	205,741	204,491	(2,762)	(1.3%)
13. CEMETERY	38,367	35,682	58,687	14,954	68,661	66,339	7,652	13.0%
14. CITY CLERK	226,316	275,988	298,306	196,519	195,004	191,004	(107,302)	(36.0%)
15. CODE ENFORCEMENT	276,443	369,203	396,732	229,006	418,134	418,134	21,402	5.4%
16. CUSTOMER SERVICE	-	-	-	-	270,744	270,544	270,544	100.0%
17. DEBT SERVICE	2,131,538	2,397,609	2,372,955	1,603,009	2,319,000	2,319,000	(53,955)	(2.3%)
18. ENGINEERING	147,098	164,333	130,720	85,780	135,594	135,594	4,874	3.7%
19. FINANCE	506,837	543,399	590,308	369,142	447,346	446,346	(143,962)	(24.4%)
20. FIRE, RESCUE & EMEREGENCY MEDICAL SERVICES	4,333,276	4,828,172	5,035,100	3,113,928	5,434,487	5,415,586	380,486	7.6%
21. HEALTH & WELFARE	296,118	301,912	342,100	168,319	344,188	344,188	2,088	.6%
22. HUMAN RESOURCES	665,502	717,863	803,444	474,156	1,208,800	947,790	144,346	18.0%
23. INFORMATION TECHNOLOGY	509,902	652,055	688,297	470,969	719,283	716,361	28,064	4.1%
24. LIBRARY	787,156	902,520	1,033,889	609,597	1,116,430	1,103,930	70,041	6.8%
25. PARKS & RECREATION	742,015	815,763	805,517	523,791	868,945	827,945	22,428	2.8%
26. PLANNING	119,423	174,298	219,916	143,490	226,562	226,812	6,896	3.1%
27. POLICE & PUBLIC SAFETY COMMUNICATIONS	4,594,577	5,445,560	6,382,833	4,373,164	7,028,655	6,902,630	519,797	8.1%
28. PUBLIC WORKS	3,808,932	3,949,409	4,347,684	2,435,034	4,536,118	4,621,044	273,360	6.3%
29. THIRD PARTY REQUESTS	-	2,000	-	-	18,400	-	-	.0%
30.								
31.								
32. CITY CAPITAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	.0%
33. CAPITAL IMPROVEMENTS	-	-	-	-	-	-	-	.0%
34.								
35.								

EXPENSE PROJECTION

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET 2025	FY2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
36. SCHOOLS OPERATING COSTS	\$ 26,522,067	\$ 30,273,098	\$ 32,282,265	\$ 15,136,546	\$ 34,208,687	\$ 34,208,687	\$ 1,926,422	6.0%
37. SPECIAL SERVICES/TUTORS/MAIN OFFICE	5,455,468	6,600,778	7,203,676	3,300,389	7,650,191	7,650,191	446,515	6.2%
38. GEORGE J MITCHELL SCHOOL	3,394,252	3,879,684	4,224,007	1,939,842	4,289,703	4,289,703	65,696	1.6%
39. ALBERT S HALL SCHOOL	2,196,094	2,280,323	2,487,712	1,140,162	2,624,902	2,624,902	137,190	5.5%
40. WATERVILLE JUNIOR HIGH	3,122,805	3,503,150	3,550,382	1,751,575	3,604,160	3,604,160	53,778	1.5%
41. WATERVILLE SENIOR HIGH	4,900,796	5,598,340	5,711,201	2,799,170	6,022,690	6,022,690	311,489	5.5%
42. MID-MAINE TECHNICAL CENTER	2,291,547	2,586,039	2,865,103	1,293,019	3,089,054	3,089,054	223,951	7.8%
43. ADULT EDUCATION	505,494	506,509	559,447	253,254	701,091	701,091	141,644	25.3%
44. ELL	139,110	287,152	479,898	143,576	658,301	658,301	178,403	37.2%
45. HEALTH SERVICES	278,579	377,741	424,165	188,870	449,939	449,939	25,774	6.1%
46. ALTERNATIVE EDUCATION & TEEN PARENT	412,895	452,470	478,054	226,235	501,585	501,585	23,531	4.9%
47. CERTIFICATION	9,279	22,627	20,588	11,313	12,086	12,086	(8,502)	(41.3%)
48. DISTRICT TECHNOLOGY	710,582	751,635	714,285	375,817	779,329	779,329	65,044	9.1%
49. DISTRICT WIDE COORDINATORS	2,163	3,777	7,957	1,888	5,554	5,554	(2,403)	(30.2%)
50. BOARD OF EDUCATION / CENTRAL OFFICE	2,034,192	2,003,727	2,096,002	1,001,863	2,294,240	2,294,240	198,238	9.5%
51. TRANSPORTATION	1,068,811	1,419,146	1,459,788	709,573	1,525,864	1,525,864	66,076	4.5%
52. AREA RESOURCE CENTER	-	-	-	-	-	-	-	.0%
53.								
54. COUNTY TAX	\$ 938,369	\$ 948,178	\$ 1,203,227	\$ 1,203,227	\$ 1,317,050	\$ 1,317,050	\$ 113,823	9.5%
55. COUNTY TAX	938,369	948,178	1,203,227	1,203,227	1,317,050	1,317,050	113,823	9.5%
56.								
57.								
58. DO NOT INCLUDE FUNDED BY TIF REVENUES								
59. CITY NON-OPERATING COSTS	\$ 653,891	\$ 1,586,871	\$ 1,707,172	\$ 1,383,799	\$ 1,084,953	\$ 1,156,309	\$ (550,863)	(32.3%)
60. CEA PAYMENTS	331,891	329,530	306,171	306,171	316,336	316,336	10,165	3.3%
61. TIF APPROPRIATIONS NON-DEPARTMENTAL	322,000	798,311	1,401,001	1,077,628	768,617	775,316	(625,685)	(44.7%)
62. TO TIF RESERVES	-	459,030	-	-	-	64,657	64,657	.0%

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, and two Executive Assistants. This Department includes the City Hall Maintenance Budget. The Maintenance Personnel consists of one full-time maintenance supervisor and one part-time position.

ADMINISTRATION

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
NET COST	\$ 573,899	\$ 928,783	\$ 1,228,019	\$ 708,836	\$ 1,163,734	\$ 1,349,348	\$ 121,329	9.9%
TOTAL REVENUE	(408,251)	(350,230)	(23,688)	(24,617)	(62,500)	(66,388)	(42,700)	180.3%
TOTAL COST	982,150	1,279,013	1,251,707	733,452	1,226,234	1,415,736	164,029	13.1%
LABOR vs. NON-LABOR COST	\$ 982,150	\$ 1,279,013	\$ 1,251,707	\$ 733,452	\$ 1,226,234	\$ 1,415,736	\$ 164,029	13.1%
TOTAL LABOR COST	479,759	548,367	603,287	307,113	540,109	540,111	(63,176)	(10.5%)
	49%	43%	48%	42%	44%	38%		
TOTAL NON-LABOR COST	502,390	730,646	648,420	426,339	686,125	875,625	227,205	35.0%
	51%	57%	52%	58%	56%	62%		
TOTAL REVENUE	\$ 408,251	\$ 350,230	\$ 23,688	\$ 24,617	\$ 62,500	\$ 66,388	\$ (42,700)	(180.3%)
10002000-446200 Miscellaneous Legal Instrument	-	-	-	929	-	-	-	-
TIF Revenue Staff Offset	408,251	350,230	23,688	23,688	60,000	63,888	(40,200)	(169.7%)
Tif Revenue Training Costs	-	-	-	-	2,500	2,500	(2,500)	100.0%
TOTAL COST	\$ 982,150	\$ 1,279,013	\$ 1,251,707	\$ 733,452	\$ 1,226,234	\$ 1,415,736	\$ 164,029	13.1%
TOTAL ADMINISTRATION COST	449,770	471,015	564,821	256,416	484,237	481,738	(83,083)	(14.7%)
TOTAL CITY HALL MAINTENANCE COST	173,538	185,734	209,018	123,630	229,915	214,916	5,898	2.8%
TOTAL GENERAL OPERATING COST	330,752	367,153	342,550	277,376	376,000	376,000	33,450	9.8%
TOTAL MAYOR AND CITY COUNCIL COST	28,090	255,110	135,318	76,030	136,082	343,082	207,764	153.5%
TOTAL ADMINISTRATION COST	\$ 449,770	\$ 471,015	\$ 564,821	\$ 256,416	\$ 484,237	\$ 481,738	\$ (83,083)	(14.7%)
ADMINISTRATION LABOR COST	\$ 399,152	\$ 451,586	\$ 499,021	\$ 243,107	\$ 428,687	\$ 428,688	\$ (70,333)	(14.1%)
10022001-511000 Full Time Salaries & Wages	286,202	332,438	359,158	184,565	324,522	324,522	(34,636)	(9.6%)
10022001-514000 Part Time & Temporary Wages	-	-	-	-	-	-	-	0.0%
10022001-521000 FICA	17,818	19,950	22,926	11,082	20,344	20,344	(2,582)	(11.3%)
10022001-522000 Medicare	4,167	4,666	5,362	2,592	4,758	4,758	(604)	(11.3%)
10022001-522300 Maine Paid Leave	-	-	-	285	1,641	1,641	1,641	100.0%
10022001-523100 Maine Pers	-	24,442	14,051	9,455	14,800	14,800	749	5.3%
10022001-523300 Deferred Compensation	14,708	4,047	4,169	3,155	9,673	9,673	5,504	132.0%

ADMINISTRATION

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE	
37.	10022001-524100	Group Health Insurance	66,955	53,005	76,205	25,561	45,400	45,400	(30,805)	(40.4%)
38.	10022001-524200	Dental Insurance	2,267	2,694	4,150	1,280	2,300	2,300	(1,850)	(44.6%)
39.	10022001-524300	Disability & Life Insurance	1,633	1,573	2,200	899	1,650	1,650	(550)	(25.0%)
40.	10022001-529000	Misc Benefits (Moving Allowance - Ne	-	1,918	-	1,810	-	-	-	0.0%
41.	10022001-587100	Car Allowance	5,400	6,854	10,800	2,423	3,600	3,600	(7,200)	(66.7%)
42.										
43.	ADMINISTRATION OPERATING COST		\$ 50,618	\$ 19,430	\$ 65,800	\$ 13,309	\$ 55,550	\$ 53,050	\$ (12,750)	(19.4%)
44.										
45.	10022003-530000	Dues & Memberships	4,496	2,826	6,000	1,501	2,000	2,000	(4,000)	(66.7%)
46.	10022003-532000	Training and Workshops	2,333	2,712	4,650	2,134	2,500	2,500	(2,150)	(46.2%)
47.	10022003-553500	Advertising	2,629	1,573	3,000	513	2,000	2,000	(1,000)	(33.3%)
48.	10022003-555000	Printing	483	1,566	2,000	461	2,000	2,000	-	0.0%
49.	10022003-561100	Land Lease	14,830	3,000	-	-	-	-	-	0.0%
50.	10022003-587000	Mileage	-	-	200	-	200	200	-	0.0%
51.	10022003-587500	Travel for Training & Conferences	2,320	1,029	6,400	1,726	3,200	3,200	(3,200)	(50.0%)
52.	10022003-610100	Office Supplies	778	1,351	2,600	813	2,600	2,600	-	0.0%
53.	10022003-611400	Books, Subscription	1,378	513	750	750	750	750	-	0.0%
54.	10022003-612300	Food and Meals	237	385	200	200	300	300	100	50.0%
55.	10022003-680000	Miscellaneous Expense	8,046	3,293	25,000	2,195	25,000	22,500	(2,500)	(10.0%)
56.	10022003-685000	Contingency	13,086	1,182	15,000	3,764	15,000	15,000	-	0.0%
57.										
58.	TOTAL CITY HALL MAINTENANCE COST		\$ 173,538	\$ 185,734	\$ 209,018	\$ 123,630	\$ 229,915	\$ 214,916	\$ 5,898	2.8%
59.										
60.	CITY HALL MAINTENANCE LABOR COST		\$ 67,689	\$ 77,997	\$ 88,118	\$ 54,990	\$ 93,960	\$ 93,961	\$ 5,843	6.6%
61.										
62.	10022011-511000	Full Time Salary & Wages	39,973	43,727	44,076	30,148	41,715	41,715	(2,361)	(5.4%)
63.	10022011-512100	Overtime	6,348	10,840	7,500	1,649	7,500	7,500	-	0.0%
64.	10022011-514000	Part Time & Temporary Wages	14,985	7,760	19,473	12,216	26,988	26,988	7,515	38.6%
65.	10022011-521000	FICA	3,790	3,730	4,870	2,645	4,458	4,458	(412)	(8.5%)
66.	10022011-522000	Medicare	886	872	1,139	619	1,043	1,043	(96)	(8.4%)
67.	10022011-522300	Maine Paid Leave	-	-	-	17	357	357	357	100.0%
68.	10022011-523300	Deferred compensation	-	-	-	-	-	-	-	0.0%

ADMINISTRATION

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
69.	10022011-524100 Group Health Insurance	948	9,952	9,860	6,876	10,700	10,700	840	8.5%
70.	10022011-524200 Dental insurance	521	521	550	352	550	550	-	0.0%
71.	10022011-524300 Disability & Life Insurance	163	42	50	28	50	50	-	0.0%
72.	10022011-610800 & Clothing	76	552	600	440	600	600	-	0.0%
73.									
74.	CITY HALL MAINTENANCE OPERATING COST	\$ 105,849	\$ 107,737	\$ 120,900	\$ 68,640	\$ 135,955	\$ 120,955	\$ 55	0.0%
75.									
76.	10022013-544000 Professional Services	-	-	-	450	-	-	-	0.0%
77.	10022013-557300 Sewer & Water	4,889	5,701	6,500	3,744	7,370	7,370	870	13.4%
78.	10022013-557500 Electricity	28,915	35,692	37,000	23,684	39,185	39,185	2,185	5.9%
79.	10022013-557700 Heating Fuel	27,028	23,960	25,000	5,771	27,000	27,000	2,000	8.0%
80.	10022013-564000 Equip/Vehicle Rental	234	-	-	-	-	-	-	0.0%
81.	10022013-577000 & Facility Maintenance	41,052	38,043	45,000	30,650	55,000	40,000	(5,000)	(11.1%)
82.	10022013-587000 Mileage	179	176	200	155	200	200	-	0.0%
83.	10022013-610700 Wearing Apparel	108	-	600	258	600	600	-	0.0%
84.	10022013-611000 Cleaning Supplies	3,159	3,870	4,000	3,356	4,000	4,000	-	0.0%
85.	10022013-611200 Small Tools	283	295	2,600	571	2,600	2,600	-	0.0%
86.									
87.	GENERAL OPERATING COST	\$ 330,752	\$ 367,153	\$ 342,550	\$ 277,376	\$ 376,000	\$ 376,000	\$ 33,450	9.8%
88.									
89.	10022023-544100 Professional Services - Legal	78,228	76,294	60,000	36,661	70,000	70,000	10,000	16.7%
90.	10022023-544200 Professional Services - Audit	39,000	39,000	39,750	4,000	42,000	42,000	2,250	5.7%
91.	10022023-544300 Professional Services - General	12,467	34,947	15,000	19	15,000	15,000	-	0.0%
92.	10022023-551000 Property & General Liability Insurance	185,945	195,144	203,800	223,148	225,000	225,000	21,200	10.4%
93.	10022023-561500 Postage	15,113	21,768	24,000	13,548	24,000	24,000	-	0.0%
94.									
95.									
96.	TOTAL MAYOR AND CITY COUNCIL COST	\$ 28,090	\$ 255,110	\$ 135,318	\$ 76,030	\$ 136,082	\$ 343,082	\$ 207,764	153.5%
97.									
98.	MAYOR AND CITY COUNCIL LABOR COST	\$ 12,918	\$ 18,785	\$ 16,148	\$ 9,016	\$ 17,462	\$ 17,462	\$ 1,314	8.1%
99.									
100.	10011101-511500 Council Salaries	7,000	11,625	10,000	5,875	10,500	10,500	500	5.0%
101.	10011101-514000 Mayor Salary	5,000	5,846	5,000	2,500	5,000	5,000	-	0.0%
102.	10011101-521000 FICA	744	1,060	930	519	961	961	31	3.3%

ADMINISTRATION

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
103.	10011101-522000 Medicare	174	253	218	121	226	226	8	3.7%
104.	10011101-522300 Maine Paid Leave	-	-	-	-	775	775	775	-
105.									
106.	MAYOR AND CITY COUNCIL OPERATING COST	\$ 15,172	\$ 236,326	\$ 119,170	\$ 67,014	\$ 118,620	\$ 325,620	\$ 206,450	173.2%
107.									
108.	10011103-530000 Dues & Memberships	-	-	3,000	-	3,000	3,000	-	0.0%
109.	10011103-532000 Training & Conference	763	1,009	1,200	-	1,200	1,200	-	0.0%
110.	10011103-544000 Professional Services	2,178	3,328	2,700	408	2,700	2,700	-	0.0%
111.	10011103-544900 Professional Services-Ambulance	-	-	-	-	-	207,000	207,000	0.0%
112.	10011103-544700 Video Fees	10,725	10,800	13,750	3,850	13,750	13,750	-	0.0%
113.	10011103-557300 Sewer & Water	-	1,426	3,000	253	3,000	3,000	-	0.0%
114.	10011103-557500 Electricity	-	4,009	4,000	2,757	4,240	4,240	240	6.0%
115.	10011103-557700 Heating Fuels	-	7,113	6,000	4,462	7,500	7,500	1,500	25.0%
116.	10011103-565000 Council Chamber Facility Rental	-	69,000	73,620	49,080	75,830	75,830	2,210	3.0%
117.	10011103-577000 Facility Maintenance	-	364	3,000	4,452	3,000	3,000	-	0.0%
118.	10011103-587000 Mileage	-	-	300	-	300	300	-	0.0%
119.	10011103-587500 Travel For Training	-	-	200	-	200	200	-	0.0%
120.	10011103-610100 Office Supplies	254	507	400	68	400	400	-	0.0%
121.	10011103-610100 Office Equipment	-	4,088	-	-	-	-	-	0.0%
122.	10011103-611000 Cleaning Supplies	-	-	1,000	-	1,000	1,000	-	0.0%
123.	10011103-680000 Miscellaneous Expense	1,252	4,457	7,000	215	2,500	2,500	(4,500)	(64.3%)
124.	10011103-684320 Council Chambers Renovation	-	130,226	-	1,469	-	-	-	0.0%

Assessing

Allison Brochu, Assessor

Mission:

The primary mission of the Assessing Department is: "The discovery, listing, valuation and defense of all properties within the jurisdiction in accordance with Maine law." Assessing staff constantly monitors the real estate sales market to ensure that assessed values accurately reflect market-place activity.

Department Overview

Our highest priority in determining fairness is whether similar properties are assessed similarly.

Staffing

Allison Brochu, Assessor & Makayla Chase, Administrative Assistant

ASSESSING

FY 2026

		ACTUAL FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1.	NET COST	\$ 164,594	\$ 194,717	\$ 199,053	\$ 123,116	\$ 183,591	\$ 175,617	\$ (23,436)	(11.8%)
2.	TOTAL REVENUE	(29,870)	(29,658)	(8,200)	(8,200)	(22,150)	(28,874)	(20,674)	252.1%
3.	TOTAL COST	194,464	224,375	207,253	131,316	205,741	204,491	(2,762)	(1.3%)
4.									
5.	TOTAL REVENUE	\$ 29,870	\$ 29,658	\$ 8,200	\$ 8,200	\$ 22,150	\$ 28,874	\$ 20,674	252.1%
6.	TIF Revenue Staff Offset	29,870	29,658	8,200	8,200	21,150	27,874	19,674	239.9%
7.	TIF Revenue Training Costs	-	-	-	-	1,000	1,000	1,000	100.0%
8.									
9.	LABOR vs. NON-LABOR COST	\$ 194,464	\$ 224,375	\$ 207,253	\$ 131,316	\$ 205,741	\$ 204,491	\$ (2,762)	(1.3%)
10.									
11.	TOTAL LABOR COST	186,505	217,803	193,753	119,427	191,241	191,241	(2,512)	(1.3%)
12.		95.9%	97.1%	93.5%	90.9%	93.0%	93.5%	90.9%	
13.	TOTAL NON-LABOR COST	7,959	6,572	13,500	11,890	14,500	13,250	(250)	(1.9%)
14.		4.1%	2.9%	6.5%	9.1%	7.0%	6.5%	9.1%	
15.									
16.									
17.	TOTAL COST	\$ 194,464	\$ 224,375	\$ 207,253	\$ 131,316	\$ 205,741	\$ 204,491	\$ (2,762)	(1.3%)
18.									
19.	LABOR COST	\$ 186,505	\$ 217,803	\$ 193,753	\$ 119,427	\$ 191,241	\$ 191,241	\$ (2,512)	(1.3%)
20.									
21.	10022101-511000 Full Time Salaries & Wages	144,759	173,057	133,599	86,644	137,426	137,426	3,827	2.9%
22.	10022101-512100 Overtime	72	-	-	327	-	-	-	0.0%
23.	10022101-521000 FICA	8,699	10,419	8,433	5,494	8,669	8,669	236	2.8%
24.	10022101-522000 Medicare	2,034	2,437	1,971	1,285	2,027	2,027	56	2.9%
25.	10022101-522300 Maine Paid Leave	-	-	-	85	699	699	699	100.0%
26.	10022101-523300 Deferred Compensation	1,130	838	6,300	5,145	9,620	9,620	3,320	52.7%
27.	10022101-524100 Group Health Insurance	24,984	25,928	38,200	17,430	28,100	28,100	(10,100)	(26.4%)
28.	10022101-524200 Dental Insurance	1,328	1,617	1,750	756	1,200	1,200	(550)	(31.4%)
29.	10022101-524300 Disability & Life Insurance	1,017	1,108	1,100	645	1,100	1,100	-	0.0%
30.	10022101-587100 Car Allowance	2,482	2,400	2,400	1,615	2,400	2,400	-	0.0%
31.									

ASSESSING

FY 2026

		ACTUAL FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
32.	OPERATING COST	\$ 7,959	\$ 6,572	\$ 13,500	\$ 11,890	\$ 14,500	\$ 13,250	\$ (250)	(1.9%)
33.									
34.	10022103-530000 Dues & Memberships	808	630	800	140	800	800	-	0.0%
35.	10022103-532000 Training/Workshops	309	100	500	260	1,000	1,000	500	100.0%
36.	10022103-544000 Professional Services	4,600	2,750	4,000	5,698	5,000	5,000	1,000	25.0%
37.	10022103-553500 Advertising	-	-	500	542	500	500	-	0.0%
38.	10022103-555000 Printing	362	337	600	462	600	600	-	0.0%
39.	10022103-556000 Registry of Deeds	600	600	600	-	600	600	-	0.0%
40.	10022103-571000 Office Equipment Maintenance	-	-	200	-	200	200	-	0.0%
41.	10022103-577000 Facility Maintenance	-	-	1,000	794	500	-	(1,000)	(100.0%)
42.	10022103-587000 Mileage	117	66	500	83	1,000	1,000	500	100.0%
43.	10022103-587500 Conference & Travel Expense	-	200	600	-	600	350	(250)	(41.7%)
44.	10022103-610100 Office Supplies	499	1,149	1,500	1,271	1,500	500	(1,000)	(66.7%)
45.	10022103-610101 Office Equipment	-	-	2,000	1,958	1,500	2,000	-	0.0%
46.	10022103-611400 Books Subscription	664	674	700	681	700	700	-	0.0%
47.	10022103-612300 Food & Meals	-	65	-	-	-	-	-	0.0%

City Clerk

Patti Dubois, City Clerk

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 Clerk's office staff consists of the City Clerk and part-time election clerks. The Customer Service area has four staff members that provide support to the City Clerk; however those salaries and benefits are covered in the Customer Service budget.

CLERK

FY 2026

	ACTUAL FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 67,813	\$ 103,202	\$ 132,936	\$ 81,616	\$ 20,084	\$ 16,084	\$ (116,852)	(87.9%)
2.								
3. TOTAL REVENUE	(158,503)	(172,786)	(165,370)	(114,902)	(174,920)	(174,920)	(9,550)	5.8%
4. TOTAL COST	226,316	275,988	298,306	196,519	195,004	191,004	(107,302)	(36.0%)
5.								
6.								
7. LABOR vs. NON-LABOR COST	\$ 226,316	\$ 275,988	\$ 298,306	\$ 196,519	\$ 195,004	\$ 191,004	(107,302)	(36.0%)
8.								
9. TOTAL LABOR COST	209,481	252,231	271,576	180,005	167,319	165,319	(106,257)	(39.1%)
10.	92.6%	91.4%	91.0%	91.6%	85.8%	86.6%		
11. TOTAL NON-LABOR COST	16,835	23,757	26,730	16,513	27,685	25,685	(1,045)	(3.9%)
12.	7.4%	8.6%	9.0%	8.4%	14.2%	13.4%		
13.								
14. TOTAL REVENUE	\$ 158,503	\$ 172,786	\$ 165,370	\$ 114,902	\$ 174,920	\$ 174,920	9,550	5.8%
15.								
16. 10002400-440100 Taxi Licenses	510	192	750	66	500	500	(250)	(33.3%)
17. 10002400-440200 Amusements Licenses	1,200	1,080	1,200	480	1,200	1,200	-	0.0%
18. 10002400-440300 Victualers Licenses	21,869	24,114	26,700	4,945	26,700	26,700	-	0.0%
19. 10002400-440400 Marriage Licenses	3,096	3,924	3,500	2,160	4,000	4,000	500	14.3%
20. 10002400-440500 Hunting & Fishing Licenses	1,375	1,974	1,400	1,207	1,400	1,400	-	0.0%
21. 10002400-440600 Dog Licenses	822	797	1,200	690	1,200	1,200	-	0.0%
22. 10002400-440610 Business Licenses Late Fees	-	-	-	650	500	500	500	100.0%
23. 10002400-440700 Liquor Catering Licenses	4,180	6,920	5,800	7,180	6,000	6,000	200	3.4%
24. 10024000-440701 Liquor Licenses	-	-	-	600	9,000	9,000	9,000	100.0%
25. 10002400-440800 Medical & Retail Marijuanal Licen	86,000	88,000	85,000	69,500	85,000	85,000	-	0.0%
26. 10002400-441000 CC-Canvassing Permit	-	-	120	240	120	120	-	0.0%
27. 10002400-441100 Burial Permits	630	3,178	1,500	2,134	1,500	1,500	-	0.0%
28. 10002400-442401 Clerk Notary Services	-	3,200	5,600	255	5,200	5,200	(400)	(7.1%)
29. 10002400-445010 Professional Services	3,400	5,277	-	3,600	-	-	-	0.0%
30. 10002400-445015 Jury Duty	-	-	-	450	-	-	-	0.0%
31. 10002400-446000 Vital Statistics	27,853	26,866	28,000	17,616	28,000	28,000	-	0.0%
32. 10002400-446200 Misc Legal Instrument	-	90	0	100	100	100	100	0.0%
33. 10002400-446300 Photocopies/Misc	-	0	0	-	100	100	100	0.0%
34. 10002400-446310 Travel Reimbursement	1,220	1,123	-	-	-	-	-	0.0%
35. 10002400-446900 Theater	-	600	1,100	1,360	1,100	1,100	-	0.0%

CLERK

FY 2026

		ACTUAL FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
36.	10002400-447000 Pawn	-	360	1,100	900	1,100	1,100	-	0.0%
37.	10002400-447100 Inn Keeper	-	2140	2100	480	2,100	2,100	-	0.0%
38.	10002400-480000 Miscellaneous Revenue	6,348	2,953	300	290	100	100	(200)	(66.7%)
39.									
40.	TOTAL COST	\$ 226,316	\$ 275,988	\$ 298,306	\$ 196,519	\$ 195,004	\$ 191,004	\$ (107,302)	(36.0%)
41.									
42.	LABOR COST	\$ 209,481	\$ 252,231	\$ 271,576	\$ 180,005	\$ 167,319	\$ 165,319	\$ (106,257)	(39.1%)
43.									
44.	10022401-511000 Full Time Salaries & Wages	142,333	159,421	167,149	95,922	100,235	100,235	(66,914)	(40.0%)
45.	10022401-512100 Overtime	241	3,854	3,700	3,717	3,000	3,000	(700)	(18.9%)
46.	10022401-514000 Part Time & Temporary Wages	19,229	36,595	39,000	47,167	26,400	24,400	(14,600)	(37.4%)
47.	10022401-521000 FICA	8,719	9,921	13,038	6,086	8,037	8,037	(5,001)	(38.4%)
48.	10022401-522000 Medicare	2,318	2,854	3,108	2,114	1,880	1,880	(1,228)	(39.5%)
49.	10022401-522300 Maine Paid Leave	-	-	-	112	501	501	501	100.0%
50.	10022401-523300 Deferred Compensation	7,288	6,613	6,813	4,586	7,016	7,016	203	3.0%
51.	10022401-524100 Group Health Insurance	26,744	29,964	35,593	18,420	18,500	18,500	(17,093)	(48.0%)
52.	10022401-524200 Dental Insurance	1,662	1,702	1,800	1,094	1,200	1,200	(600)	(33.3%)
53.	10022401-524300 Disability & Life Insurance	947	1,307	1,375	789	550	550	(825)	(60.0%)
54.									
55.	OPERATING COST	\$ 16,835	\$ 23,757	\$ 26,730	\$ 16,513	\$ 27,685	\$ 25,685	\$ (1,045)	(3.9%)
56.									
57.	10022403-530000 Dues & membership	525	1,330	430	50	435	435	5	1.2%
58.	10022403-532000 Training & Workshops	590	584	900	350	1,480	1,480	580	64.4%
59.	10022403-544000 Professional services	9,524	6,094	6,000	3,917	9,570	9,570	3,570	59.5%
60.	10022403-553500 Advertising	1,404	2,479	2,000	-	2,000	2,000	-	0.0%
61.	10022403-555000 Printing	105	1,122	3,000	-	2,500	2,500	(500)	(16.7%)
62.	10033403-565000 Facility Rental	-	2,000	1,000	1,000	2,000	2,000	1,000	100.0%
63.	10022403-587000 Mileage	254	-	200	-	300	300	100	50.0%
64.	10022403-587500 Travel Expense	2,560	3,729	4,500	-	4,000	4,000	(500)	(11.1%)
65.	10022403-610100 Office supplies	1,350	4,920	2,000	4,266	1,500	1,500	(500)	(25.0%)
66.	10022403-612200 Postage	10	112	100	184	100	100	-	0.0%
67.	10022403-612300 Food & Meals	512	1,387	600	1,027	800	800	200	33.3%
68.	10022403-710000 Equipment	-	-	6,000	5,719	3,000	1,000	(5,000)	(83.3%)

CUSTOMER SERVICE

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1.	NET COST - OVER (UNDER) REVENUE	\$ -	\$ -	\$ -	\$ -	\$ 270,744	\$ 270,544	\$ 270,544	100.0%
2.									
3.									
4.	LABOR vs. NON-LABOR COST	\$ -	\$ -	\$ -	\$ -	\$ 270,744	\$ 270,544	\$ 270,544	100.0%
5.	TOTAL LABOR COST	-	-	-	-	265,644	265,644	265,644	100.0%
6.		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	98.1%	98.2%		
7.	TOTAL NON-LABOR COST	-	-	-	-	5,100	4,900	4,900	100.0%
7.		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.9%	1.8%		
8.									
9.									
10.	TOTAL COST	\$ -	\$ -	\$ -	\$ -	\$ 270,744	\$ 270,544	\$ 270,544	100.0%
10.									
11.	LABOR COST	\$ -	\$ -	\$ -	\$ -	\$ 265,644	\$ 265,644	\$ 265,644	100.0%
12.									
13.	10022351-511000 Full Time Salaries & Wages	-	-	-	-	187,411	187,411	187,411	100.0%
13.	10022351-512100 Overtime	-	-	-	-	1,500	1,500	1,500	100.0%
14.	10022351-514000 Part-Time & Temp Wages & O-T	-	-	-	-	-	-	-	100.0%
15.	10022351-521000 FICA	-	-	-	-	12,167	12,167	12,167	100.0%
16.	10022351-522000 Medicare	-	-	-	-	2,854	2,854	2,854	100.0%
16.	10022351-522300 Maine Paid Leave	-	-	-	-	937	937	937	100.0%
17.	10022351-523300 Deferred Compensation	-	-	-	-	5,125	5,125	5,125	100.0%
18.	10022351-524100 Group Health Insurance	-	-	-	-	50,600	50,600	50,600	100.0%
19.	10022351-524200 Dental Insurance	-	-	-	-	2,850	2,850	2,850	100.0%
19.	10022351-524300 Disability & Life Insurance	-	-	-	-	2,200	2,200	2,200	100.0%
20.									

CUSTOMER SERVICE

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
21.	OPERATING COST	\$ -	\$ -	\$ -	\$ -	\$ 5,100	\$ 4,900	\$ 4,900	100.0%
22.									
22.	10022353-530000 Dues & Memberships	-	-	-	-	250	250	250	100.0%
23.	10022353-532000 Training & Workshops	-	-	-	-	1,200	1,200	1,200	100.0%
24.	10022353-571000 Office Equipment Maintainence	-	-	-	-	300	300	300	100.0%
25.	10022353-587000 Mileage	-	-	-	-	400	400	400	100.0%
25.	10022353-587500 Travel Expense	-	-	-	-	500	500	500	100.0%
26.	10022353-610100 Office Supplies	-	-	-	-	1,500	1,500	1,500	100.0%
27.	10022353-610101 Office Equipment	-	-	-	-	500	500	500	100.0%
28.	10022353-612200 Postage	-	-	-	-	200	-	-	100.0%
28.	10022353-680000 Miscellaneous Expense	-	-	-	-	250	250	250	100.0%

Finance Department

Christina Therrien, Finance Director

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 4 employees: The Finance Director, the Accountant, the Tax Collector, and an Accounts Payable/Payroll Specialist. The city's customer service employees complete many financial transaction under the direction of the Finance Director. These employees issue licenses and vital records for the the City Clerk's Office. The Customer Service Department has been segregated within the 2025/2026 budget book.

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1.	NET COST - OVER (UNDER) REVENUE	\$ 423,803	\$ 458,194	\$ 531,608	\$ 328,074	\$ 372,696	\$ 368,964	\$ (162,644)	(30.6%)
2.									
3.	TOTAL REVENUE	(83,034)	(85,205)	(58,700)	(41,068)	(74,650)	(77,382)	(18,682)	31.8%
4.	TOTAL COST	506,837	543,399	590,308	369,142	447,346	446,346	(143,962)	(24.4%)
5.									
6.									
7.	LABOR vs. NON-LABOR COST	\$ 506,837	\$ 543,399	\$ 590,308	\$ 369,142	\$ 447,346	\$ 446,346	\$ (143,962)	(24.4%)
8.									
9.	TOTAL LABOR COST	477,906	520,429	550,158	350,274	410,096	410,096	(140,062)	(25.5%)
10.		94.3%	95.8%	93.2%	94.9%	91.7%	91.9%		
11.	TOTAL NON-LABOR COST	28,931	22,970	40,150	18,868	37,250	36,250	(3,900)	(9.7%)
12.		5.7%	4.2%	6.8%	5.1%	8.3%	8.1%		
13.									
14.	TOTAL REVENUE	\$ 83,034	\$ 85,205	\$ 58,700	\$ 41,068	\$ 74,650	\$ 77,382	\$ 18,682	31.8%
15.									
16.	10002300-445010 Professional Service Fee	1,500	3,000	-	1,515	1,000	1,000	1,000	0.0%
17.	10002300-446300 Auto Registration Agent Fees	50,164	51,684	50,000	30,708	50,000	50,000	-	0.0%
18.	10002300-480000 Miscellaneous Revenue	1,500	863	500	645	500	500	-	0.0%
19.	TIF Revenue Staff Offset	29,870	29,658	8,200	8,200	21,150	23,882	15,682	191.2%
20.	TIF Revenue Training Costs	-	-	-	-	2,000	2,000	2,000	0.0%
21.									
22.	TOTAL COST	\$ 506,837	\$ 543,399	\$ 590,308	\$ 369,142	\$ 447,346	\$ 446,346	\$ (143,962)	(24.4%)
23.									
24.	LABOR COST	\$ 477,906	\$ 520,429	\$ 550,158	\$ 350,274	\$ 410,096	\$ 410,096	\$ (140,062)	(25.5%)
25.									
26.	10022301-511000 Full Time Salaries & Wages	325,376	378,799	399,162	256,389	303,181	303,183	(95,979)	(24.0%)
27.	10022301-512100 Overtime	8,525	78	-	1,300	200	200	200	0.0%
28.	10022301- 514000 Part-Time & Temp Wages & O-T	3,498	-	-	-	-	-	-	0.0%
29.	10022301-521000 FICA	19,932	23,010	24,748	15,610	18,797	18,797	(5,951)	(24.0%)
30.	10022301-522000 Medicare	4,661	5,381	5,788	3,651	4,398	4,398	(1,390)	(24.0%)
31.	10022301-522300 Maine Paid Leave	-	-	-	238	1,516	1,515	1,515	100.0%
32.	10022301-523300 Deferred Compensation	12,923	18,495	21,602	11,452	20,203	20,203	(1,399)	(6.5%)
33.	10022301-524100 Group Health Insurance	96,232	86,797	89,683	56,581	57,200	57,200	(32,483)	(36.2%)
34.	10022301-524200 Dental Insurance	4,625	4,881	5,400	2,845	2,400	2,400	(3,000)	(55.6%)
35.	10022301-524300 Disability & Life Insurance	2,134	2,987	3,775	2,207	2,200	2,200	(1,575)	(41.7%)

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
36.	OPERATING COST	\$ 28,931	\$ 22,970	\$ 40,150	\$ 18,868	\$ 37,250	\$ 36,250	\$ (3,900)	(9.7%)
39.	10022303-530000 & Dues & Memberships	673	395	800	155	400	400	(400)	(50.0%)
40.	10022303-532000 & Training & Workshops	1,719	497	4,350	573	3,750	3,250	(1,100)	(25.3%)
41.	10022303-544000 Professional Services	1,775	720	500	-	500	500	-	0.0%
42.	10022303-555000 Printing	3,477	2,334	6,000	2,125	4,500	4,500	(1,500)	(25.0%)
43.	10022303-556000 Registry of Deeds	7,669	9,924	11,250	9,766	11,500	11,500	250	2.2%
44.	10022303-571000 Office Equipment Maintainence	717	753	250	-	250	250	-	0.0%
45.	10022303-587000 Mileage	500	-	600	85	450	450	(150)	(25.0%)
46.	10022303-587500 Travel Expense	2,995	-	4,000	-	3,500	3,000	(1,000)	(25.0%)
47.	10022303-610100 Office Supplies	3,929	3,868	4,000	2,504	4,000	4,000	-	0.0%
48.	10022303-610101 & Office Equipment	2,407	1,158	4,000	520	3,500	3,500	(500)	(12.5%)
49.	10022303-612200 Postage	2,450	2,836	4,200	3,112	4,400	4,400	200	4.8%
50.	10022303-680000 & Miscellaneous Expense	620	486	200	28	500	500	300	150.0%

Health & Welfare Department

Denise Murray, Director

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.

HEALTH & WELFARE

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1.	NET COST - OVER (UNDER) REVENUE	\$ 53,248	\$ 184,119	\$ 247,430	\$ 144,262	\$ 243,728	\$ 243,728	\$ (3,702)	(1.5%)
2.									
3.	TOTAL REVENUE	(242,870)	(117,794)	(94,670)	(24,057)	(100,460)	(100,460)	(5,790)	6.1%
4.	TOTAL COST	296,118	301,912	342,100	168,319	344,188	344,188	2,088	0.6%
5.									
6.									
7.	LABOR vs. NON-LABOR COST	\$ 296,118	\$ 301,912	\$ 342,100	\$ 168,319	\$ 344,188	\$ 344,188	2,088	0.6%
8.									
9.	TOTAL LABOR COST	170,846	189,040	210,080	127,861	202,468	202,468	(7,612)	(3.6%)
10.		57.7%	62.6%	61.4%	76.0%	58.8%	58.8%		
11.	TOTAL NON-LABOR COST	125,272	112,872	132,020	40,458	141,720	141,720	9,700	7.3%
12.		42.3%	37.4%	38.6%	24.0%	41.2%	41.2%		
13.									
14.	TOTAL REVENUE	\$ 242,870	\$ 117,794	\$ 94,670	\$ 24,057	\$ 100,460	\$ 100,460	5,790	6.1%
15.									
16.	10006020-423000 State Welfare Reimbursement	96,459	90,201	89,670	22,207	96,460	96,460	6,790	7.6%
17.	10006020-423200 Miscellaneous Welfare Reimburse	146,411	5,910	5,000	1,850	4,000	4,000	(1,000)	(20.0%)
18.	10006020-480001 Unearned Rev-State	-	21,683	-	-	-	-	-	0.0%
19.									
20.	TOTAL COST	\$ 296,118	\$ 301,912	\$ 342,100	\$ 168,319	\$ 344,188	\$ 344,188	2,088	0.6%
21.									
22.	LABOR COST	\$ 170,846	\$ 189,040	\$ 210,080	\$ 127,861	\$ 202,468	\$ 202,468	(7,612)	(3.6%)
23.									
24.	10066001-511000 Full Time Salaries & Wages	120,874	120,400	129,563	88,140	132,995	132,995	3,432	2.6%
25.	10066001-512100 Overtime	30	31	-	395	-	-	-	0.0%
26.	10066001-514000 Part Time & Temporary	13,950	16,631	23,824	9,368	23,277	23,277	(547)	(2.3%)
27.	10066001-521000 FICA	8,331	8,285	9,510	6,191	9,689	9,689	179	1.9%
28.	10066001-522000 Medicare	1,948	1,938	2,224	1,448	2,266	2,266	42	1.9%
29.	10066001-522300 Maine Paid Leave	-	-	-	73	781	781	781	100.0%
30.	10066001-523300 Deferred Compensation	4,390	6,966	9,069	6,082	9,310	9,310	241	2.7%
31.	10066001-524100 Group Health Insurance	18,606	32,072	33,040	14,697	21,950	21,950	(11,090)	(33.6%)
32.	10066001-524200 Dental Insurance	1,638	1,638	1,750	750	1,100	1,100	(650)	(37.1%)
33.	10066001-524300 Disability & Life Insurance	1,079	1,079	1,100	719	1,100	1,100	-	0.0%
34.									

HEALTH & WELFARE

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
35.	OPERATING COST	\$ 1,310	\$ 1,988	\$ 3,920	\$ 1,006	\$ 3,920	\$ 3,920	-	0.0%
36.									
37.	10066003-530000 Dues & Membership	120	120	120	120	120	120	-	0.0%
38.	10066003-532000 Training & Conferences	355	270	1,500	-	1,200	1,000	(500)	(33.3%)
39.	10066003-587000 Mileage	158	262	500	76	500	500	-	0.0%
40.	10066003-587500 Travel Expense	300	649	-	150	-	200	200	0.0%
41.	10066003-610100 Office supplies	377	148	500	203	800	800	300	60.0%
42.	10066003-680000 Miscellaneous Expense	-	-	1,200	456	1,200	1,200	-	0.0%
43.	10066003-710000 Equipment	-	540	100	-	100	100	-	0.0%
44.									
45.	GENERAL ASSISTANCE	\$ 123,962	\$ 110,884	\$ 128,100	\$ 39,453	\$ 137,800	\$ 137,800	\$ 9,700	7.6%
46.									
47.	10066023-557000 Electric Service (non-heating)	651	472	1,000	197	1,000	1,000	-	0.0%
48.	10066023-557700 Heating (all types)	1,885	795	2,000	2,066	2,000	2,000	-	0.0%
49.	10066023-565800 Emergency Housing (temporary)	76,783	77,091	75,000	12,402	75,000	75,000	-	0.0%
50.	10066023-565900 Housing (all types)	34,540	27,929	40,000	20,300	50,000	50,000	10,000	25.0%
51.	10066023-610400 Medical Services	-	-	300	-	300	300	-	0.0%
52.	10066023-612300 Food	644	1,149	1,000	-	1,000	1,000	-	0.0%
53.	10066023-612700 Dental	-	-	100	-	100	100	-	0.0%
54.	10066023-615000 House & personal supplies	152	483	800	285	500	500	(300)	(37.5%)
55.	10066023-615100 Prescriptions	136	-	300	-	300	300	-	0.0%
56.	10066023-615300 Diapers/Baby Supplies	-	-	100	-	100	100	-	0.0%
57.	10066023-689000 Burial expenses	9,051	2,724	7,000	4,202	7,000	7,000	-	0.0%
58.	10066023-689200 All Other Needs	120	242	500	-	500	500	-	0.0%

Human Resources

Bobbie-Jo Green, Human Resource Officer

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 2 employee: the Human Resource Officer and an Executive Assistant.

HUMAN RESOURCES

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 664,231	\$ 715,725	\$ 802,444	\$ 474,156	\$ 1,208,800	\$ 947,790	\$ 145,346	18.1%
2.								
3. TOTAL REVENUE	(1,272)	(2,137)	(1,000)	-	-	-	1,000	(100.0%)
4. TOTAL COST	665,502	717,863	803,444	474,156	1,208,800	947,790	144,346	18.0%
5.								
6.								
7. LABOR vs. NON-LABOR COST	\$ 665,502	\$ 717,863	\$ 803,444	\$ 474,156	\$ 1,208,800	\$ 947,790	\$ 144,346	18.0%
8.								
9. TOTAL LABOR COST	315,843	345,074	385,669	203,695	763,025	509,015	123,346	32.0%
10.	47.5%	48.1%	48.0%	43.0%	63.1%	53.7%		
11. TOTAL NON-LABOR COST	349,660	372,789	417,775	270,461	445,775	438,775	21,000	5.0%
12.	52.5%	51.9%	52.0%	57.0%	36.9%	46.3%		
13.								
14. TOTAL REVENUE	\$ 1,272	\$ 2,137	\$ 1,000	\$ -	\$ -	\$ -	\$ (1,000)	(100.0%)
15.								
16. 10002030-480000 Miscellaneous Revenue		2,137	1,000	-	-	-	(1,000)	(100.0%)
17.								
18. TOTAL COST	\$ 665,502	\$ 717,863	\$ 803,444	\$ 474,156	\$ 1,208,800	\$ 947,790	\$ 144,346	18.0%
19.								
20. LABOR COST	\$ 315,843	\$ 345,074	\$ 385,669	\$ 203,695	\$ 763,025	\$ 509,015	\$ 123,346	32.0%
21.								
22. 10022031-511000 Full Time Salaries & Wages	89,149	165,709	170,976	114,130	181,255	181,255	10,279	6.0%
23. 10022031-517000 Salary Adjustment Wages	29,290	-	15,000	-	325,000	130,370	115,370	769.1%
24. 10022031-518000 Retirement Wages	66,324	30,482	30,000	-	35,000	8,000	(22,000)	(73.3%)
25. 10022031-521000 FICA	10,674	11,110	14,854	7,115	11,465	11,465	(3,389)	(22.8%)
26. 10022031-521010 Alternate FICA	-	-	-	-	10,230	8,000	8,000	0.0%
27. 10022031-522000 Medicare	2,714	2,598	3,474	1,723	2,685	2,685	(789)	(22.7%)
28. 10022031-522010 Alternate Medicare	-	-	-	-	5,220	1,875	1,875	0.0%
29. 10022031-522300 Maine Paid Leave	-	-	-	173	925	925	925	100.0%
30. 10022031-522310 Alternative Paid Leave	-	-	-	-	1,800	650		
31. 10022031-523300 Deferred Compensation	6,170	11,600	11,970	7,989	12,690	12,690	720	6.0%
32. 10022031-523010 Alternate Retirement Contributions	-	-	-	-	33,655	8,000	8,000	0.0%
33. 10022031-524100 Group Health Insurance	21,694	44,565	45,295	30,825	49,000	49,000	3,705	8.2%
34. 10022031-524200 Dental Insurance	1,127	2,252	2,400	1,495	2,400	2,400	-	0.0%
35. 10022031-524300 Disability & Life Insurance	553	1,070	1,100	721	1,100	1,100	-	0.0%
36. 10022031-524400 Health Reimbursement Accounts	84,549	72,087	87,000	37,101	87,000	87,000	-	0.0%

HUMAN RESOURCES

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
37.	10022031-587100 Car Allowance	3,600	3,600	3,600	2,423	3,600	3,600	-	0.0%
38.									
39.									
40.	EMPLOYEE BENEFITS - WORKFORCE-WIDE	\$ 303,492	\$ 329,520	\$ 341,500	\$ 239,655	\$ 370,500	\$ 368,500	\$ 27,000	7.9%
41.									
42.	10022031-525000 Workers Compensation	280,588	311,240	315,000	218,493	344,000	344,000	29,000	9.2%
43.	10022031-525100 Unemployment Compensation	10,627	4,976	9,500	7,869	9,500	7,500	(2,000)	(21.1%)
44.	10022031-529000 Miscellaneous Benefits	5,785	4,243	7,000	8,103	7,000	7,000	-	0.0%
45.	10022031-533000 Education Reimbursement	6,492	9,062	10,000	5,190	10,000	10,000	-	0.0%
46.									
47.	OPERATING COST	\$ 46,168	\$ 43,269	\$ 76,275	\$ 30,806	\$ 75,275	\$ 70,275	\$ (6,000)	(7.9%)
48.									
49.	10022033-530000 Dues & Memberships	502	1,018	1,275	245	1,275	1,275	-	0.0%
50.	10022033-532000 Training & Conferences	150	1,340	2,500	1,974	3,000	3,000	500	20.0%
51.	10022033-544400 Prof Serv -Medical & Lab Services	30,070	18,822	40,000	11,723	40,000	39,000	(1,000)	(2.5%)
52.	10022033-553500 Advertising & Recruitment	8,888	6,634	10,000	3,750	9,000	7,000	(3,000)	(30.0%)
53.	10022033-587000 Mileage	365	213	500	137	500	500	-	0.0%
54.	10022033-587500 Travel Expense	1,788	222	2,500	880	2,000	2,000	(500)	(20.0%)
57.	10022033-610100 Office supplies	-	2,511	2,000	1,335	2,000	2,000	-	0.0%
55.	10022033-615200 Wellness	894	943	2,000	2,000	2,000	2,000	-	0.0%
56.	10022033-680000 Miscellaneous Expenses	369	540	500	-	500	500	-	0.0%
58.	10022033-681200 Safety Committee	76	5,579	6,000	3,796	6,000	5,000	(1,000)	(16.7%)
59.	10022033-681500 Employee Recognition	3,066	5,448	9,000	4,967	9,000	8,000	(1,000)	(11.1%)

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, a full-time supervisor 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 IT Supervisor 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 two technologists, 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 positions are largely responsible for day-to-day end-user support.

INFORMATION TECHNOLOGY

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1.	NET COST - OVER (UNDER) REVENUE	\$ 435,402	\$ 498,495	\$ 610,079	\$ 390,282	\$ 638,283	\$ 635,361	\$ 25,282	4.1%
3.	TOTAL REVENUE	(74,500)	(153,560)	(78,218)	(80,686)	(81,000)	(81,000)	(2,782)	3.6%
4.	TOTAL COST	509,902	652,055	688,297	470,969	719,283	716,361	28,064	4.1%
7.	LABOR vs. NON-LABOR COST	\$ 509,902	\$ 652,055	\$ 688,297	\$ 470,969	\$ 719,283	\$ 716,361	\$ 28,064	4.1%
9.	TOTAL LABOR COST	168,961	206,493	258,977	162,991	277,213	285,591	26,614	10.3%
10.		33.1%	31.7%	37.6%	34.6%	38.5%	39.9%		
11.	TOTAL NON-LABOR COST	340,941	445,562	429,320	307,978	442,070	430,770	1,450	0.3%
12.		66.9%	68.3%	62.4%	65.4%	61.5%	60.1%		
14.	TOTAL REVENUE	\$ 74,500	\$ 153,560	\$ 78,218	\$ 80,686	\$ 81,000	\$ 81,000	\$ 2,782	3.6%
16.	10002200-445010 Contracts	74,500	74,098	78,218	51,902	81,000	81,000	2,782	3.6%
17.	10002200-445020 Reimburse Other Towns	-	79,462	-	26,328	-	-	-	0.0%
18.	10002200-480000 Miscellaneous Revenue				2456.63	-	-	-	0.0%
20.	TOTAL COST	\$ 509,902	\$ 652,055	\$ 688,297	\$ 470,969	\$ 719,283	\$ 716,361	\$ 28,064	4.1%
22.	LABOR COST	\$ 168,961	\$ 206,493	\$ 258,977	\$ 162,991	\$ 277,213	\$ 285,591	\$ 26,614	10.3%
24.	10022201-511000 Full Time Salaries & Wages	107,949	136,374	175,261	109,322	190,174	192,379	17,118	9.8%
25.	10022201-514000 Part Time & Temporary Wages	15,000	15,000	15,000	10,096	15,000	15,000	-	0.0%
26.	10022201-521000 FICA	8,053	9,800	12,354	7,653	13,279	13,750	1,396	11.3%
27.	10022201-522000 Medicare	1,883	2,292	2,889	1,790	3,106	3,216	327	11.3%
28.	10022201-522300 Maine Paid Leave	-	-	-	167	1,071	1,109	1,109	100.0%
29.	10022201-523300 Deferred Compensation	8,487	7,653	10,463	5,143	9,083	9,237	(1,226)	(11.7%)
30.	10022201-524100 Group Health Insurance	19,170	24,927	30,710	20,628	33,200	33,200	2,490	8.1%
31.	10022201-524200 Dental Insurance	1,041	1,301	1,650	1,056	1,650	1,650	-	0.0%
32.	10022201-524300 Disability & Life Insurance	1,378	1,473	1,650	1,079	1,650	1,650	-	0.0%
33.	10022201-587100 Car Allowance	6,000	7,673	9,000	6,057	9,000	14,400	5,400	60.0%

INFORMATION TECHNOLOGY

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
35.	OPERATING COST	\$ 340,941	\$ 445,562	\$ 429,320	\$ 307,978	\$ 442,070	\$ 430,770	\$ 1,450	0.3%
36.									
37.	1022203-530000 Dues and Memberships	118	130	120	-	120	120	-	0.0%
38.	10022203-532000 Training & Conferences	749	1,459	3,000	598	3,000	1,500	(1,500)	(50.0%)
39.	10022203-542000 Software Support Services	249,094	250,926	285,000	218,924	290,000	290,000	5,000	1.8%
40.	Do Not Assign Tech Services	-	80,298	-	27,034	-	-	-	0.0%
41.	10022203-544000 Professional Services	-	6,325	5,000	4,518	5,750	5,750	750	15.0%
42.	10022203-553000 Telephone Monthly Service	11,996	9,834	11,000	6,293	11,000	10,000	(1,000)	(9.1%)
43.	10022203-553100 Cell Phones	13,310	17,598	15,000	10,709	13,000	13,000	(2,000)	(13.3%)
44.	10022203-564100 Copier Lease & Maintenance		23,425	26,000	15,988	26,000	26,000	-	0.0%
45.	10022203-572000 Computer Hardware	-	-	4,000	98	4,000	4,000	-	0.0%
46.	10022203-572100 Camera Repair & Maintenance	-	-	-	-	10,000	10,000	10,000	100.0%
47.	10022203-572200 Networking Maintenance / Repair	6,087	9,795	15,000	275	15,000	10,000	(5,000)	(33.3%)
48.	10022203-572500 Printer Repair & Replacement	3,593	4,378	4,500	1,400	4,500	4,500	-	0.0%
49.	10022203-587000 Mileage	174	285	600	25	600	300	(300)	(50.0%)
50.	10022203 587500 Travel Expense	1,528	1,498	3,000	-	3,000	1,500	(1,500)	(50.0%)
51.	10022203-610100 Office Supplies	-	-	100	53	100	100	-	0.0%
52.	10022203-610200 Computer Supplies	15,084	8,539	13,000	1,824	13,000	11,000	(2,000)	(15.4%)
53.	10022203-680000 Miscellaneous Expense	1,526	2,037	2,000	419	3,000	3,000	1,000	50.0%
54.	10022203-712070 Equipment Purchase	37,682	29,035	42,000	19,819	40,000	40,000	(2,000)	(4.8%)

Mission:

To provide the highest quality public works services to our residents through the prudent use of resources, technology, innovations, teamwork, and coordination with other service providers.

Department Overview

The Public Works Department is responsible for 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.

As the municipal department responsible for the design, construction, renovation, and operation of public projects, it's critical for us to build strong relationships with our residents and businesses. We are undergoing an exciting transformation in Waterville - our department is proud to be a part of it.

Staffing

The Department includes six independent work groups:

1. Administration (5)
2. Operations and Maintenance (13)
3. Refuse Collection (3)
4. Traffic maintenance (1)
5. Facility Maintenance (1)
6. Fleet Maintenance/Mechanics (3)

PUBLIC WORKS

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
NET COST - OVER (UNDER) REVENUE	\$ 3,175,894	\$ 3,237,908	\$ 3,782,684	\$ 2,019,646	\$ 3,847,318	\$ 3,974,244	\$ 191,560	5.1%
TOTAL REVENUE	(633,038)	(711,501)	(565,000)	(415,388)	(688,800)	(646,800)	(81,800)	14.5%
TOTAL COST	3,808,932	3,949,409	4,347,684	2,435,034	4,536,118	4,621,044	273,360	6.3%
NET ADMINISTRATION COST	\$ 336,948	\$ 356,358	\$ 395,370	\$ 246,563	\$ 396,506	\$ 395,006	\$ (364)	(0.1%)
TOTAL REVENUE	(7,125)	(687)	-	(4,847)	(1,800)	(1,800)	(1,800)	0.0%
TOTAL COST	344,072	357,046	395,370	251,410	398,306	396,806	1,436	0.4%
FLEET MAINTENANCE NET COST	\$ 708,075	\$ 708,757	\$ 722,844	\$ 446,389	\$ 538,206	\$ 743,206	\$ 20,362	2.8%
TOTAL REVENUE	(117,590)	(273,125)	(115,000)	(112,901)	(257,000)	(215,000)	(100,000)	87.0%
TOTAL COST	825,665	981,882	837,844	559,290	795,206	958,206	120,362	14.4%
NET CITY REFUSE COST	\$ (5,462)	\$ 75,977	\$ 24,482	\$ (19,254)	\$ 127,368	\$ 127,368	\$ 102,886	420.3%
TOTAL REVENUE	(416,637)	(411,959)	(435,000)	(295,555)	(410,000)	(410,000)	25,000	(5.7%)
TOTAL COST	411,175	487,937	459,482	276,301	537,368	537,368	77,886	17.0%
OPERATION & MAINT NET COST	\$ 1,747,448	\$ 1,770,785	\$ 2,286,435	\$ 1,129,664	\$ 2,324,050	\$ 2,251,476	\$ (34,959)	(1.5%)
TOTAL REVENUE	(91,687)	(25,729)	(15,000)	(2,085)	(20,000)	(20,000)	(5,000)	33.3%
TOTAL COST	1,839,135	1,796,514	2,301,435	1,131,749	2,344,050	2,271,476	(29,959)	(1.3%)
TRAFFIC MANAGEMENT NET COST	\$ 221,963	\$ 149,629	\$ 188,245	\$ 97,327	\$ 265,383	\$ 261,383	\$ 73,138	38.9%
TOTAL COST	221,963	149,629	188,245	97,327	265,383	261,383	73,138	38.9%
FACILITY MAINTINANCE NET COST	\$ 166,922	\$ 176,402	\$ 165,308	\$ 118,957	\$ 195,805.00	\$ 195,805.00	\$ 30,497	18.4%
TOTAL COST	166,922	176,402	165,308	118,957	195,805	195,805	30,497	18.4%
LABOR vs. NON-LABOR COST	\$ 3,808,932	\$ 3,949,409	\$ 4,347,684	\$ 2,435,034	\$ 4,536,118	\$ 4,621,044	\$ 273,360	6.3%
TOTAL LABOR COST	1,944,984	1,924,499	2,245,395	1,328,779	2,389,718	2,317,144	71,749	3.2%
TOTAL NON-LABOR COST	1,863,948	2,024,911	2,102,289	1,106,256	2,146,400	2,303,900	201,611	9.6%
	51%	49%	52%	55%	53%	50%		
	49%	51%	48%	45%	47%	50%		
ADMINISTRATION REVENUE	\$ 7,125	\$ 687	\$ -	\$ 4,847	\$ 1,800	\$ 1,800	\$ 1,800	100.0%
10033000-480000 Miscellaneous Revenue	7,125	687	-	4,147	-	-	-	0.0%
10033000-488000 Sale of Municipal Property	-	-	-	700	-	-	-	0.0%
TiIF Revenue Training Costs					1,800	1,800	1,800	100.0%

PUBLIC WORKS

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
40.									
41.	TOTAL ADMINISTRATION COST	\$ 344,072	\$ 357,046	\$ 395,370	\$ 251,410	\$ 398,306	\$ 396,806	\$ 1,436	0.4%
42.									
43.	ADMINISTRATION LABOR COST	\$ 334,871	\$ 351,675	\$ 380,120	\$ 246,567	\$ 385,856	\$ 385,856	\$ 5,736	1.5%
44.									
45.	10033001-511000 Full Time Salaries & Wages	233,023	243,941	260,608	173,051	267,229	267,229	6,621	2.5%
46.	10033001-512100 Overtime	-	9	-	580	-	0	-	0.0%
47.	10033001-521000 FICA	14,735	15,543	16,983	11,094	17,393	17,393	410	2.4%
48.	10033001-522000 Medicare	3,446	3,635	3,972	2,594	4,068	4,068	96	2.4%
49.	10033001-522300 Maine Paid Leave	-	-	-	193	1,403	1,403	1,403	100.0%
50.	10033001-523300 Deferred Compensation	16,560	14,110	17,942	9,829	18,413	18,413	471	2.6%
51.	10033001-524100 Group Health Insurance	54,337	56,887	60,315	37,039	58,800	58,800	(1,515)	(2.5%)
52.	10033001-524200 Dental Insurance	3,352	3,163	4,800	2,171	3,600	3,600	(1,200)	(25.0%)
53.	10033001-524300 Disability & Life Insurance	1,618	1,537	2,200	1,063	1,650	1,650	(550)	(25.0%)
54.	10033001-587100 Vehicle Allowance	7,800	12,850	13,300	8,952	13,300	13,300	-	0.0%
55.									
56.	ADMINISTRATION OPERATING COST	\$ 9,201	\$ 5,371	\$ 15,250	\$ 4,843	\$ 12,450	\$ 10,950	\$ (4,300)	(28.2%)
57.									
58.	10033003-530000 Dues & Memberships	347	646	1,000	325	1,000	1,000	-	0.0%
59.	10033003-532000 Training & Workshops	535	230	1,000	399	3,500	3,000	2,000	200.0%
60.	10033003-553000 Telephone	955	-	2,900	-	0	0	(2,900)	(100.0%)
61.	10033003-553500 Advertising	2,006	1,441	1,500	328	1,500	1,500	-	0.0%
62.	10033003-587000 Mileage	122	159	600	169	600	600	-	0.0%
63.	10033003-587500 Travel Expense	1,918	88	5,000	-	2,500	1,500	(3,500)	(70.0%)
64.	10033003-610000 Miscellaneous Supplies	532	888	400	1,172	500	500	100	25.0%
65.	10033003-610100 Office supplies	1,137	1,249	1,000	1,309	1,000	1,000	-	0.0%
66.	10033003-610300 Paper & Printing Supplies	877	268	1,000	-	1,000	1,000	-	0.0%
67.	10033003-611400 Books & Subscriptions	330	90	-	-	0	0	-	0.0%
68.	10033003-612200 Postage	366	139	450	205	450	450	-	0.0%
69.	10033003-710000 Office Equipment & Maintenan	76	173	400	935	400	400	-	0.0%
70.									
71.	FLEET MAINTENANCE REVENUE	\$ 117,590	\$ 273,125	\$ 115,000	\$ 112,901	\$ 257,000	\$ 215,000	\$ 100,000	87.0%
72.									
73.	10033000-445700 Motor Fuel Reimbursements	117,590	273,125	115,000	112,901	257,000	215,000	100,000	87.0%
74.									
75.	TOTAL FLEET MAINTENANCE COST	\$ 825,665	\$ 981,882	\$ 837,844	\$ 559,290	\$ 795,206	\$ 958,206	\$ 120,362	14.4%
76.									
77.	FLEET MAINTENANCE LABOR COST	\$ 302,770	\$ 309,503	\$ 331,544	\$ 224,841	\$ 370,156	\$ 370,156	\$ 38,612	11.6%
78.									
79.	10033151-511000 Full Time Salaries & Wages	212,592	217,454	234,541	152,191	240,055	240,055	5,514	2.4%

PUBLIC WORKS

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
80.	10033151-512100 Overtime	6,988	3,332	5,000	10,836	5,000	5,000	-	0.0%
81.	10033151-521000 FICA	-	13,472	14,653	9,939	15,305	15,305	652	4.4%
82.	10033151-522000 Medicare	13,610	3,151	3,427	2,325	3,580	3,580	153	4.5%
83.	10033151-522300 Maine Paid Leave	-	-	-	61	1,235	1,235	1,235	100.0%
84.	10033151-523300 Deferred Compensation	3,183	12,197	13,068	8,887	15,081	15,081	2,013	15.4%
85.	xxx Allowance for Wage Adjustr	13,846	-	-	-	-	-	-	0.0%
86.	10033151-524100 Group Health Insurance	47,966	54,192	54,655	37,410	83,250	83,250	28,595	52.3%
87.	10033151-524200 Dental Insurance	3,082	3,736	3,500	2,377	4,150	4,150	650	18.6%
88.	10033151-524300 Disability & Life Insurance	653	807	900	526	700	700	(200)	(22.2%)
89.	10033151-610800 Clothing Allowance	851	1,161	1,800	290	1,800	1,800	-	0.0%
90.									
91.	FLEET MAINTENANCE OPERATING COST	\$ 522,895	\$ 672,379	\$ 506,300	\$ 334,449	\$ 425,050	\$ 588,050	\$ 81,750	16.1%
92.									
93.	10033153-532000 Training/Workshops	-	1,060	-	-	1,000	1,000	1,000	0.0%
94.	10033153-575000 Vehicle & Equipment Mainte	16,000	34,155	15,000	9,610	25,000	25,000	10,000	66.7%
95.	10033153-610500 Motor Fuels	268,127	408,846	225,000	186,656	135,000	295,000	70,000	31.1%
96.	10033153-610600 Tires & Tubes	19,245	18,927	25,000	15,085	25,000	25,000	-	0.0%
97.	10033153-610700 Wearing Apparel	938	1,756	1,500	169	1,500	1,500	-	0.0%
98.	10033153-612100 Vehicle / Equipment Parts	202,164	199,158	220,000	120,583	220,000	220,000	-	0.0%
99.	10033153-680000 Miscellaneous Expense	129	-	-	45	750	750	750	0.0%
100.	10033153-6A1200 Tool Reimbursement	2,250	1,960	1,800	1,674	1,800	1,800	-	0.0%
101.	10033153-710000 Equipment Purchases	9,693	5,992	15,000	627	15,000	15,000	-	0.0%
102.	10033153-730000 Radios & Communications E	4,348	525	3,000	-	0	3,000	-	0.0%
103.									
104.	CITY REFUSE REVENUE	416,637	\$ 411,959	435,000	\$ 295,555	410,000	\$ 410,000	\$ (25,000)	(5.7%)
105.									
106.	10033000-442600 Host Fee	89,495	87,256	85,000	62,696	85,000	85,000	-	0.0%
107.	10033000-445900 PAYT Bag Revenue	324,478	324,703	350,000	232,718	325,000	325,000	(25,000)	(7.1%)
108.	10033000-460700 Rental - Landfill	2,250	-	-	-	-	-	-	0.0%
109.	10033200-485140 Intern Wage Reimbursement	414	-	-	-	-	-	-	0.0%
110.	10033200-445910 Metal Recycling	-	-	-	142	-	-	-	0.0%
111.									
112.	TOTAL REFUSE COLLECTION COST	\$ 411,175	\$ 487,937	\$ 459,482	\$ 276,301	\$ 537,368	\$ 537,368	\$ 77,886	17.0%
113.									
114.	CITY REFUSE COLLECTION LABOR COST	\$ 144,678	\$ 195,039	\$ 186,982	\$ 122,664	\$ 228,068	\$ 228,068	\$ 41,086	22.0%
115.									
116.	10033201-511000 Full Time Salaries & Wages	102,339	141,889	134,124	83,606	133,364	133,364	(760)	(0.6%)
117.	10033201-512100 Overtime	4,053	7,312	3,500	4,160	3,500	3,500	-	0.0%
118.	10033201-514200 PT Intern	562	-	-	-	-	-	-	0.0%
119.	10033201-521000 FICA	6,090	8,681	8,427	4,958	8,598	8,598	171	2.0%

PUBLIC WORKS

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
120.	10033201-522000 Medicare	1,424	2,030	1,971	1,160	2,011	2,011	40	2.0%
121.	10033201-522300 Maine Paid Leave	-	-	-	-	694	694	694	100.0%
122.	10033201-523300 Deferred Compensation	-	-	3,085	-	2,351	2,351	(734)	(23.8%)
123.	10033201-524100 Group Health Insurance	28,567	32,723	31,975	27,223	72,000	72,000	40,025	125.2%
124.	10033201-524200 Dental Insurance	1,460	1,688	1,750	1,366	3,600	3,600	1,850	105.7%
125.	10033201-524300 Disability & Life Insurance	182	297	350	92	150	150	(200)	(57.1%)
126.	10033201-610800 Clothing Allowance & Wearir	-	419	1,800	100	1,800	1,800	-	0.0%
127.									
128.	CITY REFUSE COLLECTION OPERATING COS	\$ 266,497	\$ 292,897	\$ 272,500	\$ 153,637	\$ 309,300	\$ 309,300	\$ 36,800	13.5%
129.									
130.	10033203-546500 Solid Waste Charges	26,981	15,394	15,000	39,069	25,000	25,000	10,000	66.7%
131.	10033203-546600 Tipping Fees	120,831	127,339	130,000	58,743	158,500	158,500	28,500	21.9%
132.	10033203-546656 Annual Bulky Waste Pickup	45,476	52,664	35,000	-	35,000	35,000	-	0.0%
133.	10033203-546700 Garbage to Garden Promotic	-	-	-	-	-	-	-	0.0%
134.	10033203-546800 Recycling Fees	73,015	97,288	92,000	55,742	90,300	90,300	(1,700)	(1.8%)
135.	10033203-610000 Miscellaneous Supplies	-	-	-	83	-	-	-	0.0%
136.	10033203-610700 Wearing Apparel	194	212	500	-	500	500	-	0.0%
137.									
138.	OPERATION & MAINT REVENUE	\$ 91,687	\$ 25,729	\$ 15,000	\$ 2,085	\$ 20,000	\$ 20,000	5,000	33.3%
139.									
140.	10033220-426000 PFAS Landfill Reimbursemer	14,500	-	-	-	-	-	-	0.0%
141.	10033000-441600 Street Excavation Permits	77,150	23,155	15,000	2,041	20,000	20,000	5,000	33.3%
142.	10033000-445010 Professional Service	-	1,887	-	5	-	-	-	0.0%
143.	10033220-445015 Jury Duty Wage Reimbursemer	37	687	-	39	-	-	-	0.0%
144.									
145.	TOTAL OPERATION & MAINTENANCE COST	\$ 1,839,135	\$ 1,796,514	\$ 2,301,435	\$ 1,131,749	\$ 2,344,050	\$ 2,271,476	\$ (29,959)	(1.3%)
146.									
147.	OPERATION & MAINT LABOR COST	\$ 953,466	\$ 854,597	\$ 1,141,151	\$ 573,211	\$ 1,182,850	\$ 1,110,276	\$ (30,875)	(2.7%)
148.									
149.	10033221-511000 Full Time Salaries & Wages	623,819	547,180	737,355	356,927	747,102	704,853	-32,502	(4.4%)
150.	10033221-512100 Overtime	39,618	40,444	46,000	49,892	50,000	50,000	4,000	8.7%
151.	10033221-521000 FICA	39,239	34,102	46,201	24,020	49,942	47,285	1,084	2.3%
152.	10033221-522000 Medicare	9,177	7,975	10,806	5,618	11,680	11,059	253	2.3%
153.	10033221-522300 Maine Paid Leave	-	-	-	67	4,028	3,817	3,817	100.0%
154.	10033221-523300 Deferred Compensation	33,621	25,761	31,768	17,287	31,648	30,662	-1,106	(3.5%)
155.	10033221-524100 Group Health Insurance	193,453	185,296	245,890	110,062	266,000	242,000	-3,890	(1.6%)
156.	10033221-524200 Dental Insurance	10,549	9,323	13,300	5,410	13,200	12,000	-1,300	(9.8%)
157.	10033221-524300 Disability & Life Insurance	1,351	1,005	2,031	644	1,450	1,400	-631	(31.1%)
158.	10033221-610800 Clothing Allowance	2,639	3,510	7,800	3,284	7,800	7,200	-600	(7.7%)
159.									

PUBLIC WORKS

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
160.	OPERATION & MAINT OPERATING COST	\$ 885,670	\$ 941,917	\$ 1,160,284	\$ 558,538	\$ 1,161,200	\$ 1,161,200	\$ 916	0.1%
161.									
162.	10033221-544000 Professional Services	1,468	13,962	-	8,231	-	-	-	0.0%
163.	10033223-557300 Utilities - Sewer /Water Build	6,715	4,919	9,200	4,128	9,700	9,700	500	5.4%
164.	10033223-557353 Utilities - Catch Basins	483,084	483,084	483,084	241,542	485,000	485,000	1,916	0.4%
165.	10033223-557500 Utilities - Electrical Buildings	10,634	11,145	10,000	10,445	15,000	15,000	5,000	50.0%
166.	10033223-557555 Utilities - Electrical Street Lig	65,959	77,643	80,000	51,522	80,000	80,000	-	0.0%
167.	10033223-575000 Vehicle/Equipment	3,689	12,159	10,000	30	10,000	10,000	-	0.0%
168.	10033223-578000 Road Maintenance	56,633	97,284	220,000	26,578	220,000	220,000	-	0.0%
169.	10033223-578500 Landfill Maintenance	24,785	12,557	20,000	15,000	12,000	12,000	(8,000)	(40.0%)
170.	10033223-610000 Miscellaneous Supplies	8,761	21,003	8,500	10,372	10,000	10,000	1,500	17.6%
171.	10033223-610700 Wearing Apparel	5,115	6,412	4,500	2,786	4,500	4,500	-	0.0%
172.	10033223-610800 Training & Workshops	-	175	1,500	-	1,500	1,500	-	0.0%
173.	10033223-611900 Salt & Sand	210,097	196,918	300,000	181,662	300,000	300,000	-	0.0%
174.	10033223-612300 Food & Meals	3,589	4,179	3,500	1,928	3,500	3,500	-	0.0%
175.	10033223-710000 Equipment	5,140	477	10,000	4,315	10,000	10,000	-	0.0%
176.									
177.	TOTAL TRAFFIC MANAGEMENT COST	\$ 221,963	\$ 149,629	\$ 188,245	\$ 97,327	\$ 265,383	\$ 261,383	\$ 73,138	38.9%
178.									
179.	TRAFFIC MANAGEMENT LABOR COST	\$ 103,373	\$ 105,739	\$ 103,040	\$ 80,413	\$ 110,233	\$ 110,233	\$ 7,193	7.0%
180.									
181.	10033241-511000 Full Time Salaries & Wages	64,223	66,864	68,931	46,469	68,932	68,932	1	0.0%
182.	10033241-512100 Overtime	6,962	4,968	-	10,190	5,000	5,000	5,000	0.0%
183.	10033241-521000 FICA	4,276	4,367	4,311	3,467	4,621	4,621	310	7.2%
184.	10033241-522000 Medicare	1,000	1,021	1,008	811	1,081	1,081	73	7.2%
185.	10033241-522300 Maine Paid Leave	-	-	-	-	373	373	373	100.0%
186.	10033241-523300 Deferred Compensation	4,278	4,663	4,825	3,245	4,826	4,826	1	0.0%
187.	10033241-524100 Group Health Insurance	21,473	22,096	22,115	15,252	24,000	24,000	1,885	8.5%
188.	10033241-524200 Dental Insurance	1,117	1,117	1,200	550	750	750	(450)	(37.5%)
189.	10033241-524300 Disability & Life Insurance	42	42	50	28	50	50	-	0.0%
190.	10033241-610800 Clothing Allowance	-	600	600	400	600	600	-	0.0%
191.									
192.	TRAFFIC MANAGEMENT OPERATING COST	\$ 118,591	43,890	85,205	\$ 16,914	155,150	151,150	\$ 65,945	77.4%
193.									
194.	10033243-575000 Vehicle/Equipment Parts	2,638	3,571	5,000	3,461	5,000	5,000	-	0.0%
195.	10033243-576000 Traffic Signal Maintenance	31,733	12,717	35,000	1,924	20,000	20,000	(15,000)	(42.9%)
196.	10033243-576500 Street Light Maintenance	11,528	6,097	10,000	7,141	15,000	13,500	3,500	35.0%
197.	10033243-610000 Miscellaneous Supplies	54,042	13,945	25,000	4,389	105,000	35,000	10,000	40.0%
198.	10033243-610700 Wearing Apparel	-	518	205	-	150	150	(55)	(26.8%)
199.	10033243-612100 Vehicle/Equipment Parts	18,650	7,042	10,000	-	10,000	7,500	(2,500)	(25.0%)

PUBLIC WORKS

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
200.	10033243-743030	-	-	-	-	-	70,000	70,000	0.0%
201.									
202.	TOTAL FACILITY MAINTENANCE COST	\$ 166,922	\$ 176,402	\$ 165,308	\$ 118,957	\$ 195,805	\$ 195,805	\$ 30,497	18.4%
203.									
204.	FACILITY MAINTINANCE LABOR COST	\$ 105,828	\$ 107,946	\$ 102,558	\$ 81,083	\$ 112,555	\$ 112,555	\$ 9,997	9.7%
205.									
206.	10033261-511000	59,330	61,744	63,669	42,818	63,669	63,669	-	0.0%
207.	10033261-512100	5,663	6,647	6,000	10,145	6,000	6,000	-	0.0%
208.	10033261-514000	9,277	6,750	-	5,270	6,750	6,750	6,750	0.0%
209.	10033261-521000	4,515	4,576	3,985	3,565	4,776	4,776	791	19.8%
210.	10033261-522000	1,056	1,070	932	834	1,117	1,117	185	19.8%
211.	10033261-522300	-	-	-	5	386	386	386	100.0%
212.	10033261-523300	3,967	4,321	4,457	2,997	4,457	4,457	-	0.0%
213.	10033261-524100	20,719	21,545	22,115	14,952	24,000	24,000	1,885	8.5%
214.	10033261-524200	684	692	750	468	750	750	-	0.0%
215.	10033261-524300	42	41	50	28	50	50	-	0.0%
216.	10033261-610800	575	560	600	-	600	600	-	0.0%
217.									
218.	FACILITY MAINTINANCE OPERATING COST	\$ 61,094	\$ 68,456	\$ 62,750	\$ 37,874	\$ 83,250.00	\$ 83,250.00	\$ 20,500	32.7%
219.									
220.	10033263-544000	20,076	12,457	13,000	17,044	17,500	17,500	4,500	34.6%
221.	10033263-557700	18,572	18,079	16,000	11,261	20,000	20,000	4,000	25.0%
222.	10033263-564000	656	234	1,000	1,149	2,000	2,000	1,000	100.0%
223.	10033263-570000	825	-	1,500	49	1,500	1,500	-	0.0%
224.	10033263-577000	7,988	23,607	15,000	6,433	20,000	20,000	5,000	33.3%
225.	10033263-610000	12,377	13,458	15,000	655	20,000	20,000	5,000	33.3%
226.	10033263-610101	-	156	-	-	-	-	-	0.0%
227.	10033263-610700	-	-	150	789	150	150	-	0.0%
228.	10033263-6A1200	600	427	600	494	600	600	-	0.0%
229.	10033263-715070	-	38	500	-	1,500	1,500	1,000	200.0%

Pine Grove Cemetery

Matt Skehan, Public Works Director

Mission:

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

Department Overview

To fulfill our mission, the City recognizes the grounds of our cemetery are sacredly devoted to the internment and memorialization of our honored dead. 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.

Staffing

The Cemetery is overseen by a Sexton who is responsible for all administrative duties. General maintenance and lawn care is performed by the City's Park and Recreation Department.

CEMETERY

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1.	NET COST - OVER (UNDER) REVENUE	\$ 20,542	\$ 21,157	\$ 46,687	\$ (14,973)	\$ 56,661	\$ 54,339	\$ 7,652	16.4%
2.									
3.	TOTAL REVENUE	(17,825)	(14,525)	(12,000)	(29,927)	(12,000)	(12,000)	-	0.0%
4.	TOTAL COST	38,367	35,682	58,687	14,954	68,661	66,339	7,652	13.0%
5.									
6.									
7.	LABOR vs. NON-LABOR COST	\$ 38,367	\$ 35,682	\$ 58,687	\$ 14,954	\$ 68,661	\$ 66,339	\$ 7,652	13.0%
8.									
9.	TOTAL LABOR COST	22,466	25,742	34,987	6,495	44,961	42,639	7,652	21.9%
10.		58.6%	72.1%	59.6%	43.4%	65.5%	64.3%		
11.	TOTAL NON-LABOR COST	15,901	9,940	23,700	8,459	23,700	23,700	-	0.0%
12.		41.4%	27.9%	40.4%	56.6%	34.5%	35.7%		
13.									
14.	TOTAL REVENUE	\$ 17,825	\$ 14,525	\$ 12,000	\$ 29,927	\$ 12,000	\$ 12,000	\$ -	0.0%
15.									
16.	10044600-446600 Lot Sales	4,575	1,266	2,000	446	2,000	2,000	-	0.0%
17.	10044600-446700 Perpetual Care	-	-	-	1,316	-	-	-	0.0%
18.	10044600-446800 Burial Income	13,250	12,450	10,000	7,008	10,000	10,000	-	0.0%
19.	10044600-480000 Miscellaneous Revenue		809	-	21,157		-	-	0.0%
20.	10130000-497070 Transfer From Perpetual Care Fund							-	0.0%
21.									
22.	TOTAL COST	\$ 38,367	\$ 35,682	\$ 58,687	\$ 14,954	\$ 68,661	\$ 66,339	\$ 7,652	13.0%
23.									
24.	LABOR COST	\$ 22,466	\$ 25,742	\$ 34,987	\$ 6,495	\$ 44,961	\$ 42,639	\$ 7,652	21.9%
25.									
26.	10044601-514000 Part Time & Temporary Wages	20,870	19,763	9,000	6,034	9,322	8,000	(1,000)	(11.1%)
27.	10044601-513000 Cemetery Maintenance Wages	-	-	23,500	-	32,250	31,250	7,750	33.0%
28.	100144601-512100 Overtime	-	4,161			-	-	-	0.0%
29.	10044601-521000 FICA	1,294	1,473	2,015	374	2,578	2,578	563	27.9%
30.	10044601-522000 Medicare	303	345	472	88	603	603	131	27.8%
31.	10044601-522300 Maine Paid Leave	-	-	-	-	208	208	208	100.0%
32.									

CEMETERY

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
33.	OPERATING COST	\$ 15,901	\$ 9,940	\$ 23,700	\$ 8,459	\$ 23,700	\$ 23,700	\$ -	0.0%
34.									
35.	10044603-530000 Dues & Membership	-	-	50	-	50	50	-	0.0%
36.	10044603-557000 Utilities	-	-	-	-	-	-	-	0.0%
37.	10044603-557300 Water and Sewer	759	1,092	1,200	482	1,200	1,200	-	0.0%
38.	10044603-557500 Electricity	653	775	750	592	750	750	-	0.0%
39.	10044603-577200 Turf & Tree Maintenance	1,750	1,829	5,000	300	5,000	5,000	-	0.0%
40.	10044603-610100 Office Supplies	-	-	200	18	200	200	-	0.0%
41.	10044603-610500 Motor Fuel	3,000	2,569	3,500	143	3,500	3,500	-	0.0%
42.	10044603-611700 Construction Supplies	-	-	3,000	-	3,000	3,000	-	0.0%
43.	10044603-680000 Miscellaneous	-	-	500	-	500	500	-	0.0%
44.	10044603-689000 Burial Expense	9,200	3,675	7,500	5,825	7,500	7,500	-	0.0%
45.	10044603-710000 Equipment	540	-	2,000	1,098	2,000	2,000	-	0.0%

Mission:

To inspire active and healthy lifestyles through a diverse system of parks, fields and trails.

Department Overview

The Parks and Recreation Department is responsible for the development and leadership of the City's recreational facilities and resources. This work includes supervision of staff and volunteers, management of recreation facilities, liaison with citizen boards, and extensive outreach to the community at large. Waterville has some of the top recreational assets in the state - our department is proud to be responsible for their care. The Department is responsible for the maintenance of all city lawn areas (120 acres) including those for Waterville Public Schools. 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 four of the City's premier 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, 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. Alford 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 fully accessible walkway along the river, gazebo, 150-seat ampitheatre, children's play area, informational kiosks, and art installations.

Staffing

Staff includes 3 full time maintenance employees, 1 Program Coordinator at Quarry Road Trails, 8 part time - seasonal employees, and 25-30 volunteers annually.

PARKS AND RECREATION

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 536,636	\$ 601,095	\$ 635,817	\$ 385,332	\$ 716,845	\$ 670,845	\$ 35,028	5.51%
2.								
3. TOTAL REVENUE	(205,379)	(214,668)	(169,700)	(138,459)	(152,100)	(157,100)	12,600	(7.4%)
4. TOTAL COST	742,015	815,763	805,517	523,791	868,945	827,945	22,428	2.8%
5.								
6. NET ADMINSTRATION COST	\$ 12,281	\$ 26,009	\$ 21,400	\$ (1,790)	\$ 6,100	\$ 6,100	\$ (15,300)	(71.5%)
7.								
8. TOTAL REVENUE	(16,197)	(6,817)	(3,600)	(1,835)	(4,100)	(4,100)	(500)	13.9%
9. TOTAL COST	28,478	32,826	25,000	45	10,200	10,200	(14,800)	(59.2%)
10.								
11. NET MAINTENANCE COST	\$ 333,110	\$ 414,361	\$ 452,137	\$ 299,311	\$ 503,485	\$ 498,485	\$ 46,348	10.3%
12.								
13. TOTAL REVENUE	(10,000)	-	(5,000)	-	(5,000)	(10,000)	(5,000)	100.0%
14. TOTAL COST	343,110	414,361	457,137	299,311	508,485	508,485	51,348	11.2%
15.								
16. NET POOL COST	\$ 85,685	\$ 109,010	\$ 104,500	\$ 92,433	\$ 123,000	\$ 102,000	\$ (2,500)	(2.4%)
17.								
18. TOTAL REVENUE	(275)	(17,487)	(15,000)	(6,649)	(7,500)	(7,500)	7,500	(50.0%)
19. TOTAL COST	85,960	126,497	119,500	99,082	130,500	109,500	(10,000)	(8.4%)
20.								
21. NET PROGRAMS COST	\$ 2,021	\$ -	\$ 22,691	\$ -	\$ 22,816	\$ 2,816	\$ (19,875)	(87.6%)
22.								
23. TOTAL REVENUE	(7,330)	-	-	(12,800)	-	-	-	0.0%
24. TOTAL COST	9,351	-	22,691	12,800	22,816	2,816	(19,875)	(87.6%)
25.								
26. NET QUARRY ROAD COST	\$ 103,539	\$ 51,715	\$ 35,089	\$ (4,621)	\$ 61,444	\$ 61,444	\$ 26,355	75.1%
27.								
28. TOTAL REVENUE	(171,578)	(190,364)	(146,100)	(117,175)	(135,500)	(135,500)	10,600	(7.3%)
29. TOTAL COST	275,117	242,079	181,189	112,553	196,944	196,944	15,755	8.7%
30.								
31.								
32. LABOR vs. NON-LABOR COST	\$ 742,015	\$ 815,763	\$ 805,517	\$ 523,791	\$ 868,945	\$ 827,945	\$ 22,428	2.8%
33.								
34. TOTAL LABOR COST	318,367	356,319	386,817	270,289	443,495	443,495	56,678	14.7%
35.	42.9%	43.7%	48.0%	51.6%	51.0%	53.6%		
36. TOTAL NON-LABOR COST	423,649	459,444	418,700	253,502	425,450	384,450	(34,250)	(8.2%)
37.	57.1%	56.3%	52.0%	48.4%	49.0%	46.4%		

PARKS AND RECREATION

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
38.									
39.	ADMINISTRATION REVENUE	\$ 16,197	\$ 6,817	\$ 3,600	\$ 1,835	\$ 4,100	\$ 4,100	\$ 500	13.9%
40.									
41.	10044000-443400 Facility Rental	3,300	775	-	25	500	500	500	0.0%
42.	10044000-480000 Miscellaneous revenue	137	1,562	-	-	-	-	-	0.0%
43.	10044050-486000 Donations	-	65	100	-	100	100	-	0.0%
44.	10044500-442800 Baseball Field Revenues	5,430	4,415	3,500	1,810	3,000	3,000	(500)	(14.3%)
45.	10044500-482000 Program Fees	7,330	-	-	-	-	-	-	0.0%
46.	TIF Revenue Training Costs	-	-	-	-	500	500	500	0.0%
47.									
48.	TOTAL ADMINISTRATION COST	\$ 28,478	\$ 32,826	\$ 25,000	\$ 45	\$ 10,200	\$ 10,200	\$ (14,800)	(59.2%)
49.									
50.	ADMINISTRATION OPERATING COST	\$ 28,478	\$ 32,826	\$ 25,000	\$ 45	\$ 10,200	\$ 10,200	\$ (14,800)	(59.2%)
51.									
52.	10044003-530000 Dues & Memberships	-	200	-	45	200	200	200	0.0%
53.	10044003-544000 Brown Tail Moth Mitigation	28,478	32,626	25,000	-	10,000	10,000	(15,000)	(60.0%)
54.									
55.	MAINTENANCE REVENUE	\$ 10,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ 10,000	\$ 5,000	100.0%
56.									
57.	10004000-443300 Mowing Revenues	10,000	-	5,000	-	5,000	5,000	-	0.0%
	Transfer Funds Riverwalk Res					-	5,000		
58.									
59.	TOTAL MAINTENANCE COST	\$ 343,110	\$ 414,361	\$ 457,137	\$ 299,311	\$ 508,485	\$ 508,485	\$ 51,348	11.2%
60.									
61.	MAINTENANCE LABOR COST	\$ 234,056	\$ 274,299	\$ 297,087	\$ 217,065	\$ 339,735	\$ 339,735	\$ 42,648	14.4%
62.									
63.	10044051-511000 Full Time Salaries & Wages	140,826	159,857	165,963	106,512	164,820	164,820	(1,143)	(0.7%)
64.	10044051-512100 Overtime	6,744	6,833	10,000	13,828	10,000	10,000	-	0.0%
65.	10044051-514000 Part Time & Temporary Wages	37,521	52,013	67,850	54,748	96,750	96,750	28,900	42.6%
66.	10044051-521000 FICA	11,275	13,271	10,402	10,815	16,949	16,949	6,547	62.9%
67.	10044051-522000 Medicare	2,637	3,104	2,425	2,529	3,965	3,965	1,540	63.5%
68.	10044051-522300 Maine Paid Leave	-	-	-	35	1,367	1,367	1,367	100.0%
69.	10044051-523300 Deferred Compensation	3,967	4,321	4,457	4,785	7,659	7,659	3,202	71.8%
70.	10044051-524100 Group Health Insurance	29,197	31,563	32,590	21,880	34,700	34,700	2,110	6.5%
71.	10044051-524200 Dental Insurance	1,001	1,530	700	822	1,300	1,300	600	85.7%
72.	10044051-524300 Disability & Life Insurance	312	339	900	240	425	425	(475)	(52.8%)
73.	10044051-610800 Clothing Allowance	575	1,468	1,800	870	1,800	1,800	-	0.0%
74.									

PARKS AND RECREATION

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
75.	MAINTENANCE OPERATING COST	\$ 109,055	\$ 140,062	\$ 160,050	\$ 82,246	\$ 168,750	\$ 168,750	\$ 8,700	5.4%
76.									
77.	10044053-53200 Training/ Workshops	875	33	1,000	-	1,000	1,000	-	0.0%
78.	10044053-544000 Professional Services	-	3,650	1,000	48	1,000	1,000	-	0.0%
79.	10044053-555000 Printing/Copy	-	145	1,000	-	1,000	1,000	-	0.0%
80.	10044053-557300 Sewer & Water	2,705	3,378	6,750	2,268	6,750	6,750	-	0.0%
81.	10044053-557500 Electricity	12,102	13,228	13,000	10,645	17,000	17,000	4,000	30.8%
82.	10044053-564000 Equipment & Vehicle Rental	10,880	13,624	10,000	11,428	15,000	15,000	5,000	50.0%
83.	10044053-577200 Recreational Areas	30,256	33,996	40,000	19,956	40,000	40,000	-	0.0%
84.	10044053-578600 Riverwalk Maintenance	4,496	2,518	5,000	6,455	5,000	5,000	-	0.0%
85.	10044053-610500 Motor Fuels	14,717	14,791	16,500	6,691	16,500	16,500	-	0.0%
86.	10044053-610700 Wearing apparel	1,760	1,144	3,300	1,333	3,000	3,000	(300)	(9.1%)
87.	10044053-611000 Cleaning Supplies	1,957	2,122	3,000	46	3,000	3,000	-	0.0%
88.	10044053-611200 Small Tools	441	7,541	7,000	2,547	7,000	7,000	-	0.0%
89.	10044053-611500 Recreation Supplies	31	8,699	20,000	2,746	20,000	20,000	-	0.0%
90.	10044053-612000 Electrical and Plumbing Supplies	1,405	720	5,000	1,848	5,000	5,000	-	0.0%
91.	10044053-612100 Vehicle / Equip Parts	26,711	29,971	20,000	14,765	20,000	20,000	-	0.0%
92.	10044053-710000 Equipment Equipment	718	4,502	7,500	1,471	7,500	7,500	-	0.0%
93.									
94.	POOL REVENUE	\$ 275	\$ 17,487	\$ 15,000	\$ 6,649	\$ 7,500	\$ 7,500	\$ (7,500)	(50.0%)
95.									
96.	10044500-443010 Concessions	-	-	-	-	-	-	-	0.0%
97.	10044500-443000 Swimming Pool	275	16,364	15,000	6,649	7,500	7,500	(7,500)	(50.0%)
98.	10044500-444200 District Court Fine	-	223	-	-	-	-	-	0.0%
99.	10044500-48055 Pool Advertising	-	-	-	-	-	-	-	0.0%
100.	10044100-488100 Miscellaneous-Sale of Su	-	900	-	-	-	-	-	0.0%
101.									
102.	POOL OPERATING COST	\$ 85,960	\$ 126,497	\$ 119,500	\$ 99,082	\$ 130,500	\$ 109,500	\$ (10,000)	(8.4%)
103.									
104.	10044103-553000 Telephone	45	-	-	-	-	-	-	0.0%
105.	10044103-557300 Sewer & Water	5,993	6,122	10,000	11,678	13,000	13,000	3,000	30.0%
106.	10044103-557500 Electricity	3,876	6,607	8,000	6,104	12,500	12,500	4,500	56.3%
107.	10044103-557700 Heating	7,357	9,687	8,000	7,676	10,000	10,000	2,000	25.0%
108.	10044103-577000 Facility Maintenance	1,224	2,049	6,500	2,333	6,500	6,500	-	0.0%
109.	10044103-577100 HVAC, Plumbing, Electrical	1,201	2,018	3,500	1,285	3,500	3,500	-	0.0%
110.	10044103-577210 Swim Pool Subsidy	-	27,280	25,000	6,280	25,000	4,000	(21,000)	(84.0%)
111.	10044103-610000 Supplies & Materials	35	-	-	-	-	-	-	0.0%
112.	10044103-611000 Cleaning supplies	15,509	7,112	8,500	13,679	10,000	10,000	1,500	17.6%
113.	10044103-630100 Pool Reserve	25,000	50,000	50,000	50,000	50,000	50,000	-	0.0%
114.	10044103-680000 Miscellaneous Expense	25,720	15,622	-	47	-	-	-	0.0%

PARKS AND RECREATION

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
115.								
116.	PROGRAMS REVENUE	\$ 7,330	\$ -	\$ -	\$ 12,800	\$ -	\$ -	0.0%
117.								
118.	10044500-482000 Program Revenues - Programs	7,330	-	-	12,800	-	-	0.0%
119.								
120.	TOTAL PROGRAMS COST	\$ 9,351	\$ -	\$ 22,691	\$ 12,800	\$ 22,816	\$ 2,816	\$ (19,875) (87.6%)
121.								
122.	PROGRAMS LABOR COST	\$ -	\$ -	\$ 2,691	\$ -	\$ 2,816	\$ 2,816	\$ 125 4.6%
123.								
124.	10044501-514000 Part Time & Temporary Wages	-	-	2,500	-	2,500	2,500	- 0.0%
125.	10044501-521000 FICA	-	-	155	-	155	155	- 0.0%
126.	10044501-522000 Medicare	-	-	36	-	36	36	- 0.0%
127.	10044501-522300 Maine Paid Leave	-	-	-	-	125	125	125 0.0%
128.								
129.	PROGRAMS OPERATING COST	\$ 9,351	\$ -	\$ 20,000	\$ 12,800	\$ 20,000	\$ -	\$ (20,000) (100.0%)
130.								
131.	10044503-530000 Dues & Membership	198	-	-	-	-	-	- 0.0%
132.	10044503-540000 Contracted Services	504	-	-	-	-	-	- 0.0%
133.	10044503-544000 Professional services	380	-	-	-	-	-	- 0.0%
134.	10044503-555000 Printing	2,619	-	-	-	-	-	- 0.0%
135.	10044503-610000 Recreational Supplies	3,342	-	-	-	-	-	- 0.0%
136.	10044503-610700 Wearing Apparel	1,986	-	-	-	-	-	- 0.0%
137.	10044503-612300 Food & Meals	76	-	-	-	-	-	- 0.0%
138.	10044503-612400 Concession Supplies	135	-	-	-	-	-	- 0.0%
139.	10044503-620200 Credit Card Processing Fees	11	-	-	-	-	-	- 0.0%
140.	10044503-680000 Miscellaneous Expense	100	-	-	-	-	-	- 0.0%
141.	Recreation Program Subsidy	-	-	20,000	12,800	20,000	-	(20,000) 100.0%
142.								
143.	QUARRY ROAD REVENUE	\$ 171,578	\$ 190,364	\$ 146,100	\$ 117,175	\$ 135,500	\$ 135,500	\$ (10,600) (7.3%)
144.								
145.	30044150-443010 Quarry Road - Concessions	446	338	300	241	500	500	200 66.7%
146.	30044150-443015 Quarry Road - Ski Club	33,461	24,782	30,000	21,784	30,000	30,000	- 0.0%
147.	30044150-443020 Quarry Road - Summer Program	-	-	5,000	-	5,000	5,000	- 0.0%
148.	30044150-443110 Quarry Road - Greens Fees	342	64	500	-	-	-	(500) (100.0%)
149.	30044150-443400 Quarry Road - Facility Rental	4,405	-	-	775	-	-	- 0.0%
150.	30044150-445010 Quarry Road Program Director R	3,462	-	16,000	-	-	-	(16,000) (100.0%)
151.	30044150-447200 Quarry Road-Event/Venue	29,413	35,627	15,000	19,597	20,000	20,000	5,000 33.3%
152.	30044150-447210 Quarry Road - Passes	18,091	24,458	19,000	17,393	19,000	19,000	- 0.0%
153.	30044150-447220 Quarry Road - Season Pass	39,242	57,351	55,000	49,297	55,000	55,000	- 0.0%
154.	30044150-447230 Quarry Road - Ski Rental	4,625	4,360	4,000	2,651	4,000	4,000	- 0.0%

PARKS AND RECREATION

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
155.	30044150-447240 Quarry Road - Lesson Revenue	1,840	1,035	300	90	-	-	(300)	(100.0%)
156.	30044150-480000 Quarry Road - Miscellaneous	15,770	14,420	500	3,484	1,000	1,000	500	100.0%
157.	30044150-486000 Quarry Road - Donations	20,482	17,931	500	1,863	1,000	1,000	500	100.0%
158.	30044150-486300 Quarry Road-Equipment Grant	-	10,000	-				-	0.0%
159.									
160.	TOTAL QUARRY ROAD COST	\$ 275,117	\$ 242,079	\$ 181,189	\$ 112,553	\$ 196,944	\$ 196,944	\$ 15,755	8.7%
161.									
162.	QUARRY ROAD LABOR COST	\$ 84,311	\$ 82,020	\$ 87,039	\$ 53,224	\$ 100,944	\$ 100,944	\$ 13,905	16.0%
163.									
164.	30044151-511000 F/T Wages / Salary Quarry Road	43,972	47,249	48,672	34,367	60,424	60,424	11,752	24.1%
165.	30044151-512100 Overtime	5,150	6,127	7,000	391	7,000	7,000	-	0.0%
166.	30044151-514000 Part Time & Temporary Wages	15,519	12,261	15,000	7,640	15,000	15,000	-	0.0%
167.	30044151-514200 PT Intern	3,462	-	-	-	-	-	-	0.0%
168.	30044151-521000 FICA	4,049	3,893	4,382	2,514	5,111	5,111	729	16.6%
169.	30044151-522000 Medicare	947	910	1,025	588	1,196	1,196	171	16.7%
170.	30044151-522300 Maine Paid Leave	-	-	-	56	413	413	413	100.0%
171.	30044151-523300 Deferred Comp	-	-	-	-	-	-	-	0.0%
172.	30044151-524100 Health	10,167	10,483	9,860	6,951	10,700	10,700	840	8.5%
173.	30044151-524200 Dental	545	547	550	356	550	550	-	0.0%
174.	30044151-524300 Disability / Life Insurance	500	550	550	360	550	550	-	0.0%
175.									
176.	QUARRY ROAD OPERATING COST	\$ 190,806	\$ 160,059	\$ 94,150	\$ 59,330	\$ 96,000	\$ 96,000	\$ 1,850	2.0%
177.									
178.	30044153-530000 Dues & Memberships	7,174	5,931	5,000	2,444	5,000	5,000	-	0.0%
179.	30044153-532000 Training & Conferences	-	-	1,250	-	1,250	1,250	-	0.0%
180.	30044153-544000 Professional Services	3,875	2,270	4,000	6,603	3,000	3,000	(1,000)	(25.0%)
181.	30044153-553000 Telephone	-	-	-	-	-	-	-	0.0%
182.	30044153-553100 Cellphones	1,863	1,644	1,650	882	1,650	1,650	-	0.0%
183.	30044153-553500 Advertising & Printing	355	763	3,700	2,713	3,100	3,100	(600)	(16.2%)
184.	30044153-555000 Print / Copy	-	2,142	2,500	334	2,500	2,500	-	0.0%
185.	30044153-557500 Electricity	16,238	16,404	15,000	16,313	16,000	16,000	1,000	6.7%
186.	30044153-557700 Heating Fuel	3,660	1,756	3,000	1,435	3,000	3,000	-	0.0%
187.	30044153-564000 Miscellaneous Equipment Renta	4,869	5,448	5,000	8,774	5,000	5,000	-	0.0%
188.	30044153-575000 Vehicle & Equipment Maintenanc	14,166	19,436	20,000	5,481	20,000	20,000	-	0.0%
189.	30044153-577000 Facility Maintenance	15,733	5,584	10,000	3,354	10,000	10,000	-	0.0%
190.	30044153-577200 Recreational Areas	127	-	-	17	-	-	-	0.0%
191.	30044153-587000 Mileage	-	-	250	-	250	250	-	0.0%
192.	30044153-587500 Conference Travel	4,264	-	1,000	-	1,000	1,000	-	0.0%
193.	30044153-610000 Miscellaneous Supplies	317	214	-	-	-	-	-	0.0%
194.	30044153-610500 Gas, Oil, Lube	3,382	4,002	3,500	3,132	4,000	4,000	500	14.3%

PARKS AND RECREATION

FY 2026

			ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
195.	30044153-610700	Wearing Apparel	449	74	-	-	-	-	-	0.0%
196.	30044153-611000	Cleaning Supplies	26	-	500	-	500	500	-	0.0%
197.	30044153-611400	Books and Subscriptions	70	66	-	144	-	-	-	0.0%
198.	30044153-612400	Concession Supplies	288	245	300	123	250	250	(50)	(16.7%)
199.	30044153-615400	Ski Club Expense	-	-	5,000	74	5,000	5,000	-	0.0%
200.	30044153-615500	Summer Programs	-	284	2,500	-	1,000	1,000	(1,500)	(60.0%)
201.	30044153-620200	Credit Card Processing Fee	3,247	3,571	-	2,680	3,500	3,500	3,500	0.0%
202.	30044153-680000	Miscellaneous	9,640	1,765	-	247	-	-	-	0.0%
203.	30044153-680040	Ski Program Expenses	9,241	21,219	10,000	1,651	10,000	10,000	-	0.0%
204.	30044153-710000	Equipment Purchase	91,822	40,265	-	2,927	-	-	-	0.0%
205.	30044153-744600	Quarry Capital Improvement	-	26,978	-	-	-	-	-	0.0%

Fire & Rescue Department

Jason Frost, Fire Chief

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.

FIRE AND EMS SERVICES

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 2,675,400	\$ 3,093,328	\$ 3,309,600	\$ 2,152,331	\$ 3,792,487	\$ 3,753,586	\$ 443,986	13.4%
2.								
3. TOTAL REVENUE	(1,657,876)	(1,734,844)	(1,725,500)	(961,597)	(1,642,000)	(1,662,000)	63,500	(3.7%)
4. TOTAL COST	4,333,276	4,828,172	5,035,100	3,113,928	5,434,487	5,415,586	380,486	7.6%
5.								
6. NET FIRE PROTECTION COST	\$ 2,770,737	\$ 2,994,108	\$ 3,004,312	\$ 1,855,541	\$ 3,296,147	\$ 3,287,247	\$ 282,935	9.4%
7.								
8. TOTAL REVENUE	(42,734)	(50,119)	(39,500)	(20,135)	(40,750)	(40,750)	(1,250)	3.2%
9. TOTAL COST	2,813,471	3,044,227	3,043,812	1,875,676	3,336,897	3,327,997	284,185	9.3%
10.								
11. NET EMS COST	\$ (95,337)	\$ 99,220	\$ 305,288	\$ 296,791	\$ 496,339	\$ 466,339	\$ 161,051	52.8%
12.								
13. TOTAL REVENUE	(1,615,142)	(1,684,725)	(1,686,000)	(941,461)	(1,601,250)	(1,621,250)	64,750	(3.8%)
14. TOTAL COST	1,519,806	1,783,946	1,991,288	1,238,252	2,097,589	2,087,589	96,301	4.8%
15.								
16.								
17. LABOR vs. NON-LABOR COST	\$ 4,333,276	\$ 4,828,172	\$ 5,035,100	\$ 3,113,928	\$ 5,434,487	\$ 5,415,586	\$ 380,486	7.6%
18.								
19. TOTAL LABOR COST	3,324,521	3,786,843	3,944,576	2,572,726	4,281,154	4,281,153	\$ 336,577	8.5%
20.	76.7%	78.4%	78.3%	82.6%	78.8%	79.1%		
21. TOTAL NON-LABOR COST	1,008,756	1,041,329	1,090,524	541,202	1,153,333	1,134,433	\$ 43,909	4.0%
22.	23.3%	21.6%	21.7%	17.4%	21.2%	20.9%		
23.								
24. FIRE PROTECTION REVENUE	\$ 42,734	\$ 50,119	\$ 39,500	\$ 20,135	\$ 40,750	\$ 40,750	\$ 1,250	3.2%
25.								
26. 10055500-444500 Fire Alarm Boxes	17,004	24,875	21,000	2,050	21,000	21,000	-	0.0%
27. 10055500-444510 Fire Plan Review	-	8,871	15,000	16,790	15,000	15,000	-	0.0%
28. 10005500-480000 Miscellaneous Revenue	171	284	-	-	-	-	-	0.0%
29. 10005500-445010 Professional Fees	23,359	14,840	2,500	1,295	2,500	2,500	-	0.0%
30. 10005500-486000 Donations	2,200	1,250	1,000	-	1,000	1,000	-	0.0%
31. TIF Revenue Training Costs	-	-	-	-	1,250	1,250	1,250	0.0%
32.								
33. TOTAL FIRE PROTECTION COST	\$ 2,813,471	\$ 3,044,227	\$ 3,043,812	\$ 1,875,676	\$ 3,336,897	\$ 3,327,997	\$ 284,185	9.3%
34.								
35. FIRE PROTECTION LABOR COST	\$ 2,055,398	\$ 2,240,763	\$ 2,169,288	\$ 1,432,212	\$ 2,407,614	\$ 2,407,614	\$ 238,326	11.0%
36.								
37. 10055501-511000 Full Time Salaries & Wages	1,206,781	1,272,689	1,281,250	840,309	1,394,514	1,394,515	113,265	8.8%
38. 10055501-512100 Overtime	135,751	205,925	114,400	106,456	157,026	157,026	42,626	37.3%

FIRE AND EMS SERVICES

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
39.	10055501-512151	-	-	-	-	-	-	-	0.0%
40.	10055501-512200	77,269	78,919	82,722	74,393	90,167	90,167	7,445	9.0%
41.	10055501-512300	9,115	10,720	18,000	5,911	19,000	19,000	1,000	5.6%
42.	10055501-514000	65,338	91,344	110,000	42,735	121,000	121,000	11,000	10.0%
43.	10055501-521000	7,657	9,781	11,392	5,729	11,950	11,949	557	4.9%
44.	10055501-522000	20,642	22,924	23,349	14,660	27,413	27,413	4,064	17.4%
45.	10055501-522300	-	-	-	185	8,458	8,458	8,458	100.0%
46.	10055501-523100	184,722	193,264	181,008	125,632	207,265	207,264	26,256	14.5%
47.	10055501-523300	4,512	4,782	5,022	3,379	5,022	5,022	-	0.0%
48.	10055501-524100	302,110	311,966	309,145	201,147	342,100	342,100	32,955	10.7%
49.	10055501-524200	16,365	15,497	16,150	9,582	17,000	17,000	850	5.3%
50.	10055501-524300	2,531	2,965	2,450	1,593	2,700	2,700	250	10.2%
51.	10055501-587100	7,800	4,350	-	-	-	-	-	0.0%
52.	10055501-610800	14,805	15,637	14,400	500	4,000	4,000	(10,400)	(72.2%)
53.									
54.	FIRE PROTECTION OPERATING COST	\$ 758,072	\$ 803,464	\$ 874,524	\$ 443,464	\$ 929,283	\$ 920,383	\$ 45,859	5.2%
55.									
56.	10055503-530000	1,418	2,400	2,100	1,170	2,500	2,500	400	19.0%
57.	10055503-532000	10,863	18,436	22,500	11,234	22,500	21,500	(1,000)	(4.4%)
58.	10055503-532100	3,542	432	2,500	1,517	2,500	2,500	-	0.0%
59.	10055503-546000	576	721	1,000	721	1,000	1,000	-	0.0%
60.	10055503-553100	5,581	5,890	7,200	3,538	7,500	7,500	300	4.2%
61.	10055503-553500	160	716	500	238	500	500	-	0.0%
62.	10055503-557300	4,088	6,336	8,000	2,727	8,900	8,900	900	11.3%
63.	10055503-557400	396,987	428,681	467,424	214,341	486,183	486,183	18,759	4.0%
64.	10055503-557500	28,572	37,005	40,000	25,390	42,400	42,400	2,400	6.0%
65.	10055503-557700	35,134	26,850	20,000	9,525	22,000	22,000	2,000	10.0%
66.	10055503-564000	1,780	19,635	20,000	19,228	20,000	20,000	-	0.0%
67.	10055503-570000	7,534	8,295	7,500	8,536	8,000	8,000	500	6.7%
68.	10055503-573000	2,361	2,676	3,500	1,535	3,500	3,500	-	0.0%
69.	10055503-574000	6,887	6,382	5,000	5,256	10,000	10,000	5,000	100.0%
70.	10055503-575000	60,780	69,245	65,000	57,662	70,000	70,000	5,000	7.7%
71.	10055503-575200	-	-	-	7,781	8,000	8,000	8,000	0.0%
72.	10055503-577000	67,075	46,675	75,000	31,305	75,000	72,500	(2,500)	(3.3%)
73.	10055503-587000	2,049	946	1,500	376	1,600	1,200	(300)	(20.0%)
74.	10055503-587500	4,262	3,882	3,500	1,132	3,500	3,500	-	0.0%
75.	10055503-610000	4,012	1,000	1,500	106	1,500	1,500	-	0.0%
76.	10055503-610100	2,965	2,613	4,000	1,256	4,000	4,000	-	0.0%
77.	10055503-610400	14	-	-	-	-	-	-	0.0%

FIRE AND EMS SERVICES

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
78.	10055503-610500 Motor Fuels	20,928	27,518	30,000	8,024	30,000	25,000	(5,000)	(16.7%)
79.	10055503-610700 Wearing Apparel-PPE	40,058	39,479	40,000	7,840	40,000	40,000	-	0.0%
80.	10055503-610800 Clothing-Uniforms Purchase	10,721	6,669	-	8,081	10,400	10,400	10,400	0.0%
81.	10055503-611000 Cleaning Supplies	4,672	3,661	6,000	4,630	6,500	6,500	500	8.3%
82.	10055503-611100 Safety Supplies	17,704	6,526	15,000	4,740	15,000	15,000	-	0.0%
83.	10055503-611400 Books, Subscriptions	831	2,673	3,000	2,434	3,500	3,500	500	16.7%
84.	10055503-611800 Fire Prevention & Education Su	2,012	2,000	2,000	1,361	2,000	2,000	-	0.0%
85.	10055503-612200 Postage	559	110	800	26	800	800	-	0.0%
86.	10055503-612300 Food & Meals Expense	2,404	3,217	3,000	1,030	3,000	3,000	-	0.0%
87.	10055503-715171 Communication Equipment	6,189	17,385	10,000	290	10,000	10,000	-	0.0%
88.	10055503-715575 Fire Equipment	5,355	3,458	5,000	-	5,000	5,000	-	0.0%
89.	10055503-715576 Community Response Service	-	1,951	2,000	436	2,000	2,000	-	0.0%
90.									
91.	EMS REVENUE	\$ 1,615,142	\$ 1,684,725	\$ 1,686,000	\$ 941,461	\$ 1,601,250	\$ 1,621,250	\$ (64,750)	(3.8%)
92.	10055510-480000 EMS Miscellaneous Revenue	1,615,142	1,684,725	1,686,000	941,461	1,600,000	1,600,000	(86,000)	(5.1%)
93.	TIF Revenue Training Costs	-	-	-	-	1,250	1,250	1,250	0.0%
94.	Opioid Funds	-	-	-	-	-	20,000	20,000	0.0%
95.									
96.	TOTAL EMS COST	\$ 1,519,806	\$ 1,783,946	\$ 1,991,288	\$ 1,238,252	\$ 2,097,589	\$ 2,087,589	\$ 96,301	4.8%
97.									
98.	EMS LABOR COST	\$ 1,269,122	\$ 1,546,080	\$ 1,775,288	\$ 1,140,515	\$ 1,873,539	\$ 1,873,539	\$ 98,251	5.5%
99.									
100.	10055511-511000 Full Time Salaries & Wages	741,467	928,945	1,092,677	737,870	1,171,798	1,171,800	79,123	7.2%
101.	10055511-512100 Overtime	143,307	160,435	114,400	55,281	157,026	157,026	42,626	37.3%
102.	10055511-512151 Standard Overtime	-	-	-	-	-	-	-	0.0%
103.	10055511-512200 Holiday Pay	60,447	69,491	77,658	69,250	84,648	84,648	6,990	9.0%
104.	10055511-512300 Other Premiums	102	300	800	161	11,520	11,520	10,720	1,340.0%
105.	10055511-514000 Part Time & Temporary Wages	12,000	12,105	12,000	10,125	13,200	13,200	1,200	10.0%
106.	10055511-521000 FICA	809	1,256	800	682	819	819	19	2.4%
107.	10055511-522000 Medicare	13,064	16,131	18,816	12,009	22,201	22,201	3,385	18.0%
108.	10055511-522300 Maine Paid Leave	-	-	-	172	6,702	6,701	6,701	100.0%
109.	10055511-523100 MSRS-FIRE	122,034	140,417	158,592	102,057	173,200	173,199	14,607	9.2%
110.	10055511-524100 Group Health Insurance	154,168	192,513	269,820	142,287	213,350	213,350	(56,470)	(20.9%)
111.	10055511-524200 Dental Insurance	9,425	10,096	15,500	7,886	12,150	12,150	(3,350)	(21.6%)
112.	10055511-524300 Disability & Life Insurance	1,340	1,621	2,175	1,734	2,925	2,925	750	34.5%
113.	10055511-610800 Clothing Allowance-Cash	10,960	12,769	12,050	1,000	4,000	4,000	(8,050)	(66.8%)

FIRE AND EMS SERVICES

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
114.									
115.	EMS OPERATING COST	\$ 250,683	\$ 237,866	\$ 216,000	\$ 97,738	\$ 224,050	\$ 214,050	\$ (1,950)	(0.9%)
116.									
117.	10055513-532000 Training/Workshops	-	11,400	15,000	848	15,000	15,000	-	0.0%
118.	10055513-564000 Vehicle Lease	-	-	-	-	-	-	-	0.0%
119.	10055513-570000 Equipment maintenance	22,099	12,830	15,000	5,596	15,000	15,000	-	0.0%
120.	10055513-575000 Vehicle Maintenance	26,546	34,641	25,000	14,060	25,000	25,000	-	0.0%
121.	10055513-587000 Mileage	-	-	-	-	-	-	-	0.0%
122.	10055513-610400 Medical & Lab Supplies	57,376	51,184	50,000	24,305	50,000	50,000	-	0.0%
123.	10055513-610410 Medical Billing	106,330	94,824	80,000	41,903	80,000	80,000	-	0.0%
124.	10055513-610500 Gas, Oil & Lube	28,864	21,985	30,000	3,838	30,000	20,000	(10,000)	(33.3%)
125.	10055513-610800 Clothing-Uniforms Purchase	9,236	10,759	-	7,163	8,050	8,050	-	0.0%
126.	10055513-612300 Food and Meals	231	243	1,000	24	1,000	1,000	-	0.0%

Police Department

William L. Bonney, Police Chief

Mission:

Improve the quality of life through community partnerships, and the delivery of professional police services.

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 and other services provided by the Community Resource Officer and the Community Outreach Coordinator. The police department responded to over 32,000 calls in 2024. The patrol division arrested 114 people for Operating Under the Influence, responded to over 700 accidents, and there were a total of 61 arrests for crimes against persons. The detective division investigates major crimes committed within the city, such as Gross Sexual Assault, Robbery, and Embezzlement. The Community Outreach Coordinator handled 694 calls for services, providing aid to our community's most vulnerable.

The Waterville Regional Communications Center provides Public Safety Answering Point (PSAP) services for nine Central Maine communities which include Albion, Belgrade, China, Clinton, Oakland, Rome, Sidney, Waterville, and Winslow. The communications center provides dispatch services for four full time police departments, Clinton, Oakland, Waterville, and Winslow, as well as the fire departments in all nine communities. The Waterville Regional Communications Center dispatched over 47,000 calls in 2024, 17,978 of which were 9-1-1 calls.

Staffing

The fiscal year 2026 police budget calls for a total of 51 employees. The police department will be staffed with one chief of police, two majors, five sergeants, four detectives, and twenty-one patrol officers (two of whom will be patrol corporals, one of whom will be a community resource officer, one on temporary assignment to the Maine Drug Enforcement Agency, and one FBI Task Force Officer), 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, will be staffed with ten full-time dispatchers, one per diem dispatcher, and one civilian operations manager in FY2026.

POLICE

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 4,207,829	\$ 4,757,956	\$ 5,633,683	\$ 3,785,891	\$ 6,264,938	\$ 6,118,913	\$ 485,230	8.6%
2.								
3. TOTAL REVENUE	(386,748)	(687,604)	(749,150)	(587,273)	(763,717)	(783,717)	(34,567)	4.6%
4. TOTAL COST	4,594,577	5,445,560	6,382,833	4,373,164	7,028,655	6,902,630	519,797	8.1%
5.								
6. NET LAW ENFORCEMENT COST	\$ 3,720,682	\$ 4,215,292	\$ 4,878,372	\$ 3,366,371	\$ 5,549,237	\$ 5,406,612	528,240	10.8%
7.								
8. TOTAL REVENUE	(42,987)	(190,222)	(218,452)	(195,761)	(217,702)	(237,702)	(19,250)	10.1%
9. TOTAL COST	3,763,669	4,405,514	5,096,824	3,562,132	5,766,939	5,644,314	547,490	10.7%
10.								
11. NET ANIMAL CONTROL COST	\$ 45,105	\$ 48,828	\$ 51,917	\$ 26,956	\$ 59,881	\$ 59,881	7,964	15.3%
12.								
13. TOTAL REVENUE	(5,167)	(4,399)	(2,500)	(2,238)	(2,500)	(2,500)	-	0.0%
14. TOTAL COST	50,272	53,227	54,417	29,194	62,381	62,381	7,964	14.6%
15.								
16. NET COMMUNICATION CENTER COST	\$ 442,043	\$ 493,836	\$ 703,394	\$ 392,565	\$ 655,820	\$ 652,420	(50,974)	(7.2%)
17.								
18. TOTAL REVENUE	(338,593)	(492,983)	(528,198)	(389,273)	(543,515)	(543,515)	(15,317)	2.9%
19. TOTAL COST	780,636	986,820	1,231,592	781,837	1,199,335	1,195,935	(35,657)	(2.9%)
20.								
21.								
22. LABOR vs. NON-LABOR COST	\$ 4,594,577	\$ 5,445,560	\$ 6,382,833	\$ 4,373,164	\$ 7,028,655	\$ 6,902,630	519,797	8.1%
23.								
24. TOTAL LABOR COST	4,080,495	4,967,540	5,807,500	3,976,497	6,357,567	6,307,468	499,968	8.6%
25.	88.8%	91.2%	91.0%	90.9%	90.5%	91.4%		
26. TOTAL NON-LABOR COST	514,082	478,020	575,333	396,667	671,088	595,162	19,829	3.4%
27.	11.2%	8.8%	9.0%	9.1%	9.5%	8.6%		
28.								
29. LAW ENFORCEMENT REVENUE	\$ 42,987	\$ 190,222	\$ 218,452	\$ 195,761	\$ 217,702	\$ 237,702	19,250	8.8%
30.								
31. 10005000-441500 Gun Permit Fees	-	-	300	160	200	200	(100)	(33.3%)
32. 1005000-444800 Fingerprint Fee	-	-	300	210	150	150	(150)	(50.0%)
33. 10005000-442400 Witness Fees	1,770	707	2,500	-	500	500	(2,000)	(80.0%)
34. 10005000-444300 Traffic & Parking Fines	14,224	17,749	15,000	10,300	15,000	15,000	-	0.0%
35. 10005000-445000 Special Details	13,450	7,342	20,000	9,705	20,000	20,000	-	0.0%

POLICE

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
36.	10005000-445010 Professional Services Revenue	1,217	-	-	-	-	-	-	0.0%
37.	10005000-445800 MDEA Agent Reimbursement	-	57,620	72,852	71,207	72,852	72,852	-	0.0%
38.	10055000-445820 Range Recycling	-	-	-	208	-	-	-	-
39.	10005000-446400 Accident Reports	5,239	4,806	5,000	2,620	4,000	4,000	(1,000)	(20.0%)
40.	10005000-480000 Miscellaneous Revenue	7,087	1,585	2,500	1,351	2,500	2,500	-	0.0%
41.	10005000-480050 Clothing and Gear	-	413	-	-	-	-	-	0.0%
42.	10005000-480060 Safety Supply Revenue	-	-	-	-	-	-	-	0.0%
43.	10005000-488550 Use of Opioid Settlement Revenue	-	100,000	100,000	100,000	100,000	120,000	20,000	20.0%
44.	TIF Revenue Training Costs	-	-	-	-	2,500	2,500	2,500	0.0%
45.									
46.	TOTAL LAW ENFORCEMENT COST	\$ 3,763,669	\$ 4,405,514	\$ 5,096,824	\$ 3,562,132	\$ 5,766,939	\$ 5,644,314	547,490	10.7%
47.									
48.	LAW ENFORCEMENT LABOR COST	\$ 3,346,091	\$ 3,997,331	\$ 4,607,764	\$ 3,210,454	\$ 5,192,088	\$ 5,141,989	534,225	11.6%
49.									
50.	10055001-511000 Full Time Salaries & Wages	2,063,280	2,522,191	2,949,350	1,946,022	3,250,639	3,209,951	260,601	8.8%
51.	10055001-512100 Overtime	315,742	398,867	354,000	338,414	442,200	437,200	83,200	23.5%
52.	10055001-512200 Holiday	127,509	144,728	153,957	155,551	165,941	165,941	11,984	7.8%
53.	10055001-512300 Premium Pay & Stipends	-	-	26,950	13,311	32,850	32,850	5,900	21.9%
54.	10055001-513000 Special Details	16,081	18,270	20,000	10,832	20,100	20,100	100	0.5%
55.	10055001-5140000 Part-time and Temporary	-	-	15,153	5,526	15,694	15,694	541	3.6%
56.	10055001-521000 FICA	10,123	12,706	13,319	8,916	17,646	17,646	4,327	32.5%
57.	10055001-522000 Medicare	34,796	43,059	51,459	34,449	58,096	57,666	6,207	12.1%
58.	10055001-522300 Maine Paid Leave	-	-	-	3,143	16,487	16,425	16,425	100.0%
59.	10055001-523100 MSRS	309,883	366,540	398,171	295,931	485,675	481,756	83,585	21.0%
60.	10055001-523300 Deferred Compensation	9,938	8,407	14,177	6,775	15,235	15,235	1,058	7.5%
61.	10055001-524100 Group Health Insurance	422,441	447,345	563,578	359,312	617,600	617,600	54,022	9.6%
62.	10055001-524200 Dental Insurance	23,934	24,710	31,800	19,087	32,150	32,150	350	1.1%
63.	10055001-524300 Disability & Life Insurance	4,173	5,284	5,850	3,684	5,975	5,975	125	2.1%
64.	10055001-610800 Clothing Allowance	8,191	5,224	10,000	9,501	15,800	15,800	5,800	58.0%
65.									
66.	LAW ENFORCEMENT OPERATING COST	\$ 417,578	\$ 408,183	\$ 489,060	\$ 351,678	\$ 574,851	\$ 502,325	13,265	2.7%
67.									
68.	10055003-530000 Dues & Membership	1,813	1,590	2,500	2,070	2,500	2,500	-	0.0%
69.	10055003-532000 Training & Conferences	19,008	37,084	43,900	25,056	55,900	38,900	(5,000)	(11.4%)
70.	10055003-544000 Professional Services General	-	-	-	-	-	-	-	0.0%
71.	10055003-544400 Professional Service Medical	4,006	9,074	9,400	4,151	9,400	9,400	-	0.0%

POLICE

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
72.	10055003-546000 Software Licenses	8,812	9,686	9,000	7,140	9,000	9,000	-	0.0%
73.	10055003-553500 Advertising	195	195	300	251	300	300	-	0.0%
74.	10055003-555000 Printing	2,505	3,184	2,500	3,668	2,500	2,500	-	0.0%
75.	10055003-557000 Utilities	-	-	-	-	-	-	-	0.0%
76.	10055003-557300 Water/sewer	2,738	3,329	5,460	1,722	6,251	6,251	791	14.5%
77.	10055003-557500 Electricity	12,963	15,892	17,000	12,865	18,400	18,400	1,400	8.2%
78.	10055003-557700 Heating Fuel	7,611	5,851	10,000	2,477	10,000	10,000	-	0.0%
79.	10055003-564000 Equip/vehicle rental/lease	121,632	63,824	125,600	15,085	-	154,774	29,174	23.2%
80.	10055003-564100 Copier Lease	-	-	-	-	-	-	-	0.0%
81.	10055003-565000 Facility Rental	2,310	2,220	3,000	2,200	500	500	(2,500)	(83.3%)
82.	10055003-573000 Radios, Alarms Maintenance	1,172	984	1,400	678	1,400	1,400	-	0.0%
83.	10055003-575000 Vehicle & Equipment Maintenance	19,836	29,037	24,000	26,758	34,000	34,000	10,000	41.7%
84.	10055003-577000 Facility Maintenance	11,175	20,764	16,000	19,201	48,000	16,000	-	0.0%
85.	10055003-577010 Facility Range Maintenance	-	224	3,000	190	9,000	6,000	3,000	100.0%
86.	10055003-587500 Travel	8,474	18,756	13,000	14,926	1,000	13,000	-	0.0%
87.	10055003-610100 Office Supplies	12,394	6,223	7,500	4,198	7,500	7,500	-	0.0%
88.	10055003-610101 Office Equipment	-	8,528	9,200	3,305	9,200	9200	-	0.0%
89.	10055003-610500 Gas, Oil, Lube	55,523	71,729	67,000	35,733	67,000	42,200	(24,800)	(37.0%)
90.	10055003-610600 Tires & Tubes	580	4,789	6,000	5,711	-	-	(6,000)	(100.0%)
91.	10055003-610700 Wearing Apparel	34,785	52,544	35,000	26,501	40,000	40,000	5,000	14.3%
92.	10055003-611000 Cleaning Supplies	2,924	4,140	4,000	4,011	5,500	5,500	1,500	37.5%
93.	10055003-611100 Safety Supplies	21,067	8,491	16,700	14,996	16,700	16,700	-	0.0%
94.	10055003-611110 Armory Weapons	26,100	22,500	31,800	33,447	35,000	35,000	3,200	10.1%
95.	10055003-611400 Books, Subscriptions	556	2,646	2,500	2,700	2,500	2,500	-	0.0%
96.	10055003-612200 Postage	628	283	500	70	500	500	-	0.0%
97.	10055003-615210 Program Wellness	-	-	16,800	6,900	16,800	16,800	-	0.0%
98.	10055003-615510 Program-Community Policing	-	-	5,000	808	5,000	2,500	(2,500)	(50.0%)
99.	10055003-680000 Miscellaneous	38,772	4,615	1,000	1,499	1,000	1,000	-	0.0%
100.	10055003-725000 Vehicles				73,362	160,000		-	0.0%
101.									
102.	ANIMAL CONTROL REVENUE	\$ 5,167	\$ 4,399	\$ 2,500	\$ 2,238	\$ 2,500	\$ 2,500	-	0.0%
103.									
104.	10005040-444100 Animal Welfare Fund	5,167	4,399	2,500	2,238	2,500	2,500	-	0.0%
105.									
106.	TOTAL ANIMAL CONTROL COST	\$ 50,272	\$ 53,227	\$ 54,417	\$ 29,194	\$ 62,381	\$ 62,381	7,964	14.6%
107.									

POLICE

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
108.	ANIMAL CONTROL LABOR COST	\$ 18,784	\$ 20,346	\$ 19,394	\$ 12,014	\$ 19,444	\$ 19,444	50	0.3%
109.									
110.	10055041-514000 Part Time & Temporary Wages	16,900	16,250	16,900	10,725	16,900	16,900	-	0.0%
111.	10055041-514100 Dog License Fines	550	2,650	1,200	425	1,200	1,200	-	0.0%
112.	10055041-521000 FICA	1,081	1,172	1,048	691	1,048	1,048	-	0.0%
113.	10055041-522000 Medicare	253	274	246	162	246	246	-	0.0%
114.	10055041-522300 Maine Paid Leave	-	-	-	11	50	50	50	100.0%
115.									
116.	ANIMAL CONTROL OPERATING COST	\$ 31,488	\$ 32,881	\$ 35,023	\$ 17,180	\$ 42,937	\$ 42,937	7,914	22.6%
117.									
118.	10055043-610000 Miscellaneous Supplies & Service	9,339	2,570	4,000	1,668	4,000	4,000	-	0.0%
119.	10055043-934200 Humane Society	22,149	30,311	31,023	15,511	38,937	38,937	7,914	25.5%
120.									
121.	COMMUNICATION CENTER REVENUE	\$ 338,593	\$ 492,983	\$ 528,198	\$ 389,273	\$ 543,515	\$ 543,515	15,317	2.9%
122.									
123.	10005100-442300 Comm Center Users Fee	338,593	328,532	355,524	268,460	373,300	365,834	10,310	2.9%
124.	10005100-442310 PSAP Users Fee	-	164,451	172,674	118,124	181,307	177,681	5,007	2.9%
125.	10005100-442320 Return on Investment Equipment	-	-	-	2,689	-	-	-	0.0%
	Transfer to Comm Center					(11,092)			
126.									
127.	TOTAL COMMUNICATION CENTER COST	\$ 780,636	\$ 986,820	\$ 1,231,592	\$ 781,837	\$ 1,199,335	\$ 1,195,935	(35,657)	(2.9%)
128.									
129.	COMMUNICATION CENTER LABOR COST	\$ 715,620	\$ 949,864	\$ 1,180,342	\$ 754,028	\$ 1,146,035	\$ 1,146,035	(34,307)	(2.9%)
130.									
131.	10055101-511000 Full Time Salaries & Wages	415,085	539,408	586,722	413,967	627,931	627,931	41,209	7.0%
132.	10055101-512100 Overtime	87,270	140,748	78,750	60,553	78,750	78,750	-	0.0%
133.	10055101-512151 Standard Overtime	-	-	80,007	48,421	86,543	86,543	6,536	8.2%
134.	10055101-512200 Holiday pay	33,035	47,395	48,300	49,263	55,275	55,275	6,975	14.4%
135.	10055101-5141000 Part-time & Temporary Wages	-	-	110,370	5,699	10,370	10,370	(100,000)	(90.6%)
136.	10055101-521000 FICA	31,791	43,122	59,336	34,484	63,375	63,375	4,039	6.8%
137.	10055101-522000 Medicare	7,575	10,240	13,876	8,151	14,816	14,816	940	6.8%
138.	10055101-522300 Maine Paid Leave	-	-	-	793	4,009	4,009	4,009	100.0%
139.	10055101-523300 Deferred Compensation	21,043	20,923	32,851	16,872	22,666	22,666	(10,185)	(31.0%)
140.	10055101-524100 Group Health Insurance	108,950	134,965	154,780	106,380	167,600	167,600	12,820	8.3%
141.	10055101-524200 Dental Insurance	6,168	7,292	9,300	5,489	8,650	8,650	(650)	(7.0%)
142.	10055101-524300 Disability & Life Insurance	4,702	5,771	6,050	3,957	6,050	6,050	-	0.0%

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
143.									
144.	COMMUNICATION CENTER OPERATING COST	\$ 65,016	\$ 36,956	\$ 51,250	\$ 27,809	\$ 53,300	\$ 49,900	(1,350)	(2.6%)
145.									
146.	10055103-530000 Dues & Membership	622	975	500	50	1,000	1,000	500	100.0%
147.	10055103-532000 Training & Conferences	2,985	3,940	4,000	901	4,000	4,000	-	0.0%
148.	10055103-553000 Telephone	215	-	-	-	-	-	-	0.0%
149.	10055103-553100 Cell Phones	7,934	6,690	9,000	4,715	9,000	9,600	600	6.7%
150.	10066103-553200 Internet	18	259	250	289	300	300	50	20.0%
151.	10055103-573000 Radios, Alarms, & Disp Equipment	2,271	1,815	5,000	1,613	5,000	5,000	-	0.0%
152.	10055103-587000 Mileage	-	803	-	692	-	-	-	0.0%
153.	10055103-587500 Travel Expense	-	1,120	1,500	49	3,000	3,000	1,500	100.0%
154.	10055103-610100 Office Supplies	3,346	3,073	4,000	1,430	4,000	4,000	-	0.0%
155.	10055103-610700 Wearing Apparel	1,157	2,513	3,000	1,682	3,000	3,000	-	0.0%
156.	10055103-710000 Equipment	21,156	15,769	24,000	16,388	24,000	20,000	(4,000)	(16.7%)
157.	10055103-939100 Somerset County PSAP	25,312	-	-	-	-	-	-	0.0%

Waterville Public Library

Tammy L. Rabideau, Director

Mission:

The Waterville Public Library empowers people and strengthens the 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 twenty-two employees: One Director, One Facilities Coordinator, Seven Librarians, 1 part-time Library Associate, One part-time Administrative Assistant, Two part-time Facilities Assistants, and ten part-time Library Assistants.

LIBRARY

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ (787,156)	\$ (902,520)	\$ (1,033,889)	\$ (775,417)	\$ (1,116,430)	\$ (1,103,930)	(70,041)	6.8%
2.								
3. 60151500-421500 MUNICIPAL APPROPRIATION	(787,156)	(902,520)	(1,033,889)	(775,417)	(1,116,430)	(1,103,930)	(70,041)	6.8%
4. TOTAL REVENUE	(38,162)	(60,349)	(88,575)	(53,824)	(93,075)	(93,075)	(4,500)	5.1%
5. TOTAL COST	825,318	962,869	1,122,464	663,421	1,209,505	1,197,005	74,541	6.6%
6.								
7.								
8. LABOR vs. NON-LABOR COST	\$ 825,318	\$ 962,869	\$ 1,122,464	\$ 663,421	\$ 1,209,505	\$ 1,197,005	\$ 74,541	6.6%
9.								
10. TOTAL LABOR COST	599,650	710,839	840,624	532,322	905,005	905,005	64,381	7.7%
11.	72.7%	73.8%	74.9%	80.2%	74.8%	75.6%		
12. TOTAL NON-LABOR COST	225,668	252,030	281,840	131,099	304,500	292,000	10,160	3.6%
13.	27.3%	26.2%	25.1%	19.8%	25.2%	24.4%		
14.								
15. TOTAL REVENUE	\$ 38,162	\$ 60,349	\$ 88,575	\$ 53,824	\$ 93,075	\$ 93,075	\$ 4,500	5.1%
16.								
17. 60151500-430100 Printing/Photocopy Revenue	1,289	1,874	5,000	1,056	5,000	5,000	-	0.0%
18. 60151500-480000 Other Misc Revenue	216	107	500	485	500	500	-	0.0%
19. 60151500-481600 Book Sale Revenue	29	3,471	500	2,778	2,000	2,000	1,500	300.0%
20. 60151500-481700 Non-Resident Card Revenue	5,543	6,085	6,000	3,390	6,000	6,000	-	0.0%
21. 60151500-481800 Lost Card Revenue	-	-	75	-	75	75	-	0.0%
22. 60151500-481900 Lost Material Revenue	1,150	1,394	500	624	500	500	-	0.0%
23. 60151500-485200 Endowment Income	-	-	27,000	-	30,000	30,000	3,000	11.1%
24. 60151500-486000 Donations	23,028	4,859	3,000	1,248	3,000	3,000	-	0.0%
25. 60151500-486100 Grant Revenue	-	-	1,000	-	-	-	(1,000)	(100.0%)
26. 60151500-486200 Fundraising Revenue	6,906	42,559	45,000	44,244	46,000	46,000	1,000	2.2%
27.								
28. TOTAL COST	\$ 825,318	\$ 962,869	\$ 1,122,464	\$ 663,421	\$ 1,209,505	\$ 1,197,005	\$ 74,541	6.6%
29.								
30. LABOR COST	\$ 599,650	\$ 710,839	\$ 840,624	\$ 532,322	\$ 905,005	\$ 905,005	\$ 64,381	7.7%
31.								
32. 60151501-511000 Full Time Salaries & Wages	376,637	405,917	453,865	301,512	488,080	488,080	34,215	7.5%
33. 60151501-514000 Part Time & Temporary Wages	71,863	136,529	182,500	101,900	205,950	205,950	23,450	12.8%
34. 60151501-521000 FICA	28,607	34,563	39,668	25,935	43,100	43,100	3,432	8.7%
35. 60151501-522000 Medicare	6,691	8,084	9,415	6,066	10,100	10,100	685	7.3%
36. 60151501-522300 Maine Paid Leave	-	-	-	507	3,475	3,475	3,475	100.0%

LIBRARY

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE	
37.	60151501-523300	Deferred Compensation	25,571	27,365	34,516	28,903	36,650	2,134	6.2%	
38.	60151501-524100	Group Health Insurance	88,119	95,074	114,960	64,222	111,650	(3,310)	(2.9%)	
39.	60151501-524300	Disability/Life Insurance	297	298	300	281	600	300	100.0%	
40.	60151501-525000	Workers Compensation	1,865	1,760	2,800	1,246	2,800	-	0.0%	
41.	60151501-525100	Unemployment Compensation	-	-	-	-	-	-	0.0%	
42.	60151501-587100	Car Allowance	-	1,250	2,600	1,750	2,600	-	0.0%	
43.										
44.	OPERATING COST		\$ 225,668	\$ 252,030	\$ 281,840	\$ 131,099	304,500	292,000	10,160	3.6%
45.										
46.	60151503-530000	Dues & Memberships	1,655	1,822	1,700	1,160	1,700	-	0.0%	
47.	60151503-532000	Professional Development & Travel	831	1,825	8,000	1,272	8,000	-	0.0%	
48.	60151503-546000	Software Licenses	8,048	8,423	10,000	4,833	10,500	500	5.0%	
49.	60151503-546001	Minerva (catalogue, delivery)	7,453	8,290	8,900	10,210	12,900	4,000	44.9%	
50.	60151503-551000	Insurance	2,155	1,939	2,700	-	2,700	-	0.0%	
51.	60151503-553100	Cell Phones	1,593	2,160	2,500	1,050	2,500	-	0.0%	
52.	60151503-553500	Advertising/Marketing	415	2,784	2,500	571	2,500	-	0.0%	
53.	60151503-555300	Programming	6,293	7,651	10,000	4,822	10,000	-	0.0%	
54.	60151503-557300	Water / Sewer	1,924	1,971	3,000	1,419	3,000	-	0.0%	
55.	60151503-557500	Electric	20,431	18,739	35,000	17,464	35,000	-	0.0%	
56.	60151503-557700	Heating Fuel	11,367	10,219	13,000	2,425	13,000	-	0.0%	
57.	60151503-564100	Copier Contract	1,208	5,625	4,440	2,888	4,900	460	10.4%	
58.	60151503-577000	Facility Maintenance	82,516	94,023	87,000	29,928	99,000	-	0.0%	
59.	60151503-577150	Facility Service Contracts	8,688	5,168	7,500	2,489	8,000	500	6.7%	
60.	60151503-587000	Mileage	-	2,600	-	-	-	-	0.0%	
61.	60151503-610100	Office Supplies	852	712	1,000	793	1,100	100	10.0%	
62.	60151503-611000	Cleaning Supplies	2,748	3,185	3,000	2,199	3,300	300	10.0%	
63.	60151503-611400	Books/Subscriptions	46,523	7,273	46,000	32,262	48,500	2,500	5.4%	
64.	60151503-612200	Postage	440	711	600	224	800	200	33.3%	
65.	60151503-620200	Credit Card Processing	66	109	500	66	500	-	0.0%	
66.	60151503-630000	Operations Expense	7,387	6,801	8,000	4,159	8,500	500	6.3%	
67.	60151503-630010	Operations Equipment	6,446	11,475	9,000	-	9,500	500	5.6%	
68.	60151503-680000	Miscellaneous	941	516	1,000	642	1,000	-	0.0%	
69.	60151503-680010	Fundraising Expense	508	46,608	10,800	8,603	10,800	-	0.0%	
70.	60151503-712070	Equipment Purchases	4,367	39	5,000	1,180	5,500	500	10.0%	
71.	60151503-910300	Financial Expense	814	1,364	700	441	800	100	14.3%	

Waterville Regional Airport

Randy Marshall, Airport Manager

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 three full time employees; the Airport Manager, Airport Maintenance Technician and an administrative assistant position. Three part time employees and two per diem positions that can fill in if a part time staff member is unable to work.

AIRPORT

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 70,710	\$ 114,600	\$ 89,757	\$ 34,005	\$ 89,756	\$ 84,756	\$ (5,001)	(5.6%)
2.								
3. TOTAL REVENUE	(718,508)	(707,051)	(793,099)	(534,217)	(813,729)	(813,729)	(20,630)	2.6%
4. TOTAL COST	789,218	821,652	882,856	568,222	903,485	898,485	15,629	1.8%
5.								
6.								
7. LABOR vs. NON-LABOR COST	\$ 789,218	\$ 821,652	\$ 882,856	\$ 568,222	\$ 903,485	\$ 898,485	\$ 15,629	1.8%
8.								
9. TOTAL LABOR COST	270,868	323,052	361,556	249,531	381,685	381,685	20,129	5.6%
10. TOTAL NON-LABOR COST	518,350	498,600	521,300	318,691	521,800	516,800	(4,500)	(0.9%)
11. TOTAL REVENUE	\$ 718,508	\$ 707,051	\$ 793,099	\$ 534,217	\$ 813,729	\$ 813,729	\$ 20,630	2.6%
12.								
13.								
14. 55033500-413000 Excise - Airplanes	-	128	-	-	-	-	-	0.0%
15. 55033500-445700 Motor Fuel Reimbursement	-	1,017	-	-	-	-	-	0.0%
16. 55033500-447200 Event Revenue	-	-	-	6,500	10,000	10,000	10,000	0.0%
17. 55033500-459900 Land Lease-Private Hangars	7,063	15,096	12,100	11,965	16,100	16,100	4,000	33.1%
18. 55033500-460000 Rental Income- Within Terminal	2,817	6,081	15,665	5,754	13,550	13,550	(2,115)	(13.5%)
19. 55033500-460300 Airport Fuel	541,773	500,810	600,000	384,816	600,000	600,000	-	0.0%
20. 55033500-460500 Hangar Leases-Municipal Owned	19,111	18,222	12,000	11,120	12,245	12,245	245	2.0%
21. 55033500-460900 Solar Rental Income	23,551	50,101	43,680	46,450	43,680	43,680	-	0.0%
22. 55033500-460510 Landing Fees	73,425	70,275	-	16,240	60,000	60,000	60,000	0.0%
23. 55033500-480000 Miscellaneous Revenues	23,151	17,703	66,500	8,219	15,000	15,000	(51,500)	(77.4%)
24. 55033500-486000 Donations	-	-	-	-	-	-	-	0.0%
25. 55033500-494100 TIF Revenue	27,618	27,618	43,154	43,154	43,154	43,154	-	0.0%
26.								
27. TOTAL COST	\$ 789,218	\$ 821,652	\$ 882,856	\$ 568,222	\$ 903,485	\$ 898,485	\$ 15,629	1.8%
28.								
29. LABOR COST	\$ 270,868	\$ 323,052	\$ 361,556	\$ 249,531	\$ 381,685	\$ 381,685	\$ 20,129	5.6%
30.								
31. 55033501-511000 Full Time Salaries & Wages	134,939	162,416	190,882	127,839	194,585	194,585	3,703	1.9%
32. 55033501-512100 Overtime / Callouts	7,878	10,005	8,000	6,515	8,000	8,000	-	0.0%

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE	
35.	55033501-514000	Part Time & Temporary Wages	57,203	67,456	64,064	48,914	72,800	72,800	8,736	13.6%
36.	55033501-521000	FICA	12,153	14,407	16,341	11,044	17,100	17,100	759	4.6%
37.	55033501-522000	Medicare	2,842	3,369	3,825	2,573	4,000	4,000	175	4.6%
38.	55033501-522300	Maine Family Leave	-	-	-	143	1,380	1,380	1,380	100.0%
39.	55033501-523300	Deferred compensation	7,911	10,348	12,309	8,241	12,570	12,570	261	2.1%
40.	55033501-524100	Group Health Insurance	42,709	51,516	61,385	41,281	66,500	66,500	5,115	8.3%
41.	55033501-524200	Dental Insurance	2,232	2,753	3,600	2,234	3,600	3,600	-	0.0%
42.	55033501-524300	Disability & Life Insurance	577	781	1,150	748	1,150	1,150	-	0.0%
43.	55033501-587100	Car Allowance	2,423	-	-	-	-	-	-	0.0%
44.										
45.	OPERATING COST		\$ 518,350	\$ 498,600	\$ 521,300	\$ 318,691	\$ 521,800	\$ 516,800	\$ (4,500)	(0.9%)
46.										
47.	55033503-530000	Dues and Memberships	158	627	-	45	-	-	-	0.0%
48.	55033503-544000	Professional Services	-	-	-	-	-	-	-	0.0%
49.	55033503-551000	INS-Property & Casualty	3,548	3,630	3,550	3,300	3,550	3,550	-	0.0%
50.	55033503-553000	Telephone	3,986	5,717	5,000	4,746	5,000	5,000	-	0.0%
51.	55033503-553100	Cellphone	960	960	1,000	561	1,000	1,000	-	0.0%
52.	55033503-553200	Internet	-	-	-	-	-	-	-	0.0%
53.	55033503-553500	Advertising	1,733	4,386	5,000	781	5,000	5,000	-	0.0%
54.	55033503-557500	Electricity	11,808	17,050	11,000	11,543	11,000	11,000	-	0.0%
55.	55033503-557700	Heating Fuel	10,717	11,344	11,000	11,852	11,000	11,000	-	0.0%
56.	55033503-575000	Vehicle/Equipment Maintenance	9,180	536	20,000	25,455	20,000	20,000	-	0.0%
57.	55033503-577000	Facilities Maintenance	48,591	63,675	30,000	26,571	30,000	25,000	(5,000)	(16.7%)
58.	55033503-610000	Miscellaneous Supplies	8,337	5,947	5,500	838	5,500	5,500	-	0.0%
59.	55033503-610100	Office Supplies	-	148	-	-	-	-	-	0.0%
60.	55033503-610500	Motor Fuels	18,933	15,372	13,000	8,017	13,000	13,000	-	0.0%
61.	55033503-610600	Tires & Tubes	2,867	-	-	-	-	-	-	0.0%
62.	55033503-610700	Wearing Apparel	2,695	4,086	3,500	2,943	4,000	4,000	500	14.3%
63.	55033503-611000	Cleaning Supplies	115	61	1,500	209	1,500	1,500	-	0.0%
64.	55033503-611100	Safety & Regulatory Training	7,004	7,762	6,500	971	6,500	6,500	-	0.0%
65.	55033503-612300	Catering	167	220	-	64	-	-	-	0.0%
66.	55033503-620100	Aviation Fuel	377,617	346,887	397,500	213,147	397,500	397,500	-	0.0%
67.	55033503-620200	Credit Card Processing Fees	9,740	10,099	7,250	6,507	7,250	7,250	-	0.0%
68.	55033503-763500	Purchase of Property	-	-	-	1,142	-	-	-	0.0%
69.	55033503-680000	Miscellaneous Expense	193	94	-	-	-	-	-	0.0%

Planning & Community Development

Ann Beverage, City Planner

Mission:

The mission of the Planning & Community Development 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 and to provide support for community development initiatives throughout the City.

Department Overview

The City Planner is staff to the Planning Board and the Comprehensive Plan Review Commission. She reviews site plans, subdivisions, and zoning ordinance and map change requests prior to Planning Board review. In addition, she assists surveyors, appraisers, realtors, potential developers, and Waterville citizens with development issues.

The Community Development Specialist plays a supportive role in implementing fundamental goals outlined in the City's Comprehensive Plan and Downtown Vision Plan by providing critical support in the pursuit of grants and funding opportunities. In addition, the Community Development Specialist serves as an outreach coordinator for various organizations and affiliations around the city, and as an extension of economic development.

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 (\$3,100) is the cost of running legal notices in the newspaper.

Staffing

The Department consists of the City Planner, the Community Development Specialist, and as time permits, administrative support from the City's Executive Assistant.

PLANNING & COMMUNITY DEVELOPMENT

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1.	NET COST - OVER (UNDER) REVENUE	\$ 2,424	\$ 11,025	\$ 125,918	\$ 101,692	\$ 115,662	\$ 118,383	\$ (7,535)	(6.0%)
3.	TOTAL REVENUE	(116,999)	(163,273)	(93,998)	(41,798)	(110,900)	(108,429)	(14,431)	15.4%
4.	TOTAL COST	119,423	174,298	219,916	143,490	226,562	226,812	6,896	3.1%
7.	LABOR vs. NON-LABOR COST	\$ 119,423	\$ 174,298	\$ 219,916	\$ 143,490	\$ 226,562	\$ 226,812	\$ 6,896	3.1%
9.	TOTAL LABOR COST	114,534	165,337	209,716	141,265	218,547	218,547	8,831	4.2%
10.		95.9%	94.9%	95.4%	98.4%	96.5%	96.4%		
11.	TOTAL NON-LABOR COST	4,889	8,961	10,200	2,225	8,015	8,265	8,265	81.0%
12.		4.1%	5.4%	4.9%	1.6%	3.7%	3.8%		
14.	TOTAL REVENUE	\$ 116,999	\$ 163,273	\$ 93,998	\$ 41,798	\$ 110,900	\$ 108,429	\$ 14,431	15.4%
16.	10002500-426000 Grant for Community Develop. Spe	50,000	50,000	50,000	-	-	-	(50,000)	(100.0%)
17.	10002500-442200 Plan Review	1,300	5,800	3,000	800	3,000	3,000	-	0.0%
18.	10002500-445010 Professional Service	-	2,770	-	-	-	-	-	0.0%
19.	TIF Revenue Staff Offset	65,699	104,703	40,998	40,998	107,700	105,229	64,231	156.7%
20.	TIF Revenue Training Costs	-	-	-	-	200	200	200	0.0%
22.	TOTAL COST	\$ 119,423	\$ 174,298	\$ 219,916	\$ 143,490	\$ 226,562	\$ 226,812	\$ 6,896	3.1%
24.	LABOR COST	\$ 114,534	\$ 165,337	\$ 209,716	\$ 141,265	\$ 218,547	\$ 218,547	\$ 8,831	4.0%
26.	10022501-511000 Full Time wages	95,430	136,846	168,688	115,817	177,258	177,258	8,570	5.1%
27.	10022501-514000 Part Time & Temporary Wages	1,620	1,705	3,480	1,060	3,480	3,480	-	0.0%
28.	10022501-512100 Overtime	464	-	-	-	-	-	-	0.0%
29.	10022501-521000 FICA	6,619	9,124	10,675	7,560	11,139	11,139	464	4.3%
30.	10022501-522000 Medicare	1,548	2,134	2,497	1,768	2,605	2,605	108	4.3%
31.	10022501-522300 Maine Paid Leave	-	-	-	153	898	898	898	100.0%
32.	10022501-523300 Def Comp	6,660	7,012	9,516	4,862	7,442	7,442	(2,074)	(21.8%)
33.	10022501-524100 Health Insurance	-	5,023	9,860	6,876	10,700	10,700	840	8.5%
34.	10022501-524200 Dental	709	970	1,300	832	1,300	1,300	-	0.0%
35.	10022501-524300 Life	283	677	1,300	722	1,325	1,325	25	1.9%
36.	10022501-587100 Car Allowance	1,200	1,846	2,400	1,616	2,400	2,400	-	0.0%

PLANNING & COMMUNITY DEVELOPMENT

FY 2026

		ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
37.									
38.	OPERATING COST	\$ 4,889	\$ 8,961	\$ 10,200	\$ 2,225	\$ 8,015	\$ 8,265	\$ (1,935)	(19.0%)
39.									
40.	10022503-530000 Dues & Memberships	-	466	1,500	-	500	750	(750)	(50.0%)
41.	10022503-532000 Training/Workshops	-	-	-	251	175	175	175	0.0%
42.	10022503-544600 Professional Services	-	4,630	1,500	-	2,300	2,300	800	53.3%
43.	10022503-553500 Advertising	4,862	2,987	4,750	1,904	3,100	3,100	(1,650)	(34.7%)
44.	10022503-555000 Print and Copy	-	-	150	-	100	100	(50)	(33.3%)
45.	10022503-587000 Mileage	-	-	200	-	200	200	-	0.0%
46.	10022503-587500 Travel for Training and Conferenc	-	506	1,000	-	1,000	1,000	-	0.0%
47.	10022503-610100 Office supplies	27	154	1,100	70	100	100	(1,000)	(90.9%)
48.	10022503-611400 Books and Subscriptions	-	30	-	-	240	240	240	0.0%
49.	10022503-612300 Food and Meals	-	187	-	-	300	300	300	0.0%

Engineering

Andrew McPherson, City Engineer

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.

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.

CITY ENGINEERING

FY 2026

	ACTUALS FY 2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST	\$ 110,590	\$ 99,461	\$ 120,698	\$ 74,512	\$ 108,594	\$ 103,467	\$ (17,231)	(14.3%)
2.								
3. TOTAL REVENUE	(36,508)	(64,872)	(10,022)	(11,269)	(27,000)	(32,127)	(22,105)	220.6%
4. TOTAL COST	147,098	164,333	130,720	85,780	135,594	135,594	4,874	3.7%
5.								
6.								
7. TOTAL REVENUE	\$ 36,508	\$ 64,872	\$ 10,022	\$ 11,269	\$ 27,000	\$ 32,127	\$ 22,105	220.6%
8.								
9. 10022600-445010 Professional Service	-	-	-	-	-	1,500	1,500	100.0%
10. 10022600-480000 Miscellaneous Revenue	-	1,313	-	1,247	1,000	500	500	100.0%
11. TIF Revenue Staff Offset	36,508	63,559	10,022	10,022	25,000	29,127	19,105	190.6%
12. Tif Revenue Training Costs	-	-	-	-	1,000	1,000	1,000	100.0%
13.								
14.								
15. LABOR vs. NON-LABOR COST	\$ 147,098	\$ 164,333	\$ 130,720	\$ 85,780	\$ 135,594	\$ 135,594	\$ 4,874	3.7%
16.								
17. TOTAL LABOR COST	107,844	118,403	126,870	84,861	132,394	132,394	5,524	4.4%
18.	73.3%	72.1%	97.1%	98.9%	97.6%	97.6%		
19. TOTAL NON-LABOR COST	39,254	45,931	3,850	919	3,200	3,200	(650)	(16.9%)
20.	26.7%	27.9%	2.9%	1.1%	2.4%	2.4%		
21.								
22. TOTAL COST	\$ 147,098	\$ 164,333	\$ 130,720	\$ 85,780	\$ 135,594	\$ 135,594	\$ 4,874	3.7%
23.								
24. LABOR COST	\$ 107,844	\$ 118,403	\$ 126,870	\$ 84,861	\$ 132,394	\$ 132,394	\$ 5,524	4.4%
25.								
26. 10022601-511000 Full Time Salaries & Wages	81,278	89,059	95,444	63,667	99,085	99,085	3,641	3.8%
27. 10022601-521000 FICA	5,457	6,028	6,259	4,342	6,484	6,484	225	3.6%
28. 10022601-522000 Medicare	1,276	1,410	1,461	1,016	1,516	1,516	55	3.8%
29. 10022601-522300 Maine Paid Leave	-	-	-	90	523	523	523	100.0%
30. 10022601-523300 Deferred Compensation	5,683	6,234	6,681	4,457	6,936	6,936	255	3.8%
31. 10022601-524100 Group Health Insurance	9,490	9,952	10,425	6,876	11,250	11,250	825	7.9%
32. 10022601-524200 Dental Insurance	521	521	550	352	550	550	-	0.0%
33. 10022601-524300 Disability & Life Insurance	539	539	550	360	550	550	-	0.0%
34. 10022601-587100 Car Allowance	3,600	4,660	5,500	3,702	5,500	5,500	-	0.0%
35.								

		ACTUALS FY 2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
36.	OPERATING COST	\$ 39,254	\$ 45,931	\$ 3,850	\$ 919	\$ 3,200	\$ 3,200	\$ (650)	(16.9%)
37.									
38.	10022603-530000 Dues & Memberships	285	411	1,000	296	500	500	(500)	(50.0%)
39.	10022603-532000 Trainings/Workshops	747	556	-	349	1,000	1,000	1,000	0.0%
40.	10022603-544000 Professional Services	-	487	1,500	-	500	500	(1,000)	(66.7%)
41.	10022603-587000 Mileage	-	261	300	-	300	300	-	0.0%
42.	10022603-587500 Travel	-	44	300	-	300	300	-	0.0%
43.	10022603-610000 Miscellaneous Supplies		64	750	274	300	300	(450)	(60.0%)
44.	10022603-680000 Contingency for BUILD Project	38,222	-	-	-	-	-	-	0.0%
45.	10022603-612000 Ticonic Bridge Decorative Lights	-	44,000	-	-	-	-	-	0.0%
46.	10022603-680000 Miscellanous Expense	-	107	-		300	300	300	0.0%

Code Enforcement

Daniel Bradstreet, Director

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.

CODE ENFORCEMENT

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 164,877	\$ 123,807	\$ 96,882	\$ 60,471	\$ 190,384	\$ 155,384	\$ 58,502	60.4%
2.								
3. TOTAL REVENUE	(111,565)	(245,395)	(299,850)	(168,534)	(227,750)	(262,750)	37,100	(12.4%)
4. TOTAL COST	276,443	369,203	396,732	229,006	418,134	418,134	21,402	5.4%
5.								
6. LABOR vs. NON-LABOR COST	\$ 276,443	\$ 369,203	\$ 396,732	\$ 229,006	\$ 418,134	\$ 418,134	\$ 21,402	5.4%
7.								
8. TOTAL LABOR COST	270,266	363,424	390,492	227,280	412,714	412,714	22,222	5.7%
9.	98%	98%	98%	99%	99%	99%		
10. TOTAL NON-LABOR COST	6,177	5,778	6,240	1,726	5,420	5,420	(820)	(13.1%)
11.	2%	2%	2%	1%	1%	1%		
12.								
13. CODE REVENUE	\$ 111,565	\$ 245,395	\$ 299,850	\$ 168,534	\$ 227,750	\$ 262,750	\$ (37,100)	(12.4%)
14.								
15. 10005800-441200 Electrical	11,401	10,759	6,500	10,711	13,500	13,500	7,000	107.7%
16. 10005800-441300 Building Permits	90,998	224,659	281,000	151,091	203,000	238,000	(43,000)	(15.3%)
17. 10005800-441400 Plumbing Fees & Licenses	7,166	9,103	10,350	6,583	9,200	9,200	(1,150)	(11.1%)
18. 10005800-444000 Code Violation Fines, inspection f	2,000	850	2,000	100	1,000	1,000	(1,000)	(50.0%)
19. 10005800-480000 Miscellaneous Revenue	-	25	-	50	50	50	50	0.0%
20. TIF Revenue Training Costs	-	-	-	-	1,000	1,000	1,000	0.0%
21.								
22. TOTAL CODE COST	\$ 276,443	\$ 369,203	\$ 396,732	\$ 229,006	\$ 418,134	\$ 418,134	\$ 21,402	5.4%
23.								
24. CODE LABOR COST	\$ 270,266	\$ 363,424	\$ 390,492	\$ 227,280	\$ 412,714	\$ 412,714	\$ 22,222	5.7%
25.								
26. 10055801-511000 Full Time Salaries & Wages	182,879	234,097	248,224	147,416	259,500	259,500	11,276	4.5%
27. 10055801-521000 FICA	11,516	14,362	16,413	9,395	17,112	17,112	699	4.3%
28. 10055801-522000 Medicare	2,693	3,359	3,839	2,197	4,002	4,002	163	4.2%
29. 10055801-522300 Maine Paid Leave	-	-	-	196	1,380	1,380	1,380	100.0%
30. 10055801-523300 Deferred Compensation	7,625	11,223	13,336	9,694	16,370	16,370	3,034	22.8%
31. 10055801-524100 Group Health Insurance	47,718	78,948	85,630	44,033	91,500	91,500	5,870	6.9%
32. 10055801-524200 Dental Insurance	2,804	3,868	4,350	2,066	4,150	4,150	(200)	(4.6%)
33. 10055801-524300 Disability & Life Insurance	1,683	2,068	2,200	1,196	2,200	2,200	-	0.0%
34. 10055801-587100 Car Allowance	13,346	15,500	16,500	11,087	16,500	16,500	-	0.0%

CODE ENFORCEMENT

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
35.								
36.	CODE OPERATING COST	\$ 6,177	\$ 5,778	\$ 6,240	\$ 1,726	\$ 5,420	\$ (820)	(13.1%)
37.								
38.	10055803-532000 Training & Workshops	1,310	790	500	125	800	300	60.0%
39.	10055803-544100 Professional Service-Legal	286	115	500	208	300	(200)	(40.0%)
40.	10055803-553100 Mobile Data	-	378	1,440	440	720	(720)	(50.0%)
41.	10055803-555000 Printing	95	-	100	-	100	-	0.0%
42.	10055803-587000 Mileage	219	117	100	-	200	100	100.0%
43.	10055803-587500 Conference & Travel	291	255	100	-	200	100	100.0%
44.	10055803-610100 Office Supplies	1,807	580	1,000	56	800	(200)	(20.0%)
45.	10055803-610700 Wearing Apparel	1,999	1,840	2,500	759	1,300	(1,200)	(48.0%)
46.	10055803-680000 Miscellaneous Expense	170	-	-	137	100	100	0.0%
47.	10055803-712070 Equip Purchases-tablets	-	1,702	-	-	900	900	0.0%

DEBT SERVICE

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	BUDGET FY2025	FY2025 THRU FEBRUARY 28TH, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 1,813,453	\$ 2,191,609	\$ 1,941,955	\$ 1,177,053	\$ 2,044,469	\$ 2,044,469	\$ 102,514	5.3%
2.								
3. TOTAL REVENUE	(318,085)	(206,000)	(431,000)	(425,956)	(274,531)	(274,531)	156,469	(36.3%)
4. TOTAL COST	2,131,538	2,397,609	2,372,955	1,603,009	2,319,000	2,319,000	(53,955)	(2.3%)
5.								
6.								
7. TOTAL REVENUE	\$ 318,085	\$ 206,000	\$ 431,000	\$ 425,956	\$ 274,531	\$ 274,531	\$ (156,469)	(36.3%)
8.								
9. Tif Revenue Offset	318,085	206,000	431,000	425,956	274,531	274,531	(156,469)	(36.3%)
10.								
11. TOTAL DEBT SERVICE COST	\$ 2,131,538	\$ 2,397,609	\$ 2,372,955	\$ 1,603,009	\$ 2,319,000	\$ 2,319,000	\$ (53,955)	(2.3%)
12.								
13. 10110003-910027 2011 Bond (FY2032)	182,300	174,200	171,500	171,500	167,000	167,000	(4,500)	(2.6%)
14. 10110003-910028 2012 Bond (FY2033)	198,544	165,544	162,759	149,597	160,000	160,000	(2,759)	(1.7%)
15. 10110003-910029 2013 Bond (FY2038)	367,023	341,623	336,310	43,155	320,000	320,000	(16,310)	(4.8%)
16. 10110003-910030 2015 Bond (FY2036)	505,050	481,450	459,850	24,925	250,000	250,000	(209,850)	(45.6%)
17. 10110003-910031 2019 Bond (FY2040)	403,167	397,168	391,168	347,084	386,000	386,000	(5,168)	(1.3%)
18. 10110003-910032 2020 Bond (FY2041)	335,062	331,012	326,962	326,963	325,000	325,000	(1,962)	(0.6%)
19. 10110003-910033 2022 Bond (FY2043)	133,084	490,407	476,906	408,466	460,000	460,000	(16,906)	(3.5%)
20. 10110003-910034 2025 Bond (FY 2046)	-	-	-	80,585	186,000	186,000	186,000	0.0%
21. 10110003-910200 Bond Cost & Fees	1,469	2,400	42,500	48,635	55,000	55,000	12,500	29.4%
22. 10110003-910300 Financial Expense for Investments	5,840	13,805	5,000	2,100	10,000	10,000	5,000	100.0%

THIRD PARTY REQUESTS

FY 2026

		ACTUAL FY2024	REQUEST FY 2025	BUDGET FY 2025	REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1.	NET COST	\$ 2,000	\$ 49,600	\$ -	\$ 19,900	\$ -	\$ (2,000)	(100.0%)
2.	ORGANIZATION							
3.	Camp Susan Curtis	-	-	-	ANY	-	-	0.0%
4.	Children's Center	-	-	-	2,900	-	-	0.0%
5.	DayOne	-	-	-	500	-	-	100.0%
6.	Kennebec Behavioral Health	-	9,000	-	0	-	-	0.0%
7.	Kennebec Messalonskee Trails	-	2,000	-	0	-	-	0.0%
8.	Lake Stewards of Maine	-	-	-	1,500	-	-	0.0%
9.	Lifeflight	2,000	2,000	-	2,000	-	(2,000)	0.0%
10.	Maine Public Television	-	100	-	0	-	-	0.0%
11.	Northern Light Hospice	-	1,500	-	1,500	-	(1,500)	0.0%
12.	Sweester	-	-	-	1,500	-	-	0.0%
13.	Waterville Area Soup Kitchen	-	25,000	-	0	-	(25,000)	0.0%
14.	Waterville Community Land Trust	-	10,000	-	10,000	-	-	0.0%
15.	Winslow Community Cupboard	-	-	-	ANY	-	-	0.0%

Five Year Capital Improvement Plan

Priority #	Project Schedule	Project	Equipment or Facility Replacement Info.	Department	Type	Projected/ Actual Costs	Funding Method	FYE 06/30/2026	FYE 06/30/2027	FYE 06/30/2028	FYE 06/30/2029	FYE 06/30/2030
ADMINISTRATION												
AD-1	2025-2026	Walkway and Parking Lot Repairs	Ground and Parking Maintenance	Administration	Cement/Paving	\$100,000.00	Operating Budget	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00
AD-2	2027-2028	Keycard Security System	Replace key and keypad entries	Administration	Security	\$100,000.00	Bond	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00
AD-3	2027-2028	Fire Door and Back Entrance Imp.	Replace Rusted Door and Trims	Administration	Maintainance	\$15,000.00	Operating Budget	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
						\$215,000.00		\$100,000.00	\$0.00	\$115,000.00	\$0.00	\$0.00
AIRPORT PROJECTS												
AP-1	2026-2027	Airport/Fire/Police Substation Con.	Facility Construction	Multi-Air portion	1/3 Building	\$6,000,000.00	CDS	\$0.00	\$6,000,000.00	\$0.00	\$0.00	\$0.00
AP-2	2027-2028	Parking Lot Pavement	Ground Improvements	Airport	Ground Maint	\$50,000.00	Bond	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00
AP-3	2027-2028	Taxilane Pavement-Expansion	Expanded service for Hangars	Airport	Ground Maint	\$50,000.00	Bond	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00
AP-4	2025-2026	HVAC System	Replace old and failing units	Airport	Facility Maint	\$50,000.00	Bond/Budget	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
AP-5	2025-2026	Hangar Heater Terminal Building	Replace old and inefficient system	Airport	Facility Maint.	\$25,000.00	Bond	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00
AP-6	2026-2027	Restripin Machine Replacement	Replace old equipment	Airport	Equip Replace	\$25,000.00	Bond	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00
AP-7	2025-2026	North Hangar Siding	Building siding repair N. Hangar	Airport	Buidling Maint.	\$25,000.00	Bond	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$6,225,000.00		\$75,000.00	\$6,050,000.00	\$100,000.00	\$0.00	\$0.00
CITY CLERK												
CC-1	2025-2026	Pinegrove Chapel Repair-Historic	Facility Repair (10% inflation added)	City Clerk	Building Chapel	\$610,853.00	Grant/Bond	\$610,853.00	\$0.00	\$0.00	\$0.00	\$0.00
CC-2	2027-2028	Storage Trailer-Election Tables	Storage	City Clerk	Storage Trailer	\$21,000.00	Operating	\$0.00	\$0.00	\$21,000.00	\$0.00	\$0.00
						\$631,853.00		\$610,853.00	\$0.00	\$21,000.00	\$0.00	\$0.00
EMS												
EMS-1	2025-2026	Ambulance Remount	Equipment money saving	EMS	Vehicle/Equip	\$256,000.00	Future Bond	\$256,000.00	\$0.00	\$0.00	\$0.00	\$0.00
EMS-2	2027-2028	Ambulance Remount	Equipment money saving	EMS	Vehicle/Equip	\$325,000.00	Future Bond	\$0.00	\$0.00	\$300,000.00	\$0.00	\$0.00
						\$581,000.00		\$256,000.00	\$0.00	\$300,000.00	\$0.00	\$0.00
FIRE												
FD-1	2027-2028	E-3 Fire Truck Replacement	Equip-Truck Replacement	Fire	Vehicle	\$1,200,000.00	Future Bond/Grant	\$0.00	\$0.00	\$1,200,000.00	\$0.00	\$0.00
FD-2	2025-2026	Central Station HVAC-4 Units	Replace defective unit2	Fire	HVAC Equip	\$175,000.00	Grant/ Bond	\$175,000.00	\$0.00	\$0.00	\$0.00	\$0.00
FD-3	2025-2026	Radio Upgrade Fire Project 2	Correct communication Deficiency	Fire/Police	Radio Upgrade	\$125,000.00	Grant/ Bond	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00
FD-4	2026-2027	Fire Extrication Tools	Replace Jaws for safety	Fire	Equipment	\$80,000.00	Grant/ Bond	\$0.00	\$80,000.00	\$0.00	\$0.00	\$0.00
FD-5	2026-2027	Airport/Fire/Police Substation Con	1/3 Facility Construction	Multi-FD Portion	Building	\$6,000,000.00	CDS	\$0.00	\$6,000,000.00	\$0.00	\$0.00	\$0.00
						\$7,580,000.00		\$300,000.00	\$6,080,000.00	\$1,200,000.00	\$0.00	\$0.00
HUMAN RESOURCES												
HR-1	2025-2026	Safety Equipment and Upgrades	Various safety items, cameras, ect	HR Safety	Equipment	\$10,000.00	Operating Budget	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00
INFORMATION TECHNOLOGY												
IT-1	2026-2027	Equature Recording Solution	Equipment Replacement Phone lines	IT	Equipment	\$166,500.00	Grant/Bond	\$0.00	\$166,500.00	\$0.00	\$0.00	\$0.00
						\$166,500.00		\$0.00	\$166,500.00	\$0.00	\$0.00	\$0.00
LIBRARY												
LB-1	2025-2026	Flooring Replacement	Maintenance	Library	Building	\$35,000.00	Unknown	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00
LB-2	2027-2028	Building Façade Repairs	Building Maintenance	Library	Building	unknown	Unknown	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$35,000.00		\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER FACILITIES												
OF-1	2025-2026	Castonguay Square & Common St.	Park grounds and Infrastructure	Parks & Rec.	Infrastructure	\$55,000.00	Operating Budget	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$55,000.00		\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
POLICE												
PD-1	2025-2026	HVAC Control System	Replace Existing System	Police	Facility Maint	\$30,000.00	Operating Budget	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00
PD-2	2025-2026	DetectaChem (Narcotics Identifier)	Equipment	Police	Equipment	\$24,900.00	Grant/Oper	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00
PD-3	2026-2027	Radio Upgrade Police Project 4	Correct communication Deficiency	Police	Radio Upgrade	\$126,000.00	Grant/ Bond	\$126,000.00	\$0.00	\$0.00	\$0.00	\$0.00
PD-4	2026-2027	Records Management System	Current system sunsets in 5 years	Police	Software	\$178,745.00	Grant/Bond	\$178,744.12	\$0.00	\$0.00	\$0.00	\$0.00
PD-5	2025-2026	Duty Pistol Upgrade	Replace existing-trade in old	Police	Equipment	\$22,620.00	Operating Budget	\$0.00	\$0.00	\$22,260.00	\$0.00	\$0.00
PD-6	2027-2028	Firearm Range Building	Building at Range	Police	Building	\$220,000.00	Budgeting/Grant	\$0.00	\$0.00	\$220,000.00	\$0.00	\$0.00
PD-7	2027-2028	Police/Fire Substation	Substation Building	Police/Fire	Building	\$6,000,000.00	CDS	\$0.00	\$6,000,000.00	\$0.00	\$0.00	\$0.00
						\$6,602,265.00		\$359,744.12	\$6,000,000.00	\$242,260.00	\$0.00	\$0.00
PARKS/CEMETERY												

FY2026 Proposed Tax Increment Financing

Notes

TERM OF TIF DISTRICT	2002-2025	2018-2048	2021-2051	2006-2036	2020-2050	2010-2030	2007-2032	2020-2050	2023-2053	2018-2038	2016-2046	2017-2037	2017-2047	Total Funding by Category
	Airport	Alford Commons	City Center	Downtown	Depres KRP	Gilman Place	Lockwood 1 (Hathaway)	Lockwood II (Mill)	Manor Gardens	Mt. Merici	Pipeline Summit Gas	Seton Commercial	Trafton Rd	
						(Housing)		(Housing)				(ED)		
Estimated Balance as of 6/30/25	\$ 15,536	\$ 5,000	\$ (200,274)	\$ (119,565)	\$ (7,436)	\$ -	\$ 57,490	\$ (186.00)	\$ 4,855	\$ 681	\$ 6,664	\$ 1,575	\$ 2,083	\$ (233,577)
FY26 Projected TIF Revenue	43,154	163,956	434,360	688,132	5,142	42,020	182,852	13,554	39,872	43,686	297,693	2,106	1,044	1,957,571
Total TIF Funds Available	58,690	168,956	234,086	568,567	(2,294)	42,020	240,342	13,368	44,727	44,367	304,357	3,681	3,127	1,723,994
CEA Payments FY26		(98,956)	-	-	(3,857)	(18,909)	(122,511)	(10,165)	(27,910)	(32,764)	-	(1,264)	-	(316,336)
Available after CEA payments	58,690	70,000	234,086	568,567	(6,151)	23,111	117,831	3,203	16,817	11,603	304,357	2,417	3,127	1,407,658
FY25 Uses:														
Airport Facilities	43,154													43,154
DEBT SERVICE														
BUILD_Infrastructure Debt			81,000	34,000										34,000
Fire Truck Debt Payment														81,000
PW Snowplow Equipment														-
Paving and Sidewalk Improvement BND 25				129,531	30,000									159,531
ENVIROMENTAL REMEDIATION														
ENERGY CONVERSION/CONSERVATION														
ECONOMIC DEVELOPMENT														
Business Attraction/Marketing			20,000						15,000					35,000
City Staff Costs				30,000			70,000							250,000
Central Maine Growth Council Membership											150,000			46,000
Central Maine Growth Council Staff											46,000			-
First Park				41,985										41,985
Grant Match Funds		5,000		20,000							25,000			50,000
KVCOG dues														-
Maine Development Foundation				1,100										1,100
Maine Municipa Association/ Coalition											17,000			17,000
Mid-Maine Chamber Dues		2,560							2,560					5,120
Revolving Loan Funds-Business		-												-
Training & Workforce Development		2,500	12,500											15,000
Waterville Creates - Event Support							35,000							35,000
INFRASTRUCTURE COSTS														
Street, Roads, sidewalks, and Utilities											15,000			15,000
Planning & Engineering (TIF Projects)		54,000												65,000
Lighting, signage, kiosk			70,000	256,000						11,000				326,000
Equipment & Public Safety Items														-
WITHIN DISTRICT														
Real Estate Acquisition														-
Parking, Sidewalks, landscaping, lighting											30,000			30,000
Downtown, Water and Spring Streets											10,000			10,000
Infrastructure Imp Chase Ave											10,000			10,000
Improvements Trafton & Junction Roads														-
COMMUNITY DEVELOPMENT														
AYCC (needy youth)				20,000										-
KVCAP Transportation														20,000
Trails/Safety														-
Revolving Loan Funds-Residential														
Accessibility														-
Housing Revolving Loans														-
Rehabilitation & Repairs			45,000											45,000
SCHOOL & EDUCATION														
						23,111								23,111
TRANSFER FROM PRIOR YEAR														
Total Expended	43,154	64,060	228,500	532,616	30,000	23,111	105,000	-	17,560	11,000	303,000	-	-	1,358,001
Balance remaining	15,536	5,940	5,586	35,951	(36,151)	-	12,831	3,203	(743)	603	1,357	2,417	3,127	49,657
Use of TIF Fund Balance for FY25														

All funds stay with airport

\$43,154

Total Debt

\$274,531

Marketing and Business Attraction

King, SENA, Hist signs \$10,000 Taste of wvl
\$60,000 Planning, \$100,000 admin, CD \$90,000 TL WageS \$250,000.00

Grant Match Money

MDF Dues \$450, Downtown Afflition \$750
MMA \$14,500 Coalition \$ 2,500

Training Offset for Employees \$15,000.00
\$250,000.00 Wage Total
\$231,205.00 Other

Bench Project incidentals \$4,000
Flowers, banners, ect \$11,000 \$15,000.00
Lighting and Kiosk Money \$65,000.00
Equipment and Safety \$326,000.00

Amb Remount \$256,000 and
Hydraulic Lift \$ 70,000

Sm Project (Andy) \$50,000.00

100% of Gilman School costs \$68,111.00

	<u>Cost</u>	<u>Percentage</u>	<u>TIF Funds</u>	<u>Training</u>
Airport	\$43,154		\$43,154	
City Manager	\$208,340	20.00%	\$41,668	\$1,250
Asst Manager/Executive	\$111,102	20.00%	\$22,220	\$1,250
Finance Director	\$119,412	20.00%	\$23,882	\$2,000
Assessor	\$126,700	22.00%	\$27,874	\$1,000
City Engineer	\$132,394	22.00%	\$29,127	\$1,000
City Planner	\$125,237	12.16%	\$15,229	\$0
Community Developer Director	<u>\$90,000</u>		<u>\$90,000</u>	<u>\$200</u>
			\$250,000	\$6,700

TO DEPARTMENTS
DEBT SERVICE

WAGES AND AIRPORT
\$274,531.00 ALL DEBT SERVICE
\$567,685.00
\$15,000.00 Training Funds in Depts
\$582,685.00

ALL OTHER EXPENDITURES

\$775,316.00

\$1,358,001.00

TAX INCREMENT FINANCING (TIF)

FY 2026

	ACTUALs FY2023	ACTUALS FY2024	BUDGET FY2025	FY 2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
NET COST - OVER (UNDER) REVENUE	\$ 31,908	\$ (38,470)	\$ (238,938)	\$ (233,577)	\$ 64,657	\$ 49,657	\$ 288,595	(120.8%)
TOTAL REVENUE	\$ (1,752,262)	\$ (1,963,755)	\$ (1,944,017)	(\$1,944,017)	\$ (1,723,994)	\$ (1,723,994)	220,023	(11.3%)
TOTAL COST	1,720,354	2,002,225	2,182,955	2,177,594	1,659,337	1,674,337	(508,618)	(23.3%)
TRANSFERS TO DEPARTMENTAL BUDGETS	\$ 915,901	\$ 811,426	\$ 565,262	\$ 561,147	\$ 574,385	\$ 582,685	\$ (16,681)	(3.0%)
Administration	408,251	350,230	23,688	24,617	63,889	63,889	40,201	169.7%
Airport	27,618	27,618	43,154	43,154	43,154	43,154	-	0.0%
Assessing	29,870	29,658	8,200	8,200	27,874	27,874	19,674	239.9%
Debt Service	318,085	206,000	431,000	425,956	274,531	274,531	(156,469)	(36.3%)
Engineering	36,508	63,559	10,022	10,022	29,127	29,127	-	-
Finance	29,870	29,658	8,200	8,200	23,882	23,882	15,682	191.2%
Planning & Community	65,699	104,703	40,998	40,998	105,229	105,229	64,231	156.7%
All Other Training Funds	-	-	-	-	6,700	15,000	-	-
TIF REVENUE	1,752,262	1,963,755	1,944,017	1,944,017	1,723,994	1,723,994	(220,023)	(11.3%)
41022500-404100 -TFAIR Airport	27,618	27,618	43,154	43,154	43,154	43,154	-	0.0%
41022500-404100-TFCOL Alford Commons	185,372	185,370	163,956	163,956	163,956	163,956	-	0.0%
41022500-404100-TFCIT City Center	377,418	541,322	434,360	434,360	434,360	434,360	-	0.0%
41022500-404100-TFDOW Downtown	307,941	307,941	688,132	688,132	688,132	688,132	-	0.0%
41022500-404100-TFGIL Gilman Place (Housing)	36,634	36,635	42,020	42,020	42,020	42,020	-	0.0%
41022500-404100-TFHOF Head of Falls	-	-	-	-	-	-	-	0.0%
41022500-404100-TFKRP Kennebec Realty Partners-Depres	-	-	5,142	5,142	5,142	5,142	-	0.0%
41022500-404100-TFLO1 Lockwood 1/Hathaway	235,881	235,881	182,852	182,852	182,852	182,852	-	0.0%
41022500-404100-TFLO2 Lockwood Mill 2	220	220	-	-	13,554	13,554	13,554	100.0%
41022500-404100-TFMAN Manor Gardens	-	-	39,872	39,872	39,872	39,872	-	0.0%
41022500-404100-TFMTM Mount Merici (Housing)	42,813	42,813	43,686	43,686	43,686	43,686	-	0.0%
41022500-404100-TFPIP Summit-Gas Pipeline	355,895	367,291	297,693	297,693	297,693	297,693	-	0.0%
41022500-404100-TFSE1 Seton Tower (Housing)	-	-	-	-	-	-	-	0.0%
41022500-404100-TFSE2 Seton Commercial (ED)	-	-	2,106	2,106	2,106	2,106	-	0.0%
41022500-404100-TFTRA Trafton Road	-	-	1,044	1,044	1,044	1,044	-	0.0%
Use of TIF Fund balance	182,470	218,664			(233,577)	(233,577)	(233,577)	

		ACTUALs FY2023	ACTUALS FY2024	BUDGET FY2025	FY 2025 THRU FEBRUARY 28, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
TIF EXPENDITURES		\$ 1,720,354	\$ 2,002,225	\$ 2,182,955	\$ 2,177,594	\$ 1,659,337	\$ 1,674,337	\$ (508,618)	(23.3%)
	Airport	27,618	27,618	43,154	43,154	43,154	43,154	-	0.0%
	CEA Payments	331,891	329,530	306,171	306,171	316,336	316,336	10,165	3.3%
	City Staff	570,198	577,808	91,108	91,108	250,000	250,000	158,892	174.4%
	Debt Service Payments	318,085	206,000	431,000	425,956	274,531	274,531	(156,469)	(36.3%)
	Environmental Remediation	-	-	-	-	-	-	-	0.0%
	Energy Conservation	-	-	-	-	-	-	-	0.0%
	Economic Dev Outside Agencies	312,810	300,335	370,248	370,248	201,205	231,205	(139,043)	(37.6%)
	Infrastructure Costs Outside of District	-	81,755	855,000	855,000	406,000	406,000	(449,000)	(52.5%)
	Distict Infrastructure Costs	-	-	-	-	50,000	50,000	50,000	0.0%
	Community Development	49,876	-	60,000	60,000	50,000	20,000	(40,000)	(66.7%)
	Revolving Loan Funds-Residntial	-	-	-	-	45,000	45,000	45,000	0.0%
	Workforce Development & Training	-	-	-	-	-	15,000	15,000	0.0%
	Schools & Education	109,876	20,149	26,274	25,957	23,111	23,111	(3,163)	(12.0%)
41000023-xxxxxx	To TIF Reserves	-	459,030	-	-	-	-	-	0.0%
								-	0.0%
OUTSIDE AGENCIES		\$ 312,810	\$ 300,335	\$ 370,248	\$ 370,248	\$ 201,205	\$ 201,205	\$ (169,043)	(45.7%)
10140003-934400	KVCAP	20,000	20,000	20,000	20,000	20,000	20,000	-	0.0%
10140003-934000	Alfond Youth Center	10,000	10,000	10,000	10,000	-	-	(10,000)	(100.0%)
10140003-934800	Mid-Maine Homeless	-	-	-	-	-	-	-	0.0%
10140003-935200	Waterville Creates - Event Support	35,000	35,000	35,000	35,000	35,000	35,000	-	0.0%
10140003-935300	Maine Municipal Association	12,475	-	15,900	14,500	14,500	14,500	(1,400)	(8.8%)
10140003-935400	Maine Service Center Coalition	-	-	-	1,400	2,500	2,500	2,500	0.0%
10140003-936000	Misc. Community Services	-	-	50,000	50,000	-	-	(50,000)	(100.0%)
10140003-937000	KVCOG Dues	18,773	18,773	18,773	18,773	-	-	(18,773)	(100.0%)
10140003-937400	Maine Development Foundation	350	350	350	350	1,100	1,100	750	214.3%
10140003-937700	Festivals/Events/Marketing	25,000	25,000	28,568	28,568	35,000	35,000	6,432	22.5%
10140003-937200	Mid-Maine Chamber of Commerce	4,700	4,700	4,826	4,826	5,120	5,120	294	6.1%
10140003-937300	Central Maine Growth Council Dues	143,500	143,500	143,500	143,500	46,000	46,000	(97,500)	(67.9%)
10140003-937500	KRDA - First Park	43,012	43,012	43,331	43,331	41,985	41,985	(1,346)	(3.1%)
TIF REVENUE DEDUCTIONS		\$ 1,752,262	\$ 1,939,267	\$ 2,272,434	\$ 1,944,946	\$ 1,659,338	\$ 1,674,337	\$ (270,608)	(11.9%)
41000023-xxxxxx	CEA Payments	331,891	329,530	306,171	306,171	316,336	316,336	10,165	3.3%
	TIF Allocations in Department Budgets	915,901	811,426	565,262	561,147	574,385	582,685	21,539	3.8%
41000023-xxxxxx	TIF Allocations Under this Budget	322,000	798,311	1,401,001	1,077,628	768,617	775,316	(302,312)	(21.6%)
	Use of Fund Balance	182,470	-	-	-	(233,577)	(233,577)	-	0.0%

SCHOOLS

FY 2026

	ACTUALS FY2023	ACTUALS FY2024	FY2025 THRU APRIL 16, 2025	DEPT REQUEST FY2026	CITY MANAGER PROPOSED FY2026	\$ CHANGE	% CHANGE
1. NET COST - OVER (UNDER) REVENUE	\$ 8,795,300	\$ 10,599,162	\$ 11,081,202	\$ 11,225,984	\$ 11,225,984	\$ 144,782	1.3%
2.							
3. TOTAL REVENUE	(17,822,878)	(19,673,936)	(21,201,063)	(22,982,703)	(22,982,703)	(1,781,640)	8.4%
4. TOTAL COST	26,618,178	30,273,098	32,282,265	34,208,687	34,208,687	1,926,422	6.0%
5.							
6.							
7. SCHOOL TOTAL REVENUE	\$ 17,822,878	\$ 19,673,936	\$ 16,178,052	\$ 22,982,703	\$ 22,982,703	\$ 6,804,651	42.1%
8. STATE SUBSIDIES	16,444,800	18,293,244	14,972,597	21,534,861	21,534,861	6,562,264	43.8%
9. SURPLUS (CARRYOVER)	300,000	300,000	300,000	300,000	300,000	-	0.0%
10. SCHOOL REVENUES	835,202	805,826	639,768	819,876	819,876	180,108	28.2%
11. SHARED PROGRAM REVENUES	69,776	72,522	-	105,383	105,383	105,383	0.0%
12. ADULT EDUCATION	173,100	202,344	265,687	222,583	222,583	(43,104)	(16.2%)
13.							
14.							
15. SCHOOL OPERATING COSTS	\$ 26,618,178	\$ 30,273,098	\$ 32,282,265	\$ 34,208,687	\$ 34,208,687	\$ 1,926,422	6.0%
16. SPECIAL SERVICES/TUTORS/MAIN OFFICE	5,455,468	6,600,778	7,203,676	7,650,191	7,650,191	446,515	6.2%
17. GEORGE J MITCHELL SCHOOL	3,394,252	3,879,684	4,224,007	4,289,703	4,289,703	65,696	1.6%
18. ALBERT S HALL SCHOOL	2,196,094	2,280,323	2,487,712	2,624,902	2,624,902	137,190	5.5%
19. WATERVILLE JUNIOR HIGH	3,122,805	3,503,150	3,550,382	3,604,160	3,604,160	53,778	1.5%
20. WATERVILLE SENIOR HIGH	4,900,796	5,598,340	5,711,201	6,022,690	6,022,690	311,489	5.5%
21. MID-MAINE TECHNICAL CENTER	2,291,547	2,586,039	2,865,103	3,089,054	3,089,054	223,951	7.8%
22. ADULT EDUCATION	601,605	506,509	559,447	701,091	701,091	141,644	25.3%
23. ELL	139,110	287,152	479,898	658,301	658,301	178,403	37.2%
24. HEALTH SERVICES	278,579	377,741	424,165	449,939	449,939	25,774	6.1%
25. ALTERNATIVE EDUCATION & TEEN PARENT	412,895	452,470	478,054	501,585	501,585	23,531	4.9%
26. CERTIFICATION	9,279	22,627	20,588	12,086	12,086	(8,502)	(41.3%)
27. DISTRICT TECHNOLOGY	710,582	751,635	714,285	779,329	779,329	65,044	9.1%
28. DISTRICT WIDE COORDINATORS	2,163	3,777	7,957	5,554	5,554	(2,403)	(30.2%)
29. BOARD OF EDUCATION / CENTRAL OFFICE	2,034,192	2,003,727	2,096,002	2,294,240	2,294,240	198,238	109.5%
30. TRANSPORTATION	1,068,811	1,419,146	1,459,788	1,525,864	1,525,864	66,076	104.5%
31. AREA RESOURCE CENTER	-	-	-	-	-	-	0.0%
32.							