1. Finance Committee Meeting Agenda

    Documents: FINANCE MEETING AGENDA - 10-8-15.PDF

City of Portland, Maine
Finance Committee Meeting
Thursday, October 8th, 2015
6:00 p.m., Room 209

AGENDA

1. **FY15 – Budget to Actual Results**
2. **FY17 – FY21 Capital Improvement Plan – Updated Project Listings**
3. **Discussion of Future Finance Committee Meeting Dates**

Finance Department

To: Chair Mavodones, Members of the Finance Committee, City Manager Jon Jennings

From: Brendan T O'Connell, Finance Director

Date: October 8, 2015

RE: FY15 Financial Update

Attached is a draft of the City of Portland FY15 budgetary review by department. Included herein is a comparison of budget to actual expenditures by department, budget to actual revenues by department, and net impact to the General Fund by department. The audit is currently underway and final calculations of General Fund balance are still pending.

Overall it was a challenging year for the City of Portland. Due to changing State interpretations of their own General Assistance program, revenues received by the City were below budgeted levels by approximately $5.4M. Of this amount approximately $1.7M was due to unreimbursed homeless shelter expenses and $3.7M was due to regular General Assistance reimbursements not being paid. In total, the City Social Services Division was over budget by approximately $5.2M with a slight positive offset from salary savings due to the City wide hiring freeze being put in place in November 2014.

A stormy winter with significantly above anticipated snow totals put a strain on the City Public Services budget. City winter operations were over budget by approximately $1.4M. Overall, the Public Services Department had a negative budget impact of approximately $960k, with positive offsets to winter operations from a Federal Emergency Management Agency storm reimbursement and larger than expected rebates from ecomaine.

The Planning & Urban Development Department had a difficult budget year. Several large developments did not break ground in FY15 as expected, contributing to an approximately $655k shortage in building permit revenue. Overall the department had a negative budget impact of approximately $592k.

The Fire Department experienced many challenges in FY15. Despite a nearly $240k increase in EMS revenue (from $2.7M in FY14 up to $2.94M in FY15) the aggressive FY15 budget target of $3.3M was not met. The EMS revenue target for FY16 has been set at approximately $2.9M in line with FY15 collections. FY15 confined space revenue was also significantly below budgeted levels ($160k) and will need to be improved in FY16. Overall the Department had a negative budget impact of approximately $285k with positive offsets from staff vacancies and other expense savings.

The Parking Department had the largest net positive impact in FY15, with approximately $830k in above budgeted revenue. Parking garage revenue received was above budgeted amounts by approximately $347k due to increased utilization. The newly implemented multi-space meters contributed to approximately $188k in above budgeted meter collections. Parking ticket revenue received was also above budgeted amount by approximately $352k.

The Recreation and Facilities Division had both wins and losses during FY15. Overall the Department had a significantly positive net budget impact of $598k. Salary savings in the Department due to the City implemented hiring freeze totaled approximately $150k. Additional highlights included significant unbudgeted revenue from a successful summer concert series (approximately $136k) and additional head tax revenue from a record breaking cruise ship season (approximately $255k above budget). In the first year of being fully operated by the City the restaurant at Riverside Golf Course operated at an approximately $76k loss and will be a target for improvement in FY16.

City of Portland
Preliminary review of year end June 30, 2015
October 8, 2015
Revenue

DESCRIPTION	BUDGET	ACTUAL	Over/(Under) Collected
Property Tax	150,894,394.00	152,091,431.83	1,197,037.83
Revenue Sharing	3,955,032.00	4,072,747.41	117,715.41
Excise Tax	9,933,000.00	10,377,614.43	444,614.43
Interest & Penalties	99,000.00	402,549.67	303,549.67
Sale of City Property	50,000.00	357,951.75	307,951.75
	164,931,426.00	167,302,295.09	2,370,869.09
City Council	5,000.00	5,000.00	-
City Clerk	1,090,923.00	1,141,923.99	51,000.99
City Manager	1,074,645.00	825,147.27	(249,497.73)
Asessors	1,300.00	3,296.88	1,996.88
Finance	1,160,504.00	1,104,430.86	(56,073.14)
Legal	137,488.00	141,742.39	4,254.39
Human Resources	45,656.00	45,656.04	0.04
Parking	6,688,472.00	7,518,871.18	830,399.18
Economic Development	340,143.00	336,533.62	(3,609.38)
Police	2,272,133.00	2,811,290.54	539,157.54
Fire	5,523,740.00	4,765,320.35	(758,419.65)
Planning & Development	2,642,785.00	2,073,703.23	(569,081.77)
Technology	211,942.00	217,372.32	5,430.32
Public Services	5,081,056.00	5,169,913.41	88,857.41
Rec & Facilities	8,867,795.00	9,110,820.42	243,025.42
Public Health	2,963,437.00	2,879,033.67	(84,403.33)
Social Services	10,729,166.00	5,300,639.59	(5,428,526.41)
Debt Service	14,627,826.00	14,228,764.12	(399,061.88)
Pension	1,287,010.00	1,460,433.81	173,423.81
Employee Benefits	5,000,584.00	5,010,366.22	9,782.22
Liability Insurance	162,435.00	164,338.63	1,903.63
Barron Center	18,244,018.00	18,102,681.65	(141,336.35)
	88,158,058.00	82,417,280.19	(5,740,777.81)
School	19,880,314.00	19,277,573.89	(602,740.11)
Adult Ed	704,935.00	650,333.85	(54,601.15)
	20,585,249.00	19,927,907.74	(657,341.26)
	273,674,733.00	269,647,483.02	(4,027,249.98)
Apropriation from Surplus	735,000.00	-	(735,000.00)
	274,409,733.00	269,647,483.02	(4,762,249.98)

City of Portland
Preliminary review of year end June 30, 2015
Selected Funds
Prepared September 23, 2015
Expenditures

DESCRIPTION	BUDGET	ACTUAL	BALANCE
City Council	331,195.00	321,328.64	9,866.36
City Clerk	532,585.00	493,029.26	39,555.74
City Manager	877,488.00	848,246.93	29,241.07
Assessors	325,352.00	318,507.22	6,844.78
Finance	1,711,565.00	1,618,063.14	93,501.86
Legal	498,493.00	488,616.71	9,876.29
Human Resources	802,801.00	700,531.35	102,269.65
Parking	2,043,717.00	1,989,171.87	54,545.13
Economic Development	264,926.00	250,262.96	14,663.04
Police	14,365,678.00	14,647,183.95	(281,505.95)
Fire	16,760,643.00	16,287,441.39	473,201.61
Planning & Development	2,215,640.00	2,239,064.47	(23,424.47)
Technology	2,147,017.00	2,020,162.28	126,854.72
Public Services	16,331,323.00	17,383,032.88	(1,051,709.88)
Rec & Facilities	11,732,029.00	11,376,951.22	355,077.78
Public Health	3,899,599.00	3,735,081.98	164,517.02
Social Services	13,274,993.00	13,130,559.96	144,433.04
Debt Service	35,168,703.00	34,619,629.29	549,073.71
Library	3,591,915.00	3,591,915.00	-
Pension	6,588,237.00	5,910,863.17	677,373.83
Employee Benefits	18,510,560.00	18,882,663.32	(372,103.32)
Contingency	125,000.00	148,132.46	(23,132.46)
Liability Insurance	763,990.00	1,044,071.17	(280,081.17)
Contributions	4,969,143.00	4,969,143.00	-
Memberships Other	3,041,424.00	3,036,636.13	4,787.87
Barron Center	15,343,457.00	14,690,502.61	652,954.39
Capital	375,000.00	209,550.18	165,449.82
Salary Adjustment	(237,000.00)	-	(237,000.00)
Prior Year Encumbrances (FY14)	-	140,947.36	(140,947.36)
			-
	176,355,473.00	175,091,289.90	1,264,183.10
School	96,309,988.00	92,776,853.49	3,533,134.51
Adult Ed	1,543,595.00	1,475,879.42	67,715.58
	97,853,583.00	94,252,732.91	3,600,850.09
	274,209,056.00	269,344,022.81	4,865,033.19

City of Portland
Preliminary review of year end June 30, 2015
Selected Funds
Revised October 8, 2015
Net Impact to City General Fund by Department

ACCOUNT	DESCRIPTION	Over / Under
1800	Parking	884,944
5100	Pension	850,798
3300	Rec & Facilities	598,103
4300	Barron Center	511,618
2100	Police	257,652
7000	Capital	165,450
4700	Debt Service	150,012
2900	Technology	132,285
1700	Human Resources	102,270
1200	City Clerk	90,557
4100	Public Health	80,114
1500	Finance	37,429
1600	Legal	14,131
1900	Economic Development	11,054
1100	City Council	9,866
1400	Assessors	8,842
6500	Memberships Other	4,788
4800	Library	0
6300	Contributions	0
6100	Contingency	(23,132)
FY14 to FY15	Prior Year Encumbrances (FY14)	(140,947)
1300	City Manager	(220,257)
6700	Salary Adjustment	(237,000)
6200	Liability Insurance	(278,178)
2200	Fire	(285,218)
5200	Employee Benefits	(362,321)
2400	Planning & Development	(592,506)
3100	Public Services	(962,852)
4200	Social Services	(5,284,093)
		(4,476,595)

FY16 - FY21 CIP - As Published in Latest Capital Improvement Plan With Additional Modifications - As of October 8, 2015

	2016	2017	2018	2019	2020	2021
Transportation						
PACTS/Match						
- MaineDOT Arterial Paving Riverside St (Brighton Av to Home Depot entrance) - ineligibles/system upgrades	-	-	-	-	-	-
- PACTS Regional Transportation Management Systems (RTMS) - Traffic Signals	100,000	100,000	100,000	100,000	100,000	100,000
- PACTS/Match GENERAL	-	1,974,700	3,075,000	320,000	500,000	500,000
PACTS/Match Total	100,000	2,074,700	3,175,000	420,000	600,000	600,000
Streets/Sidewalks						
- Paving Preservation and Rehabilitation	1,000,000	1,500,000	1,500,000	1,750,000	1,500,000	1,500,000
- Street Reconstruction	-	500,000	500,000	500,000	500,000	500,000
- Sidewalk Rehabilitation/Accessibility	500,000	700,000	850,000	850,000	850,000	850,000
- Streets/Sidewalks GENERAL	-	50,000	500,000	250,000	250,000	250,000
Streets/Sidewalks Total	1,500,000	2,750,000	3,350,000	3,350,000	3,100,000	3,100,000
Traffic/Streetlights						
- Traffic/Streetlights GENERAL	-	790,000	400,000	445,000	830,000	400,000
Traffic/Streetlights Total	-	790,000	400,000	445,000	830,000	400,000
Transportation Total	1,600,000	5,614,700	6,925,000	4,215,000	4,530,000	4,100,000
Facilities						
Buildings/Garages						
- Ultra Violet Water Treatment System at Riverton Pool	50,000	-	-	-	-	-
- Roof Deck at Spring Street Parking Garage	500,000	720,000	-	-	-	-
- Bleachers at Ice Arena	100,000	-	-	-	-	-
- Fire Alarm & Sprinkler Systems at all Fire Stations	75,000	-	-	-	-	-
- Seating at Hadlock Field	190,000	-	-	-	-	-
- Library Roof Section	25,000	-	-	-	-	-
- Waterproof Decking Recoat at Temple Street Parking Garage	305,000	-	-	-	-	-
- Passenger Elevator at City Hall	100,000	-	-	-	-	-
- Peaks Island Exhaust Removal System	30,000	-	-	-	-	-
- Buildings/Garages GENERAL	-	2,267,500	2,180,100	2,750,000	2,750,000	1,735,000
- Canco Road Phase 2	-	-	-	4,000,000	4,000,000	-
Buildings/Garages Total	1,375,000	2,987,500	2,180,100	6,750,000	6,750,000	1,735,000
Marine						
- Compass Park Pier Stablization	30,000	250,000	-	-	-	-
- Steel Piles at Ocean Gateway Pier (engineering)	100,000	225,000	225,000	225,000	225,000	225,000
- Piles at Portland Ocean Terminal	280,000	-	-	-	-	-
- Pile Engineering Survey	-	200,000	-	-	-	-

- On Going Wood Pile Work	-	225,000	225,000	225,000	225,000	225,000
- Bollard Replacement at POT	-	125,000	-	75,000	-	-
- Ocean Gateway Building Plaza Area	-	-	-	100,000	-	-
- Floats at Cliff, Cushing, Maine State Pier	-	-	-	100,000	-	100,000
- Capstans at Portland Ocean Terminal	-	-	-	80,000	-	-
- POT/OG/CP Park Concrete Pier Decks	-	-	-	-	100,000	-
- Mega Berth Structural Paining	-	-	-	50,000	-	-
- Marine GENERAL	-	-	-	-	-	-
Marine Total	410,000	1,025,000	450,000	855,000	550,000	550,000
Schools						
- Windows at Deering High School	250,000	250,000	250,000	-	-	-
- Fire Alarm System at Portland High School	150,000	-	-	-	-	-
- Hall School Replacement (Engineering)	-	500,000	-	-	-	-
- Oil Tanks Removal at Various School Buildings	100,000	100,000	-	-	-	-
- PATHS Paving	450,000	-	-	-	-	-
- Schools GENERAL	-	2,000,000	3,300,000	2,750,000	2,995,000	2,410,000
Schools Total	950,000	2,850,000	3,550,000	2,750,000	2,995,000	2,410,000
Facilities Total	2,735,000	6,862,500	6,180,100	10,355,000	10,295,000	4,695,000
Parks, Fields, Trails						
Parks, Fields, Trails						
- Complete Dead House Restoration	20,000	-	-	-	-	-
- Capisic Pond Improvements	565,000	-	-	-	-	-
- Western Promenade Walkways	50,000	-	-	-	-	-
- Golf Course Rehabilitiation	100,000	100,000	100,000	100,000	100,000	100,000
- Lyman Moore Sports Complex	275,000	-	-	-	-	-
- Payson Park Softball Field "A" - Amenity and Field Upgrades	200,000	-	-	-	-	-
- Parks, Fields, Trails GENERAL	-	1,025,000	1,300,000	1,300,000	1,310,000	945,000
Parks, Fields, Trails Total	1,210,000	1,125,000	1,400,000	1,400,000	1,410,000	1,045,000
Parks, Fields, Trails Total	1,210,000	1,125,000	1,400,000	1,400,000	1,410,000	1,045,000
Equipment and Vehicles						
Equipment						
- Ticket Dispensers at Spring Street Parking Garage	45,000	-	-	-	-	-
- Communication System Replacement	7,000,000	-	-	-	-	-
- Virtualization, Storage and Redundancy Upgrade	65,000	75,000	55,000	-	-	-
- Phonemail System Replacement	45,000	-	-	-	-	-

- Ticket Dispenser at Elm Street Parking Garage	15,000	-	-	-	-	-
- Equipment GENERAL	-	720,000	605,000	600,000	600,000	600,000
Equipment Total	7,170,000	795,000	660,000	600,000	600,000	600,000
Vehicles						
- 7 Passenger Van - School	50,000	-	-	-	-	-
- Rubbish Packer Replacement	-	265,000	265,000	265,000	265,000	265,000
- 1/2 Ton Pickup Replacement - Trades 2084	25,000	-	-	-	-	-
- Medcu Ambulance Replacement - Fire	265,000	265,000	265,000	265,000	265,000	265,000
- 1/2 Ton Truck Replacement - Forestry 2038	30,000	-	-	-	-	-
- Solid Waste Inspections Pickup Replacement - Solid Waste 2155	25,000	-	-	-	-	-
- 3/4 Ton Pickup Replacement - Solid Waste 2033	25,000	-	-	-	-	-
- Vehicle Replacement GENERAL	-	3,170,000	2,980,000	3,125,000	3,125,000	3,125,000
- 30 Passenger Bus - School	50,000	-	-	-	-	-
- Replace 1 Ton Stake Body - 4970 School Maintenance	50,000	-	-	-	-	-
- Replace Parking Enforcement Truck 2154	25,000	-	-	-	-	-
- Replace Pickup Riverside Golf 2017	30,000	-	-	-	-	-
- Sidewalk Tractors Replacement	-	145,000	290,000	145,000	145,000	145,000
- Bucket Truck Replacement - Forestry 5098	220,000	-	-	-	-	-
- Staff Car Replacement - Fire	40,000	-	-	-	-	-
- Compact Pickup Replacement - Barron Center 2209	20,000	-	-	-	-	-
- Police Cruisers (4) Replacement - Police	160,000	265,000	265,000	265,000	265,000	265,000
- Full Size Bus - School	90,000	90,000	135,000	135,000	135,000	135,000
- 1/2 Ton Pickup Replacement - Playgrounds 2188	40,000	-	-	-	-	-
- Ladder 1 Replacement - Fire	1,300,000	-	-	-	-	-
Vehicles Total	2,445,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000
Equipment and Vehicles Total	9,615,000	4,995,000	4,860,000	4,800,000	4,800,000	4,800,000
General Fund Capital Funding Total	**15,160,000**	**18,597,200**	**19,365,100**	**20,770,000**	**21,035,000**	**14,640,000**
Public Art	73,000	61,000	57,000	69,000	37,000	-
Land Bank	73,000	61,000	57,000	69,000	37,000	-
General Fund Capital Funding Updated Grand Total	**15,306,000**	**18,719,200**	**19,479,100**	**20,908,000**	**21,109,000**	**14,640,000**
General Fund Capital Funding Previous Grand Total	**15,306,000**	**13,936,700**	**12,919,000**	**14,828,000**	**13,936,700**	**-**
Variance / New Additions		**4,782,500**	**6,560,100**	**6,080,000**	**7,172,300**	**14,640,000**

SEWER / STORMWATER FUND RECOMMENDED CIP - FY16 - FY2021 - As of October 8, 2015

	2016	2017	2018	2019	2020	2,021
Buildings/Garages						
Water Resource Relocation	250,000	-	-	-	-	-
Buildings/Garages Total	**250,000**	**-**	**-**	**-**	**-**	**-**
Equipment						
Wastewater Server	50,000	-	-	-	-	-
Equipment Total	**50,000**	**-**	**-**	**-**	**-**	**-**
Sewer						
CMOM - Pump Station Rehabilitation	670,000	1,100,000	670,000	670,000	670,000	670,000
CMOM - Sewer System Renewal	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Sewer Replacement - Somerset Street Extension	-	300,000	-	-	-	-
USM Roundabout Sewer Separation	-	400,000	-	-	-	-
Rowe Avenue Sewer Separation	210,000	-	-	-	-	-
Sewer Total	**1,980,000**	**2,900,000**	**1,770,000**	**1,770,000**	**1,770,000**	**1,770,000**
Stormwater						
Neighborhood Stormwater Drainage	200,000	250,000	200,000	200,000	200,000	200,000
Stormwater Retrofits on Riverside Street	-	-	-	185,000	-	-
Canco Road Storm Drain	-	580,000	-	-	-	-
Warren Ave Storm Drain - 517 Warren Ave to 659 Warren Ave	-	750,000	-	-	-	-
Greenleaf Street Stormwater Facilities	85,000	-	-	-	-	-
Stormwater Storage and Filtration Systems at Sagamore Village (Engineering)	120,000	1,245,000	-	-	-	-
Gravel Wetland Stormwater Treatment System in the Capisic Brook Watershed (Engineering)	175,000	2,000,000	-	-	-	-
Stormwater Total	**580,000**	**4,825,000**	**200,000**	**385,000**	**200,000**	**200,000**

Vehicles						
Replace Stormwater Staff Car	-	-	-	-	25,000	25,000
Street Sweepers Replacement	175,000	175,000	235,000	175,000	175,000	175,000
TV Truck Replacement - Sewer 2516	-	-	250,000	-	-	-
1 Ton Crew Cab Pickup Replacement - Sewer 2511	-	40,000	-	-	-	-
3/4 Ton Extended Cab Pickup Replacement - Sewer 2513	40,000	-	-	-	-	-
Dump Truck Replacement - Sewer 3110	165,000	-	-	-	-	-
Dump Truck Replacement - Public Services 3112	165,000	-	-	-	-	-
Catch Basin Cleaning Vehicle Replacement - Sewer 3127	-	170,000	-	-	-	-
CCTV Truck - NEW	415,000	-	-	-	-	-
Vehicles Total	**960,000**	**385,000**	**485,000**	**175,000**	**200,000**	**200,000**
Parks, Fields, Trails						
Capisic Pond Improvements	560,000	-	-	-	-	-
Parks, Fields, Trails Total	**560,000**	**-**	**-**	**-**	**-**	**-**
CSO						
CSO - Close CSO #42 and #43	-	2,000,000	-	-	-	-
CSO Total	**-**	**2,000,000**	**-**	**-**	**-**	**-**
Grand Total	**4,380,000**	**10,110,000**	**2,455,000**	**2,330,000**	**2,170,000**	**2,170,000**