City of Biddeford
Budget Book
May 27, 2024 2:00 PM Council Chambers

FY25 Budget Book

FY25 Budget Book
20240403 Mil Rate Calculation
21101 Mayor -Council Workbook.pdf
21102 City Manager Workbook.pdf
21103 City Clerk Workbook.pdf
21104 Elections Workbook.pdf
21105 Assessing Workbook.pdf
21106 Finance & Tax Workbook.pdf
21106 Finance & Tax Workbook.pdf
21107 Computer Service Workbook.pdf
21108 Personnel Workbook.pdf
21109 Planning & Economic Development Workbook.pdf
21110 Code Enforcement Workbook.pdf
21111 General Administration Workbook.pdf
21121 City Hall Building Workbook.pdf
21122 Private Schools Workbook.pdf
21123 Community Center Workbook.pdf
21124 Recreation Workbook.pdf
21125 Health & Welfare Workbook.pdf
21127 Social Services Workbook.pdf
21150 Street & Traffic Lights Workbook.pdf
21161 PW Admin Fleet Maint Workbook.pdf
21128 Municipal Services Workbook.pdf
21131 Communications Workbook.pdf
21141 Fire Department Workbook.pdf
21142 Biddeford Pool Fire Workbook.pdf
21144 Emergency Management Workbook.pdf
21145 Hydrant Rental Workbook.pdf
21146 Police Department Workbook.pdf
21147 Police Investigative Workbook.pdf
21148 Police Communications Workbook.pdf
21149 Animal Control Workbook.pdf
21161 PW Admin Fleet Maint Workbook.pdf
21162 Roads Maint Workbook.pdf
21164 Solid Waste Mgmt Workbook.pdf
21165 Parks Maint Workbook.pdf
21166 Cemetery Maint Workbook.pdf
21167 Engineering Workbook.pdf
21168 GIS Division Workbook.pdf

21179 Fringe Benefit Workbook.pdf
21181 County Tax Workbook.pdf
21185 Debt Service-Principal Workbook.pdf
21186 Debt Service -Interest Workbook.pdf
21199 Transfers Out WorkBook.pdf
FY25 Revenue Summary Workbook.pdf
Revenue Workbooks
FY25 Revenue Summary Workbook.pdf
City Clerk Revenue Workbook.pdf
Codes Revenue Workbook.pdf
Finance Revenue Workbook.pdf
Fire Dept Revenue Workbook.pdf
Health & Welfare Revenue Workbook.pdf
Planning Revenue Workbook.pdf
Police Dept Revenue Workbook.pdf
Public Works Revenue Workbook.pdf
Tax Collector Revenue Workbook.pdf
Recreation Revenue Workbook.pdf
21128-Muncipal Services Requests
1 -Seeds of Hope FY25.pdf
2-Apex Youth Connection- City of Biddeford Funding Request 2024.pdf
3-WinterFest Budget Req FY2025.pdf
4-4.5-5 Heart of Biddeford FY24 Annual Report & FY25 Request (3).pdf
6-6.5 LaKermesse Municipal Services FY25.pdf
7.5 BCHC FY25 Request.pdf
7-City Theater Request to City 2024 - 2025.pdf
8-Biddeford Mills Museum- City Budget Request Letter FY24.pdf
9-FY 25 Biddeford Historical Society Budget request 1-11-2024.pdf
10- City of Biddeford Budget Request Packet FY25 For McArthur Library.pdf
11-Engine FY 25 Munincipal request.pdf
11.1- Engine- NB Progamming Director Announcement.pdf
11.2 Engine FY 25.pdf
11.4-FY 25 Municipal Funding Request.2.pdf
11.3-Pressherald.com-Engine has left the building but the Biddeford arts group insists it isnt going anywhere.pdf
16-SRCC Water Quality Monitoring Report for Biddeford, 2023.pdf
19-Kennebec Mental Health Budget FY24.pdf
20-Southern Maine Finance Agency FY25.pdf
20.1 SMFA 2025 Biddeford Budget Presentation
21-Life flight of Maine -Budget request.pdf
22-Southern Maine Veteran Memorial Cemetery.pdf
23-YCAC FY25 BUDGET REQUEST.pdf
24-MPTC -BiddefordFY 2024 25 Municipal.pdf
25-Biddeford ETMD Funding Request 2025.docx
26-Saco Pathfinders FY25.pdf

27-SMPDC -City of Biddeford 2024-2025 Dues Letter.docx
28-Seacoast ShipYard Association FY25.pdf

Special Revenue Funds

Special Revenue Funds
31102 Mooring Fees Fund Workbook
31106 Pool Beach Permits Fund Workbook
31132 Airport Operations Workbook
31142 Shellfish Fund Workbook
31201 Recreation General Programs Workbook
31202 Recreation Teen Center Workbook
31209 Recreation Youth Enrichment Workbook
31211 Rec Youth Sports Workbook
31214 Rec Adult Sports Workbook
31220 Recreation Ross Center Workbook
31225 Rec Outdoor Adventure Workbook
31228 Recreation Field Usage Workbook
31230 Rec Community Center Rents Workbook
31240 Airport Reimburseable Workbook
32491 Ambulance Fund Workbook
35102 Sewer Operations Workbook
35103 Industrial Pretreatment Workbook
35104 PW Wastewater Maint Workbook
35105 New Sewer Ops Workbook
Special Revenue Funds Revenue Workbooks
Airport Revenue Workbook.pdf
Mooring Fund Revenue Workbook.pdf
Pool Beach Fund Revenue Workbook.pdf
Shellfish Fund Revenue Workbook.pdf
Special Revenue Funds Revenue Workbook.pdf
Wastewater Revenue Workbook

CITY OF BIDDEFORD
NOTICE OF BUDGET

	Approved Budget FY2024		Dept. Head Request FY2025		City Mgr Recommendation FY2025	
County Tax		$1,513,610		$1,513,610		$1,513,610
Municipal Appropriation:						
General Government	$12,499,250		$14,375,909		$13,922,663	
Public Services	$3,321,509		$3,914,780		$3,624,795	
Public Safety	$12,444,829		$14,806,372		$14,093,889	
Public Works	$5,737,388		$5,942,155		$5,924,730	
Contingency	$500,000		$500,000		$500,000	
Total Operating Budget	**$34,502,976**		**$39,539,216**		**$38,066,077**	
Debt Service	$4,315,294		$4,436,614		$4,436,614	
Capital Projects	$2,600,000		$2,600,000		$2,600,000	
Total Municipal Appropriation	**$41,418,270**		**$46,575,830**		**$45,102,691**	
Less: Municipal Revenue Sharing	($4,100,000)		($3,254,952)		($3,325,000)	
Other Non-Property Tax Revenue	($9,946,105)		($10,094,601)		($10,616,967)	
Use of Prior Year Surplus	($500,000)		($500,000)		($500,000)	
Net Municipal Appropriation		$26,872,165		$32,726,276		$30,660,725
TIF		$2,277,082		$2,112,042		$2,112,042
Local Education Assessment		$25,467,027		**$25,467,027**		**$25,467,027**
Overlay		$239,757		$239,757		$239,757
Total Appropriation		**$56,369,642**		**$62,058,713**		**$59,993,161**
Less: Homestead	($799,402)		($799,402)		($799,402)	
BETE	($303,292)		($303,292)		($303,292)	
Tax Commitment		**$55,266,947**		**$60,956,018**		**$58,890,466**
Total Taxable Value		$4,212,419,733		$4,257,419,733		$4,257,419,733
Tax Rate		**$13.12**		**$14.32**		**$13.83**

	Dept. Head FY2025		City Mgr Proposed FY2025	
	In $	In %	In $	In %
County Tax	$0	0.00%	$0	0.00%
Municipal Appropriation:				
Expenses	$5,157,559	12.45%	$3,684,421	8.90%
Less: Municipal Revenue Sharing	$845,048	-20.61%	($775,000)	-18.90%
Other Non-Property Tax Revenue	($148,496)	1.49%	$670,862	6.74%
Net Municipal Appropriation	$5,854,111	21.79%	$3,788,559	14.10%
TIF	($165,040)	-7.25%	($165,040)	-7.25%
Local Education Assessment	$0	0.00%	$0	0.00%
Overlay	$0	0.00%	$0	0.00%
Total Appropriation	**$5,689,071**	**10.09%**	**$3,623,519**	**6.43%**
Amount from surplus/reserves	$0	0.00%	$0	0.00%
Total Appropriation	**$5,689,071**	**10.09%**	**$3,623,519**	**6.43%**
Less: Homestead	$0	0.00%	$0	0.00%
BETE	$0	0.00%	$0	0.00%
Tax Commitment	**$5,689,071**	**10.29%**	**$3,623,519**	**6.56%**
Total Taxable Value	$45,000,000	1.07%	$45,000,000	1.07%
Tax Rate	**$1.198**	**9.13%**	**$0.712**	**5.43%**

Needed to get to zero:	$ Needed	Tax Rate +/-	% Increase
Total	$3,033,119	$0.71	5.43%
County	$0	$0.00	0.00%
School	$0	$0.00	0.00%
City	$3,033,119	$0.71	5.43%

City of Biddeford, Maine

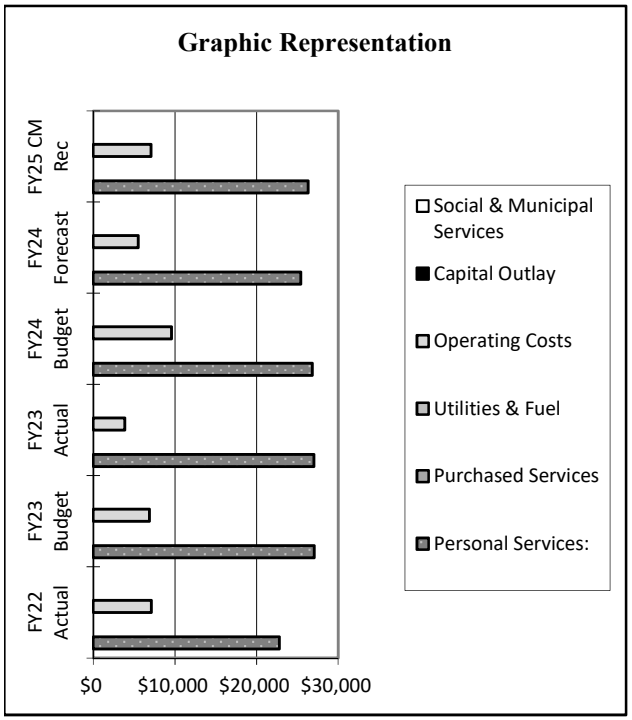
Fiscal Year 2025

Budget: Mayor/Council

Account Number: 21101

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$22,770	$27,075	$27,006	$26,825	$25,400	$10,400	$26,300	$26,300
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$7,087	$6,860	$3,864	$9,566	$5,500	$2,669	$7,060	$7,060
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$29,857**	**$33,935**	**$30,870**	**$36,391**	**$30,900**	**$13,069**	**$33,360**	**$33,360**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$3,182**
Workers Comp	**$150**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$18**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$3,350**
# of Full Time Employees	**0.05**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$26,825	$26,300	-$525	-2.0%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$9,566	$7,060	-$2,506	-26.2%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$36,391**	**$33,360**	**-$3,031**	-8.3%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$10,000	$10,000	$10,500	$10,000	$10,000	$5,000	$10,000	$10,000
60106	P-T Employee Wage Exp	$0	$0	$0	$0	$0	$0	$0	$0
60121	Annual Stipend Pay Expense	$10,700	$10,800	$10,400	$10,800	$10,800	$5,400	$10,800	$10,800
60251	Conferences/Training Expense	$70	$1,925	$2,506	$1,925	$1,000	$0	$1,900	$1,900
60256	Dues/Memberships Expense	$2,000	$4,350	$3,600	$4,100	$3,600	$0	$3,600	$3,600
Totals		**$22,770**	**$27,075**	**$27,006**	**$26,825**	**$25,400**	**$10,400**	**$26,300**	**$26,300**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$57	$600	$107	$806	$500	$120	$800	$800
60797	Miscellaneous Expense	$7,029	$6,260	$3,757	$8,760	$5,000	$2,549	$6,260	$6,260
Totals		**$7,087**	**$6,860**	**$3,864**	**$9,566**	**$5,500**	**$2,669**	**$7,060**	**$7,060**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21101 Mayor/Council

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
MAYOR	1	0.05	$20,000	$20,000	$10,000	GROHMAN	MARTIN	60101
COUNCIL MEMBERS	3	-	$21,600	$21,600	$10,800	COUNCIL (9)		60121
Total Budgeted Positions		**0.05**	**$41,600**	**$41,600**	**$20,800**			

Notes:
Auditor discontinued in FY22

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Mayor/Council

Account Title: Dept Manager Salary Exp

Department Number: 21101 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$10,000	$10,000	$10,500	$10,000	$10,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$10,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mayor - annual stipend per charter $10,000 /year

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Mayor/Council

Account Title: P-T Employee Wage Exp

Department Number: 21101 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

No longer funding the old part time auditor's position

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Mayor/Council

Account Title: Annual Stipend Pay Expense

Department Number: 21101 Account Number: 60121

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$10,700	$10,800	$10,400	$10,800	$10,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,800	$10,800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual stipends for City Council per charter

No. Councilors		Per Month	Months		Annual
9	$	100.00	$12	$	10,800.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Mayor/Council

Account Title: Conferences/Training Expense

Department Number: 21101 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$70	$1,925	$2,506	$1,925	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,900	$1,900		-$25

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

General contingency available to Mayor and Council for attendance at conferences, training, etc.

Description:	Units:	Unit Price:	Subtotal:
Council Training/Conf: Gov't Services	9	$125.00	$1,125.00
Mayor Conferences/Training	1	$920.00	$920.00
			$2,045.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Mayor/Council

Account Title: Dues/Memberships Expense

Department Number: 21101 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,000	$4,350	$3,600	$4,100	$3,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,600	$3,600		-$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mayor's Coalition portion of shared municipal expenses (estimate)

Base estimate	$3,600.00
	$3,600.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Mayor/Council

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21101 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$57	$600	$107	$806	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$800	$800		-$6

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Description:	***Units:***	***Unit Price:***	***Subtotal:***
Budget Books	4	$ 45.00	$ 180.00
32-60 Tab binder Dividers	4	$ 6.50	$ 26.00
General office supplies for Mayor/Elected Officials	12	$ 50.00	$ 600.00
			$ -
			$ 806.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Mayor/Council

Account Title: Miscellaneous Expense

Department Number: 21101 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,029	$6,260	$3,757	$8,760	$5,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,260	$6,260		-$2,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Description:	***Units:***	***Unit Price:***	***Subtotal:***
Flowers, misc other expenses	4	$262.50	$1,050.00
Mayoral/Council public functions	5	$50.00	$250.00
Meals and Refreshments (council mtgs)	26	$160.00	$4,160.00
Printing (stationary, cards, placques, etc)	5	$160.00	$800.00
Inauguration	1	$0.00	$0.00
			$6,260.00

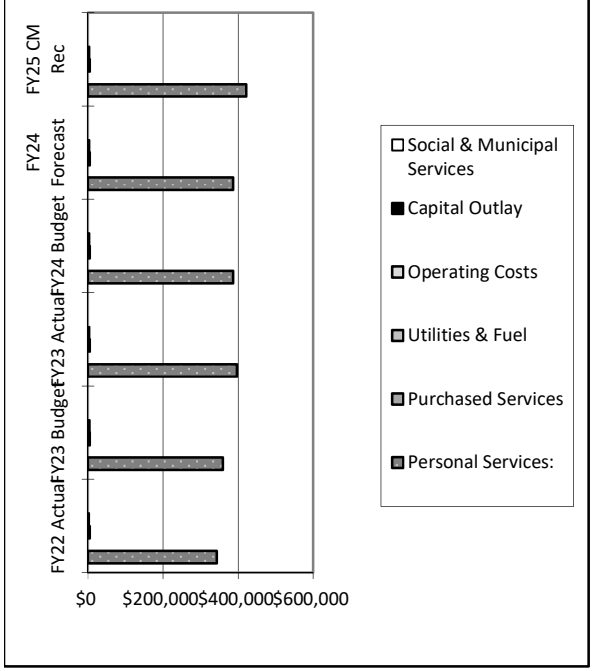
City of Biddeford, Maine
Fiscal Year 2025

Budget: City Manager

Account Number: 21102

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$342,950	$359,372	$397,390	$387,005	$386,439	$193,817	$422,231	$422,231
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$4,800	$4,800	$4,650	$4,800	$4,800	$0	$4,800	$4,800
Operating Costs	$2,874	$4,212	$3,177	$3,598	$3,378	$1,570	$3,728	$3,728
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$350,624**	**$368,384**	**$405,217**	**$395,403**	**$394,617**	**$195,387**	**$430,759**	**$430,759**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$32,899**
Workers Comp	**$1,398**
Health Insurance	**$44,437**
Retirement	**$36,705**
Unemployment	**$191**
Other Insurance	**$3,394**
Total Fringe Benefit Impact	**$119,024**
# of Full Time Employees	**3.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$387,005	$422,231	$35,227	9.1%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$4,800	$4,800	$0	0.0%
Operating Costs	$3,598	$3,728	$130	3.6%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$395,403**	**$430,759**	**$35,357**	8.9%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$140,678	$138,029	$144,527	$148,770	$163,777	$83,307	$170,654	$170,654
60102	Mid Mgmt Hrly Employee Wa	$123,374	$129,318	$127,500	$136,373	$133,886	$67,922	$143,260	$143,260
60105	F-T Employee Wage Exp	$62,450	$61,509	$103,214	$67,760	$69,509	$35,261	$77,932	$77,932
60123	Car Allowance Expense	$7,019	$6,238	$7,370	$8,040	$0	$4,035	$8,224	$8,224
60251	Conferences/Training Expense	$3,874	$18,806	$3,494	$18,870	$12,000	$1,046	$15,956	$15,956
60252	Travel/Mileage Expense	$1,319	$540	$5,676	$589	$2,118	$909	$600	$600
60253	Food/Lodging Expense	$2,616	$875	$1,363	$875	$850	$0	$875	$875
60256	Dues/Memberships Expense	$1,620	$4,057	$4,247	$5,728	$4,300	$1,338	$4,731	$4,731
Totals		**$342,950**	**$359,372**	**$397,390**	**$387,005**	**$386,439**	**$193,817**	**$422,231**	**$422,231**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60402	Phone/Celular/Paging Exp	$4,800	$4,800	$4,650	$4,800	$4,800	$0	$4,800	$4,800
Totals		**$4,800**	**$4,800**	**$4,650**	**$4,800**	**$4,800**	**$0**	**$4,800**	**$4,800**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$2,586	$2,462	$3,124	$1,848	$2,728	$1,364	$2,928	$2,928
60501	Operating Supp/Eqt Non-Cap	$288	$1,750	$53	$1,750	$650	$206	$800	$800
Totals		**$2,874**	**$4,212**	**$3,177**	**$3,598**	**$3,378**	**$1,570**	**$3,728**	**$3,728**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

Department: 21102 City Manager

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
CITY MANAGER	10685	1.00	$170,000	$170,654	$170,654	BENNETT	JAMES	60101
CHIEF OPERATING OFFICER	56030	1.00	$142,711	$143,260	$143,260	PHINNEY	BRIAN	60102
EXECUTIVE ASSOCIATE	11258	1.00	$77,633	$77,932	$77,932	MACNEILL	SHELLY	60105
Total Budgeted Positions		**3.00**	**$390,345**	**$391,846**	**$391,846**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Dept Manager Salary Exp

Department Number: 21102 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$140,678	$138,029	$144,527	$148,770	$163,777

FY2024 YTD
$83,307

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$170,654	$170,654		$21,884

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line reflects 100% of City Manager Salary

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21102 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$123,374	$129,318	$127,500	$136,373	$133,886

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$143,260	$143,260		$6,888

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line reflects 100% of COO Salary. A percentage is charged to other accounts as shown in transfer/revenue to cover direct costs.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: F-T Employee Wage Exp

Department Number: 21102 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$62,450	$61,509	$103,214	$67,760	$69,509

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$77,932	$77,932		$10,172

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Executive Associate
FY23 budget included Bonney Staffing for an early portion of the year
FY24 Budget carries E.A. salary post-probation period.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Car Allowance Expense

Department Number: 21102 Account Number: 60123

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,019	$6,238	$7,370	$8,040	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,224	$8,224		$184

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

City Manager car allowance as per employment agreement. Base of $500 monthly adjusted by current IRS rate annually

Current Rate: $669.96

Desc.	Unit	Unit Price		Subtotal
(Base@$500 adjusted to $685.30 per agreement)	12	$685.30	$	8,223.63

IRS rate change to 0.670 for Fiscal Year 2025 (0.670/0.655)*$669.96=$685.30

Prior Yr	$0.655	$0.670
Current Yr	$669.96	$685.30

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Insurance Buyout Pay

Department Number: 21102 Account Number: 60129

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Conferences/Training Expense

Department Number: 21102 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,874	$18,806	$3,494	$18,870	$12,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,956	$15,956		-$2,914

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Conferences	**Units**	**Unit Price**	**Subtotal**
Transform Local Government Conference	2	$575.00	$1,150.00
Big Ideas Conference	1	$435.00	$435.00
ICMA Conference	2	$860.00	$1,720.00
ICMA Regional Mtg	1	$225.00	$225.00
MTCMA Institute	1	$474.00	$474.00
MTCMA Interchange	2	$100.00	$200.00
MMA Conference	1	$130.00	$130.00
Biddeford-Saco Chamber	0	$20.00	$0.00
Other Misc	1	$250.00	$250.00
Travel to Conferences			
Transform Local Government Conference (airfare)	2	$800.00	$1,600.00
Big Ideas Conference (airfare)	1	$480.00	$480.00
ICMA Conferences (airfare)	2	$540.00	$1,080.00
ICMA Regional Mtg (airfare)	1	$0.00	$0.00
MTCMA Institute	1	$150.65	$150.65
MTCMA Interchange	2	$150.65	$301.30
MMA Conference	1	$210.00	$210.00

Meals/Lodging	**Units**	**Food**	**Lodging**	
TLG Conf	2	$400.00	$800.00	$2,400.00
Big Ideas Conf	1	$200.00	$325.00	$525.00
ICMA Confs	2	$450.00	$1,000.00	$2,900.00
ICMA Regional Mtg	1	$225.00	$400.00	$625.00
MTCMA Institute	1	$125.00	$400.00	$525.00
MTCMA Interchange	2	$50.00	$150.00	$400.00
MMA Conf	1	$50.00	$125.00	$175.00
				$15,955.95

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Travel/Mileage Expense

Department Number: 21102 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,319	$540	$5,676	$589	$2,118

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$600	$600		$11

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Description	**Units**	**Unit Price**	**Subtotal**
Other Misc/tolls	1	$130.00	$130.00
Mileage COO	700	$0.670	$469.00
			$599.00

**Conference expenses moved to 60251

***EOY forcast includes miscoded travel charges that should be 60251

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Food/Lodging Expense

Department Number: 21102 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,616	$875	$1,363	$875	$850

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$875	$875		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Description	**Units**	**Food**	**Lodging**	**Subtotal**
Other Misc	1	$100.00	$125.00	$225.00
Misc. other meals	1	$500.00	$150.00	$650.00
		$600.00	$275.00	**$875.00**

Conferences and travel moved to 60251. Line reflects local expenses during the year.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Dues/Memberships Expense

Department Number: 21102 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,620	$4,057	$4,247	$5,728	$4,300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,731	$4,731		-$997

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Unit	Unit Price	Subtotal
Alliace for Innovation	1	$1,860.00	$1,861.00
ICMA (total for two memberships)	2	$1,200.00	$2,400.00
MTCMA	2	$235.00	$470.00
			$4,731.00

ICMA - International City/County Management Association
MTCMA - Maine Town and City Managers Association

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21102 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY2020 moved to 21111 (General Government)

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Phone/Celular/Paging Exp

Department Number: 21102 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,800	$4,800	$4,650	$4,800	$4,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,800	$4,800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Description:	**Unit (Mo)**	**Unit Rate**	**Subtotal**
Internet Stipend	12	$350.00	$4,200.00
City Manager stipend for smartphone & home internet as per Employment Agreement			
Stipend for increased/better internet connection for COO			

Description:	**Unit (Mo)**	**Unit Rate**	**Subtotal**
Internet Stipend	12	$50.00	$600.00
		Total	**$4,800.00**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21102 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,586	$2,462	$3,124	$1,848	$2,727.72

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,928	$2,928		$1,080

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Description[1]		Units	Unit Price	Subtotal
Coffee & coffee supply monthly orders (WB Mason)		12	$90.00	$1,080.00
Note pads as needed (WB Mason)		6	$30.00	$180.00
Folders as needed (WB Mason)		6	$36.00	$216.00
Pens/pencils as needed	(WB Mason)	6	$12.00	$72.00
Paper (box every 45 days)	(WB Mason)	12	$45.00	$540.00
Newspaper Subscription		2	$125.00	$250.00
Misc & Paper goods		12	$20.00	$240.00
Other Misc		1	$350.00	$350.00
				$0.00
				$2,928.00
				$2,928.00

The coffee & coffee supply line will be offset by revenue collected (pay per cup) for coffee. Est. $1,080 total revenue toward this line.

[1]Assumes normal operations for FY25

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Manager

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21102 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$288	$1,750	$53	$1,750	$650

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$800	$800		-$950

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	Unit	Unit Rate	Subtotal
Misc. supplies and equipment	1	$800.00	$800.00
			$800.00

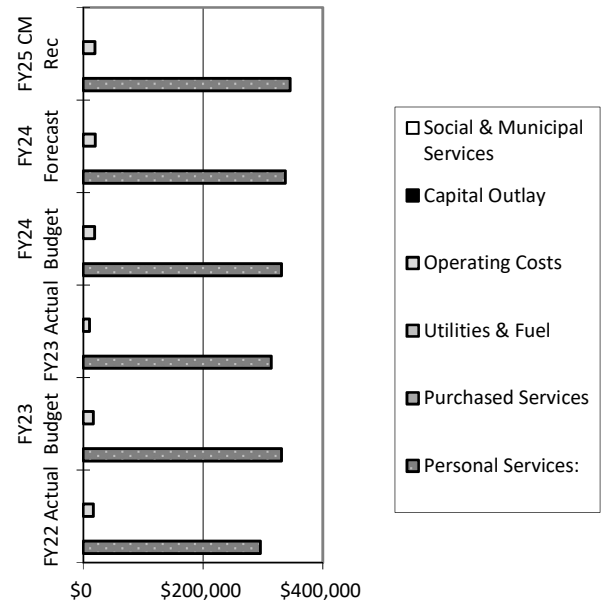
City of Biddeford, Maine
Fiscal Year 2025

Budget: City Clerk

Account Number: 21103

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$295,784	$330,852	$313,654	$330,942	$337,300	$162,203	$345,486	$345,486
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$16,651	$16,800	$10,376	$19,000	$20,000	$5,862	$19,200	$14,000
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$312,435**	**$347,652**	**$324,030**	**$349,942**	**$357,300**	**$168,065**	**$364,686**	**$359,486**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$26,410**
Workers Comp	**$1,164**
Health Insurance	**$107,327**
Retirement	**$35,213**
Unemployment	**$242**
Other Insurance	**$5,788**
Total Fringe Benefit Impact	**$176,144**
# of Full Time Employees	**6.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$330,942	$345,486	$14,544	4.4%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$19,000	$14,000	-$5,000	-26.3%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$349,942**	**$359,486**	**$9,544**	2.7%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$92,056	$94,457	$91,032	$83,921	$86,530	$42,837	$90,472	$90,472
60105	F-T Employee Wage Exp	$199,150	$232,095	$222,477	$241,500	$250,000	$119,123	$253,256	$253,256
60111	Overtime Wage Expense	$4,268	$3,500	$0	$3,700	$0	$0	$0	$0
60251	Conferences/Training Expense	$140	$510	$40	$1,200	$400	$115	$1,200	$1,200
60252	Travel/Mileage Expense	$0	$70	$0	$500	$250	$98	$438	$438
60253	Food/Lodging Expense	$0	$0	$0	$0	$0	$0	$0	$0
60256	Dues/Memberships Expense	$170	$220	$105	$120	$120	$30	$120	$120
60257									
60258									
60259									
60260									
60370									
Totals		**$295,784**	**$330,852**	**$313,654**	**$330,942**	**$337,300**	**$162,203**	**$345,486**	**$345,486**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$2,626	$3,300	$3,065	$3,500	$4,000	$857	$3,700	$3,500
60501	Operating Supp/Eqt Non-Cap	$596	$0	$3,449	$0	$500	$2,649	$0	$0
60502	Printing & Copying Expense	$13,429	$13,500	$3,863	$15,500	$15,500	$2,356	$15,500	$10,500
Totals		**$16,651**	**$16,800**	**$10,376**	**$19,000**	**$20,000**	**$5,862**	**$19,200**	**$14,000**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21103 City Clerk

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
CITY CLERK	11321	1.00	$90,125	$90,472	$90,472	PATTERSON	ROBIN	60101
OFFICE MGR/DEPUTY TAX COLLECTOR	98	1.00	$70,366	$70,637	$70,637	CHADBOURNE	LAURIE	60105
PAYMENTS CLERK	10929	1.00	$50,471	$50,665	$50,665	O'DRISCOLL	CHRISTINE	60105
PAYMENTS CLERK	11295	1.00	$45,776	$45,952	$45,952	RICHARD	DONNA	60105
PAYMENTS CLERK	11193	1.00	$44,072	$44,242	$44,242	SOHNS	ALYSSA	60105
PAYMENTS CLERK	11322	1.00	$41,600	$41,760	$41,760	RAYE	TRACY	60105
TOTAL BUDGETED POSITIONS		**6.00**	**$342,411**	**$343,728**	**$343,728**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Dept Manager Salary Exp

Department Number: 21103 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$92,056	$94,457	$91,032	$83,921	$86,530.03

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$90,472	$90,472		$6,550

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

New hire of City Clerk FY24

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: F-T Employee Wage Exp

Department Number: 21103 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$199,150	$232,095	$222,477	$241,500	$250,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$253,256	$253,256		$11,756

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Deputy City Clerk/Tax Collector - currently recruiting
(4) FT Associate/Counter Clerks

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Overtime Wage Expense

Department Number: 21103 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,268	$3,500	$0	$3,700	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Under the new work week structure O.T. is expected to be zero

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Conferences/Training Expense

Department Number: 21103 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$140	$510	$40	$1,200	$400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,200	$1,200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		Rate	Unit		Total
Vital Records Training	$	80.00	2.0	$	160.00
Election/Voter Reg Workshop (2-day)	$	120.00	2.0	$	240.00
Tax Collector Workshop	$	55.00	2.0	$	110.00
Legislative Process A-Z	$	40.00	4.0	$	160.00
City Clerk Certification				$	530.00
				$	1,200.00

New hire certifications and ongoing training requirements

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Travel/Mileage Expense

Department Number: 21103 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$70	$0	$500	$250

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$438	$438		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		Rate	Unit		Total
Vital Records Workshop in Portland	$	0.66	35.0	$	22.93
Vital Records Workshop in Augusta	$	0.66	150.0	$	99.00
Clerk Training - Augusta (3 Courses)	$	0.66	450.0	$	297.00
Tolls	$	1.60	12.0	$	19.20
				$	438.13

Election./Voter Reg Training (Portland) - moved to 21104 - Elections

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Food/Lodging Expense

Department Number: 21103 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Dues/Memberships Expense

Department Number: 21103 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$170	$220	$105	$120	$120

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$120	$120		$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maine Town & City Clerks' Association Membership Dues for City Clerk and Deputy Clerk

Fee	Units	Total
$30.00	2	$60.00

York County City & Town Clerks' Association Membership Dues for City Clerk and Deputy Clerk

Fee	Units	Total
$15.00	2	$30.00

Maine Tax Collectors Association Membership Dues for Deputy Tax Collector

Fee	Units	Total
$30.00	1	$30.00

Total $120.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Printing & Copying Expense

Department Number: 21103 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$13,429	$13,500	$3,863	$15,500	$15,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,500	$10,500		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Dog license reminder postcards	$	400.00
General Code (code analysis, composition & printing of Supplement)[1]	$	9,000.00
General Code - annual maintenance fee	$	1,195.00
Kofile - repair and restoration of older vital record volumes	$	5,000.00
	$	15,595.00

[1]NOTE: Code fees are amendment dependent throughout the year

defer for one year the repair and restoration of older records

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21103 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,626	$3,300	$3,065	$3,500	$4,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,700	$3,500		$800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

General office supplies (pens, paper clips, clasp envelopes, colored paper, staples, Clorox wipes, etc)	$	1,700.00
Receipt paper rolls for counter receipt printers	$	1,500.00
Printer cartridges for MV printers and ribbons for receipt printers	$	500.00
	$	**3,700.00**

general reduction

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Clerk

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21103 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$596	$0	$3,449	$0	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Ready Fresh - water bottles/cooler - General Fund expense.

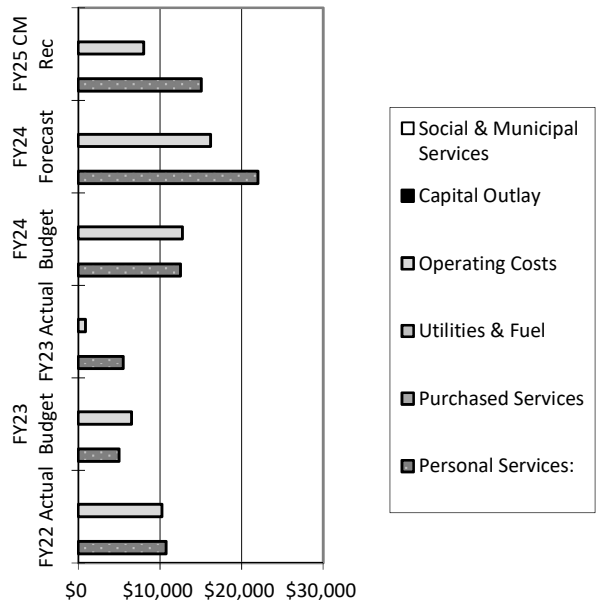
City of Biddeford, Maine
Fiscal Year 2025

Budget: Elections/Voter Registration

Account Number: 21104

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$10,764	$5,000	$5,481	$12,500	$22,000	$5,432	$15,050	$12,550
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$10,261	$6,500	$886	$12,750	$16,200	$5,894	$8,000	$8,000
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$21,026**	**$11,500**	**$6,367**	**$25,250**	**$38,200**	**$11,326**	**$23,050**	**$20,550**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$956**
Workers Comp	**$307**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$33**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$1,296**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$12,500	$12,550	$50	0.4%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$12,750	$8,000	-$4,750	-37.3%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$25,250**	**$20,550**	**-$4,700**	-18.6%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60107	Temp/Seasonal Emp Wage Ex	$9,497	$5,000	$5,481	$12,500	$22,000	$5,432	$15,000	$12,500
60111	Overtime Wage Expense	$1,267	$0	$0	$0	$0	$0	$0	$0
60252	Travel/Mileage Expense	$0	$0	$0	$0	$0	$0	$50	$50
Totals		**$10,764**	**$5,000**	**$5,481**	**$12,500**	**$22,000**	**$5,432**	**$15,050**	**$12,550**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$91	$500	$391	$750	$2,200	$86	$1,000	$1,000
60501	Operating Supp/Eqt Non-Cap	$0	$0	$0	$0	$0	$0	$0	$0
60502	Printing & Copying Expense	$10,170	$6,000	$495	$12,000	$14,000	$5,808	$7,000	$7,000
Totals		**$10,261**	**$6,500**	**$886**	**$12,750**	**$16,200**	**$5,894**	**$8,000**	**$8,000**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21104 Elections/Voter Registration

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
VOTING CLERKS	4	-	$12,500	$12,500	$12,500			60107
TOTAL BUDGETED POSITIONS		**-**	**$12,500**	**$12,500**	**$12,500**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Elections/Voter Registration

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 21104 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,497	$5,000	$5,481	$12,500	$22,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,000	$12,500		$10,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

November 2024 Presidential Election
June 2025 School Budget Election

Increase for current year - they did not budget for the March election; minimum wage has gone up;

Fiscal Year 2021
Budget Request

March 4, 2024 **Department:** Elections/Voter Registration

Account Title: Overtime Wage Expense

Department Number: 21104 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,267	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

No overtime is anticipated.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Elections/Voter Registration

Account Title: Travel/Mileage Expense

Department Number: 21104 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Est. Expended
$0	$0	$0	$0	$0

FY24 YTD
$0.00

#REF! Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$50.00	$50.00		$50.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		Rate	Unit		Total
Elections/Voter Reg. Workshops (2 days-Portland)	$	0.66	70.0	$	45.85

Moved from City Clerk 21103-60252

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Elections/Voter Registration

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21104 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$91	$500	$391	$750	$2,200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$250.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Election day supplies and other preparations (pens, clasp envelopes, tape, signage, etc)
Voter Registration cards

Increase for FY24 Guardrails are required, voting records scanner, absentee labels and other needed supplies

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Elections/Voter Registration

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21104 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This was for the CTCL Grant ~No longer active

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Elections/Voter Registration

Account Title: Printing & Copying Expense

Department Number: 21104 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$10,170	$6,000	$495	$12,000	$14,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,000	$7,000		($5,000.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Programming of memory sticks and printing of ballots for a potential Municipal Referendum Election & Municipal Election

Due to State Election in June 2025, the School Budget Validation Election ballots will need to be printed/coded through ES&S

14 Memory Sticks Per Election - $1380 for all

FY24 actual printing costs were higher and vision impaired ballot services were required for each Ward ballot in Nov. by law

City of Biddeford, Maine
Fiscal Year 2025

Budget: Assessing

Account Number: 21105

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$194,518	$230,147	$227,201	$240,357	$239,751	$118,832	$255,007	$255,007
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$42	$250	$45	$146	$146	$53	$146	$0
Operating Costs	$3,115	$3,100	$1,985	$2,800	$2,150	$398	$2,700	$2,700
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$197,676**	**$233,497**	**$229,232**	**$243,303**	**$242,047**	**$119,284**	**$257,853**	**$257,707**

Graphic Representation

FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$18,914**
Workers Comp	**$4,851**
Health Insurance	**$47,835**
Retirement	**$25,219**
Unemployment	**$110**
Other Insurance	**$3,077**
Total Fringe Benefit Impact	**$100,007**
# of Full Time Employees	**3.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$240,357	$255,007	$14,650	6.1%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$146	$0	-$146	N/A
Operating Costs	$2,800	$2,700	-$100	-3.6%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$243,303**	**$257,707**	**$14,404**	5.9%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$117,402	$95,651	$165,074	$98,974	$100,000	$89,482	$104,155	$104,155
60102	Mid Mgmt Hrly Employee Wa	$35,066	$79,469	$0	$78,529	$78,400	$0	$85,510	$85,510
60105	F-T Employee Wage Exp	$37,812	$47,567	$56,155	$55,094	$54,891	$27,446	$57,582	$57,582
60251	Conferences/Training Expense	$2,272	$3,500	$1,652	$3,500	$2,500	$180	$3,500	$3,500
60253	Food/Lodging Expense	$600	$2,500	$3,010	$3,300	$3,000	$1,375	$3,300	$3,300
60256	Dues/Memberships Expense	$1,236	$1,060	$1,311	$960	$960	$350	$960	$960
Totals		**$194,518**	**$230,147**	**$227,201**	**$240,357**	**$239,751**	**$118,832**	**$255,007**	**$255,007**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60303	Appraisal Services Expense	$0	$0	$0	$0	$0	$0	$0	$0
60306	Other Prof/Consult Srvs Exp	$0	$0	$0	$0	$0	$0	$0	$0
60310	Service Contracts Expense	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60411	Gasoline Expense	$42	$250	$45	$146	$146	$53	$146	$0
Totals		**$42**	**$250**	**$45**	**$146**	**$146**	**$53**	**$146**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60453	Vehicle Repair/Tires/Oil Exp	$0	$500	$23	$500	$250	$13	$500	$500
60500	Admin/Office Supp/Eqt Non-(	$831	$800	$611	$500	$200	$0	$500	$500
60501	Operating Supp/Eqt Non-Cap	$2,043	$1,500	$1,251	$1,500	$1,500	$385	$1,500	$1,500
60502	Printing & Copying Expense	$241	$300	$100	$300	$200	$0	$200	$200
Totals		**$3,115**	**$3,100**	**$1,985**	**$2,800**	**$2,150**	**$398**	**$2,700**	**$2,700**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21105 Assessing

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
ASSESSOR	10243	1.00	$ 103,756	$ 104,155	$ 104,155	DESJARDINS	NICHOLAS	60101
ASST. ASSESSOR	11214	1.00	$ 85,182	$ 85,510	$ 85,510	CRAY	DEANNE	60102
ADMINISTRATIVE ASST.	11209	1.00	$ 57,361	$ 57,582	$ 57,582	MEURRENS	AMY	60105
TOTAL BUDGETED POSITIONS		**3.00**	**$ 246,300**	**$ 247,247**	**$ 247,247**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Dept Manager Salary Exp

Department Number: 21105 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$117,402	$95,651	$165,074	$98,974	$ 100,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$104,155	$104,155		$5,182

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21105 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$35,066	$79,469	$0	$78,529	$ 78,400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$85,510	$85,510		$6,981

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: F-T Employee Wage Exp

Department Number: 21105 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$37,812	$47,567	$56,155	$55,094	$ 54,891.20

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$57,582	$57,582		$2,488

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Overtime Wage Expense

Department Number: 21105 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$ -

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

We will not be budgeting for overtime

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Conferences/Training Expense

Department Number: 21105 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,272	$3,500	$1,652	$3,500	$2,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,500	$3,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Conference and training with Maine Revenue Service, Vision Technologies, IAAO and MAAO training. Training is required for yearly continuing education requirements for CMA (Certified Maine Assessor) Re-certification

Maine Revenue Service, Tax School	$	200.00	$	3.0	$ 600.00
Maine Chapter IAAO Annual Meeting	$	100.00	$	2.0	$ 200.00
MAAO Annual Meeting	$	100.00	$	2.0	$ 200.00
Various MMA Seminars	$	250.00	$	2.0	$ 500.00
IAAO Adv. Training for Higher Level CMA Cert.	$	500.00	$	2.0	$ 1,000.00
IAAO Maine Chapter Spring Conference	$	250.00	$	2.0	$ 500.00
MAAO Fall Chapter Meeting Conference	$	250.00	$	2.0	$ 500.00
					$3,500.00

*Much of expenses are used at the end of the fiscal year. I would recommend to keep the $3,500 as educational Opportunities are essential to growth.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Travel/Mileage Expense

Department Number: 21105 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$130	$400	$0	$0	$ -

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

reduced to $0, will use city vehicle and not personal for travel to trainings

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Food/Lodging Expense

Department Number: 21105 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$600	$2,500	$3,010	$3,300	$ 3,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,300	$3,300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Lodging for MAAO (Maine Association of Assessing Officers) conference/training located in Sebasco Estates ME (65 miles)

$$/Person	#Persons	Subtotal
$500.00	2	$1,000.00

Lodging for MRS(Maine Revenue Services) tax school located in Belfast, ME (120 miles; 4-days)

$$/Person	#Persons	Subtotal
$650.00	2	$1,300.00

Lodging for IAAO (Internaitonal Assocaiton of Assessing Officers) schooling in Sunday River (100 miles; 3-days)

$$/Person	#Persons	Subtotal
$500.00	2	$1,000.00

Lodging for MRS/IAAO are expensed at the end of the fiscal year

$3,300.00

***Much of lodging expenses are used at the end of the fiscal year I would recommend to keep this $3,300 which is lodging for assessing schooling**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Dues/Memberships Expense

Department Number: 21105 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,236	$1,060	$1,311	$960	$ 960.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$960	$960		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

International Association of Assessing Officers - (Increased $10 a month x 2)			$440.00
Maine Chapter IAAO	$30.00	2.0	$60.00
Maine Association of Assessing Officers	$40.00	2	$80.00
Appraisal State License Fee			$380.00
			$960.00

*License renewal on a year to year basis

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Appraisal Services Expense

Department Number: 21105 Account Number: 60303

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$ -

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Hiring License professional appraiser for valuation disputes

*We have not used the funds and have no intention to

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21105 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$ -

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Service Contracts Expense

Department Number: 21105 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$ -

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

*Marshall & Swift Cost Books expensed in the future under Account Number 60501

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Gasoline Expense

Department Number: 21105 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$42	$250	$45	$146	$146

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$146	$0		($146)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Gas usage was down in FY 23 due to staff turnover

Gas price per gallon is provided by Public Works

Our Department is estimating an increase in car usage during FY 24 for new valuation pick up work and property data verification (See Below)

Gas Gallons Est Usage	7/1/2023-12/30/2023	1/1/2024-6/30/2024	Price Per Gallon	
50	25	25	x 2.92	$146

Gas price locked in at $2.92 per gallon per Public Works

Gas usage will increase in March & April for new value pick up as of assessment date 4/1

* We will be using this more in March and April for property visitations

will be assigning one of the new electric leased vehicles to this department and selling the gas vehicle

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21105 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$500	$23	$500	$250

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Estimated by Public Works

*New Vehicle therefore no repairs needed so far for FY 2022
Public works has estimated $500.00 for potential FY 25 repairs to our City Car which includes but not limited to parts costs
Public works does not recommend removing this $500.00 from the budget line item where if these repairs need to be done we will not have the funds to pay for this therefore no Assessing City Vehicle to verify property data and pick up new accurate taxable value for the City.

If it is decided to remove some funds here please do not reomve all funds incase we need some repairs done in FY 25

should be no issues since it will be the new leased electric vehicle

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21105 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$831	$800	$611	$500	$ 200.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Misc Supplies	$	500.00
	$	500.00

*Miscellanous Supplies we may need for operations

* We haven't ordered supplies I would recommend leaving the $500 for supplies we will need in the future

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21105 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,043	$1,500	$1,251	$1,500	$ 1,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,500	$1,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Marshall & Swift Cost Manuals annual Cost $1,300-1,500

*This the annual fee for our Marshall & Swift Cost Books
*Was expensed from Account Number 60310
*Will be expensed in FY 2025 under this account

* An anuaul expense for valuation cost books

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Assessing

Account Title: Printing & Copying Expense

Department Number: 21105 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$241	$300	$100	$300	$ 200.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$200	$200		-$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Personal Property Declarations Forms and Misc. copying

*This is a safety net for Personal Property Expenses that may arise or other supply expenses

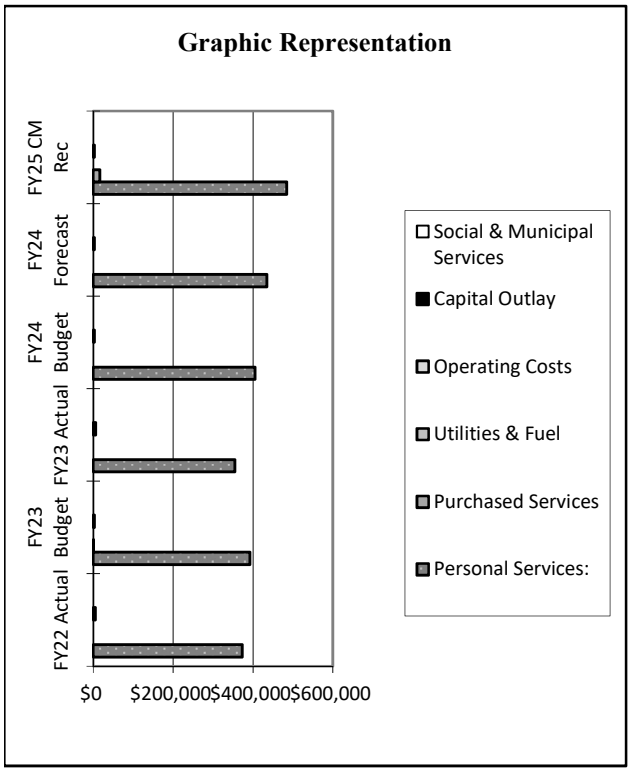
City of Biddeford, Maine
Fiscal Year 2025

Budget: Finance

Account Number: 21106

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$372,745	$392,196	$354,928	$405,053	$435,051	$225,350	$484,739	$486,064
Purchased Services	$0	$75	$0	$0	$0	$0	$16,425	$16,425
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$4,731	$2,800	$5,555	$2,800	$2,716	$1,358	$2,800	$2,800
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$377,476**	**$395,071**	**$360,484**	**$407,853**	**$437,766**	**$226,708**	**$503,964**	**$505,289**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):

FICA	**$34,074**
Workers Comp	**$1,445**
Health Insurance	**$91,935**
Retirement	**$29,861**
Unemployment	**$337**
Other Insurance	**$4,955**
Total Fringe Benefit Impact	**$162,607**
# of Full Time Employees	**6.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$405,053	$486,064	$81,012	20.0%
Purchased Services	$0	$16,425	$16,425	16425%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$2,800	$2,800	$0	0.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$407,853**	**$505,289**	**$97,437**	23.9%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$93,086	$115,661	$118,083	$126,301	$212,500	$114,711	$135,030	$135,030
60102	Mid Mgmt Hrly Employee Wa	$151,316	$153,239	$122,246	$149,412	$111,871	$55,936	$96,369	$96,369
60105	F-T Employee Wage Exp	$106,944	$116,146	$100,566	$120,465	$107,879	$53,940	$243,790	$243,790
60251	Conferences/Training Expense	$15,044	$4,575	$11,467	$7,000	$2,000	$903	$7,675	$9,000
60256	Dues/Memberships Expense	$1,955	$1,575	$2,550	$1,875	$800	($170)	$1,875	$1,875
Totals		**$372,745**	**$392,196**	**$354,928**	**$405,053**	**$435,051**	**$225,350**	**$484,739**	**$486,064**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$0	$75	$0	$0	$0	$0	$16,425	$16,425
Totals		**$0**	**$75**	**$0**	**$0**	**$0**	**$0**	**$16,425**	**$16,425**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60406	Fiber/Internet Expense	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$3,850	$2,800	$5,555	$2,800	$2,716	$1,358	$2,800	$2,800
60501	Operating Supp/Eqt Non-Cap	$881	$0	$0	$0	$0	$0	$0	$0
Totals		**$4,731**	**$2,800**	**$5,555**	**$2,800**	**$2,716**	**$1,358**	**$2,800**	**$2,800**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

Department: 21106 Finance

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
FINANCE DIRECTOR	FIN1	1.00	$134,513	$135,030	$135,030	VACANT	0	60101
DEPUTY FINANCE DIRECTOR	11387	1.00	$102,000	$102,392	$102,392	BETTEZ	BENJAMIN	60102
REVENUE ANALYST	11306	1.00	$66,295	$66,550	$66,550	MCPHERSON	JESSICA	60105
AR/FINANCE CLERK	11177	1.00	$53,774	$53,981	$53,981	HOPKINS	SANDRA	60105
PAYROLL SPECIALIST	11430	1.00	$67,787	$68,048	$68,048	CONTE	JAIME	60105
TAX COLLECTOR	36	1.00	$55,000	$55,212	$55,212	VACANT	0	60105
TOTAL BUDGETED POSITIONS		**6.00**	**$479,369**	**$481,213**	**$481,213**			

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Dept Manager Salary Exp

Department Number: 21106 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$93,086	$115,661	$118,083	$126,301	$212,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$135,030	$135,030		$8,730

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Add'l staff from agency serving as interimin FY24

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21106 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$151,316	$153,239	$122,246	$149,412	$111,871.28

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$96,369	$96,369		($53,043)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Anticipate full staffing for FY25. FY24 EOY reflects vacancies

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: F-T Employee Wage Exp

Department Number: 21106 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$106,944	$116,146	$100,566	$120,465	$107,879.36

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$243,790	$243,790		$123,325

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Overtime Wage Expense

Department Number: 21106 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,770	$1,000	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Employee	Hours	Rate	Budget
			$ -
			$ -
			$ -

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Conferences/Training Expense

Department Number: 21106 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,044	$4,575	$11,467	$7,000	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,675	$9,000		$2,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Adjustment	
Online annual training series - Fred Pryor for Payroll Specialist	$	200.00
MMTCTA Annual Conference - Tax Collector / Revenue Analyst	$	75.00
Other MMTCTA training offerings - Tax Collector / Revenue Analyst	$	200.00
Tyler Connect Annual User Conference - Airfare / Meals / Lodging x2	$	3,000.00
Three passes for this conference (approx $1,100 each) are included with annual PACE contract		
Various virtual trainings offered by MMA, GFOA, AICPA, others	$	1,000.00
Necessary to maintain Finance Director's CPA license (40 hours/year)		
NESGFOA Spring & Fall Conferences Director & Deputy Director	$	1,200.00
NESGFOA Spring & Fall Conferences - Mileage / Meals / Lodging Director & Deputy Director	$	2,000.00
	$	7,675.00
increased this year only because nearly all staff is new	$	7,675.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Dues/Memberships Expense

Department Number: 21106 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,955	$1,575	$2,550	$1,875	$800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,875	$1,875		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

GFOA Certificate of Achievement (COA) application fee	$	530.00
AICPA Annual Dues - Finance Director	$	510.00
GFOA Annual Dues - Finance Director & Deputy Director	$	450.00
MMA Annual Dues - Payroll Specialist	$	150.00
Maine Secretary of State - Notary for Deputy Finance Director	$	50.00
MFGOA Annual Dues - Finance Director & Deputy Director	$	90.00
Maine Board of Accountantcy Annual CPA License renewal - Finance Director	$	35.00
MMTCTA Annual Dues - Tax Collector / Revenue Analyst	$	60.00
	$	1,875.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21106 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$75	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$16,425	$16,425		$16,425

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY22 PACE covered within surplus allocation

Annual PACE (Planned Annual Continuing Education) Contract - 15 days - Tyler Technologies Used to keep current with the new features and functionality, training on existing modules, re-implementing the HR/PR modules to fix the outstanding issues preventing the City from utilizing the Employee Self Service module and the Salary & Benefits budgeting functionality. New staff will require training.	$	16,425.00
	$	16,425.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21106 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,850	$2,800	$5,555	$2,800	$2,715.80

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,800	$2,800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Paper, check stock, 1099s, W-2s, other various office supplies (file folders, pens, labels), MICR toner for check printer
GAAFR subscription (print and online access).

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21106 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$881	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

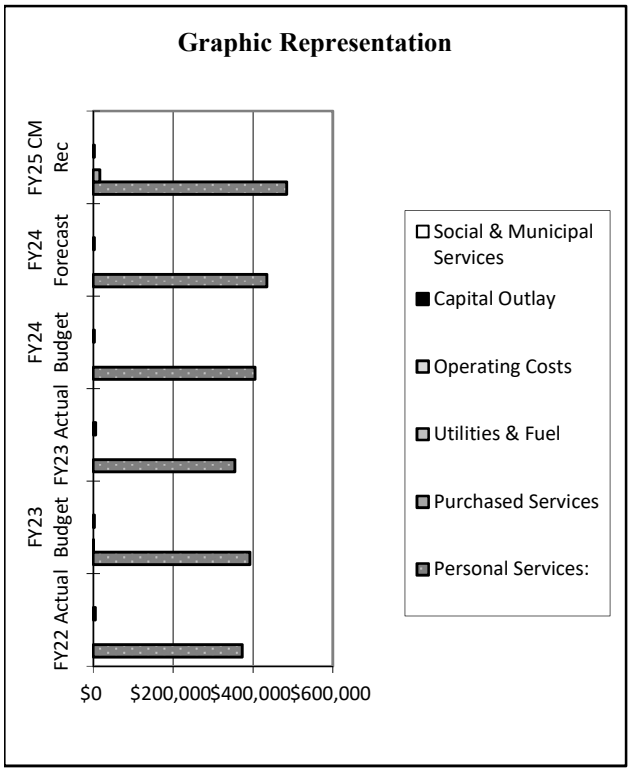
City of Biddeford, Maine
Fiscal Year 2025

Budget: Finance

Account Number: 21106

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$372,745	$392,196	$354,928	$405,053	$435,051	$225,350	$484,739	$486,064
Purchased Services	$0	$75	$0	$0	$0	$0	$16,425	$16,425
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$4,731	$2,800	$5,555	$2,800	$2,716	$1,358	$2,800	$2,800
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$377,476**	**$395,071**	**$360,484**	**$407,853**	**$437,766**	**$226,708**	**$503,964**	**$505,289**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):

FICA	**$34,074**
Workers Comp	**$1,445**
Health Insurance	**$91,935**
Retirement	**$29,861**
Unemployment	**$337**
Other Insurance	**$4,955**
Total Fringe Benefit Impact	**$162,607**
# of Full Time Employees	**6.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$405,053	$486,064	$81,012	20.0%
Purchased Services	$0	$16,425	$16,425	16425%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$2,800	$2,800	$0	0.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$407,853**	**$505,289**	**$97,437**	23.9%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$93,086	$115,661	$118,083	$126,301	$212,500	$114,711	$135,030	$135,030
60102	Mid Mgmt Hrly Employee Wa	$151,316	$153,239	$122,246	$149,412	$111,871	$55,936	$96,369	$96,369
60105	F-T Employee Wage Exp	$106,944	$116,146	$100,566	$120,465	$107,879	$53,940	$243,790	$243,790
60251	Conferences/Training Expense	$15,044	$4,575	$11,467	$7,000	$2,000	$903	$7,675	$9,000
60256	Dues/Memberships Expense	$1,955	$1,575	$2,550	$1,875	$800	($170)	$1,875	$1,875
Totals		**$372,745**	**$392,196**	**$354,928**	**$405,053**	**$435,051**	**$225,350**	**$484,739**	**$486,064**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$0	$75	$0	$0	$0	$0	$16,425	$16,425
Totals		**$0**	**$75**	**$0**	**$0**	**$0**	**$0**	**$16,425**	**$16,425**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60406	Fiber/Internet Expense	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$3,850	$2,800	$5,555	$2,800	$2,716	$1,358	$2,800	$2,800
60501	Operating Supp/Eqt Non-Cap	$881	$0	$0	$0	$0	$0	$0	$0
Totals		**$4,731**	**$2,800**	**$5,555**	**$2,800**	**$2,716**	**$1,358**	**$2,800**	**$2,800**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

Department: 21106 Finance

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
FINANCE DIRECTOR	FIN1	1.00	$134,513	$135,030	$135,030	VACANT	0	60101
DEPUTY FINANCE DIRECTOR	11387	1.00	$102,000	$102,392	$102,392	BETTEZ	BENJAMIN	60102
REVENUE ANALYST	11306	1.00	$66,295	$66,550	$66,550	MCPHERSON	JESSICA	60105
AR/FINANCE CLERK	11177	1.00	$53,774	$53,981	$53,981	HOPKINS	SANDRA	60105
PAYROLL SPECIALIST	11430	1.00	$67,787	$68,048	$68,048	CONTE	JAIME	60105
TAX COLLECTOR	36	1.00	$55,000	$55,212	$55,212	VACANT	0	60105
TOTAL BUDGETED POSITIONS		**6.00**	**$479,369**	**$481,213**	**$481,213**			

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Dept Manager Salary Exp

Department Number: 21106 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$93,086	$115,661	$118,083	$126,301	$212,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$135,030	$135,030		$8,730

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Add'l staff from agency serving as interimin FY24

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21106 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$151,316	$153,239	$122,246	$149,412	$111,871.28

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$96,369	$96,369		($53,043)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Anticipate full staffing for FY25. FY24 EOY reflects vacancies

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: F-T Employee Wage Exp

Department Number: 21106 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$106,944	$116,146	$100,566	$120,465	$107,879.36

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$243,790	$243,790		$123,325

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Overtime Wage Expense

Department Number: 21106 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,770	$1,000	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Employee	Hours	Rate	Budget
			$ -
			$ -
			$ -

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Conferences/Training Expense

Department Number: 21106 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,044	$4,575	$11,467	$7,000	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,675	$9,000		$2,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Adjustment	
Online annual training series - Fred Pryor for Payroll Specialist	$	200.00
MMTCTA Annual Conference - Tax Collector / Revenue Analyst	$	75.00
Other MMTCTA training offerings - Tax Collector / Revenue Analyst	$	200.00
Tyler Connect Annual User Conference - Airfare / Meals / Lodging x2	$	3,000.00
Three passes for this conference (approx $1,100 each) are included with annual PACE contract		
Various virtual trainings offered by MMA, GFOA, AICPA, others	$	1,000.00
Necessary to maintain Finance Director's CPA license (40 hours/year)		
NESGFOA Spring & Fall Conferences Director & Deputy Director	$	1,200.00
NESGFOA Spring & Fall Conferences - Mileage / Meals / Lodging Director & Deputy Director	$	2,000.00
	$	7,675.00
increased this year only because nearly all staff is new	$	7,675.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Dues/Memberships Expense

Department Number: 21106 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,955	$1,575	$2,550	$1,875	$800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,875	$1,875		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

GFOA Certificate of Achievement (COA) application fee	$	530.00
AICPA Annual Dues - Finance Director	$	510.00
GFOA Annual Dues - Finance Director & Deputy Director	$	450.00
MMA Annual Dues - Payroll Specialist	$	150.00
Maine Secretary of State - Notary for Deputy Finance Director	$	50.00
MFGOA Annual Dues - Finance Director & Deputy Director	$	90.00
Maine Board of Accountantcy Annual CPA License renewal - Finance Director	$	35.00
MMTCTA Annual Dues - Tax Collector / Revenue Analyst	$	60.00
	$	1,875.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21106 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$75	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$16,425	$16,425		$16,425

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY22 PACE covered within surplus allocation

Annual PACE (Planned Annual Continuing Education) Contract - 15 days - Tyler Technologies Used to keep current with the new features and functionality, training on existing modules, re-implementing the HR/PR modules to fix the outstanding issues preventing the City from utilizing the Employee Self Service module and the Salary & Benefits budgeting functionality. New staff will require training.	$	16,425.00
	$	16,425.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21106 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,850	$2,800	$5,555	$2,800	$2,715.80

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,800	$2,800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Paper, check stock, 1099s, W-2s, other various office supplies (file folders, pens, labels), MICR toner for check printer
GAAFR subscription (print and online access).

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Finance

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21106 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$881	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

City of Biddeford, Maine

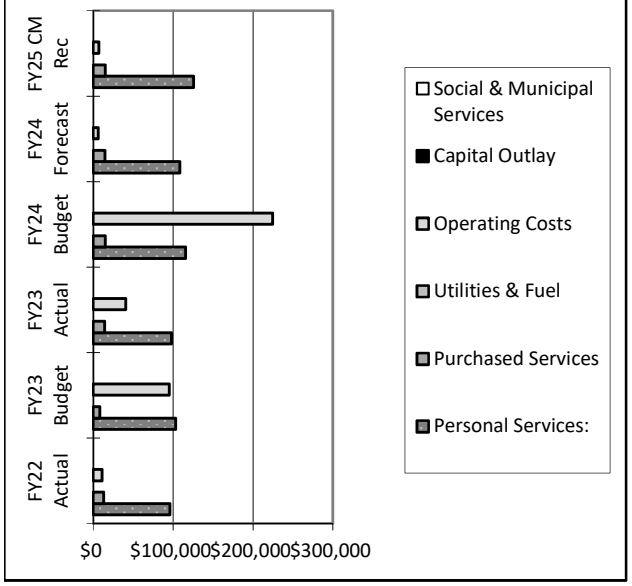
Fiscal Year 2025

Budget: Computer Services

Account Number: 21107

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$96,014	$103,249	$98,068	$115,621	$108,290	$54,365	$125,709	$125,709
Purchased Services	$12,749	$8,175	$13,985	$15,000	$14,500	$10,293	$15,000	$15,000
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$10,885	$95,085	$40,786	$224,486	$6,253	$162,369	$6,760	$6,760
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$119,647**	**$206,509**	**$152,839**	**$355,107**	**$129,043**	**$227,027**	**$147,469**	**$147,469**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$9,222**
Workers Comp	**$2,791**
Health Insurance	**$2,296**
Retirement	**$6,823**
Unemployment	**$40**
Other Insurance	**$1,113**
Total Fringe Benefit Impact	**$22,285**
# of Full Time Employees	**1.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$115,621	$125,709	$10,088	8.7%
Purchased Services	$15,000	$15,000	$0	0.0%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$224,486	$6,760	-$217,726	-97.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$355,107**	**$147,469**	**-$207,638**	-58.5%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$95,850	$99,657	$96,900	$103,643	$106,000	$54,205	$113,724	$113,724
60102	Mid Mgmt Hrly Employee Wa	$0	$0	$0	$0	$0	$0	$0	$0
60201	FICA/Medicare-ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60202	MPERS-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60203	457 Plan-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60210	HPHC Ins Employer Share Ex	$0	$0	$0	$0	$0	$0	$0	$0
60212	S-T Disability ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60213	L-T Disability ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60216	Delta Dental ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60217	RHSA Plan ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60251	Conferences/Training Expense	$0	$3,175	$695	$11,500	$2,000	$0	$11,500	$11,500
60252	Travel/Mileage Expense	$64	$292	$0	$328	$130	$0	$335	$335
60253	Food/Lodging Expense	$0	$0	$7	$0	$0	$0	$0	$0
60256	Dues/Memberships Expense	$100	$125	$466	$150	$160	$160	$150	$150
Totals		**$96,014**	**$103,249**	**$98,068**	**$115,621**	**$108,290**	**$54,365**	**$125,709**	**$125,709**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60305	Computer Support/Service Exp	$12,749	$8,175	$13,985	$15,000	$14,500	$10,293	$15,000	$15,000
Totals		**$12,749**	**$8,175**	**$13,985**	**$15,000**	**$14,500**	**$10,293**	**$15,000**	**$15,000**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60452	Operating Equip Repair Exp	$1,508	$4,200	$5,152	$12,000	$6,000	$988	$5,000	$5,000
60500	Admin/Office Supp/Eqt Non-C	$1,094	$300	$0	$300	$253	$127	$300	$300
60501	Operating Supp/Eqt Non-Cap	$8,284	$90,585	$35,634	$212,186	$0	$161,254	$1,460	$1,460
Totals		**$10,885**	**$95,085**	**$40,786**	**$224,486**	**$6,253**	**$162,369**	**$6,760**	**$6,760**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21107 Computer Services

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
SYSTEM ADMINISTRATOR	28895	1.00	$113,288	$113,724	$113,724	GERLACH	GERALD	60101
TOTAL BUDGETED POSITIONS		**1.00**	**$113,288**	**$113,724**	**$113,724**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Dept Manager Salary Exp

Department Number: 21107 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$95,850	$99,657	$96,900	$103,643	$106,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$113,724	$113,724		$10,081

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21107 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Conferences/Training Expense

Department Number: 21107 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$3,175	$695	$11,500	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,500	$11,500		0

Support for Budget Request:

Midsize Enterprise Summit They pay most expensise including flight and hotel.

As we get closer to migrating to MS365 Bill and I will need training to manage and deploy successfully

Conferences	**Unit**	**Unit Rate**	**Subtotal**
Midsized Enterprise Summit	1	$550.00	$550.00
Tyler Connect	1	$1,500.00	$1,500.00
MS365 Training	2	$4,500.00	$9,000.00
Meals/Lodging	1	$500.00	$500.00
			$11,550.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Travel/Mileage Expense

Department Number: 21107 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$64	$292	$0	$328	$130

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$335	$335		$7

Support for Budget Request: Travel to various departments and vendors

Covid has impacted travel in FY21 and FY21. Budget assumes normal travel will be accessible.

Description	**Unit**	**Unit Rate**	**Subtotal**
Mileage/Travel	500	$0.670	$335.00

Past expenses are detailed below for comparison purposes

FY2014 Actual	$70.63
FY2015 Actual	$0.00
FY2016 Actual	$62.77
FY2017 Actual	$218.90
FY2018 Actual	$376.70
FY2019 Actual	$56.46
FY2020 Actual	$0.00
FY2021 Actual	$0.00
FY2022 Actual	$63.76
Minimum	$0.00
Average	$94.36
Maximum	$376.70

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Food/Lodging Expense

Department Number: 21107 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$7	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Moved to 60251

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Dues/Memberships Expense

Department Number: 21107 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$100	$125	$466	$150	$160

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$150	$150		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Government Management Information Sciences This subscription gets me access to Gov. IT Directors all over the US and tons of valuable information

Desc	Unit	Unit Rate	Subtotal
GMIS Membership	1	$100.00	$100.00
MMA Membership	1	$50.00	$50.00
	-	$0.00	$0.00
			$150.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Computer Support/Service Exp

Department Number: 21107 Account Number: 60305

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$12,749	$8,175	$13,985	$15,000	$14,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,000	$15,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This is a contingency line for outside support expenses. An expert in a specific field may be called in to work on an issue. This contingency also covers firewall and router changes. Adding PD and Fire to our domain will have an icrease on this line.

Past expenses are detailed below for comparison purposes

FY	Actual	Budget
FY2014	$3,703.75	$4,000.00
FY2015	$5,320.75	$4,000.00
FY2016	$1,847.25	$6,000.00
FY2017	$696.25	$6,000.00
FY2018	$5,812.45	$6,000.00
FY2019	$5,638.75	$4,750.00
FY2020	$6,115.00	$4,000.00
FY2021	$9,118.10	$5,000.00
FY2022	$12,748.52	$5,000.00
FY2023		$7,500.00
Average	$5,666.76	$5,225.00
Median	$5,638.75	$4,875.00
Maximum	$12,748.52	$6,000.00

funded at more practical level; if major issue comes up, will need to find funds to cover overage

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Operating Equip Repair Exp

Department Number: 21107 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,508	$4,200	$5,152	$12,000	$6,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		($7,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This is a contingency line for equipment repairs and expenses.

Past expenses are detailed below for comparison purposes

	Actual	Budget
FY2014 Actual	$2,641.63	$5,000.00
FY2015 Actual	$4,943.24	$5,000.00
FY2016 Actual	$3,490.27	$5,000.00
FY2017 Actual	$6,374.51	$4,850.00
FY2018 Actual	$6,040.09	$4,400.00
FY2019 Actual	$3,294.86	$4,200.00
FY2020 Actual[1]	$8,972.12	$4,550.00
FY2021 Actual	$2,011.53	$5,000.00
Average	$4,721.03	$4,750.00
Median	$4,216.76	$4,925.00
Maximum	$8,972.12	$5,000.00

[1]**NOTE:** Increase in actual costs for FY2023 is due to onboaring and equipment repairs

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21107 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,094	$300	$0	$300	$253.20

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$300	$300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	**Unit**	**Unit Rate**	**Subtotal**
General administrative office supplies (pens, notepads, media, etc)	1	$ 300.00	$ 300.00

Past expenses are detailed below for comparison purposes. In FY18 the account was changed to only cover expenses for 21107.

Fiscal Year	Budget	Actual
FY2015	$1,956.59	$ 1,600.00
FY2016	$1,004.10	$ 1,600.00
FY2017	$2,418.78	$ 1,500.00
FY2018	$557.47	$ 300.00
FY2019	$300.34	$ 300.00
FY2020	$281.44	$ 300.00
FY2021	$161.41	$ 300.00
FY2022	$1,093.67	$ 300.00
FY2023		$ 300.00
Average	$971.73	$722.22
Median	$780.79	$300.00
Maximum	$2,418.78	$1,600.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Computer Services

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21107 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$8,284	$90,585	$35,634	$212,186	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,460	$1,460		($210,726)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	Unit	Unit Rate	Subtotal
IT Director Home Internet (systems access)	12	$80.00	$960.00
Operating supplies for IT Director	1	$500.00	$500.00
		$0.00	$0.00
			$0.00
			$0.00

Stabilization Plan[1] - Moved to 21111-60315

Total Budget Amount $1,460.00

[1]In an effort to create a sustainable budget, a plan is in process to map out upgrades and planned obsolescence out at least seven years to establish an accrual system in an effort to create a sustainable budget. Year 1 implementation will require an initial investment to "catch-up". Furture year expenditures will stabilize once caught-up.
This accrual system will also shift the corresponsing expenses from CIP and reduce year-to-year swings caused by obsolescence replacements that normally occur.
MS356 - Microsft will soon stop adding features to on-site Exchange. Migrating to service includes Teams, MDM, One Drive, and Security for VPN, online Scheduling and much more. It also eliminates the need to refresh our exchange server and Office Suite every 5 years. We will be able to eliminate our onprem Exchenge server.
$12,870 is currently in the reserve for Office and Exchange upgrades and is shown above.
Scale Refresh - Due to major hardware changes with Sacle we can no longer refresh just one or two nodes. The opldest Scale equipment is +5 years old. $29,012 is in the stabilization account under the node by node stabilization plan ands is shown above.
Critical Care Monitoring - Systems Engineering no longer offers Critical Care as a stand alone product. In order to keep Critical Care Monitoring will need to be added. Service monitors the health of our envirnment and provides 24X7 response to issues such as full hard disk and switch issues or any other behind the scene issues. This does not cover PC's and user issues.
Fortinet Pre Login VPN - This allows a VPN connection to be made. This enables the IT department to deploy security settings and group policy to be applied when users are working remotely.

City of Biddeford, Maine

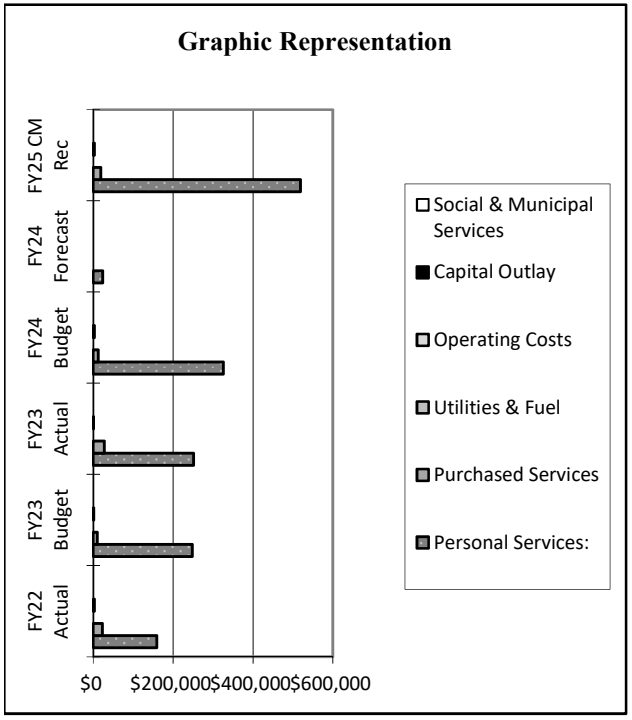
Fiscal Year 2025

Budget: Human Resources

Account Number: 21108

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$158,567	$247,992	$251,136	$325,476	$23,141	$170,693	$518,974	$424,314
Purchased Services	$22,644	$10,000	$27,690	$12,000	$0	$4,252	$19,000	$19,000
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$2,662	$900	$512	$2,200	$0	$181	$2,200	$2,200
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$183,873**	**$258,892**	**$279,338**	**$339,676**	**$23,141**	**$175,126**	**$540,174**	**$445,514**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$27,250**
Workers Comp	**$7,889**
Health Insurance	**$105,768**
Retirement	**$21,085**
Unemployment	**$331**
Other Insurance	**$4,936**
Total Fringe Benefit Impact	**$167,259**
# of Full Time Employees	**4.73**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$325,476	$424,314	$98,837	30.4%
Purchased Services	$12,000	$19,000	$7,000	58.3%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$2,200	$2,200	$0	0.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$339,676**	**$445,514**	**$105,837**	31.2%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$83,531	$85,555	$83,188	$88,977	$0	$49,535	$111,444	$111,444
60105	F-T Employee Wage Exp	$52,826	$116,683	$111,835	$183,505	$0	$99,226	$205,618	$205,618
60106	P-T Employee Wage Exp	$16,683	$20,729	$19,788	$21,350	$0	$10,879	$31,886	$31,886
60219	Incident Initiative	$145	$3,000	$709	$4,500	$0	$3,259	$121,500	$30,000
60251	Conferences/Training Expense	$1,169	$3,000	$10,417	$5,815	$7,591	$7,591	$9,815	$9,815
60252	Travel/Mileage Expense	$829	$0	$0	$0	$0	$0	$0	$0
60253	Food/Lodging Expense	$854	$0	$0	$0	$0	$0	$0	$0
60254	E2E Leadership Training	$2,240	$9,000	$9,164	$10,250	$15,550	$0	$15,550	$15,550
60255	Other Training	$0	$9,750	$15,814	$10,800	$0	$203	$23,160	$20,000
60256	Dues/Memberships Expense	$289	$275	$220	$279	$0	$0	$0	$0
Totals		**$158,567**	**$247,992**	**$251,136**	**$325,476**	**$23,141**	**$170,693**	**$518,974**	**$424,314**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$7,400	$1,000	$0	$0	$0	$0	$0	$0
60320	Advertising	$15,244	$9,000	$27,690	$12,000	$0	$4,252	$19,000	$19,000
Totals		**$22,644**	**$10,000**	**$27,690**	**$12,000**	**$0**	**$4,252**	**$19,000**	**$19,000**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$2,212	$900	$512	$2,200	$0	$181	$2,200	$2,200
60501	Operating Supp/Eqt Non-Cap	$450	$0	$0	$0	$0	$0	$0	$0
Totals		**$2,662**	**$900**	**$512**	**$2,200**	**$0**	**$181**	**$2,200**	**$2,200**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21108 Human Resources

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
HUMAN RESOURCES DIRECTOR	10921	1.00	$111,018	$111,444	$111,444	DEPAOLO	DIANA	60101
DEI COORDINATOR	11323	1.00	$70,438	$70,708	$70,708	GIBSON	SHELLY	60105
HR COORDINATOR	11224	1.00	$69,821	$70,089	$70,089	ABBOTT	LYNN	60105
SAFETY TRAINER	11272	1.00	$64,572	$64,820	$64,820	BANKS	JUSTIN	60105
BENEFITS CLERK - PART TIME	11094	0.73	$31,764	$31,886	$31,886	HULBERT	SARAH	60106
TOTAL BUDGETED POSITIONS		**4.73**	**$347,612**	**$348,949**	**$348,949**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Dept Manager Salary Exp

Department Number: 21108 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$83,531	$85,555	$83,188	$88,977	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$111,444	$111,444		$22,467

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: F-T Employee Wage Exp

Department Number: 21108 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$52,826	$116,683	$111,835	$183,505	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$205,618	$205,618		$22,113

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY24 increase includes new DEI Coordinator position. Position is a reevaluation of the Community Outreach Coordinator remeoved from 21131-Communications

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: P-T Employee Wage Exp

Department Number: 21108 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,683	$20,729	$19,788	$21,350	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$31,886	$31,886		$10,535

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Incident Initiative

Department Number: 21108 Account Number: 60219

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$145	$3,000	$709	$4,500	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	$3,000 (Decrease)
	$121,500	$30,000		$25,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Behavioral Health Consultant/contractor	$120,000.00
Ergonomic/Safety Improvements to Work Stations	$1,500.00
	$121,500.00

reduced the contract hours for the behavioral health consultant to ease into program

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Conferences/Training Expense

Department Number: 21108 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,169	$3,000	$10,417	$5,815	$7,591.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,815	$9,815		$4,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

MMA Conference			$	300.00
MMA Labor Law Workshop			$	340.00
Misc. HR Trainings	# Trainings	$$/Training		
	5	$35.00	$	175.00
Employee Banquet			$	6,000.00
Professional Devo for HR Staff*			$	3,000.00
*Maine HR Convention, Inclusion Maine Conference				
			$	9,815.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: E2E Leadership Training

Department Number: 21108 Account Number: 60254

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,240	$9,000	$9,164	$10,250	$15,550.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 15,550.00	$ 15,550.00		$5,300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

E2E Support Costs

	# Participants	$$/Item	# Items		
Awards	12	$75.00	1	$	900.00
STM Assessment	12	1000		$	12,000.00
Lunches		$275.00	6	$	1,650.00
Celebration Luncheon		$1,000.00	1	$	1,000.00
				$	15,550.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Other Training

Department Number: 21108 Account Number: 60255

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$9,750	$15,814	$10,800	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$23,160.00	$20,000.00		$9,200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Retention/Recruitment Initiatives

3 Day Onboarding

City of Biddeford swag supplies				$1,200.00
Mentor Lunches	# Lunches	Hires/Yr	$$/Lunch	
	2	70	$14.00	$1,960.00

Staff Training, Workshops, & Events

Food	# Events/Yr	# Employees	$$/Employee	
	2	250	$10.00	$5,000.00
Consultants				$15,000.00
				$23,160.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Dues/Memberships Expense

Department Number: 21108 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$289	$275	$220	$279	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		($279)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

SHRM (Society for Human Resource Management)	$264.00
MLGHRA (ME Local Government Human Resources Association)	$35.00
	$299.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21108 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,400	$1,000	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Do not anticipate need for consulting services in FY24

YTD Miscoded - should be paid from FY22 Reserve

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Advertising

Department Number: 21108 Account Number: 60320

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,244	$9,000	$27,690	$12,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$19,000	$19,000		$7,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Cost of Recruiting/Posting

# Ave Advertised Positions	Ave Cost of Ads		
70	$250.00	$	17,500.00

Out-of-State Background Checks

# Ave Background Checks	$$/Background Check		
10	$150.00	$	1,500.00
		$	19,000.00

The market for the most talented and skilled employees, the future of our departments and the City of Biddeford, is the most difficult it has been in many years. Plan to track spending and the efficacy of those dollars more closely to create a results oriented approach to attracting and retaining the best talent.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21108 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,212	$900	$512	$2,200	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,200	$2,200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Labor Law Posters for Buildings (required)	$400.00
Misc Supplies (Pen, paper, notebooks, etc)	$1,800.00
	$2,200.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Human Resources

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21108 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$450	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$ -		$ -

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

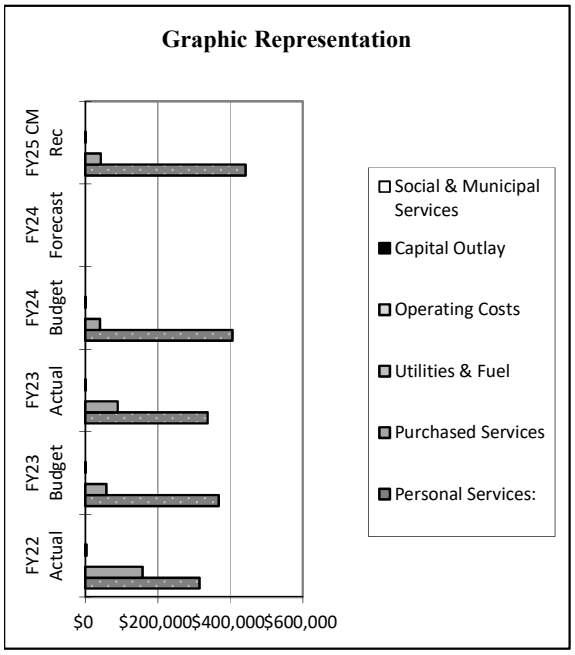
City of Biddeford, Maine
Fiscal Year 2025

Budget: Planning/Economic Development

Account Number: 21109

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec	FY25 City Council Approved
Personnel Services:	$315,098	$368,147	$337,808	$405,939	$0	$179,608	$441,971	$441,321	$441,321
Purchased Services	$157,396	$58,290	$89,196	$40,000	$0	$150	$43,075	$43,075	$43,075
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$3,058	$1,350	$993	$1,150	$0	$336	$1,000	$1,000	$1,000
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$475,552**	**$427,787**	**$427,997**	**$447,089**	**$0**	**$180,094**	**$486,046**	**$485,396**	**$485,396**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$34,122**
Workers Comp	**$3,064**
Health Insurance	**$80,908**
Retirement	**$36,569**
Unemployment	**$322**
Other Insurance	**$4,751**
Total Fringe Benefit Impact	**$159,737**
# of Full Time Employees	**5.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$405,939	$441,321	$35,382	8.7%
Purchased Services	$40,000	$43,075	$3,075	7.7%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$1,150	$1,000	-$150	-13.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$447,089**	**$485,396**	**$38,307**	8.6%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
60101	Dept Manager Salary Exp	$113,297	$107,658	$106,154	$120,637	$0	$28,129	$129,144	$129,144	$129,144
60102	Mid Mgmt Hrly Employee Wa	$76,983	$98,319	$111,410	$95,000	$0	$78,330	$105,404	$105,404	$105,404
60105	F-T Employee Wage Exp	$118,676	$152,620	$117,911	$181,751	$0	$60,726	$198,865	$198,865	$198,865
60106	P-T Employee Wage Exp	$0	$0	$0	$0	$0	$12,000	$0	$0	$0
60111	Overtime Wage Expense	$184	$0	$90	$0	$0	$0	$0	$0	$0
60251	Conferences/Training Expense	$2,337	$5,000	$525	$4,000	$0	$0	$4,000	$4,000	$4,000
60252	Travel/Mileage Expense	$809	$1,500	$229	$1,500	$0	$122	$1,500	$1,000	$1,000
60253	Food/Lodging Expense	$1,472	$1,400	$862	$1,400	$0	$0	$1,400	$1,250	$1,250
60256	Dues/Memberships Expense	$1,340	$1,650	$627	$1,650	$0	$300	$1,658	$1,658	$1,658
Totals		**$315,098**	**$368,147**	**$337,808**	**$405,939**	**$0**	**$179,608**	**$441,971**	**$441,321**	**$441,321**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
60306	Other Prof/Consult Srvs Exp	$157,396	$58,290	$89,196	$40,000	$0	$150	$43,075	$43,075	$43,075
Totals		**$157,396**	**$58,290**	**$89,196**	**$40,000**	**$0**	**$150**	**$43,075**	**$43,075**	**$43,075**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
60500	Admin/Office Supp/Eqt Non-(	$1,672	$1,050	$958	$850	$0	$336	$1,000	$1,000	$1,000
60501	Operating Supp/Eqt Non-Cap	$393	$300	$35	$300	$0	$0	$0	$0	$0
60502	Printing & Copying Expense	$0	$0	$0	$0	$0	$0	$0	$0	$0
60797	Miscellaneous Expense	$993	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$3,058**	**$1,350**	**$993**	**$1,150**	**$0**	**$336**	**$1,000**	**$1,000**	**$1,000**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21109 Planning/Economic Development

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
COMM./ECON. DEV. DIRECTOR	11423	1.00	$ 128,649	$ 129,144	$ 129,144	GERVAIS	GEORGE	60101
PLANNER	11301	1.00	$ 105,000	$ 105,404	$ 105,404	GALBRAITH	DAVID	60102
ADMINISTRATIVE ASST.	11063	1.00	$ 56,172	$ 56,388	$ 56,388	WHITTEN	NAN	60105
ASST. PLANNER	99	1.00	$ 70,000	$ 70,269	$ 70,269	VACANT	0	60105
ECONOMIC DEVELOPMENT COORDINATOR	10635	1.00	$ 71,932	$ 72,208	$ 72,208	FAVREAU	BRADFORD	60105
TOTAL BUDGETED POSITIONS		**5.00**	**$ 431,752**	**$ 433,413**	**$ 433,413**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Dept Manager Salary Exp

Department Number: 21109 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$113,297	$107,658	$106,154	$120,637	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$129,144	$129,144		$8,507

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

COMM./ECON. DEV. DIRECTOR

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21109 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$76,983	$98,319	$111,410	$95,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$105,404	$105,404		$10,404

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Deputy Director/Planner

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: F-T Employee Wage Exp

Department Number: 21109 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$118,676	$152,620	$117,911	$181,751	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$198,865	$198,865		$17,114

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

ECONOMIC DEVELOPMENT COORDINATOR
ADMINISTRATIVE ASST.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: P-T Employee Wage Exp

Department Number: 21109 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Overtime Wage Expense

Department Number: 21109 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$184	$0	$90	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Conferences/Training Expense

Department Number: 21109 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,337	$5,000	$525	$4,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000	$4,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

APA $1,000 (cost of annual meeting, travel, hotel, food)	$	1,000.00
IEDC $2,000 (same)	$	2,000.00
Training & Conf	$	1,000.00
	$	4,000.00

Training and Conferences:

David/George - APA is offereing an Online version of the Annual Conference at a greatly reduced cost: American Planning Institute (ongoing certifcation, annual conf.), Maine Association of Planning, transit planning, others

George/Brad: International Economic Development Council (Economic Future Forum; training/ certification and/or national conference), Maine Real Estate and Development Association (MEREDA), Historic Preservation

Gail: MMA Tranining through the Dept Budget, other training is covered through Lead Paint training dollars, some CDBG funds

CDBG Coor: all training is covered through CDBG funds, some general fund for community engagement

Anticipated Assistant Planner - American Planning Association Regional Conference and local training (SmartGrowth, etc.)

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Travel/Mileage Expense

Department Number: 21109 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$809	$1,500	$229	$1,500	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,500	$1,000		-$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

The travel is related to the additional areas we are involved in as we build out the community development strategy for Biddeford and to facilitate staff training. This will require more training in certain areas and more networking outside the community through the individual contacts of department members as we work to identify financial resources and and best practices to move forward. Travel inside the state and regionally is contemplated.

Miles	Rate	Total
2290	$0.66	$1,499.95

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Food/Lodging Expense

Department Number: 21109 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,472	$1,400	$862	$1,400	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,400	$1,250		-$150

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Food, lodging and expense for training and networking inside and outside the state

Food	$	350.00
Lodging	$	1,050.00
	$	1,400.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Dues/Memberships Expense

Department Number: 21109 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,340	$1,650	$627	$1,650	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,658	$1,658		$8

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

These are membership fees that we anticipate:

American Planning Association	$	543.00
Maine Community Development Association	$	100.00
Maine Association of Planners	$	160.00
International Economic Development Council	$	455.00
Economic Development Council of Maine	$	-
MEREDA	$	300.00
National Association of Preservation Commissions	$	100.00
Other		
	$	1,658.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21109 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$157,396	$58,290	$89,196	$40,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$43,075	$43,075		$3,075

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Anticipated legal work regarding TIF;	$	8,075.00
Engineering & consultants - planning activities		$35,000.00
TOTAL		$43,075.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21109 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,672	$1,050	$958	$850	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$150

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Administrative supplies for the office:

file folders	$	30.00
paper	$	60.00
breakroom	$	125.00
pens	$	90.00
calendars	$	50.00
business cards	$	280.00
legal&ledger paper	$	136.00
card stock	$	48.00
post-its	$	25.00
tape	$	33.00
paper clips	$	20.00
staples	$	10.00
clips	$	23.00
labels	$	70.00
TOTAL	$	1,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21109 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$393	$300	$35	$300	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		($300)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Operating Equipment technology software licenses, etc.

Desc	Unit Price	Units	Total
Anticipate Misc office equip. supplies		$	300.00
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	-
		$	300.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Printing & Copying Expense

Department Number: 21109 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

We are covering most printing through grant proceeds or using email.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Planning/Economic Development

Account Title: Miscellaneous Expense

Department Number: 21109 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$993	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

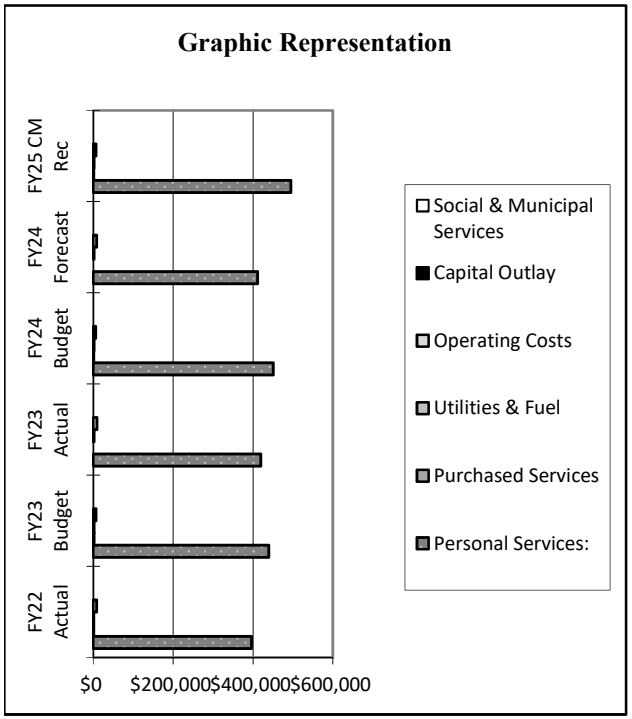
City of Biddeford, Maine
Fiscal Year 2025

Budget: Code Enforcement/Inspections

Account Number: 21110

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$396,395	$439,880	$419,174	$450,673	$411,336	$224,161	$494,877	$493,877
Purchased Services	$1,006	$1,500	$0	$1,000	$0	$0	$1,000	$1,000
Utilities & Fuel	$1,242	$1,625	$1,583	$1,825	$1,500	$755	$2,000	$2,000
Operating Costs	$8,381	$6,982	$9,300	$6,194	$8,400	$2,137	$6,800	$6,800
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$407,025**	**$449,987**	**$430,057**	**$459,692**	**$421,236**	**$227,053**	**$504,677**	**$503,677**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$38,192**
Workers Comp	**$10,744**
Health Insurance	**$105,854**
Retirement	**$37,810**
Unemployment	**$278**
Other Insurance	**$5,805**
Total Fringe Benefit Impact	**$198,683**
# of Full Time Employees	**6.65**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$450,673	$493,877	$43,204	9.6%
Purchased Services	$1,000	$1,000	$0	0.0%
Utilities & Fuel	$1,825	$2,000	$175	9.6%
Operating Costs	$6,194	$6,800	$606	9.8%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$459,692**	**$503,677**	**$43,985**	9.6%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$79,868	$84,879	$80,518	$86,120	$88,330	$45,031	$97,129	$97,129
60102	Mid Mgmt Hrly Employee Wa	$42,526	$0	$93,584	$66,990	$67,000	$49,843	$73,212	$73,212
60105	F-T Employee Wage Exp	$271,147	$348,862	$241,961	$292,747	$253,256	$129,044	$314,516	$314,516
60106	P-T Employee Wage Exp	$0	$0	$0	$0	$0	$0	$0	$0
60111	Overtime Wage Expense	$1,308	$3,000	$1,593	$1,997	$1,000	$173	$4,000	$3,000
60112									
60121									
60123									
60125									
60127									
60129									
60201	FICA/Medicare-ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60202	MPERS-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60203	457 Plan-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60204									
60210	HPHC Ins Employer Share Ex	$0	$0	$0	$0	$0	$0	$0	$0
60211	NNEBT Ins Employer Share E	$0	$0	$0	$0	$0	$0	$0	$0
60212	S-T Disability ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60213	L-T Disability ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60214									
60215									
60216	Delta Dental ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60217	RHSA Plan ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60218									
60219									
60230	Clothing/Uniforms Expense	$254	$800	$0	$800	$750	$0	$3,000	$3,000
60251	Conferences/Training Expense	$872	$1,719	$1,058	$1,500	$500	$0	$2,500	$2,500
60252	Travel/Mileage Expense	$0	$0	$0	$0	$0	$0	$0	$0
60256	Dues/Memberships Expense	$420	$620	$460	$520	$500	$70	$520	$520
Totals		**$396,395**	**$439,880**	**$419,174**	**$450,673**	**$411,336**	**$224,161**	**$494,877**	**$493,877**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$1,006	$1,500	$0	$1,000	$0	$0	$1,000	$1,000
Totals		**$1,006**	**$1,500**	**$0**	**$1,000**	**$0**	**$0**	**$1,000**	**$1,000**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60411	Gasoline Expense	$1,242	$1,625	$1,583	$1,825	$1,500	$755	$2,000	$2,000
Totals		**$1,242**	**$1,625**	**$1,583**	**$1,825**	**$1,500**	**$755**	**$2,000**	**$2,000**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60453	Vehicle Repair/Tires/Oil Exp	$5,725	$4,000	$6,425	$3,500	$6,500	$1,665	$4,000	$4,000
60500	Admin/Office Supp/Eqt Non-C	$781	$1,800	$1,852	$1,394	$900	$191	$1,800	$1,800
60501	Operating Supp/Eqt Non-Cap	$952	$382	$110	$500	$500	$242	$500	$500
60797	Miscellaneous Expense	$924	$800	$912	$800	$500	$39	$500	$500
Totals		**$8,381**	**$6,982**	**$9,300**	**$6,194**	**$8,400**	**$2,137**	**$6,800**	**$6,800**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21110 Code Enforcement/Inspections

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
CODE ENFORCEMENT OFFICER	24253	0.90	$96,757	$97,129	$97,129	FECTEAU	ROBY	60101
ASSISTANT CODE ENFORCEMENT OFF	10828	1.00	$72,932	$73,212	$73,212	FENTON	MEGHAN	60102
ADMINISTRATIVE ASST.	12250	1.00	$59,750	$59,979	$59,979	CHARRON	DANIELLE	60105
CIVIL VIOLATIONS ENFORCE. OFF.	49750	1.00	$80,059	$80,367	$80,367	MONTEITH	GEORGE H	60105
ELECTRICAL INSPECTOR	11196	0.75	$52,717	$52,920	$52,920	PRESCOTT	ROBERT	60105
LIFE SAFETY INSPECTOR	11153	1.00	$57,288	$57,508	$57,508	CARROL	CHAD	60105
LIFE SAFETY INSPECTOR	68400	1.00	$63,497	$63,741	$63,741	WELTON	SCOTT	60105
TOTAL BUDGETED POSITIONS		**6.65**	**$482,999**	**$484,857**	**$484,857**			

Notes:

City Manager based on 52.2 weeks, Annual Total based on 52 weeks.
CEO also serves as Emergency Managent Director @ 10%

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Dept Manager Salary Exp

Department Number: 21110 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$79,868	$84,879	$80,518	$86,120	$88,330

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$97,129.08	$97,129		$11,009

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21110 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$42,526	$0	$93,584	$66,990	$67,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$73,212	$73,212		$ 6,222.63

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Deputy Director moved to 60102 from 60105 to be consistent with coding as deputy director

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: F-T Employee Wage Exp

Department Number: 21110 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$271,147	$348,862	$241,961	$292,747	$253,256

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$314,516	$314,516		$21,769

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY23 EOY reduced by moving deputy director to 60102
Deputy director now in 60102

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Overtime Wage Expense

Department Number: 21110 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,308	$3,000	$1,593	$1,997	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000	$3,000		$1,003

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Propose that 3 non-union on call staff get 75.00 per week stipend for their on-call rotation. On-call employees are required to carry a city issued phone outside their normal work day for a week at a time every month

stipend lowered to $50 per week.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Clothing/Uniforms Expense

Department Number: 21110 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$254	$800	$0	$800	$750

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000	$3,000		$2,200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Uniform shirts. This year I also want to equip the inspectors with a level 3 protective vest for when they are out inspecting apartment buildings and follow up on complaints

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Conferences/Training Expense

Department Number: 21110 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$872	$1,719	$1,058	$1,500	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,500	$2,500		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

CODE BOOKS and Training
New code edidtion books and standards come out every year so we try to purchase what we have too.
Some books and standards come frr with our memberships
Most of the training is free but we have electrical trainings that are not free and some speaciltiy training that the state does not provide
We have two inspectors that I want to have seek NFPA Inspector 1 and NFPA plans reviewer certs. This will allow Biddeford to apply to the State of Maine for delgated review authority

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Dues/Memberships Expense

Department Number: 21110 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$420	$620	$460	$520	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$520	$520		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

MBOIA and NFPA Memberships

Detail (check)	
MBIOA	$70.00
IAEI Membership	$120.00
NFPA Membership	$175.00
License Reinbursement*	$150.00
	$515.00

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Code Enforcement/Inspections

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21110

Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,006	$1,500	$0	$1,000	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractors for third party reviews, structural engineers, and contractors for boarding up sturctures - Contingency

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Gasoline Expense

Department Number: 21110 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,242	$1,625	$1,583	$1,825	$1,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,000	$2,000		$175

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Per DPW

Dept	Gas Gal	Diesel Gal	7/1/2023-12/30/23	1/1/24-6/30/2024
Gas Price			$2.50	$2.50
Diesel Price				
Assessor	55		33	22
Codes	730		365	365

7/1/2023-12/31/23	1/1/24-6/30/2024	Gas Total $	Diesel Total $	Total Fuel Cost FY 23/24
$3.00	$3.00			
		$137.50		$137.50
		$1,825.00		$1,825.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21110 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,725	$4,000	$6,425	$3,500	$6,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000	$4,000		$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Per DPW

UNIT	PM	TIRES	BRAKES	PAINT	MISC	TOTAL
			Codes			
81	$150.00				$400.00	$550.00
90	$250.00				$1,000.00	$1,250.00
91	$350.00		$0.00		$600.00	$950.00
92	$250.00				$500.00	$750.00
TOTAL	$1,000.00	$0.00	$0.00	$0.00	$2,500.00	$3,500.00

Over budget because one of the cars had an exhasut leak.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21110 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$781	$1,800	$1,852	$1,394	$900

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,800	$1,800		$406

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Office supplies/ business cards

Paper for permits that city does not supply. (Card stock) Pens (assorted colors) Pencils, Markers and note books

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21110 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$952	$382	$110	$500	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

gloves, masks, caution tape, nails, screws $382.00

$382.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Code Enforcement/Inspections

Account Title: Miscellaneous Expense

Department Number: 21110 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$924	$800	$912	$800	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		-$300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Misc items the office may need
Specialty items like cables for the tv in the office, batteries, storage containers for files

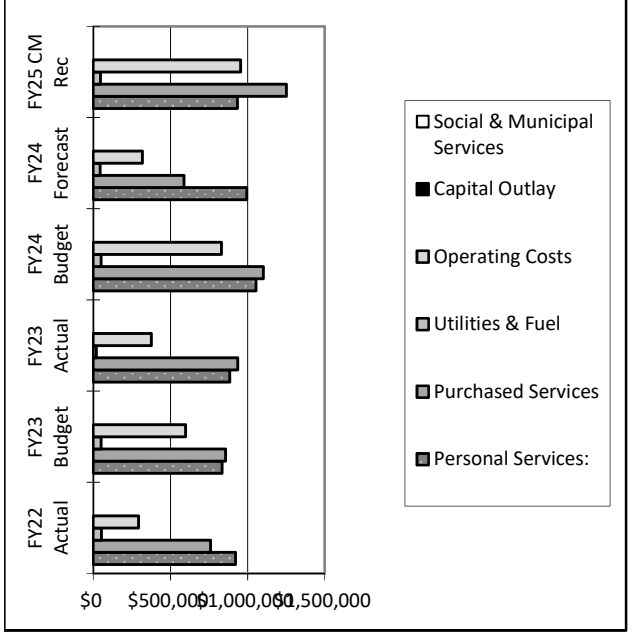
City of Biddeford, Maine
Fiscal Year 2025

Budget: General Administration

Account Number: 21111

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$921,584	$834,502	$883,952	$1,053,709	$993,918	$329,805	$933,627	$926,127
Purchased Services	$760,650	$858,068	$935,517	$1,101,985	$586,551	$740,555	$1,251,404	$1,170,134
Utilities & Fuel	$52,593	$50,320	$18,277	$50,000	$44,000	$3,504	$45,800	$45,800
Operating Costs	$292,849	$598,907	$376,372	$830,049	$316,979	$135,185	$954,036	$954,036
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$2,027,676**	**$2,341,797**	**$2,214,117**	**$3,035,743**	**$1,941,448**	**$1,209,049**	**$3,184,867**	**$3,096,097**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$48**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$48**
# of Full Time Employees	**1.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$1,053,709	$926,127	-$127,582	-12.1%
Purchased Services	$1,101,985	$1,170,134	$68,149	6.2%
Utilities & Fuel	$50,000	$45,800	-$4,200	-8.4%
Operating Costs	$830,049	$954,036	$123,987	14.9%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$3,035,743**	**$3,096,097**	**$60,354**	2.0%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60105	F-T Employee Wage Exp	$0	$0	$0	$0	$0	$0	$0	$0
60107	Interns	$0	$4,500	$0	$0	$0	$0	$0	$0
60125	SevSickPay	$0	$0	$0	$0	$0	$0	$0	$0
60210	HRA portion of Health Ins	$0	$0	$9,278	$0	$0	$717	$0	$0
60214	Retiree Health Premiums Expe	$255,786	$218,000	$196,544	$257,075	$198,600	$76,066	$203,760	$203,760
60256	Dues/Memberships Expense	$31,476	$30,600	$32,353	$33,675	$32,400	$12,000	$43,854	$43,854
60259	Unemployment Comp Exp	$0	$17,500	$0	$15,000	$0	$0	$15,000	$7,500
60370	Workers Comp Insurance Exp	$634,322	$563,902	$645,777	$747,959	$762,918	$241,022	$671,013	$671,013
Totals		**$921,584**	**$834,502**	**$883,952**	**$1,053,709**	**$993,918**	**$329,805**	**$933,627**	**$926,127**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60301	Legal Services Expense	$69,333	$105,000	$104,366	$82,500	$82,000	$54,766	$82,000	$82,000
60302	Audit Services Expense	$44,992	$75,000	$69,584	$49,440	$57,600	$28,800	$50,880	$50,880
60304	Registry of Deeds Fee Expens	$4,048	$9,800	$6,432	$7,500	$7,158	$4,091	$9,870	$9,870
60306	Other Prof/Consult Srvs Exp	$49,047	$10,000	$50,690	$10,000	$11,600	$11,600	$10,000	$10,000
60308	Actuarial Expense	$7,500	$10,800	$4,600	$8,000	$7,500	$3,100	$8,000	$8,000
60310	Service Contracts Expense	$28,277	$19,170	$21,683	$17,421	$17,000	$12,040	$17,400	$17,400
60315	User License Expense	$268,677	$327,039	$313,150	$515,836	$0	$295,921	$640,478	$565,478
60319	Employee Assistance Program	$7,488	$6,000	$9,440	$16,400	$16,822	$8,411	$16,800	$16,800
60320	Advertising	$35,564	$39,404	$26,636	$48,000	$21,848	$8,924	$30,000	$27,500
60322	UCC Expense	$0	$30	$0	$0	$0	$0	$0	$0
60325	Postage/Shipping Expense	$25,059	$41,000	$27,902	$41,270	$22,998	$11,499	$41,270	$37,500
60371	General Insurance Expense	$23,063	$24,750	$42,426	$30,555	$43,606	$43,606	$47,094	$47,094
60372	Vehicle Insurance Expense	$70,267	$72,830	$113,818	$93,791	$103,275	$103,275	$113,603	$113,603
60373	Building/Boiler Insurance Exp	$59,940	$43,875	$44,708	$93,405	$91,348	$91,348	$98,656	$98,656
60377	Surety Bonds Expense	$731	$875	$2,044	$2,000	$1,995	$0	$1,645	$1,645
60379	Public Official Liab Insur Exp	$32,495	$32,495	$34,442	$38,575	$36,800	$13,145	$39,008	$39,008
60380	Police Prof Liab Insur Exp	$29,550	$31,000	$34,189	$38,292	$35,000	$38,798	$35,700	$35,700
60383	Insurance Deductibles	$4,619	$9,000	$29,406	$9,000	$30,000	$11,232	$9,000	$9,000
Totals		**$760,650**	**$858,068**	**$935,517**	**$1,101,985**	**$586,551**	**$740,555**	**$1,251,404**	**$1,170,134**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60402	Phone/Celular/Paging Exp	$16,850	$22,000	$11,205	$22,000	$21,000	$3,504	$22,300	$22,300
60406	Fiber/Internet Expense	$35,742	$28,320	$7,071	$28,000	$23,000	$0	$23,500	$23,500
Totals		**$52,593**	**$50,320**	**$18,277**	**$50,000**	**$44,000**	**$3,504**	**$45,800**	**$45,800**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$4,180	$3,800	$3,704	$3,800	$3,649	$3,649	$3,890	$3,890
60501	Operating Supp/Eqt Non-Cap	$8,378	$5,000	$8,554	$6,000	$14,286	$14,286	$10,000	$10,000
60502	Printing & Copying Expense	$14,413	$18,000	$15,735	$18,000	$16,800	$3,707	$18,000	$18,000
60701	Bad Debt Expense	$0	$0	$0	$0	$0	$0	$0	$0
60703	Donations & Contributions	$0	$0	$0	$0	$0	$0	$0	$0
60794	Unallocated	$0	$105,000	$0	$0	$0	$0	$0	$0
60795	Personnel Reserve	$180,007	$261,382	$347,477	$202,249	$224,245	$112,122	$322,146	$322,146
60797	Miscellaneous Expense	$35,871	$30,725	$901	$50,000	$8,000	$1,421	$50,000	$50,000
60798	Contingency	$0	$125,000	$0	$500,000	$0	$0	$500,000	$500,000
60799	Transfer Out to Other Funds	$50,000	$50,000	$0	$50,000	$50,000	$0	$50,000	$50,000
Totals		**$292,849**	**$598,907**	**$376,372**	**$830,049**	**$316,979**	**$135,185**	**$954,036**	**$954,036**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21111 General Administration

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
INTERN	6	1.00	$0	$0	$0	-	-	60107
TOTAL BUDGETED POSITIONS		**$1**	**$0**	**$0**	**$0**			

Notes:

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Interns

Department Number: 21111 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$4,500	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Intern(s)
Balance to be carried forward as "intern/mgt analyst" reserve account. Replenished to $30,000 annaully

Amount needed for FY23 is $4,500
No expense YTD in FY24 therefore no replenishment needed

given the budget pressures this year, not recommending to replimish the account

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: HRA portion of Health Ins

Department Number: 21111 Account Number: 60210

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$9,278	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Moved to 21179 Fringe Benefits

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Retiree Health Premiums Expens

Department Number: 21111 Account Number: 60214

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$255,786	$218,000	$196,544	$257,075	$198,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 203,759.88	$203,760		($53,315)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	PER MO		**PER YEAR**	
Row Labels	**Sum of AMOUNT**			
Fire	$ 7,268.97	$	87,227.64	
Non-Union	$ 1,520.94	$	18,251.28	
Police	$ 7,147.82	$	85,773.84	
PW Non Sup	$ 3,557.36	$	42,688.32	
PW Sup	$ 797.88	$	9,574.56	
Grand Total	$ 20,292.97	$	243,515.64	
		$	(39,755.76)	6 ee's reimburse $3,312.98/mo
		$	**203,759.88**	as per invoices from insurance, and ee dob

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Dues/Memberships Expense

Department Number: 21111 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$31,476	$30,600	$32,353	$33,675	$32,400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 43,854.00	$ 43,854.00		$10,179

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Organization		**Fee**
Maine Municipal Assoc - Annual Membership (Calendar yr membership notice Jan 24 $26,205)	$	26,205.00
Maine Service Centers Coalition	$	2,600.00
Biddeford Saco Chamber of Commerce	$	5,000.00
Southern Maine Planning & Development	$	10,049.00
	$	43,854.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Unemployment Comp Exp

Department Number: 21111 Account Number: 60259

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$17,500	$0	$15,000	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,000	$7,500		($7,500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year	*Budget*	*Actual*	*Difference*	
2012	$ *60,000.00*	$ *28,361.32*	$ *31,638.68*	
2013	$ *35,000.00*	$ *3,122.16*	$ *31,877.84*	
2014	$ *20,000.00*	$ *14,017.03*	$ *5,982.97*	
2015	$ *30,000.00*	$ *19,606.25*	$ *10,393.75*	
2016	$ *25,395.94*	$ -	$ *25,395.94*	
2017	$ *25,000.00*	$ -	$ *25,000.00*	
2018	$ *15,000.00*	$ *7,315.71*	$ *7,684.29*	
2019	$ *15,000.00*	$ -	$ *15,000.00*	
2020	$ *15,000.00*	$ *234.33*	$ *14,765.67*	
2021	$ *35,000.00*	$ *27,910.22*	$ *7,089.78*	*Covid Influenced*
2022	$ *24,910.00*			

reduced because of employment market

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Legal Services Expense

Department Number: 21111 Account Number: 60301

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$69,333	$105,000	$104,366	$82,500	$82,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$82,000	$82,000		($500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Change in mgt practices and experience is resulting in reductions in expenditures; majority of costs are related to:

1. Ongoing litigation (nearing end)
2. Attendance at meetings

Fiscal Yr	Budget	Actual	Difference vs Budget
2013	$ 140,000.00	$ 213,504.54	$ (73,504.54)
2014	$ 140,000.00	$ 144,851.38	$ (4,851.38)
2015	$ 140,000.00	$ 201,585.27	$ (61,585.27)
2016	$ 150,000.00	$ 201,430.88	$ (51,430.88)
2017	$ 135,000.00	$ 90,081.26	$ 44,918.74
2018	$ 105,000.00	$ 83,882.10	$ 21,117.90
2019	$ 90,000.00	$ 115,415.10	$ (25,415.10)
2020	$ 80,000.00	$ 152,773.31	$ (72,773.31)
2021	$ 80,000.00	$171,827.25	$ (91,827.25)
2022	$ 105,000.00	$69,333.00	$ 35,667.00
2023	$ 105,000.00		
Average	$ 115,454.55	$ 144,468.41	$ (27,968.41)
Median	$ 135,000.00	$ 152,773.31	$ (51,430.88)
Maximum	$ 150,000.00	$ 213,504.54	$ 44,918.74

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Audit Services Expense

Department Number: 21111 Account Number: 60302

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$44,992	$75,000	$69,584	$49,440	$57,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$50,880	$50,880		$1,440

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Must go to bid per HUD in FY25; concerned about availability of public auditing firms, hence price increase

History

Fiscal Yr	Budget	Actual	
2013	$ 32,760.00	$ 32,710.00	
2014	$ 34,000.00	$ 33,670.00	
2015	$ 34,460.00	$ 34,410.00	
2016	$ 35,501.00	$ 31,360.00	
2017	$ 35,300.00	$ 39,172.57	
2018	$ 38,818.00	$ 34,020.00	
2019	$ 38,000.00	$ 33,280.00	
2020	$ 35,000.00	$ 27,392.00	
2021	$ 35,000.00	$57,600.00	
2022	$ 35,000.00	$44,992.00	
2023	$ 75,000.00		per RFP contracted pricing throuch
2024	$ 77,250.00		FY2026 audit (performed in FY27)
2025	$ 79,500.00		
2026	$ 81,900.00		64% General Fund
2027	$ 84,300.00		23% Schools
			13% Wastewater

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Registry of Deeds Fee Expense

Department Number: 21111 Account Number: 60304

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,048	$9,800	$6,432	$7,500	$7,158

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,870	$9,870		$2,370

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

History

Fiscal Year	*Actual*	
FY2014	$	9,223.36
FY2015	$	10,503.64
FY2016	$	11,813.88
FY2017	$	14,147.00
FY2018	$	5,310.50
FY2019	$	11,663.00
FY2020	$	5,753.50
FY2021	$	10,623.50
FY2022	$	4,040.00
FY2023	$	6,432.00
Average	$	8,951.04
Median	$	9,863.50
Maximum	$	14,147.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21111 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$49,047	$10,000	$50,690	$10,000	$11,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$10,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Description	*Unit*	*Unit Price*	*Subtotal*
Misc. Contingency	1	$10,000.00	$10,000.00

Funding for misc. outside consultants and experts reqired during the year to support pace of project work
Moved from Administration (21102)

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Actuarial Expense

Department Number: 21111 Account Number: 60308

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,500	$10,800	$4,600	$8,000	$7,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,000	$8,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY25 Est. Expended reflects cyclic audit cycle. The process moving forward reflects a complete review followed by a cursory recaluclation resulting in lower expenses. Fee is anticipated to fluctuate every other year. FY25 request reflects a recalculation.

History

Fiscal Yr	Budget	Actual
2013	$ 3,500.00	$ 4,450.00
2014	$ 3,500.00	$ 3,800.00
2015	$ 4,000.00	$ 1,750.00
2016	$ 4,000.00	$ 9,300.00
2017	$ 9,000.00	$ 7,300.00
2018	$ 8,000.00	$ 2,000.00
2019	$ 4,000.00	$ 8,300.00
2020	$ 8,300.00	$ 2,750.00
2021	$ 8,300.00	$ 10,850.00
2022	$ 4,000.00	$ 7,500.00
2023	$ 10,800.00	$ 4,600.00
2024	$ 8,000.00	

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Service Contracts Expense

Department Number: 21111 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$28,277	$19,170	$21,683	$17,421	$17,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 17,400.00	$ 17,400.00		($21.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc		*Expense*
Group Dynamics	$	4,825.00
Csone	$	5,165.00
Mail- Finance Lease	$	3,456.00
PCORI Fees	$	515.00
Quadient Leasing	$	3,460.00
	$	17,421.00

History

Fiscal Yr		Budget		Actual
2013	$	12,000.00	$	14,825.20
2014	$	14,000.00	$	13,435.70
2015	$	14,000.00	$	13,704.59
2016	$	14,000.00	$	15,840.17
2017	$	11,115.00	$	15,373.90
2018	$	11,130.00	$	15,956.91
2019	$	11,900.00	$	14,578.25
2020	$	12,973.00	$	14,703.00
2021	$	14,475.00	$	14,990.93
Minimum	$	11,115.00	$	13,435.70
Average	$	12,843.67	$	14,823.18
Maximum	$	14,475.00	$	15,956.91

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: User License Expense

Department Number: 21111 Account Number: 60315

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$268,677	$327,039	$313,150	$515,836	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 640,478.00	$ 565,478.00		$49,642.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Reflects increases in existing fees and software and addition of new software as listed below.

	Unit		Unit Price		Subtotal
Existing Software & Licenses[1]	1	$	493,905.00	$	493,905.00
Hardware	1	$	21,483.00	$	21,483.00
Stabilization Plan (moved from 21107)	1	$	125,090.00	$	125,090.00
				$	640,478.00

*Decrease in 21107-Computer buy shifting all software/hardware to one location

reduce stabilization plan investment for one year only by $75,000

This is FY23 data, update for FY24 below

Acronis	$3,800.00	backup Software
Acronis Cloud Storage	$20,000.00	Backup to Cloud
Adobe DC Pro Subscription	$4,350.00	
Aplus.net	$58.00	Domain name registration
Archive Social	$6,400.00	Social Media Archive
Baracuda Webfilter	$6,632.00	Webfiltering
Barracuda Essentials	$14,324.00	Archive and Email Security
Beyond Trust	$6,400.00	Forced to SaaS $3,157 Implementation $ 2,600 user fees.
C-Cure	$3,450.00	Door Lock Software City Hall and DPW)
Cisco Smartnets	$4,721.00	Switch Smartnets
Citrix	$0.00	Subscription Advantage
Citrix Share File	$3,200.00	Secure File Sharing
Civic Plus	$3,200.00	Web Site Hosting and Tools
Civic Plus Website	$6,500.00	
Civic Plus Meetings	$16,900.00	
Digi Cert Certificate	$1,500.00	Websites Certificates
ESRI Maintenance	$32,000.00	GIS Software, Includes Development Visualization
Exacq		Video Software
Fortinet	$1,400.00	
Last Pass	$650.00	Password Manager
Meraki Wireless	$9,500.00	Meraki Subcription
Microsoft 365 & Security E365	$87,708.00	Software and Security This will be covered in the MS 356 if we go that way
Microsoft EMS	$0.00	Two factor Authentication This will be covered in the MS 356 if we go that wa
Microsoft Planner	$0.00	Planner Application
Microsoft Teams	$0.00	Teams Application This will be covered in the MS 356 if we go that way
Monday.com	$750.00	PW task Manager
Munis SaaS	$50,000.00	
Munis	$86,300.00	All Munis Modules
Munis GUI Support		GUI Support
Munis OSDBA Contract		Support for Munis
Munis Vshell		Single sign on
MX Archiver	$400.00	Zultys Archiver
Power DMS	$3,994.00	From PD - Internal training record and cert. software
Quick Books	$480.00	
Scale maint	$23,500.00	Support and replacement
SQL Software assurance	$1,500.00	Munis, Treatment Plant SQL
DocuPhase	$6,000.00	Document Archiving
Trend Micro	$8,087.00	Virus protection
Tyler Pace	$17,300.00	
Vision Web Hosting	$8,000.00	
Vision CAMA	$11,400.00	Vision Maintenance, Hosting, and Commitment Services
Vision GIS	$1,000.00	
Wasabi	$0.00	Cloud Storage for backups This will be removed When Backups are 12 mont
Welpac	$2,000.00	Welfare Software
Zoom	$14,976.00	Zoom Virtual Meeting Licenses
Zultys Subscription	$12,200.00	Phone System Support & Software
Papercut	$5,200.00	
Qtpod	$945.00	
Time Clock Plus	$3,000.00	Public Works
Ccure	$2,950.00	Public Works
Dossier		Public Works
BlueBeam	$480.00	Public Works
Existing License Total	**$493,905.00**	

Hardware

Critical Care	$20,555.00	Hardware and Maint for most equipment
Formax	$928.00	Folder maint.
Existing Hardware Total	**$21,483.00**	

Moved from 21107		
Moved Total	**$125,090.00**	

Total	**$640,478.00**	$618,995.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Employee Assistance Program Ex

Department Number: 21111 Account Number: 60319

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,488	$6,000	$9,440	$16,400	$16,822

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$16,800	$16,800		$400

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY	Budget	Actual
2015	$ 5,500.00	$ 5,062.50
2016	$ 5,500.00	$ 5,062.50
2017	$ 5,063.00	$ 4,368.00
2018	$ 5,100.00	$ 3,120.00
2019		$ 3,744.00
2020	$ 3,744.00	$ -
2021	$ 3,700.00	$ 7,488.00
2022	$ 2,500.00	$ 7,418.00
2023		

Wellness Program	$ 7,400.00
Wellness App- First Responder Behavioral Health Services	$ 9,000.00
	$ 16,400.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Advertising

Department Number: 21111 Account Number: 60320

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$35,564	$39,404	$26,636	$48,000	$21,848

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 30,000	$ 27,500		$ (20,500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Advertising

	-
Times Record/Mainely Media, LLC	28,452.00
Maine Today	12,600.00
Other	10,425.00
	51,477.00

Price reduced because of the new way of placing legal ads for meetings

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: UCC Expense

Department Number: 21111 Account Number: 60322

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$30	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

City uses UCC process to assist in collections for personal property tax collections
Not needed

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Postage/Shipping Expense

Department Number: 21111 Account Number: 60325

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$25,059	$41,000	$27,902	$41,270	$22,998.04

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 41,270.00	$ 37,500.00		($3,770.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Formax	$ 769.00
Bill Trust	$ 6,000.00
Fedex	$ 500.00
Postage Machine	$ 34,000.00
	$ 41,269.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Workers Comp Insurance Exp

Department Number: 21111 Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$634,322	$563,902	$645,777	$747,959	$762,918.18

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$671,013	$671,013		($76,946)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY History		*Expense*
2013	$	519,651.10
2014	$	530,443.73
2015	$	409,749.00
2016	$	450,921.93
2017	$	448,262.90
2018	$	443,450.48
2019	$	455,157.56
2020	$	522,011.00
2021	$	449,987.00
2022	$	634,321.68
Average	$	486,395.64
Median	$	453,039.75
Max	$	634,321.68

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: General Insurance Expense

Department Number: 21111 Account Number: 60371

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$23,063	$24,750	$42,426	$30,555	$43,606

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$47,094.48	$47,094.48		$ 16,539

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Pole attachment bond	$	619.00
General Liability	$	29,936.00

Expect a 8% increase for Calendar 2025

Fiscal Year	*Budget*	*Actual*	*Pct Change*
2012	$ 14,750.00	$ 18,048.00	
2013	$ 18,771.00	$ 18,055.00	0.04%
2014	$ 20,200.00	$ 20,399.00	12.98%
2015	$ 19,700.00	$ 24,423.00	19.73%
2016	$ 26,300.00	$ 27,834.75	13.97%
2017	$ 29,240.00	$ 28,563.75	2.62%
2018	$ 29,999.00	$ 29,423.75	3.01%
2019	$ 28,500.00	$ 30,841.00	4.82%
2020	$ 32,153.00	$ 32,069.00	3.98%
2021	$ 27,618.00	$ 27,913.00	-12.96%
2022	$ 28,084.00	$ 23,063.00	
2023	$ 24,750.00	$ 15,764.00	
2024	$ 29,936.00		

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Vehicle Insurance Expense

Department Number: 21111 Account Number: 60372

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$70,267	$72,830	$113,818	$93,791	$103,275

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 113,602.50	$ 113,602.50		$19,812

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Business Auto $ 113,602.50

Expect an 8-12% increase, depending if we remain under the rate stabiliation
New vehicles and claims will affect increase

Fiscal Year	*Budget*	*Actual*	*Pct Change*
2012	$ 51,500.00	$ 46,668.00	
2013	$ 51,500.00	$ 54,295.00	16%
2014	$ 62,000.00	$ 64,061.50	18%
2015	$ 70,000.00	$ 63,730.00	-1%
2016	$ 70,100.00	$ 68,518.50	8%
2017	$ 71,200.00	$ 80,051.00	17%
2018	$ 83,000.00	$ 76,165.50	-5%
2019	$ 80,000.00	$ 82,081.00	8%
2020	$ 85,050.00	$ 80,359.00	-2%
2021	$ 72,441.92	$ 70,198.28	-13%
2022	$ 72,442.00	$ 70,267.00	
2023	$ 72,830.00	$ 83,710.00	
2024	$ 93,791.00		

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Building/Boiler Insurance Exp

Department Number: 21111 Account Number: 60373

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$59,940	$43,875	$44,708	$93,405	$91,348

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 98,655.84	$ 98,655.84		$5,251

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Expect an 8-12% Increase per Josh @ P&C

Fiscal Year	*Budget*	*Actual*	*Pct Change*
2013	$ 40,750.00	$ 35,985.00	
2014	$ 41,400.00	$ 43,087.00	19.7%
2015	$ 46,100.00	$ 41,641.28	-3.4%
2016	$ 39,600.00	$ 39,523.00	-5.1%
2017	$ 41,100.00	$ 41,029.00	3.8%
2018	$ 41,630.00	$ 41,310.00	0.7%
2019	$ 41,500.00	$ 41,387.00	0.2%
2020	$ 43,456.00	$ 49,891.00	20.5%
2021	$ 46,000.00	$ 42,595.24	-14.6%
2022	$ 43,639.00	$ 59,940.00	
2023	$ 43,875.00	$ 83,397.00	
2024	$ 93,405.00		

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Surety Bonds Expense

Department Number: 21111 Account Number: 60377

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$731	$875	$2,044	$2,000	$1,995

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 1,645.00	$ 1,645.00		($355.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Bonding for: Renewal

Jim Bennett	City Manager/Treasurer	$	750.00
Brian S. Phinney	COO	$	220.00
Vacant	Finance Director	$	225.00
Ben Bettez	Deputy Fin. Dir.	$	225.00
Vacant	Tax Collector	$	225.00
		$	1,645.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Public Official Liab Insur Exp

Department Number: 21111 Account Number: 60379

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$32,495	$32,495	$34,442	$38,575	$36,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 39,008.00	$ 39,008.00		$433.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Emp. Practices Liab	$	25,664.01
Public Official	$	13,343.99
	$	39,008.00

P&C insurance says between 2-3% increase this year, budgeting 3%

Fiscal Year	*Budget*	*Actual*	*Pct Change*
2013	$ 16,300.00	$ 17,610.00	
2014	$ 20,250.00	$ 19,468.00	10.6%
2015	$ 20,900.00	$ 30,977.00	59.1%
2016	$ 34,100.00	$ 31,626.00	2.1%
2017	$ 32,891.00	$ 31,129.00	-1.6%
2018	$ 32,300.00	$ 30,714.00	-1.3%
2019	$ 32,000.00	$ 31,637.00	3.0%
2020	$ 33,219.00	$ 35,279.00	11.5%
2021	$ 36,337.00	$ 34,712.00	-1.6%
2022	$ 35,562.00	$ 32,495.00	
2023	$ 32,495.00	$ 34,442.00	
2024	$ 38,575.00		

Each year we go out to bid to multiple carriers through our current agent, we should also check with Maine Municipal Assoc

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Police Prof Liab Insur Exp

Department Number: 21111 Account Number: 60380

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$29,550	$31,000	$34,189	$38,292	$35,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$35,700.00	$35,700.00		($2,592.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Law Enforccement $ 38,292.00

Fiscal Year	*Budget*	*Actual*	*Pct Change*
2012	$ 11,500.00	$ 14,560.80	
2013	$ 10,965.00	$ 11,881.00	-18.4%
2014	$ 13,700.00	$ 70,086.00	489.9%
2015	$ 67,000.00	$ 63,501.47	-9.4%
2016	$ 67,400.00	$ 60,218.00	-5.2%
2017	$ 62,627.00	$ 48,382.00	-19.7%
2018	$ 50,000.00	$ 31,478.00	-34.9%
2019	$ 30,000.00	$ 28,346.00	-9.9%
2020	$ 28,346.00	$ 29,293.00	3.3%
2021	$ 38,292.00	$ 25,398.00	-13.3%

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Insurance Deductibles

Department Number: 21111 Account Number: 60383

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,619	$9,000	$29,406	$9,000	$30,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,000.00	$9,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Funds to cover deductibles on claims
EOY forecast reflects coastal storm impacts

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Phone/Celular/Paging Exp

Department Number: 21111 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,850	$22,000	$11,205	$22,000	$21,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$22,300	$22,300		$300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	No		Rate		Subtotal
GWI phone lines				$	7,560.17
Verizon Wireless				$	14,599.83
Cell Phone Reimbursement	4	$	35.00	$	140.00
				$	22,300.00

Fiscal Year		*Budget*		*Actual*	*Pct Change*
2012	$	19,000.00	$	21,813.13	
2013	$	23,000.00	$	24,092.52	10.4%
2014	$	23,000.00	$	23,932.52	-0.7%
2015	$	23,000.00	$	20,527.61	-14.2%
2016	$	24,000.00	$	19,098.36	-7.0%
2017	$	22,140.00	$	18,389.99	-3.7%
2018	$	23,791.00	$	20,553.41	11.8%
2019	$	22,000.00	$	20,807.59	1.2%

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Fiber/Internet Expense

Department Number: 21111 Account Number: 60406

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$35,742	$28,320	$7,071	$28,000	$23,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$23,500	$23,500		($4,500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiber and internet service expense

Months		*Rate/Month*		*Total*
12	$	2,360.00	$	28,320.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21111 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,180	$3,800	$3,704	$3,800	$3,649

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,890	$3,890		$90

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

City Hall copy paper, state pricing through WB Mason currently

		Budget		*Actual*
2013	$	5,000.00	$	2,649.78
2014	$	3,000.00	$	2,045.31
2015	$	3,000.00	$	5,547.39
2016	$	4,000.00	$	4,816.29
2017	$	4,000.00	$	3,950.45
2018	$	3,750.00	$	4,054.11
2019	$	4,000.00	$	3,189.77
2020	$	4,000.00	$	3,216.00
2021	$	3,800.00	$	3,838.00
2022	$	3,800.00	$	4,180.00
2023	$	3,800.00		
		Average	$	3,748.71
		Median	$	3,894.23
		Maximum	$	5,547.39

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21111 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$8,378	$5,000	$8,554	$6,000	$14,286

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$10,000		$4,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Employee employment screening and testing. Anticipated ongoing expense to fill vacant positions and departures

		Budget		*Actual*	
2013	$	4,000.00	$	2,600.65	
2014	$	4,000.00	$	3,608.39	
2015	$	3,000.00	$	3,482.15	
2016	$	3,000.00	$	3,250.13	
2017	$	3,200.00	$	2,456.00	
2018	$	3,000.00	$	4,501.40	
2019	$	3,000.00	$	3,038.65	
2020	$	3,500.00	$	2,916.75	
2021	$	1,700.00	$	5,760.00	
2022	$	3,300.00	$	8,378.00	
2023	$	5,000.00	$	6,086.00	YTD
Average	$	3,336.36	$	4,188.92	
Median	$	3,200.00	$	3,482.15	
Maximum	$	5,000.00	$	8,378.00	

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Printing & Copying Expense

Department Number: 21111 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$14,413	$18,000	$15,735	$18,000	$16,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 18,000.00	$ 18,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Bill Trust	$	4,152.42
	$	4,152.42
Tyler Forms and Check Stock	$	1,900.00
Specialized Purchasing	$	8,525.00
Envelope, Employee Permits, and other Printing	$	1,700.00
Invoice Cloud	$	1,800.00
	$	18,077.42

#REF!
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Unallocated

Department Number: 21111 Account Number: 60794

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Est. Expended
$0	$105,000	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Personnel Reserve

Department Number: 21111 Account Number: 60795

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$180,007	$261,382	$347,477	$202,249	$224,244.56

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$322,145.81	$322,145.81		$119,896.81

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	FY2024 Est	
VBB	$40,000.00	
Fire Dept Retirements	$31,735.00	
Longevity Payments	$7,216.00	
Police & PWD Retirements	$161,034.00	
Benefit Contingency (Change in Personnel)	$35,000.00	
Non-Union Raises	$0.00	Merit Only
Market adjustment	$0.00	
Maine Paid Leave Impact (Est.)	$47,160.81	
	$322,145.81	

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Miscellaneous Expense

Department Number: 21111 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$35,871	$30,725	$901	$50,000	$8,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$50,000	$50,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency for expenses not categorized elsewhere and unexpected expenses.

Examples of prior year expenses include FEMA Mapping consultant, etc.

Contingent Misc. Expenses	$	45,000.00
FAA lighting on stack periodic repair (contingency)	$	5,000.00
	$	50,000.00

FY History	Expense	
2013	$ 7,570.86	
2014	$ 5,624.40	
2015	$ 11,997.16	
2016	$ 12,857.74	
2017	$ 20,301.98	
2018	$ 38,555.37	
2019	$ 61,549.86	
2020	$ 91,117.70	Covid w/ reimbursement
2021	$ 77,368.37	Covid influence
2022	$ 35,973.05	
2023	$ 31,746.62	YTD
Average	$ 35,878.46	
Median	$ 31,746.62	
Maximum	$ 91,117.70	

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Contingency

Department Number: 21111 Account Number: 60798

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$125,000	$0	$500,000	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500,000	$500,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

These funds may be required given the recommendation to not budget but authorize two patrol and firefighter positions to be filled if successful applicants are available during FY25

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** General Administration

Account Title: Transfer Out to Other Funds

Department Number: 21111 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$50,000	$50,000	$0	$50,000	$50,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$50,000	$50,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

River Patrol Fees	credit 31102 40801	mooring fees	$	15,000.00
Airport Subsidy	credit 31132 40801	airport operations	$	35,000.00
			$	50,000.00

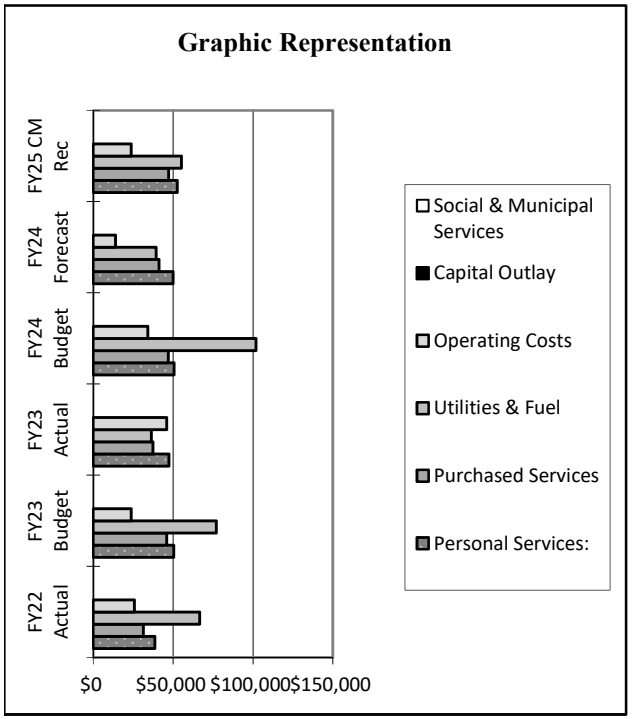
City of Biddeford, Maine
Fiscal Year 2025

Budget: City Hall Building Exp

Account Number: 21121

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$38,514	$50,413	$47,400	$50,546	$49,984	$24,462	$52,504	$52,504
Purchased Services	$31,254	$45,856	$37,375	$47,023	$41,199	$20,600	$47,200	$47,200
Utilities & Fuel	$66,660	$76,940	$36,302	$101,840	$39,409	$17,769	$55,195	$55,195
Operating Costs	$25,783	$23,650	$46,005	$34,145	$13,918	$6,397	$23,777	$23,777
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$162,211**	**$196,859**	**$167,081**	**$233,554**	**$144,510**	**$69,227**	**$178,676**	**$178,676**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$4,128**
Workers Comp	**$1,757**
Health Insurance	**$11,334**
Retirement	**$1,572**
Unemployment	**$11**
Other Insurance	**$947**
Total Fringe Benefit Impact	**$19,748**
# of Full Time Employees	**1.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$50,546	$52,504	$1,958	3.9%
Purchased Services	$47,023	$47,200	$177	0.4%
Utilities & Fuel	$101,840	$55,195	-$46,645	-45.8%
Operating Costs	$34,145	$23,777	-$10,368	-30.4%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$233,554**	**$178,676**	**-$54,878**	-23.5%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60105	F-T Employee Wage Exp	$36,993	$47,763	$46,490	$49,196	$48,924	$24,462	$51,407	$51,407
60111	Overtime Wage Expense	$1,264	$2,300	$812	$1,000	$1,060	$0	$977	$977
60230	Clothing/Uniforms Expense	$257	$350	$0	$350	$0	$0	$120	$120
60252	Travel/Mileage Expense	$0	$0	$98	$0	$0	$0	$0	$0
Totals		**$38,514**	**$50,413**	**$47,400**	**$50,546**	**$49,984**	**$24,462**	**$52,504**	**$52,504**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$31,254	$45,856	$37,375	$47,023	$41,199	$20,600	$47,200	$47,200
Totals		**$31,254**	**$45,856**	**$37,375**	**$47,023**	**$41,199**	**$20,600**	**$47,200**	**$47,200**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$23,080	$44,762	$24,614	$57,000	$26,000	$14,538	$27,170	$27,170
60401	Water Expense	$2,640	$5,438	$2,035	$3,000	$2,234	$1,117	$4,200	$4,200
60404	Sewer User Fee Expense	$3,627	$4,150	$1,767	$3,750	$2,100	$736	$3,750	$3,750
60405	Heating Fuel Expense	$37,225	$22,500	$7,886	$38,000	$9,000	$1,378	$20,000	$20,000
60411	Gasoline Expense	$87	$90	$0	$90	$75	$0	$75	$75
Totals		**$66,660**	**$76,940**	**$36,302**	**$101,840**	**$39,409**	**$17,769**	**$55,195**	**$55,195**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$21,731	$17,700	$43,166	$28,000	$10,138	$5,069	$17,700	$17,700
60452	Operating Equip Repair Exp	$0	$200	$0	$200	$150	$0	$200	$200
60453	Vehicle Repair/Tires/Oil Exp	$0	$50	$0	$45	$0	$0	$45	$45
60501	Operating Supp/Eqt Non-Cap	$823	$2,000	$0	$2,200	$975	$0	$2,132	$2,132
60509	Cleaning Supplies Expense	$3,229	$3,700	$2,839	$3,700	$2,655	$1,328	$3,700	$3,700
Totals		**$25,783**	**$23,650**	**$46,005**	**$34,145**	**$13,918**	**$6,397**	**$23,777**	**$23,777**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21121 City Hall Building Exp

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
ROVING MAINTENANCE WORKER	10335	1.00	$51,210	$51,407	$51,407	LAROSE	RENALD	60105
TOTAL BUDGETED POSITIONS		**1.00**	**$51,210**	**$51,407**	**$51,407**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: F-T Employee Wage Exp

Department Number: 21121 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$36,993	$47,763	$46,490	$49,196	$48,923.74

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$51,407	$51,407		$2,211

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Overtime Wage Expense

Department Number: 21121 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,264	$2,300	$812	$1,000	$1,060

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$977	$977		($23)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY25 includes Winterfest support.
Restructuring for 36 Hr work week reduces OT.

	FY Actual	
FY2014	$	2,800.50
FY2015	$	2,249.08
FY2016	$	1,952.73
FY2017	$	1,849.72
FY2018	$	3,747.14
FY2019	$	4,062.00
FY2020	$	3,938.59
FY2021	$	5,253.65
FY2022	$	1,264.00
FY2023		
Average	$	3,013.05
Median	$	2,800.50
Max	$	5,253.65

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Travel/Mileage Expense

Department Number: 21121 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$98	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

No use of personal vehicle

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Clothing/Uniforms Expense

Department Number: 21121 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$257	$350	$0	$350	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$120	$120		($230)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Funds for maintenance clothing
Reimbursement for safety boots, other clothing

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Service Contracts Expense

Department Number: 21121 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$31,254	$45,856	$37,375	$47,023	$41,199.04

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$47,200	$47,200		$177

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

CascoBay Cleaning	$	35,736.00
Eastern Fire (sprinlers)	$	400.00
Ehrlich Pest Control (bed bug assessment)	$	600.00
L.W. Bills Co (panic alarms)	$	1,485.00
Minuteman Security (security alarm)	$	1,140.00
Modern Pest Svcs (bldg spraying)	$	1,440.00
Norris, Inc (fire alarms and servce calls)	$	1,800.00
Thyssenkrupp Elevator (elevator and svc calls)	$	4,000.00
State of Maine (elevator certification)	$	70.00
Linwood R Davis (extinguishers)	$	552.00
	$	47,223.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Electricity Expense

Department Number: 21121 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$23,080	$44,762	$24,614	$57,000	$26,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 27,170	$ 27,170		($29,830)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Central Maine Power	$	390.00	1.5% increase
Constelation New Energy	$	780.00	3.0% increase
	$	1,170.00	
	$	26,000.00	FY24 Forecast
	$	27,170.00	

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Water Expense

Department Number: 21121 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,640	$5,438	$2,035	$3,000	$2,234.46

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 4,200.00	$ 4,200.00		$1,200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Ready-Refreh $ 2,413.00 (moved from Department requests)

Maine Water: FY25 Increase in rates

FY2014	$	1,201.61
FY2015	$	1,288.36
FY2016	$	1,088.67
FY2017	$	1,097.98
FY2018	$	1,458.65
FY2019	$	1,452.06
FY2020	$	1,549.69
FY2021	$	1,435.49
FY2022	$	2,639.96
Average	$	1,468.05
Median	$	1,435.49
Max	$	2,639.96
FY23 increase 25%	$	1,812.50
	$	4,225.50

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Sewer User Fee Expense

Department Number: 21121 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,627	$4,150	$1,767	$3,750	$2,100

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,750	$3,750		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Sewer increase for FY23 caaries to FY24

FY2014	$	1,126.90
FY2015	$	1,352.20
FY2016	$	1,402.85
FY2017	$	1,518.80
FY2018	$	2,027.71
FY2019	$	2,246.35
FY2020	$	1,773.15
FY2021	$	2,491.08
FY2022	$	3,627.05
Average	$	1,951.79
Median	$	1,460.83
Max	$	2,246.35

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Heating Fuel Expense

Department Number: 21121 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$37,225	$22,500	$7,886	$38,000	$9,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$20,000	$20,000		($18,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contngency for building fuel (natural gas). City Theatre connected to service line.
Annual use depends on price and severity of winter. Price expected to increase only slightly.

FY2014	$	17,902.06
FY2015	$	25,224.94
FY2016	$	16,580.21
FY2017	$	20,536.23
FY2018	$	21,574.29
FY2019	$	20,646.49
FY2020	$	16,232.02
FY2021	$	17,974.02
FY2022	$	37,225.49
Average	$	21,543.97
Median	$	19,255.13
Max	$	25,224.94

expecting heating savings with the new windows being installed in the summer of 2024

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Gasoline Expense

Department Number: 21121 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$87	$90	$0	$90	$75

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$75	$75		($15)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fuel for small engines (mower, weedwacker, snowbower)
Facility now has snowblower and mower

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Building Repair/Maint Exp

Department Number: 21121 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$21,731	$17,700	$43,166	$28,000	$10,137.94

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$17,700	$17,700		($10,300)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency for building repairs. Excludes bond proceeds work. FY23 impacted by water leak.

Plumbing repairs	$	7,500.00
Electrical repairs	$	4,000.00
Misc. repairs and replacements	$	5,000.00
Roof repairs	$	500.00
Flooring repairs	$	200.00
Masonary repairs	$	500.00
	$	17,700.00

FY2014	$	36,380.20
FY2015	$	46,059.63
FY2016	$	39,526.36
FY2017	$	33,950.18
FY2018	$	22,783.70
FY2019	$	28,568.51
FY2020	$	23,369.80
FY2021	$	5,198.55
FY2022	$	21,730.52
Average	$	28,618.61
Median	$	28,568.51
Max	$	46,059.63

Expected building improvements from bond proceeds cover tower, sprinkler, windows.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Operating Equip Repair Exp

Department Number: 21121 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$200	$0	$200	$150

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$200	$200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency for operating equipment repairs

Misc. repairs	$	200.00

	$	200.00
FY2014	$	362.25
FY2015	$	385.75
FY2016	$	1,458.67
FY2017	$	-
FY2018	$	-
FY2019	$	-
FY2020	$	-
FY2021	$	-
FY2022	$	-
Average	$	245.19
Median	$	-
Max	$	1,458.67

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21121 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$50	$0	$45	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$45	$45		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency for repairs ans service to small engines and tools through DPW
FY23 - Facility now has a mower, weedwhacker, and snowblower

FY2014	$	23.22
FY2015	$	24.91
FY2016	$	67.71
FY2017	$	43.92
FY2018	$	81.45
FY2019	$	51.57
FY2020	$	-
FY2021	$	-
FY2022	$	-
Average	$	32.53
Median	$	24.91
Max	$	81.45

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21121 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$823	$2,000	$0	$2,200	$975

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,132	$2,132		($68)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Continegncy for operating supplies and non-capital equipment

Paper products	$	1,007.00
Ice melt	$	550.00
Hand tools	$	175.00
Light bulbs	$	300.00
Miscellanous equipment	$	100.00
	$	2,132.00

FY2014	$	1,287.48
FY2015	$	3,894.07
FY2016	$	3,452.97
FY2017	$	2,315.45
FY2018	$	1,914.00
FY2019	$	2,027.79
FY2020	$	121.12
FY2021	$	422.82
FY2022	$	823.00
Average	$	1,806.52
Median	$	1,914.00
Max	$	3,894.07

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** City Hall Building Exp

Account Title: Cleaning Supplies Expense

Department Number: 21121 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,229	$3,700	$2,839	$3,700	$2,655.16

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,700	$3,700		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency for cleaning supplies - increase in unit prices
FY23 price increases seen in FY22

	Units		Unit Price		Total
Aerosol Disinfectant Spray	2	$	88.87	$	177.74
Tisues	2	$	26.78	$	53.56
Paper towels	30	$	33.01	$	990.30
Toilet paper	30	$	43.20	$	1,296.00
Plastic trash bags	19	$	28.29	$	537.51
Disinfectant				$	125.00
Neutral floor cleaner				$	150.00
Heavey Duty Cleaner				$	175.00
Glass Cleaner				$	80.00
Wet Mops, Dry Mops				$	130.00
Brooms, plungers wet floor signs waste baskets				$	225.00
				$	3,708.81

FY2015	$	2,258.10
FY2016	$	3,147.19
FY2017	$	2,662.29
FY2018	$	1,428.08
FY2019	$	845.57
FY2020	$	270.00
FY2021	$	1,052.00
FY2022	$	3,229.28
Average	$	1,861.56
Median	$	1,843.09
Max	$	3,229.28

City of Biddeford, Maine

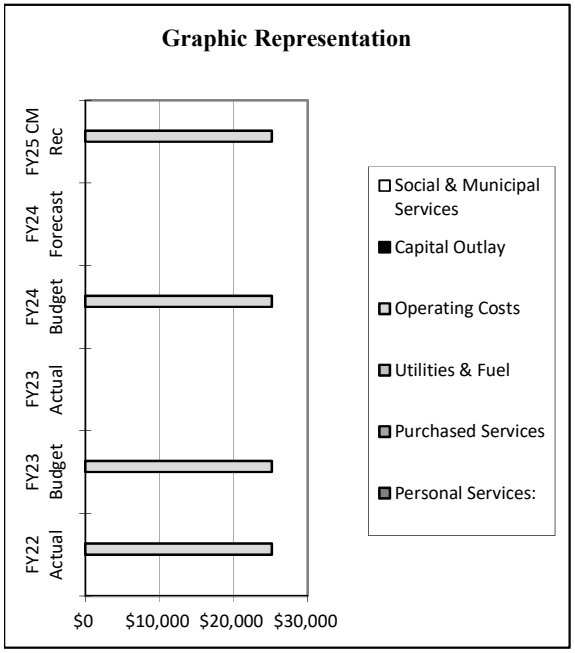
Fiscal Year 2025

Budget: Private Schools

Account Number: 21122

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$25,136	$25,136	$0	$25,136	$0	$0	$25,136	$25,136
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$25,136**	**$25,136**	**$0**	**$25,136**	**$0**	**$0**	**$25,136**	**$25,136**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$25,136	$25,136	$0	0.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$25,136**	**$25,136**	**$0**	0.0%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60799	Transfer Out to Other Funds	$25,136	$25,136	$0	$25,136	$0	$0	$25,136	$25,136
Totals		**$25,136**	**$25,136**	**$0**	**$25,136**	**$0**	**$0**	**$25,136**	**$25,136**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Private Schools

Account Title: Transfer Out to Other Funds

Department Number: 21122 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$25,136	$25,136	$0	$25,136	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$25,136.00	$25,136.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

St. James School public subsidy

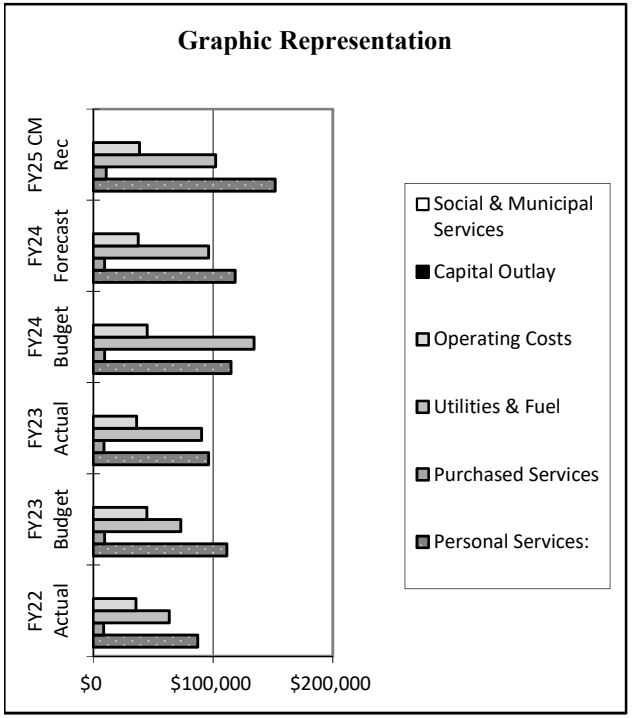
City of Biddeford, Maine
Fiscal Year 2025

Budget: Community Center

Account Number: 21123

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$87,188	$111,488	$96,318	$115,066	$118,342	$54,198	$151,779	$129,900
Purchased Services	$8,614	$9,425	$8,877	$9,425	$9,425	$4,974	$10,675	$10,675
Utilities & Fuel	$63,391	$72,900	$90,397	$134,135	$96,400	$32,755	$102,263	$101,363
Operating Costs	$35,645	$44,597	$36,158	$45,098	$37,500	$16,210	$38,450	$38,450
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$194,838**	**$238,410**	**$231,750**	**$303,724**	**$261,667**	**$108,138**	**$303,167**	**$280,388**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$8,659**
Workers Comp	**$3,801**
Health Insurance	**$25,167**
Retirement	**$4,624**
Unemployment	**$107**
Other Insurance	**$1,114**
Total Fringe Benefit Impact	**$43,471**
# of Full Time Employees	**2.93**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$115,066	$129,900	$14,834	12.9%
Purchased Services	$9,425	$10,675	$1,250	13.3%
Utilities & Fuel	$134,135	$101,363	-$32,772	-24.4%
Operating Costs	$45,098	$38,450	-$6,648	-14.7%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$303,724**	**$280,388**	**-$23,336**	-7.7%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60102	Mid Mgmt Hrly Employee Wa	$0	$0	$0	$0	$0	$0	$0	$0
60105	F-T Employee Wage Exp	$42,798	$44,010	$42,392	$45,330	$42,392	$22,576	$52,500	$52,500
60106	P-T Employee Wage Exp	$42,613	$63,528	$52,726	$67,286	$75,000	$31,170	$96,879	$75,000
60111	Overtime Wage Expense	$831	$3,000	$0	$1,500	$200	$100	$1,500	$1,500
60230	Clothing/Uniforms Expense	$401	$450	$433	$450	$450	$155	$500	$500
60252	Travel/Mileage Expense	$544	$500	$768	$500	$300	$197	$400	$400
Totals		**$87,188**	**$111,488**	**$96,318**	**$115,066**	**$118,342**	**$54,198**	**$151,779**	**$129,900**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$8,614	$9,425	$8,877	$9,425	$9,425	$4,974	$10,675	$10,675
60330	Equipment Rent/Lease Exp	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$8,614**	**$9,425**	**$8,877**	**$9,425**	**$9,425**	**$4,974**	**$10,675**	**$10,675**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$12,283	$28,362	$15,150	$47,469	$16,100	$6,944	$16,825	$16,825
60401	Water Expense	$1,247	$3,250	$1,242	$2,500	$2,500	$921	$2,500	$2,000
60402	Phone/Celular/Paging Exp	$1,606	$1,847	$887	$1,847	$1,200	$293	$1,404	$1,404
60404	Sewer User Fee Expense	$2,191	$6,000	$1,473	$5,000	$1,600	$774	$2,400	$2,000
60405	Heating Fuel Expense	$46,064	$33,441	$71,645	$77,319	$75,000	$23,823	$79,134	$79,134
Totals		**$63,391**	**$72,900**	**$90,397**	**$134,135**	**$96,400**	**$32,755**	**$102,263**	**$101,363**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$29,171	$36,902	$29,957	$36,902	$32,500	$14,751	$30,000	$30,000
60454	Grounds Maint/Improve Exp	$2,650	$3,000	$1,000	$3,000	$0	$0	$2,850	$2,850
60500	Admin/Office Supp/Eqt Non-C	$40	$25	$45	$25	$0	$0	$0	$0
60501	Operating Supp/Eqt Non-Cap	$99	$1,000	$938	$1,000	$1,000	$0	$750	$750
60509	Cleaning Supplies Expense	$3,685	$3,670	$4,219	$4,171	$4,000	$1,460	$4,850	$4,850
Totals		**$35,645**	**$44,597**	**$36,158**	**$45,098**	**$37,500**	**$16,210**	**$38,450**	**$38,450**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60905	Community Center	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21123 Community Center

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
ROVING MAINTENANCE WORKER	92	1.00	45,156.80	45,330.48	45,330.48	VACANT	0	60105
CUSTODIAN	10756	0.73	25,591.97	25,690.40	25,690.40	ADAMS	CYNTHIA	60106
CUSTODIAN	10776	0.70	23,852.34	23,944.08	23,944.08	LECLERC	MICHAEL	60106
CUSTODIAN	96	0.50	16,640.00	16,704.00	16,704.00	VACANT	0	60106
TOTAL BUDGETED POSITIONS		**2.93**	**111,241.10**	**111,668.95**	**111,668.95**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: F-T Employee Wage Exp

Department Number: 21123 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$42,798	$44,010	$42,392	$45,330	$42,392.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$52,500	$52,500		$7,170

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Notes for 2025

Request for upgrade to Building Coordinator

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: P-T Employee Wage Exp

Department Number: 21123 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$42,613	$63,528	$52,726	$67,286	$75,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$96,879	$75,000		$7,714

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Rate	Hrs/Wk	Wks/Yr		SubTotal
requesting more coverage	$16.72	111	52.2	$	96,879

Public Hours	**Building Coverage**	**Total**
Sun 9a - 9p	8:30am - 9:30pm	13
Mon 6a - 10p	5:30am - 10:30pm	17
Tue 6a - 10p	5:30am - 10:30pm	17
Wed 6a - 10p	5:30am - 10:30pm	17
Thur 6a - 10p	5:30am - 10:30pm	17
Fri 6a - 10p	5:30am - 10:30pm	17
Sat 9a - 9p	8:30am - 9:30pm	13
		111

reduced amount of building hours coverage

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Overtime Wage Expense

Department Number: 21123 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$831	$3,000	$0	$1,500	$200.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,500	$1,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Estimate of OT 1500

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Clothing/Uniforms Expense

Department Number: 21123 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$401	$450	$433	$450	$450.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$50

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Staff Shirts $ 500.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Travel/Mileage Expense

Department Number: 21123 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$544	$500	$768	$500	$300.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$400		($100)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Service Contracts Expense

Department Number: 21123 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$8,614	$9,425	$8,877	$9,425	$9,425.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,675	$10,675		$1,250

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Thysenkrupp elevator	$	5,395
Modern Pest 50 per month	$	600
Fire Alarm Test	$	900
Elevator License	$	70
Boiler Licenses	$	800
Fire Alarm Monitoring	$	375
Sprinkler Testing	$	525
Fuel Tank Inspection	$	2,010
	$	10,675

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Equipment Rent/Lease Exp

Department Number: 21123 Account Number: 60330

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Electricity Expense

Department Number: 21123 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$12,283	$28,362	$15,150	$47,469	$16,100.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$16,825	$16,825		($30,644)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Central Maine Power	$	241.50	1.5% increase
Constelation New Energy	$	483.00	3.0% increase
	$	724.50	
		$16,100.00	FY24 Forecast
	$	16,824.50	

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Water Expense

Department Number: 21123 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,247	$3,250	$1,242	$2,500	$2,500.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,500	$2,000		($500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Phone/Celular/Paging Exp

Department Number: 21123 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,606	$1,847	$887	$1,847	$1,200.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,404	$1,404		-$443

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		Rate	Units (month)		Total
1 Custodian on duty phone	$	28.00	12	$	336.00
1 Maintenance Phone	$	28.00	12	$	336.00
GWI	$	61.00	12	$	732.00
				$	1,404.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Sewer User Fee Expense

Department Number: 21123 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,191	$6,000	$1,473	$5,000	$1,600.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,400	$2,000		-$3,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Heating Fuel Expense

Department Number: 21123 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$46,064	$33,441	$71,645	$77,319	$75,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 79,134.00	$79,134		$1,815

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		Rate	Unit (gal)		Total
Heating Fuel	$	3.63	21,800.0	$	79,134.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Building Repair/Maint Exp

Department Number: 21123 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$29,171	$36,902	$29,957	$36,902	$32,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$30,000	$30,000		($6,902)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Plumbing Repair	$	3,600
Electrical Repair	$	3,800
HVAC Repair (steam leaks and traps)	$	4,000
Roof Repairs	$	4,950
Floor Maint-Refinishing, Carpet Cleaning	$	3,200
Stairway- Ceiling Repair	$	2,500
Interior Paint-Supply	$	250
Masonary Repair	$	1,200
Window Repair-Replacement (leaks)	$	6,500
	$	30,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Grounds Maint/Improve Exp

Department Number: 21123 Account Number: 60454

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,650	$3,000	$1,000	$3,000	$0.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,850	$2,850		($150)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Patching Myrtle Street Parking Lot	$	1,500
Playground Repair	$	500
Signage	$	600
Exterior Paint	$	250
	$	2,850.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21123 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$40	$25	$45	$25	$0.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$25

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21123 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$99	$1,000	$938	$1,000	$1,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$750	$750		-$250

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Tool Replacement	$	600
Interior Fire Proof Trash Cans	$	150
	$	**750**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Community Center

Account Title: Cleaning Supplies Expense

Department Number: 21123 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,685	$3,670	$4,219	$4,171	$4,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,850	$4,850		$679

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Paper Towels	$	1,500
Toilet Paper	$	1,500
Trash bags	$	550
Cleaning Chemicals	$	850
Wet Mops	$	150
Dry Mops	$	100
Brooms, dust pans, plungers,micro fiber cloths,etc	$	200
	$	**4,850**

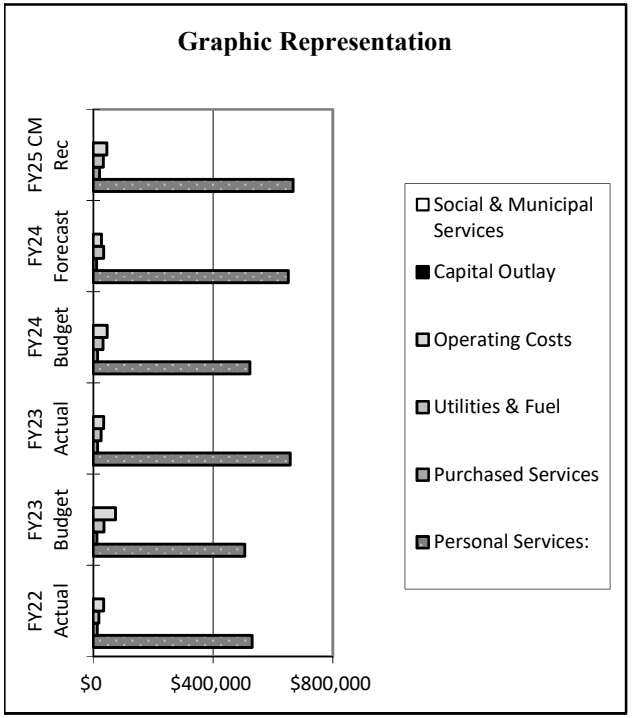
City of Biddeford, Maine
Fiscal Year 2025

Budget: Recreation

Account Number: 21124

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$531,050	$506,005	$657,552	$523,353	$651,577	$330,931	$667,749	$628,817
Purchased Services	$12,911	$12,353	$13,977	$13,745	$10,720	$4,890	$21,025	$21,025
Utilities & Fuel	$17,923	$35,699	$25,487	$32,485	$34,117	$15,607	$33,818	$33,818
Operating Costs	$34,356	$74,259	$34,478	$46,561	$26,870	$8,918	$45,393	$41,643
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$596,240**	**$628,316**	**$731,494**	**$616,144**	**$723,284**	**$360,345**	**$767,985**	**$725,304**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$40,939**
Workers Comp	**$16,330**
Health Insurance	**$109,659**
Retirement	**$29,324**
Unemployment	**$358**
Other Insurance	**$6,728**
Total Fringe Benefit Impact	**$203,337**
# of Full Time Employees	**8.33**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$523,353	$628,817	$105,464	20.2%
Purchased Services	$13,745	$21,025	$7,280	53.0%
Utilities & Fuel	$32,485	$33,818	$1,333	4.1%
Operating Costs	$46,561	$41,643	-$4,918	-10.6%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$616,144**	**$725,304**	**$109,159**	17.7%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$91,373	$92,297	$89,744	$95,989	$103,000	$61,474	$108,049	$104,149
60102	Mid Mgmt Hrly Employee Wa	$10,560	$0	$78,384	$0	$85,096	$42,372	$90,913	$87,828
60105	F-T Employee Wage Exp	$228,387	$238,076	$229,437	$240,940	$240,940	$119,190	$259,325	$259,325
60106	P-T Employee Wage Exp	$84,152	$58,492	$135,627	$63,694	$105,000	$51,133	$98,501	$66,555
60107	Temp/Seasonal Emp Wage Ex	$95,237	$100,800	$105,521	$105,290	$105,000	$50,346	$95,020	$95,020
60111	Overtime Wage Expense	$12,467	$5,000	$5,537	$5,000	$2,201	$2,201	$5,000	$5,000
60230	Clothing/Uniforms Expense	$0	$1,500	$312	$1,500	$1,500	$1,427	$1,500	$1,500
60251	Conferences/Training Expense	$629	$1,600	$4,627	$2,000	$2,000	$0	$2,000	$2,000
60252	Travel/Mileage Expense	$7,585	$7,000	$6,584	$7,500	$5,400	$2,655	$6,000	$6,000
60253	Food/Lodging Expense	$245	$800	$1,090	$1,000	$1,000	$132	$1,000	$1,000
60256	Dues/Memberships Expense	$415	$440	$690	$440	$440	$0	$440	$440
Totals		**$531,050**	**$506,005**	**$657,552**	**$523,353**	**$651,577**	**$330,931**	**$667,749**	**$628,817**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$0	$1,000	$0	$1,000	$1,000	$0	$1,000	$1,000
60310	Service Contracts Expense	$2,097	$2,328	$2,678	$2,720	$2,720	$453	$10,000	$10,000
60365	Recreation Programs Expense	$10,814	$9,025	$11,300	$10,025	$7,000	$4,437	$10,025	$10,025
Totals		**$12,911**	**$12,353**	**$13,977**	**$13,745**	**$10,720**	**$4,890**	**$21,025**	**$21,025**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$8,763	$21,287	$12,603	$19,250	$19,250	$8,193	$20,116	$20,116
60402	Phone/Celular/Paging Exp	$5,085	$5,500	$6,259	$5,900	$6,667	$4,012	$5,976	$5,976
60405	Heating Fuel Expense	$1,699	$2,900	$3,338	$3,685	$1,500	$479	$3,684	$3,684
60410	Diesel Fuel Expense	$1,458	$5,400	$1,724	$2,250	$1,700	$824	$2,250	$2,250
60411	Gasoline Expense	$918	$612	$1,562	$1,400	$5,000	$2,099	$1,792	$1,792
Totals		**$17,923**	**$35,699**	**$25,487**	**$32,485**	**$34,117**	**$15,607**	**$33,818**	**$33,818**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$4,253	$7,448	$5,640	$7,448	$3,000	$2,264	$7,448	$7,448
60452	Operating Equip Repair Exp	($210)	$2,000	$0	$2,000	$0	$0	$2,000	$2,000
60453	Vehicle Repair/Tires/Oil Exp	$5,477	$12,000	$9,668	$12,000	$10,000	$916	$11,000	$7,250
60500	Admin/Office Supp/Eqt Non-C	$3,762	$2,800	$2,282	$3,600	$3,000	$1,568	$3,000	$3,000
60501	Operating Supp/Eqt Non-Cap	$17,571	$15,691	$12,637	$17,193	$7,000	$3,922	$17,193	$17,193
60502	Printing & Copying Expense	$2,697	$3,370	$3,539	$3,370	$3,370	$249	$3,952	$3,952
60509	Cleaning Supplies Expense	$807	$950	$712	$950	$500	$0	$800	$800
60795	Financial Aid	$0	$30,000	$0	$0	$0	$0	$0	$0
Totals		**$34,356**	**$74,259**	**$34,478**	**$46,561**	**$26,870**	**$8,918**	**$45,393**	**$41,643**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21124 Recreation

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
DEPUTY RECREATION DIRECTOR	11372	1.00	$87,492	$87,828	$87,828	THOMPSON	LISA	60102
RECREATION DIRECTOR	11219	1.00	$103,750	$104,149	$104,149	VACANT		60101
ADMINISTRATIVE ASST.	12968	0.88	$46,228	$46,406	$46,406	CONWAY	PATRICIA	60105
RECREATION PROGRAMMER	20550	1.00	$56,597	$56,814	$56,814	DROUIN	DEBBIE	60105
ADULT COORDINATOR	10098	1.00	$58,026	$58,249	$58,249	DUNPHE	BRIAN	60105
YOUTH COORDINATOR	24000	1.00	$61,790	$62,028	$62,028	FECTEAU	MICHAEL	60105
PROGRAM ASSISTANT	10181	1.00	$35,691	$35,828	$35,828	LAPIERRE	LINDA	60105
BUS DRIVER	8	-	$9,576	$9,576	$9,576	VARIOUS	0	60106
RP PART TIME 1	39	0.73	$27,144	$27,248	$27,248	0	0	60106
RP PART TIME 2	40	0.73	$26,767	$26,870	$26,870	0	0	60106
SEASONAL EMPLOYEES	9	-	$104,887	$105,290	$105,290	0	0	60107
TOTAL BUDGETED POSITIONS		**8.33**	**$617,947**	**$620,287**	**$620,287**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Dept Manager Salary Exp

Department Number: 21124 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$91,373	$92,297	$89,744	$95,989	$103,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$108,049			$8,160

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21124 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$10,560	$0	$78,384	$0	$85,096.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$90,913			$87,828

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Deputy Director

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: F-T Employee Wage Exp

Department Number: 21124 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$228,387	$238,076	$229,437	$240,940	$240,940.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$259,325			$18,385

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Adult Coordinator Brian Dunphe	$	52,304
Youth Coord. Mike Fecteau	$	55,374
Director Ross Center & 50 Plus Club Deb Drouin	$	56,814
Administrative Assistant Pat Conway	$	46,406
Program Assistant/Linda Lapierre	$	34,285
	$	**245,183**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: P-T Employee Wage Exp

Department Number: 21124 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$84,152	$58,492	$135,627	$63,694	$105,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 98,501			$2,861

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		Rate	Hrs/Wk	Weeks		
Front Desk Staff	$	17.00	111.00	52.20	$	98,501
					$	**98,501**

reduced coverage requested 75 66,555.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 21124 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$95,237	$100,800	$105,521	$105,290	$105,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$95,020			($10,270)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Park Steward 1- RP-Dfld

Rate	Hrs		Subtotal
$18.00	30	11	$5,940.00

Park Facility Custodial/Maint April 1-Oct30-M,R,C,StL $14,900.00

Rotary Park Lifeguard Supervisor

Rate	Hrs/Wk	Weeks	Subtotal
$22.00	40	12.5	$11,000.00

Rotary Park Lifeguards

Number	Rate	Hrs/Wk	Weeks	Subtotal
6	$19.00	40	11.5	$52,440.00

Field Staff Lining, Field Prep

Rate	Hrs/Wk	Weeks	Subtotal
$20.00	20	12	$4,800.00

Clifford Park Steward 2 CP-Mfld

Rate	Hrs/Wk	Weeks	Subtotal
$18.00	30	11	$5,940.00

$ 95,020

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Overtime Wage Expense

Department Number: 21124 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$12,467	$5,000	$5,537	$5,000	$2,201.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

OT WAGES -Rotary Lifeguards **5,000**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Clothing/Uniforms Expense

Department Number: 21124 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$1,500	$312	$1,500	$1,500.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,500			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Clothing Allowance/Staff & Guard Shirts/suits $ 1,500.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Conferences/Training Expense

Department Number: 21124 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$629	$1,600	$4,627	$2,000	$2,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,000			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

MMA, NNRPC, MRPA Conferences $2,000.00
Covers 10 staff.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Travel/Mileage Expense

Department Number: 21124 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,585	$7,000	$6,584	$7,500	$5,400.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,000			($1,500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mileage Incl ten reg staff plus seasonal cleaning staff.

Bus Usage/Tcenter Substitutions-EZPASS $ 6,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Food/Lodging Expense

Department Number: 21124 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$245	$800	$1,090	$1,000	$1,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Spring and Winter Conference for 10 staff. $ 1,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Dues/Memberships Expense

Department Number: 21124 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$415	$440	$690	$440	$440.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$440.00			$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

NRPA, New England Park Association, MRPA, Council on Senior Citizens	$	440.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21124 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$1,000	$0	$1,000	$1,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Prof Conslt Rotary Beach Supplemental Testing/Rotary Park $ 1,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Service Contracts Expense

Department Number: 21124 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,097	$2,328	$2,678	$2,720	$2,720.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000			$7,280

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Unit	Rate		Subtotal	
MyRec.com	1	$	10,000.00	$	10,000.00
				$	10,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Recreation Programs Expense

Department Number: 21124 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$10,814	$9,025	$11,300	$10,025	$7,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,025			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Budget	
Christmas, Halloween, Easter Entertainment,	$	3,000
Winter B. Ball Board Cert Official Home Games (2 Ref)	$	2,100
Fall Soccer Referees & Assignor Fees	$	1,500
Bacon St (700), Fall Fest, River Jam	$	1,000
ASCAP and BMI License	$	800
Youth Summer Trips 1 per week*9wks*$125-CIT	$	1,125
Ross Center Holiday Social	$	500
		10,025

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Electricity Expense

Department Number: 21124 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$8,763	$21,287	$12,603	$19,250	$19,250.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$20,116			$866

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Unit		Rate		Subtotal
St. Louis Office & Field	12.00	$	1,604.05	$	19,248.60

Central Maine Power	$288.75	1.5% increase
Constelation New Energy	$577.50	3.0% increase
	$866.25	
	$19,250.00	FY24 Forecast
	$20,116.25	

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Phone/Celular/Paging Exp

Department Number: 21124 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,085	$5,500	$6,259	$5,900	$6,666.50

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,976			$76

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Rotary Park, St.Louis Office, Cell Phones (6) -Computer Links with CH

	Unit		Rate		Subtotal
Verizon	12	$	458.00	$	5,496.00
Great Works Internet	12	$	40.00	$	480.00
				$	5,976.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Heating Fuel Expense

Department Number: 21124 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,699	$2,900	$3,338	$3,685	$1,500.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 3,684.24			($1)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Teen Center propane (including tank rental)

	Unit (gal)		Rate	Subtotal
Propane	1,032	$	3.57	3,684.24
			$	3,684.24

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Diesel Fuel Expense

Department Number: 21124 Account Number: 60410

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,458	$5,400	$1,724	$2,250	$1,700.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,250			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 16	963 gal
FY 17	965 gal
FY 18	3260 gal
FY 19	3018 gal
FY 21	3300 @2.16 per gal
FY 22	3300 at 1.94 per gal
FY 23	
FY 24	750 @ 3.00 per gal

Unit (gal)		Rate		Subtotal
750	$	3.00	$	2,250.00
			$	2,250.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Gasoline Expense

Department Number: 21124 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$918	$612	$1,562	$1,400	$5,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 1,792.00			$392

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Gasoline for two vans

FY 16	235 gal
FY 17	467 gal
FY 18	473 gal
FY 19	430 gal
FY 21	450 @1.86 $837.00
FY 22	450 at 1.64 $738.00
FY 23	
FY 24	560 gal at 2.50 gal

	Unit (gal)		Rate		Subtotal
	560	$	3.20	$	1,792.00
				$	-
				$	1,792.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Building Repair/Maint Exp

Department Number: 21124 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,253	$7,448	$5,640	$7,448	$3,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,448			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Doran Field	$	500.00
St. Louis (included recharge fire extinguishers)	$	1,748.00
Clifford Park	$	500.00
Rotary Bathhouse	$	2,000.00
Mayfield	$	1,000.00
Teen Center (incl recharge fire extinguishers)	$	1,700.00
		7,448.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Operating Equip Repair Exp

Department Number: 21124 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
-$210	$2,000	$0	$2,000	$0.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,000			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Rotary and Clifford Park Skatepark Repair and rehab. $ 2,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21124 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,477	$12,000	$9,668	$12,000	$10,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,000			($4,750)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2 Busses, 2 vans, kayak trailer, canoe trailer, 2 ATV's, micro bus

Fiscal Year	Budgeted	Actual
FY 16	$ 5,000.00	$ 5,545.38
FY 17	$ 5,000.00	$ 3,272.40
FY 18	$ 5,000.00	$ 8,375.78
FY 19	$ 5,250.00	$ 5,532.34
FY 20	$ 10,000.00	$ 11,145.00
FY 21	$ 10,000.00	$ 5,832.00
FY 22	$ 12,000.00	$ 5,477.00
FY 23	$ 12,000.00	
	Minimum	$ 3,272.40
	Average	$ 6,454.27
	Maximum	$ 11,145.00

reduced based on most recent experience

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21124 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,762	$2,800	$2,282	$3,600	$3,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000			($600)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Supports Recreation, Teen Center, Ross Center and Cub Care Offices

Fiscal Year	Budgeted	Actual
FY 16	$ 3,500.00	$ 3,432.30
FY 17	$ 3,500.00	$ 2,433.38
FY 18	$ 3,500.00	$ 2,758.77
FY 19	$ 2,500.00	$ 2,609.43
FY20	$ 3,500.00	$ 1,487.74
FY 21	$ 2,800.00	$ 1,678.00
FY 22	$ 2,800.00	$ 3,762.00
FY 23	$ 2,800.00	$ 2,282.00
	Minimum	$ 1,487.74
	Average	$ 2,555.45
	Maximum	$ 3,762.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21124 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$17,571	$15,691	$12,637	$17,193	$7,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$17,193			$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Ross Senior Center	$	1,040
Family Seasonal Events Youth & Teen	$	4,337
Safety Equipment-First Aid Supplies-Guard Equip	$	3,000
Safety Training-Summer Staff (50 staff)	$	1,200
Enrichment/Youth/Tiny Tigers	$	2,416
Teen Center	$	1,200
(Toilet) Rotary 2 units,Doran 1unit,St Louis 1 unit * 8 mos	$	3,200
Festival Supply/Family Fest and Winterfest	$	800
		$17,193.00

Fiscal Year	Budgeted		Actual	
FY 16	$	16,892.00	$	16,398.84
FY 17	$	16,890.00	$	17,364.77
FY 18	$	16,890.00	$	15,465.96
FY 19	$	16,890.00	$	17,320.00
FY 20	$	16,890.00	$	10,789.00
FY 21	$	12,887.00	$	12,684.00
FY 22	$	15,691.00	$	17,571.00
FY 23	$	15,691.00		
	Minimum		$	10,789.00
	Average		$	15,370.51
	Maximum		$	17,571.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Printing & Copying Expense

Department Number: 21124 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,697	$3,370	$3,539	$3,370	$3,370.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,952			$582

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Program Receipts/Copier Support/Contract	$	3,370.00

Fiscal Year	Budgeted	Actual
FY 16	$ 4,000.00	$ 2,971.89
FY 17	$ 6,680.00	$ 3,001.44
FY 18	$ 6,680.00	$ 2,592.87
FY 19	$ 6,000.00	$ 3,511.89
FY 20	$ 6,880.00	$ 3,952.32
FY 21	$ 3,370.00	$ 1,931.91
FY 22	$ 3,370.00	$ 2,697.00
FY 23	$ 3,370.00	$ 3,539.00
	Minimum	$ 1,931.91
	Average	$ 3,024.79
	Maximum	$ 3,952.32

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Cleaning Supplies Expense

Department Number: 21124 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$807	$950	$712	$950	$500.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 800			$ (150)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Clifford Park, Mayfield, St Louis Field, Teen Center, Rotary Bathhouse cleaning supply 950.00

Fiscal Year	Budgeted	Actual
FY 16	$ 750.00	$ 931.33
FY 17	$ 900.00	$ -
FY 18	$ 900.00	$ 335.96
FY 19	$ 900.00	$ 417.17
FY 20	$ 950.00	$ -
FY 21	$ 950.00	$ 11.34
FY 22	$ 950.00	$ 807.00
FY 23	$ 950.00	$ 712.00
	Minimum	$ -
	Average	$ 401.85
	Maximum	$ 931.33

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Recreation

Account Title: Financial Aid

Department Number: 21124 Account Number: 60795

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$30,000	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
				$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

New line to come from general taxation; previously paid for out of program registration fees.
Estimated historical impact on programs fees is 5-10% of program cost.

Support through creation of reserve from FY21 available funds

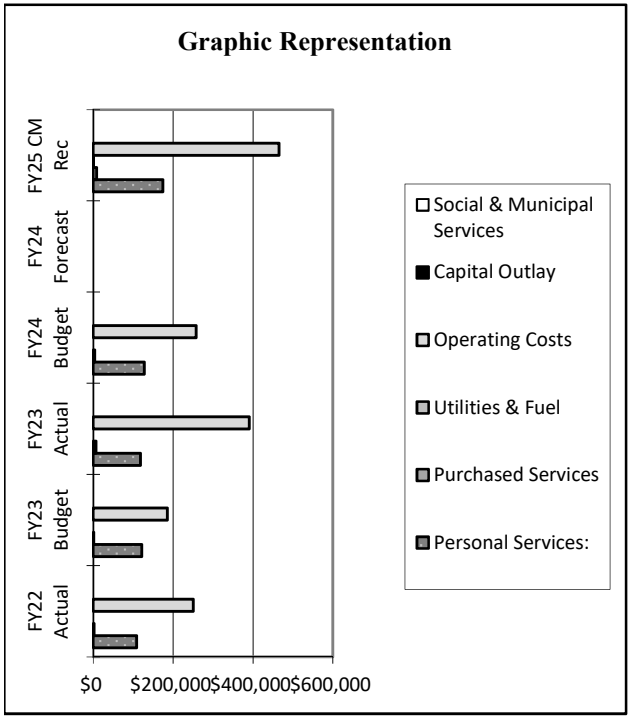
City of Biddeford, Maine
Fiscal Year 2025

Budget: Health & Welfare Expense

Account Number: 21125

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$108,338	$121,242	$118,073	$127,463	$0	$60,084	$173,969	$125,945
Purchased Services	$1,786	$1,000	$6,370	$3,100	$0	$3,452	$8,000	$8,000
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$420	$420
Operating Costs	$250,317	$185,529	$390,904	$257,850	$0	$149,236	$465,563	$465,563
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$360,441**	**$307,771**	**$515,347**	**$388,413**	**$0**	**$212,772**	**$647,952**	**$599,928**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$13,195**
Workers Comp	**$4,231**
Health Insurance	**$61,668**
Retirement	**$17,593**
Unemployment	**$199**
Other Insurance	**$2,840**
Total Fringe Benefit Impact	**$99,726**
# of Full Time Employees	**3.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$127,463	$125,945	-$1,518	-1.2%
Purchased Services	$3,100	$8,000	$4,900	158.1%
Utilities & Fuel	$0	$420	$420	42000.0%
Operating Costs	$257,850	$465,563	$207,713	80.6%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$388,413**	**$599,928**	**$211,515**	54.5%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60105	F-T Employee Wage Exp	$107,214	$119,222	$117,993	$125,463	$0	$59,387	$172,479	$124,455
60111	Overtime Wage Expense	$969	$500	$0	$500	$0	$0	$0	$0
60251	Conferences/Training Expense	$155	$470	$0	$470	$0	$381	$470	$470
60252	Travel/Mileage Expense	$0	$500	$0	$500	$0	$236	$450	$450
60253	Food/Lodging Expense	$0	$450	$0	$450	$0	$0	$450	$450
60256	Dues/Memberships Expense	$0	$100	$80	$80	$0	$80	$120	$120
Totals		**$108,338**	**$121,242**	**$118,073**	**$127,463**	**$0**	**$60,084**	**$173,969**	**$125,945**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$1,786	$1,000	$6,370	$3,100	$0	$3,452	$8,000	$8,000
Totals		**$1,786**	**$1,000**	**$6,370**	**$3,100**	**$0**	**$3,452**	**$8,000**	**$8,000**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$420**	**$420**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$762	$1,000	$1,511	$1,000	$0	$470	$1,000	$1,000
60501	Operating Supp/Eqt Non-Cap	$4,427	$5,008	$370	$5,000	$0	$8,835	$5,500	$5,500
60502	Printing & Copying Expense	$0	$500	$0	$200	$0	$0	$200	$200
60730	G.A. Electricity Expense	$3,169	$4,750	$9,289	$4,650	$0	$4,564	$10,700	$10,700
60731	G.A. Client Rent Expense	$215,735	$160,146	$306,969	$220,000	$0	$119,440	$368,363	$368,363
60732	G.A. Food/Grocery Expense	$16,123	$7,124	$59,738	$20,000	$0	$14,852	$65,000	$65,000
60734	G.A. Burials Expense	$9,510	$5,000	$9,005	$5,000	$0	$1,075	$9,300	$9,300
60736	G.A. Conveyance	$0	$0	$0	$0	$0	$0	$0	$0
60737	G.A. Telephone Expense	$0	$0	$0	$0	$0	$0	$0	$0
60738	G.A. Sewer User Fee Expense	$0	$0	$0	$0	$0	$0	$0	$0
60739	G.A. Heating Fuel Expense	$0	$1,000	$0	$1,000	$0	$0	$1,000	$1,000
60740	G.A. Bottled Gas Expense	$0	$0	$0	$0	$0	$0	$0	$0
60741	G.A. Miscellaneous Expense	$160	$0	$0	$0	$0	$0	$0	$0
60742	G.A. Water Expense	$0	$0	$0	$0	$0	$0	$0	$0
60743	G.A. Medical Expense	$431	$1,000	$4,021	$1,000	$0	$0	$4,500	$4,500
Totals		**$250,317**	**$185,529**	**$390,904**	**$257,850**	**$0**	**$149,236**	**$465,563**	**$465,563**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21125 Health & Welfare Expense

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
CASE WORKER	11136	1.00	$69,493	$69,760	$69,760	BENNETT	JJ	60105
CASE WORKER	11045	1.00	$54,485	$54,695	$54,695	CHARLAND	JENNA	60105
CASE WORKER	70	1.00	$47,840	$48,024	$48,024	VACANT	0	60105
TOTAL BUDGETED POSITIONS		**3.00**	**$171,818**	**$172,479**	**$172,479**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: F-T Employee Wage Exp

Department Number: 21125

Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$107,214	$119,222	$117,993	$125,463	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$172,479	$124,455		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

(1) General Assistance Administrator
(1) Caseworker

reduced the request for another staff person because of the Unhoused funding; if not approved, will need the staffing

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Health & Welfare Expense

Account Title: Overtime Wage Expense

Department Number: 21125 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$969	$500	$0	$500	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency
Overtime for meetings running beyond 4:00pm; travel time for Staff to attend Workshops
Emergency calls taken during nights and weekends

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: Conferences/Training Expense

Department Number: 21125

Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$155	$470	$0	$470	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$470	$470		$135

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

(6) GA Workshops - GA Administrator and Caseworker to attend @ $45.00 each = $270.00
Spring Seminar - GA Administrator and Caseworker to attend (2 days) - $200.00

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: Travel/Mileage Expense

Department Number: 21125

Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$500	$0	$500	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$450	$450		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

If trainings and the Spring Seminar go back to in-person, mileage reimbursement will be for travel to these.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: Food/Lodging Expense

Department Number: 21125

Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$450	$0	$450	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$450	$450		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Lodging and food for General Assistance Administrator and Caseworker to attend the 2024 Spring Seminar.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Health & Welfare Expense

Account Title: Dues/Memberships Expense

Department Number: 21125 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$100	$80	$80	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$120	$120		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maine Welfare Directors Association Membership dues for GA Administrator and Caseworker - $40.00 each

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21125

Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,786	$1,000	$6,370	$3,100	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,000	$8,000		$200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

The City is responsible for providing Interpreters when necessary; and these costs are non-reimbursable through the GA Program. Certified Languages International charges $1.30 per minute. This service is now used monthly due to the office seeing an increase in asylum seekers, refugees and other immigration population.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** #N/A

Account Title: #N/A

Department Number: 21125 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$420	$420		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Welfare (reimbursement for personal phone use) $ 420.00

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21125

Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$762	$1,000	$1,511	$1,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

General office and filing supplies; file folders, hanging folders, pens, highlighters, sticky notes and other organizational supplies

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21125

Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,427	$5,008	$370	$5,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,500	$5,500		$4,580

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

New for FY23: Port-a-Potty; expenses incurred for cleanup of site

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Health & Welfare Expense

Account Title: Printing & Copying Expense

Department Number: 21125 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$500	$0	$200	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$200	$200		$200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Printing costs for General Assistance Applications; business cards
Printing of Informational Pamphlets with local resources

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: G.A. Electricity Expense

Department Number: 21125

Account Number: 60730

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,169	$4,750	$9,289	$4,650	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,700	$10,700		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This is an account used for all general utilities, of which electricity is the primary expense that is paid
An increase is being requested due tocover the rising costs of electricity

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: G.A. Client Rent Expense

Department Number: 21125

Account Number: 60731

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$215,735	$160,146	$306,969	$220,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$368,363	$368,363		$33,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Over the past year, Biddeford GA has seen more and more homeless clients. Per State GA Guidelines, homlessness is considered an emergency and as such, clients are found housing (motels, Thatcher, other temporary shelter) which is paid for out of this account. This has created an increase in use of these funds, and the trend appears to be that this will continue for the foreseeable future. Stable housing is not easily accessible in Biddeford; and is typically well-above the GA maximums or allowable funding.

Part of this budget request includes $2,500 that will allow GA Staff to secure temporary housing (typically at the Thatcher) on an on-going basis. This would allow for us to secure a room, knowing that we can put someone in there within a day or so; and in doing so, not lose the potential resource. Rooms would only be secured/paid for when there is an identified person/persons whom may benefit and who are GA eligible.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: G.A. Food/Grocery Expense

Department Number: 21125

Account Number: 60732

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,123	$7,124	$59,738	$20,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$65,000	$65,000		$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

DHHS waived a lot of supplemental food requirements due to COVID and increased the benefit amounts for some people. Those benefits will decrease again when we are passed COVID and folks who are currently receiving the food benefits may no longer qualify. In addition, Biddeford has recently seen an increase in the Immigrant population, which does not quality for DHHS (SNAP) benefits, and so relies soley on GA for food benefits.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: G.A. Burials Expense

Department Number: 21125

Account Number: 60734

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,510	$5,000	$9,005	$5,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,300	$9,300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Burial expenses are not consistent from year to year. There is no way to estimate or determine how many folks will pass away who have no family or other way to cover burial expenses. A reasonable estimate is made by looking at what was spent in past years.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: G.A. Conveyance

Department Number: 21125

Account Number: 60736

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

The ShuttleBus has graciously given the GA Office bus tokens at no charge for the past year or so.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: G.A. Heating Fuel Expense

Department Number: 21125

Account Number: 60739

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$1,000	$0	$1,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Most applicants who seek assistane with fuel are over income and do not qualify for the GA Program. In these cases, folks are often assisted through other fuel assistance programs; however, funds do need to be available for those applicants who do qualify for the GA Program or would be considered for emergency assistance.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Health & Welfare Expense

Account Title: G.A. Medical Expense

Department Number: 21125

Account Number: 60743

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$431	$1,000	$4,021	$1,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,500	$4,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This account is used to cover medical expenses for those who don't qualify under Maine Care, but do qualify for the GA Program. Biddeford has recently seen an increase in Asylum Seekers (Immigrants), who do not qualify for Maine Care; and therefore, rely on the GA Program for various needs, including medical expenses/prescriptions.

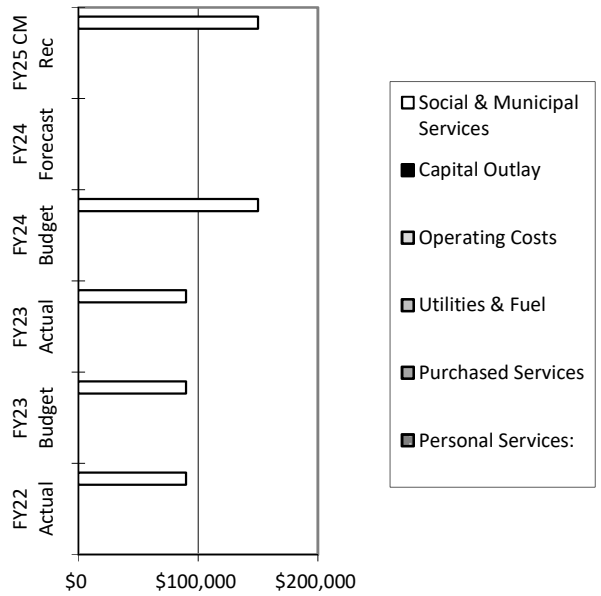
City of Biddeford, Maine
Fiscal Year 2025

Budget: Social Services

Account Number: 21127

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$89,900	$90,000	$90,000	$150,000	$0	$9,000	$150,000	$150,000
TOTALS:	**$89,900**	**$90,000**	**$90,000**	**$150,000**	**$0**	**$9,000**	**$150,000**	**$150,000**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$150,000	$150,000	$0	0%
TOTALS:	**$150,000**	**$150,000**	**$0**	0.0%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60800	All Social Services Budget Ex	$89,900	$90,000	$90,000	$150,000	$0	$9,000	$150,000	$150,000
Totals		**$89,900**	**$90,000**	**$90,000**	**$150,000**	**$0**	**$9,000**	**$150,000**	**$150,000**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Social Services

Account Title: All Social Services Budget Exp

Department Number: 21127 Account Number: 60800

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$89,900	$90,000	$90,000	$150,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$150,000	$150,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	FY24	FY25 Requests
Placeholder		$ 90,000.00
So ME Agency on Aging	$ -	
Counseling Services, Inc.	$ -	
Caring Unlimited	$ 6,000.00	
Kids Free to Grow	$ 1,750.00	
Stone Soup Food Pantry		
Bon Appetit Soup Kitchen	$ 17,250.00	
Seacost ShipYard		$200.00
Kennebec Behavioral Health		$80.00
Androscoggin Home Healthcare + Hospice (03/29/23, remove)		$1,000.00
Southern Maine Veterans' Memorial Cemetery		$ 2,000.00
The LifeFlight Foundation		$ 2,000.00
Saco Pathfinders Snowmobile Club		$ 1,600.00
Apex Youth Connection	$ 17,000.00	$ 20,000.00
Seeds of Hope Neighborhood Ctr	$ 20,000.00	
Biddeford Food Pantry	$ 18,000.00	
Biddeford Education	$ 15,000.00	
	$ 95,000.00	$ 116,880.00

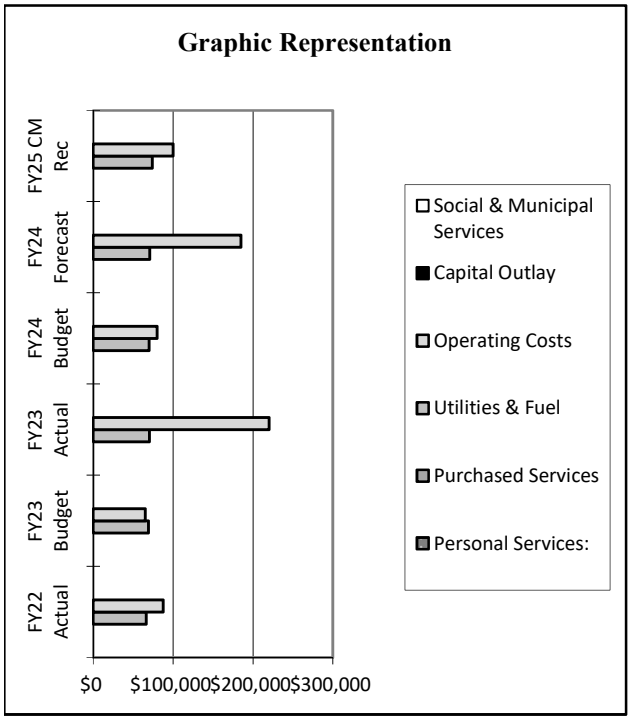
City of Biddeford, Maine
Fiscal Year 2025

Budget: Street & Traffic Lights

Account Number: 21150

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$66,231	$69,030	$70,265	$70,000	$70,548	$35,274	$73,722	$73,722
Operating Costs	$87,566	$65,000	$220,090	$80,000	$184,916	$116,128	$100,000	$100,000
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$153,797**	**$134,030**	**$290,355**	**$150,000**	**$255,464**	**$151,401**	**$173,722**	**$173,722**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$70,000	$73,722	$3,722	5.3%
Operating Costs	$80,000	$100,000	$20,000	25.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$150,000**	**$173,722**	**$23,722**	15.8%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$66,231	$69,030	$70,265	$70,000	$70,548	$35,274	$73,722	$73,722
Totals		**$66,231**	**$69,030**	**$70,265**	**$70,000**	**$70,548**	**$35,274**	**$73,722**	**$73,722**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60452	Operating Equip Repair Exp	$87,566	$65,000	$220,090	$80,000	$184,916	$116,128	$100,000	$100,000
Totals		**$87,566**	**$65,000**	**$220,090**	**$80,000**	**$184,916**	**$116,128**	**$100,000**	**$100,000**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Street & Traffic Lights

Account Title: Electricity Expense

Department Number: 21150 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$66,231	$69,030	$70,265	$70,000	$70,547.60

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$73,722	$73,722		$3,722

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

[1]Cost for streetlight electicity expense, post-LED installation $73,722.24

[1]The savings is partially offset by an additional cost for annual maintenace of fixtures now under City ownership and finance charges on the debt (principal and interest). The net savings is conservatively estimated to be $135,000/yr through the finance term of 10 years. FY2020 reflects completion of installation and partial year of LED conversion. Reduction from 2021 forward reflects converted costs Streetlights based on PUC streetlight tariff schedule.

	Actual	Budget
FY2014	$ 391,035.96	
FY2015	$ 457,324.05	
FY2016	$ 433,933.59	
FY2017	$ 423,047.50	
FY2018	$ 416,081.57	
FY2019	$ 430,504.78	
FY2020	$ 126,709.43	
FY2021	$ 58,761.69	
FY2022	$ 66,231.04	
FY2023	$70,264.97	
FY2024 (Forecast)	$70,547.60	
FY25		$73,722.24

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Street & Traffic Lights

Account Title: Operating Equip Repair Exp

Department Number: 21150 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$87,566	$65,000	$220,090	$80,000	$184,916

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100,000	$100,000		$20,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Increase in Street Signal Repair for FY24 in part due to m/v accidents. Anticipating $72,000.00 from insurance claims

Desc		*Budget*
Contingency line for street signal repairs	$	60,000.00
Streetlight appropriation repair reserve	$	40,000.00
	$	100,000.00

[1]Mantenance and repair costs have been factored into the P&S financials for the streetlights (year one). Although this line has increased, the net savings within the budget is estimated to be $135,000/yr due to conversion to LED. Increase in FY23 Actual reflects adjustment to stop/signal light expenses relative to actual costs rather than streetlight repairs.

		Actual[2]	
FY2015	$	35,217.34	
FY2016	$	18,373.58	
FY2017	$	26,876.71	
FY2018	$	24,277.76	
FY2019	$	25,511.79	
FY2020	$	57,340.00	
FY2021	$	66,276.45	
FY2022	$	87,656.53	
FY2023	$	220,089.00	Street signal repairs
FY2024	$	184,916.00	Street signal repairs
Average	$	74,653.52	
Median	$	46,278.67	
Maximum	$	220,089.00	

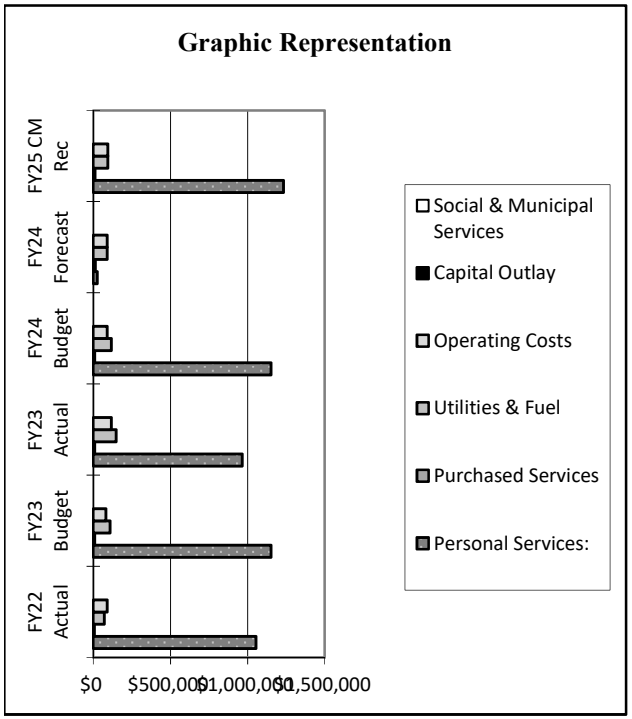
City of Biddeford, Maine
Fiscal Year 2025

Budget: PW Admin/Fleet Maint. Exp

Account Number: 21161

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$1,054,064	$1,151,637	$964,679	$1,151,265	$25,500	$510,777	$1,231,936	$1,228,612
Purchased Services	$6,035	$9,050	$9,796	$9,450	$12,300	$7,755	$11,300	$11,300
Utilities & Fuel	$70,090	$108,349	$148,504	$117,019	$90,080	$29,693	$93,930	$93,930
Operating Costs	$89,273	$82,385	$116,460	$88,760	$89,935	$54,349	$93,885	$93,885
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$1,219,463**	**$1,351,421**	**$1,239,440**	**$1,366,494**	**$217,815**	**$602,574**	**$1,431,051**	**$1,427,727**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$93,873**
Workers Comp	**$41,778**
Health Insurance	**$289,168**
Retirement	**$120,988**
Unemployment	**$593**
Other Insurance	**$6,105**
Total Fringe Benefit Impact	**$552,505**
# of Full Time Employees	**15.58**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$1,151,265	$1,228,612	$77,347	6.7%
Purchased Services	$9,450	$11,300	$1,850	19.6%
Utilities & Fuel	$117,019	$93,930	-$23,089	-19.7%
Operating Costs	$88,760	$93,885	$5,125	5.8%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,366,494**	**$1,427,727**	**$61,233**	4.5%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$71,517	$71,847	$71,235	$74,720	$0	$59,936	$78,083	$78,083
60102	Mid Mgmt Hrly Employee Wa	$273,580	$237,513	$251,914	$243,424	$0	$128,587	$266,613	$266,613
60105	F-T Employee Wage Exp	$610,493	$750,602	$566,040	$737,621	$0	$291,671	$783,917	$783,917
60111	Overtime Wage Expense	$80,020	$70,000	$62,525	$70,000	$0	$24,660	$77,824	$74,500
60230	Clothing/Uniforms Expense	$9,378	$10,000	$8,249	$13,800	$13,800	$3,834	$13,800	$13,800
60251	Conferences/Training Expense	$3,670	$6,000	$557	$6,000	$6,000	$328	$6,000	$6,000
60252	Travel/Mileage Expense	$4,772	$5,000	$3,472	$5,000	$5,000	$1,762	$5,000	$5,000
60253	Food/Lodging Expense	$0	$0	$0	$0	$0	$0	$0	$0
60256	Dues/Memberships Expense	$634	$675	$687	$700	$700	$0	$700	$700
Totals		**$1,054,064**	**$1,151,637**	**$964,679**	**$1,151,265**	**$25,500**	**$510,777**	**$1,231,936**	**$1,228,612**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$5,929	$8,700	$9,626	$9,150	$12,000	$7,635	$11,000	$11,000
60325	Postage/Shipping Expense	$106	$350	$171	$300	$300	$120	$300	$300
Totals		**$6,035**	**$9,050**	**$9,796**	**$9,450**	**$12,300**	**$7,755**	**$11,300**	**$11,300**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$23,466	$45,500	$22,343	$45,500	$24,451	$9,194	$24,451	$24,451
60401	Water Expense	$3,857	$3,978	$4,672	$4,300	$4,600	$2,306	$4,700	$4,700
60402	Phone/Celular/Paging Exp	$11,880	$12,781	$13,349	$15,229	$15,229	$6,734	$15,229	$15,229
60404	Sewer User Fee Expense	$4,503	$4,800	$5,133	$4,800	$4,800	$2,250	$4,800	$4,800
60405	Heating Fuel Expense	$41,926	$26,750	$23,216	$26,750	$23,000	$2,761	$26,750	$26,750
60411	Gasoline Expense	($15,541)	$14,540	$79,790	$20,440	$18,000	$6,448	$18,000	$18,000
Totals		**$70,090**	**$108,349**	**$148,504**	**$117,019**	**$90,080**	**$29,693**	**$93,930**	**$93,930**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$6,393	$13,000	$15,918	$14,000	$14,000	$7,864	$15,000	$15,000
60452	Operating Equip Repair Exp	$1,726	$9,000	$7,278	$9,250	$8,500	$22,886	$9,250	$9,250
60453	Vehicle Repair/Tires/Oil Exp	$11,269	$9,500	$11,578	$12,525	$13,500	$4,568	$15,200	$15,200
60461	Repair/Maint-CommunsEquip	$0	$2,000	$2,235	$2,000	$2,000	$180	$2,000	$2,000
60500	Admin/Office Supp/Eqt Non-C	$19,239	$17,960	$18,814	$17,960	$17,960	$5,039	$17,960	$17,960
60501	Operating Supp/Eqt Non-Cap	$26,384	$5,950	$32,704	$5,950	$5,950	$1,951	$5,950	$5,950
60505	Construction Supplies	$3,925	$1,500	$1,875	$1,500	$2,000	$0	$2,500	$2,500
60506	Equipment/Small Tools-Non-c	$16,533	$19,000	$21,558	$20,050	$20,500	$10,100	$20,500	$20,500
60509	Cleaning Supplies Expense	$3,250	$3,850	$3,458	$4,300	$4,300	$1,420	$4,300	$4,300
60797	Miscellaneous Expense	$554	$625	$1,043	$1,225	$1,225	$340	$1,225	$1,225
Totals		**$89,273**	**$82,385**	**$116,460**	**$88,760**	**$89,935**	**$54,349**	**$93,885**	**$93,885**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21161 PW Admin/Fleet Maint. Exp

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
PUBLIC WORKS DIRECTOR	18290	0.58	$77,784	$78,083	$78,083	DEMERS	JEFF	60101
ASST. PUBLIC WORKS DIRECTOR	10432	1.00	$112,398	$112,830	$112,830	LOVEJOY	JOSEPH	60102
OPERATIONS MANAGER	11374	1.00	$83,500	$83,821	$83,821	SWEENEY	BRENDAN	60102
OFFICE MANAGER	10104	1.00	$66,746	$67,002	$67,002	COTE	KARA	60105
SUPERVISOR STREET	11386	1.00	$71,806	$72,082	$72,082	DENNISON	JOSHUA	60102
MECHANIC SUPERVISOR	14325	1.00	$90,272	$90,619	$90,619	COURT	JERALD	60105
MECHANIC 1	10143	1.00	$69,555	$69,823	$69,823	BEAULIEU	JAYSON	60105
MECHANIC 1	12725	1.00	$66,602	$66,858	$66,858	COLLOMY	LARRY	60105
MECHANIC 1	11405	1.00	$60,216	$60,448	$60,448	OUELLETTE	KYLE	60105
MECHANIC 1	36850	1.00	$67,267	$67,526	$67,526	JONES	MICHAEL	60105
MECHANIC 1	11154	1.00	$64,231	$64,478	$64,478	MALONEY	EDWARD	60105
MECHANIC 1	11032	1.00	$61,152	$61,387	$61,387	VILLANDRY	CHRISTOPHER	60105
MECHANIC I	11257	1.00	$56,222	$56,439	$56,439	FLYNN	THOMAS	60105
MECHANIC 1	MEC-1	1.00	$57,346	$57,566	$57,566	VACANT	0	60105
MECHANIC 2	10433	1.00	$60,797	$61,031	$61,031	GUAY	KEVIN	60105
PARTS MAN	10112	1.00	$62,858	$63,099	$63,099	LABRECQUE	RANDY	60105
JOB ADJUSTMENTS	21	-	$0	$0	$0	VARIOUS	0	60105
TOTAL BUDGETED POSITIONS		**15.58**	**1,128,751.02**	**1,133,092.37**	**1,133,092.37**			

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Dept Manager Salary Exp

Department Number: 21161 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$71,517	$71,847	$71,235	$74,720	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$78,083	$78,083		$3,362

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

58% of Director's Salary

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21161 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$273,580	$237,513	$251,914	$243,424	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$266,613	$266,613		$23,189

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

1 Street Working Supervisor salary.
1 Assistant Director
1 Operations manager

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: F-T Employee Wage Exp

Department Number: 21161 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$610,493	$750,602	$566,040	$737,621	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$783,917	$783,917		$46,296

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Following positions without contract obligations

Supervisor
Head mechanic
7 Mechanic positions
1 Body & Fender position
1 Parts Technician position
1 Admin. Asst. position
See Payroll worksheet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Overtime Wage Expense

Department Number: 21161 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$80,020	$70,000	$62,525	$70,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$77,824	$74,500		$4,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

reduced anticipating full staffing

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Clothing/Uniforms Expense

Department Number: 21161 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,378	$10,000	$8,249	$13,800	$13,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$13,800	$13,800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractual obligation for clothing for the following positions :

Street Working Supervisor
Mechanic Supervisor
Head Mechanic
8 Mechanics
Body & Fender
Parts Tech.
Extra for new employee
Moved boots to this code from 21162-60230

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Conferences/Training Expense

Department Number: 21161 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,670	$6,000	$557	$6,000	$6,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,000	$6,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Op's manager	$	300.00
Street Working Supervisor	$	700.00
Mechanic Supervisor	$	1,000.00
Mechanics	$	2,500.00
Director/Assistant	$	1,000.00
Parts Tech.	$	500.00

Estimated cost related to off site training sessions

	$	6,000.00

FY 24 - Projected: Joe and Brendan going to AWPA confrence.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Travel/Mileage Expense

Department Number: 21161 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,772	$5,000	$3,472	$5,000	$5,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Turnpike toll expenses for :

Trash Trucks	524 Trips per year	$3,238
Large Item truck	156 Trips per year	$1,124
Parts pick up/misc.		$637
	Totals:	$5,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** √ Admin/Fleet Maint. Exp

Account Title: Food/Lodging Expense

Department Number: 21161 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 24 Projection: For food and lodging training

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Dues/Memberships Expense

Department Number: 21161 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$634	$675	$687	$700	$700

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$700	$700		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

APWA (American Public Works Association) membership dues for following positions :

Director	$233
Asst. Director	$233
Ops Manager	$233
Total:	$699

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Service Contracts Expense

Department Number: 21161 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,929	$8,700	$9,626	$9,150	$12,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,000	$11,000		$1,850

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual Service Contracts :

UST (Under ground storage tanks) Inspection	$1,300
Interstate Fuel Fire System :	$1,200
Maine State Securities :	$750
Heating and Air Cond. System :	$3,250
Crane Inspections :	$850
Scan Tool Support and upgrades:[1]	$1,800
Pest control	$1,500
Total:	$10,650

FY 24 Projection: Increase in cost will use budget

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Postage/Shipping Expense

Department Number: 21161 Account Number: 60325

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$106	$350	$171	$300	$300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$300	$300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected costs for shipping of parts

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Electricity Expense

Department Number: 21161 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$23,466	$45,500	$22,343	$45,500	$24,451

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$24,451	$24,451		($21,049)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

School Dept billed $45,500 Buses

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Water Expense

Department Number: 21161 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,857	$3,978	$4,672	$4,300	$4,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,700	$4,700		$400

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost for Public Works facility per Maine water with a 6% increase

FY 24 Projection: Over due to % increase and usage vactor.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Phone/Celular/Paging Exp

Department Number: 21161 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,880	$12,781	$13,349	$15,229	$15,229

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,229	$15,229		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Phone & GPS Units costs :

22 GPS Units	$17.00 month/each	$4,488.00
17 GPS Units :	$18.95 month/each	$3,865
7 Smart Phone :	$64.00 /month/each	$5,376
2 Land Lines :	$37.50 /month/each	$900
Misc. :		$600
	Total:	$15,229

FY 24 Projection: Contracted phone through Verizon

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Sewer User Fee Expense

Department Number: 21161 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,503	$4,800	$5,133	$4,800	$4,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,800	$4,800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost based on Historical data

FY 24 Projection: Set fee sewer usage/water usage..

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Heating Fuel Expense

Department Number: 21161 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$41,926	$26,750	$23,216	$26,750	$23,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$26,750	$26,750		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost based upon Historical data

FY 24 Projection: Thinking mellow winter will use 23,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Gasoline Expense

Department Number: 21161 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
-$15,541	$14,540	$79,790	$20,440	$18,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$18,000	$18,000		($2,440)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Gallons Estimated: 5375 5375 x 3.05 = $16394

Contract reads (60,000) Gallons Beginning on 10/30/2023 @ $3.05
If we went Back out to bid estimated at $3.05 a gallon

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21161 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,269	$9,500	$11,578	$12,525	$13,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,200	$15,200		$2,675

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Public works admin vehicles.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Building Repair/Maint Exp

Department Number: 21161 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,393	$13,000	$15,918	$14,000	$14,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,000	$15,000		($1,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Over head door maint:	$6,000.00
Repairs/paint/electrical/lighting :	$5,000.00
Misc. :	$4,000.00
Total:	$15,000.00

Fy 24 Projection; Cost of supplies and service up from previous years. Bay doors original equipment.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Operating Equip Repair Exp

Department Number: 21161 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,726	$9,000	$7,278	$9,250	$8,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,250	$9,250		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mechanical lifts :	$1,600
Vehicle jacks :	$1,000
Oil dispensing/reclaiming syst. :	$2,550
Compressors :	$600
Fuel Island :	$2,500
Power washer	$1,000
Total:	$9,250

FY 24 Projection: Fuel Island and Pressure washer Good year as far as needs.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Repair/Maint-CommunsEquip

Department Number: 21161 Account Number: 60461

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$2,000	$2,235	$2,000	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,000	$2,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PW share of the communication tower and components. $2,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21161 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$19,239	$17,960	$18,814	$17,960	$17,960

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$17,960	$17,960		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maint. Dossier on-line service:	$6,760
Office Supplies :	$2,300
Mitchell's online Manuals :	$4,950
Time clock support	$950
Monday Task Monitor	$3,000
Total:	$17,960

FY 24 Projection: 4 of the 5 mentioned set contracted prices.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21161 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$26,384	$5,950	$32,704	$5,950	$5,950

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,950	$5,950		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Prod.Maint. Supplies		$2,250
Safety Equipment		$1,100
Medical Supplies :		$1,600
OSHA/DOL Mandates :		$1,000
	Total:	$5,950

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Construction Supplies

Department Number: 21161 Account Number: 60505

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,925	$1,500	$1,875	$1,500	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,500	$2,500		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Hot tp/Curbing	$800
Gravel/Stone	$900
Loam/seeding/Fertilizer	$800
Total:	$2,500

FY 24 Projection: Price of supplies over the last two years has increased.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Equipment/Small Tools-Non-cap

Department Number: 21161 Account Number: 60506

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,533	$19,000	$21,558	$20,050	$20,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$20,500	$20,500		($450)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Tool Allowance Per contract:	$9,000
Scan Tool	$4,500
Misc. garage tools :	$6,550
Total:	$20,050

FY 24 Projection: Items needed to keep garage to date.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Cleaning Supplies Expense

Department Number: 21161 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,250	$3,850	$3,458	$4,300	$4,300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,300	$4,300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost based upon historical data

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Miscellaneous Expense

Department Number: 21161 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$554	$625	$1,043	$1,225	$1,225

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,225	$1,225		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

UST (Underground storage tanks) Registration:		$600
CIRF Fees		$625
	Total:	$1,225

FY 24 Projection: Set Fee's

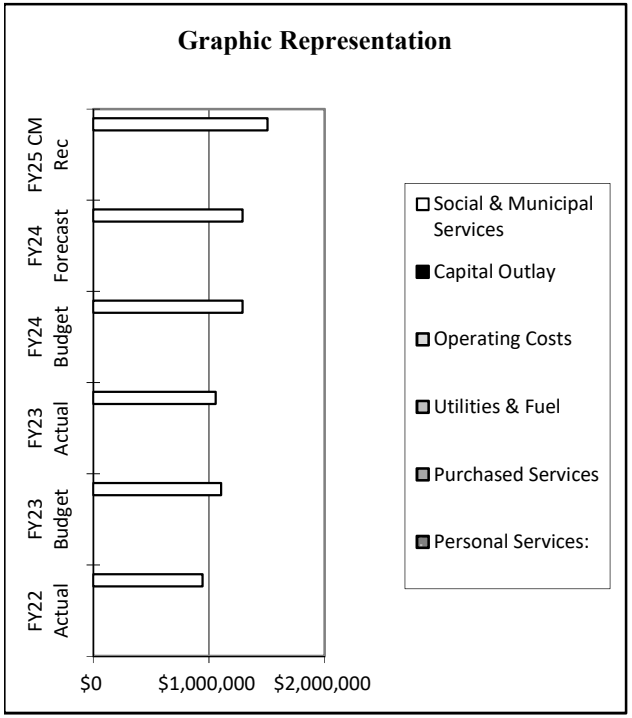
City of Biddeford, Maine
Fiscal Year 2025

Budget: Municipal Services

Account Number: 21128

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$944,657	$1,104,083	$1,056,741	$1,290,000	$1,290,000	$946,453	$1,505,388	$1,375,000
TOTALS:	**$944,657**	**$1,104,083**	**$1,056,741**	**$1,290,000**	**$1,290,000**	**$946,453**	**$1,505,388**	**$1,375,000**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$1,290,000	$1,375,000	$85,000	6.6%
TOTALS:	**$1,290,000**	**$1,375,000**	**$85,000**	6.6%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**		**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
61199	Total Muni Svcs Allocation	$944,657	$1,104,083	$1,056,741	$1,290,000	$1,290,000	$946,453	$1,505,388	$1,375,000
Totals		**$944,657**	**$1,104,083**	**$1,056,741**	**$1,290,000**	**$1,290,000**	**$946,453**	**$1,505,388**	**$1,375,000**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Municipal Services

Account Title: Total Muni Svcs Allocation

Department Number: 21128 Account Number: 61199

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Projection
$944,657	$1,104,083	$1,056,741	$1,290,000	$1,290,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	1,505,388.00	1,375,000.00		$85,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

See attached detail sheet for requests

reduced without specific recommendations because of budgetary pressures.

Account Number	Agency Description	FY23 Budget	FY24 Requests	FY24 Funding	FY25 Request
1102MUN-608020	Biddeford Cultural and Heritage Center	$7,500	$10,000	$ 7,500	$10,000.00
1102MUN-608030	Biddeford Mills Museum	$2,000	$3,000	$ 2,500	$7,500.00
1102MUN-608040	Sourthern Maine Finance Agency (formerly Bidd-Saco Economic Dev Corp)	$10,361	$10,361	$ 10,361	$10,361.00
1102MUN-608050	Bidd-Saco-OOB Transit District	$250,000	$250,000	$ 250,000	$280,00.00
1102MUN-608060	City Theater	$27,500	$40,000	$ 35,000	$75,000.00
1102MUN-608080	Eastern Trail Alliance	$5,000	$6,000	$ 5,000	$6,000.00
1102MUN-608090	Engine	$10,000	$15,000	$ 12,000	$20,000.00
1102MUN-608095	Halloween Festival	$250		$ -	$0.00
1102MUN-608100	Heart of Biddeford - Operating	$47,500	$110,000	$ 100,000	$110,000.00
1102MUN-608101	Heart of Biddeford - Riverjam		$5,000	$ 5,000	$5,000.00
1102MUN-608120	Historical Society	$7,500	$7,500	$ 7,500	$7,500.00
1102MUN-608130	Holiday Lighting	$5,000	$6,000	$ 20,000	$20,000.00
1102MUN-608140	LaKermesse Donation Exp	$12,500	$15,000	$ 13,500	$15,000.00
1102MUN-608150	McArthur Library	$575,000	$855,397	$ 665,000	$1,005,728.00
1102MUN-608180	Saco River Corridor Comm	$10,000	$10,000	$ 10,000	$10,000.00
1102MUN-608190	Seeds of Hope Neighborhood Ctr	$35,000	$37,900	$ 38,000	$40,000.00
1102MUN-608040	So ME Reg Planning Comm	$9,472	$9,756	$ 9,756	$10,049.00
1102MUN-608230	York County Community Action Corporation	$4,000		$ -	$4,00.00
	Downtown Promotions/Events			$ -	$5,00.00
	Southern Maine Beach Profile Program Advisory Committee			$ -	$0.00
	My Place Teen Center			$ 50,000	$135,000.00
	City Council			$ -	
ADJST	Adjustments	-$20,000			
	Totals	**$998,583**	**$1,390,914**	**$1,241,117.00**	**$1,487,138.00**

Account Number	Board/Committee/Commission Description	FY23 Budget			
1102MUN-608010	Biddeford Conservation Comm	$3,000	$3,000	$ 3,000	$3,000.00
1102MUN-608035	Planning Board	$3,500	$3,500	$ 3,500	$3,500.00
1102MUN-608065	Climate Task Force	$64,000	$33,000		$3,000.00
1102MUN-608067	Additional Community Events Funding	$25,000		$ 10,000	$3,500.00
1102MUN-608110	Historic Preservation Comm	$1,000	$1,250	$ 1,000	$1,000.00
	Downtown Development Committee		$2,000	$ 1,000	$1,000.00
	Public Arts Commission		$1,000		$1,250.00
	Project Canopy Committee				$2,000.00
Board and Commission Subtotal				$18,500.00	$18,250.00
	Totals	**$96,500**	**$43,750**	**$1,259,617.00**	**$1,505,388.00**

	FY23 Budget	FY24 Requests	FY24 Funding	FY25 Requests
Outside Agency Total	$998,583	$1,390,914	$1,241,117	$1,487,138
Board/Committee/Commission Total	$96,500	$43,750	$1,259,617	$1,505,388

Boards/Committees/Commissions

Board/Committee/Commission	Request	Description
Historic Preservation	$1,250.00	HPC is looking for $1,000 for training & education & $250 for dues and memberships
Downtown Development	$2,000.00	DDC is looking for $2,000 to start a Farmer's Market. $750.00 for Promotion, marketing & advertising; $1,000 would be a stipend for "Point Person"; $250 for Miscellaneous supplies (cleaning & trash)
Climate Task Force		The Climate Task Force is requesting $33,000 of their remaining funds from 2023 to cover costs through September 2023.
Planning Board	$3,500.00	The Planning Board incurs approximately $3,500.00 in operational expenses, including training.
Conservation Commission	$3,000.00	The BCC uses these funds for member training and site environmental assessment reports.
Public Arts Commission	$1,000.00	The Public Arts Commission is looking for funds for member training, and orginizational start-up expenses.
	$10,750.00	

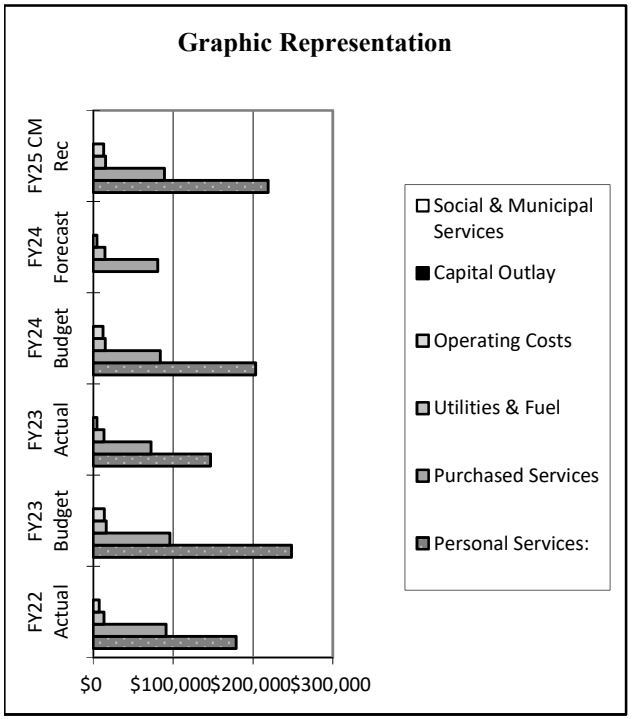
City of Biddeford, Maine
Fiscal Year 2025

Budget: Communications

Account Number: 21131

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$178,970	$248,296	$146,756	$203,549	$0	$101,694	$218,997	$218,997
Purchased Services	$90,946	$95,810	$72,083	$83,810	$80,550	$37,746	$89,000	$89,000
Utilities & Fuel	$13,142	$16,038	$13,149	$15,108	$14,673	$4,159	$15,424	$15,424
Operating Costs	$7,229	$13,856	$4,647	$12,070	$4,625	$294	$12,975	$12,975
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$290,287**	**$374,000**	**$236,635**	**$314,537**	**$99,848**	**$143,892**	**$336,396**	**$336,396**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$15,847**
Workers Comp	**$2,353**
Health Insurance	**$41,601**
Retirement	**$21,129**
Unemployment	**$207**
Other Insurance	**$2,896**
Total Fringe Benefit Impact	**$84,033**
# of Full Time Employees	**3.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$203,549	$218,997	$15,448	7.6%
Purchased Services	$83,810	$89,000	$5,190	6.2%
Utilities & Fuel	$15,108	$15,424	$316	2.1%
Operating Costs	$12,070	$12,975	$905	7.5%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$314,537**	**$336,396**	**$21,859**	6.9%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$0	$0	$0	$0	$0	$0	$0	$0
60102	Mid Mgmt Hrly Employee Wa	$60,691	$72,892	$5,385	$73,431	$0	$40,217	$83,165	$83,165
60105	F-T Employee Wage Exp	$114,869	$170,804	$136,927	$120,398	$0	$59,714	$123,984	$123,984
60106	P-T Employee Wage Exp	$3,410	$4,600	$4,357	$9,720	$0	$1,763	$11,348	$11,348
60111	Overtime Wage Expense	$0	$0	$0	$0	$0	$0	$0	$0
60256	Dues/Memberships Expense	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$178,970**	**$248,296**	**$146,756**	**$203,549**	**$0**	**$101,694**	**$218,997**	**$218,997**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60301	Legal Services Expense	$0	$800	$0	$800	$0	$0	$0	$0
60306	Other Prof/Consult Srvs Exp	$64,836	$65,000	$64,854	$65,000	$64,800	$37,746	$72,000	$72,000
60320	Advertising	$26,110	$30,000	$7,142	$18,000	$15,750	$0	$17,000	$17,000
60325	Postage/Shipping Expense	$0	$10	$0	$10	$0	$0	$0	$0
60330	Equipment Rent/Lease Exp	$0	$0	$0	$0	$0	$0	$0	$0
60370	Workers Comp Insurance Exp	$0	$0	$86	$0	$0	$0	$0	$0
Totals		**$90,946**	**$95,810**	**$72,083**	**$83,810**	**$80,550**	**$37,746**	**$89,000**	**$89,000**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$1,736	$4,410	$764	$2,328	$1,680	$0	$1,920	$1,920
60401	Water Expense	$298	$300	$148	$300	$381	$344	$400	$400
60402	Phone/Celular/Paging Exp	$2,144	$3,228	$2,395	$2,760	$2,484	$1,060	$2,520	$2,520
60404	Sewer User Fee Expense	$156	$100	$123	$120	$128	$62	$128	$128
60405	Heating Fuel Expense	$5,938	$3,800	$5,257	$5,400	$5,800	$622	$6,256	$6,256
60406	Fiber/Internet Expense	$2,869	$4,200	$4,462	$4,200	$4,200	$2,070	$4,200	$4,200
Totals		**$13,142**	**$16,038**	**$13,149**	**$15,108**	**$14,673**	**$4,159**	**$15,424**	**$15,424**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$4,802	$6,485	$3,998	$6,485	$3,750	$294	$6,235	$6,235
60500	Admin/Office Supp/Eqt Non-C	$0	$200	$0	$200	$75	$0	$200	$200
60501	Operating Supp/Eqt Non-Cap	$0	$6,871	$649	$5,385	$800	$0	$6,540	$6,540
60509	Cleaning Supplies Expense	$0	$300	$0	$0	$0	$0	$0	$0
60752	Note/BAN Principal Expense	$0	$0	$0	$0	$0	$0	$0	$0
60753	Note/BAN Interest Expense	$0	$0	$0	$0	$0	$0	$0	$0
60797	Miscellaneous Expense	$2,427	$0	$0	$0	$0	$0	$0	$0
60799	Transfer Out to Other Funds	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$7,229**	**$13,856**	**$4,647**	**$12,070**	**$4,625**	**$294**	**$12,975**	**$12,975**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21131 Communications

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
ASSISTANT TO THE CITY MANAGER	10877	1	$82,847	$83,165	$83,165	LAMONTAGNE	DANICA	60102
COMMUNITY TV ASSISTANT	10210	1	$53,581	$53,788	$53,788	DAUDELIN	STEPHEN	60105
COMMUNITY TV DIRECTOR	58540	1	$69,928	$70,197	$70,197	PULOS	STEVEN	60105
P-T BROADCAST ASSISTANTS	30	0	$11,304	$11,348	$11,348	0	0	60106
TOTAL BUDGETED POSITIONS		**3**	**$217,660**	**$218,497**	**$218,497**			

Notes:

Reevaluated for FY24 and changed Outreach Coor to DEI Coor. Moved to 21108-Personnel (Human Resources).

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Dept Manager Salary Exp

Department Number: 21131 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21131 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$60,691	$72,892	$5,385	$73,431	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$83,165	$83,165		$9,734

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: F-T Employee Wage Exp

Department Number: 21131 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$114,869	$170,804	$136,927	$120,398	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$123,984	$123,984		$3,587

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Employee wages for public access director, community TV assistant

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: P-T Employee Wage Exp

Department Number: 21131 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,410	$4,600	$4,357	$9,720	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,348	$11,348		$1,628

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency wages for P-T employees providing videographer services.

Desc	*Rate/hr*	*Ave Hrs*	*# Meetings/Yr*	*Subtotal*
Airport Com.	$19.00	1	12	$228.00
Capital Proj	$19.00	1	5	$95.00
City Council	$19.00	2	40	$1,520.00
Budget Com	$19.00	2	20	$760.00
Finance Com	$19.00	1.5	24	$684.00
Planning Board	$19.00	2	36	$1,368.00
Policy Com	$19.00	2	12	$456.00
ZBA	$19.00	1	8	$152.00
Special Meetings	$19.00	3	54	$3,078.00
Admin Time	$19.00	0.75	211	$3,006.75
				$11,347.75

Ave Hrs/Wk		11.5
Rate	$	19.00
Wk/Yr		52
	$	11,347.75

FY25 increase due to wage increase in FY24 to reflect market

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Conferences/Training Expense

Department Number: 21131 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500.00	$500.00		$500.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

I would like to be able to virtually attend #GSMCon, which is a conference for government social media managers/communications s

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Dues/Memberships Expense

Department Number: 21131 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Legal Services Expense

Department Number: 21131 Account Number: 60301

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$800	$0	$800	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($800)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency line for legal matters associated with current cable television franchise agreement.

Desc	*Unit (hrs)*	*Rate*	*Subtotal*
Legal - City Solicitor	4	$200.00	$0.00
Legal - Outside Counsel/Consultant	0	$500.00	$0.00
			$0.00

Included here to reflect cost transfer from Cable TV Franchise fees

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21131 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$64,836	$65,000	$64,854	$65,000	$64,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$72,000	$72,000		$7,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Monthly Rate*	*Subtotal*
Grant Writer	$6,000.00	$72,000.00
		$72,000.00

Increase in rate from $5,400/month to $6,000/month

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Advertising

Department Number: 21131 Account Number: 60320

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$26,110	$30,000	$7,142	$18,000	$15,750

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$17,000	$17,000		($1,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This advertising funding was previously covered under the Economic Development budget and is used for business recruitment and tourism attraction. In the past, we paid a consultant to design ads but that work is now generally completed in-house.

MaineBiz	$7,000
Other Video/Print/Radio/Social Media Ads	$10,000
	$17,000

YTD: $8280

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Postage/Shipping Expense

Department Number: 21131 Account Number: 60325

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$10	$0	$10	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($10)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contingency for certified mail postage related to franchise agreement.

Desc	*Unit*	*Rate*	*Subtotal*
Postage contingency	0	$10.00	$0.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Electricity Expense

Department Number: 21131 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,736	$4,410	$764	$2,328	$1,680

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,920	$1,920		($408)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY23 Actual: 1,251.70

Desc	Unit	Rate	Subtotal
Median Monthly Electricity Expense	12	$160.00	$1,920.00

(For Public Access Building)

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Water Expense

Department Number: 21131 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$298	$300	$148	$300	$381

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$400		$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	**Unit**	**Rate**	**Subtotal**
Monthly Water Bill	4	$100.00	$400.00
YTD is wrong - should be $190.57. FY23 actual is $302.21			

History (actual)		
FY14	$	236.07
FY15	$	268.80
FY16	$	275.63
FY17	$	263.13
FY18	$	257.56
FY19	$	265.49
FY20	$	238.16
FY21	$	242.72
FY22	$	298.04
FY23	$	302.21
Average	$	264.78
Median	$	260.35
Maximum	$	275.63

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Phone/Celular/Paging Exp

Department Number: 21131 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,144	$3,228	$2,395	$2,760	$2,484

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,520	$2,520		($240)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	***Unit***	***Rate***	***Subtotal***
Consolidated Communications	12	$150.00	$1,800.00
Cell Phone Stipend for Asst. to City Manager	12	$35.00	$420.00
Cell Phone Monthy Bill - Public Access	12	$25.00	$300.00
			$2,520.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Sewer User Fee Expense

Department Number: 21131 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$156	$100	$123	$120	$128

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$128	$128		$8

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Rate*	*Subtotal*
Sewer Fee	4	$32.00	$128.00
			$128.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Heating Fuel Expense

Department Number: 21131 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,938	$3,800	$5,257	$5,400	$5,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,256	$6,256		$856

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

YTD actually $4058.73

Desc	***Unit***	***Rate***	***Subtotal***
Propane (gallon delivered)	1,700	$3.68	$6,256.00

History (actual)		
FY14	$	4,738.69
FY15	$	4,223.69
FY16	$	2,286.86
FY17	$	3,165.75
FY18	$	3,395.30
FY19	$	4,184.69
FY20	$	3,242.56
FY21	$	4,347.00
FY22	$	5,938.00
FY23	$	5,256.94
Average	$	4,077.95
Median	$	4,184.69
Maximum	$	5,938.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Fiber/Internet Expense

Department Number: 21131 Account Number: 60406

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,869	$4,200	$4,462	$4,200	$4,200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,200	$4,200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	***Unit***	***Rate***	***Subtotal***
Spectrum (package phone and internet)	12	$350.00	$4,200.00
			$0.00
			$4,200.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Building Repair/Maint Exp

Department Number: 21131 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,802	$6,485	$3,998	$6,485	$3,750

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,235	$6,235		($250)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Continegncy for building maintanance and repair

Desc	***Unit***	***Rate***	***Subtotal***
Plowing & Sanding	10	$200.00	$2,000.00
General Maintenance	3	$300.00	$900.00
Maint. Building Security	2	$400.00	$800.00
Plumbing/Heating Service	3	$95.00	$285.00
Fire Extinguisher and Alarm Inspection	1	$650.00	$650.00
Pest Control	4	$400.00	$1,600.00
			$6,235.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21131 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$200	$0	$200	$75

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$200	$200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY23 is actually 121.50

Desc	***Unit***	***Rate***	***Subtotal***
General Office Supplies	1	$200.00	$200.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21131 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$6,871	$649	$5,385	$800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,540	$6,540		$1,155

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 23 is actually 898.33

Desc	***Unit***	***Rate***	***Subtotal***
Equipment Repair[1]	1	$2,000.00	$2,000.00
Operating Supplies[2]	1	$3,000.00	$3,000.00
MailChimp Subscription for Newsletter	12	$40.00	$480.00
Text Message Subscriber Block - Website Alerts	1	$1,000.00	$1,000.00
Canva Subscription - used to design graphics	1	$60.00	$60.00
			$6,540.00

[1]Contingency for small equipment repairs and upgrades at PA and cablecasting sites

[2]Contingency for operating equipment

History (actual)		
FY14	$	20,554.74
FY15	$	13,277.86
FY16	$	5,071.20
FY17	$	1,437.94
FY18	$	613.60
FY19	$	6,234.91
FY20	$	843.24
FY21	$	6,305.12
FY22	$	-
FY23	$	898.33
Average	$	5,523.69
Median	$	5,653.06
Maximum	$	20,554.74

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Cleaning Supplies Expense

Department Number: 21131 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$300	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

No expenditure. Remove expense line.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Note/BAN Principal Expense

Department Number: 21131 Account Number: 60752

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Loan paid off

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Miscellaneous Expense

Department Number: 21131 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,427	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Transfer Out to Other Funds

Department Number: 21131 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual[1]	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	0	0		0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Rate*	*Total*
			$0.00
Transfer out - Internal Principal Payment [1 FINAL PMT]	1	$0.00	$0.00
			$0.00
	Deduct		$0.00
			$0.00

[1]Finance confirmation of loan payoff

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Note/BAN Interest Expense

Department Number: 21131 Account Number: 60753

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Interest Payment on Building Renovation Internal Loan - Finance confirmation of laon payoff

Desc	*Unit*	*Rate*	*Subtotal*
Internal Renovation Loan	0	$982.33	$0.00
			$0.00
			$0.00

Loan payoff January 2022

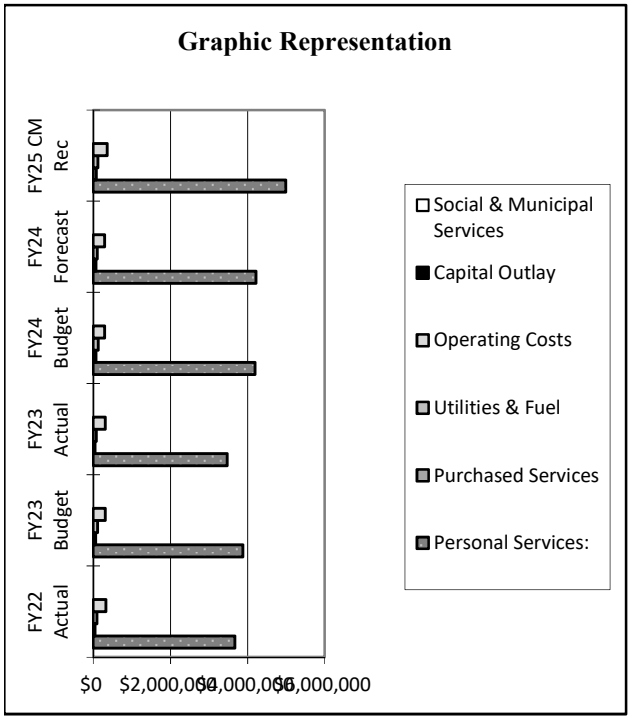
City of Biddeford, Maine
Fiscal Year 2025

Budget: Fire Dept.

Account Number: 21141

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$3,672,601	$3,873,835	$3,467,786	$4,191,463	$4,217,486	$1,813,461	$4,985,866	$4,637,973
Purchased Services	$45,685	$61,310	$46,395	$70,400	$71,768	$40,242	$78,858	$78,858
Utilities & Fuel	$91,146	$112,169	$80,660	$129,934	$97,475	$30,553	$114,168	$114,168
Operating Costs	$323,745	$308,499	$307,776	$292,350	$295,160	$91,227	$359,566	$351,166
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$4,133,177**	**$4,355,812**	**$3,902,617**	**$4,684,147**	**$4,681,889**	**$1,975,482**	**$5,538,458**	**$5,182,164**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$301,636**
Workers Comp	**$406,921**
Health Insurance	**$886,913**
Retirement	**$493,861**
Unemployment	**$3,943**
Other Insurance	**$43,435**
Total Fringe Benefit Impact	**$2,136,709**
# of Full Time Employees	**48.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$4,191,463	$4,637,973	$446,510	10.7%
Purchased Services	$70,400	$78,858	$8,458	12.0%
Utilities & Fuel	$129,934	$114,168	-$15,766	-12.1%
Operating Costs	$292,350	$351,166	$58,816	20.1%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$4,684,147**	**$5,182,164**	**$498,018**	10.6%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$106,777	$109,294	$106,271	$113,666	$166,500	$164,618	$125,882	$125,882
60102	Mid Mgmt Hrly Employee Wa	$226,422	$247,866	$227,143	$254,824	$257,327	$6,415	$265,284	$215,827
60105	F-T Employee Wage Exp	$2,281,213	$2,835,000	$2,387,282	$3,118,464	$2,900,000	$1,211,314	$3,523,572	$3,390,932
60106	P-T Employee Wage Exp	$0	$0	$0	$0	$0	$0	$26,465	$0
60107	Temp/Seasonal Emp Wage Ex	$55,026	$47,500	$37,918	$47,500	$39,274	$19,637	$73,158	$70,000
60111	Overtime Wage Expense	$814,218	$325,000	$397,850	$350,000	$477,361	$242,811	$623,253	$498,253
60112	Extra Holiday Pay Exp	$137,783	$125,000	$145,301	$123,538	$188,468	$104,487	$70,381	$70,381
60121	Annual Stipend Pay Expense	$0	$0	$500	$0	$750	$12,000	$6,000	$6,000
60230	Clothing/Uniforms Expense	nmb,	$85,000	$85,843	$85,000	$93,476	$38,681	$134,173	$127,500
60251	Conferences/Training Expense	$32,272	$79,200	$61,575	$78,000	$75,000	$10,765	$116,399	$112,500
60252	Travel/Mileage Expense	$243	$1,000	$0	$1,000	$600	$300	$1,000	$1,000
60253	Food/Lodging Expense	$7,219	$4,200	$5,340	$4,200	$4,800	$27	$4,800	$4,200
60256	Dues/Memberships Expense	$3,830	$3,400	$3,195	$3,896	$3,930	$178	$4,122	$4,122
60258	Hiring Costs/EE Testing Exp	$7,969	$11,375	$9,894	$11,375	$10,000	$2,229	$11,375	$11,375
Totals		**$3,672,601**	**$3,873,835**	**$3,467,786**	**$4,191,463**	**$4,217,486**	**$1,813,461**	**$4,985,866**	**$4,637,973**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$45,114	$60,910	$45,963	$70,000	$71,368	$40,099	$78,458	$78,458
60325	Postage/Shipping Expense	$571	$400	$433	$400	$400	$143	$400	$400
Totals		**$45,685**	**$61,310**	**$46,395**	**$70,400**	**$71,768**	**$40,242**	**$78,858**	**$78,858**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$18,522	$41,966	$19,155	$38,000	$21,600	$7,481	$22,054	$22,054
60401	Water Expense	$2,109	$2,449	$2,697	$2,834	$2,800	$1,433	$3,032	$3,032
60402	Phone/Celular/Paging Exp	$11,594	$14,000	$11,741	$16,000	$12,285	$4,944	$16,000	$16,000
60404	Sewer User Fee Expense	$2,269	$4,400	$2,298	$4,400	$2,990	$1,495	$3,400	$3,400
60405	Heating Fuel Expense	$23,973	$20,000	$15,550	$22,000	$20,000	$3,601	$22,000	$22,000
60410	Diesel Fuel Expense	$28,641	$25,272	$23,039	$40,950	$30,000	$8,071	$39,416	$39,416
60411	Gasoline Expense	$4,039	$4,082	$6,180	$5,750	$7,800	$3,528	$8,266	$8,266
Totals		**$91,146**	**$112,169**	**$80,660**	**$129,934**	**$97,475**	**$30,553**	**$114,168**	**$114,168**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$31,093	$37,652	$41,438	$33,000	$33,000	$5,133	$59,200	$52,000
60452	Operating Equip Repair Exp	$78,745	$65,205	$61,420	$65,000	$65,000	$15,691	$71,200	$70,000
60453	Vehicle Repair/Tires/Oil Exp	$130,754	$112,000	$120,138	$107,500	$107,500	$49,378	$111,750	$111,750
60461	Repair/Maint-CommunsEquip	$2,135	$7,500	$3,718	$5,000	$12,000	$567	$23,400	$23,400
60465	Fire Boat Repair/Maint	$4,255	$5,247	$5,066	$4,000	$360	$180	$4,000	$4,000
60500	Admin/Office Supp/Eqt Non-C	$7,389	$6,000	$5,788	$5,000	$6,900	$4,271	$5,900	$5,900
60501	Operating Supp/Eqt Non-Cap	$4,014	$6,000	$5,059	$5,000	$4,900	$10	$10,200	$10,200
60508	Ambulance Supplies Non-Cap	$59,594	$63,853	$60,495	$63,000	$61,000	$15,033	$69,316	$69,316
60509	Cleaning Supplies Expense	$5,340	$5,043	$4,653	$4,850	$4,500	$964	$4,600	$4,600
60797	Miscellaneous Expense	$423	$0	$0	$0	$0	$0	$0	$0
Totals		**$323,745**	**$308,499**	**$307,776**	**$292,350**	**$295,160**	**$91,227**	**$359,566**	**$351,166**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21141 Fire Dept.

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
FIRE CHIEF	11385	1.00	125,400.08	125,882.39	125,882.39	BEST	LAWRENCE	60101
ASSIST. FIRE CHIEF	10333	1.00	111,250.05	111,677.93	111,677.93	DEXTER	EDWARD	60102
DEPUTY FIRE CHIEF	65900	1.00	103,749.98	104,149.02	104,149.02	THORPE	KENNETH	60102
OFFICE MANAGER	7725	1.00	71,924.53	72,201.16	72,201.16	BOYDEN	KATHY	60105
CAPTAIN/PARAMEDIC	10330	1.00	95,309.76	95,676.34	95,676.34	KIESMAN	STEVEN	60105
CAPTAIN/ADVANCED	10028	1.00	89,784.24	90,129.56	90,129.56	OUELLETTE	DERICK	60105
CAPTAIN/ADVANCED	68625	1.00	92,557.92	92,913.91	92,913.91	WHEELER	ERIC	60105
CAPTAIN/BASIC	1150	1.00	85,656.48	85,985.93	85,985.93	ANTON	PETER	60105
LIEUTENANT/PARAMEDIC	10415	1.00	85,285.20	85,613.22	85,613.22	MERTZ	ROBERT	60105
LIEUTENANT/PARAMEDIC	62915	1.00	85,285.20	85,613.22	85,613.22	SEVIGNY	TIMOTHY	60105
LIEUTENANT/PARAMEDIC	10414	1.00	85,285.20	85,613.22	85,613.22	STEVENSON	ANDREW	60105
LIEUTENANT/PARAMEDIC	10784	1.00	84,084.00	84,407.40	84,407.40	SZOSTEK	STEVEN	60105
LIEUTENANT/PARAMEDIC	10957	1.00	82,882.80	83,201.58	83,201.58	SCHEPPARD	ADAM	60105
FF II/PARAMEDIC	10865	1.00	72,072.00	72,349.20	72,349.20	BROWN	BENJAMIN	60105
FF II/PARAMEDIC	10497	1.00	74,256.00	74,541.60	74,541.60	CLEMENT	PAUL	60105
FF II/PARAMEDIC	10990	1.00	69,888.00	70,156.80	70,156.80	COUSINS	ROBERT	60105
FF II/PARAMEDIC	10060	1.00	76,440.00	76,734.00	76,734.00	CROCKER	JASON	60105
FF II/PARAMEDIC	11198	1.00	69,888.00	70,156.80	70,156.80	DEFIORE	DANIELLE	60105
FF II/PARAMEDIC	10905	1.00	74,256.00	74,541.60	74,541.60	DOROW	ALEXANDER	60105
FF II/PARAMEDIC	11312	1.00	65,520.00	65,772.00	65,772.00	HARTLY JR	RICHARD	60105
FF II/PARAMEDIC	11383	1.00	63,336.00	63,579.60	63,579.60	JUBB	RYAN	60105
FF II/PARAMEDIC	11200	1.00	69,888.00	70,156.80	70,156.80	LOUGH	MICHELLE	60105
FF II/PARAMEDIC	11163	1.00	69,888.00	70,156.80	70,156.80	MARRIOTT	DALTON	60105
FF II/PARAMEDIC	11216	1.00	72,072.00	72,349.20	72,349.20	MOLLOY	DANIEL	60105
FF II/PARAMEDIC	56101	1.00	78,624.00	78,926.40	78,926.40	PICHE	NANCY	60105
FF II/PARAMEDIC	11165	1.00	69,888.00	70,156.80	70,156.80	POWERS	MONICA	60105
FF II/PARAMEDIC	10786	1.00	72,072.00	72,349.20	72,349.20	ROSS	BREEANNA	60105
FF II/PARAMEDIC	11146	1.00	75,348.00	75,637.80	75,637.80	SMITH	JOSHUA	60105
FF II/PARAMEDIC	11266	1.00	69,888.00	70,156.80	70,156.80	WARDWELL	JONATHAN	60105
FF II/PARAMEDIC	11201	1.00	69,888.00	70,156.80	70,156.80	WELCOME	SEAN	60105
FF II/PARAMEDIC	11202	1.00	69,888.00	70,156.80	70,156.80	WIERDA	HENRY	60105
FF II/ADVANCED	10053	1.00	70,980.00	71,253.00	71,253.00	ABERLE	CHRISTOPHER	60105
FF II/ADVANCED	11313	1.00	64,428.00	64,675.80	64,675.80	BOYD	ROBERT	60105
FF II/ADVANCED	11310	1.00	64,428.00	64,675.80	64,675.80	CARCIOFOLO	VINCENZO	60105
FF II/ADVANCED	11217	1.00	66,612.00	66,868.20	66,868.20	CAREY	MICHAEL	60105
FF II/ADVANCED	11162	1.00	66,612.00	66,868.20	66,868.20	CHASE	NEHEMIAH	60105
FF II/ADVANCED	11197	1.00	64,428.00	64,675.80	64,675.80	CLEARY	MATTHEW	60105
FF II/ADVANCED	11161	1.00	64,428.00	64,675.80	64,675.80	FACE	ZACHARY	60105
FF II/ADVANCED	11167	1.00	64,428.00	64,675.80	64,675.80	FRANCIS	ADAM	60105
FF II/ADVANCED	44675	1.00	73,164.00	73,445.40	73,445.40	MALONEY	TODD	60105
FF II/ADVANCED	10703	1.00	64,428.00	64,675.80	64,675.80	SPECKIN	STEVEN	60105
FF II/ADVANCED	11265	1.00	66,612.00	66,868.20	66,868.20	WRIGHT	DAVID	60105
FF II/BASIC	11427	1.00	52,416.00	52,617.60	52,617.60	AZER	ZACHARY	60105
FF II/BASIC	11422	1.00	52,416.00	52,617.60	52,617.60	CARR	BENNETT	60105
FF II/BASIC	11428	1.00	52,416.00	52,617.60	52,617.60	BEATTIE	CAITLIN	60105
FF II/BASIC	108	-	52,416.00	52,617.60	52,617.60	VACANT	0	60105
FF II/BASIC	109	-	52,416.00	52,617.60	52,617.60	VACANT	0	60105
FF II/BASIC	110	-	52,416.00	52,617.60	52,617.60	VACANT	0	60105
FF II/BASIC	111	-	52,416.00	52,617.60	52,617.60	VACANT	0	60105
FF II/BASIC	112	-	52,416.00	52,617.60	52,617.60	VACANT	0	60105
FF II/BASIC	113	-	52,416.00	52,617.60	52,617.60	VACANT	0	60105
FF II/BASIC	114	-	52,416.00	52,617.60	52,617.60	VACANT	0	60105
RESIDENCY BONUS	10	-	13,000.00	13,000.00	13,000.00	0	0	60105
RETENTION BONUS	12	-	13,000.00	13,000.00	13,000.00	-	-	60105
PAYOUTS (EDU)	13	-	-	-	-	-	-	60105
CALL BACK BONUS	45	-	1,500.00	1,500.00	1,500.00	0	0	60105
UNION CONTRACT SALARY ADJ.	44	-	-	-	-	0	0	60105
CALL FORCE	11	-	70,000.00	70,000.00	70,000.00	-	-	60107
UNION CONTRACT SALARY ADJ.	44	-	-	-	-	0	0	60105
DEPUTY FIRE CHIEF	122	1.00	49,268.00	49,457.49	49,457.49	NEW POSITION	0	60102
FIRE INSPECTOR	48	1.00	27,300.00	27,405.00	27,405.00	NEW POSITION	0	60105
ADMINISTRATIVE ASST.	123	1.00	#VALUE!	REMOVE	REMOVE	NEW POSITION	0	60106
TOTAL BUDGETED POSITIONS		**48.00**	**#VALUE!**	**3,924,996.18**	**3,924,996.18**			

Notes: New Dept Fire Chief position represents 6-months on salary, see 60102

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Dept Manager Salary Exp

Department Number: 21141 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$106,777	$109,294	$106,271	$113,666	$166,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$125,882	$125,882		12,216

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line is used to pay for the Fire Chiefs salary.

Fire Chief Salary

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21141 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$226,422	$247,866	$227,143	$254,824	$257,327

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$265,284	$215,827		($38,997)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line is used to pay the salary for the Assistant Chief & Deputy Chief.

Asst. Chief Salary
Deputy Chief Salary

New Positions		
Deputy Chief	$98,914.00 request for 6 months =	$49,457.00

eliminate new Deputy Chief position

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: F-T Employee Wage Exp

Department Number: 21141 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,281,213	$2,835,000	$2,387,282	$3,118,464	$2,900,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,523,572	$3,390,932		$272,468

This line is used to pay the full time line staff.

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line is used to pay the 40 full time line staff and Office Manager

Not requesting an increase in operational line staffing this year until the department is fully staffed at current authozized level

New Position - Fire Inspector	$50,973
First year @ 50% - startuing in January	$25,486.50

Eliminate new position

Authorize all 48 FF positions but only fund 46; some funding in contingency to cover if we get to full funding

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: P-T Employee Wage Exp

Department Number: 21141 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD
$0	$0	$0	$0	$0

FY2024 EOY

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$26,465	$0		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This is a new position for the Fire Department. This position would assist the FD Office Manager with daily office duties such as filling report requests; assisting with ambulance EMS billing and questions; assisting with payroll; daily support of FD admininstrative functions which supports the operations of the Department; scheduling fire prevention and community outreach programs; answering questions from the public in-person at the Station or via phone; assist with filing

New Position		Hrly Rate	Hrs/Wk		Annual Salary
Part-time Adminstrative Assistant	$	25.35	20.00	$	26,465.40

eliminate new position

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 21141 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$55,026	$47,500	$37,918	$47,500	$39,274

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$73,158	$70,000		$22,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the salary cost for our Call Force stipends and training and call back response. It also covers the cost for our department Chaplin who responds to incident to assist citizens, spends time at the FD assisting our personnel, and delivers community outreach programs. We currently have 7 openings in the call force that we hope to fill.

26 Call FF Total	Current Pay	Pay increase to Quarterly Pay
Call Force	$ 24,642.16	$ 31,918.00
Chaplin	$ 3,380.00	$ 3,380.00
Training	$ 16,380.00	$ 16,380.00
Call Back Response	$ 13,480.00	$ 13,480.00
FD Medical Director	$ 8,000.00	$ 8,000.00
	$ 65,882.16	$ 73,158.00

Reduce PT wages by *$ 3,158.00*

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Overtime Wage Expense

Department Number: 21141 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$814,218	$325,000	$397,850	$350,000	$477,361

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$623,253	$498,253		$148,253

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of shift overtime that may be needed for normal operations as well as overtime that may be needed for outside details or major storm coverage. Additionally, this line covers overtime for some training that needs to be done off duty. This year I have added $4,000 to fund additional training. Madatory additional EMS CEH requirnments have lead us to have to offer an additional all day EMS training day at a cost of about $8,000. I have also added $4,000 to allow me to have more Officer meeeting and training sessions, we are experiencing a huge turn over in Officers, our new officers require additional meeting and training to help with better department operations. $50,000 has been added to cover staff in paramedic school while on duty and $3,000 has been added to cover new employees that must attend Firefighter I and II certification training. To help keep cost down, we continue online training system for our EMS training, but we are still required to have so many hours of hands on practical training that is done on and off duty depending on the class and certification that is needed.

Projected "regular" overtime 4 year avg	$	500,980
OT for Rope Rescue Tech. Team Training	$	18,922
OT for Trench Rescue Tech. Team Training	$	18,922
OT for quarterly shift training each shift	$	37,845
OT for all Day EMS training	$	12,000
OT for Officer meetings & training	$	15,584
OT Firefighter I & II certification training	$	3,000
OT Paramedic & AEMT school coverage	$	25,000
	$	632,253

FY 18	$222,355		
FY 19	$265,484		
FY 20	$333,045		
FY 21	$458,445		
FY22	$814,218		
FY23	$397,850	$405,913.86	7 year avg.
FY24 (Budget)	$350,000		

reduce OT to reflect less vacancies existing than years past ($125,000)

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Extra Holiday Pay Exp

Department Number: 21141 Account Number: 60112

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$137,783	$125,000	$145,301	$123,538	$188,468

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$70,381	$70,381		($53,156)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of holidays as listed in the barganing agreement.
The line has been increase is to cover the cost of more employees taking the money inplace of time off and to cover the increased staff.

Deprtment recommendation $ 73,800.00

Actual

2021	$120,738.00
2022	$137,783.00
2023	$145,301.00

$134,607.33 Avg.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Annual Stipend Pay Expense

Department Number: 21141 Account Number: 60121

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$500	$0	$750

FY2024 YTD
$12,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,000	$6,000.00		$6,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Employees	Stipend	Est. Total
Annual Physical Fitness Stipend	24	$250.00	$6,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Clothing/Uniforms Expense

Department Number: 21141 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
nmb,	$85,000	$85,843	$85,000	$93,476

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$134,173	$127,500		$42,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

$29,300 of this line goes to clothing allowance for our career personnel as outlined in the current bargaining agreement. The remaining amount is used to purchase and replace firefighting gear, hazmat suits, ice water suits, swift water rescue suits, repelling harnesses, specialty rescue clothing, helmets, ballistic vests, badges, and other uniform apparel.
This year we have a number of firefighting PPE that has come to the end of life and we are still purchasing a large amount of gear for new staff being hired.

CBA Clothing	$29,300.00	
New Hires $6,501 ea.	$39,006.00	
PPE FF Gear 14 sets	$54,012.00	Replace PPE 10 years or older NFPA
Gloves $115 ea	$1,150.00	
Hoods $90 ea.	$900.00	
Boots $300 ea.	$1,200.00	
Traffic safety vest $30 ea.	$180.00	
Helmet $425 ea.	$425.00	
Misc. PPE	$8,000.00	
	$134,173.00	Total

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Conferences/Training Expense

Department Number: 21141 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$32,272	$79,200	$61,575	$78,000	$75,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$116,399	$112,500		$34,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line supports Firefighter I & II, specialty tech rescue team training, job related training and conferences, officer development , EMS training to include Pre-Hospital Trauma Life Support, Advanced Cardiac Life Support, Geriatric Emergency Medical Services, Advanced Medical Life Support, Pediatric Advanced Life Support as well as HAZMAT and extraction training. It covers the cost of books that may be required for classes and pays for seminars and worshops to include Maine Fire Chiefs, Association, National Fire Academy, New England Chief Association Arson Investigations.

We will be sending several people a year for the next number of years to EMS advanced and paramedic school. This required training level is as required for new staff through the labor management process.

Advanced EMT x5	$20,000.00
Paramedic x2	$24,000.00
Rope Rescue Tech. Team	$22,399.00
Trench & Paratech Tech	$25,000.00
Misc. FF, Tech Rescue, EMS, Officer Cert; Driver Operator; etc.	$25,000.00
	$116,399.00 Total

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Travel/Mileage Expense

Department Number: 21141 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$243	$1,000	$0	$1,000	$600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line is used for travel expenses for classes and meetings.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Food/Lodging Expense

Department Number: 21141 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,219	$4,200	$5,340	$4,200	$4,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,800	$4,200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line is used for special events and trainings, but is primarily used to feed crews from the FD, PD, Dispatch, and Public Works who are working major storms and natural disaster events. Food is prepared at the FD.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Dues/Memberships Expense

Department Number: 21141 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,830	$3,400	$3,195	$3,896	$3,930

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,122	$4,122		$226

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line pays for membership & dues to include International Association of Fire Chiefs, Fire Chiefs Magazine, Fire Engineering Publication, Maine Fire Chiefs Association, National Fire Protection Codes Manuals, York County Fire Investigators, Maine EMS, Fire Service Instructors, & NFPA.

Assoc of Fire Chiefs	$865.00
Fire Engineering Subscription	$80.00
NFPA Codes	$1,552.00
NFPA dues for Chief	$175.00
Maine Fire Chiefs Assoc	$200.00
Society of Fire Instr.	$125.00
F.D. Safety Officers Assoc.	$100.00
Maine Assoc of Arson Inves.	$200.00
York County Chief's Assoc	$400.00
Internt'l Assoc of Arson Inves.	$225.00
Nat'l EMT Assoc.	$50.00
York County Firefighters Assoc.	$150.00
	$4,122.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Hiring Costs/EE Testing Exp

Department Number: 21141 Account Number: 60258

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,969	$11,375	$9,894	$11,375	$10,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,375	$11,375		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of medical exams & adminsitrative costs for the hiring of new employees as well as yearly SCBA SCBA respiratory evalutions, testing and follow ups as required by federal law.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Service Contracts Expense

Department Number: 21141 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$45,114	$60,910	$45,963	$70,000	$71,368

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$78,458	$78,458		$8,458

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers cardiac monitor maintenance contracts, IMC contracts, State EMS software AED contracts Image Trend Software, SCBA annual flow testing, EMS stretcher and stair chair contracts, breathing air quality testing, sprinkler and fire alarm testing, annual gear inspections, annual fire ladder testing, extrication equipment testing, and fire extinguisher training maintenance.

	FY2025
Maine State Security	$700.00
Treasurer State of Me (licenses)	$10.00
Eastern Fire sprinkler system	$379.00
Begergeron Protective Clothing (Air Pack Flow Test)	$3,800.00
Tritech Software (IMC)	$2,150.00
Sunbelt	$6,000.00
Linwood Davis (fire ext inspections)	$1,700.00
Saco F.D.(fire ext. yearly maint.)	$800.00
Minuteman Security	$800.00
Industrial Protection(hydrotest scba's)(every 5 yrs)	$1,085.00
Air Tech(air quality testing)	$500.00
CLIA Lab (med waiver for labs)	$200.00
Stryker (stretcher maint. Cont.)	$8,363.00
Emergency Svs(I am responding contract)	$800.00
Maine EMS (EMS Svs lic.)	$280.00
Annual SCBA mask test	$1,000.00
New England Ladder(ground ladder testing)	$1,310.00
Image Trend	$250.00
Atlantic Partners (took place of So Me EMS)	$800.00
Hose Testing	$8,500.00
Cardiac Monitor/AED servicing/IV Pump Svc.	$6,140.00
Fire Safe Equipment Kitchen hood inspection	$300.00
Kitchen Tech stove maintenance	$400.00
Pest/Bed bug inspections	$1,000.00
Power DMS	$4,125.00
Target/Vector Solutions Training Module/Truck Checks	$10,140.00
Harrison Schrader Inc. extrication tool service	$500.00
NE Emergency Electric Extrication Tool Annual Svs.	$800.00
Air Gas cutting tourch bottles	$300.00
Apparatus pump testing	$1,405.00
Scheduling software	$3,200.00
Building HVAC maintenance	$4,000.00
Superior pests	$500.00
Domestic floor waxing	$4,500.00
Knox icloud	$721.00
Power Product generator maintenance	$1,000.00
	$78,458.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Postage/Shipping Expense

Department Number: 21141 Account Number: 60325

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$571	$400	$433	$400	$400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$400		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line is used for department postage to include EMS billing, department business, and EMS surveys to the public.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Electricity Expense

Department Number: 21141 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$18,522	$41,966	$19,155	$38,000	$21,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$22,054	$22,054		($15,946)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This is used for electrical expenses for central station.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Phone/Celular/Paging Exp

Department Number: 21141 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,594	$14,000	$11,741	$16,000	$12,285

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$16,000	$16,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

The line covers cell phone and computer data plans for Command Chiefs and the emergency apparatus.
All apparatus have date terminal that receive call information and information on things like hydrant, preplans, floor plans, sprinkler connections, building information, cross streets, department policies, hazmat, and other related information and allows for EMS and inspections reporting to be completed and allows for data to be tranfered from our EMS cardiac monitors to our EMS reporting system. This year we need to replace 3 tablets that are used on a daily basis in the vehicles for repsonses

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Water Expense

Department Number: 21141 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,109	$2,449	$2,697	$2,834	$2,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,032	$3,032		$198

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line is used for water expense at Central Station.
Includes 8.3% rate increase 7/1/2024

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Sewer User Fee Expense

Department Number: 21141 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,269	$4,400	$2,298	$4,400	$2,990

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,400	$3,400		($1,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the sewer user fee for the building at Central Station.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Heating Fuel Expense

Department Number: 21141 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$23,973	$20,000	$15,550	$22,000	$20,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$22,000	$22,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line is used to cover heating cost for the building of Central Station.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Diesel Fuel Expense

Department Number: 21141 Account Number: 60410

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$28,641	$25,272	$23,039	$40,950	$30,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$39,416	$39,416		($1,534)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This lines covers the cost of fuel for the apparatus.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Gasoline Expense

Department Number: 21141 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,039	$4,082	$6,180	$5,750	$7,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,266	$8,266		$2,516

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This lines covers the cost of gas for the department service vehicles.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Building Repair/Maint Exp

Department Number: 21141 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$31,093	$37,652	$41,438	$33,000	$33,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$59,200	$52,000		$19,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers grounds and all building maintenance, supplies, paint and repair. Maintenance and repair of the boiler and AC system, fire department monument, museum, and apparatus floor cleaner.
In addition we have many projects that need attention including lot fence repairs, exhaust system repairs for the connections to the fire apparatus, multiple electrical repairs, garage door opener replacements, security system continuations, and holiday decorations. The building is over 30 years old, there are are many repairs & maintenance that we continue to work on in an effort to properly maintain the Station and grounds.

Plymovent for apparatus air cleaning	$9,400	$7,400 BP Sta. exhaust
Electrical work	$5,000	
Plumbing/heating work	$5,000	
Appliances	$3,000	
Door repairs	$2,500	
Roof repairs	$1,000	
Gym equipment	$5,000	
Misc	$4,000	
Paint and flooring	$13,500	Phase #1 $11,776 Paint first floor est.
Apparatus floor repair	$0	
Window replacments x2 leaking	$6,800	2nd floor windows leaking
Building repairs	$4,000	
	$59,200	

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Operating Equip Repair Exp

Department Number: 21141 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$78,745	$65,205	$61,420	$65,000	$65,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$71,200	$70,000		$5,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers cost for all equipment maintenance of the tools carried on fire apparatus. It replaces such items broken during the course of fire suppression and rescue operations. This line is also used for the repairs to breathing air equipment, maintenance of fire extinguishers, extrication power tools. It covers the cost of SCBA bottles, fire suppression equipment, haz-mat equipment, cold water gear, and confined space equipment.

Breathing apparatus	$0	
SCBA bottle replacement x4	$0	
SCBA bottle Hydro Testing x38/ year	$1,330	
SCBA fill station maint.	$1,000	
Foam	$2,000	
Gas meter cal gas	$7,500	
Equipment repairs	$12,000	
Equipment purchase	$29,000	(see Detail)
Ladder repairs & purchase	$5,000	
Thermal imaging camera	$6,370	
Hose	$7,000	
	$71,200	

2024 Equipment Purchase Needs		
Milwakee batteries	$250 per battery. Need 3 annually	$750
Bailout kit	$450 each. Need 5	$2,250
Coat flashlights	$154 each . Need 9	$1,694
TacTron for S7		$1,000
Smooth bore nozzles	$884 each times 4	$3,536
Mobile Gear Rack	$2400 6 sections each	$19,200
Traffic cones	$176 set. Need 3	$528
Handlights	$225 need 4	$900
Elevator Keys	$238 each need 4 sets	$952
K-tool kit	$198 each need 2	$396
Hose Roller		$6,500
Portable hose roller		$2,385
Misc. hand tools, axes, pike poles, haligan bars etc.		$1,000
Rope rescue rope & equipment replacement		$4,000
Water rescue rope replacement		$1,000
		~~$46,091~~
Note - Maintenance for current equipment excluded.	Only asking for $29,000	

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21141 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$130,754	$112,000	$120,138	$107,500	$107,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$111,750	$111,750		$4,250

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of vehicle repairs on fire, EMS and service vehicles apparatus.

Increasing age of fleet and associated maintenance costs

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Repair/Maint-CommunsEquip

Department Number: 21141 Account Number: 60461

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,135	$7,500	$3,718	$5,000	$12,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$23,400	$23,400		$18,400

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost to purchase and maintain our communications equipment such as apparatus radios, portable radios, pagers, antennas, speaker mics, fire department radios in Dispatch, and all in house communication needs and equipment. It also covers the cost of FD radios in dispatch at the PD as well as FD remote sites within the city.
The line has been icreased by $16,000 to cover the cost of purchasing 2 portable radios for FFs a we fill open positions.

Portable radios x2	$16,000.00
Portable radio batteries x1	$2,400.00
Misc. repairs	$5,000.00
	$23,400.00 Total

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Fire Boat Repair/Maint

Department Number: 21141 Account Number: 60465

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,255	$5,247	$5,066	$4,000	$360

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000	$4,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost for repairs, equipment, storage, and maintanace for emergency boat operations.

Level fund while we evaluate marine unit options for future operations in both the ocean and river.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21141 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,389	$6,000	$5,788	$5,000	$6,900

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,900	$5,900		$900

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost on all office operating expenses, supplies, maintenance and procurement. It also covers FD education material for public education, photo supplies for investigations, Juvenile Fire Setters Program, merit awards, and inspections materials.

office equipment	$2,500	
office supplies	$3,400	
	$5,900	Total

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21141 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,014	$6,000	$5,059	$5,000	$4,900

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,200	$10,200		$5,200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line will cover office hardware and computers for the station and apparatus such as network repairs, wiring, system back up batteries, station AV equipment, computers, cameras for investigation and interviews, remote printers. Repairs to office equipment; vehicle knox box secure key units

Ipad MDT replace.	$1,800.00	2 Units
Knox box unit replace.	$3,400.00	2 Units
Misc. as listed above	$5,000.00	
	$10,200.00	Total

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Ambulance Supplies Non-Capital

Department Number: 21141 Account Number: 60508

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$59,594	$63,853	$60,495	$63,000	$61,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$69,316	$69,316		$6,316

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of EMS supplies and replacement of medical equipment and medications for ambulances and fire apparatus. This includes purchasing of AEDs, Ipads for EMS report documentation and other EMS equipment.

Ambulance Supplies	$59,000.00	
LP 15 D-fib unit batteries	$1,600.00	3 batteries
AED D-fib unit	$6,316.00	2 units
Ipad EMS	$2,400.00	3 units
	$69,316.00	Total

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Fire Dept.

Account Title: Cleaning Supplies Expense

Department Number: 21141 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,340	$5,043	$4,653	$4,850	$4,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,600	$4,600		($250)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of cleaning supplies for the building, land, and apparatus.

Gear cleaning soap	$800	
Appartus	$800	
Building supplies	$3,000	
	$4,600	Total

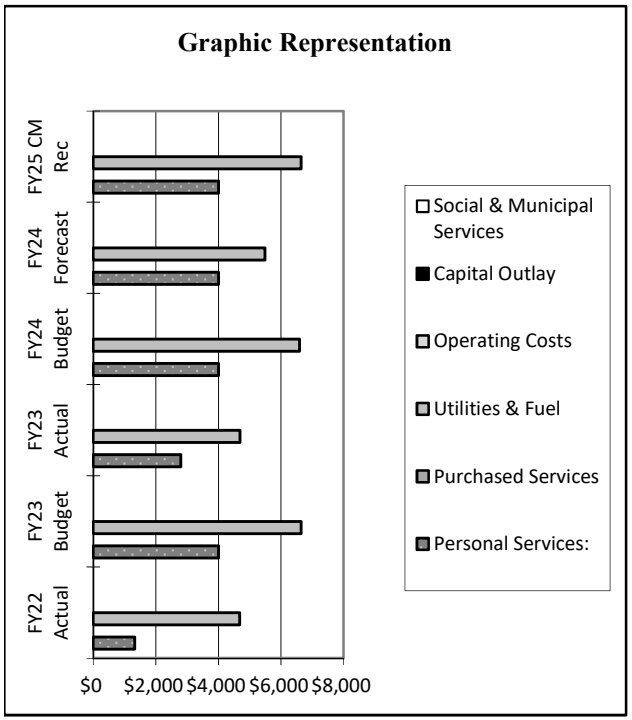
City of Biddeford, Maine
Fiscal Year 2025

Budget: Biddeford Pool Fire Dept.

Account Number: 21142

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$1,327	$4,000	$2,795	$4,000	$4,000	$0	$4,000	$4,000
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$4,677	$6,640	$4,691	$6,587	$5,485	$1,446	$6,645	$6,645
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$6,004**	**$10,640**	**$7,486**	**$10,587**	**$9,485**	**$1,446**	**$10,645**	**$10,645**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$4,000	$4,000	$0	0.0%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$6,587	$6,645	$58	0.9%
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$10,587**	**$10,645**	**$58**	0.5%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60230	Clothing/Uniforms Expense	$1,327	$4,000	$2,795	$4,000	$4,000	$0	$4,000	$4,000
Totals		**$1,327**	**$4,000**	**$2,795**	**$4,000**	**$4,000**	**$0**	**$4,000**	**$4,000**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$1,169	$2,885	$1,026	$2,800	$1,800	$468	$2,500	$2,500
60401	Water Expense	$161	$405	$208	$437	$250	$41	$300	$300
60402	Phone/Celular/Paging Exp	$364	$350	$84	$350	$350	$0	$350	$350
60405	Heating Fuel Expense	$2,982	$3,000	$3,373	$3,000	$3,085	$937	$3,495	$3,495
Totals		**$4,677**	**$6,640**	**$4,691**	**$6,587**	**$5,485**	**$1,446**	**$6,645**	**$6,645**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Biddeford Pool Fire Dept.

Account Title: Clothing/Uniforms Expense

Department Number: 21142 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,327	$4,000	$2,795	$4,000	$4,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000	$4,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of personnel protection equipment for the personnel assigned to this station and some of the call force.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Biddeford Pool Fire Dept.

Account Title: Electricity Expense

Department Number: 21142 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,169	$2,885	$1,026	$2,800	$1,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,500	$2,500		-$300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers electricity use for Biddeford Pool Station.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Biddeford Pool Fire Dept.

Account Title: Water Expense

Department Number: 21142 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$161	$405	$208	$437	$250

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$300	$300		-$137

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of water use.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Biddeford Pool Fire Dept.

Account Title: Phone/Celular/Paging Exp

Department Number: 21142 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$364	$350	$84	$350	$350

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$350	$350		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of phone use for this station.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Biddeford Pool Fire Dept.

Account Title: Heating Fuel Expense

Department Number: 21142 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,982	$3,000	$3,373	$3,000	$3,085

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,495	$3,495		$495

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of propane for heating this station.

10 % product increase

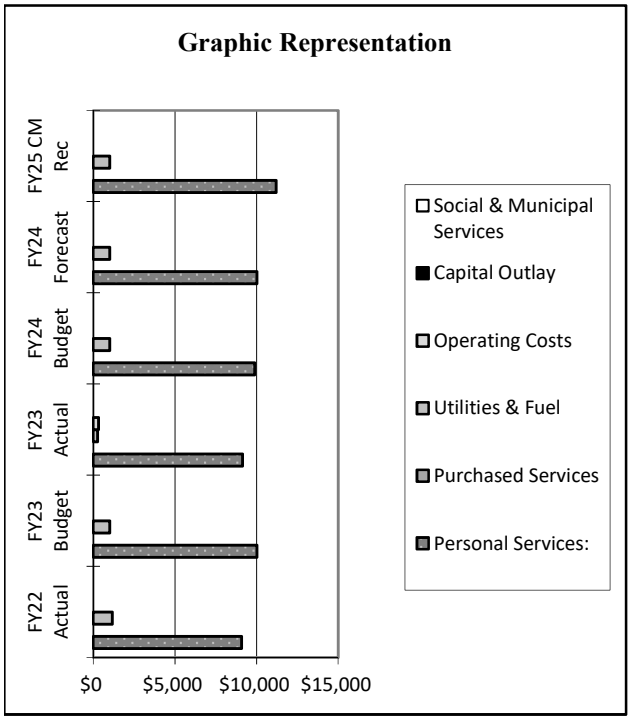
City of Biddeford, Maine
Fiscal Year 2025

Budget: Emergency Management

Account Number: 21144

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$9,079	$10,031	$9,131	$9,882	$10,014	$5,003	$11,192	$11,192
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$1,156	$1,000	$267	$1,000	$1,000	$0	$1,000	$1,000
Operating Costs	$0	$0	$320	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$10,235**	**$11,031**	**$9,718**	**$10,882**	**$11,014**	**$5,003**	**$12,192**	**$12,192**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$826**
Workers Comp	**$265**
Health Insurance	**$11,334**
Retirement	**$1,101**
Unemployment	**$57**
Other Insurance	**$851**
Total Fringe Benefit Impact	**$14,433**
# of Full Time Employees	**0.10**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$9,882	$11,192	$1,310	13.3%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$1,000	$1,000	$0	0.0%
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$10,882**	**$12,192**	**$1,310**	12.0%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$8,874	$9,431	$8,946	$9,532	$9,814	$5,003	$10,792	$10,792
60230	Clothing/Uniforms Expense	$0	$100	$0	$100	$100	$0	$250	$250
60251	Conferences/Training Expense	$0	$0	$0	$0	$0	$0	$0	$0
60252	Travel/Mileage Expense	$0	$0	$0	$0	$0	$0	$0	$0
60253	Food/Lodging Expense	$205	$500	$185	$250	$100	$0	$150	$150
Totals		**$9,079**	**$10,031**	**$9,131**	**$9,882**	**$10,014**	**$5,003**	**$11,192**	**$11,192**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60402	Phone/Celular/Paging Exp	$1,156	$1,000	$267	$1,000	$1,000	$0	$1,000	$1,000
Totals		**$1,156**	**$1,000**	**$267**	**$1,000**	**$1,000**	**$0**	**$1,000**	**$1,000**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60452	Operating Equip Repair Exp	$0	$0	$0	$0	$0	$0	$0	$0
60500	Admin/Office Supp/Eqt Non-C	$0	$0	$0	$0	$0	$0	$0	$0
60501	Operating Supp/Eqt Non-Cap	$0	$0	$320	$0	$0	$0	$0	$0
Totals		**$0**	**$0**	**$320**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21144 Emergency Management

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
EMERGENCY MANAGEMENT DIR	24253	0.10	10,750.77	10,792.12	10,792.12	FECTEAU	ROBY	60101
TOTAL BUDGETED POSITIONS		**0.10**	**10,750.77**	**10,792.12**	**10,792.12**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Emergency Management

Account Title: Dept Manager Salary Exp

Department Number: 21144 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$8,874	$9,431	$8,946	$9,532	$9,814.44

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,792	$10,792		$1,260

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Emergency Management

Account Title: Clothing/Uniforms Expense

Department Number: 21144 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$100	$0	$100	$100.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$250	$250		$150

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

SHIRTS

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Emergency Management

Account Title: Food/Lodging Expense

Department Number: 21144 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$205	$500	$185	$250	$100.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$150	$150		-$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

WEATHER EVENT MEALS

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Emergency Management

Account Title: Phone/Celular/Paging Exp

Department Number: 21144 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,156	$1,000	$267	$1,000	$1,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PLAIN OLD TELEPHONE LINES (2 LINES)

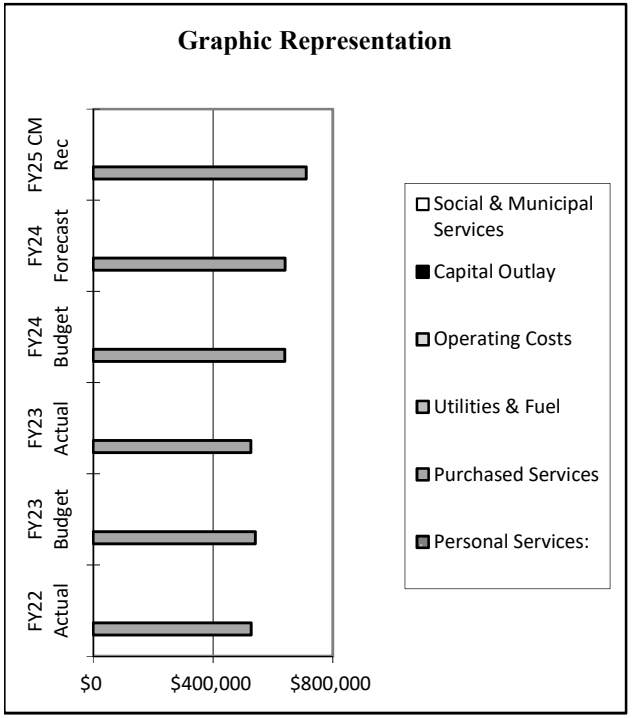
City of Biddeford, Maine
Fiscal Year 2025

Budget: Hydrant Rental

Account Number: 21145

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$527,522	$540,772	$526,587	$640,000	$641,043	$308,718	$711,075	$711,075
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$527,522**	**$540,772**	**$526,587**	**$640,000**	**$641,043**	**$308,718**	**$711,075**	**$711,075**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$640,000	$711,075	$71,075	11.1%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$640,000**	**$711,075**	**$71,075**	11.1%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/3/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/3/22	FY25 Dept Head	FY25 Mgr's Rec
60335	Hydrant Rental Expense	$527,522	$540,772	$526,587	$640,000	$641,043	$308,718	$711,075	$711,075
Totals		**$527,522**	**$540,772**	**$526,587**	**$640,000**	**$641,043**	**$308,718**	**$711,075**	**$711,075**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/3/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/3/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/3/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/3/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Hydrant Rental

Account Title: Hydrant Rental Expense

Department Number: 21145 Account Number: 60335

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$527,522	$540,772	$526,587	$640,000	$641,043

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$711,075	$711,075		$71,075

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This line covers the cost of hydrant rentals from Maine Water and Kennebunk Water District.

Kennebunk Water- Min. 10% increase July 2024	$	58,081.32
Maine Water- 10 % increase July 2024	$	652,993.68
	$	711,075.00

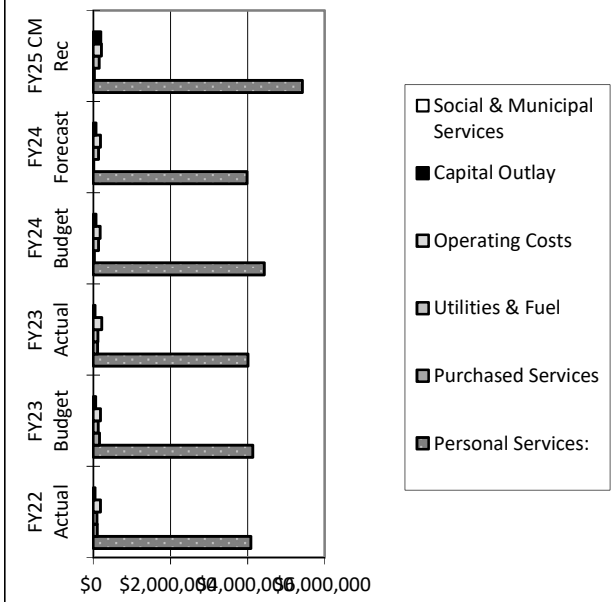
City of Biddeford, Maine
Fiscal Year 2025

Budget: Police Dept.

Account Number: 21146

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$4,082,953	$4,131,771	$4,008,966	$4,432,469	$3,988,533	$2,161,116	$5,424,049	$5,168,940
Purchased Services	$105,259	$160,400	$107,691	$25,000	$13,400	$9,034	$25,000	$25,000
Utilities & Fuel	$92,099	$130,603	$120,925	$132,050	$137,655	$53,268	$155,150	$150,850
Operating Costs	$187,228	$187,500	$214,675	$174,090	$183,400	$78,934	$207,885	$168,160
Capital Outlay	$47,394	$60,000	$39,610	$70,000	$70,000	$70,000	$189,000	$154,000
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$4,514,933**	**$4,670,274**	**$4,491,867**	**$4,833,609**	**$4,392,988**	**$2,372,352**	**$6,001,084**	**$5,666,950**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$387,526**
Workers Comp	**$177,385**
Health Insurance	**$1,187,781**
Retirement	**$629,097**
Unemployment	**$13,165**
Other Insurance	**$54,453**
Total Fringe Benefit Impact	**$2,449,406**
# of Full Time Employees	**57.60**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$4,432,469	$5,168,940	$736,471	16.6%
Purchased Services	$25,000	$25,000	$0	0.0%
Utilities & Fuel	$132,050	$150,850	$18,800	14.2%
Operating Costs	$174,090	$168,160	-$5,930	-3.4%
Capital Outlay	$70,000	$154,000	$84,000	120.0%
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$4,833,609**	**$5,666,950**	**$833,341**	17.2%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$123,585	$129,008	$88,548	$127,903	$45,657	$85,427	$143,650	$143,650
60102	Mid Mgmt Hrly Employee Wa	$111,151	$116,687	$65,137	$173,555	$0	$2,568	$114,188	$114,188
60105	F-T Employee Wage Exp	$3,231,332	$3,464,550	$3,165,711	$3,677,748	$3,212,254	$1,640,017	$4,535,497	$4,341,079
60107	Temp/Seasonal Emp Wage Ex	$71,280	$0	$86,260	$7,034	$24,000	$61,555	$29,033	$29,033
60111	Overtime Wage Expense	$399,965	$230,816	$380,745	$240,106	$500,000	$261,710	$385,000	$331,221
60112	Extra Holiday Pay Exp	$75,895	$104,300	$82,044	$113,611	$113,611	$44,566	$83,825	$82,053
60127	Health Club Dues	$720	$1,440	$840	$960	$960	$120	$960	$960
60230	Clothing/Uniforms Expense	$30,617	$50,000	$51,335	$50,000	$50,000	$19,101	$74,800	$74,800
60251	Conferences/Training Expense	$16,797	$15,730	$21,174	$21,371	$21,371	$8,736	$30,140	$27,500
60252	Travel/Mileage Expense	$1,334	$5,500	$7,143	$5,500	$5,500	$2,010	$10,000	$7,500
60253	Food/Lodging Expense	$1,312	$500	$5,984	$4,000	$4,500	$3,212	$5,175	$5,175
60256	Dues/Memberships Expense	$1,909	$4,555	$2,263	$1,980	$1,980	$1,243	$2,980	$2,980
60257	Professional License Fees Exp	$16,427	$8,685	$15,651	$8,700	$8,700	$4,595	$8,800	$8,800
Totals		**$4,082,953**	**$4,131,771**	**$4,008,966**	**$4,432,469**	**$3,988,533**	**$2,161,116**	**$5,424,049**	**$5,168,940**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$105,171	$160,000	$106,976	$24,600	$13,000	$9,000	$24,600	$24,600
60310	Service Contracts Expense	$0	$0	$300	$0	$0	$0	$0	$0
60325	Postage/Shipping Expense	$88	$400	$416	$400	$400	$34	$400	$400
Totals		**$105,259**	**$160,400**	**$107,691**	**$25,000**	**$13,400**	**$9,034**	**$25,000**	**$25,000**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$35,913	$63,000	$48,886	$63,000	$63,000	$27,197	$66,000	$66,000
60401	Water Expense	$693	$705	$897	$1,000	$1,000	$337	$1,000	$1,000
60404	Sewer User Fee Expense	$781	$1,050	$862	$1,050	$1,050	$376	$1,050	$1,050
60405	Heating Fuel Expense	$10,698	$7,000	$10,772	$7,000	$7,000	$793	$7,800	$7,800
60411	Gasoline Expense	$44,014	$58,848	$59,508	$60,000	$65,605	$24,565	$79,300	$75,000
Totals		**$92,099**	**$130,603**	**$120,925**	**$132,050**	**$137,655**	**$53,268**	**$155,150**	**$150,850**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$22,261	$30,000	$34,312	$35,000	$35,000	$8,816	$35,000	$0
60452	Operating Equip Repair Exp	$12,028	$10,000	$14,025	$9,590	$13,000	$6,839	$13,555	$13,555
60453	Vehicle Repair/Tires/Oil Exp	$74,964	$75,000	$55,948	$60,000	$60,000	$17,664	$69,225	$65,000
60500	Admin/Office Supp/Eqt Non-C	$3,354	$5,000	$6,249	$4,500	$4,500	$419	$5,000	$5,000
60501	Operating Supp/Eqt Non-Cap	$61,510	$55,000	$92,814	$57,000	$57,000	$36,682	$73,105	$73,105
60502	Printing & Copying Expense	$3,489	$6,500	$3,768	$2,000	$6,000	$4,857	$4,500	$4,500
60509	Cleaning Supplies Expense	$9,622	$6,000	$7,558	$6,000	$7,900	$3,659	$7,500	$7,000
Totals		**$187,228**	**$187,500**	**$214,675**	**$174,090**	**$183,400**	**$78,934**	**$207,885**	**$168,160**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60601									
60603	Vehicles Purchase Capital	$47,394	$60,000	$39,610	$70,000	$70,000	$70,000	$189,000	$154,000
Totals		**$47,394**	**$60,000**	**$39,610**	**$70,000**	**$70,000**	**$70,000**	**$189,000**	**$154,000**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21146 Police Dept.

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
POLICE CHIEF	24440	1.00	$143,100	$143,650	$143,650	FISK	JOANNE	60101
DEPUTY POLICE CHIEF	30530	1.00	$113,750	$114,188	$114,188	GORTON	STEVEN	60102
EXECUTIVE ASSISTANT	12175	1.00	$71,470	$71,745	$71,745	CLOUTIER	STARR	60105
CUSTODIAN	11212	0.40	$22,697	$22,784	$22,784	JANELLE	SHANE	60107
CUSTODIAN	52850	0.75	$42,557	$42,720	$42,720	OUELLETTE	PHILIP	60105
SECRETARY CLASS 2	5590	1.00	$56,888	$57,107	$57,107	BOCK	SUSAN	60105
SECRETARY/ACCOUNTING CLERK	10086	1.00	$64,002	$64,248	$64,248	MORTON	TRACEY	60105
OPIATE OUTREACH LIAISON	10787	0.75	$53,539	$53,744	$53,744	LAPIERRE	MAEGAN	60105
SOCIAL WORKER	11300	1.00	$72,489	$72,768	$72,768	HAMMER	JAKE	60105
LIEUTENANT	600	1.00	$117,416	$117,868	$117,868	ALLAIRE	NORMAND	60105
LIEUTENANT	54	1.00	$93,662	$94,023	$94,023	VACANT	0	60105
SERGEANT	10336	1.00	$109,096	$109,516	$109,516	GILMAN	MATTHEW	60105
SERGEANT	10657	1.00	$106,309	$106,718	$106,718	GUZELIAN	SHARA	60105
SERGEANT	49250	1.00	$112,070	$112,501	$112,501	MILLS	BRIAN	60105
SERGEANT	55	1.00	$95,451	$95,818	$95,818	VACANT	0	60105
SERGEANT	57	1.00	$90,542	$90,891	$90,891	VACANT	0	60105
CORPORAL	12275	1.00	$84,947	$85,274	$85,274	CIAMPI	ANTHONY	60105
CORPORAL	38710	1.00	$94,182	$94,545	$94,545	LABRECQUE	SCOTT	60105
CORPORAL	10136	1.00	$92,622	$92,979	$92,979	ROUSSEAU	MATTHEW	60105
CORPORAL	10116	1.00	$92,622	$92,979	$92,979	SHORTILL	ANDREW	60105
CORPORAL	10113	1.00	$92,622	$92,979	$92,979	WOLTERBEEK	JACOB	60105
PATROL	1110	1.00	$90,542	$90,891	$90,891	ANGIS	LAWRENCE	60105
PATROL	11079	1.00	$79,726	$80,033	$80,033	BYRNE	ROBERT	60105
PATROL	10944	1.00	$81,307	$81,620	$81,620	COTTON	JONATHAN	60105
PATROL	11142	1.00	$79,726	$80,033	$80,033	DITOLA	MATTHEW	60105
PATROL	10778	1.00	$83,824	$84,146	$84,146	DUBE	CODIE	60105
PATROL	11404	1.00	$75,608	$75,899	$75,899	GIBSON	LUCAS	60105
PATROL	10725	1.00	$83,824	$84,146	$84,146	GILMAN	PETER	60105
PATROL	10850	1.00	$81,307	$81,620	$81,620	HUBBARD	ADAM	60105
PATROL	11105	1.00	$79,726	$80,033	$80,033	KLANGOS	CHRISTOPHER	60105
PATROL	10307	1.00	$83,824	$84,146	$84,146	LABRECQUE	SHAWN	60105
PATROL	40270	1.00	$90,542	$90,891	$90,891	LAPIERRE	THOMAS	60105
PATROL	10763	1.00	$83,824	$84,146	$84,146	LAVERTUE	JUSTIN	60105
PATROL	11233	1.00	$79,726	$80,033	$80,033	LUCAS-BISHOP	TRENTON	60105
PATROL	11087	1.00	$79,726	$80,033	$80,033	LUND	ERIC	60105
PATROL	10856	0.60	$46,575	$46,754	$0	LATHROP	HAYLEIGH	60105

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21146 Police Dept.

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
PATROL	10916	1.00	$81,307	$81,620	$81,620	MOORE	DEREK LEE	60105
PATROL	10458	1.00	$85,842	$86,172	$86,172	OUELLETTE	CHRISTOPHER	60105
PATROL	10664	1.00	$85,842	$86,172	$86,172	PARKER	VICTOR	60105
PATROL	54800	1.00	$90,542	$90,891	$90,891	PELLETIER	JASON	60105
PATROL	10886	1.00	$81,307	$81,620	$81,620	PRIOR	SAMANTHA	60105
PATROL	11287	1.00	$77,626	$77,924	$77,924	QUADLAND	ZACHARY	60105
PATROL	10902	1.00	$81,307	$81,620	$81,620	REUSS	KAYLA	60105
PATROL	59900	1.00	$92,997	$93,354	$93,354	RICHARD-COLEMAN	ELIZABETH	60105
PATROL	10332	1.00	$88,982	$89,325	$89,325	SIMMONS	ROBERT	60105
PATROL	11377	1.00	$75,608	$75,899	$75,899	SOLOMON	JASON	60105
PATROL	56	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	59	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	60	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	61	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	62	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	63	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	64	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	65	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	66	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROL	67	1.00	$73,549	$73,832	$73,832	VACANT	0	60105
PATROLMAN	68	1.00	$73,549	$73,832	$0	VACANT	0	60105
PATROLMAN	69	1.00	$73,549	$73,832	$0	VACANT	0	60105
PARKING ENFORCEMENT	68050	1.00	$51,875	$52,075	$52,075	VIRE	RONALD	60105
PROCESS SERVER	10006	0.10	$6,225	$6,249	$6,249	FLINT	ROBERT	60107
TOTAL BUDGETED POSITIONS		**57.60**	**$ 4,803,891.98**	**$ 4,822,369.12**	**$ 4,627,950.63**			

Notes:

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Dept Manager Salary Exp

Department Number: 21146 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$123,585	$129,008	$88,548	$127,903	$45,657

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$143,650	$143,650		$15,747

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21146 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$111,151	$116,687	$65,137	$173,555	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$114,188	$114,188		($59,368)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Deputy Chief moved here from 21148-60102

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: F-T Employee Wage Exp

Department Number: 21146 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,231,332	$3,464,550	$3,165,711	$3,677,748	$3,212,254

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,535,497	$4,341,079		$663,331

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

eliminate funding only for two positions based on vacancies, still authorized to hire

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: P-T Employee Wage Exp

Department Number: 21146 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast	FY2024 YTD
$628	$0	$36,129	$0		$26,256

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 21146 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$71,280	$0	$86,260	$7,034	$24,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$29,033	$29,033		$21,999

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Customer Service officers 3 @ $20.00 per hour 20 hours per week.
Two of these CSO's will attend MCJA in August to become FTE's.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Overtime Wage Expense

Department Number: 21146 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$399,965	$230,816	$380,745	$240,106	$500,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$385,000	$331,221		$91,115

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Includes CBA increases effective January 1, 2024

reduce overtime request with expectations of filling most of the vacancies

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Extra Holiday Pay Exp

Department Number: 21146 Account Number: 60112

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$75,895	$104,300	$82,044	$113,611	$113,611

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$83,825	$82,053		($31,558)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Health Club Dues

Department Number: 21146 Account Number: 60127

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$720	$1,440	$840	$960	$960

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$960	$960		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Per union contract, which is $240 per year, per participant with typical 3 participants.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Clothing/Uniforms Expense

Department Number: 21146 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$30,617	$50,000	$51,335	$50,000	$50,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$74,800	$74,800		$24,800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

All bullet proof vests that expire during this budget year get reimbursed at $400 per vest by DOJ.

Bullet Proof Vest Replacement	14	$	1,800.00	$	25,200.00
New Officer Outfitting (contingency)	6	$	6,000.00	$	36,000.00
Wear & Tear Replacements covered by CBA	2	$	6,800.00	$	13,600.00
				$	74,800.00

Number has increased due to the amount of LEO vacancies (14) and increased product costs.

Outfitting CID due to supplemental manpower needs.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Conferences/Training Expense

Department Number: 21146 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,797	$15,730	$21,174	$21,371	$21,371

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$30,140	$27,500		$6,129

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual recertification requirements for Drug Recognition Expert, Crash Reconstruction, and other specialty classes (K-9 training). Due to vacant patrol positions we anticipate sending 5 new hires to MCJA. FBI LEEDA mid-managment courses, Daigle Use of Force Summit.

	No Attendees	Cost	Subtotal
Daigle Use of Force	4	$795.00	$ 3,180.00
MCJA Basic School	5	$3,000.00	$ 15,000.00
FBI LEEDA Courses	6	$695.00	$ 4,170.00
Annual DRE Recert	2	$1,500.00	$ 3,000.00
CALEA Conf Reg	2	$675.00	$ 1,350.00
CALEA Per Diem	2	$220.00	$ 440.00
Crash Reconst.	2	$1,000.00	$ 2,000.00
Specialty Classes	1	$1,000.00	$ 1,000.00
		Total	$ 30,140.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Travel/Mileage Expense

Department Number: 21146 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,334	$5,500	$7,143	$5,500	$5,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$7,500		$2,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Typical mileage reimbursements are directly related to those training out of the city limits when police vehicles are not available.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Food/Lodging Expense

Department Number: 21146 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,312	$500	$5,984	$4,000	$4,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,175	$5,175		$1,175

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Stipends or repayments for off site trainings and for inservice trainings held at the PD.

Detail

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Dues/Memberships Expense

Department Number: 21146 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,909	$4,555	$2,263	$1,980	$1,980

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,980	$2,980		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

ME Chiefs of Police Assoc (MECOPA)	$	300.00
Int'l Accoc of Chiefs of Police (IACP) X2	$	380.00
New England Chiefs of Police Assoc (NECOPA)	$	80.00
Scarboro Fish & Game Club	$	1,000.00
FBI-LEEDA	$	50.00
NESPIN	$	200.00
Nat'l Internal Affairs Investigators Assoc (NIAIA)	$	100.00
	$	-
Southern Maine District Training	$	750.00
Nat'l Assoc. School Resource Officers	$	40.00
Int'l Assoc. for Identification	$	80.00
	$	2,980.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Professional License Fees Exp

Department Number: 21146 Account Number: 60257

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,427	$8,685	$15,651	$8,700	$8,700

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,800	$8,800		$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PowerDMS Annual Fee (Moved to 21111-60315)			
CALEA continuation fee		$	4,995.00
NNEPAC conference (3 @ $550.00 $1650.00		$	1,650.00
Policy Training (3 @ $165 = $495)		$	495.00
Daigle Law Conference per diem $660		$	660.00
Plus additional CALEA related requirements.	1000	$	1,000.00
		$	8,800.00

Year	Budget	Actual
FY2013	$ -	$ -
FY2014	$ -	$ -
FY2015	$ -	$ -
FY2016	$ -	$ 12,381.66
FY2017	$ -	$ 10,217.64
FY2018	$ 19,346.00	$ 14,354.80
FY2019	$ 11,000.00	$ 19,380.79
FY2020	$ 20,500.00	$ 13,022.60
FY2021	$ 20,500.00	$ 5,147.59
FY2022	$ 20,500.00	
Average		$ 12,417.51

CALEA 4-yr only

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21146 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$105,171	$160,000	$106,976	$24,600	$13,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$24,600	$24,600		$11,600

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Not all funds were expended due to manpower shortages

Resiliency assessments for employees per Labor Agreement

Employees		Cost/Employee		Subtotal
82	$	300.00	$	24,600.00
	Total		**$**	**24,600.00**

Resiliency assessment; some coverage by health insurance

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Service Contracts Expense

Department Number: 21146 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$300	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Postage/Shipping Expense

Department Number: 21146 Account Number: 60325

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$88	$400	$416	$400	$400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$400		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Frequent shipping of items

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Electricity Expense

Department Number: 21146 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$35,913	$63,000	$48,886	$63,000	$63,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$66,000	$66,000		$3,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Electricity (Verizon pays a portion of electricity for cell tower use)

Central Maine Power	$	945	1.5% increase
Constelation New Energy	$	1,890	3.0% increase
	$	2,835	
	$	63,000	FY24 Forecast
	$	65,835	

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Water Expense

Department Number: 21146 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$693	$705	$897	$1,000	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Cost/Mo	Months/Yr		Subtotal
Cost is $80 per month on average.	$80.00	12	$	960.00
			$	960.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Sewer User Fee Expense

Department Number: 21146 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$781	$1,050	$862	$1,050	$1,050

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,050	$1,050		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Year	Budget	Actual
2015	$300.00	$584.25
2016	$600.00	$602.70
2017	$600.00	$645.75
2018	$640.00	$791.16
2019	$640.00	$784.46
2020	$750.00	$831.60
2021	$750.00	$1,049.52
2022	$750.00	$780.84

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Heating Fuel Expense

Department Number: 21146 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$10,698	$7,000	$10,772	$7,000	$7,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,800	$7,800		$800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Year	Budget	Actual
2015	$8,000.00	$9,067.58
2016	$8,000.00	$6,444.94
2017	$8,000.00	$7,216.08
2018	$8,000.00	$7,174.34
2019	$7,000.00	$8,627.28
2020	$7,000.00	$6,888.88
2021	$7,000.00	$6,676.97
2022	$7,000.00	$10,698.00
8-Yr Average		$7,849.26

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Gasoline Expense

Department Number: 21146 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$44,014	$58,848	$59,508	$60,000	$65,605

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$79,300	$75,000		$15,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Information provided by Jerry Court

Increase number of gallons due to K-9 vehicle.

Year	Budget	Actual
2015	$85,000.00	$83,807.36
2016	$85,000.00	$84,945.44
2017	$48,000.00	$52,232.24
2018	$53,350.00	$52,560.81
2019	$54,325.00	$57,154.92
2020	$55,325.00	$50,464.41
2021	$54,325.00	$48,573.45
2022	$43,460.00	$44,014.27
8-Yr Average		$59,219.11

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Building Repair/Maint Exp

Department Number: 21146 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$22,261	$30,000	$34,312	$35,000	$35,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$35,000	$0		($35,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Bacon St. side of building is deteriorating is rear of building, bricks are falling out.
Repair radio room ceiling which is crumbling (DPW site)

fund via capital not operational budget

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Operating Equip Repair Exp

Department Number: 21146 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$12,028	$10,000	$14,025	$9,590	$13,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$13,555	$13,555		$3,965

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Pratt Abbot Cleaners, TMDE calibrations, fire extinguishers, PD bikes, Watchguard, AED etc.

TMDE Calibration	$	2,500.00
Pratt Abbot Cleaners	$	750.00
Watchguard	$	1,500.00
Linwood Davis (Fire Ext)	$	560.00
Axon Enterprises (taser battery/repair)	$	5,535.14
AAA Police Supply	$	250.00
Minuteman Security	$	500.00
Misc	$	2,960.00
	$	14,555.14

Year	Budget	Actual	Differential
2015	$8,000.00	$16,408.32	-$8,408.32
2016	$8,000.00	$13,479.41	-$5,479.41
2017	$10,000.00	$13,738.13	-$3,738.13
2018	$10,000.00	$10,936.92	-$936.92
2019	$10,000.00	$10,606.20	-$606.20
2020	$10,000.00	$12,007.56	-$2,007.56
2021	$10,000.00	$4,878.55	$5,121.45
2022	$10,000.00	$12,028.39	-2028.39

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21146 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$74,964	$75,000	$55,948	$60,000	$60,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$69,225	$65,000		$5,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Jerry Court estimates and recommendations. This involves cruiser transfers and regular vehicle repairs.

Detail
Prev. Maint., Tires, Aligm. Brakes Misc repairs includes set up of K-9 vehicle

set up K9 in FY24 budget, reduce some because of purchase of 3 units instead of 2

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21146 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,354	$5,000	$6,249	$4,500	$4,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Standard office supplies, year to date some training materials.

Year	Budget	Actual
2015	$5,000.00	$6,866.67
2016	$5,000.00	$4,129.34
2017	$5,000.00	$5,375.90
2018	$4,750.00	$5,365.12
2019	$4,900.00	$5,623.38
2020	$4,900.00	$5,046.18
2021	$4,900.00	$4,640.81
2022	$4,900.00	$3,353.87
7-Yr Average		$5,050.16

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21146 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$61,510	$55,000	$92,814	$57,000	$57,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$73,105	$73,105		$16,105

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

N-ear 360 earpiece (55)	$	6,611.56
Ammunition for required qualifications	$	15,960.00
Replacement pistol training magazines for range use	$	1,363.25
Taser Cartridges and advanced training supplies	$	5,535.14
Replace/Trade 45 Glock 21pistols for 45 Glock 45 Gen 5	$	-
K-9 Logan Health ins., food, Veterinarian care, Misc. items	$	10,000.00
Crash Zone Software Updates	$	980.00
Crash Zone Licenses (Add'l)	$	4,525.00
Identification Card Access	$	5,000.00
Ergonomic Replacements (chairs,desks, etc.)	$	10,000.00
MRSA law books m/v and criminal laws	$	9,500.00
Replacement steel target	$	1,646.00
Replacement Oleoresin Capsicum spray		$459.00
Inert training pistols Glock 19 and Glock 45 and Taser training units	$	1,900.00
	$	73,479.95

Trade of the Glock 21 for the Glock 45 is based on exceptional trade value, reduced cost for ammo. Compatable with the Glock 19 with magazines and ammo. The Glock 45 will be paid for in 3 years with the reduced cost of ammo. After trade each weapons is $300.00.

N-ear earpieces are in-ear micro speaker connecting audio from portable radio sound to the ear.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Printing & Copying Expense

Department Number: 21146 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,489	$6,500	$3,768	$2,000	$6,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,500	$4,500		$2,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Cost of no parking signs city wide

Year	Budget	Actual
2015	$6,000.00	$7,693.70
2016	$6,000.00	$10,069.85
2017	$8,750.00	$6,267.87
2018	$8,750.00	$10,828.24
2019	$9,000.00	$6,745.32
2020	$7,000.00	$5,428.32
2021	$4,000.00	$8,685.23
2022	$4,000.00	$3,489.00

Minimum	$3,489.00
Average	$7,400.94
Max	$10,828.24

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Cleaning Supplies Expense

Department Number: 21146 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,622	$6,000	$7,558	$6,000	$7,900

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,500	$7,000		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Year	Budget	Actual
2015	$4,000.00	$5,779.90
2016	$4,000.00	$5,433.99
2017	$4,750.00	$5,154.64
2018	$5,000.00	$6,095.54
2019	$5,000.00	$5,695.82
2020	$5,000.00	$5,369.23
2021	$5,000.00	$7,044.08
2022	$5,000.00	

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Police Dept.

Account Title: Vehicles Purchase Capital

Department Number: 21146 Account Number: 60603

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$47,394	$60,000	$39,610	$70,000	$70,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$189,000	$154,000		$84,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Purchase of three (3) cruisers as normal course of replacement strategy.
Cost includes complete set up for each car. Maint. Supv. Jerry Court estimates trade in value of $8000.00 per car.
Cars to be traded current mileage: 107,888, 92,854 and 93,301.

FY	Actual
2014	$48,534.00
2015	$50,338.00
2016	$33,697.00
2017	$30,804.00
2018	$50,260.00
2019	$48,460.00
2020	$85,924.00
2021	$54,522.00
2022	$47,394.00
2023	$39,610.00
10-Yr Ave	$48,954.30

deduct $35,000 for trade in allowance expectations

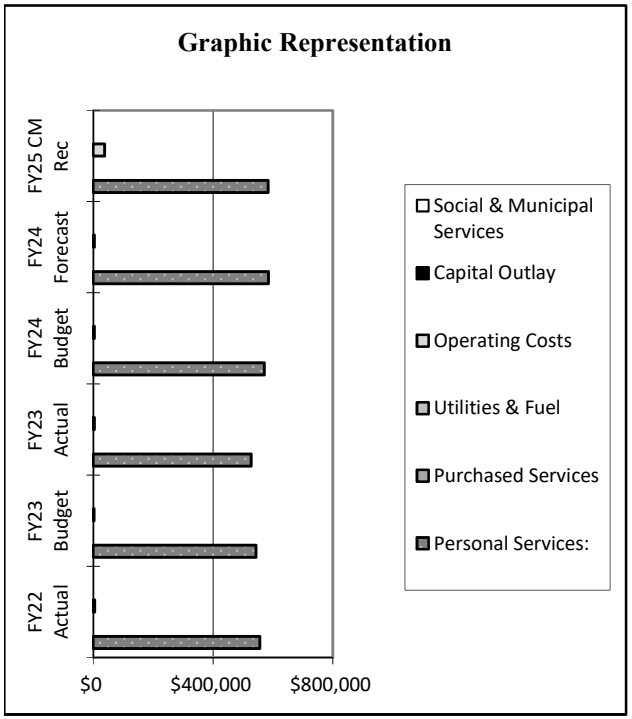
City of Biddeford, Maine
Fiscal Year 2025

Budget: Police Investigative Services

Account Number: 21147

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$555,906	$543,058	$527,820	$570,613	$584,624	$324,071	$583,729	$578,729
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$4,506	$2,500	$3,451	$3,000	$3,000	$305	$37,814	$36,500
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$560,411**	**$545,558**	**$531,272**	**$573,613**	**$587,624**	**$324,376**	**$621,543**	**$615,229**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$44,034**
Workers Comp	**$21,159**
Health Insurance	**$134,477**
Retirement	**$69,301**
Unemployment	**$331**
Other Insurance	**$3,120**
Total Fringe Benefit Impact	**$272,422**
# of Full Time Employees	**5.40**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$570,613	$578,729	$8,116	1.4%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$3,000	$36,500	$33,500	1116.7%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$573,613**	**$615,229**	**$41,616**	7.3%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60105	F-T Employee Wage Exp	$470,396	$472,367	$472,384	$495,916	$471,919	$256,919	$484,374	$484,374
60107	Temp/Seasonal Emp Wage Ex	$28,870	$29,343	$0	$30,224	$48,256	$24,128	$30,067	$30,067
60111	Overtime Wage Expense	$43,910	$24,623	$43,243	$25,624	$50,528	$38,855	$48,029	$43,029
60112	Extra Holiday Pay Exp	$5,431	$8,750	$4,536	$10,845	$5,916	$3,310	$10,659	$10,659
60230	Clothing/Uniforms Expense	$3,600	$4,750	$5,099	$4,750	$4,750	$0	$4,200	$4,200
60251	Conferences/Training Expense	$3,459	$3,000	$2,208	$3,000	$3,000	$629	$6,000	$6,000
60256	Dues/Memberships Expense	$240	$225	$350	$255	$255	$230	$400	$400
Totals		**$555,906**	**$543,058**	**$527,820**	**$570,613**	**$584,624**	**$324,071**	**$583,729**	**$578,729**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$791	$1,000	$934	$500	$500	$0	$500	$500
60501	Operating Supp/Eqt Non-Cap	$3,714	$1,500	$2,518	$2,500	$2,500	$305	$37,314	$36,000
Totals		**$4,506**	**$2,500**	**$3,451**	**$3,000**	**$3,000**	**$305**	**$37,814**	**$36,500**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21147 Police Investigative Services

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
CORPORAL	1633	1.00	96,636.80	97,008.48	97,008.48	BALDWIN	MATTHEW	60105
SERGEANT	30981	1.00	114,296.00	114,735.60	114,735.60	GREENWOOD	PHILIP	60105
DETECTIVE	10218	1.00	92,622.40	92,978.64	92,978.64	MCDONALD	DEREK	60105
DETECTIVE	10535	1.00	89,481.60	89,825.76	89,825.76	PLAMONDON	JAIMES	60105
DETECTIVE	12150	0.40	29,952.00	30,067.20	30,067.20	CLOUTIER	SHAWN	60107
DETECTIVE/EVIDENCE TECHNICIAN	58900	1.00	89,481.60	89,825.76	89,825.76	QUARLES	JOHN	60105
ADJUSTMENTS	17	-	-	-	-	0	0	60105
TOTAL BUDGETED POSITIONS		**5.40**	**512,470.40**	**514,441.44**	**514,441.44**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: F-T Employee Wage Exp

Department Number: 21147 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$470,396	$472,367	$472,384	$495,916	$471,919

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$484,374	$484,374		-$11,542

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 21147 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$28,870	$29,343	$0	$30,224	$48,256

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$30,067	$30,067		-$156

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Polygraph examiner includes candidate backgrounds due to retirement of a detectives normally assigned to backgrounds.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Overtime Wage Expense

Department Number: 21147 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$43,910	$24,623	$43,243	$25,624	$50,528

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$48,029	$43,029		$17,405

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Detectives are routinely backfilling patrol slots.
Increased calls for service requiring a detective response.

reduced because of anticipation of reduction of vacancies in patrol

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Extra Holiday Pay Exp

Department Number: 21147 Account Number: 60112

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,431	$8,750	$4,536	$10,845	$5,916

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,659	$10,659		-$186

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Health Club Dues

Department Number: 21147 Account Number: 60127

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Clothing/Uniforms Expense

Department Number: 21147 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,600	$4,750	$5,099	$4,750	$4,750

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,200	$4,200		-$550

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contract item per person who wears civilian clothing ans wear itesm for evidence technician.

	Units		Cost/Unit		Subtotal
Civilian "Uniform" Clothing Allowance	7	$	600.00	$	4,200.00
				$	4,200.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Conferences/Training Expense

Department Number: 21147 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,459	$3,000	$2,208	$3,000	$3,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,000	$6,000		$3,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Increase due to more specialized training in investigating drug related and electronic related crimes. Increase is al due to investigator who specializes in drug investigations when staffing increasing allows.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Dues/Memberships Expense

Department Number: 21147 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$240	$225	$350	$255	$255

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$400		$145

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

In'l Association for Property & Evidence	$	50.00
American Polygraph Assoc	$	150.00
Maine Polygraph Assoc	$	100.00
ET Menbership		50
ET Membership, Backup		50
	$	400.00

Increased membership fee's

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21147 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$791	$1,000	$934	$500	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Police Investigative Services

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21147 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,714	$1,500	$2,518	$2,500	$2,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$37,314	$36,000		$33,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Evidence:

1. Evidence **processing** supplies $2,000.00 — $ 2,000.00
   - Brushes
   - Powders
   - Lifters
   - Accutran / Microsil (tool marks)
   - Static lifts
   - Gel Lifters
   - Chemicals
   - Presumptive Tests
   - Scales and assorted forensic related tools
2. Evidence **Packaging** supplies $500 — $ 500.00
   - Tape
   - Heat seal plastic
   - Boxes
   - Bags

Binoculars (4)	$	1,400.00
2 Nikon Z6 II w/24-70mm for crime scene photography	$	4,399.00
1 Ductless Fume hood for drug testing as state is no longer testing	$	3,472.60
Fisher Scientific Trunarc test kitsH20	$	292.88
Cellebrite allows the agency to modernize investigative workflow and close a public safety gap driven by ever growing digital sophistication of crimes and evidence.	$	24,500.00
TruNarc drug testing kits.	$	704.00
	$	37,314.00

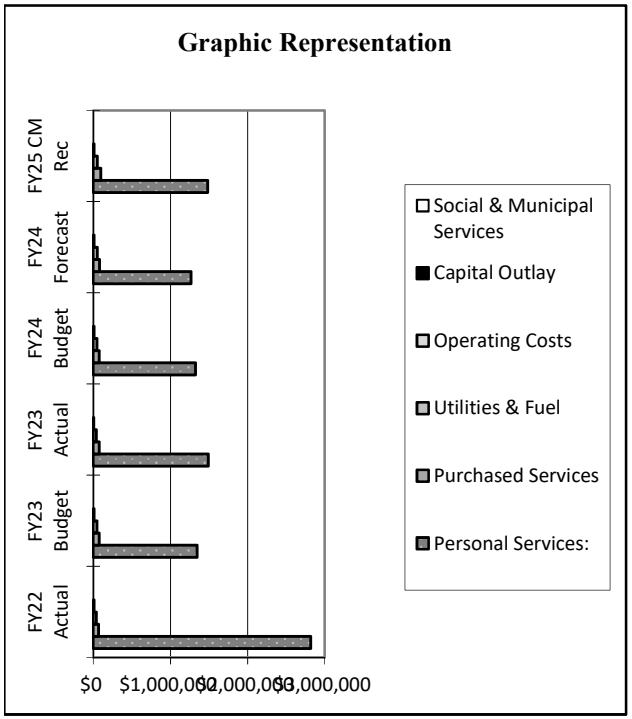
City of Biddeford, Maine
Fiscal Year 2025

Budget: Communications

Account Number: 21148

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$2,818,854	$1,346,437	$1,489,522	$1,324,132	$1,265,890	$647,769	$1,482,139	$1,471,889
Purchased Services	$67,339	$73,662	$75,356	$74,059	$80,660	$66,189	$95,825	$95,825
Utilities & Fuel	$40,316	$47,500	$39,953	$47,000	$49,492	$15,676	$51,567	$51,567
Operating Costs	$9,922	$9,000	$4,902	$8,000	$10,000	$656	$10,300	$10,300
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$2,936,431**	**$1,476,599**	**$1,609,733**	**$1,453,191**	**$1,406,042**	**$730,291**	**$1,639,831**	**$1,629,581**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$101,556**
Workers Comp	**$6,684**
Health Insurance	**$317,463**
Retirement	**$122,091**
Unemployment	**$875**
Other Insurance	**$9,360**
Total Fringe Benefit Impact	**$558,028**
# of Full Time Employees	**17.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$1,324,132	$1,471,889	$147,757	11.2%
Purchased Services	$74,059	$95,825	$21,766	29.4%
Utilities & Fuel	$47,000	$51,567	$4,567	9.7%
Operating Costs	$8,000	$10,300	$2,300	28.8%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,453,191**	**$1,629,581**	**$176,389**	12.1%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60102	Mid Mgmt Hrly Employee Wa	$195,697	$199,529	$197,468	$100,923	$0	$51,608	$101,945	$101,945
60105	F-T Employee Wage Exp	$1,020,199	$997,338	$1,001,295	$1,094,691	$947,793	$391,793	$1,171,515	$1,171,515
60111	Overtime Wage Expense	$191,467	$112,070	$251,625	$84,605	$236,997	$147,277	$128,908	$118,908
60112	Extra Holiday Pay Exp	$1,408,523	$35,000	$30,541	$39,713	$26,230	$16,230	$41,248	$41,248
60251	Conferences/Training Expense	$1,287	$2,000	$653	$2,000	$1,000	$998	$2,800	$2,800
60252	Travel/Mileage Expense	$521	$500	$2,549	$2,200	$2,625	$2,175	$3,250	$3,000
60256	Dues/Memberships Expense	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$2,818,854**	**$1,346,437**	**$1,489,522**	**$1,324,132**	**$1,265,890**	**$647,769**	**$1,482,139**	**$1,471,889**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$66,166	$71,662	$74,177	$72,059	$77,650	$64,904	$92,075	$92,075
60317	Translation Expense	$573	$2,000	$668	$2,000	$3,010	$1,286	$3,750	$3,750
60330	Equipment Rent/Lease Exp	$600	$0	$511	$0	$0	$0	$0	$0
Totals		**$67,339**	**$73,662**	**$75,356**	**$74,059**	**$80,660**	**$66,189**	**$95,825**	**$95,825**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$4,683	$6,500	$4,054	$6,000	$7,392	$2,403	$7,725	$7,725
60402	Phone/Celular/Paging Exp	$35,633	$41,000	$35,899	$41,000	$42,100	$13,273	$43,842	$43,842
Totals		**$40,316**	**$47,500**	**$39,953**	**$47,000**	**$49,492**	**$15,676**	**$51,567**	**$51,567**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60452	Operating Equip Repair Exp	$4,720	$2,000	$557	$3,000	$3,800	$656	$4,000	$4,000
60500	Admin/Office Supp/Eqt Non-C	$456	$1,000	$174	$1,000	$2,200	$0	$2,300	$2,300
60501	Operating Supp/Eqt Non-Cap	$4,746	$6,000	$4,172	$4,000	$4,000	$0	$4,000	$4,000
Totals		**$9,922**	**$9,000**	**$4,902**	**$8,000**	**$10,000**	**$656**	**$10,300**	**$10,300**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21148 Communications

Classification	EMP #	FTE	Annual Total	Requested	City Mgr Recommended	Last Name	First Name	Object
IT SPECIALIST	30300	1.00	101,554.79	101,945.39	101,945.39	GOOCH	WILLIAM	60102
SECRETARY/RECEPTIONIST	10927	1.00	48,880.00	49,068.00	49,068.00	MOORE	RAELYNN	60105
COURT OFFICER	10467	1.00	71,406.40	71,681.04	71,681.04	LEGERE	RONALD	60105
DISPATCHER	68180	1.00	70,657.60	70,929.36	70,929.36	WALKER	BETHANY	60105
DISPATCHER	37700	1.00	82,097.60	82,413.36	82,413.36	THERIAULT	FRANCE	60105
DISPATCHER	11314	1.00	70,657.60	70,929.36	70,929.36	SYVERSON	JADE	60105
DISPATCHER	10331	1.00	70,657.60	70,929.36	70,929.36	RUSSELL	GARTH	60105
DISPATCHER	11366	1.00	69,056.00	69,321.60	69,321.60	ROBINSON	SOPHIA	60105
DISPATCHER	10484	1.00	78,020.80	78,320.88	78,320.88	PENDLETON	SHAWN	60105
DISPATCHER	11367	1.00	69,056.00	69,321.60	69,321.60	PATNAUDE	ERIC	60105
DISPATCHER	11099	1.00	72,446.40	72,725.04	72,725.04	NOVAK	SAMANTHA	60105
DISPATCHER	10217	1.00	80,080.00	80,388.00	80,388.00	MILLS	SARAH	60105
DISPATCHER	10700	1.00	76,107.20	76,399.92	76,399.92	MARTIN	DYLAN	60105
DISPATCHER	11031	1.00	72,446.40	72,725.04	72,725.04	DUFOUR	IAN	60105
DISPATCHER	10868	1.00	74,235.20	74,520.72	74,520.72	BOYDEN	JACOB	60105
DISPATCHER	58	1.00	68,244.80	68,507.28	68,507.28	VACANT	0	60105
DISPATCHER-RESERVE	120	1.00	32,348.58	32,473.00	32,473.00	0	0	60106
ADJUSTMENTS	19	-	-	-	-	0	0	60105
TOTAL BUDGETED POSITIONS		**17.00**	**$ 1,207,952.97**	**$ 1,212,598.95**	**$ 1,212,598.95**			

Notes:

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21148 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$195,697	$199,529	$197,468	$100,923	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$101,945	$101,945		$1,023

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Deputy Chief moved to 21146-60102

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: F-T Employee Wage Exp

Department Number: 21148 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,020,199	$997,338	$1,001,295	$1,094,691	$947,793

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,171,515	$1,171,515		$76,824

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: P-T Employee Wage Exp

Department Number: 21148 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,161	$0	$5,391	$0	$51,245

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$32,473	$32,473		$32,473

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Part time dispatchers to fill existing vacancies.

0

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Overtime Wage Expense

Department Number: 21148 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$191,467	$112,070	$251,625	$84,605	$236,997

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$128,908	$118,908		$34,303

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Increase is due to escalation of overtime as a result of increased vacation time per the Union Contract.

reduce overtime because of reductions in vacancies

0

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Extra Holiday Pay Exp

Department Number: 21148 Account Number: 60112

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$31,543	$35,000	$30,541	$39,713	$26,230

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$41,248	$41,248		$1,535

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

DH request is back on full staffing in dispatch

0

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Conferences/Training Expense

Department Number: 21148 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,287	$2,000	$653	$2,000	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,800	$2,800		$800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

EMD/EFD annual CEH increase. IAED National Conference (support attendance by one person)
Increase due to 3 uncertified new hires.

0

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Travel/Mileage Expense

Department Number: 21148 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$521	$500	$2,549	$2,200	$2,625

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,250	$3,000		$800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Cost increase due to mileage for training at MCJA and training attendance by new dispatcher(s).

0

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Service Contracts Expense

Department Number: 21148 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$66,166	$71,662	$74,177	$72,059	$77,650

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$92,075	$92,075		$20,016

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Time-Clock Plus	$	3,624.48
Tritech IMC - Support	$	33,107.00
CPI - OpenFox Messenger	$	1,260.00
Exacom -	$	4,803.15
Smith and Wesson - IdentiKit	$	495.00
Lexis Nexis AccuRint 12mo.	$	2,820.00
Maine State Security	$	300.00
Higgins- Datacard	$	735.00
DigiCert	$	719.00
Digicert extra name	$	100.00
Hunter Camera Booking	$	399.00
Fiber Maintenance contract	$	3,770.00
Minuteman Securities - C-Cure 9000 Series & panic alarm monitoring	$	1,000.00
City of Portland- P2P program	$	300.00
DIRIGO Certification Training	$	3,060.00
Pitney Bowes	$	4,613.00
PACE Scheduling Software Maintenance	$	3,465.00
Magnet Axiom	$	4,500.00
ADOBE Updates	$	2,597.00
Generator Testing	$	600.00
Guardian Systems Annual Software Maintenance	$	4,272.10
Software licenses/Adobe Acrobat-Premium, PSP, AR Pro	$	2,597.00
Power DMS 165 users for police and fire	$	7,468.05
Audio/Video WatchGuard rooms	$	4,000.00
Exaq	$	1,470.00
	$	92,074.78

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Translation Expense

Department Number: 21148 Account Number: 60317

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$573	$2,000	$668	$2,000	$3,010

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,750	$3,750		$1,750

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

There is sharp increase in the use of Language Line

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Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Electricity Expense

Department Number: 21148 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,683	$6,500	$4,054	$6,000	$7,392

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,725	$7,725		$1,725

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Radio Tower electricity.

Central Maine Power	$	111	1.5% increase
Constelation New Energy	$	222	3.0% increase
	$	333	
	$	7,392	FY24 Forecast
	$	7,725	

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Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Phone/Celular/Paging Exp

Department Number: 21148 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$35,633	$41,000	$35,899	$41,000	$42,100

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$43,842	$43,842		$2,842

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Number	Name	Plan Cost	Device Type	Totals
65 Phones	All Essential	2447.00 /Month	lines of service	$29,364.00
3	IPad s	$120.00 /Month		$1,440.00
	Aircard - IMC Switch	$40.01	Aircard	
	Aircard - Unit 112	$40.01	Aircard 4G	
	Aircard - Unit 116	$40.01	Aircard	
	Aircard - Unit 111	$40.01	Aircard 4G	
	Aircard - Unit 115	$40.01	Aircard 4G	
	Aircard - Unit 111	$40.01	Aircard	
	Aircard - Lapierre	$40.01	Aircard	
	Aircard - ACO	$40.01	Aircard 4G	
	Aircard - Unit 113	$40.01	Aircard	
	Aircard - Unit 117	$40.01	Aircard 4G	
	Aircard Unit 118	$40.01	Aircard 4G	
	Aircard - Greenwood	$40.01	Aircard 4G	
	Aircard - Street Crimes	$40.01	Aircard 4G	
	Total Aircard	$520.13 /Month		$6,718.32
			Cell & Aircard Total:	$37,522.32

Internet Fees Command Staff connection:	$126.05 /Month	$0.00	
Texting & paging payout for Dispatchers	$20.00 /month/15	$3,600.00	
Teletype Fees	$120.00/month	$1,440.00	
Straight talk for furtive operations	$46.64/month	$559.68	
Consolidate Communications	$60.-- /month	$720.00	
		Total:	$6,319.68
		Grand Total:	**$43,842.00**

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Operating Equip Repair Exp

Department Number: 21148 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,720	$2,000	$557	$3,000	$3,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000	$4,000		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Radio Tower building maintenance

Anticipated repair of equipment.

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Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21148 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$456	$1,000	$174	$1,000	$2,200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,300	$2,300		$1,300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Office equipment such as paper, pens fax machine etc.

$ -

Communications
Budget Request

March 4, 2024 **Department:** Communications

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21148 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,746	$6,000	$4,172	$4,000	$4,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000	$4,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Chair replacement; software update; UPS

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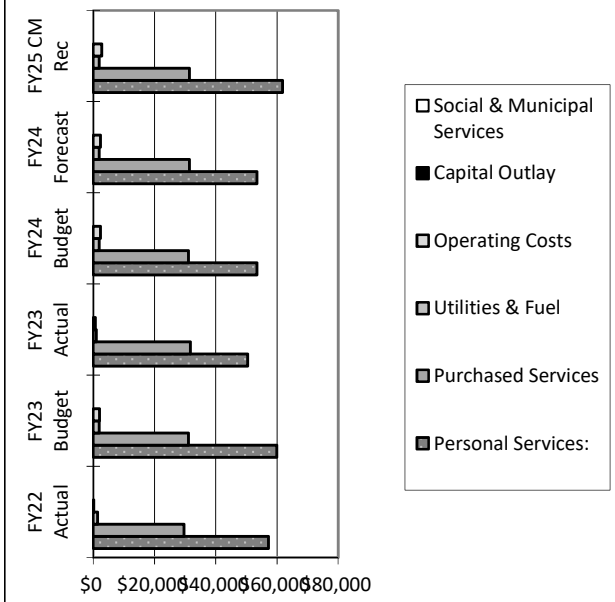
City of Biddeford, Maine
Fiscal Year 2025

Budget: Animal Control Officer

Account Number: 21149

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$57,218	$59,928	$50,443	$53,499	$53,499	$24,344	$61,810	$57,268
Purchased Services	$29,614	$31,080	$31,664	$31,080	$31,393	$15,936	$31,393	$31,393
Utilities & Fuel	$1,345	$1,920	$980	$1,920	$1,920	$345	$1,920	$1,920
Operating Costs	$128	$2,050	$682	$2,300	$2,300	$0	$2,700	$1,750
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$88,305**	**$94,978**	**$83,769**	**$88,799**	**$89,112**	**$40,625**	**$97,823**	**$92,331**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$4,831**
Workers Comp	**$794**
Health Insurance	**$10,184**
Retirement	**$6,441**
Unemployment	**$68**
Other Insurance	**$780**
Total Fringe Benefit Impact	**$23,098**
# of Full Time Employees	**1.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$53,499	$57,268	$3,768	7.0%
Purchased Services	$31,080	$31,393	$313	1.0%
Utilities & Fuel	$1,920	$1,920	$0	0.0%
Operating Costs	$2,300	$1,750	-$550	-23.9%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$88,799**	**$92,331**	**$3,531**	4.0%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60105	F-T Employee Wage Exp	$56,763	$58,928	$49,626	$50,749	$50,749	$24,344	$54,518	$54,518
60111	Overtime Wage Expense	$61	$750	$137	$2,000	$2,000	$0	$6,542	$2,000
60230	Clothing/Uniforms Expense	$394	$250	$680	$750	$750	$0	$750	$750
60251	Conferences/Training Expense	$0	$0	$0	$0	$0	$0	$0	$0
60252	Travel/Mileage Expense	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$57,218**	**$59,928**	**$50,443**	**$53,499**	**$53,499**	**$24,344**	**$61,810**	**$57,268**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$29,614	$31,080	$31,664	$31,080	$31,393	$15,936	$31,393	$31,393
Totals		**$29,614**	**$31,080**	**$31,664**	**$31,080**	**$31,393**	**$15,936**	**$31,393**	**$31,393**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60402	Phone/Celular/Paging Exp	$428	$720	$99	$720	$720	$0	$720	$720
60411	Gasoline Expense	$918	$1,200	$882	$1,200	$1,200	$345	$1,200	$1,200
Totals		**$1,345**	**$1,920**	**$980**	**$1,920**	**$1,920**	**$345**	**$1,920**	**$1,920**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60453	Vehicle Repair/Tires/Oil Exp	$0	$1,800	$0	$1,800	$1,800	$0	$2,200	$1,250
60501	Operating Supp/Eqt Non-Cap	$128	$250	$682	$500	$500	$0	$500	$500
60797	Miscellaneous Expense	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$128**	**$2,050**	**$682**	**$2,300**	**$2,300**	**$0**	**$2,700**	**$1,750**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21149 Animal Control Officer

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
ANIMAL CONTROL OFFICER	11293	1.00	54,308.80	54,517.68	54,517.68	MICHALEWICH	HANNAH	60105
TOTAL BUDGETED POSITIONS		**1.00**	**54,308.80**	**54,517.68**	**54,517.68**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Animal Control Officer

Account Title: F-T Employee Wage Exp

Department Number: 21149 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$56,763	$58,928	$49,626	$50,749	$50,749.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$54,518	$54,518		$3,768

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Animal Control Officer

Account Title: Overtime Wage Expense

Department Number: 21149 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$61	$750	$137	$2,000	$2,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,542	$2,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Animal Control Officer

Account Title: Clothing/Uniforms Expense

Department Number: 21149 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$394	$250	$680	$750	$750.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$750	$750		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Animal Control Officer

Account Title: Service Contracts Expense

Department Number: 21149 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$29,614	$31,080	$31,664	$31,080	$31,393.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$31,393	$31,393		$313

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

AWS fees at $31,393 per annum, paid quarterly; emergency animal treatment as necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Animal Control Officer

Account Title: Phone/Celular/Paging Exp

Department Number: 21149 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$428	$720	$99	$720	$720.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$720	$720		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Animal Control Officer

Account Title: Gasoline Expense

Department Number: 21149 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$918	$1,200	$882	$1,200	$1,200.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,200	$1,200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

DPW estimate.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Animal Control Officer

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21149 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$1,800	$0	$1,800	$1,800.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,200	$1,250		-$550

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Estimated by Jerry Court New vehicle

		DPW
Preventive Maint.	$	300.00
Tires	$	600.00
Alignment		
Tran. Equip		
Brakes	$	500.00
Misc	$	800.00
	$	2,200.00

decreased because of a new vehicle for FY25

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Animal Control Officer

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21149 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$128	$250	$682	$500	$500.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

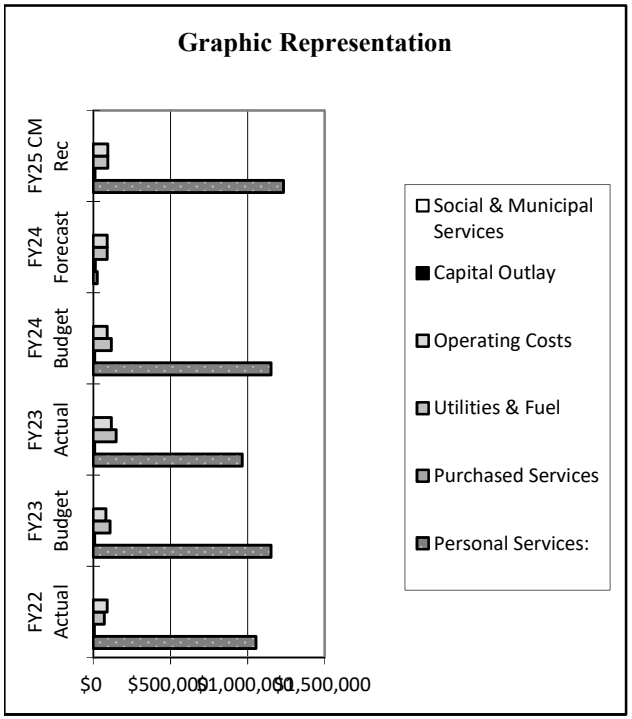
City of Biddeford, Maine
Fiscal Year 2025

Budget: PW Admin/Fleet Maint. Exp

Account Number: 21161

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$1,054,064	$1,151,637	$964,679	$1,151,265	$25,500	$510,777	$1,231,936	$1,228,612
Purchased Services	$6,035	$9,050	$9,796	$9,450	$12,300	$7,755	$11,300	$11,300
Utilities & Fuel	$70,090	$108,349	$148,504	$117,019	$90,080	$29,693	$93,930	$93,930
Operating Costs	$89,273	$82,385	$116,460	$88,760	$89,935	$54,349	$93,885	$93,885
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$1,219,463**	**$1,351,421**	**$1,239,440**	**$1,366,494**	**$217,815**	**$602,574**	**$1,431,051**	**$1,427,727**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$93,873**
Workers Comp	**$41,778**
Health Insurance	**$289,168**
Retirement	**$120,988**
Unemployment	**$593**
Other Insurance	**$6,105**
Total Fringe Benefit Impact	**$552,505**
# of Full Time Employees	**15.58**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$1,151,265	$1,228,612	$77,347	6.7%
Purchased Services	$9,450	$11,300	$1,850	19.6%
Utilities & Fuel	$117,019	$93,930	-$23,089	-19.7%
Operating Costs	$88,760	$93,885	$5,125	5.8%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,366,494**	**$1,427,727**	**$61,233**	4.5%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$71,517	$71,847	$71,235	$74,720	$0	$59,936	$78,083	$78,083
60102	Mid Mgmt Hrly Employee Wa	$273,580	$237,513	$251,914	$243,424	$0	$128,587	$266,613	$266,613
60105	F-T Employee Wage Exp	$610,493	$750,602	$566,040	$737,621	$0	$291,671	$783,917	$783,917
60111	Overtime Wage Expense	$80,020	$70,000	$62,525	$70,000	$0	$24,660	$77,824	$74,500
60230	Clothing/Uniforms Expense	$9,378	$10,000	$8,249	$13,800	$13,800	$3,834	$13,800	$13,800
60251	Conferences/Training Expense	$3,670	$6,000	$557	$6,000	$6,000	$328	$6,000	$6,000
60252	Travel/Mileage Expense	$4,772	$5,000	$3,472	$5,000	$5,000	$1,762	$5,000	$5,000
60253	Food/Lodging Expense	$0	$0	$0	$0	$0	$0	$0	$0
60256	Dues/Memberships Expense	$634	$675	$687	$700	$700	$0	$700	$700
Totals		**$1,054,064**	**$1,151,637**	**$964,679**	**$1,151,265**	**$25,500**	**$510,777**	**$1,231,936**	**$1,228,612**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$5,929	$8,700	$9,626	$9,150	$12,000	$7,635	$11,000	$11,000
60325	Postage/Shipping Expense	$106	$350	$171	$300	$300	$120	$300	$300
Totals		**$6,035**	**$9,050**	**$9,796**	**$9,450**	**$12,300**	**$7,755**	**$11,300**	**$11,300**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$23,466	$45,500	$22,343	$45,500	$24,451	$9,194	$24,451	$24,451
60401	Water Expense	$3,857	$3,978	$4,672	$4,300	$4,600	$2,306	$4,700	$4,700
60402	Phone/Celular/Paging Exp	$11,880	$12,781	$13,349	$15,229	$15,229	$6,734	$15,229	$15,229
60404	Sewer User Fee Expense	$4,503	$4,800	$5,133	$4,800	$4,800	$2,250	$4,800	$4,800
60405	Heating Fuel Expense	$41,926	$26,750	$23,216	$26,750	$23,000	$2,761	$26,750	$26,750
60411	Gasoline Expense	($15,541)	$14,540	$79,790	$20,440	$18,000	$6,448	$18,000	$18,000
Totals		**$70,090**	**$108,349**	**$148,504**	**$117,019**	**$90,080**	**$29,693**	**$93,930**	**$93,930**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$6,393	$13,000	$15,918	$14,000	$14,000	$7,864	$15,000	$15,000
60452	Operating Equip Repair Exp	$1,726	$9,000	$7,278	$9,250	$8,500	$22,886	$9,250	$9,250
60453	Vehicle Repair/Tires/Oil Exp	$11,269	$9,500	$11,578	$12,525	$13,500	$4,568	$15,200	$15,200
60461	Repair/Maint-CommunsEquip	$0	$2,000	$2,235	$2,000	$2,000	$180	$2,000	$2,000
60500	Admin/Office Supp/Eqt Non-C	$19,239	$17,960	$18,814	$17,960	$17,960	$5,039	$17,960	$17,960
60501	Operating Supp/Eqt Non-Cap	$26,384	$5,950	$32,704	$5,950	$5,950	$1,951	$5,950	$5,950
60505	Construction Supplies	$3,925	$1,500	$1,875	$1,500	$2,000	$0	$2,500	$2,500
60506	Equipment/Small Tools-Non-c	$16,533	$19,000	$21,558	$20,050	$20,500	$10,100	$20,500	$20,500
60509	Cleaning Supplies Expense	$3,250	$3,850	$3,458	$4,300	$4,300	$1,420	$4,300	$4,300
60797	Miscellaneous Expense	$554	$625	$1,043	$1,225	$1,225	$340	$1,225	$1,225
Totals		**$89,273**	**$82,385**	**$116,460**	**$88,760**	**$89,935**	**$54,349**	**$93,885**	**$93,885**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21161 PW Admin/Fleet Maint. Exp

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
PUBLIC WORKS DIRECTOR	18290	0.58	$77,784	$78,083	$78,083	DEMERS	JEFF	60101
ASST. PUBLIC WORKS DIRECTOR	10432	1.00	$112,398	$112,830	$112,830	LOVEJOY	JOSEPH	60102
OPERATIONS MANAGER	11374	1.00	$83,500	$83,821	$83,821	SWEENEY	BRENDAN	60102
OFFICE MANAGER	10104	1.00	$66,746	$67,002	$67,002	COTE	KARA	60105
SUPERVISOR STREET	11386	1.00	$71,806	$72,082	$72,082	DENNISON	JOSHUA	60102
MECHANIC SUPERVISOR	14325	1.00	$90,272	$90,619	$90,619	COURT	JERALD	60105
MECHANIC 1	10143	1.00	$69,555	$69,823	$69,823	BEAULIEU	JAYSON	60105
MECHANIC 1	12725	1.00	$66,602	$66,858	$66,858	COLLOMY	LARRY	60105
MECHANIC 1	11405	1.00	$60,216	$60,448	$60,448	OUELLETTE	KYLE	60105
MECHANIC 1	36850	1.00	$67,267	$67,526	$67,526	JONES	MICHAEL	60105
MECHANIC 1	11154	1.00	$64,231	$64,478	$64,478	MALONEY	EDWARD	60105
MECHANIC 1	11032	1.00	$61,152	$61,387	$61,387	VILLANDRY	CHRISTOPHER	60105
MECHANIC I	11257	1.00	$56,222	$56,439	$56,439	FLYNN	THOMAS	60105
MECHANIC 1	MEC-1	1.00	$57,346	$57,566	$57,566	VACANT	0	60105
MECHANIC 2	10433	1.00	$60,797	$61,031	$61,031	GUAY	KEVIN	60105
PARTS MAN	10112	1.00	$62,858	$63,099	$63,099	LABRECQUE	RANDY	60105
JOB ADJUSTMENTS	21	-	$0	$0	$0	VARIOUS	0	60105
TOTAL BUDGETED POSITIONS		**15.58**	**1,128,751.02**	**1,133,092.37**	**1,133,092.37**			

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Dept Manager Salary Exp

Department Number: 21161 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$71,517	$71,847	$71,235	$74,720	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$78,083	$78,083		$3,362

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

58% of Director's Salary

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21161 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$273,580	$237,513	$251,914	$243,424	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$266,613	$266,613		$23,189

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

1 Street Working Supervisor salary.
1 Assistant Director
1 Operations manager

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: F-T Employee Wage Exp

Department Number: 21161 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$610,493	$750,602	$566,040	$737,621	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$783,917	$783,917		$46,296

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Following positions without contract obligations

Supervisor
Head mechanic
7 Mechanic positions
1 Body & Fender position
1 Parts Technician position
1 Admin. Asst. position
See Payroll worksheet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Overtime Wage Expense

Department Number: 21161 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$80,020	$70,000	$62,525	$70,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$77,824	$74,500		$4,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

reduced anticipating full staffing

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Clothing/Uniforms Expense

Department Number: 21161 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,378	$10,000	$8,249	$13,800	$13,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$13,800	$13,800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractual obligation for clothing for the following positions :

Street Working Supervisor
Mechanic Supervisor
Head Mechanic
8 Mechanics
Body & Fender
Parts Tech.
Extra for new employee
Moved boots to this code from 21162-60230

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Conferences/Training Expense

Department Number: 21161 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,670	$6,000	$557	$6,000	$6,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,000	$6,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Op's manager	$	300.00
Street Working Supervisor	$	700.00
Mechanic Supervisor	$	1,000.00
Mechanics	$	2,500.00
Director/Assistant	$	1,000.00
Parts Tech.	$	500.00

Estimated cost related to off site training sessions

	$	6,000.00

FY 24 - Projected: Joe and Brendan going to AWPA confrence.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Travel/Mileage Expense

Department Number: 21161 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,772	$5,000	$3,472	$5,000	$5,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Turnpike toll expenses for :

Trash Trucks	524 Trips per year	$3,238
Large Item truck	156 Trips per year	$1,124
Parts pick up/misc.		$637
	Totals:	$5,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** √ Admin/Fleet Maint. Exp

Account Title: Food/Lodging Expense

Department Number: 21161 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 24 Projection: For food and lodging training

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Dues/Memberships Expense

Department Number: 21161 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$634	$675	$687	$700	$700

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$700	$700		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

APWA (American Public Works Association) membership dues for following positions :

Director	$233
Asst. Director	$233
Ops Manager	$233
Total:	$699

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Service Contracts Expense

Department Number: 21161 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,929	$8,700	$9,626	$9,150	$12,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,000	$11,000		$1,850

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual Service Contracts :

UST (Under ground storage tanks) Inspection	$1,300
Interstate Fuel Fire System :	$1,200
Maine State Securities :	$750
Heating and Air Cond. System :	$3,250
Crane Inspections :	$850
Scan Tool Support and upgrades:[1]	$1,800
Pest control	$1,500
Total:	$10,650

FY 24 Projection: Increase in cost will use budget

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Postage/Shipping Expense

Department Number: 21161 Account Number: 60325

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$106	$350	$171	$300	$300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$300	$300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected costs for shipping of parts

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Electricity Expense

Department Number: 21161 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$23,466	$45,500	$22,343	$45,500	$24,451

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$24,451	$24,451		($21,049)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

School Dept billed $45,500 Buses

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Water Expense

Department Number: 21161 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,857	$3,978	$4,672	$4,300	$4,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,700	$4,700		$400

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost for Public Works facility per Maine water with a 6% increase

FY 24 Projection: Over due to % increase and usage vactor.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Phone/Celular/Paging Exp

Department Number: 21161 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,880	$12,781	$13,349	$15,229	$15,229

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,229	$15,229		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Phone & GPS Units costs :

22 GPS Units	$17.00 month/each	$4,488.00
17 GPS Units :	$18.95 month/each	$3,865
7 Smart Phone :	$64.00 /month/each	$5,376
2 Land Lines :	$37.50 /month/each	$900
Misc. :		$600
	Total:	$15,229

FY 24 Projection: Contracted phone through Verizon

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Sewer User Fee Expense

Department Number: 21161 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,503	$4,800	$5,133	$4,800	$4,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,800	$4,800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost based on Historical data

FY 24 Projection: Set fee sewer usage/water usage..

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Heating Fuel Expense

Department Number: 21161 Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$41,926	$26,750	$23,216	$26,750	$23,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$26,750	$26,750		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost based upon Historical data

FY 24 Projection: Thinking mellow winter will use 23,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Gasoline Expense

Department Number: 21161 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
-$15,541	$14,540	$79,790	$20,440	$18,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$18,000	$18,000		($2,440)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Gallons Estimated: 5375 5375 x 3.05 = $16394

Contract reads (60,000) Gallons Beginning on 10/30/2023 @ $3.05
If we went Back out to bid estimated at $3.05 a gallon

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21161 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,269	$9,500	$11,578	$12,525	$13,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,200	$15,200		$2,675

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Public works admin vehicles.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Building Repair/Maint Exp

Department Number: 21161 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,393	$13,000	$15,918	$14,000	$14,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,000	$15,000		($1,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Over head door maint:	$6,000.00
Repairs/paint/electrical/lighting :	$5,000.00
Misc. :	$4,000.00
Total:	$15,000.00

Fy 24 Projection; Cost of supplies and service up from previous years. Bay doors original equipment.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Operating Equip Repair Exp

Department Number: 21161 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,726	$9,000	$7,278	$9,250	$8,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,250	$9,250		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mechanical lifts :	$1,600
Vehicle jacks :	$1,000
Oil dispensing/reclaiming syst. :	$2,550
Compressors :	$600
Fuel Island :	$2,500
Power washer	$1,000
Total:	$9,250

FY 24 Projection: Fuel Island and Pressure washer Good year as far as needs.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Repair/Maint-CommunsEquip

Department Number: 21161 Account Number: 60461

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$2,000	$2,235	$2,000	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,000	$2,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PW share of the communication tower and components. $2,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21161 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$19,239	$17,960	$18,814	$17,960	$17,960

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$17,960	$17,960		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maint. Dossier on-line service:	$6,760
Office Supplies :	$2,300
Mitchell's online Manuals :	$4,950
Time clock support	$950
Monday Task Monitor	$3,000
Total:	$17,960

FY 24 Projection: 4 of the 5 mentioned set contracted prices.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21161 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$26,384	$5,950	$32,704	$5,950	$5,950

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,950	$5,950		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Prod.Maint. Supplies		$2,250
Safety Equipment		$1,100
Medical Supplies :		$1,600
OSHA/DOL Mandates :		$1,000
	Total:	$5,950

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Construction Supplies

Department Number: 21161 Account Number: 60505

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,925	$1,500	$1,875	$1,500	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,500	$2,500		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Hot tp/Curbing	$800
Gravel/Stone	$900
Loam/seeding/Fertilizer	$800
Total:	$2,500

FY 24 Projection: Price of supplies over the last two years has increased.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Equipment/Small Tools-Non-cap

Department Number: 21161 Account Number: 60506

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,533	$19,000	$21,558	$20,050	$20,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$20,500	$20,500		($450)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Tool Allowance Per contract:	$9,000
Scan Tool	$4,500
Misc. garage tools :	$6,550
Total:	$20,050

FY 24 Projection: Items needed to keep garage to date.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Cleaning Supplies Expense

Department Number: 21161 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,250	$3,850	$3,458	$4,300	$4,300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,300	$4,300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost based upon historical data

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** PW Admin/Fleet Maint. Exp

Account Title: Miscellaneous Expense

Department Number: 21161 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$554	$625	$1,043	$1,225	$1,225

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,225	$1,225		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

UST (Underground storage tanks) Registration:		$600
CIRF Fees		$625
	Total:	$1,225

FY 24 Projection: Set Fee's

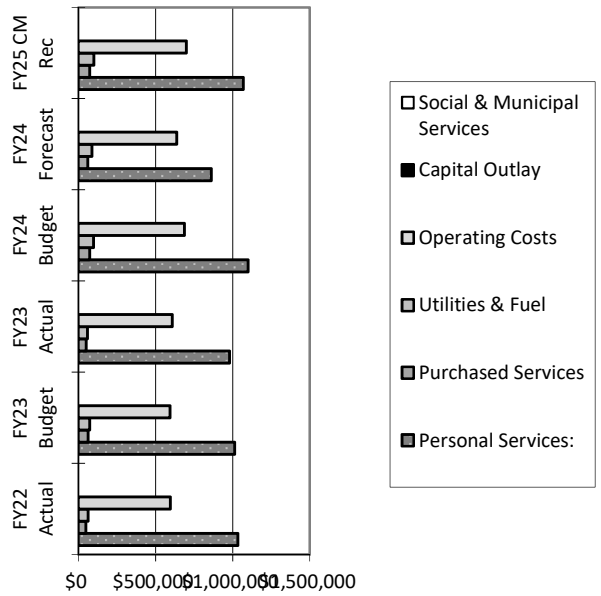
City of Biddeford, Maine
Fiscal Year 2025

Budget: Public Works Roads Maintenance

Account Number: 21162

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$1,032,953	$1,012,014	$978,840	$1,099,083	$861,823	$458,105	$1,068,972	$1,079,060
Purchased Services	$48,089	$62,000	$50,806	$72,750	$60,000	$29,841	$72,712	$72,712
Utilities & Fuel	$61,753	$72,085	$59,049	$98,530	$88,000	$16,580	$100,331	$100,331
Operating Costs	$595,700	$593,816	$609,070	$687,865	$637,665	$258,719	$698,880	$698,880
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$1,738,494**	**$1,739,915**	**$1,697,765**	**$1,958,228**	**$1,647,488**	**$763,245**	**$1,940,895**	**$1,950,983**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$78,075**
Workers Comp	**$61,274**
Health Insurance	**$269,157**
Retirement	**$104,099**
Unemployment	**$978**
Other Insurance	**$4,067**
Total Fringe Benefit Impact	**$517,650**
# of Full Time Employees	**19.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$1,099,083	$1,079,060	-$20,023	-1.8%
Purchased Services	$72,750	$72,712	-$38	-0.1%
Utilities & Fuel	$98,530	$100,331	$1,801	1.8%
Operating Costs	$687,865	$698,880	$11,015	1.6%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,958,228**	**$1,950,983**	**-$7,245**	-0.4%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60105	F-T Employee Wage Exp	$848,598	$894,849	$783,054	$969,183	$844,823	$422,411	$902,350	$902,350
60111	Overtime Wage Expense	$167,355	$98,000	$179,063	$115,000	$0	$27,037	$104,912	$115,000
60230	Clothing/Uniforms Expense	$16,999	$19,165	$16,723	$14,900	$17,000	$8,657	$18,050	$18,050
Totals		**$1,032,953**	**$1,012,014**	**$978,840**	**$1,099,083**	**$861,823**	**$458,105**	**$1,068,972**	**$1,079,060**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60312	Temporary Contract Help Exp	$23,593	$25,000	$11,750	$26,750	$21,000	$0	$26,712	$26,712
60313	Construction Services Expens	$14,721	$25,000	$20,393	$28,000	$21,000	$29,841	$28,000	$28,000
60346	Removal of Trees & Stumps	$9,775	$12,000	$18,663	$18,000	$18,000	$0	$18,000	$18,000
Totals		**$48,089**	**$62,000**	**$50,806**	**$72,750**	**$60,000**	**$29,841**	**$72,712**	**$72,712**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60410	Diesel Fuel Expense	$61,557	$68,004	$53,806	$97,800	$80,000	$12,359	$90,887	$90,887
60411	Gasoline Expense	$196	$4,081	$5,243	$730	$8,000	$4,221	$9,444	$9,444
Totals		**$61,753**	**$72,085**	**$59,049**	**$98,530**	**$88,000**	**$16,580**	**$100,331**	**$100,331**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60452	Operating Equip Repair Exp	$74	$0	$0	$0	$0	$1,021	$0	$0
60453	Vehicle Repair/Tires/Oil Exp	$226,269	$190,850	$187,199	$194,115	$194,115	$81,826	$195,165	$195,165
60457	Road Maint/Improve Non-Cap	$47,424	$55,000	$58,948	$58,850	$58,850	$36,442	$61,792	$61,792
60461	Repair/Maint-CommunsEquip	$0	$0	$0	$0	$0	$0	$0	$0
60462	Road Painting Expense	$66,910	$78,800	$89,237	$87,000	$103,000	$100,438	$105,223	$105,223
60501	Operating Supp/Eqt Non-Cap	$7,470	$6,466	$10,763	$7,200	$7,000	$3,244	$7,000	$7,000
60503	Road Salt Expense	$196,527	$210,000	$210,185	$289,500	$220,000	$5,226	$275,000	$275,000
60505	Construction Supplies	$22,316	$20,500	$20,503	$20,500	$20,500	$8,025	$20,500	$20,500
60506	Equipment/Small Tools-Non-c	$14,963	$12,200	$11,961	$13,200	$13,200	$2,913	$13,200	$13,200
60507	Street Signs Expense	$13,747	$20,000	$20,273	$17,500	$21,000	$19,584	$21,000	$21,000
Totals		**$595,700**	**$593,816**	**$609,070**	**$687,865**	**$637,665**	**$258,719**	**$698,880**	**$698,880**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21162 Public Works Roads Maintenance

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
EQUIPMENT OPERATOR 1	10713	1.00	53,892.80	54,100.08	54,100.08	MOULTON	JEFFREY	60105
EQUIPMENT OPERATOR 1	10693	1.00	57,470.40	57,691.44	57,691.44	VIGER	RICHARD	60105
EQUIPMENT OPERATOR 2	11001	1.00	52,332.80	52,534.08	52,534.08	CORBEIL	SHAWN	60105
EQUIPMENT OPERATOR 2	52140	1.00	55,681.60	55,895.76	55,895.76	NIGHTINGALE	MITCHELL	60105
EQUIPMENT OPERATOR 2	11248	1.00	52,020.80	52,220.88	52,220.88	WHITE	DAVID	60105
LABORER 1/UTILITY	44800	1.00	47,153.60	47,334.96	47,334.96	NIGHTINGALE	JODY	60105
LABORER 1/UTILITY	11373	1.00	43,492.80	43,660.08	43,660.08	PREJEAN	MATTHEW	60105
LABORER UTILITY	11282	1.00	43,492.80	43,660.08	43,660.08	KENNARD	CHRISTOPHER	60105
LABORER UTILITY	11369	1.00	43,492.80	43,660.08	43,660.08	LEMIRE	RICHARD	60105
LABORER UTILITY	11092	1.00	43,492.80	43,660.08	43,660.08	OPITZ	JASON	60106
TRUCK DRIVER 1	53070	1.00	53,768.00	53,974.80	53,974.80	FARLEY	SCOTT	60105
TRUCK DRIVER 1	11030	1.00	50,731.20	50,926.32	50,926.32	MENARD	KORDELL	60105
TRUCK DRIVER 1	2880	1.00	51,937.60	52,137.36	52,137.36	BELISLE	DAVID	60105
TRUCK DRIVER 2	11415	1.00	48,401.60	48,587.76	48,587.76	BERTRAND	GIRARD	60105
TRUCK DRIVER 2	11223	1.00	48,193.60	48,378.96	48,378.96	COSTELLO	DELBERT	60105
TRUCK DRIVER 2	48650	1.00	51,937.60	52,137.36	52,137.36	MENARD	ROBERT	60105
TRUCK DRIVER 2	11401	1.00	48,089.60	48,274.56	48,274.56	PERKINS	SPENCER	60105
TRUCK DRIVER 2	11414	1.00	48,401.60	48,587.76	48,587.76	ROY	PATRICK	60105
TRUCK DRIVER 2	11420	1.00	48,401.60	48,587.76	48,587.76	FOURNELL	ANTHONY	60105
JOB ADJUSTMENTS	22	-	-	-	-	VARIOUS	0	60105
TOTAL BUDGETED POSITIONS		**19.00**	**942,385.60**	**946,010.16**	**946,010.16**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: F-T Employee Wage Exp

Department Number: 21162

Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$848,598	$894,849	$783,054	$969,183	$844,822.88

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$902,350	$902,350		-$66,833

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wages for the following positions. contract year :

2 Operator I positions
3 Operator II positions
3 Truck Driver I positions
6 Truck Driver II positions
5 Laborer/Utility positions
See Payroll Worksheet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Public Works Roads Maintenance

Account Title: P-T Employee Wage Exp

Department Number: 21162 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD
$0	$0	$0	$0	$0

FY2024 EOY

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$43,660	$43,660.08		$43,660.08

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Public Works Roads Maintenance

Account Title: Overtime Wage Expense

Department Number: 21162 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$167,355	$98,000	$179,063	$115,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$104,912	$115,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected overtime based upon historical data

OT is mostly driven by winter conditions; leave at $115,000

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Clothing/Uniforms Expense

Department Number: 21162

Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,999	$19,165	$16,723	$14,900	$17,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$18,050	$18,050		$3,150

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractual obligation for clothing for the following postitions :

2 Operator I
3 Operator II
3 Truck Driver I
6 Truck Driver II
5 Laborer/Utility

19 total employees @ $950.00 for clothing and boots each.

Employee		Clothing Rate		Total
19	$	950.00	$	18,050.00
			$	**18,050.00**

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Temporary Contract Help Exp

Department Number: 21162

Account Number: 60312

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$23,593	$25,000	$11,750	$26,750	$21,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$26,712	$26,712		-$38

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Weed Control Program 4 months : 5% inc.	$	20,212.00
Reserve Emergency Personnel :	$	6,500.00
	$	26,712.00

Biddeford Pool Invasive plant control concerns.

FY 24 Projection: Weed control invoice paid out of 60313 not out of 60312 Journal entry needed.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Construction Services Expense

Department Number: 21162

Account Number: 60313

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$14,721	$25,000	$20,393	$28,000	$21,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$28,000	$28,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Spoils Crushing :	$10,500.00
Contract Specialty Work :	$7,500.00
Snow Hauling :	$10,000.00
Total:	$28,000.00

FY 24 Projection: Weed control invoice paid out of 60313 not out of 60312 Journal entry needed.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Removal of Trees & Stumps

Department Number: 21162

Account Number: 60346

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,775	$12,000	$18,663	$18,000	$18,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$18,000	$18,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost for removal of hazardous trees

FY 24 Projection: List is long of trees that need attention. We remove what exsperts say are needed.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Diesel Fuel Expense

Department Number: 21162

Account Number: 60410

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$61,557	$68,004	$53,806	$97,800	$80,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$90,887	$90,887		-$6,913

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected 26268 gallons

7/1/23 - 12/30/23	$3.46 Gallon	13134 Gallons	$45,444
1/1/24 - 6/30/24	$3.46 Gallon	13134 Gallons	$45,444
		Total:	$90,888

FY 24 Projection: Trucks and equipment not worked as hard this winter.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Gasoline Expense

Department Number: 21162

Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$196	$4,081	$5,243	$730	$8,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,444	$9,444		$8,714

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

7/1/23 - 10/1/23	1582 gallons Estimated @ $2.92 per Gallon	$	4,619
10/1/24 - 6/30/24	1582 Gallons Estimated @ $3.05 per gallon	$	4,825
	Total:	$	9,444

Small equipment weed wackers, blowers, etc.

FY 24 Projection: All vehicles placed in correct department being 21161

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Public Works Roads Maintenance

Account Title: Operating Equip Repair Exp

Department Number: 21162 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$74	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

All moved to 60453

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Public Works Roads Maintenance

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21162 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$226,269	$190,850	$187,199	$194,115	$194,115.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$195,165	$195,165		$1,050

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Vehicle and equipment maintainance for all vehicles and equipment.

FY 24 Projection: Needed service for all equipment.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Public Works Roads Maintenance

Account Title: Road Maint/Improve Non-Cap

Department Number: 21162 Account Number: 60457

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$47,424	$55,000	$58,948	$58,850	$58,850.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$61,792	$61,792		$2,942

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected need for spot paving repairs 5% price increase

FY 24 Projection: Depends on pot hole repairs and street repairs April/June

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Repair/Maint-CommunsEquip

Department Number: 21162

Account Number: 60461

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Radio Repacement - new system

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Road Painting Expense

Department Number: 21162

Account Number: 60462

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$66,910	$78,800	$89,237	$87,000	$103,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$105,223	$105,223		$18,223

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contract services for centerlines, edge lines, fog lines, lane lines : $95,223

In house sevices for some arrows, cross walks, lettering, parking stalls : $10,000

7% increase in supplies

FTY 24 Projection: Need one more pallet of white

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Public Works Roads Maintenance

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21162 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,470	$6,466	$10,763	$7,200	$7,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,000	$7,000		-$200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Prod./Maint. Supplies :	$4,500
Industrial Chemicals :	$2,500
Total:	$7,000

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Road Salt Expense

Department Number: 21162

Account Number: 60503

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$196,527	$210,000	$210,185	$289,500	$220,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$275,000	$275,000		-$14,500

0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Cost
Salt 3,250 tons @ $78.00/tn	$239,000
Mag. Chloride 20000 gals. @ $1.80/gal :	$36,000

Was 3,500 tons @ $62.00 a ton
Was 20,000 gallons @ $1.62 gallon

FY 24 Projection: Less salt needed. Miled winter.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Construction Supplies

Department Number: 21162

Account Number: 60505

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$22,316	$20,500	$20,503	$20,500	$20,500.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$20,500	$20,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Road/Drainage Const. Supplies :	$17,000
Stone, pipe sand :	$3,000
Misc. :	$500
	$20,500

FY 24 Projection: Will use 100% city wide projects.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Equipment/Small Tools-Non-cap

Department Number: 21162

Account Number: 60506

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$14,963	$12,200	$11,961	$13,200	$13,200.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$13,200	$13,200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Paint macine tractor	$9,000
Hot top supplies	$2,000
Small Tools :	$2,200
	$13,200

FY 24 Projection; Will use 1005 street painting equipment.

Fiscal Year 2025
Budget Request

March 4, 2024

Department: Public Works Roads Maintenance

Account Title: Street Signs Expense

Department Number: 21162

Account Number: 60507

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$13,747	$20,000	$20,273	$17,500	$21,000.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$21,000	$21,000		$3,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Ordinances changes per City council
Street sign management through out the city

FY 24 Projection: A lot of changes and cost increase. $10,000 Needs to be coded back from Culvert D.O.T Project. Still need lots of supplies FY 24

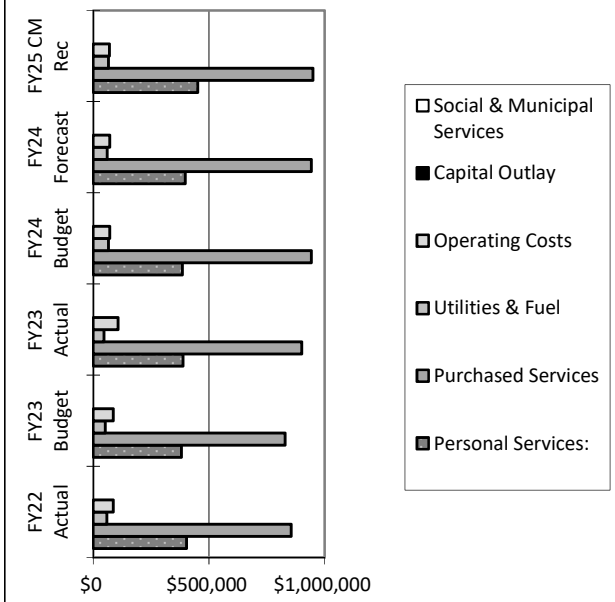
City of Biddeford, Maine
Fiscal Year 2025

Budget: Solid Waste Management

Account Number: 21164

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$402,649	$380,962	$387,330	$384,994	$397,695	$198,220	$451,343	$439,654
Purchased Services	$854,587	$829,300	$900,484	$941,913	$941,913	$448,813	$949,657	$949,657
Utilities & Fuel	$59,008	$50,959	$45,976	$65,220	$59,150	$15,108	$64,988	$64,988
Operating Costs	$85,833	$86,650	$106,304	$70,600	$71,000	$35,279	$70,100	$70,100
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$1,402,077**	**$1,347,871**	**$1,440,094**	**$1,462,727**	**$1,469,758**	**$697,420**	**$1,536,088**	**$1,524,399**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$33,271**
Workers Comp	**$18,140**
Health Insurance	**$127,025**
Retirement	**$44,361**
Unemployment	**$175**
Other Insurance	**$5,326**
Total Fringe Benefit Impact	**$228,298**
# of Full Time Employees	**7.40**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$384,994	$439,654	$54,660	14.2%
Purchased Services	$941,913	$949,657	$7,744	0.8%
Utilities & Fuel	$65,220	$64,988	-$232	-0.4%
Operating Costs	$70,600	$70,100	-$500	-0.7%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,462,727**	**$1,524,399**	**$61,672**	4.2%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60102	Mid Mgmt Hrly Employee Wa	$101,200	$74,543	$80,648	$72,433	$74,161	$37,080	$73,523	$73,523
60105	F-T Employee Wage Exp	$270,685	$267,269	$271,203	$273,411	$278,538	$139,269	$326,981	$326,981
60111	Overtime Wage Expense	$25,134	$32,500	$28,843	$32,500	$38,346	$19,173	$44,189	$32,500
60230	Clothing/Uniforms Expense	$5,631	$6,650	$6,636	$6,650	$6,650	$2,697	$6,650	$6,650
Totals		**$402,649**	**$380,962**	**$387,330**	**$384,994**	**$397,695**	**$198,220**	**$451,343**	**$439,654**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60311	Operations Contracts Expense	$497,757	$473,600	$530,843	$540,912	$530,912	$224,031	$535,656	$535,656
60313	Construction Services Expens	($884)	$3,000	$2,998	$3,000	$3,000	$420	$3,000	$3,000
60340	Waste Tipping Fee Expense	$339,307	$337,985	$333,739	$375,801	$375,801	$198,415	$378,801	$378,801
60341	Non-Burnable Disposal Exp	$17,205	$13,515	$32,313	$21,000	$31,000	$25,849	$31,000	$31,000
60345	Rodent Control Expense	$1,202	$1,200	$591	$1,200	$1,200	$97	$1,200	$1,200
Totals		**$854,587**	**$829,300**	**$900,484**	**$941,913**	**$941,913**	**$448,813**	**$949,657**	**$949,657**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60410	Diesel Fuel Expense	$57,477	$49,459	$44,469	$63,570	$57,500	$14,372	$63,338	$63,338
60412	Bottled Gas Expense	$1,531	$1,500	$1,507	$1,650	$1,650	$736	$1,650	$1,650
Totals		**$59,008**	**$50,959**	**$45,976**	**$65,220**	**$59,150**	**$15,108**	**$64,988**	**$64,988**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60452	Operating Equip Repair Exp	$1,628	$6,000	$5,533	$6,000	$6,000	$859	$6,000	$6,000
60453	Vehicle Repair/Tires/Oil Exp	$64,672	$60,000	$69,882	$41,600	$43,000	$30,120	$41,600	$41,600
60461	Repair/Maint-CommunsEquip	$0	$650	$0	$0	$0	$0	$0	$0
60501	Operating Supp/Eqt Non-Cap	$3,300	$3,650	$4,415	$3,650	$3,650	$677	$4,150	$4,150
60502	Printing & Copying Expense	$3,234	$4,500	$5,451	$7,500	$6,500	$2,668	$6,500	$6,500
60506	Equipment/Small Tools-Non-c	$272	$1,500	$1,324	$1,500	$1,500	$569	$1,500	$1,500
60797	Miscellaneous Expense	$12,726	$10,350	$19,700	$10,350	$10,350	$387	$10,350	$10,350
Totals		**$85,833**	**$86,650**	**$106,304**	**$70,600**	**$71,000**	**$35,279**	**$70,100**	**$70,100**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21164 Solid Waste Management

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
SOLID WASTE SUPERVISOR	10928	1.00	73,241.58	73,523.28	73,523.28	DELUCA	ROCCO	60102
SOLID WASTE DRIVER/UTILITY	8000	0.40	22,537.24	22,623.92	22,623.92	BUDA	JASON	60105
SOLID WASTE LABORER/UTILITY	10494	1.00	46,551.83	46,730.88	46,730.88	ROBERTS	WAYNE	60105
SOLID WASTE LABORER/UTILITY	10352	1.00	45,676.80	45,852.48	45,852.48	THIBODEAU	JAMES	60105
WASTE HANDLER	10180	1.00	50,440.00	50,634.00	50,634.00	ROBERTS	TERRY	60105
WASTE TRUCK DRIVER	10353	1.00	54,059.20	54,267.12	54,267.12	CORRIVEAU	PAUL	60105
WASTE TRUCK DRIVER	43400	1.00	54,995.20	55,206.72	55,206.72	LOVEJOY	KEITH	60105
EQUIPMENT OPERATOR 2	119	1.00	53,372.80	53,578.08	53,578.08	VACANT	0	60105
TOTAL BUDGETED POSITIONS		**7.40**	**400,874.66**	**402,416.48**	**402,416.48**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21164 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$101,200	$74,543	$80,648	$72,433	$74,160.92

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$73,523	$73,523		$1,090

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Solid Waste/Street Working Supervisor

See Payroll Worksheet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: F-T Employee Wage Exp

Department Number: 21164 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$270,685	$267,269	$271,203	$273,411	$278,538.24

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$326,981	$326,981		$53,570

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wages for the following positions

40 % of Solid Waste Driver
2 Waste Truck Drivers
1 Waste Handlers
2 Solid Waste Laborer/Utility

See Payroll Worksheet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Overtime Wage Expense

Department Number: 21164 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$25,134	$32,500	$28,843	$32,500	$38,345.80

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$44,189	$32,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected overtime based upon historical data

reduce OT

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Clothing/Uniforms Expense

Department Number: 21164 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,631	$6,650	$6,636	$6,650	$6,650

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,650	$6,650		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Boots Moved out of 60501 into clothing

Contractual obligation for clothing for the following positions :

	unit (each)	Rate
Solid Waste/Street Working Supervisor	1	$950
Solid Waste Driver	1	$950
2 Waste truck Drivers	2	$1,900
1Waste Handlers/Utility worker	1	$950
2 Solid Waste Laborer/Utility	2	$1,900
	Total:	$6,650

FY 24 Projection: Union Contract

Handler on back of packer now to help with: Orange overflow, parks trash, beach trash, down town trash and back of waste trucjk as needed if auto truck goes down. Public works dutys as needed. Can repairs.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Operations Contracts Expense

Department Number: 21164 Account Number: 60311

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$497,757	$473,600	$530,843	$540,912	$530,912

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$535,656	$535,656		-$5,256

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Curbside collection of recycling contract service

Projecting an 3.8% CPI increase	$41,805 x 12 = $501,660	$501,660
0-15% $25.00 Contamination fee per ton	1,200 tons @ $25.00	$30,000
$333.00 x 12 = 3996 Recycling app.		$3,996
Prior rate: $40,274 per month		$535,656

FY 23 CPI increase : 8.00%
FY 24 CPI Increase: 3.80%

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Construction Services Expense

Department Number: 21164 Account Number: 60313

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
-$884	$3,000	$2,998	$3,000	$3,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000	$3,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Storage Building	$1,000.00
Over Head Door	$2,000.00
Total:	*$3,000.00*

FY 24 Projection: Need work on both overhead door and Outside storage.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Waste Tipping Fee Expense

Department Number: 21164 Account Number: 60340

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$339,307	$337,985	$333,739	$375,801	$375,801

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$378,801	$378,801		$3,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		Tons	*Rate*	
July 1, 2024 through June 30, 2025 (Estimated)		4,650	$70.66	$328,569.00
Include 700 tons of large item debris/Curbside		700	$70.66	$49,462.00
3.8 % increase starting January 1				$378,031.00
Old rate was $68.07				
January 2023 CPI inc		8.00%		
January 2024 CPI inc:		3.80%		

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Non-Burnable Disposal Exp

Department Number: 21164 Account Number: 60341

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$17,205	$13,515	$32,313	$21,000	$31,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$31,000	$31,000		$10,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Violations curbside Furniture, etc.	$	3,000.00
One HHW Collection Event :		$22,000
Tires, waste oils/lubricants, etc. :		$6,000
Total:	$	31,000.00

FY24 Projection: HHW Doubled. From 11k to 22k

with the increasing costs; might be worth more control to limit to Biddeford residents only

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Rodent Control Expense

Department Number: 21164 Account Number: 60345

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,202	$1,200	$591	$1,200	$1,200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,200	$1,200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PW Facility :	$1,000
Landfill :	$200
Total:	$1,200

FY 24 Projection: Set fee's

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Diesel Fuel Expense

Department Number: 21164 Account Number: 60410

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$57,477	$49,459	$44,469	$63,570	$57,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$63,338	$63,338		-$232

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Rate/Gal	Gallons	Total
7/1/23 - 12/30/23	$3.46	9,153	$31,669.38
1/1/24 - 6/30/24 (est)	$3.46	9,153	$31,669.38
Estimated # $3.34 after March 31, 2024		Total:	$63,338.76

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Bottled Gas Expense

Department Number: 21164 Account Number: 60412

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,531	$1,500	$1,507	$1,650	$1,650

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,650	$1,650		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 24 Projection: Fixed price for forklifts.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Operating Equip Repair Exp

Department Number: 21164 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,628	$6,000	$5,533	$6,000	$6,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,000	$6,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Bailers :	$2,700
Unit #82	$1,600
Unit #83	$0
Compactor	$1,700
Total:	$6,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21164 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$64,672	$60,000	$69,882	$41,600	$43,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$41,600	$41,600		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Unit #	Cost	
22	$13,700	PM, Tires (1) set, Brakes (1) set, Misc items
23	$7,800	Brakes, tires and body work. Old Packer spare
24	$13,700	PM, Tires (1) set, Brakes (1) set, Misc items
61	$1,100	Recycling Duty truck.
40% of 78	$7,700	Sludge truck
Total:	$44,000	

date. Sludge truck heavy service in spring.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21164 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,300	$3,650	$4,415	$3,650	$3,650

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,150	$4,150		$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Boots moved to 60230

Bailing wire :	$2,250
Stickers :	$1,000
Bins :	$900
Total:	$4,150

Fy 24 Projection; Needed items for daily operations.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Printing & Copying Expense

Department Number: 21164 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,234	$4,500	$5,451	$7,500	$6,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,500	$6,500		-$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Funding for Solid Waste Commission for education, advertising, informational documents, Earth Machines.

Education $6,500

FY 24 Projection: Heavy education New waste trucks and routes.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Equipment/Small Tools-Non-cap

Department Number: 21164 Account Number: 60506

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$272	$1,500	$1,324	$1,500	$1,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,500	$1,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Small tools :	$750
Misc. :	$750
Total:	$1,500

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Solid Waste Management

Account Title: Miscellaneous Expense

Department Number: 21164 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$12,726	$10,350	$19,700	$10,350	$10,350

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,350	$10,350		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Land Fill Monitoring	$7,000.00
Transfer Station License/Fees:	$500.00
Monitoring well repairs	$2,000.00
Composting License	$850.00
Total:	$10,350.00

FY 24 Projection: All permit required

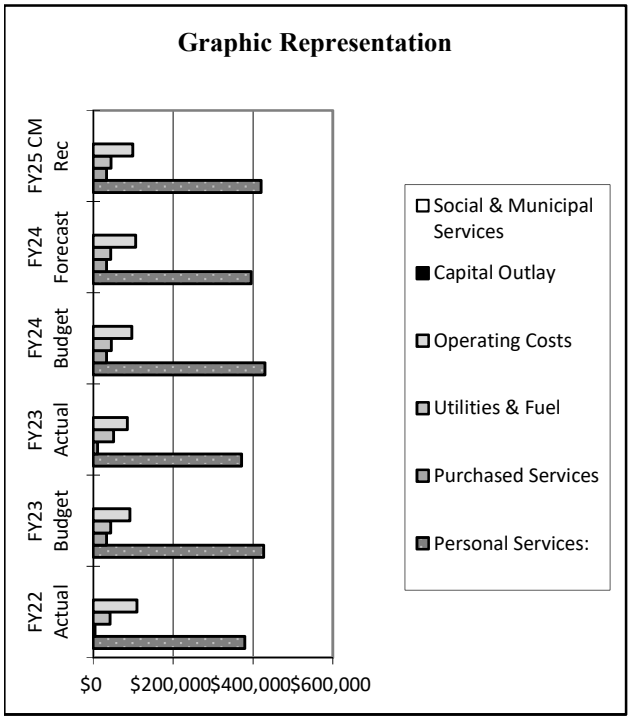
City of Biddeford, Maine
Fiscal Year 2025

Budget: Parks Maintenance

Account Number: 21165

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$379,328	$426,878	$371,037	$429,731	$395,388	$200,029	$420,669	$420,669
Purchased Services	$4,173	$33,000	$10,748	$33,274	$33,000	$14,113	$33,274	$33,274
Utilities & Fuel	$41,585	$43,874	$50,725	$44,950	$43,354	$20,726	$44,154	$39,904
Operating Costs	$109,555	$91,360	$85,452	$96,260	$105,935	$39,271	$99,185	$99,185
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$534,641**	**$595,112**	**$517,962**	**$604,215**	**$577,677**	**$274,139**	**$597,282**	**$593,032**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$33,106**
Workers Comp	**$14,311**
Health Insurance	**$123,259**
Retirement	**$33,713**
Unemployment	**$354**
Other Insurance	**$4,918**
Total Fringe Benefit Impact	**$209,661**
# of Full Time Employees	**6.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$429,731	$420,669	-$9,062	-2.1%
Purchased Services	$33,274	$33,274	$0	0.0%
Utilities & Fuel	$44,950	$39,904	-$5,046	-11.2%
Operating Costs	$96,260	$99,185	$2,925	3.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$604,215**	**$593,032**	**-$11,183**	-1.9%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60102	Mid Mgmt Hrly Employee Wa	$81,927	$77,478	$63,075	$76,780	$77,946	$38,973	$76,407	$76,407
60105	F-T Employee Wage Exp	$214,249	$258,550	$245,763	$272,422	$263,058	$131,529	$272,568	$272,568
60106	P-T Employee Wage Exp	$55,511	$61,200	$24,493	$50,880	$47,935	$23,967	$39,040	$39,040
60111	Overtime Wage Expense	$23,241	$23,000	$33,590	$23,000	$0	$3,790	$26,205	$26,205
60230	Clothing/Uniforms Expense	$4,400	$6,650	$4,117	$6,650	$6,450	$1,770	$6,450	$6,450
Totals		**$379,328**	**$426,878**	**$371,037**	**$429,731**	**$395,388**	**$200,029**	**$420,669**	**$420,669**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60313	Construction Services Expense	$4,173	$33,000	$10,748	$33,274	$33,000	$14,113	$33,274	$33,274
Totals		**$4,173**	**$33,000**	**$10,748**	**$33,274**	**$33,000**	**$14,113**	**$33,274**	**$33,274**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$6,990	$19,600	$7,650	$19,600	$12,500	$3,847	$12,500	$8,250
60401	Water Expense	$13,504	$8,670	$14,381	$8,670	$11,000	$4,808	$12,000	$12,000
60404	Sewer User Fee Expense	$5,716	$1,500	$11,217	$1,500	$3,500	$5,021	$3,000	$3,000
60410	Diesel Fuel Expense	$6,012	$2,250	$6,976	$3,326	$4,500	$1,525	$4,500	$4,500
60411	Gasoline Expense	$9,364	$11,854	$10,501	$11,854	$11,854	$5,525	$12,154	$12,154
Totals		**$41,585**	**$43,874**	**$50,725**	**$44,950**	**$43,354**	**$20,726**	**$44,154**	**$39,904**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$832	$1,200	$1,768	$1,000	$1,000	$50	$1,000	$1,000
60452	Operating Equip Repair Exp	$0	$0	$0	$0	$0	$0	$0	$0
60453	Vehicle Repair/Tires/Oil Exp	$28,738	$28,850	$25,063	$32,450	$32,450	$10,989	$35,700	$35,700
60454	Grounds Maint/Improve Exp	$60,676	$44,910	$41,622	$44,910	$54,910	$23,669	$44,910	$44,910
60461	Repair/Maint-CommunsEquip	$0	$0	$0	$0	$0	$0	$0	$0
60500	Admin/Office Supp/Eqt Non-C	$403	$500	$263	$500	$425	$34	$425	$425
60501	Operating Supp/Eqt Non-Cap	$1,222	$1,400	$2,360	$1,400	$1,400	$1,048	$1,400	$1,400
60505	Construction Supplies	$2,456	$3,000	$2,975	$5,000	$4,750	$1,540	$4,750	$4,750
60506	Equipment/Small Tools-Non-c	$13,866	$9,000	$8,960	$9,000	$9,000	$906	$9,000	$9,000
60509	Cleaning Supplies Expense	$1,363	$2,500	$2,442	$2,000	$2,000	$1,037	$2,000	$2,000
Totals		**$109,555**	**$91,360**	**$85,452**	**$96,260**	**$105,935**	**$39,271**	**$99,185**	**$99,185**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21165 Parks Maintenance

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
PARKS MAINTENANCE SUPERVISOR	10170	1.00	81,946.56	82,261.74	82,261.74	BLAIS	NICHOLAS	60102
EQUIPMENT OPERATOR 3	24750	1.00	58,793.71	59,019.84	59,019.84	FLEURANT	BRIAN	60105
PARKS & REC. MAINT. WORKER	9957	1.00	54,038.40	54,246.24	54,246.24	CANTARA	RONALD	60105
PARKS & REC. MAINT. WORKER	10266	1.00	54,766.40	54,977.04	54,977.04	ROUSELLE	THOMAS	60105
PARKS MAINTENANCE	47	1.00	54,558.40	54,768.24	54,768.24	VACANT	0	60105
TRUCK DRIVER 1	10656	1.00	52,561.60	52,763.76	52,763.76	SPEAR	MICHAEL	60105
P-T PARKS MAINTENANCE WORKERS	26	-	38,890.42	39,040.00	39,040.00	0	0	60106
JOB ADJUSTMENTS	24	-	-	-	-	VARIOUS	0	60105
TOTAL BUDGETED POSITIONS		**6.00**	**395,555.49**	**397,076.86**	**397,076.86**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21165 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$81,927	$77,478	$63,075	$76,780	$77,945.68

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$76,407	$76,407		-$373

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Parks Foreman salary.

See Payroll Workseet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: F-T Employee Wage Exp

Department Number: 21165 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$214,249	$258,550	$245,763	$272,422	$263,057.90

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$272,568	$272,568		$146

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wages for the following positions :

4 Parks Maintenance Workers operator #3
Truck Driver 2

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: P-T Employee Wage Exp

Department Number: 21165 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$55,511	$61,200	$24,493	$50,880	$47,934.80

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$39,040	$39,040		-$11,840

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wages for 2 Downtown part time summer maintenance gardening employees - Dedicated Downtown Part Time

Positions	$$/Hr	Hrs/Wk	Wks/Yr	Total
2	$24.00	24	20	**$23,040.00**

Downtown Part Time Helper Summer/Winter @ $20.00 per hr for 800 hrs

Positions	$$/Hr	Total Hrs/Yr	Total
1	$20.00	800	**$16,000.00**

Total **$39,040.00**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Overtime Wage Expense

Department Number: 21165 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$23,241	$23,000	$33,590	$23,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$26,205	$26,205		$3,205

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Overtime needs based upon historical data

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Clothing/Uniforms Expense

Department Number: 21165 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,400	$6,650	$4,117	$6,650	$6,450

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,450	$6,450		-$200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractual obligation for clothing for the following positions :

Parks Foreman	$750.00
5 Parks Maintenance Workers @ $950	$4,750.00
Truck Driver II @ $950	$950.00
Total:	$6,450.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Construction Services Expense

Department Number: 21165 Account Number: 60313

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,173	$33,000	$10,748	$33,274	$33,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$33,274	$33,274		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Sports Field Inc.	$	24,274.00
Irrigation:	$	3,000.00
Cover/Uncover Ball field lights:	$	1,000.00
Irrigation, Liberty park, Clifford, etc.	$	5,000.00
	$	33,274.00

FY 24 will be exspended. Fencing repairs.
Continue work on Grub control.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Electricity Expense

Department Number: 21165 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,990	$19,600	$7,650	$19,600	$12,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$12,500	$8,250		-$11,350

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Estimate based on historical data

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Water Expense

Department Number: 21165 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$13,504	$8,670	$14,381	$8,670	$11,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$12,000	$12,000		$3,330

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected costs based on historical data.
Rainy 23 Season/less water usage
Lester B - Bath House - St. Louis

Kamess Festival

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Sewer User Fee Expense

Department Number: 21165 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,716	$1,500	$11,217	$1,500	$3,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000	$3,000		$1,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost based upon historical data

St. Louis Alumni Field facility, Rotary Park, Mayfield

Need to go to sewer commission for usage adbatement as of 2/1/24

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Diesel Fuel Expense

Department Number: 21165 Account Number: 60410

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,012	$2,250	$6,976	$3,326	$4,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,500	$4,500		$1,174

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected 1,300 gallons Based on winter operations

Contract reads 3/31/24 or (60,000) Gallons Beginning on 10/30/2023 @ $3.46 per gallon

$3.46 per Gallon **Estimate if we went out to bid today**

yearly usage changes as events change yearly. Trackless, bachoe, request,etc.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Gasoline Expense

Department Number: 21165 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,364	$11,854	$10,501	$11,854	$11,854

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$12,154	$12,154		$300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected Use: 3985 Gallons

Contract reads (60,000) Gallons Beginning on 10/30/2023 @ $3.05

If we went Back out to bid estimated at $3.05 a gallon

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Building Repair/Maint Exp

Department Number: 21165 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$832	$1,200	$1,768	$1,000	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Winterizing St. Louis Field bldg. :	$500
Utility systems :	$500
Total:	$1,000

FY 24 Projection: Winterizing paid out of Ground need to do Journal entry.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Operating Equip Repair Exp

Department Number: 21165 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Combined with 60453

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21165 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$28,738	$28,850	$25,063	$32,450	$32,450

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$35,700	$35,700		$3,250

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Parks vehicles, trailers and all equipment large and small.

FY 24 Projections: Maintainance of equipment.

Projection for FY 24 Tires, Brakes, grease,oils.general services.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Grounds Maint/Improve Exp

Department Number: 21165 Account Number: 60454

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$60,676	$44,910	$41,622	$44,910	$54,910

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$44,910	$44,910		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Agricultural Supplies (loam, seed, Fertilizer)		$1,200
Play ground chips/Bark mulch		$4,950
Atheltic Field Paint		$5,350
	Total:	**$11,500**
Down Town Flowers		
Hanging Baskets		$1,800
Soil		$225
Plants Annuals		$7,000
Planters		$6,000
Misc.		$475
	Total:	**$15,500**
Maintenance of trees		$4,500
Turface/Speedy dry		$12,000
Dog waste		$1,410
	Total:	**$17,910**
	Grand Total:	**$44,910**

FY 24 projection: Laconia look out plantings hit yearly summer budget. Will be well over 100%

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Repair/Maint-CommunsEquip

Department Number: 21165 Account Number: 60461

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21165 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$403	$500	$263	$500	$425

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$425	$425		-$75

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Misc. office supplies

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21165 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,222	$1,400	$2,360	$1,400	$1,400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,400	$1,400		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Safety Equipment :	$600
Medical Supplies :	$800
Total:	$1,400

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Construction Supplies

Department Number: 21165 Account Number: 60505

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,456	$3,000	$2,975	$5,000	$4,750

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,750	$4,750		-$250

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fencing :	$1,500
Benches :	$950
Trash Cans :	$1,500
Stone, Loam, Etc :	$600
Misc. :	$200
Total:	$4,750

FY 24 projection: Mainly summer activity will use total as we are replacing some older cans, benches.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Equipment/Small Tools-Non-cap

Department Number: 21165 Account Number: 60506

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$13,866	$9,000	$8,960	$9,000	$9,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,000	$9,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mower, walk behind blower.	$6,000
Rakes/shovels, weed wackers, blowers	$3,000
	$9,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Parks Maintenance

Account Title: Cleaning Supplies Expense

Department Number: 21165 Account Number: 60509

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,363	$2,500	$2,442	$2,000	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,000	$2,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 24 projection: Supplies for rest rooms

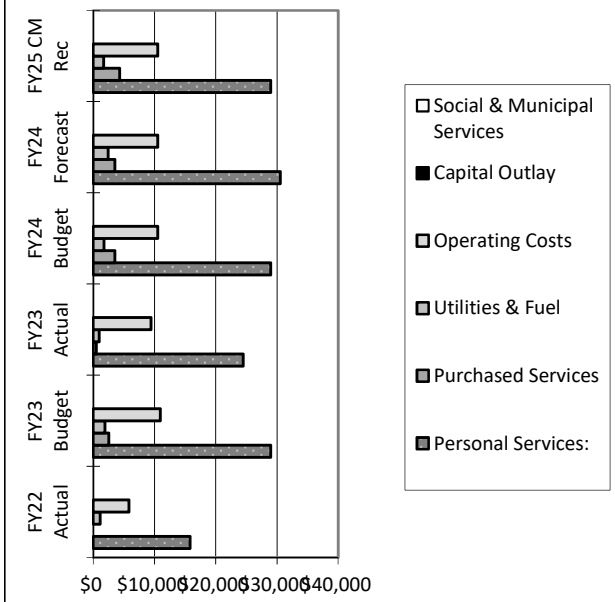
City of Biddeford, Maine
Fiscal Year 2025

Budget: Cemetery

Account Number: 21166

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$15,802	$28,993	$24,463	$28,993	$30,528	$15,264	$28,993	$28,993
Purchased Services	$0	$2,500	$500	$3,500	$3,500	$4,300	$4,300	$4,300
Utilities & Fuel	$1,113	$1,909	$974	$1,734	$2,400	$1,493	$1,681	$1,681
Operating Costs	$5,838	$10,925	$9,440	$10,525	$10,525	$569	$10,525	$10,525
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$22,753**	**$44,327**	**$35,378**	**$44,752**	**$46,953**	**$21,627**	**$45,499**	**$45,499**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$307**
Workers Comp	**$188**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$34**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$529**
# of Full Time Employees	**0.25**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$28,993	$28,993	$0	0.0%
Purchased Services	$3,500	$4,300	$800	22.9%
Utilities & Fuel	$1,734	$1,681	-$53	-3.1%
Operating Costs	$10,525	$10,525	$0	0.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$44,752**	**$45,499**	**$747**	1.7%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$0	$4,015	$4,015	$4,015	$0	$0	$4,015	$4,015
60107	Temp/Seasonal Emp Wage Ex	$15,802	$24,978	$20,448	$24,978	$30,528	$15,264	$24,978	$24,978
Totals		**$15,802**	**$28,993**	**$24,463**	**$28,993**	**$30,528**	**$15,264**	**$28,993**	**$28,993**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$0	$2,500	$500	$3,500	$3,500	$4,300	$4,300	$4,300
Totals		**$0**	**$2,500**	**$500**	**$3,500**	**$3,500**	**$4,300**	**$4,300**	**$4,300**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$341	$553	$383	$553	$400	$226	$400	$400
60401	Water Expense	$67	$306	$170	$306	$1,100	$899	$275	$275
60402	Phone/Celular/Paging Exp	$364	$420	$84	$200	$200	$0	$200	$200
60410	Diesel Fuel Expense	$136	$225	$117	$300	$300	$112	$346	$346
60411	Gasoline Expense	$206	$405	$220	$375	$400	$256	$460	$460
Totals		**$1,113**	**$1,909**	**$974**	**$1,734**	**$2,400**	**$1,493**	**$1,681**	**$1,681**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$0	$500	$0	$500	$500	$0	$500	$500
60452	Operating Equip Repair Exp	$1,685	$3,200	$1,976	$3,000	$3,000	$569	$3,000	$3,000
60454	Grounds Maint/Improve Exp	$45	$900	$172	$900	$900	$0	$900	$900
60457	Road Maint/Improve Non-Cap	$0	$5,000	$5,087	$5,000	$5,000	$0	$5,000	$5,000
60501	Operating Supp/Eqt Non-Cap	$4,008	$125	$52	$125	$125	$0	$125	$125
60506	Equipment/Small Tools-Non-c	$102	$1,200	$2,154	$1,000	$1,000	$0	$1,000	$1,000
Totals		**$5,838**	**$10,925**	**$9,440**	**$10,525**	**$10,525**	**$569**	**$10,525**	**$10,525**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21166 Cemetery

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
SUPERVISOR OF BURIALS	10362	0.25	$ 4,000	$ 4,015	$ 4,015	LETELLIER	JOHN	60101
CEMETERY MAINTENANCE WORKERS	27	-	$ 24,882	$ 24,978	$ 24,978	PART-TIMES		60107
TOTAL BUDGETED POSITIONS		**0.25**	**$ 28,882**	**$ 28,993**	**$ 28,993**			

Notes:

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Dept Manager Salary Exp

Department Number: 21166 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$4,015	$4,015	$4,015	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,015	$4,015		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wages for Superintendent of Burials.

See Payroll worksheeet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 21166 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,802	$24,978	$20,448	$24,978	$30,528

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$24,978	$24,978		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wages for two part time cemetery workers.

See Payroll worksheet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Service Contracts Expense

Department Number: 21166 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$2,500	$500	$3,500	$3,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,300	$4,300		$800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected cost for flags for Veterans' graves and/or as needed.
No more used flags. Will need to order inventory.

FY 24 Projection: New flags from .90 to 1.25 each 3300 @ $1.25 (2) large flags

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Electricity Expense

Department Number: 21166 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$341	$553	$383	$553	$400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$400		-$153

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Estimate from prior years data.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Water Expense

Department Number: 21166 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$67	$306	$170	$306	$1,100

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$275	$275		-$31

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 24 Projection: Sombody possibly left water on in september or water leak. Audit with water Co.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Phone/Celular/Paging Exp

Department Number: 21166 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$364	$420	$84	$200	$200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$200	$200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Flip phone for Burial worker

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Diesel Fuel Expense

Department Number: 21166 Account Number: 60410

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$136	$225	$117	$300	$300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$346	$346		$46

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected Useage 100 gals.

	Price/Gal	Gallons	
7/1/24 - 6/30/25	$3.46	100	$346.00
		Total:	**$346.00**

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Gasoline Expense

Department Number: 21166 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$206	$405	$220	$375	$400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$460	$460		$85

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Price/Gal	Gallons	Totals
7/1/24 - 6/30/25	$3.05	150	$457.50

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Building Repair/Maint Exp

Department Number: 21166 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$500	$0	$500	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fy 24 will be used for Paint and trim work on building.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Operating Equip Repair Exp

Department Number: 21166 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,685	$3,200	$1,976	$3,000	$3,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000	$3,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

(1) Riding mower	$2,500
Mini Chain saw	$400
Weed whacker string	$100
Total:	$3,000

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Grounds Maint/Improve Exp

Department Number: 21166 Account Number: 60454

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$45	$900	$172	$900	$900

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$900	$900		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Loam	$650
Seed & Fertilizer	$250
Total:	$900

FY 24 will be used for loaminmng and seed of new burial areas that need attention

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Road Maint/Improve Non-Cap

Department Number: 21166 Account Number: 60457

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$5,000	$5,087	$5,000	$5,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Paving costs for approx. 500 LF of roadway	$	2,500.00
Fence replacement	$	2,500.00
Total	$	5,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21166 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,008	$125	$52	$125	$125

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$125	$125		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Rags, trash bags, cleaners, etc.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Cemetery

Account Title: Equipment/Small Tools-Non-cap

Department Number: 21166 Account Number: 60506

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$102	$1,200	$2,154	$1,000	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

mower attachments	$800.00
Misc. Tools	$200.00
Total	**$1,000.00**

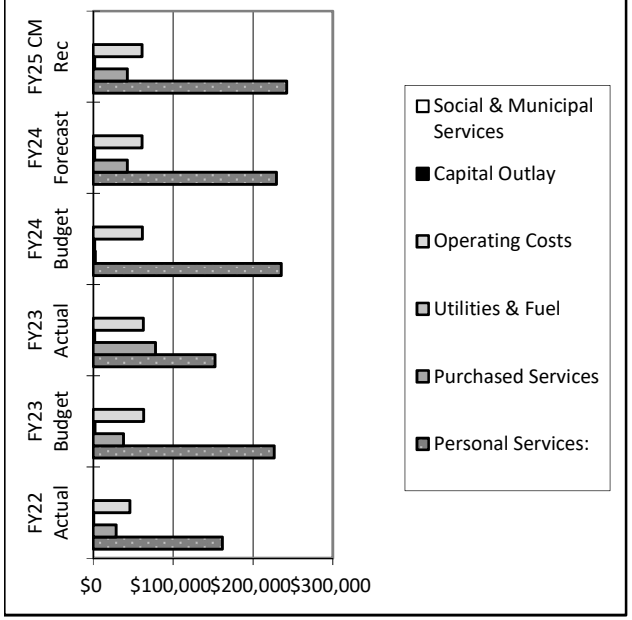
City of Biddeford, Maine
Fiscal Year 2025

Budget: Engineering

Account Number: 21167

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$161,811	$226,699	$152,437	$235,272	$229,532	$116,207	$242,229	$241,729
Purchased Services	$28,601	$37,600	$77,724	$2,600	$42,550	$4,116	$42,600	$35,100
Utilities & Fuel	$654	$2,050	$1,570	$1,650	$1,650	$947	$1,650	$1,650
Operating Costs	$45,739	$63,150	$62,534	$61,450	$61,125	$12,301	$61,200	$60,950
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$236,805**	**$329,499**	**$294,266**	**$300,972**	**$334,857**	**$133,570**	**$347,679**	**$339,429**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$23,362**
Workers Comp	**$7,400**
Health Insurance	**$48,621**
Retirement	**$28,343**
Unemployment	**$56**
Other Insurance	**$2,937**
Total Fringe Benefit Impact	**$110,718**
# of Full Time Employees	**2.65**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$235,272	$241,729	$6,457	2.7%
Purchased Services	$2,600	$35,100	$32,500	1250.0%
Utilities & Fuel	$1,650	$1,650	$0	0.0%
Operating Costs	$61,450	$60,950	-$500	-0.8%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$300,972**	**$339,429**	**$38,457**	12.8%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$33,109	$100,385	$93,157	$104,379	$108,658	$54,329	$115,621	$115,621
60102	Mid Mgmt Hrly Employee Wa	$123,805	$39,019	$5,207	$86,607	$0	$0	$0	$0
60105	F-T Employee Wage Exp	$2,207	$82,820	$53,798	$40,676	$116,474	$58,237	$122,284	$122,284
60111	Overtime Wage Expense	$613	$1,015	$0	$300	$0	$0	$0	$0
60230	Clothing/Uniforms Expense	$700	$900	$532	$1,200	$1,200	$700	$1,200	$1,200
60251	Conferences/Training Expense	$504	$700	($272)	$500	$1,150	$1,138	$1,000	$1,000
60252	Travel/Mileage Expense	$239	$1,000	($197)	$750	$1,200	$1,200	$1,000	$500
60256	Dues/Memberships Expense	$30	$325	$198	$325	$250	$227	$325	$325
60257	Professional License Fees Exp	$605	$535	$14	$535	$600	$376	$800	$800
Totals		**$161,811**	**$226,699**	**$152,437**	**$235,272**	**$229,532**	**$116,207**	**$242,229**	**$241,729**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60304	Registry of Deeds Fee Expens	$17	$100	$0	$100	$50	$0	$100	$100
60306	Other Prof/Consult Srvs Exp	$27,875	$35,000	$76,514	$0	$40,000	$2,927	$40,000	$32,500
60310	Service Contracts Expense	$709	$2,500	$1,210	$2,500	$2,500	$1,189	$2,500	$2,500
Totals		**$28,601**	**$37,600**	**$77,724**	**$2,600**	**$42,550**	**$4,116**	**$42,600**	**$35,100**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60402	Phone/Celular/Paging Exp	$202	$1,250	$995	$1,250	$1,250	$645	$1,250	$1,250
60411	Gasoline Expense	$451	$800	$575	$400	$400	$301	$400	$400
Totals		**$654**	**$2,050**	**$1,570**	**$1,650**	**$1,650**	**$947**	**$1,650**	**$1,650**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60452	Operating Equip Repair Exp	$0	$1,500	$834	$1,000	$1,000	$587	$1,000	$1,000
60453	Vehicle Repair/Tires/Oil Exp	$6,622	$1,200	$7,246	$500	$750	$469	$750	$500
60500	Admin/Office Supp/Eqt Non-C	$1,335	$1,300	$652	$1,300	$1,300	$470	$1,300	$1,300
60501	Operating Supp/Eqt Non-Cap	$1,433	$3,000	$2,484	$2,500	$2,000	$395	$2,000	$2,000
60502	Printing & Copying Expense	$0	$150	$76	$150	$75	$0	$150	$150
60797	Miscellaneous Expense	$36,349	$56,000	$51,242	$56,000	$56,000	$10,381	$56,000	$56,000
Totals		**$45,739**	**$63,150**	**$62,534**	**$61,450**	**$61,125**	**$12,301**	**$61,200**	**$60,950**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21167 Engineering

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
CITY ENGINEER	11096	1.00	115,178.00	115,620.70	115,620.70	CHECKAN	CRAIG	60101
ENGINEERING TECH	61915	0.65	44,153.08	44,322.89	44,322.89	SANCHIONI	ROBERT	60105
STAFF ENGINEER	11316	1.00	77,662.00	77,960.70	77,960.70	CAYER	PATRICK	60105
TOTAL BUDGETED POSITIONS		**2.65**	**236,993.08**	**237,904.30**	**237,904.30**			

Notes:
Craig Chekan = 100% 21167
Bob Sanchioni = 65% 21167; 35% 35102
Pat Cayer = Field Engineer = 100% 21167-60105

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Dept Manager Salary Exp

Department Number: 21167 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$33,109	$100,385	$93,157	$104,379	$108,658.26

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$115,621	$115,621		$11,242

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

See payroll Worksheet for details

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21167 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$123,805	$39,019	$5,207	$86,607	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$86,607

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

See payroll worksheet for details.

Pat Cayer = Field Engineer = 100% 21167-60105

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: F-T Employee Wage Exp

Department Number: 21167 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,207	$82,820	$53,798	$40,676	$116,473.72

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$122,284	$122,284		$81,608

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

See payroll worksheet for details.

Robert Sanchioni	65% of Salary
Patrick Cayer	100% of Salary

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Overtime Wage Expense

Department Number: 21167 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$613	$1,015	$0	$300	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected overtime costs for Eng. Tech. position

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Clothing/Uniforms Expense

Department Number: 21167 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$700	$900	$532	$1,200	$1,200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,200	$1,200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Protective Safety Clothing Allowance for following positions:

City Engineer
City Engineer Emeritus
Field Engineer
Eng. Tech.

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Conferences/Training Expense

Department Number: 21167 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$504	$700	-$272	$500	$1,150

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Continuing Education/PDH Credits

Increase in PDH training costs; Field Engineer added (professional land surveyor)

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Travel/Mileage Expense

Department Number: 21167 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$239	$1,000	-$197	$750	$1,200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$500		-$250

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mileage & Tolls for: Seminars, Training, Meetings
Field engineer added (personal vehicle usage)

use the city vehicle for all training unless not practical

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Dues/Memberships Expense

Department Number: 21167 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$30	$325	$198	$325	$250

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$325	$325		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual Membership Dues

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Professional License Fees Exp

Department Number: 21167 Account Number: 60257

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$605	$535	$14	$535	$600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$800	$800		$265

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PE License, PLS License, SE License - Renewals
Field engineer (PLS) staff added

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Registry of Deeds Fee Expense

Department Number: 21167 Account Number: 60304

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$17	$100	$0	$100	$50

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100	$100		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Hard-copy deed prints

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21167 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$27,875	$35,000	$76,514	$0	$40,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$40,000	$32,500		$32,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Private design consultants, MS4 consulting, permit renewals
MS4 permit requirements (LID, outfall sampling)
ISWG & MS4 Coordinator = ±$30k/year

rediuced because of the additional staff engineer being on payroll in FY25

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Service Contracts Expense

Department Number: 21167 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$709	$2,500	$1,210	$2,500	$2,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,500	$2,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

GPS Smartnet NRTK Annual Subscription

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Phone/Celular/Paging Exp

Department Number: 21167 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$202	$1,250	$995	$1,250	$1,250

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,250	$1,250		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Monthly GPS AT&T Service, Field Tablet Monthly Service

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Gasoline Expense

Department Number: 21167 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$451	$800	$575	$400	$400

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$400		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Unit 59 is all electric
Unit 33 SUV gas still required

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Operating Equip Repair Exp

Department Number: 21167 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$1,500	$834	$1,000	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Plotter Maintenance & Repair

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 21167 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,622	$1,200	$7,246	$500	$750

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$750	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Unit #59 electric truck requires 2 maintenance service checks/year; brakes and tires

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21167 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,335	$1,300	$652	$1,300	$1,300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,300	$1,300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Office supplies, plotter ink & paper

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21167 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,433	$3,000	$2,484	$2,500	$2,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,000	$2,000		-$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Drafting supplies/Inc. :	$	750.00
Survey supplies :	$	200.00
Books, manuals :	$	50.00
Software :	$	500.00
Construction supplies :	$	250.00
Small tools :	$	200.00
Safety equip. ;	$	50.00
	$	2,000.00

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Printing & Copying Expense

Department Number: 21167 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$150	$76	$150	$75

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$150	$150		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Printing of plans and specifications by outside vendors

Fiscal Year 2025
Budget Request

March 4, 2024 **Department:** Engineering

Account Title: Miscellaneous Expense

Department Number: 21167 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$36,349	$56,000	$51,242	$56,000	$56,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$56,000	$56,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Outside surveying services :	$	6,000.00
Outside Engineering Services :	$	50,000.00
	$	56,000.00

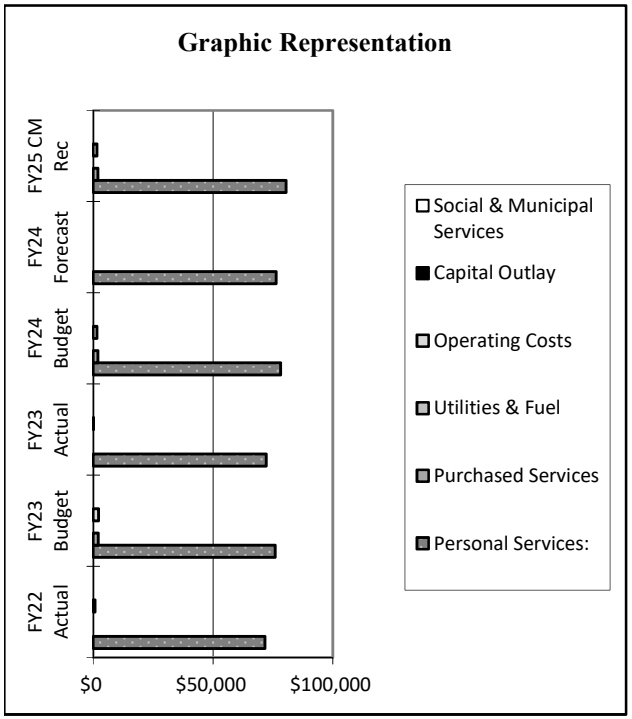
City of Biddeford, Maine
Fiscal Year 2025

Budget: GIS Division

Account Number: 21168

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$71,655	$75,980	$72,253	$78,217	$76,386	$38,558	$80,488	$80,488
Purchased Services	$0	$2,000	$0	$1,960	$0	$0	$1,960	$1,960
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$732	$2,200	$89	$1,555	$0	$268	$1,555	$1,555
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$72,386**	**$80,180**	**$72,342**	**$81,732**	**$76,386**	**$38,826**	**$84,003**	**$84,003**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$6,043**
Workers Comp	**$1,938**
Health Insurance	**$25,167**
Retirement	**$8,057**
Unemployment	**$48**
Other Insurance	**$947**
Total Fringe Benefit Impact	**$42,200**
# of Full Time Employees	**1.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$78,217	$80,488	$2,271	2.9%
Purchased Services	$1,960	$1,960	$0	0.0%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$1,555	$1,555	$0	0.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$81,732**	**$84,003**	**$2,271**	2.8%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60102	Mid Mgmt Hrly Employee Wa	$71,380	$74,480	$71,653	$76,714	$76,386	$38,193	$78,993	$78,993
60230	Clothing/Uniforms Expense	$0	$0	$0	$0	$0	$0	$0	$0
60251	Conferences/Training Expense	$0	$800	$375	$800	$0	$90	$800	$800
60252	Travel/Mileage Expense	$0	$200	$0	$203	$0	$0	$170	$170
60256	Dues/Memberships Expense	$0	$225	$225	$225	$0	$0	$250	$250
60257	Professional License Fees Exp	$275	$275	$0	$275	$0	$275	$275	$275
Totals		**$71,655**	**$75,980**	**$72,253**	**$78,217**	**$76,386**	**$38,558**	**$80,488**	**$80,488**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$0	$2,000	$0	$1,960	$0	$0	$1,960	$1,960
Totals		**$0**	**$2,000**	**$0**	**$1,960**	**$0**	**$0**	**$1,960**	**$1,960**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$732	$200	$89	$200	$0	$27	$200	$200
60501	Operating Supp/Eqt Non-Cap	$0	$2,000	$0	$1,355	$0	$241	$1,355	$1,355
Totals		**$732**	**$2,200**	**$89**	**$1,555**	**$0**	**$268**	**$1,555**	**$1,555**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 21168 GIS Division

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
#N/A	13030	1.00	78,690.35	78,993.01	78,993.01	COPELAND	GREGORY	60102
TOTAL BUDGETED POSITIONS		**1.00**	**78,690.35**	**78,993.01**	**78,993.01**			

Notes:

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 21168 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$71,380	$74,480	$71,653	$76,714	$76,385.96

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$78,993	$78,993		$2,279

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Line item reflects salary for GIS/Web Master

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Clothing/Uniforms Expense

Department Number: 21168 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Not applicable

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Conferences/Training Expense

Department Number: 21168 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$800	$375	$800	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$800	$800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	***Unit***	***Unit Rate***	***Subtotal***
MSLS 2025 Annual Mtg	1	$600.00	$600.00
MSLS Fall 2024	1	$100.00	$100.00
MSLS Spring 2025	1	$100.00	$100.00
			$800.00

Employee retirement in 2023, no EOY expenses.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Travel/Mileage Expense

Department Number: 21168 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$200	$0	$203	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$170	$170		-$33

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit (miles)*	*Unit Rate*	*Subtotal*
MSLS 2025 Annual Mtg	130	$0.655	$85.15
MSLS 2024 Fall and 2025 Spring Mtg	130	$0.655	$85.15
			$170.30

Emplopyee retirement, no EOY expense for travel.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Dues/Memberships Expense

Department Number: 21168 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$225	$225	$225	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$250	$250		$25

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Unit Rate*	*Subtotal*
MSLS	1	$250.00	$250.00
			$250.00

MSLS = Maine Society of Land Surveyors

Dues and memberships to GIS and surveyors associations

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Professional License Fees Exp

Department Number: 21168 Account Number: 60257

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$275	$275	$0	$275	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$275	$275		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	Unit	Unit Rate	Subtotal
Annual Proffessional Land Surveyor Fee	1	$275.00	$275.00

Employee retirement, no EOY expense.
New hire not anticipated to be a licensed surveyor but carried as a contingency in the event of licensure.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Other Prof/Consult Srvs Exp

Department Number: 21168 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$2,000	$0	$1,960	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,960	$1,960		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	Unit	Unit Rate	Subtotal
Tech Supp/Consulting Contingency for GIS Website (hr)	12	$80.00	$960.00
Cleaning for plotter (unit price)	1	$1,000.00	$1,000.00
			$1,960.00

Historical spending for line item:

FY2014 Actual	$	2,487.00
FY2015 Actual	$	2,257.75
FY2016 Actual	$	2,385.43
FY2017 Actual	$	983.21
FY2018 Actual	$	177.22
FY2019 Actual	$	-
FY2020 Actual		232.97
FY2021 Actual	$	478.25
FY2022 Actual	$	-
Minimum	$	-
Average	$	1,381.77
Maximum	$	2,487.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 21168 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$732	$200	$89	$200	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$200	$200		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Unit Rate*	*Subtotal*
Binder Clips, Pads, Pencils, Pens, Folders, Hanging Folders, etc.	1	$200.00	$200.00

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** GIS Division

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 21168 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$2,000	$0	$1,355	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,355	$1,355		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	***Unit***	***Unit Rate***	***Subtotal***
Plotter Paper	6	$60.00	$360.00
Printer Cartridges	10	$85.00	$850.00
Thumb Drives	10	$14.50	$145.00
			$1,355.00

History		
FY2014 Actual	$	1,000.00
FY2015 Actual	$	772.52
FY2016 Actual	$	1,917.85
FY2017 Actual	$	297.70
FY2018 Actual	$	226.16
FY2019 Actual	$	1,413.83
FY2020 Actual	$	-
FY2021 Actual	$	515.49
FY2022 Actual	$	-
Minimum	$	-
Average	$	682.62
Maximum	$	1,917.85

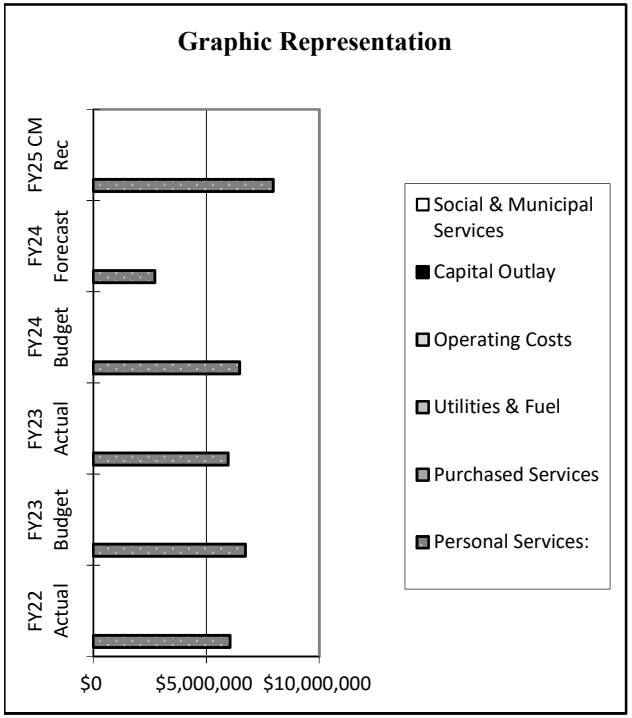
City of Biddeford, Maine
Fiscal Year 2025

Budget: Fringe Benefits

Account Number: 21179

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$6,056,220	$6,734,784	$5,962,727	$6,472,069	$2,723,009	$2,894,364	$7,964,951	$7,778,306
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$6,056,220**	**$6,734,784**	**$5,962,727**	**$6,472,069**	**$2,723,009**	**$2,894,364**	**$7,964,951**	**$7,778,306**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$1,456,171**
Workers Comp	**$0**
Health Insurance	**$4,115,729**
Retirement	**$1,947,101**
Unemployment	**$0**
Other Insurance	**$188,163**
Total Fringe Benefit Impact	**$7,707,165**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$6,472,069	$7,778,306	$1,306,237	20.2%
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$6,472,069**	**$7,778,306**	**$1,306,237**	20.2%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60129	Insurance Buyout Pay	$46,423	$34,975	$60,085	$45,214	$45,500	$35,567	$49,841	$49,841
60201	FICA/Medicare-ER Share Exp	$1,090,194	$1,277,562	$1,109,101	$1,331,881	$1,197,107	$598,553	$1,651,758	$1,456,171
60202	MPERS-Employer Share Exp	$1,599,508	$1,621,133	$1,510,462	$1,649,180	$1,480,403	$740,201	$1,822,413	$1,776,505
60203	457 Plan-Employer Share Exp	$156,725	$174,265	$210,115	$159,659	$0	($17,431)	$171,227	$170,596
60210	HPHC Ins Employer Share Ex	$1,387,672	$1,448,338	$1,199,838	$1,432,592	$0	$612,043	$1,651,758	$1,663,496
60211	NNEBT Ins Employer Share E	$1,627,004	$2,000,223	$1,717,706	$1,660,924	$0	$844,914	$2,426,712	$2,452,233
60212	S-T Disability ER Share Exp	$6,044	$11,667	$6,017	$15,768	$0	$3,361	$14,748	$6,223
60213	L-T Disability ER Share Exp	$5,284	$6,271	$5,101	$6,555	$0	$2,562	$7,282	$5,150
60217	RHSA Plan ER Share	$117,991	$128,154	$125,677	$138,099	$0	$66,044	$147,911	$176,790
60218	College Reimbursement	$19,375	$32,196	$18,625	$32,196	$0	$8,550	$21,300	$21,300
Totals		**$6,056,220**	**$6,734,784**	**$5,962,727**	**$6,472,069**	**$2,723,009**	**$2,894,364**	**$7,964,951**	**$7,778,306**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: Insurance Buyout Pay

Department Number: 21179 Account Number: 60129

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$46,423	$34,975	$60,085	$45,214	$45,500.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$49,841	$49,841		$4,627

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Increased attractiveness of buyout program; as this line goes up, the insurance line is reduced

Unit		Buyout $$	No. Participants		Total
Non-Union	$	1,500.00	6	$	9,000.00
Fire	$	3,126.52	4	$	12,506.08
Police	$	3,148.32	6	$	18,889.92
Public Works	$	3,148.32	3	$	9,444.96
				$	49,840.96

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: FICA/Medicare-ER Share Exp

Department Number: 21179 Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,090,194	$1,277,562	$1,109,101	$1,331,881	$1,197,106.60

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,651,758	$1,456,171		124,290

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FICA/Medicare taxes are paid by both the employee and employer in equal shares. FICA is 6.2% and Medicare is 1.45% of taxable wages, which is gross wages less items exempt from FICA tax, such as health, dental and vision insurance, and contributions to 125 plans.

Because these items are calculated as a percentage of wages, as wages increase, then the employer share of taxes also increases.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: MPERS-Employer Share Exp

Department Number: 21179 Account Number: 60202

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,599,508	$1,621,133	$1,510,462	$1,649,180	$1,480,402.56

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,822,413	$1,776,505		$127,325

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

City employees have the option to join the Maine PERS retirement system upon employment with the City. Non-union employees who participate contribute 7.05% of their gross earnings, while the City contributes 10.3% on their behalf. Union employee who participate contribute 9.7% of their gross earnings, while the City contributes 13.4% on their behalf.

As wages for employees who participate in the Maine PERS system increase, the City's contribution expense increases at a similar rate.

We currently have 193 positions budgeted as participating in Maine PERS.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: 457 Plan-Employer Share Exp

Department Number: 21179 Account Number: 60203

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$156,725	$174,265	$210,115	$159,659	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$171,227	$170,596		$10,936

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

The City participates in an optional 457 Plan through ICMA. Employees may choose to participate in either this 457 plan AND/OR Maine PERS. If the employee chooses to participate only in the 457 Plan, the City matches up to 5% of the employee's contribution. However, if the employee chooses to participate in both Maine PERS and the 457 plan, the City only contributes to Maine PERS.

The City is currently budgeting to make 457 plan contributions for 36 positions for FY23.

An increase in wages for employees participating in the 457 plan would indicate an increase in the City's 457 plan expense; however, not on a straight-line basis.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: HPHC Ins Employer Share Exp

Department Number: 21179 Account Number: 60210

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,387,672	$1,448,338	$1,199,838	$1,432,592	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,651,758	$1,663,496		$230,904

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	FY23
Health Insurance	$1,813,496.02
HRA Portion of Insurance	$178,284.40
	$1,991,780.42

Fiscal Year	*Budget*	*Actual*	*Difference*
2017	$ -	$ -	-
2018	$ 1,146,012.00	$ 1,061,282.89	*84,729.11*
2019	$ 1,334,399.00	$ 1,080,569.26	*253,829.74*
2020	$ 1,322,140.00	$ 1,253,441.08	*68,698.92*
2021	$ 1,343,760.00	$ 1,150,854.32	*192,905.68*
2022	$ 1,456,904.85	$ 1,364,032.47	*92,872.38*
2023	$ 1,448,338.00		

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: NNEBT Ins Employer Share Exp

Department Number: 21179 Account Number: 60211

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,627,004	$2,000,223	$1,717,706	$1,660,924	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,426,712	$2,452,233		$791,310

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Allegiant Healthcare Rates (Police and Public Works - Teamsters Union)

	Annual - ER Share		Annual - ER Share
Police		Public Works	
Single	$7,309	Single	$7,309
2-Person	$15,432	2-Person	$15,432
Family	$19,345	Family	$19,345

Assumption when budgeting for vacancies:
Vacant positions are budgeted as if new hire will choose Family plan.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: S-T Disability ER Share Exp

Department Number: 21179 Account Number: 60212

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,044	$11,667	$6,017	$15,768	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$14,748	$6,223		($9,545)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Short-term disability is provided to regular, full-time, non-union and full-time firefighters who have not enrolled in another class. This benefit provides a $100/week payment to the employee should they be unable to perform the material and substantial duties of their occupation due to illness or disability. The maximum is 26 weeks of payments.

This is calculated at 1.03% of gross wages. As wages for covered employees increase, so does the expense.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: L-T Disability ER Share Exp

Department Number: 21179 Account Number: 60213

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,284	$6,271	$5,101	$6,555	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,282	$5,150		($1,405)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Long-term disability is provided to regular, non-union, salaried employees and full-time union supervisors within the public works department, due to their sick bank. If they are unable to perform the material and substantial duties of their occupation due to illness or disability, they can received 60% of their wage, with a $5,000 monthly maximum, beginning after 180 calendar days of disability within a 360 day period.

This benefit is calculated at 0.255% of gross wages.

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: College Reimbursement

Department Number: 21179 Account Number: 60218

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$19,375	$32,196	$18,625	$32,196	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$21,300	$21,300		($10,896)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Months	No. Employees	Rate	Subtotal
Police Dept	12	14	$150.00	$2,100.00
Public Works	12	1	$100.00	$1,200.00
Non-union	12	5	$150.00	$9,000.00
Fire	12	5	150	$9,000.00
				$21,300.00

CURRENT 2/2023				
Police Dept	12	10	$1,692.00	$16,920.00
Public Works	12	0	$100.00	$0.00
Non-union/FD	12	4	$150.00	$7,200.00
				$24,120.00

*** when student loan payment pause ends I anticipate this number going up

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Fringe Benefits

Account Title: RHSA Plan ER Share

Department Number: 21179 Account Number: 60217

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$117,991	$128,154	$125,677	$138,099	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$147,911	$176,790		$38,691

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

The RHSA Plan expense represents the City's share of the contribution to each employee's Retiree Health Savings Plan. Employees contribute $15/week with a City match of $15/week for a total City expense of $780 annually. These funds can then be used by the employee upon retirement or separation from service for qualified medical expenses.

The increase here would be directly related to the number of positions added to the budget, not an increase in wage expense.

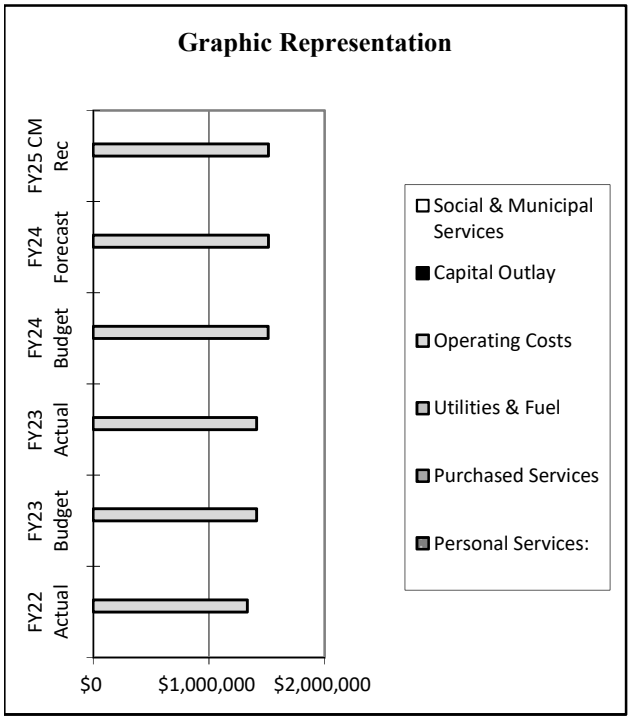
City of Biddeford, Maine
Fiscal Year 2025

Budget: County Tax

Account Number: 21181

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$1,331,480	$1,410,767	$1,410,767	$1,509,579	$1,513,610	$1,513,610	$1,513,610	$1,513,610
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$1,331,480**	**$1,410,767**	**$1,410,767**	**$1,509,579**	**$1,513,610**	**$1,513,610**	**$1,513,610**	**$1,513,610**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$1,509,579	$1,513,610	$4,031	0.3%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,509,579**	**$1,513,610**	**$4,031**	0.3%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60749	County Tax Expense	$1,331,480	$1,410,767	$1,410,767	$1,509,579	$1,513,610	$1,513,610	$1,513,610	$1,513,610
Totals		**$1,331,480**	**$1,410,767**	**$1,410,767**	**$1,509,579**	**$1,513,610**	**$1,513,610**	**$1,513,610**	**$1,513,610**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** County Tax

Account Title: County Tax Expense

Department Number: 21181 Account Number: 60749

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,331,480	$1,410,767	$1,410,767	$1,509,579	$1,513,610

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,513,610	$1,513,610		$4,031

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

County Estimate (may update when County estimate is available) .....

Budgeted Amount ..... $ 1,513,610.00

Held the same for the purpose of understanding the municipal budget impact; expecting increase the change in the state valuation will require Biddeford to pay more of the share

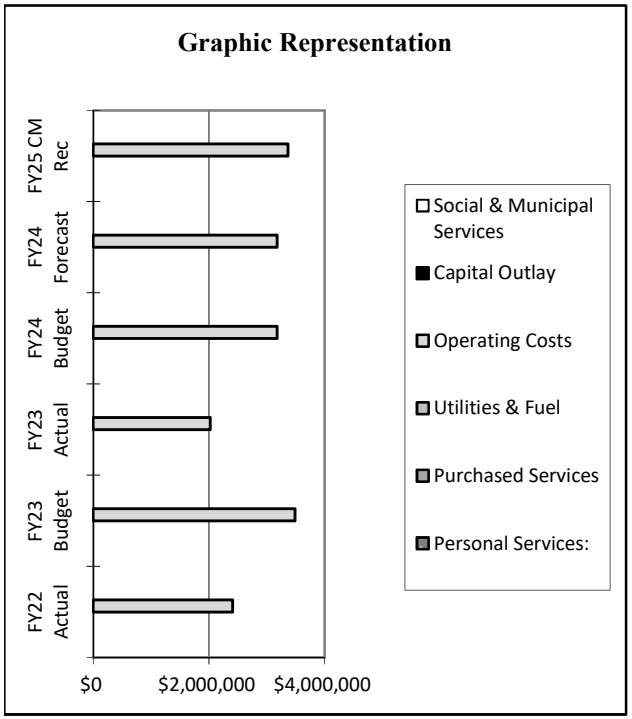
City of Biddeford, Maine
Fiscal Year 2025

Budget: Debt Service - Principal

Account Number: 21185

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$2,409,789	$3,484,481	$2,019,675	$3,174,837	$3,174,837	$771,258	$3,362,253	$3,362,253
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$2,409,789**	**$3,484,481**	**$2,019,675**	**$3,174,837**	**$3,174,837**	**$771,258**	**$3,362,253**	**$3,362,253**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	$0
Workers Comp	$0
Health Insurance	$0
Retirement	$0
Unemployment	$0
Other Insurance	$0
Total Fringe Benefit Impact	$0
# of Full Time Employees	0.00

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$3,174,837	$3,362,253	$187,416	5.9%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$3,174,837**	**$3,362,253**	**$187,416**	5.9%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
60750	Bond Principal Expense	$1,418,174	$2,185,194	$1,206,896	$2,158,767	$2,158,767	$71,111	$2,150,063	$2,150,063
60754	Lease Principal Expense	$991,615	$1,299,287	$812,780	$1,016,070	$1,016,070	$700,147	$1,212,190	$1,212,190
Totals		**$2,409,789**	**$3,484,481**	**$2,019,675**	**$3,174,837**	**$3,174,837**	**$771,258**	**$3,362,253**	**$3,362,253**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/22	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Debt Service - Principal

Account Title: Bond Principal Expense

Department Number: 21185 Account Number: 60750

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,418,174	$2,185,194	$1,206,896	$2,158,767	$2,158,767

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 2,150,063	$ 2,150,063		($8,704)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Description	**2025**
Road Reconstruction/Repair	200,000.00
2009 ARRA	14,000.00
2011 Ice Arena	30,248.00
MERC Purchase	273,419.44
2013 GOB - CSO Project	55,000.00
2013 GOB - Roof Replacement	25,000.00
Bond Pay 12 CSO CWSRF	14,400.00
Clean Water Revolving Loan	15,495.40
2017 CSO Bonding	195,000.00
2017 Roads Bonding	300,000.00
2017 Refunding	415,000.00
ICE ARENA 2 LOAN	17,500.00
2022 GO $12.5M	595,000.00
Total City	$ 2,150,062.84

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Debt Service - Principal

Account Title: Lease Principal Expense

Department Number: 21185 Account Number: 60754

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$991,615	$1,299,287	$812,780	$1,016,070	$1,016,070

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	1,212,190.09	$1,212,190		$196,121

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

DESCRIPTION OF LEASE	**2025**
EQUIPMENT (Fire Tower Truck)	100,834.84
Plow Truck Lease 10yr	31,036.45
Equipment Lease Purchase Loan (Aug 2020)	83,220.34
FY21 Signature Leasing Refinance/New Purchase	422,315.46
Lease Purchase Loan (FY23)	83,205.00
New Copier Lease FY21	32,609.00
Radio Lease	458,969.00
Council Adj	
	1,212,190.09

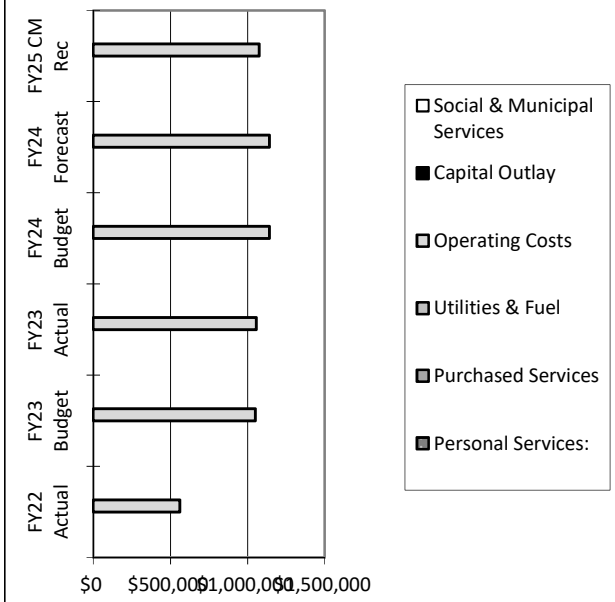
City of Biddeford, Maine
Fiscal Year 2025

Budget: Debt Service - Interest

Account Number: 21186

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$560,667	$1,050,984	$1,057,045	$1,140,458	$1,140,458	$43,399	$1,074,361	$1,074,361
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$560,667**	**$1,050,984**	**$1,057,045**	**$1,140,458**	**$1,140,458**	**$43,399**	**$1,074,361**	**$1,074,361**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$1,140,458	$1,074,361	-$66,097	-5.8%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,140,458**	**$1,074,361**	**-$66,097**	-5.8%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60751	Bond Interest Expense	$497,574	$985,453	$928,283	$1,011,066	$1,011,066	$30,007	$914,609	$914,609
60755	Lease Interest Expense	$63,093	$65,531	$128,761	$129,392	$129,392	$13,392	$159,752	$159,752
Totals		**$560,667**	**$1,050,984**	**$1,057,045**	**$1,140,458**	**$1,140,458**	**$43,399**	**$1,074,361**	**$1,074,361**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Debt Service - Interest

Account Title: Bond Interest Expense

Department Number: 21186 Account Number: 60751

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forcast
$497,574	$985,453	$928,283	$1,011,066	$1,011,066

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	914,608.60	914,608.60		($96,457)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

BOND

Description	**2025**
Road Reconstruction/Repair	1,900.00
2009 ARRA	1,509.00
2011 Ice Arena	5,752.00
MERC Purchase	76,580.56
2013 GOB - CSO Project	9,763.00
2013 GOB - Roof Replacement	3,706.00
Bond Pay 12 CSO CWSRF	1,854.00
Clean Water Revolving Loan	2,484.00
2017 CSO Bonding	74,100.00
2017 Roads Bonding	113,650.00
2017 Refunding	100,016.80
Ice Arena 2 loan	8,618.24
2022 $12.5M GO Bond	514,675.00
Total City	914,608.60

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Debt Service - Interest

Account Title: Lease Interest Expense

Department Number: 21186 Account Number: 60755

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forcast
$63,093	$65,531	$128,761	$129,392	$129,392

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	159,752	159,752		$30,361

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

LEASE

DESCRIPTION OF LEASE	**2025**
	-
Fire Truck	22,990.00
Equipment	2,167.00
Plow Truck Lease 10yr	1,489.82
Equipment Lease Purchase 2020 Loan	8,275.13
FY21 Signature Leasing Refinancing/New Purchase	37,614.21
Copier Lease FY21 (56 mo. eff. 7/20/20)	3,334.55
Motorola Radio Lease	79,721.44
Equipment Lease FY23 (Firetruck/Grader/Waste Truck)	4,160.25
	159,752.40

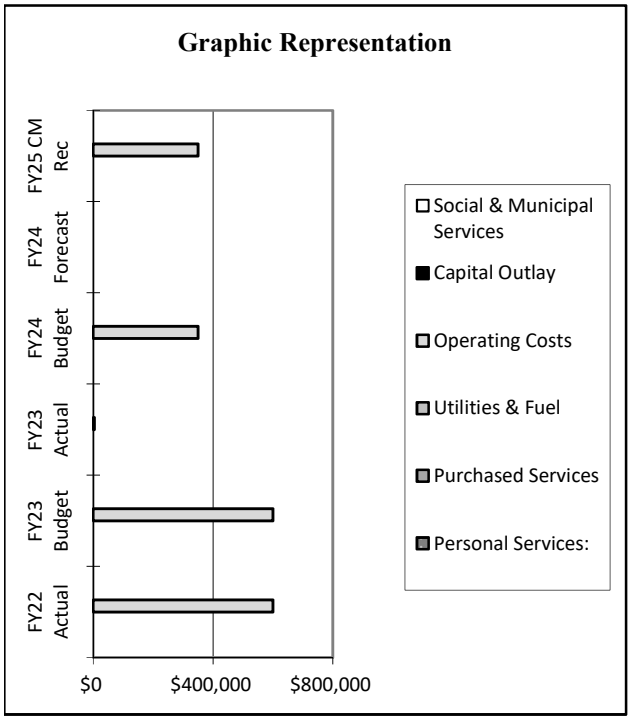
City of Biddeford, Maine
Fiscal Year 2025

Budget: Transfers Out

Account Number: 21199

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$600,000	$600,000	$3,235	$350,000	$0	$0	$350,000	$275,000
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$600,000**	**$600,000**	**$3,235**	**$350,000**	**$0**	**$0**	**$350,000**	**$275,000**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$350,000	$275,000	-$75,000	-21.4%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$350,000**	**$275,000**	**-$75,000**	-21.4%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60799	Transfer Out to Other Funds	$600,000	$600,000	$3,235	$350,000	$0	$0	$350,000	$275,000
Totals		**$600,000**	**$600,000**	**$3,235**	**$350,000**	**$0**	**$0**	**$350,000**	**$275,000**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

March 5, 2024 **Department:** Transfers Out

Account Title: Transfer Out to Other Funds

Department Number: 21199 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$600,000	$600,000	$3,235	$350,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$350,000	$275,000		($75,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Transfer to Wastewater Fund $ 350,000.00
Transfer to Airport Fund (31132)
Transfer to Recreation Programs (Financial Aid, in 21124-60795)

reduce supporting the WWTP rates from general taxation

City of Biddeford, Maine

FY2025

General Fund

Revenue Summary

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Taxes	($4,271,841)	($4,178,500)	($4,398,260)	($4,205,500)	($1,978,855)	($4,211,900)	($4,526,500)
Licenses, permits and fees	($2,399,666)	($3,543,593)	($2,684,816)	($2,345,246)	($1,888,967)	($2,366,520)	($2,593,489)
Intergovernmental	($6,014,227)	($5,882,852)	($6,051,606)	($5,718,793)	($732,739)	($4,963,150)	($5,013,994)
Investment income	($217,468)	($190,000)	($979,596)	($716,500)	$0	($887,200)	($887,200)
Other	($106,554)	($62,000)	($67,545)	($152,118)	($33,079)	($62,118)	($62,118)
Transfer in from other funds	($1,951,173)	($650,000)	($100,843)	($2,010,642)	$0	($1,961,359)	($1,961,359)
Lease Proceeds	$0	$0	$0	$0	($5,000)	$0	$0
Use of fund balance	$0	($520,000)	$0	($500,000)	$0	($500,000)	($500,000)
TOTALS:	**$ (14,960,929)**	**$ (15,026,945)**	**$ (14,282,666)**	**$ (15,648,799)**	**$ (4,638,640)**	**$ (14,952,248)**	**$ (15,544,661)**

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Taxes								
40110	Tax Interest Revenue	($76,325)	($100,000)	($51,994)	($100,000)	($42,261)	($100,000)	($100,000)
40111	Tax Lien Costs Revenue	($9,342)	($13,000)	($9,472)	($15,000)	($8,223)	($9,400)	($12,500)
40112	Quit Claim Fee Revenue	($1,604)	($3,000)	($900)	($3,000)	($2,505)	($1,500)	($1,500)
40115	Payments in Lieu of Taxes Rev	($195,395)	($195,000)	($198,719)	($195,000)	($5,949)	($195,000)	($195,000)
40120	Motor Vehicle Excise Tax Rev	($3,972,279)	($3,850,000)	($4,113,157)	($3,875,000)	($1,916,652)	($3,888,500)	($4,200,000)
40121	Boat Excise Tax Revenue	($16,895)	($17,500)	($24,018)	($17,500)	($3,265)	($17,500)	($17,500)
	Total Taxes	($4,271,841)	($4,178,500)	($4,398,260)	($4,205,500)	($1,978,855)	($4,211,900)	($4,526,500)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Licenses, Permits & Fees								
40130	Cable Franchise Excise Tax Rev	($295,359)	($300,000)	($292,224)	($297,000)	$0	($299,000)	($299,000)
40559	Miscellaneous Revenue	($37,984)	($15,075)	($106,070)	($50,100)	($164,365)	($37,300)	($37,300)
40122	Snowmobile Registration Reimbu	$0	($1,475)	($1,582)	($1,400)	$0	($1,400)	($1,400)
40263	Motor Vehicle Reg Fee Rev	($85,428)	($67,500)	($80,445)	($80,000)	($38,286)	($81,230)	($84,000)
40264	IFW Registration Fee Rev	($5,301)	($2,870)	($1,355)	($2,800)	($562)	($2,900)	($2,900)
40200	Birth Certificate Fee Revenue	($20,743)	($20,000)	($20,704)	($22,000)	($8,317)	($20,000)	($20,000)
40201	Death Certificate Fee Revenue	($13,484)	($12,000)	($10,866)	($12,000)	($5,186)	($12,000)	($12,000)
40202	Burial Permit Revenue	($6,009)	($6,500)	($6,084)	($6,500)	($4,822)	($6,500)	($6,500)
40204	Marriage Certificate Fee Rev	($5,200)	($5,000)	($4,456)	($5,000)	($2,893)	($5,000)	($5,000)
40205	Marriage License Revenue	($6,208)	($6,500)	($4,825)	($6,500)	($3,803)	($6,500)	($6,500)
40206	Resident Turkey License Rev	($55)	($25)	($10)	($40)	($2)	($25)	($25)
40207	Resident Fishing License Rev	($460)	($500)	($316)	($500)	($50)	($1,120)	($1,120)
40208	Massage Therapy License Revenu	($1,350)	($1,500)	($800)	($1,500)	($150)	($1,500)	($1,500)
40215	Resident Hunting Lic Rev	($35)	($100)	($61)	($100)	($41)	($300)	($300)
40216	Junior Hunting Lic Rev	($4)	($10)	$0	($10)	$0	$0	$0
40217	Archery License Revenue	($4)	($75)	($60)	($75)	($20)	$0	$0
40218	Resident Combo Lic Rev	($132)	($200)	($142)	($200)	($30)	($250)	($250)
40219	Resident Serviceman Lic Rev	$0	($2)	$0	($2)	$0	$0	$0
40220	Small Game License Rev	($67)	($5)	$0	($5)	$0	$0	$0
40221	Bear License Revenue	($14)	($15)	($4)	($10)	($4)	$0	$0
40223	Cemetery Fee Revenue	($8,125)	($10,000)	($8,225)	($9,000)	$0	($10,000)	($10,000)

40229	Victualers License Revenue	($11,420)	($11,000)	($11,480)	($11,200)	($4,860)	($11,000)	($11,000)
40230	Entertainment License Rev	($1,525)	($2,000)	($1,800)	($1,500)	($1,350)	($2,000)	($2,000)
40232	Garage/Service Sta Lic Rev	($1,950)	($2,000)	($2,125)	($2,500)	($800)	($1,800)	($2,000)
40233	Vendor License Revenue	($470)	($250)	($400)	($300)	($100)	($300)	($300)
40234	Taxi License Revenue	($70)	($100)	($80)	$0	$0	($100)	($100)
40237	Second Hand Dealer Lic Rev	($400)	($400)	($200)	($200)	($600)	($400)	($400)
40239	Research Revenue	$0	($10)	($315)	($10)	$0	$0	$0
40258	Advertising Costs Revenue	($530)	($1,000)	($780)	($1,000)	($200)	($1,000)	($1,000)
40259	City Clerk Services Rev	($1,124)	($1,000)	($504)	($1,000)	($143)	($1,000)	($1,000)
40260	Copies Revenue	($76)	($100)	($184)	($100)	($44)	($75)	($75)
40262	Returned Check Fee Rev	($3,122)	($500)	($775)	($650)	($275)	($700)	($700)
40265	Building Permit Revenue	($596,414)	($600,000)	($712,114)	($600,000)	($1,029,886)	($600,000)	($800,000)
40266	Electrical Permit Revenue	($80,874)	($70,000)	($73,402)	($70,000)	($40,751)	($80,000)	($80,000)
40267	Plumbing Permit Revenue	($23,723)	($30,000)	($23,848)	($30,000)	($34,145)	($40,000)	($40,000)
40268	Junk Yard Permit Revenue	($600)	($600)	($125)	($400)	($200)	($600)	($600)
40271	Code Violations Fine Revenue	($750)	($500)	($2,750)	($500)	($187)	($500)	($500)
40273	ZBA Fee Revenue	$0	($500)	$0	($500)	($100)	($500)	($500)
40274	Contract Zoning Revenue	$0	($2,000)	$0	($2,000)	$0	$0	$0
40275	Plan Bd Admin Fee Rev	($3,995)	($3,300)	($3,975)	($3,500)	($2,255)	($2,418)	($3,000)
40277	Plan Bd Minor Subdivision Rev	($25,600)	($2,500)	($110,850)	($15,000)	($7,260)	($4,520)	($4,520)
40278	Plan Bd Major Subdivision Rev	($27,500)	($23,000)	($26,520)	($25,000)	$0	($19,834)	($25,000)
40279	Plan Bd Site Review Rev	($77,685)	($15,822)	($24,150)	($20,000)	($3,550)	($17,115)	($20,000)
40285	Plan Bd Cond Use/Oth1 Rev	($4,240)	($2,700)	($2,100)	($2,700)	($600)	($2,143)	($2,000)
40288	Plan Bd Cont/Cond Zone1 Rev	($2,600)	($3,900)	($2,600)	($2,000)	($1,300)	($2,200)	($2,750)
40294	Plan Bd Shoreland Zone Rev	($47,100)	($1,800)	($83,850)	($50,000)	($1,950)	($10,000)	($10,000)
40310	Sole Prioprietor Filing Fee Rv	($210)	($200)	($160)	($200)	($90)	($200)	($200)
40317	Code Permit Application Fee Rv	($25,970)	($25,000)	($28,230)	($25,000)	($15,505)	($25,000)	($27,500)
40318	Historic Preservation App Fee	($4,690)	($2,000)	($2,550)	($2,000)	($2,750)	($2,783)	($3,000)
40319	Special Events Permit	($850)	($500)	($700)	($500)	($300)	($650)	($1,250)
40320	Accessory Dwelling Fee	($600)	($800)	($400)	($800)	($400)	($800)	($800)
40321	Inspection Program Revenue	($99,050)	($84,000)	($104,625)	($88,000)	$0	($100,000)	($100,000)
40324	Cannabis Business License	$0	$0	$0	$0	($26,445)	($20,000)	($20,000)
40556	Copies Sold Revenue	($8)	$0	($121)	$0	$0	($100)	($100)
40600	Rental AT&T Cell ME Site	($29,996)	($28,315)	($33,133)	($31,911)	($15,777)	($33,891)	($33,891)
40601	Rental Verizon Cell ME Site Rv	($16,730)	($18,251)	($18,251)	($18,250)	($10,646)	($18,743)	($18,743)
40602	Rental City Theater Revenue	($720)	($960)	($960)	($960)	$0	($960)	($960)
40605	Rental US Cellular ME Site Rev	($37,358)	($34,586)	($40,084)	($42,356)	($24,242)	($43,442)	($43,442)
40630	Rental Verizon Cell Site	($6,850)	($10,380)	($9,521)	($12,000)	$0	($10,380)	($10,380)
40638	Rental T-Mobile Cell ME Site R	($31,436)	($31,400)	($66,828)	($32,433)	($4,833)	($32,864)	($32,864)
40244	Ambulance Service Fee Rev	$0	($1,300,000)	($27,779)	$0	$0	$0	$0

40297	False Alarm Fee Revenue	($54,465)	($32,500)	($38,985)	($35,000)	($20,185)	($40,000)	($40,000)
40298	Ordinance Fines Revenue	($412)	($700)	($6,019)	($100)	$0	$0	$0
40299	Animal Cntrl Collections Rev	($2,723)	$0	($2,455)	($2,300)	$0	($2,500)	($2,500)
40300	Police Reports Revenue	($7,079)	($6,500)	($6,376)	($6,500)	($4,032)	($7,000)	($7,000)
40307	Court Ordered Restitution Rev	($46)	($500)	($50)	($500)	($75)	$0	$0
40309	Blasting Permit Fee Revenue	($800)	($650)	($300)	($150)	($350)	($685)	($685)
40316	Parking Fines Revenue	($49,358)	($50,000)	($95,438)	($55,000)	($21,270)	($70,000)	($70,000)
40460	PSAP Service Fees	($301,582)	($326,667)	($314,904)	($321,572)	($250,148)	($358,435)	($358,435)
40461	Polygraph Test Revenue	($4,450)	($3,000)	($2,400)	($3,000)	($1,600)	($6,400)	($6,400)
40231	Septic Sludge Permit Rev	($50)	($100)	($100)	($100)	$0	($100)	($100)
40235	Solid Waste Annual Fee Rev	($2,550)	($3,500)	($2,400)	($3,000)	$0	($3,000)	($3,000)
40302	Street Opening Permit Rev	($2,580)	($6,500)	($1,960)	($3,000)	($845)	($3,500)	($3,500)
40303	Recycling Revenue	($65,409)	($50,000)	($32,108)	($65,000)	($24,267)	($66,000)	($66,000)
40304	Solid Waste Bag Sales Revenue	($116,356)	($65,000)	($80,780)	($70,000)	($12,354)	($100,000)	($100,000)
40322	Large Bin Sales	($15,535)	($65,000)	($19,886)	($70,000)	($8,538)	($15,860)	($27,500)
40700	Municipal Garage Labor Charge	($124,018)	($143,000)	($124,138)	($120,760)	($85,188)	($120,000)	($120,000)
	Total Licenses, Permits & Fees	($2,399,666)	($3,543,593)	($2,684,816)	($2,345,246)	($1,888,967)	($2,366,520)	($2,593,489)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Intergovernmental								
40406	State Vets Tax Reimburse Rev	($10,325)	($10,726)	($19,102)	($19,000)	$0	($19,300)	($19,300)
40408	State Tree Growth Assess Rev	($33,773)	($46,000)	($23,386)	($46,000)	$0	($25,000)	($25,000)
40463	Police Grants	($114,810)	($50,000)	($38,316)	($42,099)	$0	($20,000)	($20,000)
40400	State Revenue Sharing Rev	($4,040,632)	($4,125,000)	($4,420,767)	($4,100,000)	($731,189)	($3,254,952)	($3,325,000)
40401	State Homestead Exemption Rev	($1,043,630)	($960,101)	($960,101)	($799,402)	$0	($799,402)	($799,402)
40433	Fed Fish & Wildlife Rev Share	($6,909)	($7,000)	$0	($7,000)	$0	($7,000)	($7,000)
40402	State G A Reimbursement Rev	($163,632)	($122,150)	($40,630)	($175,000)	$0	($321,204)	($287,000)
40410	State Witness Fees Rev	($7,329)	($3,000)	($2,120)	($3,000)	($1,550)	($3,000)	($3,000)
40404	State Road Assist Program Rev	($204,428)	($190,000)	($203,308)	($199,000)	$0	($185,000)	($200,000)
40450	School Dept. Share Revenue	($15,000)	($25,000)	$0	($25,000)	$0	($25,000)	($25,000)
40405	State BETE Reimbursement Reven	($373,044)	($343,875)	($343,875)	($303,292)	$0	($303,292)	($303,292)
	Total Intergovernmental	($6,014,227)	($5,882,852)	($6,051,606)	($5,718,793)	($732,739)	($4,963,150)	($5,013,994)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Investment Income								
40500	Investment Income Revenue	($200,266)	($175,000)	($979,596)	($700,000)	$0	($870,700)	($870,700)
40501	Interest on Notes Rec Rev	($17,202)	($15,000)	$0	($16,500)	$0	($16,500)	($16,500)
	Total Investment Income	($217,468)	($190,000)	($979,596)	($716,500)	$0	($887,200)	($887,200)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Other Revenue								
40127	Sale of City-Owned	($14,600)	$0	($5,387)	$0	$0	$0	$0
40557	Donations Received Revenue	$0	$0	$0	$0	($2,000)	$0	$0
41193	Contract Admin. Services	($31,976)	$0	$0	($90,000)	$0	$0	$0
40562	Arena Debt Serv Reimburse Rev	($59,978)	($62,000)	($62,158)	($62,118)	($31,079)	($62,118)	($62,118)
	Total Other Revenue	($106,554)	($62,000)	($67,545)	($152,118)	($33,079)	($62,118)	($62,118)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Transfers in from other funds								
40801	Transfer in from Other Funds	($1,951,173)	($650,000)	($100,843)	($2,010,642)	$0	($1,961,359)	($1,961,359)
	Total Transfer in from Other Funds Revenu	($1,951,173)	($650,000)	($100,843)	($2,010,642)	$0	($1,961,359)	($1,961,359)
Lease Proceeds								
40592	Lease Proceeds Revenue	$0	$0	$0	$0	($5,000)	$0	$0
	Total Lease Proceeds Revenue	$0	$0	$0	$0	($5,000)	$0	$0
Use of fund balance								
40999	Use of Undesignated Fund Balan	$0	($520,000)	$0	($500,000)	$0	($500,000)	($500,000)
	Total Use of Undes. Fund Bal. Revenue	$0	($520,000)	$0	($500,000)	$0	($500,000)	($500,000)

City of Biddeford, Maine

FY2025

General Fund

Revenue Summary

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Taxes	($4,271,841)	($4,178,500)	($4,398,260)	($4,205,500)	($1,978,855)	($4,211,900)	($4,526,500)
Licenses, permits and fees	($2,399,666)	($3,543,593)	($2,684,816)	($2,345,246)	($1,888,967)	($2,366,520)	($2,593,489)
Intergovernmental	($6,014,227)	($5,882,852)	($6,051,606)	($5,718,793)	($732,739)	($4,963,150)	($5,013,994)
Investment income	($217,468)	($190,000)	($979,596)	($716,500)	$0	($887,200)	($887,200)
Other	($106,554)	($62,000)	($67,545)	($152,118)	($33,079)	($62,118)	($62,118)
Transfer in from other funds	($1,951,173)	($650,000)	($100,843)	($2,010,642)	$0	($1,961,359)	($1,961,359)
Lease Proceeds	$0	$0	$0	$0	($5,000)	$0	$0
Use of fund balance	$0	($520,000)	$0	($500,000)	$0	($500,000)	($500,000)
TOTALS:	**$ (14,960,929)**	**$ (15,026,945)**	**$ (14,282,666)**	**$ (15,648,799)**	**$ (4,638,640)**	**$ (14,952,248)**	**$ (15,544,661)**

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Taxes								
40110	Tax Interest Revenue	($76,325)	($100,000)	($51,994)	($100,000)	($42,261)	($100,000)	($100,000)
40111	Tax Lien Costs Revenue	($9,342)	($13,000)	($9,472)	($15,000)	($8,223)	($9,400)	($12,500)
40112	Quit Claim Fee Revenue	($1,604)	($3,000)	($900)	($3,000)	($2,505)	($1,500)	($1,500)
40115	Payments in Lieu of Taxes Rev	($195,395)	($195,000)	($198,719)	($195,000)	($5,949)	($195,000)	($195,000)
40120	Motor Vehicle Excise Tax Rev	($3,972,279)	($3,850,000)	($4,113,157)	($3,875,000)	($1,916,652)	($3,888,500)	($4,200,000)
40121	Boat Excise Tax Revenue	($16,895)	($17,500)	($24,018)	($17,500)	($3,265)	($17,500)	($17,500)
	Total Taxes	($4,271,841)	($4,178,500)	($4,398,260)	($4,205,500)	($1,978,855)	($4,211,900)	($4,526,500)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Licenses, Permits & Fees								
40130	Cable Franchise Excise Tax Rev	($295,359)	($300,000)	($292,224)	($297,000)	$0	($299,000)	($299,000)
40559	Miscellaneous Revenue	($37,984)	($15,075)	($106,070)	($50,100)	($164,365)	($37,300)	($37,300)
40122	Snowmobile Registration Reimbu	$0	($1,475)	($1,582)	($1,400)	$0	($1,400)	($1,400)
40263	Motor Vehicle Reg Fee Rev	($85,428)	($67,500)	($80,445)	($80,000)	($38,286)	($81,230)	($84,000)
40264	IFW Registration Fee Rev	($5,301)	($2,870)	($1,355)	($2,800)	($562)	($2,900)	($2,900)
40200	Birth Certificate Fee Revenue	($20,743)	($20,000)	($20,704)	($22,000)	($8,317)	($20,000)	($20,000)
40201	Death Certificate Fee Revenue	($13,484)	($12,000)	($10,866)	($12,000)	($5,186)	($12,000)	($12,000)
40202	Burial Permit Revenue	($6,009)	($6,500)	($6,084)	($6,500)	($4,822)	($6,500)	($6,500)
40204	Marriage Certificate Fee Rev	($5,200)	($5,000)	($4,456)	($5,000)	($2,893)	($5,000)	($5,000)
40205	Marriage License Revenue	($6,208)	($6,500)	($4,825)	($6,500)	($3,803)	($6,500)	($6,500)
40206	Resident Turkey License Rev	($55)	($25)	($10)	($40)	($2)	($25)	($25)
40207	Resident Fishing License Rev	($460)	($500)	($316)	($500)	($50)	($1,120)	($1,120)
40208	Massage Therapy License Revenu	($1,350)	($1,500)	($800)	($1,500)	($150)	($1,500)	($1,500)
40215	Resident Hunting Lic Rev	($35)	($100)	($61)	($100)	($41)	($300)	($300)
40216	Junior Hunting Lic Rev	($4)	($10)	$0	($10)	$0	$0	$0
40217	Archery License Revenue	($4)	($75)	($60)	($75)	($20)	$0	$0
40218	Resident Combo Lic Rev	($132)	($200)	($142)	($200)	($30)	($250)	($250)
40219	Resident Serviceman Lic Rev	$0	($2)	$0	($2)	$0	$0	$0
40220	Small Game License Rev	($67)	($5)	$0	($5)	$0	$0	$0
40221	Bear License Revenue	($14)	($15)	($4)	($10)	($4)	$0	$0
40223	Cemetery Fee Revenue	($8,125)	($10,000)	($8,225)	($9,000)	$0	($10,000)	($10,000)

40229	Victualers License Revenue	($11,420)	($11,000)	($11,480)	($11,200)	($4,860)	($11,000)	($11,000)
40230	Entertainment License Rev	($1,525)	($2,000)	($1,800)	($1,500)	($1,350)	($2,000)	($2,000)
40232	Garage/Service Sta Lic Rev	($1,950)	($2,000)	($2,125)	($2,500)	($800)	($1,800)	($2,000)
40233	Vendor License Revenue	($470)	($250)	($400)	($300)	($100)	($300)	($300)
40234	Taxi License Revenue	($70)	($100)	($80)	$0	$0	($100)	($100)
40237	Second Hand Dealer Lic Rev	($400)	($400)	($200)	($200)	($600)	($400)	($400)
40239	Research Revenue	$0	($10)	($315)	($10)	$0	$0	$0
40258	Advertising Costs Revenue	($530)	($1,000)	($780)	($1,000)	($200)	($1,000)	($1,000)
40259	City Clerk Services Rev	($1,124)	($1,000)	($504)	($1,000)	($143)	($1,000)	($1,000)
40260	Copies Revenue	($76)	($100)	($184)	($100)	($44)	($75)	($75)
40262	Returned Check Fee Rev	($3,122)	($500)	($775)	($650)	($275)	($700)	($700)
40265	Building Permit Revenue	($596,414)	($600,000)	($712,114)	($600,000)	($1,029,886)	($600,000)	($800,000)
40266	Electrical Permit Revenue	($80,874)	($70,000)	($73,402)	($70,000)	($40,751)	($80,000)	($80,000)
40267	Plumbing Permit Revenue	($23,723)	($30,000)	($23,848)	($30,000)	($34,145)	($40,000)	($40,000)
40268	Junk Yard Permit Revenue	($600)	($600)	($125)	($400)	($200)	($600)	($600)
40271	Code Violations Fine Revenue	($750)	($500)	($2,750)	($500)	($187)	($500)	($500)
40273	ZBA Fee Revenue	$0	($500)	$0	($500)	($100)	($500)	($500)
40274	Contract Zoning Revenue	$0	($2,000)	$0	($2,000)	$0	$0	$0
40275	Plan Bd Admin Fee Rev	($3,995)	($3,300)	($3,975)	($3,500)	($2,255)	($2,418)	($3,000)
40277	Plan Bd Minor Subdivision Rev	($25,600)	($2,500)	($110,850)	($15,000)	($7,260)	($4,520)	($4,520)
40278	Plan Bd Major Subdivision Rev	($27,500)	($23,000)	($26,520)	($25,000)	$0	($19,834)	($25,000)
40279	Plan Bd Site Review Rev	($77,685)	($15,822)	($24,150)	($20,000)	($3,550)	($17,115)	($20,000)
40285	Plan Bd Cond Use/Oth1 Rev	($4,240)	($2,700)	($2,100)	($2,700)	($600)	($2,143)	($2,000)
40288	Plan Bd Cont/Cond Zone1 Rev	($2,600)	($3,900)	($2,600)	($2,000)	($1,300)	($2,200)	($2,750)
40294	Plan Bd Shoreland Zone Rev	($47,100)	($1,800)	($83,850)	($50,000)	($1,950)	($10,000)	($10,000)
40310	Sole Prioprietor Filing Fee Rv	($210)	($200)	($160)	($200)	($90)	($200)	($200)
40317	Code Permit Application Fee Rv	($25,970)	($25,000)	($28,230)	($25,000)	($15,505)	($25,000)	($27,500)
40318	Historic Preservation App Fee	($4,690)	($2,000)	($2,550)	($2,000)	($2,750)	($2,783)	($3,000)
40319	Special Events Permit	($850)	($500)	($700)	($500)	($300)	($650)	($1,250)
40320	Accessory Dwelling Fee	($600)	($800)	($400)	($800)	($400)	($800)	($800)
40321	Inspection Program Revenue	($99,050)	($84,000)	($104,625)	($88,000)	$0	($100,000)	($100,000)
40324	Cannabis Business License	$0	$0	$0	$0	($26,445)	($20,000)	($20,000)
40556	Copies Sold Revenue	($8)	$0	($121)	$0	$0	($100)	($100)
40600	Rental AT&T Cell ME Site	($29,996)	($28,315)	($33,133)	($31,911)	($15,777)	($33,891)	($33,891)
40601	Rental Verizon Cell ME Site Rv	($16,730)	($18,251)	($18,251)	($18,250)	($10,646)	($18,743)	($18,743)
40602	Rental City Theater Revenue	($720)	($960)	($960)	($960)	$0	($960)	($960)
40605	Rental US Cellular ME Site Rev	($37,358)	($34,586)	($40,084)	($42,356)	($24,242)	($43,442)	($43,442)
40630	Rental Verizon Cell Site	($6,850)	($10,380)	($9,521)	($12,000)	$0	($10,380)	($10,380)
40638	Rental T-Mobile Cell ME Site R	($31,436)	($31,400)	($66,828)	($32,433)	($4,833)	($32,864)	($32,864)
40244	Ambulance Service Fee Rev	$0	($1,300,000)	($27,779)	$0	$0	$0	$0

40297	False Alarm Fee Revenue	($54,465)	($32,500)	($38,985)	($35,000)	($20,185)	($40,000)	($40,000)
40298	Ordinance Fines Revenue	($412)	($700)	($6,019)	($100)	$0	$0	$0
40299	Animal Cntrl Collections Rev	($2,723)	$0	($2,455)	($2,300)	$0	($2,500)	($2,500)
40300	Police Reports Revenue	($7,079)	($6,500)	($6,376)	($6,500)	($4,032)	($7,000)	($7,000)
40307	Court Ordered Restitution Rev	($46)	($500)	($50)	($500)	($75)	$0	$0
40309	Blasting Permit Fee Revenue	($800)	($650)	($300)	($150)	($350)	($685)	($685)
40316	Parking Fines Revenue	($49,358)	($50,000)	($95,438)	($55,000)	($21,270)	($70,000)	($70,000)
40460	PSAP Service Fees	($301,582)	($326,667)	($314,904)	($321,572)	($250,148)	($358,435)	($358,435)
40461	Polygraph Test Revenue	($4,450)	($3,000)	($2,400)	($3,000)	($1,600)	($6,400)	($6,400)
40231	Septic Sludge Permit Rev	($50)	($100)	($100)	($100)	$0	($100)	($100)
40235	Solid Waste Annual Fee Rev	($2,550)	($3,500)	($2,400)	($3,000)	$0	($3,000)	($3,000)
40302	Street Opening Permit Rev	($2,580)	($6,500)	($1,960)	($3,000)	($845)	($3,500)	($3,500)
40303	Recycling Revenue	($65,409)	($50,000)	($32,108)	($65,000)	($24,267)	($66,000)	($66,000)
40304	Solid Waste Bag Sales Revenue	($116,356)	($65,000)	($80,780)	($70,000)	($12,354)	($100,000)	($100,000)
40322	Large Bin Sales	($15,535)	($65,000)	($19,886)	($70,000)	($8,538)	($15,860)	($27,500)
40700	Municipal Garage Labor Charge	($124,018)	($143,000)	($124,138)	($120,760)	($85,188)	($120,000)	($120,000)
	Total Licenses, Permits & Fees	($2,399,666)	($3,543,593)	($2,684,816)	($2,345,246)	($1,888,967)	($2,366,520)	($2,593,489)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Intergovernmental								
40406	State Vets Tax Reimburse Rev	($10,325)	($10,726)	($19,102)	($19,000)	$0	($19,300)	($19,300)
40408	State Tree Growth Assess Rev	($33,773)	($46,000)	($23,386)	($46,000)	$0	($25,000)	($25,000)
40463	Police Grants	($114,810)	($50,000)	($38,316)	($42,099)	$0	($20,000)	($20,000)
40400	State Revenue Sharing Rev	($4,040,632)	($4,125,000)	($4,420,767)	($4,100,000)	($731,189)	($3,254,952)	($3,325,000)
40401	State Homestead Exemption Rev	($1,043,630)	($960,101)	($960,101)	($799,402)	$0	($799,402)	($799,402)
40433	Fed Fish & Wildlife Rev Share	($6,909)	($7,000)	$0	($7,000)	$0	($7,000)	($7,000)
40402	State G A Reimbursement Rev	($163,632)	($122,150)	($40,630)	($175,000)	$0	($321,204)	($287,000)
40410	State Witness Fees Rev	($7,329)	($3,000)	($2,120)	($3,000)	($1,550)	($3,000)	($3,000)
40404	State Road Assist Program Rev	($204,428)	($190,000)	($203,308)	($199,000)	$0	($185,000)	($200,000)
40450	School Dept. Share Revenue	($15,000)	($25,000)	$0	($25,000)	$0	($25,000)	($25,000)
40405	State BETE Reimbursement Reven	($373,044)	($343,875)	($343,875)	($303,292)	$0	($303,292)	($303,292)
	Total Intergovernmental	($6,014,227)	($5,882,852)	($6,051,606)	($5,718,793)	($732,739)	($4,963,150)	($5,013,994)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Investment Income								
40500	Investment Income Revenue	($200,266)	($175,000)	($979,596)	($700,000)	$0	($870,700)	($870,700)
40501	Interest on Notes Rec Rev	($17,202)	($15,000)	$0	($16,500)	$0	($16,500)	($16,500)
	Total Investment Income	($217,468)	($190,000)	($979,596)	($716,500)	$0	($887,200)	($887,200)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Other Revenue								
40127	Sale of City-Owned	($14,600)	$0	($5,387)	$0	$0	$0	$0
40557	Donations Received Revenue	$0	$0	$0	$0	($2,000)	$0	$0
41193	Contract Admin. Services	($31,976)	$0	$0	($90,000)	$0	$0	$0
40562	Arena Debt Serv Reimburse Rev	($59,978)	($62,000)	($62,158)	($62,118)	($31,079)	($62,118)	($62,118)
	Total Other Revenue	($106,554)	($62,000)	($67,545)	($152,118)	($33,079)	($62,118)	($62,118)

Account Number		FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY2025 Dept Head	FY2025 Manager's Rec
Transfers in from other funds								
40801	Transfer in from Other Funds	($1,951,173)	($650,000)	($100,843)	($2,010,642)	$0	($1,961,359)	($1,961,359)
	Total Transfer in from Other Funds Revenu	($1,951,173)	($650,000)	($100,843)	($2,010,642)	$0	($1,961,359)	($1,961,359)
Lease Proceeds								
40592	Lease Proceeds Revenue	$0	$0	$0	$0	($5,000)	$0	$0
	Total Lease Proceeds Revenue	$0	$0	$0	$0	($5,000)	$0	$0
Use of fund balance								
40999	Use of Undesignated Fund Balan	$0	($520,000)	$0	($500,000)	$0	($500,000)	($500,000)
	Total Use of Undes. Fund Bal. Revenue	$0	($520,000)	$0	($500,000)	$0	($500,000)	($500,000)

Fiscal Year 2025
City Clerk Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Birth Certificate Fee Revenue

Department Number: 24111 Account Number: 40200

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$20,743	$20,000	$0	$0	$20,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$20,000	$20,000		$20,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Death Certificate Fee Revenue

Department Number: 24111 Account Number: 40201

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$13,484	$12,000	$0	$0	$12,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$12,000	$12,000		$12,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Burial Permit Revenue

Department Number: 24111 Account Number: 40202

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$6,009	$6,500	$0	$0	$6,500

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,500	$6,500		$6,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Marriage Certificate Fee Rev

Department Number: 24111 Account Number: 40204

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$5,200	$5,000	$0	$0	$5,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$5,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Marriage License Revenue

Department Number: 24111 Account Number: 40205

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$6,208	$6,500	$0	$0	$6,500

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,500	$6,500		$6,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Resident Turkey License Rev

Department Number: 24111 Account Number: 40206

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$55	$25	$0	$0	$25

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$25	$25		$25

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Resident Fishing License Rev

Department Number: 24111 Account Number: 40207

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$460	$500	$0	$0	$1,120

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,120	$1,120		$1,120

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Massage Therapy License Revenu

Department Number: 24111 Account Number: 40208

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,350	$1,500	$0	$0	$1,500

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,500	$1,500		$1,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Muzzle Loading License Rev

Department Number: 24111 Account Number: 40209

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$12	$15	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Duplicate License-Combo Rev

Department Number: 24111 Account Number: 40210

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$10	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Coyote License Revenue

Department Number: 24111 Account Number: 40212

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$10	$10	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Pheasant Stamp Fee Rev

Department Number: 24111 Account Number: 40213

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$3	$10	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Duck Stamp Fee Revenue

Department Number: 24111 Account Number: 40214

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1	$5	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Resident Hunting Lic Rev

Department Number: 24111 Account Number: 40215

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$35	$100	$0	$0	$300

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$300	$300		$300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Junior Hunting Lic Rev

Department Number: 24111 Account Number: 40216

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$4	$10	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Archery License Revenue

Department Number: 24111 Account Number: 40217

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$4	$75	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Resident Combo Lic Rev

Department Number: 24111 Account Number: 40218

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$132	$200	$0	$0	$250

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$250	$250		$250

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Resident Serviceman Lic Rev

Department Number: 24111 Account Number: 40219

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$2	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Small Game License Rev

Department Number: 24111 Account Number: 40220

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$67	$5	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Bear License Revenue

Department Number: 24111 Account Number: 40221

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$14	$15	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Victualers License Revenue

Department Number: 24111 Account Number: 40229

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$11,420	$11,000	$0	$0	$11,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,000	$11,000		$11,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Entertainment License Rev

Department Number: 24111 Account Number: 40230

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,525	$2,000	$0	$0	$2,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,000	$2,000		$2,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Garage/Service Sta Lic Rev

Department Number: 24111 Account Number: 40232

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,950	$2,000	$0	$0	$1,800

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,800	$2,000		$2,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Vendor License Revenue

Department Number: 24111 Account Number: 40233

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$470	$250	$0	$0	$300

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$300	$300		$300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Taxi License Revenue

Department Number: 24111 Account Number: 40234

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$70	$100	$0	$0	$100

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100	$100		$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Second Hand Dealer Lic Rev

Department Number: 24111 Account Number: 40237

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$400	$400	$0	$0	$400

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$400		$400

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Research Revenue

Department Number: 24111 Account Number: 40239

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$10	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Advertising Costs Revenue

Department Number: 24111 Account Number: 40258

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$530	$1,000	$0	$0	$1,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: City Clerk Services Rev

Department Number: 24111 Account Number: 40259

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,124	$1,000	$0	$0	$1,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Copies Revenue

Department Number: 24111 Account Number: 40260

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$76	$100	$0	$0	$75

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$75	$75		$75

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This account is also used for voter lists that are sold in the Clerk's Office

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Junk Yard Permit Revenue

Department Number: 24111 Account Number: 40268

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$600	$600	$0	$0	$600

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$600	$600		$600

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Sole Prioprietor Filing Fee Rv

Department Number: 24111 Account Number: 40310

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$210	$200	$0	$0	$200

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$200	$200		$200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Maps Sold Revenue

Department Number: 24111 Account Number: 40550

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Licenses, Permits &

Account Title: Cemetery Fee Revenue

Department Number: 24114 Account Number: 40223

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$8,125	$10,000	$0	$0	$10,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$10,000		$10,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Licenses, Permits &

Account Title: Septic Sludge Permit Rev

Department Number: 24114 Account Number: 40231

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$50	$100	$0	$0	$100

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100	$100		$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Licenses, Permits &

Account Title: Solid Waste Annual Fee Rev

Department Number: 24114 Account Number: 40235

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$2,550	$3,500	$0	$0	$3,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000	$3,000		$3,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Codes Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Building Permit Revenue

Department Number: 24111 Account Number: 40265

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$596,414	$600,000	$712,114	$600,000	$1,100,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$600,000	$800,000		$200,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Building permit revenues

historical to keep building permits revenue flat in case the market changed;
based on the last few years, increase this year to $775,000 as the new base, plus rate increase

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Electrical Permit Revenue

Department Number: 24111 Account Number: 40266

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$80,874	$70,000	$73,402	$70,000	$86,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$80,000	$80,000		$10,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Electrical permits

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plumbing Permit Revenue

Department Number: 24111 Account Number: 40267

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$23,723	$30,000	$23,848	$30,000	$40,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$40,000	$40,000		$10,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Plumbing permits

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Code Violations Fine Revenue

Department Number: 24111 Account Number: 40271

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$750	$500	$2,750	$500	$200

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Ordinance violations

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: ZBA Fee Revenue

Department Number: 24111 Account Number: 40273

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$500	$0	$500	$100

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Code Permit Application Fee Rv

Department Number: 24111 Account Number: 40317

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$25,970	$25,000	$28,230	$25,000	$25,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$25,000	$27,500		$2,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

60.00 building permit application fee

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Special Events Permit

Department Number: 24111 Account Number: 40319

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$850	$500	$700	$500	$750

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$650	$1,250		$750

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Special event applications

don't expect many activitys this year as well.

could increase with the potential for a new ordinance?

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Accessory Dwelling Fee

Department Number: 24111 Account Number: 40320

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$600	$800	$400	$800	$400

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$800	$800		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

This fee was established as part of of ordinance upgrade to allow accessory dwellings

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Inspection Program Revenue

Department Number: 24111 Account Number: 40321

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$99,050	$84,000	$104,625	$88,000	$100,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100,000	$100,000		$12,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Apartment building inspection program

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Animal Cntrl Collections Rev

Department Number: 24113 Account Number: 40299

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$2,723	$0	$2,455	$2,300	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,500	$2,500		$200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Finance Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Cable TV Franchise Income

Account Title: Cable Franchise Excise Tax Rev

Department Number: 21131 Account Number: 40130

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$295,359	$300,000	$292,224	$297,000	$298,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$299,000	$299,000		$2,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Franshise fee is based on 5% of Charter/TWC revenue. Revenue fluctuates based on number of users, economy for C FY24 expected to increae only slightly in the last quarter of 2023 (for FY24 payment).

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Cable TV Franchise Income

Account Title: Investment Income Revenue

Department Number: 21131 Account Number: 40500

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$700

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$700	$700		$700

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Franshise fee is based on 5% of Charter/TWC revenue. Revenue fluctuates based on number of users, economy for C FY24 expected to increae only slightly in the last quarter of 2023 (for FY24 payment).

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Cable TV Franchise Income

Account Title: Miscellaneous Revenue

Department Number: 21131 Account Number: 40559

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Franshise fee is based on 5% of Charter/TWC revenue. Revenue fluctuates based on number of users, economy for C FY24 expected to increae only slightly in the last quarter of 2023 (for FY24 payment).

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Use of Prior Year F/B-City

Account Title: Use of Undesignated Fund Balan

Department Number: 21210 Account Number: 40999

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$520,000	$0	$500,000	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500,000	$500,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Property Taxes

Account Title: State Vets Tax Reimburse Rev

Department Number: 24101 Account Number: 40406

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$10,325	$10,726	$19,102	$19,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$19,300	$19,300		$300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Property Taxes

Account Title: State Tree Growth Assess Rev

Department Number: 24101 Account Number: 40408

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$33,773	$46,000	$23,386	$46,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$25,000	$25,000		-$21,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

decreasing because of lower tax rate from last year's adjustment to values

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Property Taxes

Account Title: Tax Interest Revenue

Department Number: 24101 Account Number: 40110

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$76,325	$100,000	$51,994	$100,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100,000	$100,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Property Taxes

Account Title: Payments in Lieu of Taxes Rev

Department Number: 24101 Account Number: 40115

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$195,395	$195,000	$198,719	$195,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$195,000	$195,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Returned Check Fee Rev

Department Number: 24111 Account Number: 40262

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$3,122	$500	$775	$650	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$700	$700		$50

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Copies Sold Revenue

Department Number: 24111 Account Number: 40556

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$8	$0	$121	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100	$100		$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Licenses, Permits &

Account Title: Rental AT&T Cell ME Site

Department Number: 24112 Account Number: 40600

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$29,996	$28,315	$33,133	$31,911	$33,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$33,891	$33,891		$1,980

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Increase based on CPI projection Oct.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Licenses, Permits &

Account Title: Rental Verizon Cell ME Site Rv

Department Number: 24112 Account Number: 40601

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$16,730	$18,251	$18,251	$18,250	$18,250

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$18,743	$18,743		$493

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		Rate	*Units (Mo)*		*Total*	
Rental @ 39 Alfred	*$*	*1,520.88*	*12*	*$*	*18,250.56*	*Updated value*
				$	*(15,870.00)*	
				$	*2,380.56*	*GF impact*

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Licenses, Permits &

Account Title: Rental City Theater Revenue

Department Number: 24112 Account Number: 40602

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$720	$960	$960	$960	$890

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$960	$960		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Licenses, Permits &

Account Title: Rental Community Supp Svcs Rev

Department Number: 24112 Account Number: 40603

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Licenses, Permits &

Account Title: Rental Sprint Cell ME Site Rev

Department Number: 24112 Account Number: 40604

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$29,200	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual payment. Sprint provided notice of equipment removal effective July 1, 2023.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Licenses, Permits &

Account Title: Rental US Cellular ME Site Rev

Department Number: 24112 Account Number: 40605

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$37,358	$34,586	$40,084	$42,356	$42,300

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$43,442	$43,442		$1,086

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Increase based on January '23 CPI for EOY projection with 3-months remaining in FY.
FY24 budget calculated at next CPI increae of 2.7%.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Licenses, Permits &

Account Title: Rental T-Mobile Cell ME Site R

Department Number: 24112 Account Number: 40638

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$31,436	$31,400	$66,828	$32,433	$32,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$32,864	$32,864		$431

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual increase based on CPI. Calculated 2.7% increase for FY24.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Court Ordered Restitution Rev

Department Number: 24113 Account Number: 40307

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$46	$500	$50	$500	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: State Revenue Sharing

Account Title: State Revenue Sharing Rev

Department Number: 24120 Account Number: 40400

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$4,040,632	$4,125,000	$4,420,767	$4,100,000	$4,420,767

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,254,952	$3,325,000		($775,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

State forecast is $ 3,254,952.00 as of 02/16/24

FY25 expected to go down from FY24 because of valuation increase and slow down of economy

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: State Homestead Exemption

Account Title: State Homestead Exemption Rev

Department Number: 24121 Account Number: 40401

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,043,630	$960,101	$960,101	$960,101	$799,402

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$799,402	$799,402		($160,699)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Starting Point at Last Year's Number

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Intergovernmental

Account Title: Fed Fish & Wildlife Rev Share

Department Number: 24122 Account Number: 40433

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$6,909	$7,000	$0	$7,000	$6,900

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,000	$7,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Revenue comes in June. Have not received notice as to the amount.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Intergovernmental

Account Title: State Parks Fee Sharing Rev

Department Number: 24123 Account Number: 40407

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Revenue comes in February each year

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: State BETE Program Reimburse

Account Title: State BETE Reimbursement Reven

Department Number: 24128 Account Number: 40405

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$373,044	$343,875	$343,875	$343,875	$303,292

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$303,292	$303,292		($40,583)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Starting at last year's number

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Investment Income

Account Title: Interest on Notes Rec Rev

Department Number: 24140 Account Number: 40501

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$17,202	$15,000	$0	$16,500	$16,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$16,500	$16,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mills at Saco Falls Note Receivable

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Investment Income

Account Title: Investment Income Revenue

Department Number: 24140 Account Number: 40500

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$200,266	$175,000	$979,596	$700,000	$800,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$870,000	$870,000		$170,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Interest rates have increased; however, as we spend the bonding that will decrease the amount of earnings.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Other

Account Title: Sale of Surplus Goods Rev

Department Number: 24150 Account Number: 40126

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Other

Account Title: Sale of City-Owned

Department Number: 24150 Account Number: 40127

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$14,600	$0	$5,387	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Other

Account Title: Miscellaneous Revenue

Department Number: 24150 Account Number: 40559

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$23,416	$15,000	$27,807	$50,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$35,000	$35,000		($15,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

		$$/Mo	Months	
Transit	$	1,250.00	12	15,000
				15,000

transit no longer using city services in FY25

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Other

Account Title: Contract Admin. Services

Department Number: 24150 Account Number: 41193

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$31,976	$0	$0	$90,000	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($90,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

No longer share positions with Saco

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Other

Account Title: Arena Debt Serv Reimburse Rev

Department Number: 24151 Account Number: 40562

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$59,978	$62,000	$62,158	$62,118	$62,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$62,118	$62,118		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Ice Arena Loan 1	$36,000.00
Ice Arena Loan 2	$26,118.24
FY Annual Payment	$62,118.24
FY Monthly Payment	$5,176.52

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Miscellaneous Revenue

Account Title: Lease Proceeds Revenue

Department Number: 24155 Account Number: 40592

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Transfers In

Account Title: Transfer in from Other Funds

Department Number: 24199 Account Number: 40801

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,951,173	$650,000	$100,843	$2,010,642	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	1,961,359.00	1,961,359.00		($49,283)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Transfer from	***Fund #/Org #***		***FY2025***
CSO Project 2013	402	Engineering support	$ 64,763.00
CSO CWSRF			$ 16,254.00
CSO Bond 2017	411	Engineering support	$ -
Industrial Park	201/31101	Admin support	
Mooring Fees	202/31102	Admin support	$ 5,000.00
Police Special Duty	204/31104		$ 5,000.00
Pool Beach Permits	206/31106	Admin support	$ 20,000.00
Dog Licenses	207/31107		$ 8,000.00
Airport	216/31132	Admin support	
MERC Payment	/31180		$ 200,000.00
Recreation	224/31201	Admin support	$ 65,000.00
Route 111 TIF	228/31179	Admin support	
Route 111 TIF	228/31179	Marketing (21109)	
Route 111 TIF	228/31179	Cruiser (21146)	
Route 111 TIF	228/31193	Downtown Professional Services (21109)	
Shellfish	230/31142		$ 5,000.00
Ambulance Fees	249/32491		$ 1,350,000.00
Parking Enforcement	650/31235		
Sewer Operations	601/35102		$ 211,474.00
Sewer Operations	601/35103		$ 10,868.00
			$ 1,961,359.00
			$ 1,961,359.00

Fiscal Year 2025
Fire Department Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: 0

Account Title: Miscellaneous Revenue

Department Number: 24152 Account Number: 40559

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$5,980	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Ambulance Service Fee Rev

Department Number: 24113 Account Number: 40244

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$1,300,000	$27,779	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Transfer from the Ambulance Fund, 32491-60799

This item is covered under GF Transfer-In. Zeroed out for future budgets.

Fiscal Year 2025
Health & Welfare Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department:

Account Title: Welfare Restitution Pmts Rev

Department Number: 24112 Account Number: 40560

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Intergovernmental

Account Title: State G A Reimbursement Rev

Department Number: 24123 Account Number: 40402

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$163,632	$122,150	$40,630	$175,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$321,204.00	$287,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Reveneue reflects 70% reimbursement of expenses

	Expected Expenses	Reimbursement	Total
	$458,863.00	70%	$321,204.10
reduced appropriation by CM			
	410000	70%	$287,000.00

Fiscal Year 2020
Revenue Estimates

April 3, 2024 Department: Pub Srvcs Other

Account Title: Welfare Genl Reimburse Rev

Department Number: 24151 Account Number: 40561

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Planning Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Contract Zoning Revenue

Department Number: 24111 Account Number: 40274

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$2,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Admin Fee Rev

Department Number: 24111 Account Number: 40275

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$3,995	$3,300	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	2,418	3,000		$3,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 15	$1,960.00
FY 16	$1,360.00
FY 17	$1,440.00
FY 18	$1,880.00
FY 19	$2,040.00
FY 20	$2,300.00
FY 21	$4,425.00
FY 22	$3,935.00
FY 23	
FY AVG EST	$2,417.50

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Eng Inspect Fee Rev

Department Number: 24111 Account Number: 40276

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

These are pass through funds

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Minor Subdivision Rev

Department Number: 24111 Account Number: 40277

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$25,600	$2,500	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	4,520	4,520		$4,520.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 15	$800.00	
FY 16	$100.00	
FY 17	$0.00	
FY 18	$1,920.00	
FY 19	$1,800.00	
FY 20	$3,140.00	
FY 21	$2,800.00	
FY 22	$25,600.00	
FY 23		Budget
FY25 AVG EST	$4,520.00	

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Major Subdivision Rev

Department Number: 24111 Account Number: 40278

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$27,500	$23,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	19,834	25,000		$25,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 15	$13,400.00
FY 16	$9,080.00
FY 17	$1,880.00
FY 18	$5,920.00
FY 19	$26,500.00
FY 20	$9,520.00
FY 21	$12,167.00
FY 22	$27,500.00
FY 23	Budget

Recommended amount based on increased activity and new fee scheduled adopted in 2021.

FY25 AVG EST 19833.5

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Site Review Rev

Department Number: 24111 Account Number: 40279

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$77,685	$15,822	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	17,115	20,000		$20,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 15	$9,462.00	
FY 16	$10,348.00	
FY 17	$10,618.00	
FY 18	$4,800.00	
FY 19	$3,500.00	
FY 20	$15,320.00	
FY 21	$5,185.00	
FY 22	$77,685.00	
FY 23		Budget
FY25 AVG EST	$17,114.75	

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Eng Site Review Rev

Department Number: 24111 Account Number: 40284

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

These are pass through funds

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Cond Use/Oth1 Rev

Department Number: 24111 Account Number: 40285

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$4,240	$2,700	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	2,143	2,000		$2,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 15	$2,700.00
FY 16	$600.00
FY 17	$2,000.00
FY 18	$2,200.00
FY 19	$800.00
FY 20	$2,000.00
FY 21	$2,600.00
FY 22	$4,240.00
FY 23	Budget

Recommended amount based on increased activity and new fee scheduled adopted in 2021.

FY25 AVG EST 2142.5

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Cond Use/Other2 Rev

Department Number: 24111 Account Number: 40286

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Cont/Cond Zone1 Rev

Department Number: 24111 Account Number: 40288

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$2,600	$3,900	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	2,200	2,750		$2,750.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 15	$3,000.00	
FY 16	$2,000.00	
FY 17	$1,000.00	
FY 18	$1,000.00	
FY 19	$2,000.00	
FY 20	$2,000.00	
FY 21	$4,000.00	
FY 22	$2,600.00	
FY 23		Budget
FY25 AVG EST	$2,200.00	

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Plan Bd Shoreland Zone Rev

Department Number: 24111 Account Number: 40294

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$47,100	$1,800	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	10,000.00	10,000.00		$10,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 15	$300.00
FY 16	$600.00
FY 17	$800.00
FY 18	$600.00
FY 19	$600.00
FY 20	$100.00
FY 21	$500.00
FY 22	$47,100.00
FY 23	

Recommended amount based on increased activity and new fee scheduled adopted in 2021.

FY25 AVG EST $ 12,075.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Historic Preservation App Fee

Department Number: 24111 Account Number: 40318

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$4,690	$2,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	2,782.50	3,000.00		$3,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 15	$950.00
FY 16	$600.00
FY 17	$300.00
FY 18	$600.00
FY 19	$1,700.00
FY 20	$2,500.00
FY 21	$2,240.00
FY 22	$4,690.00
FY 23	Budget

Recommended amount based on increased activity and new fee scheduled adopted in 2021.

FY25 AVG EST $ 2,782.50

Fiscal Year 2025
Police Dept Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: False Alarm Fee Revenue

Department Number: 24113 Account Number: 40297

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$54,465	$32,500	$0	$0	$39,615

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$40,000.00	$40,000.00		$40,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2013	$17,814.11
2014	$14,077.87
2015	$20,691.62
2016	$25,318.77
2017	$35,630.00
2018	$46,590.00
2019	$38,300.00
2020	$35,839.00
2021	$39,515.00
2022	$54,465.00
2023	

Average 32,824

Fiscal Year 2025
Revenue Estimates

Department: Pub Safety Licenses, Permits &

Account Title: Ordinance Fines Revenue

Department Number: 24113 Account Number: 40298

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$412	$700	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

** Nothing has been posted in revenue effective May of 2022 to 2/22/2023

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Police Reports Revenue

Department Number: 24113 Account Number: 40300

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$7,079	$6,500	$0	$0	$6,174

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,000.00	$7,000.00		$7,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Parking Fines Revenue

Department Number: 24113 Account Number: 40316

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$49,358	$50,000	$0	$0	$83,931

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$70,000.00	$70,000.00		$70,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Parking Fines On-street Only $ 50,000

FY	Budget	Actual
2015	$30,000.00	$40,530.56
2016	$35,000.00	$35,952.46
2017	$37,500.00	$40,325.84
2018	$70,500.00	$58,840.11
2019	$26,531.00	$22,678.25
2020	$0.00	$0.00
2021	$0.00	$0.00
2022	$50,000.00	$49,358.00
2023		
Average		$30,960.65

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: PSAP Service Fees

Department Number: 24113 Account Number: 40460

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$301,582	$326,667	$0	$0	$321,572

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$358,434.50	$358,434.50		$358,434.50

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2023-2024 Communications Revenue Contract figures $9.00 per capita			2025 @ 10.00 per capit
Alfred	$	27,657.00	30,730
Arundel	$	38,376.00	42640
Dayton	$	19,161.00	21290
Lyman	$	40,725.00	45250
Waterboro	$	71,424.00	79360
Saco @ 4.00 per capita	$	81,524.00	91714.5
Hollis	$	42,705.00	47450
TOTAL	$	321,572.00	358434.5

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: School Resource Officers Reimb

Department Number: 24113 Account Number: 40430

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Polygraph Test Revenue

Department Number: 24113 Account Number: 40461

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$4,450	$3,000	$0	$0	$6,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,400.00	$6,400.00		$6,400.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

July 1, 2023 to December 30, 2024
Charge for outside agency polygraph examinations for pre employment $500.00
Completed 8 for BPD potential new hires for both dispatch and patrol

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Police Grants

Department Number: 24113 Account Number: 40463

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$114,810	$50,000	$0	$0	$42,146

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 20,000	$ 20,000		$20,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY 2023 Budget comprises of: EUDL, Speed Enforcement grant, OUI grant, OT reimbursed for SMVCTF/US Marshals TFO. This gets paid out of the overtime budget, yet gets credited here.

EUDL Reimbursements for overtime rates.	FY 24 $12,250	FY24	$12,250.00
SPEED Enforcement Oct 1, 2022 to Sept. 15, 2023 (Grant total $14,913.36-FY 23 estimated useage is $10,713.36)		FY24	$0.00
Distracted Driving Grant $17,083.00 (Grant - 02/01/23-09/15/23)	FY 23 draw is $10,000.00	FY24	$9,080.00
Drug Recognition Expert Call out overtime reimbursement. Grant total $9,491.00	FY 2023 Estmated $5,491.00	FY24	$0.00
US Marshals/SMVCTF OT reimbursement	FY 23 $20,210.00	FY24	$20,816.00
			$42,146.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Verizon Cell

Department Number: 24113 Account Number: 40630

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$6,850	$10,380	$0	$0	$10,380

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,380.00	$10,380.00		$10,380.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Rental payment

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Intergovernmental

Account Title: State Witness Fees Rev

Department Number: 24124 Account Number: 40410

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$7,329	$3,000	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000.00	$3,000.00		$3,000.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

State of Maine is behind in payments by more than a year in payments for officer testimony and court appearances. .

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Safety Licenses, Permits &

Account Title: Police Grants

Department Number: 32561 Account Number: 40463

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$117,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

COPS Grant (COPE) Three year grant expires 06/30/23 will be filing for extension.

Fiscal Year 2025
Public Works Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Licenses, Permits &

Account Title: Street Opening Permit Rev

Department Number: 24114 Account Number: 40302

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$2,580	-$6,500	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,500	$3,500		$3,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Raise from $30.00 to $ $150.00

2022	2,580	
2023		Budget
2024	2,500	
Average	2,580	

increase fee to $75; at least hour of work or more

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Licenses, Permits &

Account Title: Recycling Revenue

Department Number: 24114 Account Number: 40303

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$65,409	-$50,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$66,000.00	$66,000.00		$66,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Need report from Finance.

2015	$	77,603.00
2016	$	50,873.00
2017	$	72,711.27
2018	$	86,127.84
2019	$	78,852.78
2020	$	48,240.00
2021	$	57,052.00
2022	$	65,409.00
2023		
2024		
Min	$	48,240.00
Ave	$	67,108.61
Max	$	86,127.84

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Licenses, Permits &

Account Title: Solid Waste Bag Sales Revenue

Department Number: 24114 Account Number: 40304

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$116,356	-$65,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100,000	$100,000		$100,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2016	$	54,471.00	
2017	$	54,201.00	-0.5%
2018	$	41,752.00	-23.0%
2019	$	79,794.00	91.1%
2020	$	55,700.00	-30.2%
2021	$	81,358.00	46.1%
2022	$	116,355.75	43.0%
2023		Budget	
Min	$	41,752.00	
Ave	$	69,090.25	
Max	$	116,355.75	

Additional sale of waste bags due to recycling program
130 larger cans out to date. $122.00 ayear =15,860 year show in 24114-40322

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Licenses, Permits &

Account Title: Large Bin Sales

Department Number: 24114 Account Number: 40322

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$15,535	-$65,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,860	$27,500		$27,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY	Budget	Actual
2021	$ 45,000.00	$ 12,656.00
2022	$ 60,000.00	$ 24,034.00
2023		

130 Larger cans out @ $122.00 per year Total of $15,860

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Licenses, Permits &

Account Title: Municipal Garage Labor Charge

Department Number: 24114 Account Number: 40700

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$124,018	-$143,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$120,000	$120,000		$120,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2015	$	117,569.00	
2016	$	102,702.00	
2017	$	97,188.00	
2018	$	154,020.00	
2019	$	138,514.07	
2020	$	132,725.00	
2021	$	99,334.00	
2022	$	124,018.00	
2023			Budget
Aveage	$	120,758.76	

Need Fy 24 Finance number per garage billing.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Intergovernmental

Account Title: State Road Assist Program Rev

Department Number: 24125 Account Number: 40404

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$204,428	-$190,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$185,000	$200,000		$200,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2022	$	204,428.00
2023		
2024		
Min	$	204,428.00
Ave	$	204,428.00
Max	$	204,428.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Intergovernmental

Account Title: School Dept. Share Revenue

Department Number: 24125 Account Number: 40450

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$15,000	-$25,000	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$25,000	$25,000		$25,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fy 24 Finance number needed estimate $25000

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pub Works Other

Account Title: Miscellaneous Revenue

Department Number: 24153 Account Number: 40559

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$14,568	-$75	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,300	$2,300		$2,300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Need finance numbers

2015	$	1,940.00
2016	$	338.00
2017	$	979.00
2018	$	150.00
2019	$	96.00
2020	$	-
2021	$	-
2022	$	14,568.00
Min	$	-
Ave	$	2,258.88
Max	$	14,568.00

Fiscal Year 2025
Tax Collector Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Property Taxes

Account Title: Tax Lien Costs Revenue

Department Number: 24101 Account Number: 40111

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$9,342	$13,000	$9,472	$15,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,400	$12,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2013	$15,392.17
2014	$12,789.13
2015	$44,928.04
2016	$16,627.36
2017	$27,737.46
2018	$1,156.81
2019	$23,947.56
2020	$878.48
2021	$11,198.00
2022	$20,300.00
2023	$9,472.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Property Taxes

Account Title: Quit Claim Fee Revenue

Department Number: 24101 Account Number: 40112

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,604	$3,000	$900	$3,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,500	$1,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2013	$4,125.00
2014	$1,419.00
2015	$1,425.00
2016	$4,275.00
2017	$2,175.00
2018	$2,400.00
2019	$2,400.00
2020	$3,375.00
2021	$3,150.00
2022	$1,604.00
2023	
Ave	$2,634.80

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Excise Taxes

Account Title: Motor Vehicle Excise Tax Rev

Department Number: 24102 Account Number: 40120

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$3,972,279	$3,850,000	$4,113,157	$3,875,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,888,500	$4,200,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY	Budget	Actual	
2013	$2,500,000.00	$2,576,743.93	
2014	$2,500,000.00	$2,734,072.64	6.1%
2015	$2,650,000.00	$2,884,117.00	5.5%
2016	$2,750,000.00	$3,062,132.00	6.2%
2017	$2,975,000.00	$3,316,877.62	8.3%
2018	$3,025,000.00	$3,448,088.23	4.0%
2019	$3,150,000.00	$3,585,242.48	4.0%
2020	$3,375,000.00	$3,754,560.80	4.7%
2021	$3,060,000.00	$3,901,533.41	3.9%
2022	$3,750,000.00	$3,972,279.42	1.8%
2023	$3,850,000.00	*$3,875,000.00*	-2.4%
2024	$3,850,000.00		
2025	$3,888,500.00		1%

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Excise Taxes

Account Title: Boat Excise Tax Revenue

Department Number: 24102 Account Number: 40121

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$16,895	$17,500	$24,018	$17,500	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$17,500	$17,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY	Budget	Actual	% Annual Change (Actual)
2013	$17,000.00	$16,298.20	
2014	$17,000.00	$17,967.42	10.2%
2015	$17,000.00	$16,303.38	-9.3%
2016	$17,000.00	$17,649.66	8.3%
2017	$16,000.00	$16,674.80	-5.5%
2018	$16,250.00	$15,963.60	-4.3%
2019	$16,500.00	$16,690.10	4.6%
2020	$16,300.00	$17,441.50	4.5%
2021	$16,700.00	$17,715.70	1.6%
2022	$16,900.00	$16,895.30	-4.6%
2023	$17,500.00	*$17,600.00*	4.2%
2024	$17,500.00		
2025	$17,500.00		

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Registration Fees

Account Title: Snowmobile Registration Reimbu

Department Number: 24110 Account Number: 40122

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$1,475	$1,582	$1,400	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,400	$1,400		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2013	$	1,251.18
2014	$	1,714.58
2015	$	1,707.96
2016	$	1,688.10
2017	$	1,178.36
2018	$	1,174.16
2019	$	1,602.04
2020	$	1,456.40
2021	$	1,503.00
2022	$	1,473.00
2023	$	1,475.00
2024	$	1,400.00
average		$1,468.65

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Registration Fees

Account Title: Motor Vehicle Reg Fee Rev

Department Number: 24110 Account Number: 40263

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$85,428	$67,500	$80,445	$80,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$81,230	$84,000		$0

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Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2013	$52,356.78
2014	$53,425.72
2015	$55,470.03
2016	$58,242.38
2017	$59,200.00
2018	$57,877.00
2019	$57,762.60
2020	$68,285.41
2021	$90,087.00
2022	$85,428.00
2023	$80,445.00
2024	$81,249.45
Ave	$65,325.45
last 3 years average	$81,266.80

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Registration Fees

Account Title: IFW Registration Fee Rev

Department Number: 24110 Account Number: 40264

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$5,301	$2,870	$1,355	$2,800	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,900	$2,900		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2013	$1,604.80
2014	$1,636.00
2015	$1,655.80
2016	$2,836.00
2017	$2,077.00
2018	$1,597.00
2019	$1,969.00
2020	$3,182.20
2021	$8,761.00
2022	$5,301.00
2023	
Average	$3,061.98

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Gen Govt Licenses, Permits & F

Account Title: Cannabis Business License

Department Number: 24111 Account Number: 40324

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$20,000	$20,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Recreation Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation General Programs

Account Title: Donations Received Revenue

Department Number: 31201 Account Number: 40557

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Bacon Street Fest Donations $ -

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation General Programs

Account Title: Recreation Program Fee Rev

Department Number: 31201 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$9,252	-$59,224	$0	$0	$7,700

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 12,000.00	$ 12,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maine Recreation and Park Association Summer Ticket Sales/Smittys	$	12,000.00
GF Financial Aid (from 21124-60795)	$	-

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation Teen Center

Account Title: Recreation Program Fee Rev

Department Number: 31202 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$4,564	-$3,000	$0	$0	$3,500

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Teen Center Summer Program 10 youth * 200.00	$	2,250.00
Teen Center Snack Bar	$	500.00
	$	2,750.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation Safari Camp

Account Title: Recreation Program Fee Rev

Department Number: 31204 Account Number 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$180,306	-$213,955	$0	$0	$210,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$371,225.00	$371,225.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Safari Camp	Based on 185 Campers 15 Recreation FA	cost per camper		
5 Day Option 1st Child	120	$1,500.00	$	180,000.00
5 Day Option 2nd Child	20	$1,425.00	$	28,500.00
4 Day Option 1st Child	40	$1,250.00	$	50,000.00
4 Day Option 2nd Child	5	$1,185.00	$	5,925.00
1 week option	50	$250.00	$	12,500.00
1 week option 2nd child	10	$235.00	$	2,350.00
1 week 4 day option	20	$200.00	$	4,000.00
1 week 4 day option 2nd child	5	$190.00	$	950.00
Caravan Camp	50	$200.00	$	10,000.00
Total Safari	185		**$**	**294,225.00**

OSB	Based on 50 Campers 10 Recreation FA			
5 Day Option	30	1500	$	45,000.00
4 day option	20	1250	$	25,000.00
Convoy Camp	20	200	$	4,000.00
Total OSB	50		**$**	**74,000.00**
CIT Camp	10	300	**$**	**3,000.00**
		Total Summer Camps	**$**	**371,225.00**

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation Outdoor Summer Bona

Account Title: Recreation Program Fee Rev

Department Number: 31206 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$399,880	-$363,725	$0	$0	$365,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$486,200.00	$486,200.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Cub Care Rev

After Care	students	tuition	months			
		120	355	10	$	426,000.00
Registration Fees		120	50	1	$	6,000.00
Late Fees		10	25	10	$	2,500.00
				Subtotal Cub Ca	**$**	**434,500.00**
Vacation Weeks						
February Vacation	250 slots*avgas rate of $44				$	11,000.00
April Vacation	325 slots*avg rate of $44				$	14,300.00
Early Release						
Early Release Adv.	800 slots * $30 80 students * 10 ER				$	24,000.00
Pet Pals	60 students * $40 (5 week session)				$	2,400.00
				Subtotal VW/ER/	**$**	**51,700.00**
				TOTAL	**$**	**486,200.00**

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation Youth Enrichment

Account Title: Recreation Program Fee Rev

Department Number: 31209 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$493	-$6,720	$0	$0	$5,200

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$19,800.00	$19,800.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Enrichment Revenue

	participants	Cost pp	Sessions		
Mad Science	40	99	2	$	7,920.00
Brick by Brick	40	99	2	$	7,920.00
				$	-
Safe Sitter Babysitting	20	99	2	$	3,960.00
				$	**19,800.00**

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Rec Youth Sports Program

Account Title: Recreation Program Fee Rev

Department Number: 31211 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$48,098	-$38,280	$0	$0	$38,280

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$99,205.00	$99,205.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

1. Winter Basketball		$8,240.00
Kinder Hoops		$1,375.00
Travel Basketball	Includes: Tots, Paws, Cubs & Cats	$4,500.00
Team Sponsors		$2,000.00
Pre-K Basketball	Includes: Travel, Rec Basketball , Kinder Hoops & Pre-K Hoops	$1,000.00
7th/8th Rec Basketball League		$4,500.00
2. Fall Soccer	Includes: Rec Soccer, Pre-K and Kinder Soccer	$9,900.00
Kinder & Pre K Soccer		$3,750.00
Team Sponsors		$2,000.00
3. Fall Flag Football		$1,500.00
4. Junior Golf Clinic (2 sessions)		$4,675.00
5. Volleyballl Camp	(Camp)	$2,180.00
6. Competition Cheering		$14,320.00
7. River Rats Baseball Camp		$1,820.00
8. Fall Field Hockey		$2,150.00
9. Tennis in the Parks		$2,795.00
10. Longchamp Soccer & Sports Camps		$4,195.00
11. Start Smart Tennis		$300.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Rec Adult Sports Program

Account Title: Recreation Program Fee Rev

Department Number: 31214 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$31,467	-$39,075	$0	$0	$40,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$65,275.00	$65,275.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mens Softball	balls, staff wage, umpire, awards, supplies	$	12,000
Co-ed Softball	balls, staff wage, umpire, awards, supplies	$	5,400
Fall Mens Softball Le	balls, staff wage, umpire, awards, supplies	$	900
Mens V.ball	balls, referee, awards, equipment	$	2,500
Womens V.ball	balls, referee, awards, equipment	$	4,925
Pickleball	balls, equipment, awards, supplies, court lining	$	7,000
Co-ed Indoor Soccer	balls, coordinator, equipment	$	2,100
Men's Basketball	balls, coordinator, equipment	$	2,100
Over 30 Basketball	balls, coordinator, equipment	$	2,100
Fitness Classes		$	13,500
Total Adult Sports		**$**	**52,525**

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation Ross Center

Account Title: Recreation Program Fee Rev

Department Number: 31220 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$16,695	-$43,790	$0	$0	$40,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$44,635.00	$44,635.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	classes	pp	Rate	
Term by term classes	40	8	$50.00	$16,000.00
Mystery Trips (trip)		2	$1,600.00	$3,200.00
TheatreTrips w/meal (trips)		2	$3,000.00	$6,000.00
TheatreTrips w/o meal 5 (trips)		5	$2,026.00	$10,130.00
Arts & Crafts (classes/Yr)		12	$40.00	$480.00
Museums (trips)		6	$300.00	$1,800.00
Lunch Bunch (trips)		12	$150.00	$1,800.00
Craft Fairs (fairs/Yr)		2	$1,000.00	$2,000.00
Mohegan Sun		3	$625.00	$1,875.00
Oxford Casino (trips/yr)		6	$225.00	$1,350.00
Total		50		$44,635.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Rec Outdoor Adventure Program

Account Title: Recreation Program Fee Rev

Department Number: 31225 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$414	-$10,155	$0	$0	$9,955

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$21,260.00	$21,260.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Instructional Clinics		5,000
Outdoor Trips		4,260
trail programs in parks		3,000
Tubes for w-fest, summer, r jam and		5,000
Paddle boards		4,000
	$	21,260

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation Field Usage

Account Title: Recreation Program Fee Rev

Department Number: 31228 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$7,225	-$16,000	$0	$0	$14,945

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$14,945.00	$14,945.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

St. Louis Field (SMMBL, AAU, GNCBL & UNE Baseball practices and games)	$11,490.00
Rotary Park - Martel Field (USSSA Softball Tournaments & AAU Baseball & Softball)	$1,730.00
Rotary Park (UNE X-Country Meets)	$300.00
Redmond Fld LAX Camp-Vball	$400.00
Doran Field (USSSA Softball Tournament, AAU Baseball)	$1,025.00
	$14,945.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Rec Community Center Rents

Account Title: Recreation Program Fee Rev

Department Number: 31230 Account Number: 40296

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$1,967	-$1,000	$0	$0	$6,800

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000.00	$10,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Room Rentals $ 10,000.00

Seeds of Hope
Neighborhood Center

35 South Street
Biddeford, Maine 04005

"It all begins with a meal..."

Municipal Services Funding Request
F/I 2025
Food Budget

December 1, 2025- December 31, 2025

Seeds of Hope Neighborhood Center is respectfully requesting $40,000 of our projected $85,000 food budget for the fiscal year 2025.

We serve a heavy continental breakfast and light lunch 5 days a week. Neighbors, what we call the people we serve are able to eat as much as they'd like for free. Sometimes, we are the only meal they have for the day.

Currently, we are serving upwards of 100 people a day, with more than 75% experiencing homelessness. We are low barrier and require no paperwork to receive our services, beyond food, we also offer free clothing, hygiene products, showers, support & resource services and community.

Youth Connection

February 4, 2024

Biddeford City Council
City of Biddeford
205 Main Street
Biddeford, Maine 04005

Dear Biddeford City Council,

It is a pleasure to provide you with a request for funding for Apex Youth Connection's (Apex) afterschool and summer programs for youth in the City of Biddeford. We are requesting $20,000 in operational support of expanding programming at Apex for 2024.

Apex Youth Connection is experiencing a time of change and expansion. Through many conversations with our partners and members of our community in recent months, we have been reminded of the value of holding on to what made us special as the Community Bicycle Center (CBC), while looking ahead to more opportunities to serve our local youth population with new and exciting programs and collaborations. In the coming year, Apex will be embracing this goal of going back to our roots, while at the same time, finding new ways to provide programming for young people with a variety of interests, abilities, and resources.

Our expanded programming will be focused in the areas of art, culture, community and the outdoors. And yes, kids can still come and work on bikes! To achieve our goals, we will continue to rely on our strong partnerships with local organizations such as the Boys and Girls Club, Alternative Pathways Center, Biddeford School Department and others. We are proud of our collaboration with recreation, youth, education and social services organizations and look forward to continuing to foster these connections and build stronger relationships so that we can all have a larger collective impact on the lives of young people.

This year, we plan to add several new programs such as a gardening club in partnership with the University of Maine Cooperative Extension, wood products building projects, bike art and items made from bike parts, rope art, a sewing program and more. We know that programs like these not only address the needs and interests of students, but also help prepare students for further exploration of job and career paths. And we know from talking to local businesses that one of the best things we can do for them is to help prepare our young people to be thoughtful, competent, productive workers. Our goal is to help young people gain the skills and confidence they need to become valued employees of our community.

In order to successfully integrate and expand programming, Apex is in need of operating support. With your help, we will be able to grow successful programs and provide supportive, fun, educational opportunities for local youth participants.

Please let me know if you have any questions or need additional information.

My Best,

Lisa G. Martin
Interim Executive Director

45 Granite Street & 46 Sullivan Street in Biddeford • Mailing: P.O. Box 783, Biddeford, ME 04005
www.apexyouthconnection.org • 207-282-9700 • director@apexyouthconnection.org

WinterFest City Request

WinterFest is a City-sponsored event, started by previous mayor Alan Casavant and continued for more than a decade through a partnership of many City departments, New Life Church, Heart of Biddeford, City Theater, McArthur Library, West Brook Skating Rink and others. This event grows each year, brings great publicity to Biddeford, and is important for community mental health and happiness.

The festival is dependent upon **donations** of time and talent for the hill construction, fuel for the vehicles, and food from New Life Church and local restaurants. Heart of Biddeford coordinates the marketing and entertainment, and serves as the fiscal sponsor.

Traditionally, funds needed to cover the cost of the stage, sound, marketing, security, Adult Sledding insurance, printing, entertainment, pony rides, and food for the construction crew are raised through 1) sponsorships and 2) the adult sledding event tickets. Costs have risen sharply in recent years, and it is challenging to secure all of the sponsorships needed to cover costs.

On behalf of the WinterFest planning committee, we are submitting a $**5000** request to cover approximately 1/3 of the costs of WinterFest described above.

heart of biddeford
a main street maine community

FY24 Impact Report

FY25 Municipal Services Request

February 5, 2024

FY24 City Support Spurred HOB Growth & Quality Improvements

This report will demonstrate how the City's increased contribution to HOB in FY24 increased HOB's ability to connect the community, support businesses, attract visitors, and improve our quality and capacity.

HOB Maintained the City's Return on Investment

For every **$1** the City contributed,
HOB leveraged **$3.61**

*compared to a $3.66 ROI last year

HOB Events

This year, HOB added:

Jane's Walk

Oktoberfest

Maine Craft Weekend

Pride

Sip Shop & Stroll

and

Wellness Crawl

24% # of events

40% staff time on events

17% # of people at events

Business Support

This year, HOB hosted a workforce summit and 'Destination Business' seminar, and sponsored multiple collaborative marketing events. Currently, we are improving our "entrepreneurial ecosystem" by building a resource site for businesses and starting a podcast with Saco Main Street.

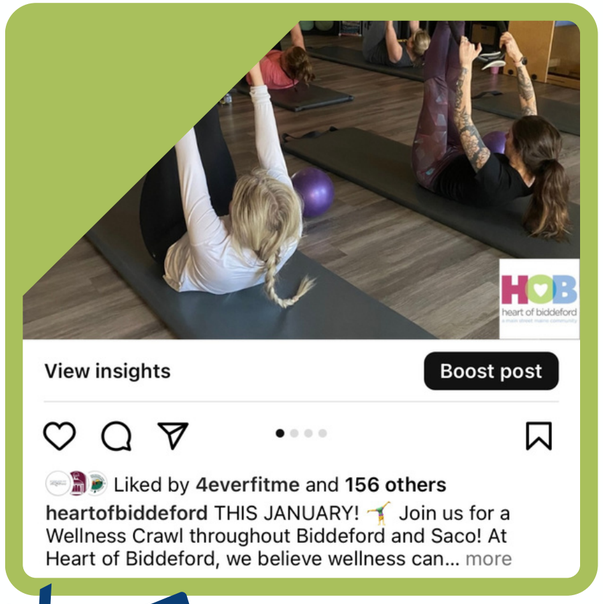
95% # of business support Initiatives

70% # of businesses participating in HOB events

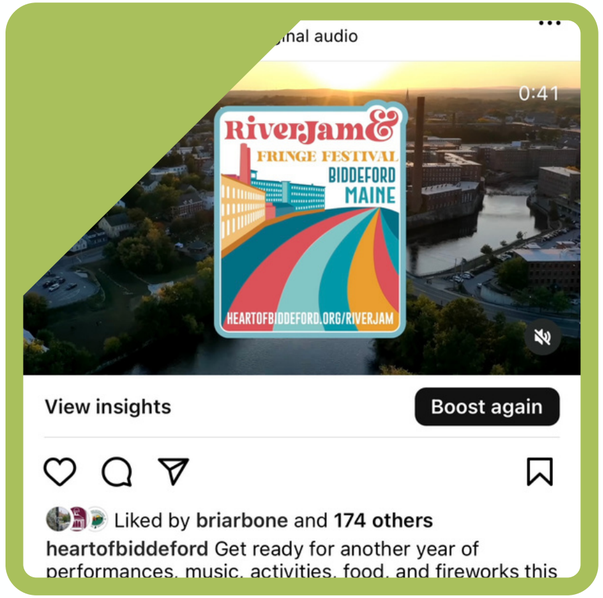
14 businesses received grants due to HOB outreach

Marketing

HOB reached more people through increased social media and web engagement.



225% increase in Facebook reach



61% increase in Instagram reach

159% increase in website views

Volunteerism

At a time when many organizations struggle for support, HOB's volunteer crew grew in numbers and diversity.

24+ youth/school groups involved in HOB events

177% # of volunteers

39% # of volunteer hours

Tourism

HOB is drawing upon grant funds and partnerships to help Biddeford benefit from visitors.

Grants

HOB was awarded two grants this year related to tourism: $5000 to promote River Jam regionally, and $8000 to plan and implement a Destination Tourism project (tbd).

Education

HOB hosted Jon Schallert, expert on how to create a Destination Business, which will prepare Biddeford businesses to attract a broader base of consumers.

MainStreetMaine.org

HOB initiated the statewide collaborative marketing program called MainStreetMaine in collaboration with the Maine Downtown Center. This program continues to show results for Maine's ten Main Streets.

Events and Partnerships

HOB events are increasingly drawing people from across the state and New England. HOB works with a collaborative of cultural/heritage/arts organizations to cross-promote and improve the visitor experience.

HOB is “At the Table”

Economic and community development is challenging, and Heart of Biddeford is committed to addressing the complexities with the City and other partners.

Cultural Coalition

HOB hosts Biddeford’s cultural/heritage/arts organization meetings

Homelessness Task Force

HOB attends monthly coalition meeting led by Seeds of Hope

Schools

HOB partners with BHS, BMS, BRCOT, APC, and UNE student groups

Main Street

Presenting at National Conference, and co-hosting the ‘24 State Main Street Conference

Entrepreneurial Ecosystem

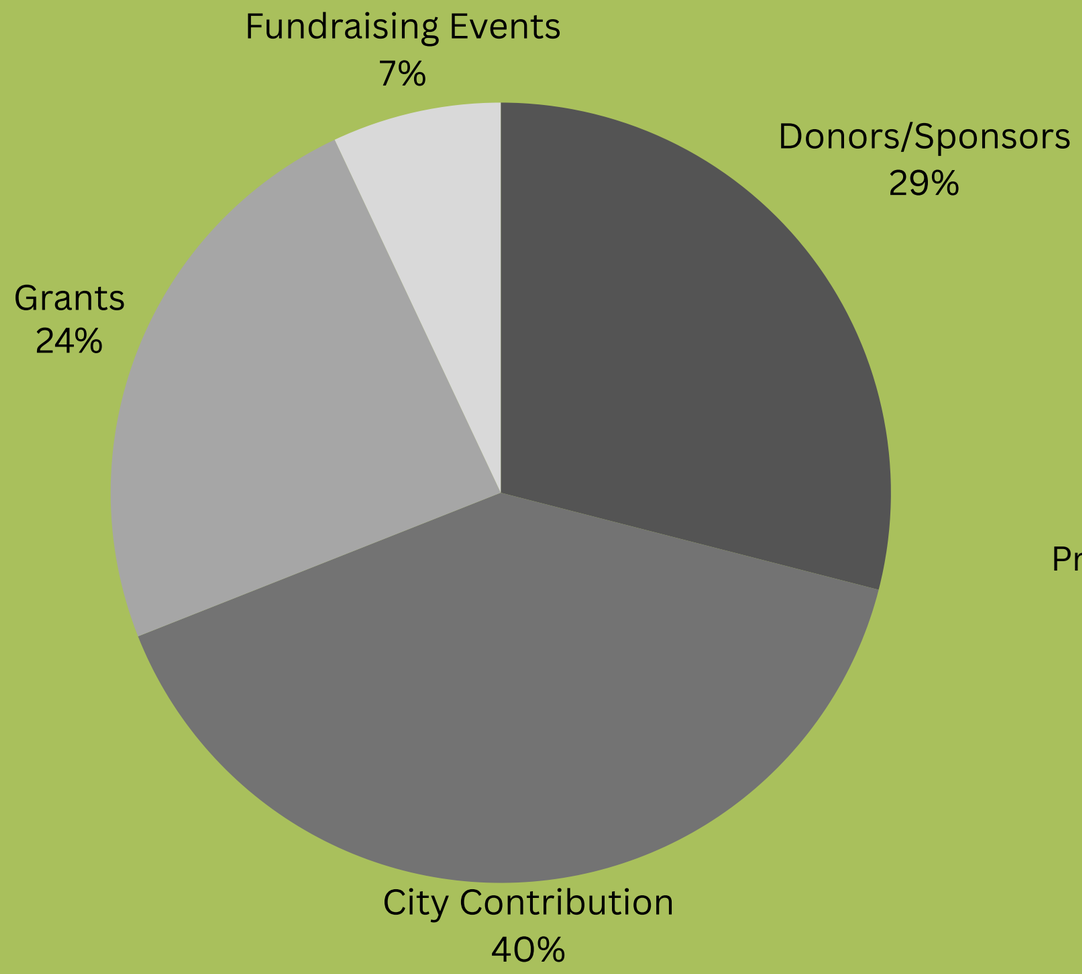
HOB partners with all local economic dev. orgs. on multiple projects

Welcoming New Mainers

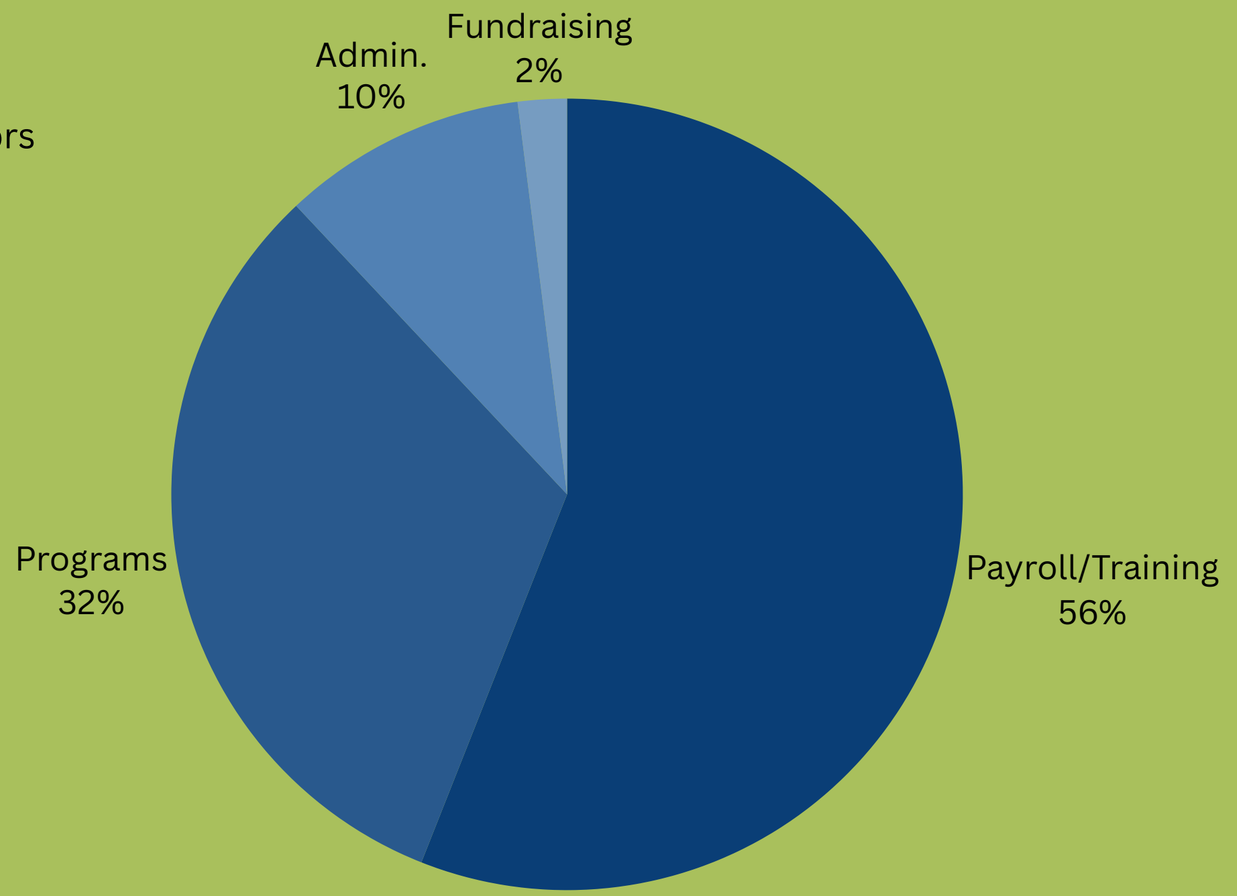
HOB joins a group of citizens and orgs committed to welcoming New Mainers

HOB FY24 BUDGET SUMMARY

INCOME



EXPENSES



What's Next in FY25?

1. Complete Entrepreneurial Ecosystem grant (BizHub website and Biddeford Saco podcast)
2. Increase River Jam attendance by 20%
3. Co-host 2024 Statewide Main Street Conference, with Saco Main Street
4. Implement Destination Tourism grant
5. Increase holiday lighting to Washington and Lower Main Street
6. Update HOB's brand for HOB's 20th Year, and celebrate the completion of the City Hall Clock Tower.

HOB FY25 Request

HOB Operating	$110,000
River Jam	$ 5,000

GREAT AMERICAN MAIN STREET AWARD 2022

Thank you!

Holiday Lighting Request $14,000

Refresh lights for 9 existing projects:
Main Street Trees, City Square, Bridge, Wreaths, Mechanics Park, Veterans Park, 315 Main Street, Lincoln Street fence, and Williams Court.

Plus: Solar light additions to Washington Street, Lower Main, and Alfred Street.

Last year, the City contributed $14,000 to HOB for lights/wreath purchases.

The City's contribution was matched by $13,400 of volunteer time by HOB volunteers.

The City also contributed $6000 to La Kermesse for their pieces of the project.

La Kermesse Franco-Américaine
P. O. Box 289
Biddeford, ME 04005-0289

January 26, 2024`

To ; City of Biddeford

As in previous years, please accept this request for the amount of $6,000 for La Kermesse organization to continue decorating the city for the Christmas Season. Would also request the amount of $15,000.00 which has been an annual sponsorship to help promote this year's festival which is our 41st anniversary. Hopefully we can continue having your support. Please feel free to contact me if any questions come up.

e-mail bfp808@gwi.net or 229-2024

Sincerely

Paul N. Gagne
Treasurer

We install 1 ½ mile of cables.

We install and maintain 75 wreaths

We install over 10,000 lights

Biddeford Cultural & Heritage Center

To: Mayor Martin Grohman

February 4, 2024

From: Diane P Cyr, President, BCHC
Subject: Request for $10,000 Allocation
F/Y 2024-2025

Dear Mayor Grohman,

Biddeford Cultural and Heritage Center (BCHC) would like to thank the City of Biddeford for its financial support, which has allowed us to grow as an organization and focus on our mission. The uncertainty of these economic times have been difficult for all, so we are especially appreciative of the City's consideration of this request for continued funding in the amount of $10,000.

BCHC accomplished many things through its regular programming this year, which can be found on our annual report (please see report included). A few additional highlights follow:

- Participated in Wreaths Across America program in Biddeford in conjunction with Brown Dog Carriers and Logistics.
- Held a Business After Hours events in conjunction with tenants of the J.Richard Martin Community Center, highlighting all the good done there.
- Worked with the Biddeford School Dept. in a variety of ways. The COT built rollers for display cabinets, making them more portable and easier to move around. A presentation was offered for students at the BMS Performing Arts Center on Wabanaki Storytelling. We are currently working with the school to offer more programming in the future, such as the Greater Biddeford-Saco Music Hall of Fame.
- An open house was held commemorating St. Louis High school, the scrapbooks of Desi Desjardins, and those of Brother Richard Hebert. The event was attended by hundreds of former students, friends, family, and teachers of the school.
- Voices interviews are getting greater exposure by inclusion in the Maine Historical Society's Maine Memory Network virtual museum and the University of Southern Maine's Franco-American Digital Collection and were also featured in the news show 207 this year.
- Shelving and Surpass Library Software was purchased, as well as other supplies for the resource library, with a plan to open the library by appointment within the year, allowing for research of collections and rare books.
- Focused on strategic planning and infrastructure with an eye towards the future.
- Continued collaboration with others such as Biddeford Historical Society, Biddeford Mills Museum, and Friends of Wood Island Lighthouse, as well as the Cultural Alliance of Maine, Biddeford Cultural Coalition, and partnerships with other local community organizations and businesses.

This year 72% of BCHC's total budget went directly towards its programs. The rest was allocated for organizational costs such as insurance, supplies, equipment, marketing and advertising, as well as the volunteer program and fundraising endeavors. There are no paid staff positions. BCHC is a volunteer only organization with a working Board of Directors.

Our goals for the year ahead include: digitizing and continued processing of collections; purchase of archival supplies and display cabinets; working on capacity building; continuing with current programs and events; continue to work in partnership with local non-profit organizations and businesses; work with the City of Biddeford to secure a location for the Native American Monument; to hold the Greater Biddeford-Saco Music Hall of Fame for the first time in May, and to obtain a secure space of our own to house and exhibit artifacts, documents, the research library, etc.

On behalf of the Biddeford Cultural and Heritage Center, I thank the City of Biddeford for its continued support and appreciate your consideration of our request. Please feel free to contact me via email or phone should you have any further questions or concerns.

Thank you for your time and consideration.

Sincerely,

Diane P. Cyr

Diane P. Cyr
President, Biddeford Cultural and Heritage Center
(207) 283-3993
Bchc04005@gmail.com

February 6, 2024

To: Shelly MacNeill, Executive Assistant
From: Steve Ellis, President
City Theater Associates Board of Directors

Subject: Request for Annual Allocation F/Y 2024 - 25

To Whom It May Concern:

While the City of Biddeford owns the theater at 205 Main Street, City Theater Associates (CTA) has operated in the space since 1980 with the costs of maintaining the space passed to the theater, with financial help from the City. Furthermore, CTA is an almost entirely volunteer-driven, non-profit organization that operates a thriving arts and entertainment venue that continues to help with business development for the City. So while CTA hosts diverse and well-attended events, the needs and costs associated with keeping a 128-year-old building functioning and safe while making repairs to avoid more expensive fixes in the future continue to be a delicate balancing act for CTA.

While last year the City Council approved $35,000.00 to continue with the maintenance, upgrades, and capital repair, more building needs have arisen and ongoing maintenance work is more expensive. Therefore, while CTA is aware of the needs of the Biddeford community and all of the organizations requesting funds, **City Theater Associates Inc. is requesting $75,000.00, or half of the estimated costs for next year,** for the continuation of the facility upkeep, health and safety repairs, and updating of the City Theater building.

Background

The Theater continues to be an integral part of the revitalization of Downtown Biddeford and its businesses as the largest entertainment venue in Biddeford, providing a compliment to the growing restaurant, hotel, and resident growth in the area. While our patrons continue to reflect the diverse changes of the Biddeford population, our events also bring in people from all over New England and North America, including many patrons from Cumberland County/Portland, New Hampshire, Massachusetts, and even Quebec with many of these patrons looking for additional places to spend money while in our city. Therefore, to better boost this connection, CTA is partnering with all local Chambers of Commerce and organizations that promote year-round tourism to Southern Maine, such as Maine Beaches and the Maine Tourism Board.

Biddeford City Theater is in its 128th year of existence, and while we reopened post-pandemic to great reception from our patrons, we also reopened with a more limited budget and higher costs. While our last year brought in an increase in patrons and events including movies, community conversations, plays, musicals, drag shows, comedy, and more, costs related to all of these events, including the costs for productions, staffing, other overhead, and repairs also greatly increased.

Needs

Maintenance, capital improvements, and other upgrades to the city-owned building are not costs that CTA can afford to undertake alone, necessitating our annual funding request to the City of Biddeford. Without annual City funding, the building will have many issues that will become more expensive and possibly emergency issues for both the city and the theater.

For example, between January 1 to December 31, 2023, CTA spent almost $64,000 on costs solely related to the building, such as HVAC, painting, numerous roofing issues, and assessments for additional work – and while some of this money was spent on building upgrades, such as upgrading our doors to be safer and more resilient towards extreme weather, most of the funds were spent on basic maintenance.

Therefore, CTA's request to the City of Biddeford encompasses both funds for continued maintenance and funds for additional improvements to the theater and its components. We have listed a sample of our more immediate needs below:

Continued Basic Maintenance
Costs for HVAC, floor, roofing, and other basic building maintenance.
Estimated cost……..……..……... $25,000

Upgrade Heating and Lighting Across the Theater
Improving heat in specific spaces, adding additional zones and thermostats, etc. Add additional motion censors to lighting to make spaces safer and better lit.
Estimated cost…….……..… $20,000

Additional Marquee Repairs
Including fixing lights, repainting, and other basic maintenance.
Estimated cost…….…….……..... $10,000

Repairs to and Refinishing the Theater's Hardwood and Other Floors
The regular, increased use of the Theater has worn the hardwood floors. A thorough refinishing should bring back the floors to their original condition. Floors throughout the theater, including carpeting, also needs repairs and/or professional cleaning.
Estimated cost……..…….....$25,000

Upgrade to the Theatrical Lighting And Other Lighting System Components
This is a recurring expense as we take aged lighting and dimmers out of use for lighter more energy-efficient equipment.
Estimated cost $15,000

Safety Railings Leading up and Throughout the Balcony
To improve the safety of patrons, especially those with mobility issues.
Estimated cost…….……..$25,000

Upgrades and Repairs to Dressing Rooms and Bathroom Areas
Painting and patching holes in the hallways; re-tiling the floor; upgrades to equipment and technology in dressing rooms.
Estimated cost…….…….....…..……....$20,000

Continued Upgrade of Electric and Electrical Service Backstage
Over the past several years upgrades to electrical service backstage have been started. The major electrical panel stage right was replaced and new switches were installed. Work needs to expand into other off-stage areas, specifically the dressing rooms.
Estimated cost…….....……..……...…$10,000

Other, more major needs for City Thater include:

- **Accessibility issues outlined in the city's Accessibility Report as of 8/1/21.**
- **Updates and repairs to public restrooms to make the restroom more accessible to older patrons and patrons with mobility issues.**
- **Additional lobby and concession space.**
- **Additional technology upgrades.**

BIDDEFORD MILLS MUSEUM
BIDDEFORD, MAINE

Jim Bennett
City Manager
City of Biddeford
2 Main Street, City Hall
Biddeford ME 04005

February 5, 2024

Dear Mr. Bennett and Budget Committee,

Thank you for your contribution to the Biddeford Mills Museum (BMM) in the previous fiscal year. The money went a long way toward allowing the museum to recover from the Covid-19 pandemic and continue to build our presence in the community and beyond. We are an important and viable cultural organization in Biddeford with a unique mission. We are an all-volunteer organization and truly need help to continue our mission, maintain our new exhibit spaces, and increase our educational programming.

The Biddeford Mills Museum is requesting assistance from the city in the amount of $7500 for FY24.

The museum's annual budget is approximately $30,000 total for overhead and operating costs. Our lease with Presidium is currently just under $20,000/year, or two-thirds of our total budget. Our current lease is 57% higher than when we first leased space in 2019. This type of increase is unsustainable without substantial changes to our income structure.

We have budgeted $4000 this year for advertising which is being funded by a grant from the Maine Office of Tourism. These advertising dollars benefit not only the museum, but every organization (profit and non-profit) through the city. We advertise in the Maine Tourism magazine each year which reaches every tourist agency in the Northeast and every individual who reaches out for information on visiting Maine. We also advertise regularly with Tourist and Town and other local papers.

BMM became a recognized 501c(3) organization in 2012, but had its roots even earlier than that. Shortly after the last mill ceased operating in 2009, an early group of volunteers formed a Steering Committee and began to gather artifacts from the mills and worked with Pepperell Mill Campus with the long-term view of forming a museum. PMC was always very supportive to our mission of preserving the rich heritage of the Biddeford Mills for the community at large in honor

of all who worked here. The Biddeford Mills Museum tells the story of the economic and cultural impact of the textile mills located within Biddeford. We have been active within the community for many years, with events such as mill veteran bean supper gatherings, assisting with the Lincoln Mill clocktower fundraising for initial relocation, installation of the unique exhibit of the Harris-Corliss steam engine at 40 Main Street, and the restoration and re-dedication of the Pepperell Mill World War II Honor Roll plaque in 2012 on Main Street.

We have been providing historic mill tours since 2012, and to date, many trained tour guides (most of whom were former mill workers) have led over 5000 visitors through the buildings. These tours have included students from local schools throughout southern Maine, to visitors and local residents, and to architectural/history academics from Stanford University.

We were recognized by Maine Governor's Conference on Tourism's Originality Award and have received an extensive amount of positive media coverage over the years, which has helped to boost visitor numbers to our community in our now-extended tour season from May to October.

We have gathered a rich cultural collection and continue to receive donated items, and we have recorded nearly 50 oral histories thus far of former mill workers and significant members of the Biddeford community. While we consider the entire mill complex as an extension of our museum storytelling, we are proud of our continuing development of historical exhibits which reside primarily in our main museum location. We recently introduced an exhibit on cotton production and its impact on textile manufacturing. We also worked with the National Park system in Lowell, Massachusetts to restore a small loom which is a part of the cotton exhibit. We have collaborated with the Osher Map Library at USM on an exhibit there, as well.

Looking forward, 2025 is the 175th anniversary of the start-up of the Pepperell Manufacturing Co. The BMM is planning to host several events to celebrate this important anniversary. We hope we can count on the city to help support this series of events.

We have done all of this primarily with tour revenue, as well as donations and grants, but are very hopeful that the City can recognize our value and contribute to our mission with our request this year.My fellow Board members and volunteers look forward to being able to meet with the Budget Committee and speak to any specifics as well as answer any questions you may have. Thank you.

Sincerely,

Jon Edstrom, President

Biddeford Historical Society

PO Box 200
Biddeford, Maine 04005
E-mail: biddhistsoc@gmail.com

January 11, 2024

City of Biddeford
205 Main Street
Biddeford, ME 04005

Re: Municipal Services Budget Funding

Dear Members of the City Council,

I am writing on behalf of the Board of Directors of the Biddeford Historical Society to respectfully request a budget allotment from the Municipal Services budget in the amount of $7,500, in continued support of the Society and its work for Biddeford history and the public. This amount is the same as the amount we were granted last year, which is very much appreciated.

The Biddeford Historical Society was formed in 1968 at the request of the Biddeford City Council to safeguard precious seventeenth century and later documents, which are the earliest legal records in our City's history. We are a state certified secondary repository for City records. The Society took ownership of the oldest public building in the City, the 1759 First Parish Meetinghouse on Meetinghouse Road, in 1970 and has been maintaining it as a piece of living history ever since. We host educational programs, and maintain archives to promote and engage the public in the rich history of this area. We are a member of the Biddeford Cultural Coalition, and offer the Meetinghouse as a shared venue for educational and cultural events.

Assistance from the City's Municipal Services enables us to keep vital archival services and our historical site accessible to the public. Membership dues and donations barely cover the normal operating expenses, such as insurance, grounds care, and routine repairs and maintenance. We have no paid employees; the Board of Directors donate many hours to support the operations and administration of the Organization. The digitizing of our collections has progressed nicely. Much of our collection can be viewed online, which requires annual software and hosting costs. Our collections are housed in a small area at McArthur Library. Our goal is to someday have our own location to house and display these items.

There is a potential that the Meetinghouse building's foundation may need extensive work in the near future. We are in the process of hiring an engineering firm to do a study and to make recommendations to remediate these issues.

Our dedicated and all-volunteer Board of Directors thanks the City for its consideration of the continued support of the Society's mission and work to preserve, interpret, and present Biddeford History to the public.

Sincerely,

Daniel Lamontagne
Treasurer
Biddeford Historical Society

MCARTHUR
LIBRARY

February 6, 2024

James Bennett
City Manager
City Hall, 205 Main Street
City of Biddeford

Dear Mr. Bennett and Budget Committee Members,

Attached you will find McArthur Library's proposed FY25 budget request.

The timeframe of the last twelve months has been one of the most challenging yet rewarding years for McArthur Library since I began as its Library Director in 2011. It has been a year when many staff members have stepped up to increased workloads as they settled into new, expanded, or restructured positions. We have forged many new community partnerships and seen huge increases in attendance with several new programs, a wealth of wonderful material on our shelves, and a constantly evolving range of services. We have experienced a more than 40% increase in foot traffic in a single year, and signed up more than 2000 new library cardholders in the last two years, a staggeringly high number for a community the size of Biddeford.

These are numbers that are indicative of who we are at McArthur Library, and reflective of an active, thriving City in which we consider ourselves the critical center and beating heart.

We have had great success in a year that has unfolded upon a backdrop that so many in this community do NOT see – the fallout of those who are the most vulnerable, living and barely surviving from day to day, often in crisis. Some bathe here. Many take naps in comfortable chairs within warm spaces on a bitterly cold afternoon. Several charge their devices. All of them appreciate that they have a place to set down all of their belongings for a moment, and all are thankful that we at the library have found ways to put food into their hands. They thank us for our humanity, and tell us that we are the only people that are ever kind to them. Every single day, 6 days a week, our staff have engaged with and supported patrons within a context of overwhelming situations brought upon us by any combination of issues involving substance abuse, mental health challenges, economic struggles, and of course, the housing crisis. These situations have truly tested our limits and reaffirmed our need to continue investing in our highly trained staff and security.

Our staff — this group of individuals with huge hearts — has seen things in 2023 and into this new year, that they have never seen in our library before, and they have met these situations safely, with enormous empathy, and with boundless compassion. I am endlessly proud of them.

We are on the frontlines, like every other public library in this country. We have saved lives. We have helped people turn their struggles around and have hope. We have helped families feel welcome in their new community.

We have been a veritable saving grace to so many. Finally, we have done it all in a building that was constructed in 1863, a building for which we do not have appropriate funding for the maintenance it truly requires.

The Library is requesting a budget this year of $1,005,728 from the City of Biddeford; we are currently funded at $665,000. Our proposed budget is included in support of this request. Just as we invest in our staff and services, we need the City of Biddeford to invest in this Library and this group of more than twenty human beings who give so much of themselves, and who are supporting this community in ways that you cannot imagine.

I ask all of you to please note the attached chart that compares Biddeford's level of municipal funding with that of other Maine towns and cities that also have private non-profit (non-municipal) public libraries. These towns and cities have been included because they are either geographically close or have similar populations (or both). This chart is updated each year, and each year, we fall further down the list here in Biddeford. We are simply not keeping up.

Key points:

- From massive increases in health insurance to the cost of security; from something as simple as maintaining our elevators to the complex nature of critical structural repairs to the physical 1863 church portion of our building, we are anticipating increased costs everywhere we look.
- Even with an increase to $1,005,728, our per capita funding would be less than $45, while the comparable average figure for libraries is over $54 (we are currently under $30). This illustrates that our request is still eminently modest.
- As it was last year, we are the only library in the chart where less than half of our budget comes from the City or Town. The average funding level is 81% - ours is 42% and would only rise to 51% if our request is granted.
- Our budget illustrates the recurring impact of shortfalls upon our endowment, even with our requested increase.
- We are forecasting a higher level of income from our own endowment, as well as from the two McArthur Family Trusts. As a reminder, McArthur Library is the sole beneficiary of the income from the Lena McArthur and Jane E. Owen Family Trusts, established in the 1940s in order to assist the Library's funding in perpetuity. The Trusts are externally managed.
- We have a modest 5% increase for cost of living built into our payroll budget, comparable to many other libraries we surveyed.
- The new staff position line refers to the Youth Services Supervisor position, one which we hope to fill in FY25.

Being at a much lower benchmark of funding than other libraries impacts our ability to maintain the facility as well as hire and retain staff, and ultimately will affect how we can serve the community over time. We deeply appreciate the increases you all have approved over the past few years to help us continue our mission. Our request this year reflects the reality of the increased costs associated with the breadth of services our staff provides to support this community, especially our most vulnerable members. We humbly ask you to continue your support for the important work our team does every day for Biddeford residents from all walks of life, strengthening our community and serving everyone who walks through our doors. We look forward to being able to meet with the Budget Committee and answer any questions you may have. We would also welcome an opportunity to have a longer timeframe in which to share our story than the traditional five minutes afforded to those within the Municipal Services category.

Sincerely,

Jeff Cabral
Library Director

McArthur Library Association Proposed Budget for FY25			
July 2024 - June 2025			
		FY24 Final Budget	**FY25 Proposed Budget**
Expenses			
Collection and Patron Services		$123,237	$141,311
General Operating and Building		$233,400	$273,740
Staff Payroll		$828,343	$875,694
Staff Added Position for FY25 (Payroll)			$54,000
Staff Added Position for FY25 (Benefits incl health insurance)			$18,000
Staff Benefits (includes 18% healh insurance increase for FY25)		$202,740	$238,346
Administration and Overhead incl Investment Fee Adjustment		$155,537	$169,974
Capital Expenditure for Existing Required Projects		$40,000	$40,000
Masonry Repairs to 1863 Building Buttresses (Mandatory Structural Repair for FY25)			$149,700
Facilities Assessment		$15,000	$17,500
Total		**$1,598,257**	**$1,978,265**
Funding			
Library Income (Copying, Fees, Non-Resident Cards, etc)		$19,000	$22,000
McArthur Library Association Funding		$209,916	$219,657
Investment Fee Adjustment		$23,037	$25,500
Lena McArthur Trust		$216,000	$225,180
Jane E. Owen Trust		$279,400	$288,600
Interlibrary Loan Replacements		$1,000	$1,600
Fundraising Campaign and Donations		$20,000	$40,000
Excess Endowment Withdrawal in FY25 (Negative Impact on Future Performance)		$164,904	$150,000
City of Biddeford		$665,000	$1,005,728
Total		**$1,598,257**	**$1,978,265**

Library and Municipality Comparison Data (Updated January 2024) - Sorted by Per Capita Contributions

Library's Town or City (all are private non-profits unless otherwise noted)	**FY24 municipal/town Contribution**	**FY24 Total Library Operating Budget**	**% of Library Budget Funded by Municipality/ies**	**Per capita municipal contribution to Library (based on Census 2020 Population)**
(Curtis Library) Brunswick Harpswell	$1,751,744 $159,089	$1,962,713	Brunswick = 89% Harpswell = 8.1%	$86.60 (total)
Falmouth	$923,530	$1,118,830	82.5%	$74.21
Scarborough	$1,287,748	$1,509,866	85%	$58.18
York	$790,400	$1,155,621	68%	$57.60
Waterville (quasi-municipal)	$909,480	$993,555	92%	$57.46
Average of 9 library municipalities (not including McArthur)	***$1,003,618***	***$1,323,586***	***81.4%***	***$54.52***
Auburn	$1,138,659	$1,396,559	82%	$47.32
Biddeford FY25 Proposed	**$1,005,728**	**$1,978,265**	**51%**	**$44.59 (22,552 population)**
Kennebunk	$680,030 (incl $17K from Arundel)	$1,008,752	67% (total)	$43.04 (total)
Saco (incl Saco Museum)	$829,908	$1,033,033	80%	$40.72
Biddeford FY24	**$665,000**	**$1,598,257**	**42%**	**$29.49**
Sanford/Springvale *Goodall is quasi-municipal*	$397,175 (Sanford/Goodall) $164,800 (Springvale)	$570,425 (Sanford/Goodall) $343,923 (Springvale)	61% (total)	$25.57

ENGINE
PROPELLING THE CREATIVE COMMUNITY

February 6, 2024

Attn: Shelly Macneill
Executive Assistant to the City Manager

To City Manager and City Council

Engine respectfully asks the city of Biddeford to allocate $20,000 in operating funds for fiscal year 2024-2025. This annual support from the city represents roughly 8-10% percent of Engine's annual operating budget. This support will enable our organization to continue to provide essential arts and cultural programs for Biddeford residents and support our creative economic development initiatives including lead implementation of the Biddeford Cultural Plan.

Engine, Inc. is a 501(c)3 non-profit in Biddeford, Maine, with a 14-year history delivering on its mission. We enter 2024 with a renewed focus on our mission to "connect and empower our community through equitable access to inspiration and creative experiences." In our new decentralized physical model, we have expanded our staffing and formalized more collaborations to bring together artists, makers, residents, and local businesses to create a culture filled with innovative exhibitions, community events, collaborative resource-sharing, diverse skill development, and educational programs.

For every $1 invested in arts and culture organizations, 8 times that is returned right into the local economy supporting our small businesses, retailers, and restaurants. Engine events attract at least 4,500 attendees every year, which means that your $20,000 investment will result in more than $160,000 spent right here in Biddeford. Data shows that cultural tourists spend more (on average) than other visitors, making Engine a valuable partner in supporting the economic revitalization of our City.

Creating spaces for creativity benefits Biddeford more broadly by supporting a diverse, culturally-rich, and connected community. All fee-based programs are offered on a sliding scale, and our free community events are open to all. Our long-standing collaboration with community-based, municipal, non-profit, and for-profit stakeholders has made Engine and Biddeford *the* arts and innovation leader in York County. Engine's multi-layered approach to arts and culture work, as well as its deep roots in the Biddeford community, make it an indispensable community resource.

In the last year, with your support, we:

- Reached over 4,500 people, leveraged 300 plus volunteer hours, and completed necessary strategic planning to ensure the long-term sustainability of Engine
- Successfully hosted Fringe Fest (despite the rain!), with a Makers Market, local music stage, and world-renowned vertical dance troupe BANDALOOP (in partnership with Subcircle Dance Residency), hosting hundreds at the new Levee building to witness LOOM:FIELD, a piece directly tied to the history of Biddeford's manufacturing, the climate crisis, and local storytelling
- Hosted 6 Art Walks - on the largest scale yet - with a Washington Street festival component, drawing in visitors to local businesses and providing growth for vendors. Businesses that partnered with Engine for ArtWalk reported up to a 45% increase in sales during the event.

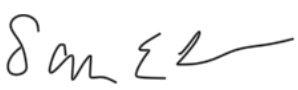
- Presented 4 Gallery shows of diverse works open to all residents for free, including the annual RUMPUS open-call show with local artists aged 5 to 80 years old
- Formalized fiscal sponsorship of Common Roots Studios Art Bus, to provide free art experiences to underserved populations; the Bus serves ~15,000 people/year and Engine support will specifically support expansion to those for whom arts and creativity are often out of reach (e.g. at Biddeford festivals like Pollinator and Bacon Street, New Mainers and underserved youth)
- Transitioned to new physical space with Heart of Biddeford, deepening collaborative ties and streamlining administrative management so more resources can go directly to our community
- Led the 5-year Cultural Plan discussions as Biddeford continues to revitalize

What is next? The city's continued support of Engine will help us:

- Dedicate the time of the new Arts Program Director (Biddeford creative leader Nick Blunier) toward programmatic expansion, implementation, and evaluation to best serve Biddeford
- Support the second cohort of IGNITE, Engine's successful arts-based small business incubator, including specific support for underserved individuals, launching their success as well as contributing to Biddeford's economic revitalization at the most local level
- Provide increased youth-focused programming: National Endowment for the Arts studies repeatedly demonstrate the positive impact of the arts for youth, including reducing dropout rates, increasing performance in non-arts classes like math and writing, and increasing the likelihood of finishing a college degree. In 2024 Engine will focus on three programs in this vein:
    - CRS Art Bus (outlined above)
    - Mill Studio Arts, providing reduced or free access to its diverse classes for youth (including summer and vacation camps) through new fiscal sponsorship by Engine
    - Compass, providing historic and place-based learning in the form of boat-building to at-risk youth from local schools, in new fiscal sponsorship with Landing School alums, Jeffrey Jacobs and Packer McBride, who bring expertise in education and vocational technology to the program
- Provide a full calendar of Art Walks from May to October, supporting downtown brick-and-mortar businesses as well as all vendors who attend for street-side display, activating the downtown core for visitors and residents alike, fueling the creative economy
- Support the creation of a "decentralized gallery" downtown that matches local spaces/businesses to artists, hosts openings, artist talks, and breaks down barriers to fine art
- Lead expansion of public art and experiences, from large scale Fringe Fest, to curbside/outdoor performances, to a revived Pecha Kucha storytelling series, to permanent public art installations
- Fuel new community partnerships and outreach programs powered by Engine to serve Biddeford as it is today, focusing on avenues for representation of all types of art and artists
- Deliver on the implementation goals defined in the Cultural Plan, ensuring that the City's goals therein are met with quality and sustainability

We know that Engine's work will continue to propel Biddeford forward with momentum created by artists, community, and supporters like yourselves. We look forward to continuing this work together.

Sincerely,



Sarah Lafortune, Acting Director

Engine is excited to announce Nick Blunier as the organization's new Art Programming Director. Nick is already a familiar face to many as the founder of Common Roots Studio and the Community Art Bus. In addition to managing as many as 25 artists showing their work at the studio, he has been integral in planning Engine's seasonal ArtWalk and running Biddeford's annual Poker Crawl, which involves 37 downtown businesses.

Nick's passion for art began at a young age when he recreated his mom's favorite painting – Van Gogh's *The Starry Night* – in marker. He told Saco Bay News recently, "When I gave it to her, seeing her light up and going to get it framed just showed me how creating things can have an effect on people."

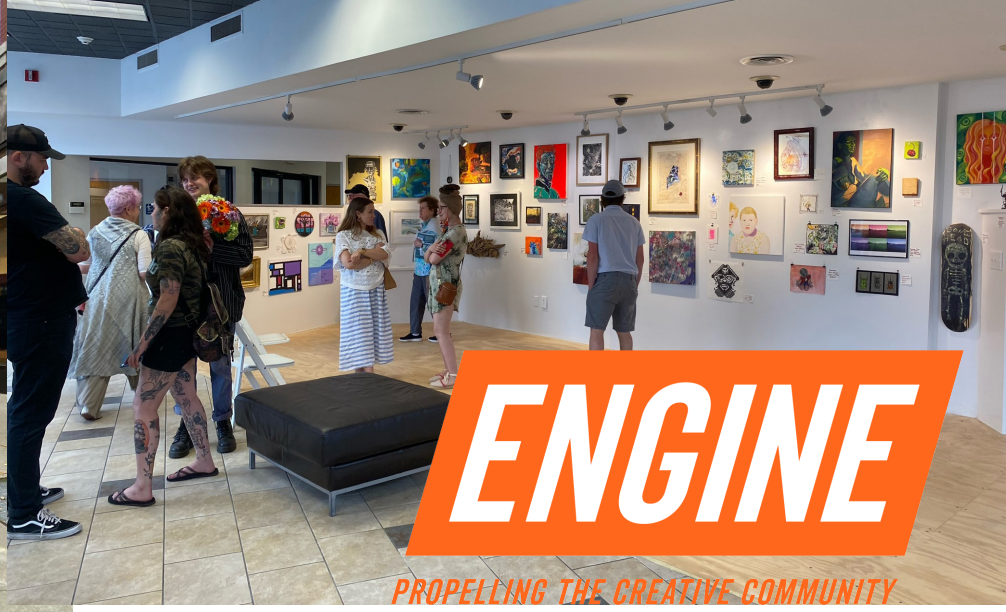
Much of Nick's work to date has focused on not only sharing artwork with people, but sharing the experience of creating art. Since May 2017, he has been the lead art teacher for Sweetser School, teaching project and curriculum-based learning to students in kindergarten through twelfth grade, including a media arts experiential learning program for high school aged students. The Community Art Bus, which Engine became a fiscal sponsor for in 2023, has delivered creative arts programming to approximately 5,000 children and adults in southern Maine who lack access to such opportunities. Nick also hosts monthly adult art nights at area restaurants and breweries.

"Engine received many amazing candidates and are very fortunate for all those who expressed interest in this position," said Abigail Bryant, Engine Board President. "What stood out about Nick was his energy and passion for helping fellow artists, in particular his presence in the art community and strong background in fundraising and advocacy. Nick will continue to provide opportunities and growth for the art community. Engine could not be happier to welcome him as our new Art Programming Director."

"Engine played a major role in my artistic development," said Nick. "Through my art course at University of New England, I was introduced to the organization and its founder, who helped me take the first steps to finally feel like an artist. When I found out about this position, I was immediately drawn to the idea so I could support the local arts community further."

Nick's wheels are already spinning with ideas for Engine to identify creative gallery space for artists to display and sell their work, as well as developing more programs and driving fundraising efforts to fuel the creative economy. With more than 10 years of working as an artist in the area, he hopes to use the connections he has made to provide artists with critical resources and expose the community to more art.

"I am so excited about the opportunities that have arisen in my first week on the job and I encourage anyone who feels the need for support or wants to learn more about Engine to connect with me."



ENGINE

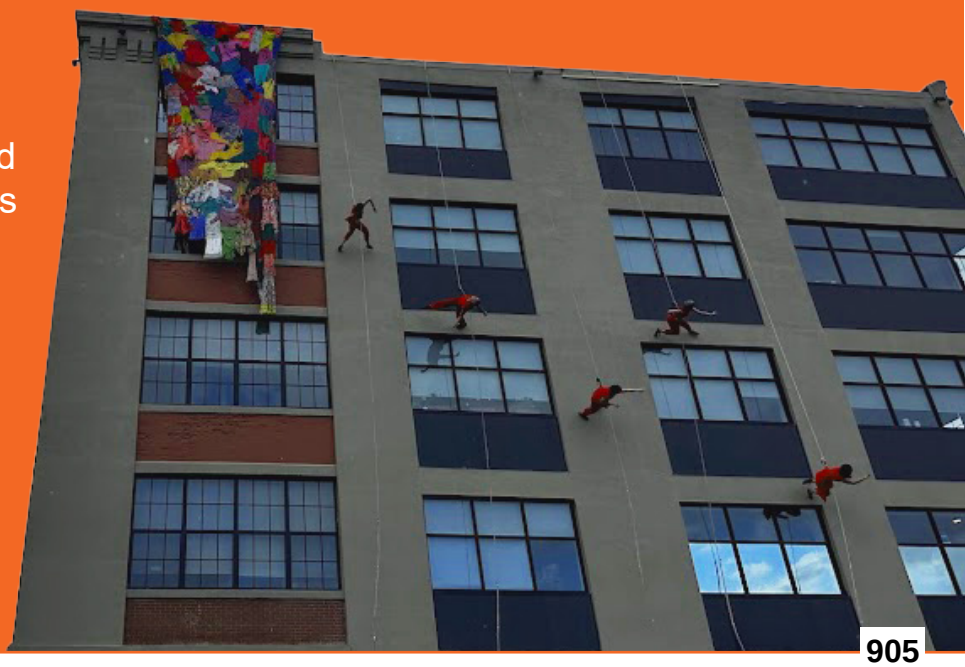
PROPELLING THE CREATIVE COMMUNITY

ENGINE, A 501(C)3 FOUNDED IN 2010, CONNECTS AND EMPOWERS ARTISTS THROUGH EQUITABLE ACCESS TO COMMUNITY, RESOURCES, AND CREATIVE OPPORTUNITIES.

- **6** ARTWALKS
- **4** GALLERY EXHIBITS
- **250+** VOLUNTEER HOURS
- **1,000s** SERVED

BANDALOOP

In partnership with Subcircle and Heart of Biddeford, Engine welcomed internationally acclaimed BANDALOOP for a series of events in August. Organizers invited the community to share stories about textile that were later woven into the music as dancers lowered themselves down the side of the Lofts at the Levee, turning the historic mill building into a dance floor for two awe inspiring 15-minute performances.



Engine | 501(c)3 corporation | PO Box 1681, Biddeford, Maine 04005 | 207.370.9130 | feedtheengine.org

MOBILE ART BUS

Common Roots Studio's Mobile Art Bus delivers high quality art supplies and expert creative instruction to communities who have limited access to these resources, including low-income families, unhoused families, new Mainers, physically or mentally disabled individuals, and other marginalized persons. In August, Engine became the fiscal sponsor for the Mobile Art Bus, which will help unlock additional funding to deliver creativity to more people in 2024.

> *We now have the support we need to grow our community project! With Engine as our fiscal sponsor, we can apply for grant funding, provide tax deductions for donations/ sponsorships, benefit other non-profit organizations, reach more communities, and truly grow the foundation of the bus!*
> - Nick Blunier, Mobile Art Bus Founder

FALL TOWN HALL

In September, Engine hosted a town hall meeting to engage community members as part of our strategic planning and vision for decentralization. From this feedback, Engine remains committed to being an advocate for local artists to help the creative community grow and thrive. This includes identifying grant opportunities and other resources in which Engine can serve as a fiscal sponsor, unlocking access that artists as individuals would not otherwise have.

DARKROOM @ ENGINE

After seven years of providing photographers a resource in southern Maine, the Darkroom @ Engine closed in July. Founder and director Tina Johnson started the darkroom when Engine was located at 128 Main Street, moved the whole set up to 163 Main Street, and tripled its membership even during pandemic restrictions.

> *The gratitude and appreciation for those who have helped me build this space with either money, time or materials is unmeasurable. For now, I focus my appreciation for everyone who made this space possible.*
> - Tina Johnson, Darkroom @ Engine Founder

100+
INTRO TO DARKROOM CLASSES

ENGINE
PROPELLING THE CREATIVE COMMUNITY

February 6, 2024

Attn: Shelly Macneill
Executive Assistant to the City Manager

To City Manager and City Council:

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For every $1 invested in arts and culture organizations, 8 times that is returned right into the local economy supporting our small businesses, retailers, and restaurants. Engine events attract at least 4,500 attendees every year, which means that your $20,000 investment will result in more than $160,000 spent right here in Biddeford. Data shows that cultural tourists spend more (on average) than other visitors, making Engine a valuable partner in supporting the economic revitalization of our City.

Creating spaces for creativity benefits Biddeford more broadly by supporting a diverse, culturally-rich, and connected community. All fee-based programs are offered on a sliding scale, and our free community events are open to all. Our long-standing collaboration with community-based, municipal, non-profit, and for-profit stakeholders has made Engine and Biddeford *the* arts and innovation leader in York County. Engine's multi-layered approach to arts and culture work, as well as its deep roots in the Biddeford community, make it an indispensable community resource.

In the last year, with your support, we:

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- Partnered with the Biddeford Cultural Coalition to lead the 5 year Cultural Plan's initiatives as Biddeford continues to revitalize

What is next? The city's continued support of Engine will help us:

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- Support the second cohort of IGNITE, Engine's successful arts-based small business incubator, including specific support for underserved individuals, launching their success as well as contributing to Biddeford's economic revitalization at the most local level
- Provide increased youth-focused programming: National Endowment for the Arts studies repeatedly demonstrate the positive impact of the arts for youth, including reducing dropout rates, increasing performance in non-arts classes like math and writing, and increasing the likelihood of finishing a college degree. In 2024 Engine will focus on three programs in this vein:
    - CRS Art Bus (outlined above)
    - Mill Studio Arts, providing reduced or free access to its diverse classes for youth (including summer and vacation camps) through new fiscal sponsorship by Engine
    - Compass, providing historic and place-based learning in the form of boat-building to at-risk youth from local schools.
- Provide a full calendar of Art Walks from May to October, supporting downtown brick-and-mortar businesses as well as all vendors who attend for street-side display, activating the downtown core for visitors and residents alike, fueling the creative economy
- Support the creation of a "decentralized gallery" downtown that matches local spaces/businesses to artists, hosts openings, artist talks, and breaks down barriers to fine art
- Lead expansion of public art and experiences, from large scale Fringe Fest, to curbside/outdoor performances, to a revived art talks and classes and permanent public art installations
- Fuel new community partnerships and outreach programs powered by Engine to serve Biddeford as it is today, focusing on avenues for representation of all types of art and artists
- Deliver on the implementation goals defined in the Cultural Plan, ensuring that the City's goals therein are met with quality and sustainability

We know that Engine's work will continue to propel Biddeford forward with momentum created by artists, community, and supporters like yourselves. We look forward to continuing this work together.

Sincerely,

Sarah Lafortune, Acting Director; Presented to the City by Bisrta Nikiforova

Engine has left the building, but the Biddeford arts group insists it isn't going anywhere

pressherald.com/2023/10/22/engine-has-left-the-building-but-the-biddeford-arts-organization-insists-it-isnt-going-anywhere

By Megan Gray October 22, 2023

Amira McIntire painted the walls of their artist studio at Engine and loved working there before they had to move out at the end of September. *Courtesy of Amira McIntire.*

The room was maybe 100 square feet in a former bank in downtown Biddeford, and the carpet did not smell great. But the window looked out on Main Street, and the monthly rent was unbeatable. So Amira McIntire replaced the flooring and painted the walls lavender with bold stripes of brown and coral.

The result was their first artist studio, a place to create and experiment. Or it was for a few months, until the arts nonprofit Engine shut down its 18 upstairs studios this fall amid plans to vacate its downtown building.

Engine is closing its physical location at 163 Main St. at the end of October because the building's owner is selling. The nonprofit started in 2010 as an early innovator in what is now a lively art scene in Biddeford. Rather than find a new home downtown, Engine is going remote, at least for now. A shared darkroom closed in July, and remaining artists had to clean out their studios by the end of September. The nonprofit has been selling everything from paintbrushes and half-rolls of tape to tables and office chairs.

Leaders are adamant that Engine is not actually going anywhere. Acting director Sarah LaFortune said the board is in the middle of strategic planning for the future and plans to continue signature events such as monthly Art Walks and the summertime Fringe Fest. But

Biddeford has changed dramatically in the years since Engine formed, and the nonprofit decided to take a step back to figure out how to serve the present-day city. Whether those needs include a brick-and-mortar location, LaFortune said, remains to be seen.

“We want to send the message to the community when they see that we are leaving our physical space that we are not going anywhere as an organization,” LaFortune said. “It’s been a quiet year for us with strategic planning. That doesn’t mean we’re not there to support artists.”

But some are uncertain and confused about the next steps. The organization’s founders, who are no longer involved, have questioned the board’s current approach. Artists say they are struggling to find studio space in the city for the same affordable rate that they paid at Engine.

“I was so gutted, to be honest,” McIntire, 33, said. “I had visions of the future, being there for years and seeing what it would bring to my life.”

AN EARLY INNOVATOR

Tammy Ackerman and Joshua Bodwell, two of the three founders of Engine, moved to the city in 2006. They saw a great desire for cultural events but no one to organize them, so they decided to do it themselves. They opened their first location where Elements is today, inspired in part by Portland arts venue Space.

“The community needed to have a focal point, a place for people to gather, a hub,” Ackerman said. “It needed to have visibility on Main Street, not off in the hinterlands of some industrial park. We wanted to be right downtown because we wanted to put a face on the arts of the community, so people could use that space for connecting.”

Engine has moved to four different addresses over the years but always remained downtown. The nonprofit has championed the Art Walk and developed the Fringe Fest, which this year included a performance from the vertical dance troupe Bandaloop. It also hosted gallery shows, such as an annual exhibition called Rumpus that welcomed submissions from artists of all ages, and live music. LaFortune said this year’s budget is roughly $250,000.

Delilah Poupore became the executive director of Heart of Biddeford in the early days of Engine, and the two nonprofits have often partnered on events. She said Engine has played a major role in the downtown revitalization.

“It’s been a key part of Biddeford’s growth, as well as a key part of Biddeford’s not losing its sense of self,” she said. “A dozen years ago, you could be out on the street for three days and not see another person. One business would open, and two more would close. Now that

is by no means the case, and that is because artists have made this a place to learn something new, see something beautiful."

Tina Johnson, 33, grew up in Biddeford and moved back to the city after art school. She is a black-and-white film photographer and dreamed about a shared darkroom where she and others could work. Ackerman offered her the space at Engine to start one, and Johnson raised the startup costs through an Indiegogo campaign. She offered memberships and classes at affordable rates for seven years.

"I had one artist driving from Boston to use the darkroom at Engine," Johnson said. "It's a testimony to the need for it."

Last year, Engine launched an arts business incubator called Ignite. Six candidates participated in an eight-week course and received up to $5,000 to develop or grow their businesses. Their work ranged from a community garden to a textile company that makes chalk bags for rock climbers. LaFortune said the board was excited about the outcomes of the pilot program and hopes to continue Ignite in some form in 2024.

Engine acting executive director Sarah LaFortune stands in one of the former studios in Biddeford on Friday. The nonprofit, which has been a driver and organizer in the arts community for more than a decade, is closing its physical location and artist studios. *Derek Davis/Staff Photographer*
Buy Image

Billy Giordano, who ran that program, said the creative economy is traditionally undervalued. He pointed to Ignite as an example of how Engine can help both grow arts businesses and spotlight their importance to the local economy.

“I think there’s a duty for those who understand arts business to help tell that story, and I think Engine is well positioned to do that,” he said.

Genius Black, also known as Jerry Edwards, was part of the pilot cohort for Ignite in 2022. Black now lives in South Portland but used to live in Biddeford and has performed at Fringe Fest. He is part of Gem City, a collective of musical artists who work together on wide-ranging projects; they are about to release a new music video. Black said Ignite helped him create a sharper vision for the business and gave him better tools to evaluate other proposals.

He credited Engine with seeing and acting upon the needs of working artists.

“I found that places like Engine, for instance, they really focus on getting money to artists,” Black, 42, said. “You want to support working artists? Pay them. And that’s real. A lot of people want working artists to do a lot of things. They’re excited, but excitement is not a spendable currency. (Engine) they pay artists, they plan with artists, they center on artists, they provide places for artists to be.”

A DIFFERENT APPROACH

At one time, Engine envisioned a permanent home in the historic Marble Block on Main Street.

The Reny family, which once operated one of its namesake department stores in the building, gave it to Engine in 2011. The nonprofit secured grants and donations to clean up hazardous materials in the building, complete a site survey, update the sprinkler system and develop plans for a renovation. LaFortune said that work was expected to cost at least $6 million in 2019, a number that would have only grown in the intervening years.

“Then the pandemic brought everything to a crashing halt,” LaFortune said. “The math for the board became risk mitigation for the sustainability of the organization combined with the limited ability to raise funds during the pandemic.”

In 2021, Engine sold the Marble Block to Bryan Holden, chief development officer of Luke’s Lobster, for $400,000. LaFortune said that sale provided a needed boost for the nonprofit during the pandemic, and she hopes the organization will be involved in programming at the Marble Block in the future.

Ackerman ran the organization for more than a decade, but she and Bodwell planned to move closer to Boston for his job in 2020. She left Engine but ultimately stayed in Biddeford, and she has since started a collective pottery studio called Mill Pond Ceramics Studio in the North Dam Mill. In an interview, she said she disagreed with the decision to sell the Marble Block.

“It’s a missed opportunity to push things forward and take the lead role in showing the arts community what it is they’re building,” Ackerman said. “It’s not the time to decentralize.”

“You decentralize, you disappear,” she added.

Engine has been housed at 163 Main St. since 2019 but never saw the building as a long-term home. The nonprofit learned at least a year ago that the landlord would be selling that building. LaFortune was on the board and stepped in as acting director in January after her predecessor stepped down for health reasons, she said. She and others saw the need to pause amid changes in both their location and their leadership.

LaFortune said the board is grateful for the vision and energy Ackerman brought to Engine, but both the pandemic and skyrocketing real estate costs have created new problems for the organization in recent years. LaFortune said Engine has heard the call for shared makerspace and studio space, but has struggled to find commercial space at a rent comparable to what they paid at 163 Main St. For now, Engine will share office space with Heart of Biddeford on Main Street.

“This decentralized approach is in response to external factors, but reducing the organizational overhead (like rent and utilities) will allow Engine to weave its offerings into spaces people frequent and fuel the arts community in new, exciting ways, such as taking the savings and creating artist scholarships or grants,” LaFortune wrote in an email. “Through this approach, Engine hopes to expand beyond a single gallery space, bringing artists to the public. This is evident in our partnership as a fiscal sponsor of the Mobile Arts Bus, which delivers creative programming to where community gatherings occur.”

Board members Bistra Nikiforova, left, and Christy Bergland look at items at a “yART” sale at Engine in Biddeford. The nonprofit, which has been a driver and organizer in the arts community for more than a decade, is closing its physical location and artist studios. *Derek Davis/Staff Photographer*
Buy Image

Chrystina Gastelum had a studio at Engine in years past for textile projects and is now on the nonprofit’s board. She said she moved to Biddeford in 2017 in part because she knew she could find an artistic community there. She noted the programs and organizations that

have grown up around the nonprofit in recent years, including dance organizations, a community theater, a yarn store, a children's art studio and retail shops selling fine art and craft.

"Engine has been many things to many people, and the specific needs of the community have changed over time," Gastelum wrote in an email. "What I find most inspiring is that Engine no longer is or needs to be the one and only art source in town."

'A BIG HOLE'

Artists in Biddeford said one of their major needs is physical space to make their work. Without Engine, their options for that space are even slimmer than before.

McIntire, who was a tenant at Engine for only a few months, has a background in printmaking and used the studio to explore a new interest in fiber arts and carpet making. They live less than a half mile from the studio and found greater focus in a dedicated workspace away from home. But McIntire is back to working in their basement because other options for studio space are significantly more expensive than the $150 per month they paid at Engine.

"Every time I would walk downtown and peer into the windows and see their gallery space, it felt so nice to know that there were people who cared about the arts and getting it out there," McIntire said. "I feel like Engine was so supportive of just anyone who wanted to be involved."

Tyler Varlese, 33, and Sarah Korman, 37, moved to Maine from Connecticut in March 2020, and they met most of the people they know in Biddeford at events hosted by Engine. Korman is a metalsmith and jewelry designer, and Varlese paints and works with clay. They spent months on a waitlist before they got their shared studio at Engine for $300 a month in March 2021.

Monica Davis, a local artist and co-founder of Hydra Art Collective, plays around with tulle fabric at a "yART" sale at Engine. *Derek Davis/Staff Photographer*
Buy Image

They said they felt sad and confused when they heard about Engine's plans to close its space, including the studios. Like others, they relocated their work to their Biddeford apartment. They participated in a town hall meeting this fall to share their thoughts and needs with the organization. They are hopeful that Engine will still host the Art Walk and other events they love, but they said the studios are a major loss.

"It feels like a big hole in the arts in Biddeford," Korman said.

Johnson also shut down the darkroom this summer. She said she has always thought of Engine as a gathering place – to see art, to listen to music, to make friends, to be together – and she isn't sure how the organization will replicate those opportunities without a location of its own.

"I think they're going to be heavily relying on downtown businesses to host events, to have a place to do those things, so it'll definitely be different," she said. "It's hard to know what that will look like."

Deep Water: 'Piano,' by Mike Bove
Art review: See work by Alison Hildreth ranging from her early career to still wet

© 2023

Water Quality Report
Biddeford, 2023

Cheri Dunning, Executive Director
cheri@srcc-maine.org – 207-625-8123 – www.srcc-maine.org – P.O. Box 283, Cornish ME 04020

RIVERS
WATER QUALITY MONITORING PROGRAM

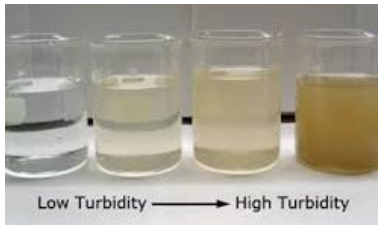
Regional Interstate Volunteers for the Ecosystems and Rivers of Saco

- Founded in 2002 after a pilot year in 2001.
- Joint venture between Green Mountain Conservation Group (GMCG) and the Saco River Corridor Commission (SRCC) that monitors over 65 sites throughout NH and ME.
- Each group follows a shared Quality Assessment Project Plan (QAPP) that is approved by both MEDEP, NHDES, and the EPA (renewed in 2020).
- Citizen science program run by trained staff and volunteers throughout the watershed community.
- Sampling occurs biweekly from May through September.

RIVERS parameters

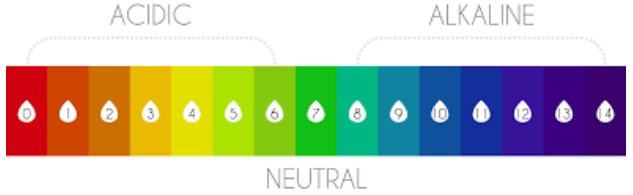
SRCC staff and volunteers observed:

- Turbidity
  - Clarity of the fluid.
  - Higher level of suspended particles = higher temperature.

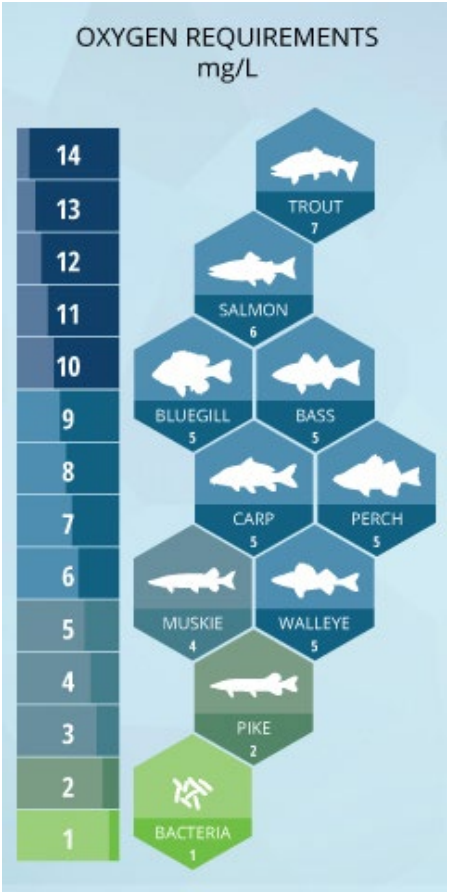


- Temperature
  - Metabolism increases with higher temperatures, which can result in lower DO readings.
  - Different organisms prefer different temperatures.

- pH
  - Pure water is 7.0.
  - Most natural water in NH is slightly acidic.
  - Aquatic life prefers pH between 6.5 and 8.2.



- Dissolved Oxygen (O_2)
  - Measures ability to support life.
  - Aquatic plants produce oxygen during the day, while respiration (oxygen consumption) occurs continuously. Therefore, at dawn levels of DO are at their lowest.



- Conductivity
  - Ability of water to pass an electrical charge.
  - Based on other elements in the water that have positive (Mg^+, Ca^+) or negative (Cl^-, NO_3^-) charges.
  - Proxy for road salt (NaCl or $CaCl_2$).

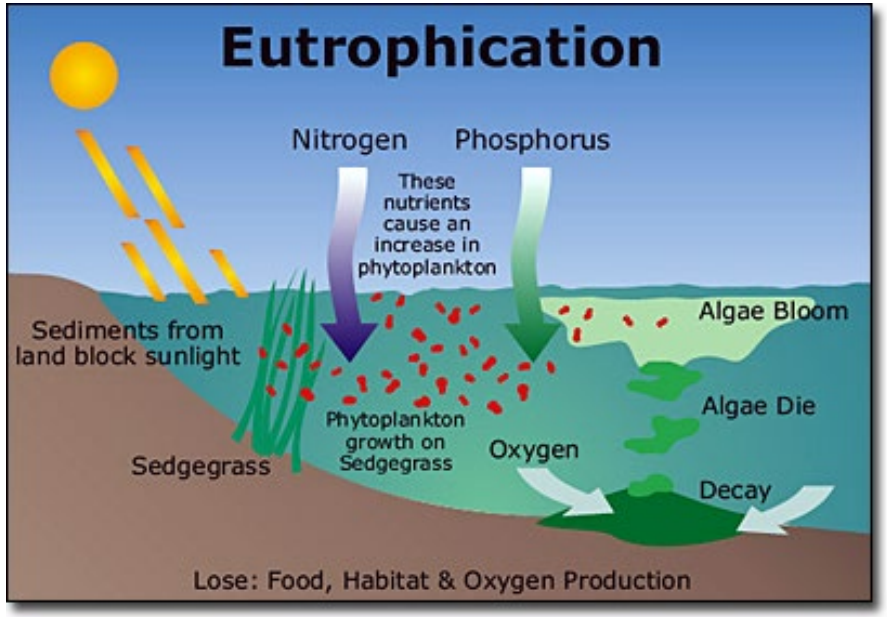
	µS/cm
DISTILLED WATER	0.5 - 3
MELTED SNOW	2 - 42
TAP WATER	50 - 800
POTABLE WATER IN THE US	30 - 1500
FRESHWATER STREAMS	100 - 2000
INDUSTRIAL WASTEWATER	10000
SEAWATER	55000

- General changes to their site:
  - Road work.
  - New construction/demolition.
  - Invasive plant presence.

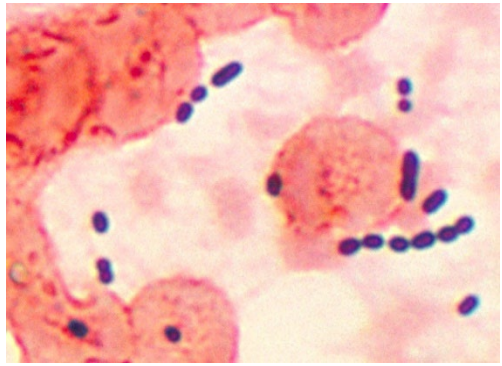
Nutrient and bacteria parameters measured

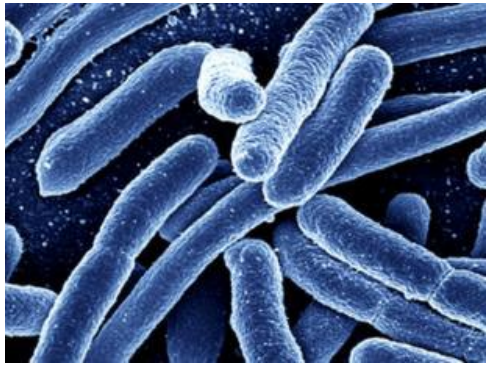
Analysis done by NH Water Resources Research Center (WRRC) at UNH and the SRCC

- Nitrogen (NO_3/NO_2, TDN) and Phosphorus (TP, PO_4):
  - Nitrogen and phosphorus are major components of organic matter.
  - Plants use high amounts of nitrogen and phosphorus to grow.
  - Bacteria can fix atmospheric nitrogen into a useable form but must get phosphorus from their environment.
  - High levels are typically due to fertilizer and/or sewage pollution and are toxic to both plants and animals.
  - Bacteria can proliferate when high levels of nitrogen and phosphorus are present, which can lead to eutrophication of lakes and cyanobacteria blooms.



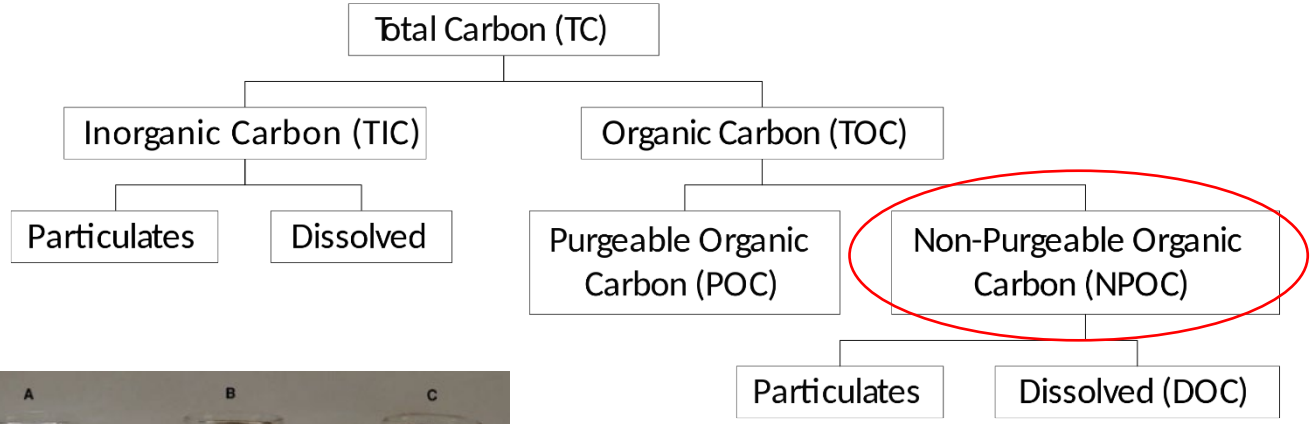
- *Enterococcus* and *E. coli*
  - Found in lower intestines of warm-blooded animals.
- In water ways, *Enterococcus* and *E. coli* are indicators of fecal pollution, either human or animal derived:
  - Presence of *Enterococcus* in a water sample suggests other disease-causing viruses and bacteria to also be present in the sample, like *E. coli.*
  - Many *E. coli* strains are harmless but there are some that can cause diarrhea, cramps, and vomiting if consumed.
  - Exposure to these disease vectors can cause swimmers/recreation users to become sick.

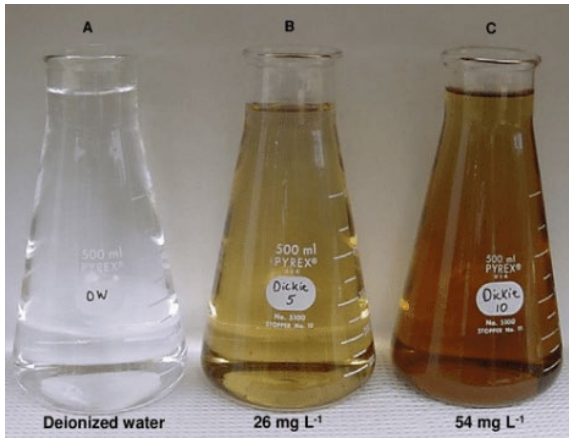




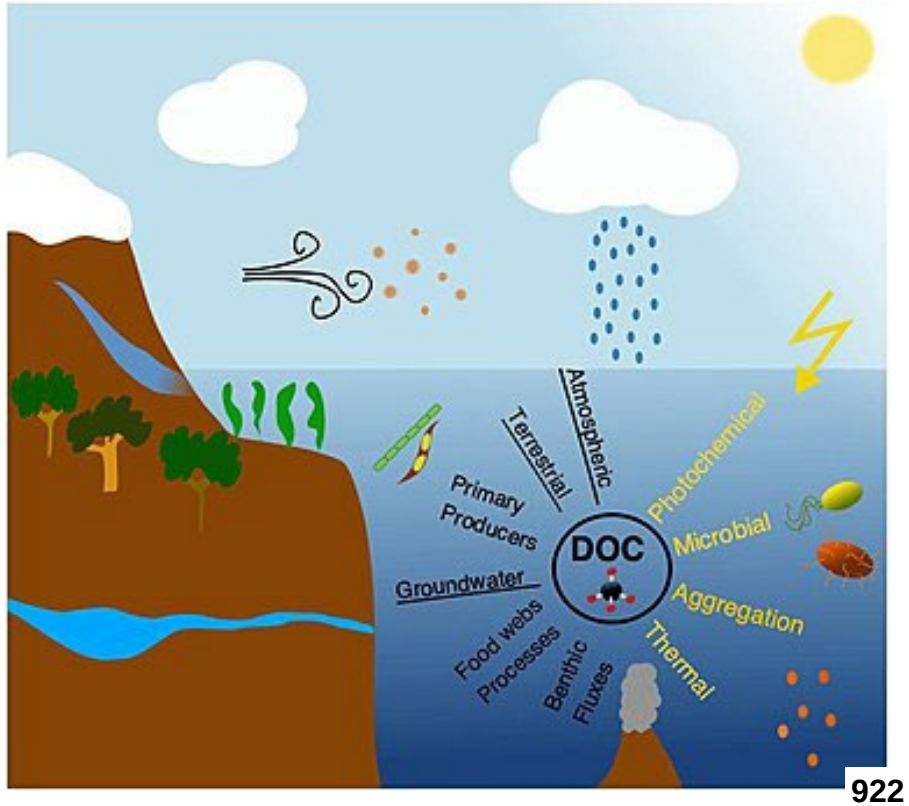
Non-Purgeable Organic Carbon (NPOC)

- Comprised of Dissolved Organic Carbon (DOC) and carbon particulates.
- Carbon remains after purging the sample with gas.
- Organic carbon comes from dead/decaying organic matter, fertilizers, detergents, herbicides, and other industrial chemicals.
- Plays an important role in numerous physical, chemical, and biological processes of aquatic environments:
  - Binds metals and nutrients.
  - Can change water transparency and color.
  - Affects pH and alkalinity.
  - Substrate in microbial production.



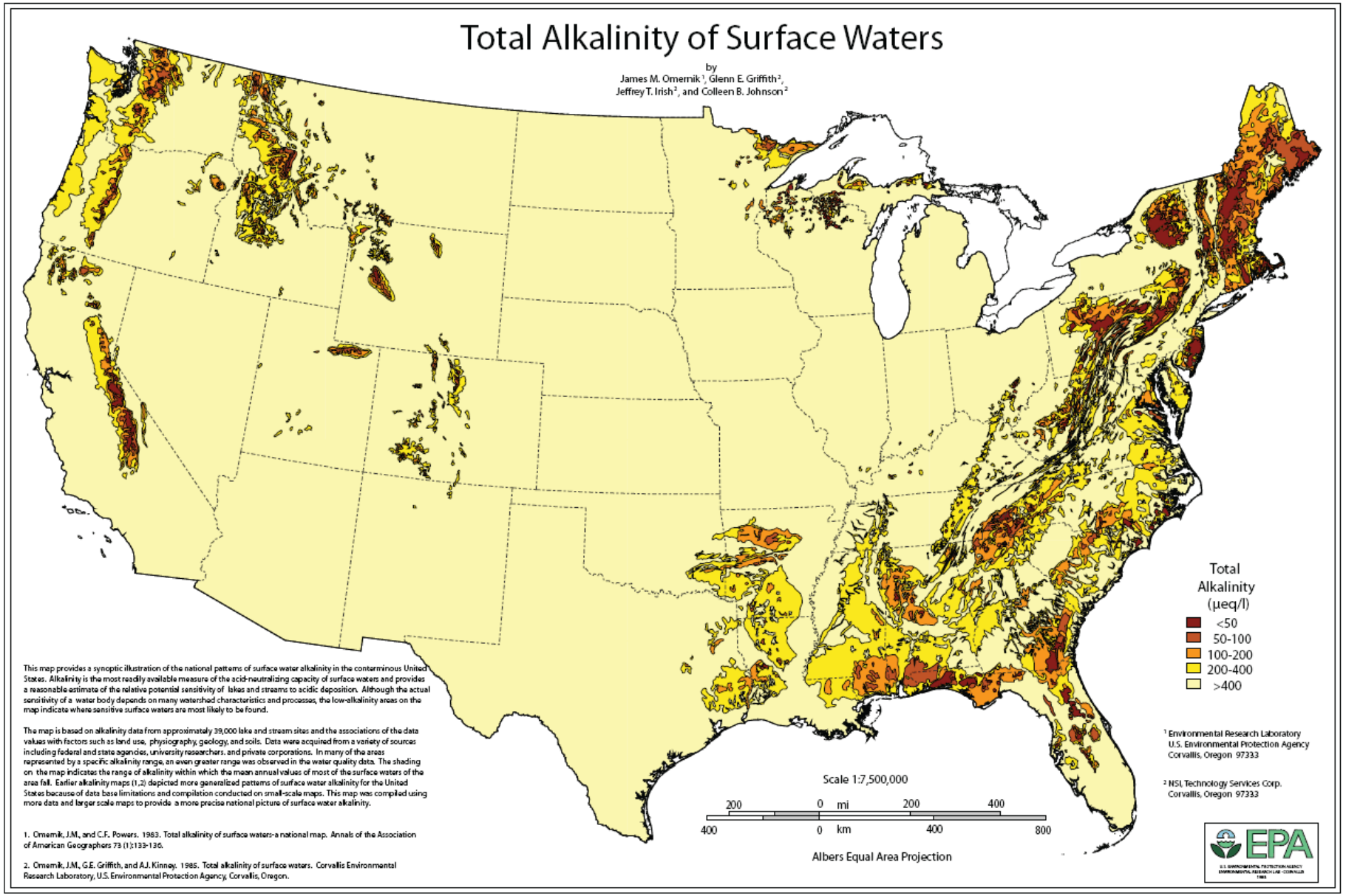


An example of dissolved organic carbon (DOC) in stream water. Two water samples (B and C) contain DOC that imparts a tea color. The water on the left (sample A) contains no DOC and is colorless (photo courtesy of Jeff Hudson).



Alkalinity

- The buffering capability of water.
- Measures the ability of the water body to neutralize acids and bases and thus maintain a fairly stable pH level.
- Based on geology of the area.
- No standards, New England levels tend to be low.

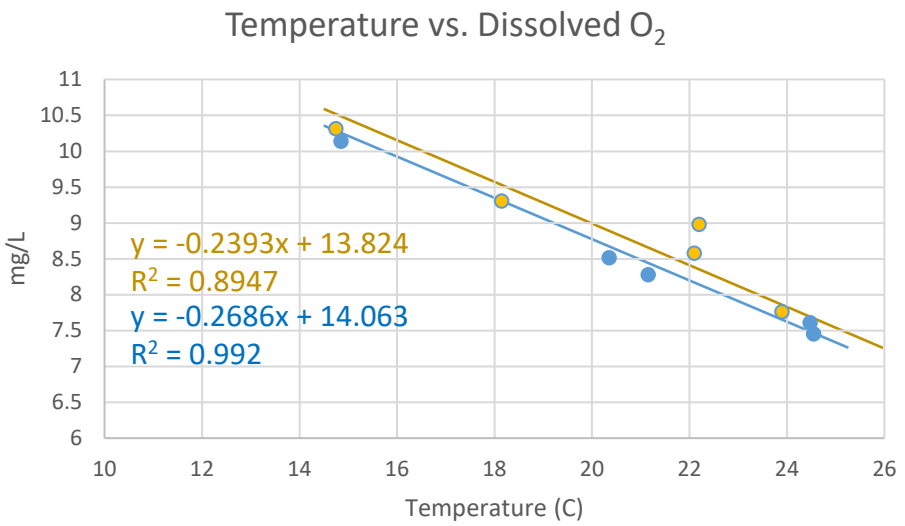


Water Quality Parameters Guideline

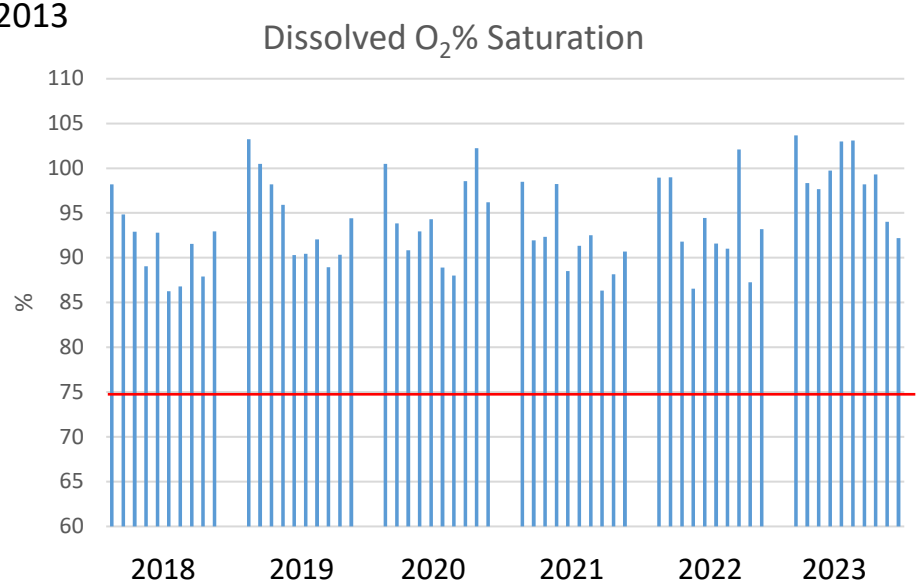
Parameter	Acceptable Limits
Dissolved Oxygen	Above 75% saturation; between 6-12mg/L for freshwaters; above 85% in estuary locations for Class SB (Class SA as naturally occurring)
Temperature	No standard
Turbidity	10 NTUs or lower; preferably in the 1 NTU range
Conductivity	Below 500uS/cm in rural areas; 1500uS/cm in urban areas
Total Phosphorus	Below 30ug/L
Enterococcus	Geometric mean below 8 CFU and single samples must be below 54 CFU for 90% of samples taken in a given 90-day period (Class SA and SB)
E. coli	Naturally occurring for Class AA; below a geometric mean of 64 CFU for Class B
pH	Between 6-8; usually around 6.5
Dissolved Organic Carbon (NPOC)	No standard; usually between 1-10mg/L
Total Dissolved Nitrogen	Below 0.5mg/L
Orthophosphate (PO_4)	Below 10ug/L
Nitrates/Nitrites (NO_3/NO_2)	Below 1mg/L
Alkalinity	No standard; variable depending on geology

S28 - Across Route 5 Bridge from Homestead Campground, Saco

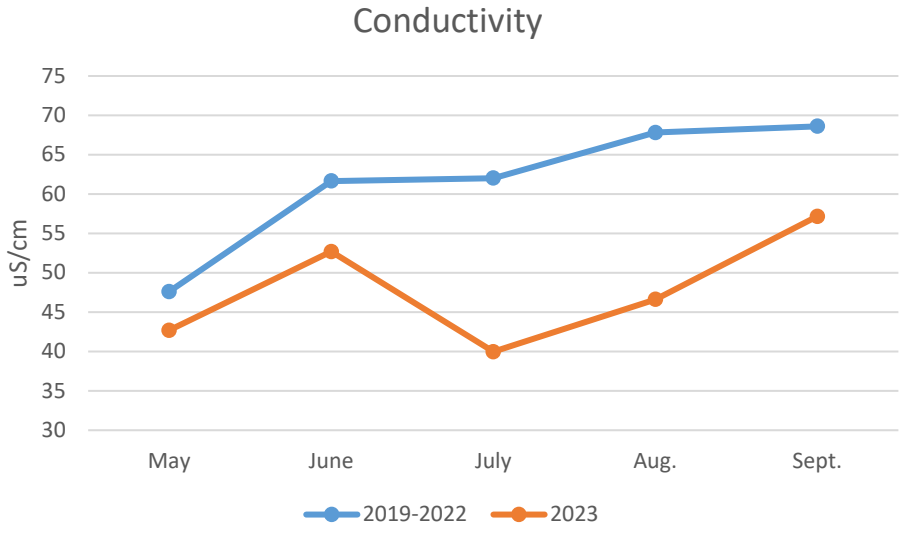
Monitored since 2013



Dissolved Oxygen (DO) has an inverse relationship with temperature: as temperature increases DO decreases. The R^2 values from 2023 (orange) show a similar value compared to combined 2018-2022 values (blue) which indicates not much change overall for DO levels.



Maine State DO standard for Class AA waters is above 75% during the months SRCC tests.



As water levels decrease over the summer, conductivity levels tend to increase. It is not because the salt level increases, but rather the water level decreases so the salt is more concentrated.

Year	CFUs	Rating
2018	40.79	Fair
2019	27.10	Good
2020	34.40	Good
2021	55.73	Fair
2022	25.35	Good
2023	45.87	Fair

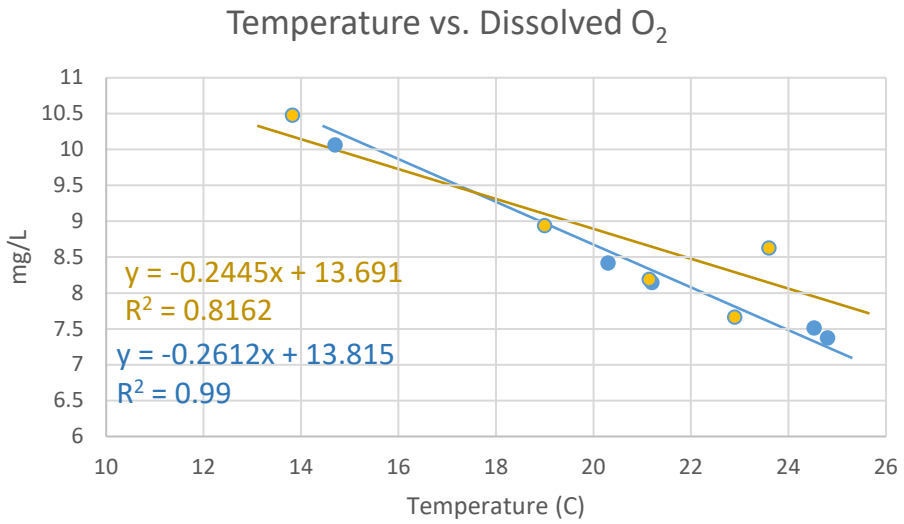
Maine state *E. coli* standard for Class B waters is below 64 CFU.

Parameter	Trend	Explanation
pH	Stable	No significant trends; data show low variability
Turbidity	Stable	No significant trends; high in 2023
TDN	Low	Within acceptable limits
TKN	Stable	No significant trends; data show moderate variability
TP	High in 2023	At nuisance levels
NO_3/NO_2	Low	Within acceptable limits
PO_4	High in 2023	At nuisance levels
NPOC	Low	Within expected levels

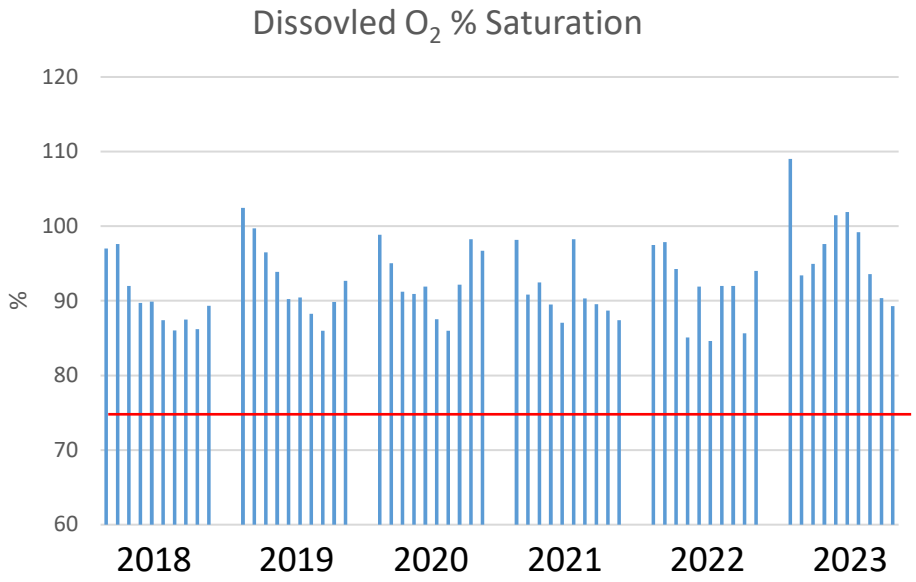
Trends observed in pH, turbidity, and TP from 2017-2022 show stable levels within appropriate ranges. TDN, NO_3/NO_2, and PO_4 sampling began in 2021 so no trend can be determined. NPOC began in 2022 and is within expected levels.

S20 - Off of South Street, Biddeford

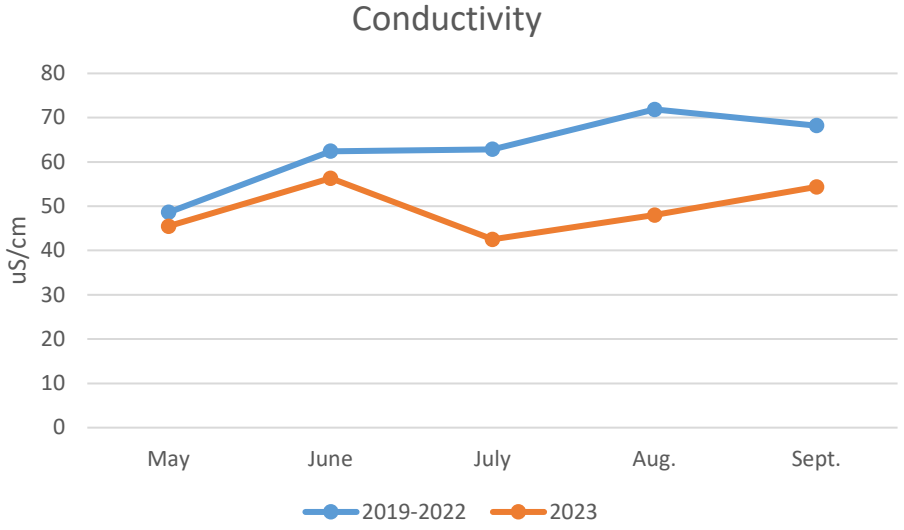
Monitored since 2001



Dissolved Oxygen (DO) has an inverse relationship with temperature: as temperature increases DO decreases. The R^2 values from 2023 (orange) show a less correlative value compared to combined 2018-2022 values (blue). This may be due to the higher amount of TP that was observed this year.



Maine State DO standard for Class AA waters is above 75% during the months SRCC tests.



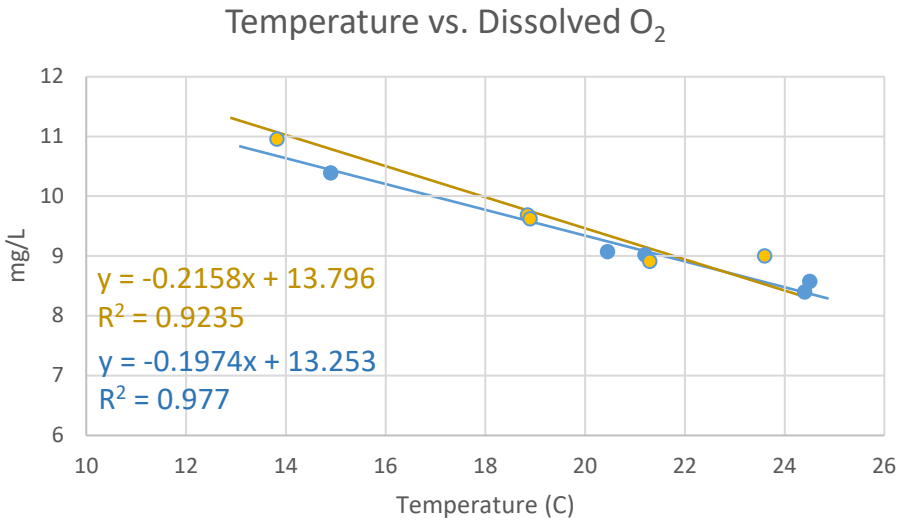
As water levels decrease over the summer, conductivity levels tend to increase. It is not because the salt level increases, but rather the water level decreases so the salt is more concentrated.

Parameter	Trend	Explanation
pH	Stable	Low variability, no significant trends
Turbidity	Stable	Low variability, no significant trends
NPOC	In Range	Within appropriate levels
TP	High in 2023	At nuisance levels
PO_4	High in 2023	At nuisance levels
TDN	Low	Within appropriate levels
NO_3/NO_2	Low	Within appropriate levels

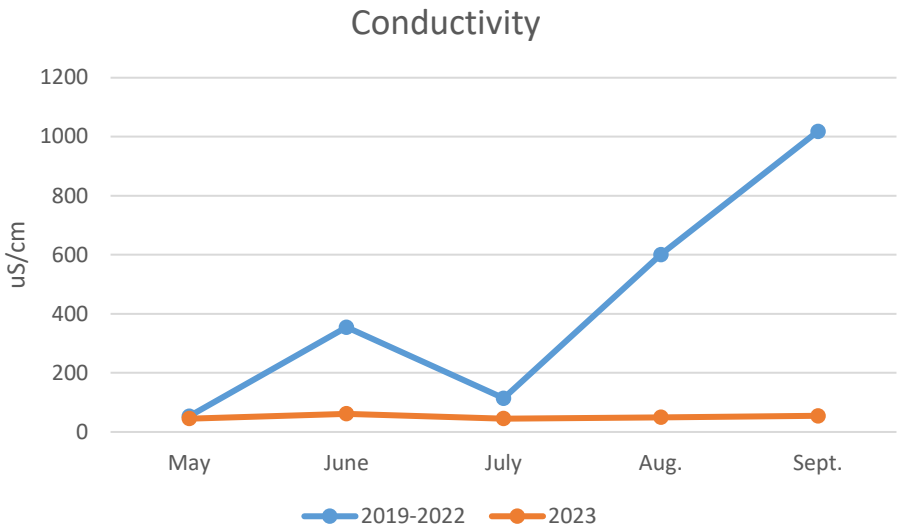
Trends observed in pH and turbidity from 2017-2022 show stable levels within appropriate ranges. TDN, NO_3/NO_2, and PO_4 sampling began in 2021 so no trend can be determined, though PO_4 was high in 2023. NPOC began in 2022 and is within expected levels. TP and PO_4 were high in 2023 at 43ug/L and 10ug/L respectively.

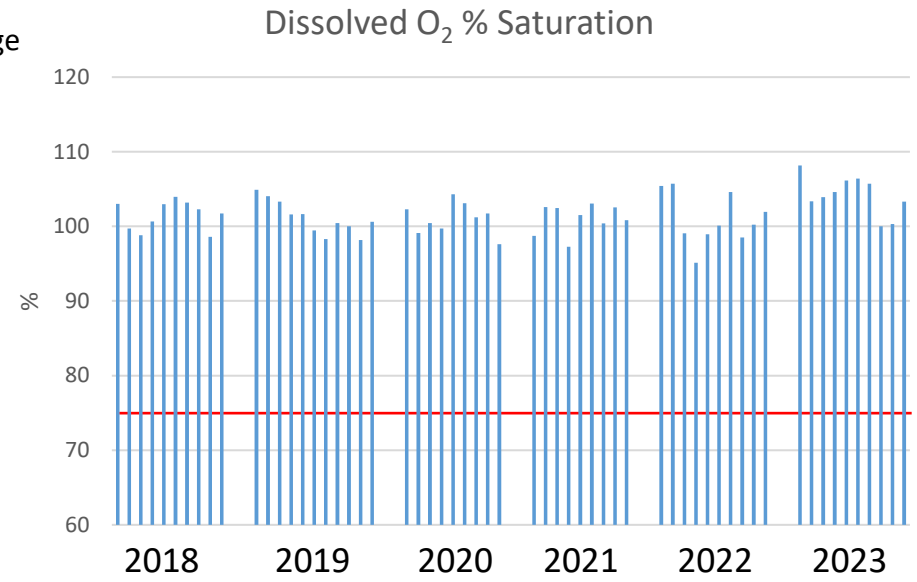
S22 - Rumery's Boat Yard, Biddeford (1/2)

Monitored since 2016



Dissolved Oxygen (DO) has an inverse relationship with temperature: as temperature increases DO decreases. The R^2 values from 2023 (orange) show a similar value compared to combined 2018-2022 values (blue) which indicates not much change overall for DO levels.





Maine State DO standard for Class SB waters is above 85% during the months SRCC tests.

As water levels decrease over the summer, conductivity levels tend to increase. It is not because the salt level increases, but rather the water level decreases so the salt is more concentrated. It should be noted that this site is tidal influenced, so salt levels are expected to be higher here. In 2023 there was so much rain that the conductivity levels remained low all season.

S22 - Rumery's Boat Yard, Biddeford (2/2)

Monitored since 2016

Year	CFU/ MPN	Rating
2020	18.47	Above class SA and SB standards
2021	39.25	Above class SA and SB standards
2022	533	Above class SA and SB standards
2023	52.5	Above class SA and SB standards

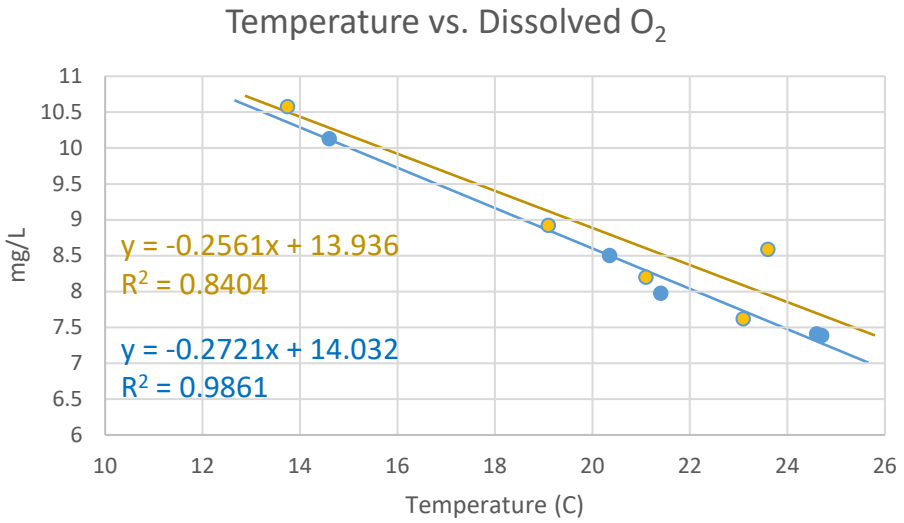
Maine state *Enterococcus* standards for Class SA/SB waters states that the geometric mean of samples in any 90-day period must be below 8 CFU, and that individual samples cannot exceed 54 CFU for more than 10% of samples in any 90-day period.
"MPN" is a method of measuring *Enterococcus* that is equivalent to CFU.

Parameter	Trend	Explanation
pH	Stable	Low variability, no significant trends
Turbidity	Stable	Low variability, no significant trends
NPOC	--	Within appropriate levels
TP	High in 2023	At nuisance levels
PO_4	High in 2023	At nuisance levels
TDN	Low	Within appropriate levels
NO_3/NO_2	Low	Within appropriate levels
Alkalinity	--	Within expected levels

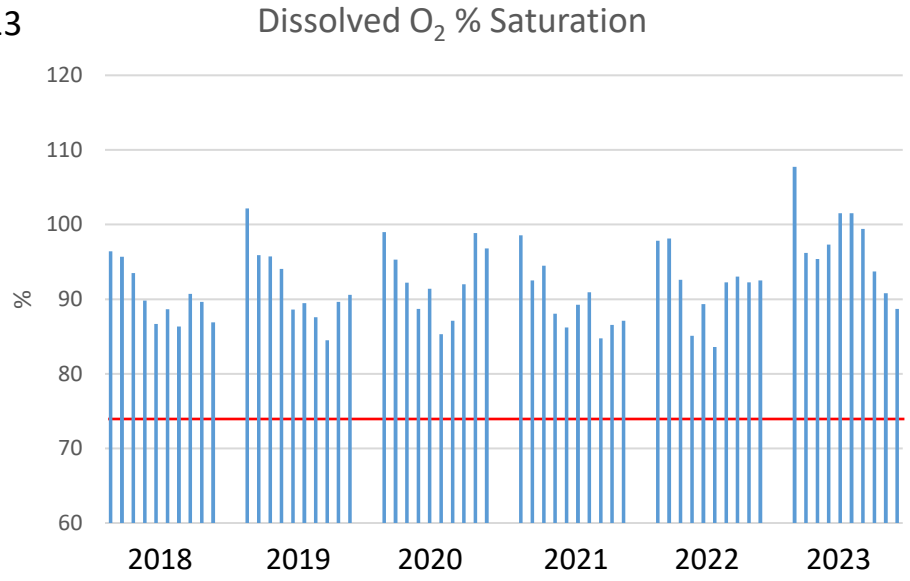
Trends observed in pH and turbidity from 2018-2023 show stable levels within appropriate ranges. TDN, NO_3/NO_2, alkalinity, and NPOC sampling began in 2022 so no trend can be determined, those levels are in expected ranges. TP and PO_4 testing also began in 2022, and in 2023 the levels were over the ideal limit at 36ug/L and 14ug/L respectively.

S30- Irving Street Boat Launch, Saco

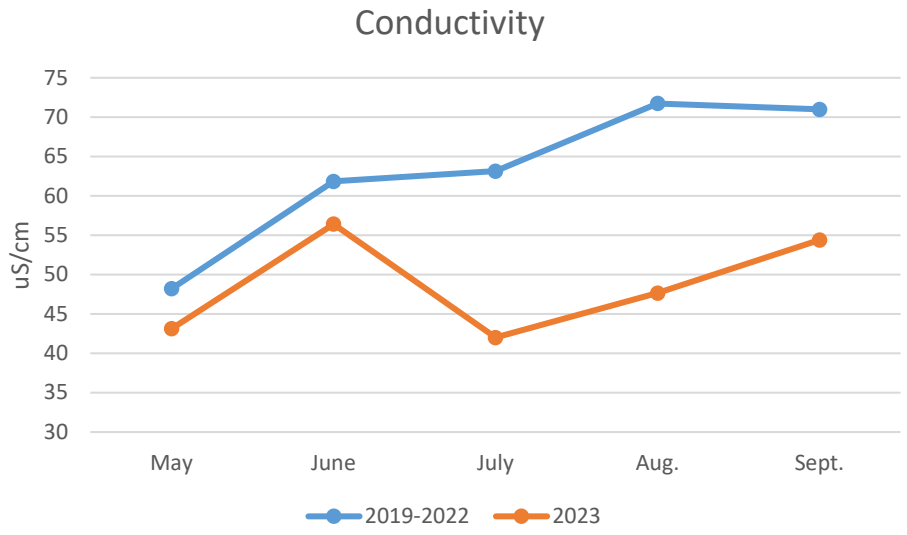
Monitored since 2013



Dissolved Oxygen (DO) has an inverse relationship with temperature: as temperature increases DO decreases. The R^2 values from 2023 (orange) show a slightly lower value compared to combined 2018-2022 values (blue) which indicates an imperfect relationship between DO and temperature.



Maine State DO standard for Class AA waters is above 75% during the months SRCC tests.



As water levels decrease over the summer, conductivity levels tend to increase. It is not because the salt level increases, but rather the water level decreases so the salt is more concentrated.

Year	CFU	Rating
2018	53.41	Fair
2019	32.13	Good
2020	27.63	Good
2021	100.39	Over Class B
2022	20.92	Good
2023	81.71	Over Class B

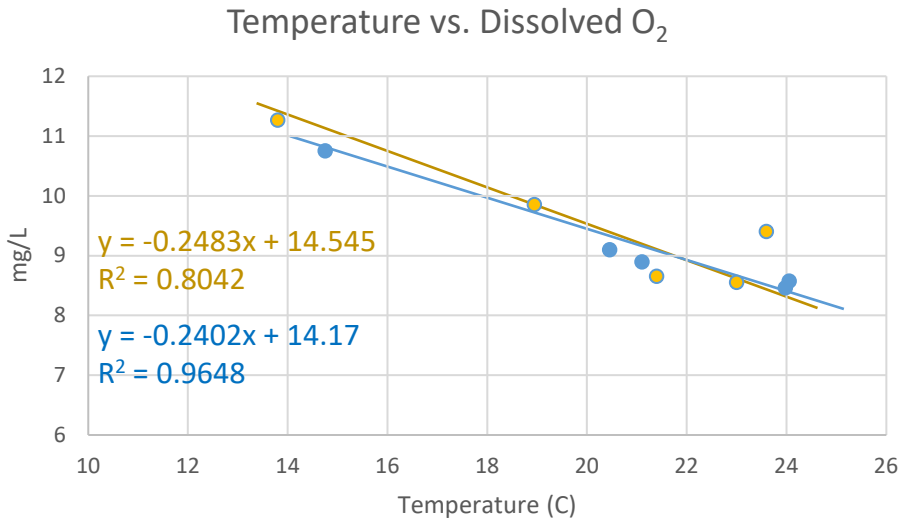
Maine state *E. coli* standard for Class B waters is below 64 CFU.

Parameter	Trend	Explanation
pH	Stable	No significant trends; data show low variability
Turbidity	Stable	No significant trends; highest 5 year level in 2023

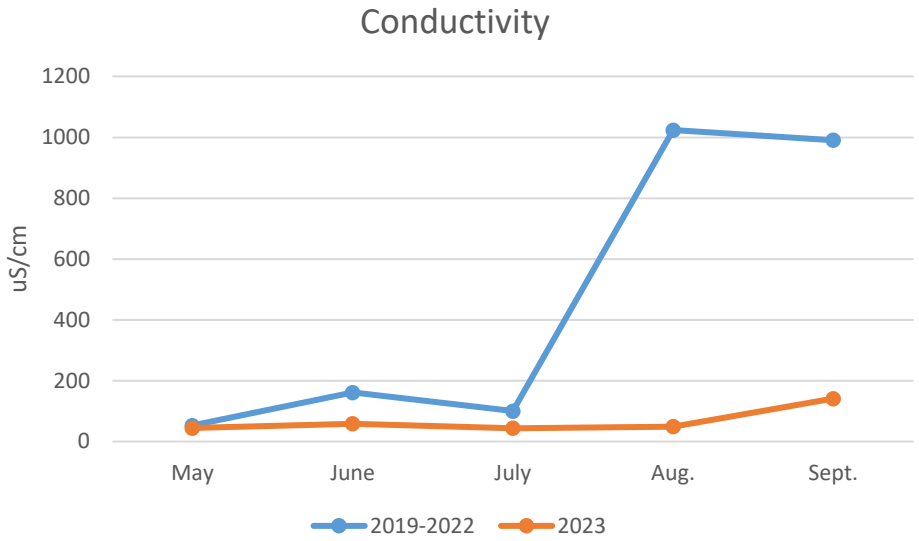
Trends observed from 2018-2023 show stable levels within appropriate ranges.

S21- Public Boat Launch off of Front Street, Saco (1/2)

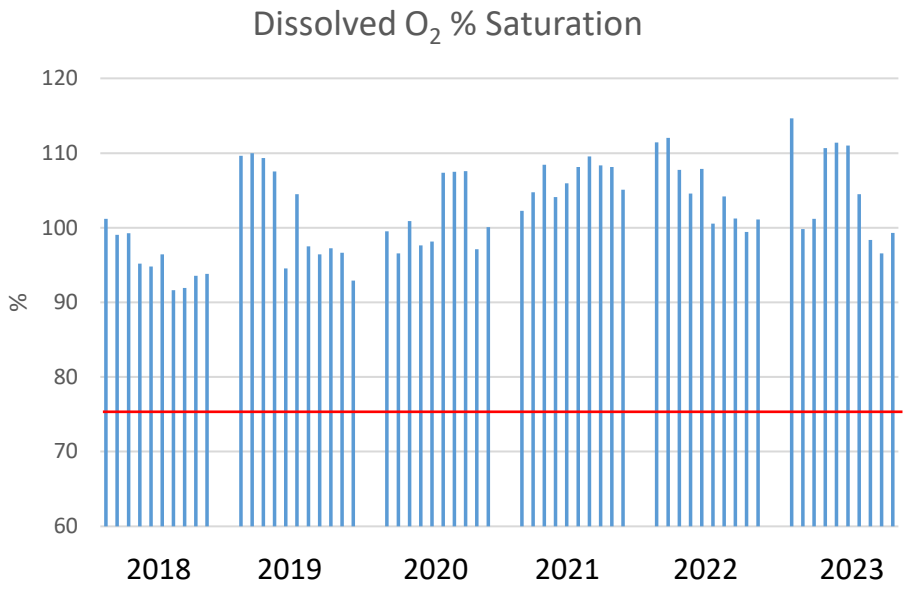
Monitored since 2001



Dissolved Oxygen (DO) has an inverse relationship with temperature: as temperature increases DO decreases. The R^2 values from 2023 (orange) show a similar value compared to combined 2018-2022 values (blue) which indicates not much change overall for DO levels.



As water levels decrease over the summer, conductivity levels tend to increase. It is not because the salt level increases, but rather the water level decreases so the salt is more concentrated. It should be noted that this site is tidal influenced, so salt levels are expected to be higher here. In 2023 there was so much rain that the conductivity levels remained low all season.



Maine State DO standard for Class AA waters is above 75% during the months SRCC tests.

S21- Public Boat Launch off of Front Street, Saco (2/2)

Monitored since 2001

Year	CFU/ MPN	Rating
2020	45.31	Above SA and SB limits
2021	64.20	Above SA and SB limits
2022	672.71	Above SA and SB limits
2023	46.74	Above SA and SB limits

Maine state *Enterococcus* standards for Class SA/SB waters states that the geometric mean of samples in any 90-day period must be below 8 CFU, and that individual samples cannot exceed 54CFU for more than 10% of samples in any 90-day period.
"MPN" is a method of measuring *Enterococcus* that is equivalent to CFU.

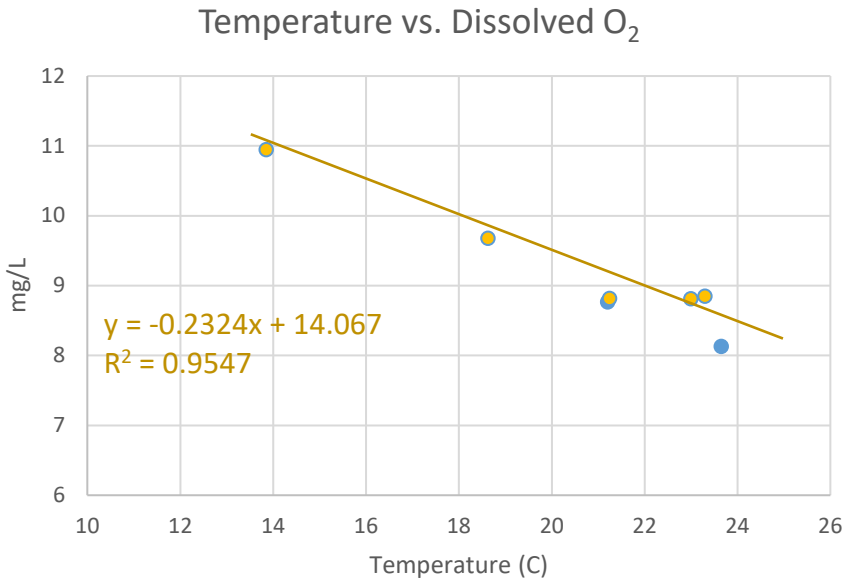
Parameter	Trend	Explanation
pH	Stable	Low variability, no significant trends
Turbidity	Stable	Highest levels seen in 2023
NPOC	--	Within appropriate levels
TP	High in 2023	At nuisance levels
PO_4	High in 2023	At nuisance levels
TDN	Low	Within appropriate levels
NO_3/NO_2	Low	Within appropriate levels
Alkalinity	--	Within expected levels

Trends observed in pH and turbidity from 2017-2022 show stable levels within appropriate ranges. TDN, NO_3/NO_2, alkalinity, and NPOC sampling began in 2022 so no trend can be determined, those levels are in expected ranges. TP and PO_4 also began being monitored in 2022; levels in 2023 are at nuisance levels with a median value for TP of 65.1ug/L and a median value for PO_4 for 16.4ug/L.

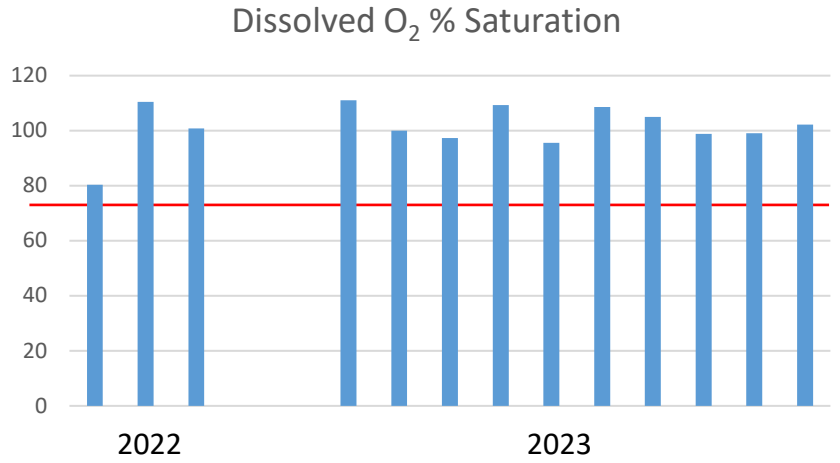
S21B - Downhill of Gazebo at 68 Front Street, Saco

Monitored since August 2022

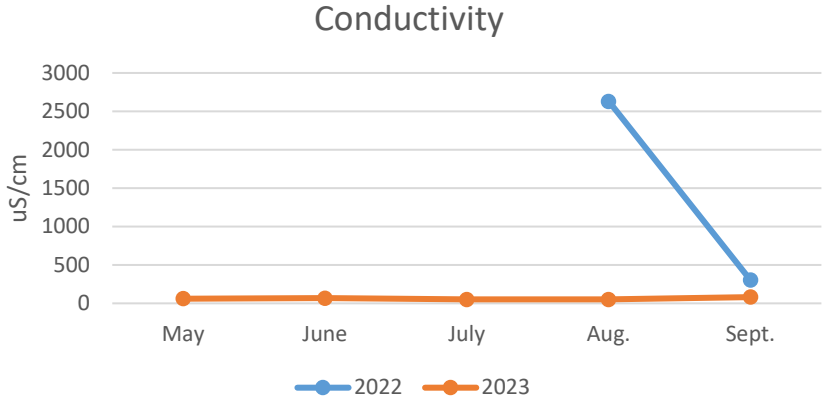
Requested as additional test site due to high exceedances at the Front Street Public Boat Launch;
Suggested by the Water Resource Recovery Office of the City of Saco (68 Front Street; tidal portion by gazebo)



Dissolved Oxygen (DO) has an inverse relationship with temperature: as temperature increases DO decreases. The R^2 values from 2023 (orange) are linearly correlated, meaning changes in DO are due to temperature and vice versa. The R^2 values from 2023 (blue) cannot be determined from two month's worth of data.



Maine State DO standard for Class AA waters is above 75% during the months SRCC tests.



Parameter	Trend	Explanation
Turbidity	Lower in 2023	Moderate variability
pH	---	Within expected ranges

Turbidity monitoring began in 2022, so no trend can be determined. However in 2023 it was lower than in 2023. Monitoring for pH began in 2023.

As water levels decrease over the summer, conductivity levels tend to increase. It is not because the salt level increases, but rather the water level decreases so the salt is more concentrated. This site is tidal influenced. The amount of rain observed in 2023 kept the conductivity levels low all season.

Year	CFU	Rating
2022	477.6	Above SA and SB limits
2023	41	Above SA and SB limits

Maine state *Enterococcus* standards for Class SA/SB waters states that the geometric mean of samples in any 90-day period must be below 8 CFU, and that individual samples cannot exceed 54 CFU for more than 10% of samples in any 90-day period.

Rotary Park, Biddeford

Monitored since 2013
E. coli only at this location
Testing done weekly from June through August

- Testing consists of 2 samples taken per sampling event, as budget allows.
- Resampling happened only once this summer (end of August).
- *E. coli* amounts returned to normally observed levels after 2021's results but have risen again in 2023.

Year	CFUs	Rating
2018	47.32	Fair
2019	27.58	Good
2020	36.25	Good
2021	125.28	Over class B
2022	37.86	Good
2023	115.8	Over class B

Maine state *E. coli* standard for
Class B waters is below 64 CFU.

Overall comments on Biddeford's water quality

- Water quality for the sites tested in 2023 is good, though some parameters have been above or are approaching EPA/MEDEP acceptable limits.
  - Orthophosphate (PO_4) is slightly over ideal limits at S22, S21, S20, and S28.
  - Total Phosphorous (TP) was high at these four sites as well, above the ideal limit of 30ug/L.
    - This may be due to the high level of flooding observed this year that caused nutrients to be brought into the waterways via runoff.
  - *Enterococcus* levels at S21 and S22 have been above the Class SA and Class SB limits of 8 CFUs over a 90-day period. Levels at these sites have been consistently high over the past few years.
  - S21B, monitored at the request of the city of Saco, was also above Class SA and SB limits.
  - Rotary Park *E. coli* levels in 2023 were high again, similar to values found in 2021.
- Ways to improve and protect water quality:
  - Make sure there is a substantial buffer of riparian vegetation near running water.
  - Use Best Management practices (BMPs) to prevent erosion and nutrient loading.
  - Consider reduced/no salt areas around bodies of water.
    - Recalibrate trucks so salt stays on road.
    - Brining if possible – uses about 25% of the salt annually, vs the traditional method.
  - Have septic systems checked and maintained regularly.
  - Consider having Port-a-Potties at popular swim areas.
  - Look for obvious sources of nitrogen loading, such as fertilizer use near waterways.

Kennebec
BEHAVIORAL HEALTH

Administrative Offices & Clinic
67 Eustis Parkway
Waterville, Maine
04901-5173
207-873-2136
1-888-322-2136
207-872-4522 Fax

Augusta Clinic
66 Stone Street
Augusta, Maine
04330-5227
207-626-3455
207-626-3612 Fax

Medication Clinic
11 Caldwell Road
Augusta, Maine
04330-5227
207-213-2037

Skowhegan Clinic
5 Commerce Drive
Skowhegan, Maine
04976-1828
207-474-8368
207-474-7794 Fax

Winthrop Clinic
736 Old Lewiston Rd
Winthrop, Maine
04364-4121
207-377-8122
207-377-8564 Fax

Farmington
115 Mt Blue Circle
Suite 3
Farmington, Maine
04938
207-860-3026
207-860-3027 Fax

www.kbhmaine.org

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United Way

September 20, 2023

Town of Biddeford
205 Main Street
Biddeford, Maine 04005

Dear Select Board,

Kennebec Behavioral Health (KBH) offers clinic-based services including medication management and outpatient counseling for mental health, substance use disorder, and co-occurring disorders at throughout Central Maine since 1960. Our mission is to promote the well-being of children, adults and families who experience mental illness, emotional difficulties or behavioral challenges.

During fiscal year 2021, Kennebec Behavioral Health (KBH) provided mental health and substance use disorder services to 8 Biddeford residents totaling 107 clinical visits. This included providing $7293.13 in uncompensated health care to residents who were either underinsured or had no insurance. KBH is a 501 (C) (3) Nonprofit organization and so we explore every funding source for our uncompinsated programs. We ask that Biddeford invest in your residents by offseting a small portion of the uncompinsated care as we continue to seek other funding alternitives to cover the larger portion. For Fiscal Year 2023, we have totaled $7,808,080.00 in uncompinsated care in which we are seeking coverage, so any help to cover the costs of Biddefordresidents would be greatly appreciated.

Kennebec Behavioral Health respectfully requests $80 to help offset the cost of providing uncompensated care to Biddeford residents, or an amount that Biddeford can provide, from your next municipal budget. This is equal to $10 per resident. We will contine to strive towards providing the best possible care to our clients and members, support our staff members, and to be a valued organization and resource to our community and yours. Our non-profit agency meets the Public Purpose Doctrine of the Maine Constitution.

Kennebec Behavioral Health's (KBH) Marketing Communications Coordinator, Elizabeth Keane, and I would be pleased to attend your budget or town meetings to address our annual request for an allocation. If you need to reach Kennebec Behavioral Health about this request and/or to provide advance notice of meetings that Kennebec Behavioral Health should attend, please contact Elizabeth at ekeane@kbhmaine.org or kjohnson@kbhmaine.org . We sincerely thank you for your consideration!

Sincerely,
Kelli Johnson

Kelli Johnson

Development & Grant Coordinator

Southern Maine Finance Agency

January 29, 2024

Shelly MacNeill
Executive Assistant
City Manager & Mayor's Office
City of Biddeford
205 Main Street, Rm 107
Biddeford, Maine 04005

Re: City of Biddeford – Municipal Service Funding – FY 2025

Dear Nichole;

Southern Maine Finance Agency (SMFA), formerly known as the Biddeford-Saco Area Economic Development Corporation (BSAEDC) is in the process of preparing a draft budget for review by the Board of Directors. Based on the activity and long range plans of the Finance Agency, the City of Biddeford's continued support of SMFA is critical.

Accordingly, I respectfully submit this agency's budget request for flat funding of $10,361.00 for fiscal year 2025. SMFA's budget requests have always been based upon this agency's need for financial support. While we have increased SMFA's programs and service area, we continue to endeavor to grow in a financially responsible and self-sufficient manner that benefits the businesses and communities we serve.

SMFA greatly appreciates Biddeford's continued support of this agency and it's mission to promote sustainable economic prosperity through regional business lending, targeting underserved markets. We strive to be the preferred leader in gap financing and collaborative solutions for the entrepreneurial economy in southern Maine.

To that end, we have continued to work with the City on programs and services to address the ongoing needs of the City's business community. Additionally, we have added new programs to our finanicing capacity without increasing our need for financial support.

In closing, we greatly appreciate the City of Biddeford's continued support and we look forward to strengthening our partnership and economic development efforts. If you have any questions regarding SMFA's budget request, please do not hesitate to contact me at the number listed below. Thank you for your consideration and assistance with this matter.

Sincerely,

William O Armitage II
President

https://bsaedc.sharepoint.com/Shared Documents/Budget/FY 2025/Budget Request - FY2025 Bidd.docx

FY 2025 Municipal Services Budget Presentation

Will Armitage, President
Biddeford City Council
March 21, 2024

Southern Maine Finance Agency

SMFA Organizational Structure

- Private Non-Profit 501(c)(3)
- Created in 1992 by:
  - ✓City of Biddeford;
  - ✓City of Saco;
  - ✓Biddeford-Saco Chamber of Commerce & Industry.
- Certified as a Community Development Financial Institution (CDFI) by US Dept. of Treasury (2001)
- Became a Certified Development Company (CDC) under the US Small Business Administration (2020):
  - ✓Permanent Status approved by SBA on September 27, 2023.

Organizational Structure, cont.

- Governed by:
  - ✓18 member - Board of Directors; and,
  - ✓10 member – Loan Committee.
- Staffed by:
  - ✓Full-time President
  - ✓Full-time VP - Business Development Officer
  - ✓Full-time VP - Portfolio Manager
  - ✓Full-time - Credit Analyst

Mission

We promote sustainable economic prosperity through regional business lending, targeting underserved markets.

Mission, cont.

- Attracted over $12.5M in Capital:
  - Federal - $2.9M
  - State - $4.9M
  - Local - $500K and
  - Private Sector - $4.2
- Capitalized 9 Revolving Loan Programs:
  - Closed 392 loans totaling almost $25.9M:
    - Created and Retained almost 2,900 jobs;
    - Leveraged almost $141.9M in private investment;
    - 9.9% # Bad Loans / 4.4% $ Charged-off;
  - 111 active loans totaling over $8M
- CDC 504 Loan Activity:
  - 48 Active Loans totaling over $18.2M
  - 5 Loans Closed totaling over $1.7M
  - 1 Loan Approval totaling $239K

Subcontract Relationships

City of Biddeford:

- MICRO-Loan Program; and,
- Downtown Redevelopment Fund.

City of Saco:

- Saco Redevelopment Loan Fund.

Southern Maine Planning & Dev. Comm:

- EPA Brownfield Revolving Loan Program
- EDA Revolving Loan Fund:

Kennebunk Development Corporation:

- Downtown MICRO Loan Program

Historical Portfolio in Biddeford:

- ✓ 156 Loans totaling over $8.1M to Biddeford Businesses:
  - Created and retained over 1,000 jobs; and,
  - Leveraged over $38.7M in business investment in Biddeford.

Active Portfolio in Biddeford:

- ✓ 25 Loans totaling almost $1.1M to Biddeford Businesses:
  - Created and retained over 60 jobs; and,
  - Leveraged over $3.8M in business investment in Biddeford.

Biddeford DRF Portfolio:

- ✓ Closed 31 Loans totaling over $350K to Biddeford Businesses:
  - Created and retained 17 jobs; and,
  - Leveraged over $1M in business investment in Biddeford.
  - Active Loans in BDRF = 6 totaling $70K.

Biddeford Impact

SMFA is requesting flat funding for FY2025

- ✓ Between 2021 and 2023, 66 Borrowers Prepaid Loans totaling over $3.1M, not including 504 Loan early pay-offs
- ✓ Net impact of early pay-offs has reduced SMFA Non-504 Portfolio balance by over $1.7M
- ✓ The Portfolio reduction has resulted in a 23.1% decline in revenues inclusive of 504 fees;
- ✓ SMFA has offset reduction in revenues through:
  - Increase Subcontract work with SMPDC; and,
  - Reliance on Operating Reserves and Unrestricted Funds.
- ✓ Biddeford's Contribution remains important to maintain SMFA operations and capacity to respond to business and municipal needs as SMFA grows in FY 2025.

Municipal Support

SMFA Municipal Services Budget Presentation

Questions?

Will Armitage, President
Southern Maine Finance Agency
20 Pomerleau Street, Suite 300
Biddeford, Maine, 04005

Ph: (207) 282-1748
E-Mail: will@smfamaine.org

October 2023

James Bennett, City Manager
City of Biddeford
P.O. Box 586
Biddeford, ME 04005

LIFEFLIGHT OF MAINE

Greetings,

Maine is a special place with hundreds of communities scattered along the coast and further inland, on small islands and tucked along mountain roads. It often feels like one small town, where people know one another, are committed to this place and to their neighbors, work hard, contribute what they can, and enjoy and take pride in the rugged landscape.

At LifeFlight of Maine, we are committed to being there for Maine, and for your community, when you need us. We have four teams standing by 24 hours a day, seven days a week, ready to bring ICU-level care to the point of need. Our teams are prepared to respond rapidly with a top speed of nearly 175 miles per hour. Our highly skilled clinicians and our state-of-the-art aircraft give patients their best chance on their worst day.

We are grateful for every single family that entrusts us with caring for their loved ones. We are grateful to the police and fire departments, emergency medical services, and hospitals who work alongside us in caring for patients. LifeFlight is one important link, among many, in the chain of survival for those who are critically ill or injured. That is as true today as it was when we began 25 years ago.

We are also grateful for each and every community in Maine and the incredible support we continue to receive for our life-saving mission. Since 1998, we have transported more than 37,000 patients, including residents of every single Maine city, town, plantation, and community. **Since 1998, we have transported 120 residents of Biddeford, with 3 in the last year. Additionally, we have landed in Biddeford for 3 scene calls since 1998.**

Each year, we reach out to all municipalities in the state to invite them to **support our Community Giving Campaign** to ensure that LifeFlight teams can continue to answer the call for help today and for years to come. Since 2006, 266 communities have contributed a total of $840,000. Each one of these gifts is an acknowledgement from these Maine communities that they understand and appreciate the vitally important and unique role that LifeFlight plays as a connector in the state's increasingly fragile healthcare system. **This year, we hope Biddeford will help us reach our goal of having every municipality in Maine participate in our Community Giving Campaign. Please consider a gift of $2000, which is based on a rate of $0.25 per capita.**

LifeFlight is a nonprofit charitable organization that depends on logistical and philanthropic support across Maine. Communities like yours make our work possible. Together, we ensure people have access to the care they need when they need it, and we are grateful for your partnership and commitment.

Enclosed you'll find FAQs and supplemental information about LifeFlight, a map of Maine transport locations, and a map of Maine communities that have supported us. **Please contact Ashley MacMillan at The LifeFlight Foundation at amacmillan@lifeflightmaine.org or 207-357-5508 with any questions**. If you need additional information or a specific town application form is required with this request, please let us know.

Sincerely,

Joe Kellner
Chief Executive Officer
LifeFlight of Maine

Ashley MacMillan
Director of Annual Giving
The LifeFlight Foundation

THE LIFEFLIGHT FOUNDATION

Ten Facts and Frequently Asked Questions about LifeFlight

1. LifeFlight is a private non-profit charitable organization with a public mission serving all of Maine. We care for all patients regardless of insurance status or ability to pay for care with helicopters based in Bangor, Lewiston, and Sanford, a fixed-wing airplane based in Bangor, rapid response vehicles, and specialized ground ambulances. In FY2023 LifeFlight provided $1.7 million of care to patients without insurance or the means to cover the cost of care, as well as significant discounts for Medicare and MaineCare patients.

2. In FY23, 2,468 patients were transported from 124 Maine communities, islands, and unorganized townships– about 1 patient every 3.5 hours. LifeFlight has cared for more than 37,000 patients since September 1998.

3. What is the Community Giving Campaign? Each year in the Fall, LifeFlight reaches out to every community in the state to ask for support. The request includes a suggested donation based on population; a $1.00 per capita rate for towns that have up to 1,000 residents; a $0.50 per capita rate for those with up to 2,000 residents; and a $0.25 per capita rate for all others, with asks typically capped at $2,000. The average gift size in 2023 was $596, and some towns give generously beyond what they are asked.

4. How is LifeFlight funded? LifeFlight operates much like a hospital emergency department, taking care of all patients and billing insurance companies. We contract with most major commercial insurance companies and participate in the Medicare and Medicaid programs. Most of our operational expenses are covered by patient fees, but we rely on the LifeFlight Foundation to support the purchase of new aircraft, medical equipment, infrastructure improvements, and to provide clinical education around the state.

5. LifeFlight helicopters, the airplane, and specialty ground vehicles are equipped as fully functioning mobile intensive care units. LifeFlight's critical care teams bring the trauma center intensive care unit level care-- skills, medical technology, pharmacy, blood, and more -- directly to a patient's side.

6. What types of patients do we transport? Critically ill or injured patients of all ages needing specialized care beyond what can be provided by local hospitals - including premature infants, cardiac and stroke patients, complex traumatic injury, organ transplant, sepsis, burns, and serious obstetric complications. We use strict medical utilization criteria to make sure all flights are medically necessary. Emergency medical providers are guided by state-mandated protocols based on the latest research and best practice.

7. About 92% of patients are transported from community hospitals to major specialty centers, and 8% are transported directly from the scene of an emergency - roadsides, woods, mountains, and islands. While most patients are transported to EMMC, MMC and CMMC, about 10% of patients are transported to Boston and beyond for specialized care not available in Maine.

8. LifeFlight is lean. We are among the most efficient providers in the world, we pay close attention to costs, maintaining a very small administrative team that results in some of the lowest costs and charges in New England and the country. We balance this with our goal of being in the top decile internationally for quality of care.

9. LifeFlight's costs and charges are the lowest in New England and among the lowest in the country. The average charge for a LifeFlight transport is around $20,000. Other provider charges across New England and the northeast range from around $27,000 for non-profits providers to $60,000-$80,000 from for-profit air medical companies. LifeFlight participates with most major commercial insurance companies as well as Medicare and MaineCare, with the goal of avoiding any "surprise bill" to patients.

10. What other benefits to our town and region does LifeFlight provide besides critical care and transport? We provide local critical care training to medical providers in specialized areas such as traumatic brain injury and pediatric trauma, critical medical diagnosis, and treatment. We also support weather systems, hospital helipads, and advanced aviation navigation systems across the state.

LIFEFLIGHT OF MAINE 25 Years

Meet Joe Kellner, CEO of LifeFlight of Maine

Joe Kellner stepped into the role of CEO of LifeFlight of Maine on October 1, 2023, with years of experience as a paramedic, expertise in EMS operations, a deep understanding of healthcare policy, and a dedication to building world-class EMS systems to improve healthcare outcomes.

While studying for a degree in German at the University of Maine, Joe approached the local volunteer ambulance service to learn where he could find an EMT course, mostly to acquire some basic skills should they become necessary. The on-duty crew convinced him to do an observation shift on the ambulance, and he was hooked.

Over his twenty-year career, he has worked for EMS agencies of all types, including volunteer, municipal, private, and healthcare system-based. He has served in various roles, including EMS clinician, educator, supervisor, director, service chief, and as the senior leader of Northern Light Medical Transport, one of the largest ambulance services in the State of Maine. Since 2012, Joe has also served as the chief operating officer of MedComm, a state-wide ground and air ambulance communications center, which dispatches LifeFlight crews in addition to other services.

With a strong interest in advocacy and policy, Joe served on the Maine EMS board for seven years under appointments from both Governors Lepage and Mills, including a term as its chair. He regularly testifies on EMS issues before the Maine legislature and has advocated nationally on issues facing EMS.

Most recently, Joe served as chief financial officer for LifeFlight of Maine, while simultaneously working as vice president of finance, operations, and strategy at Northern Light Home Care and Hospice and Northern Light Medical Transport.

Joe earned both his Bachelor of Arts and Master of Business Administration degrees from the University of Maine in Orono. He is a fellow of the American College of Healthcare Executives and a licensed paramedic in Maine. He has received numerous awards and accolades for his work in EMS, and in 2023 he was named to Mainebiz's "40 Under 40." He lives in Windham with his wife, Caitlin, and their two boys, Elliott and Leland.

"Over the years, Joe has tirelessly worked to advocate for EMS locally and nationally, and has remained very close to LifeFlight, most recently serving as its chief financial officer. He is well positioned to lead LifeFlight of Maine into the future."

- Timothy Dentry, president and CEO, Northern Light Health

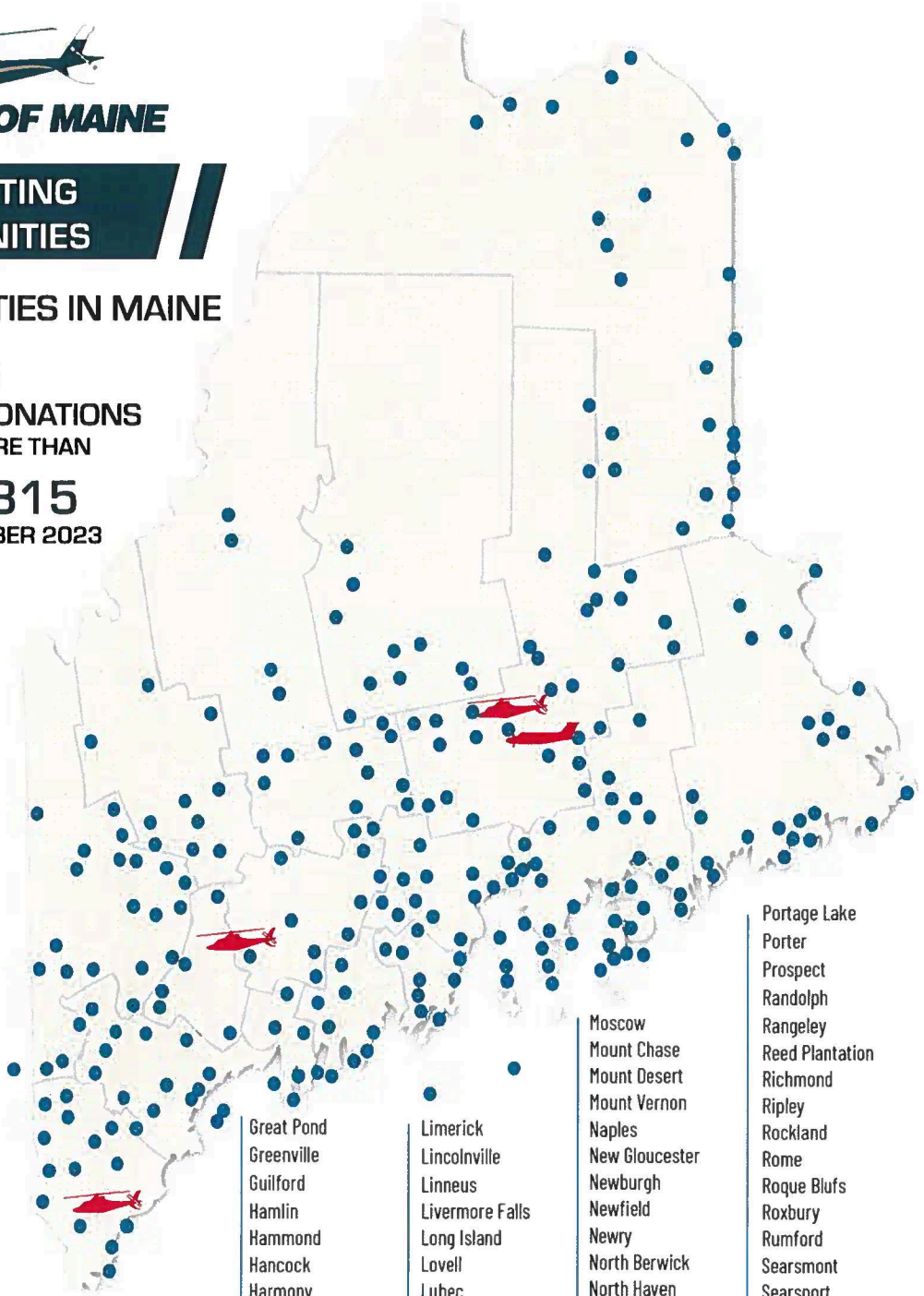
LIFEFLIGHT OF MAINE

SUPPORTING COMMUNITIES

465 COMMUNITIES IN MAINE

268
HAVE MADE DONATIONS
TOTALING MORE THAN

$842,815
AS OF SEPTEMBER 2023



Abbot
Acton
Addison
Albion
Allagash
Alna
Amherst
Amity
Andover
Anson
Appleton
Arrowsic
Ashland
Atkinson
Athens
Avon
Baldwin
Bar Harbor
Beaver Cove
Beddington
Belfast
Benton
Biddeford
Blue Hill
Boothbay
Bowdoin
Bowdoinham
Bowerbank
Bradley
Bremen
Bridgton
Bristol
Brooklin
Brooksville
Brownfield
Bucksport
Burlington
Buxton
Byron
Calais
Cambridge

Camden
Canaan
Canton
Caratunk
Carrabassett Valley
Carthage
Cary Plantation
Casco
Castine
Caswell
Charleston
Charlotte
Chebeague Island
Chester
Chesterville
China
Clifton
Clinton
Columbia Falls
Cooper
Corinth
Cornish
Cranberry Isles
Crawford
Crystal
Cumberland
Cutler
Cushing
Deblois
Dedham
Deer Isle
Denmark
Detroit
Dexter

Dixfield
Dover-Foxcroft
Dresden
Durham
Eagle Lake
Eastbrook
Edinburg
Embden
Etna
Eustis/Stratton
Exeter
Falmouth
Freedom, NH
Freedom, ME
Frenchville
Friendship
Fryeburg
Garland
Gorham
Gouldsboro
Grand Lake Stream

Great Pond
Greenville
Guilford
Hamlin
Hammond
Hancock
Harmony
Harpswell
Hartford
Hartland
Haynesville
Hebron
Hiram
Hollis
Houlton
Howland
Hudson
Isle au Haut
Islesboro
Jackman
Jonesboro
Jonesport
Kennebunkport
Knox
Lakeville
Lamoine
Lebanon
Liberty

Limerick
Lincolnville
Linneus
Livermore Falls
Long Island
Lovell
Lubec
Lyman
Machias
Madawaska
Manchester
Mariaville
Mars Hill
Marshfield
Masardis
Matinicus
Mattawamkeag
Maxfield
Meddybemps
Medford
Mexico
Milford
Millinocket
Monhegan
Monmouth
Monticello
Montville
Moose River

Moscow
Mount Chase
Mount Desert
Mount Vernon
Naples
New Gloucester
Newburgh
Newfield
Newry
North Berwick
North Haven
North Yarmouth
Norway
Ogunquit
Orient
Orland
Orrington
Osborn
Otis
Otisfield
Owls Head
Oxford
Palermo
Palmyra
Parsonsfield
Passadumkeag
Penobscot
Perham
Phippsburg
Pittston
Plymouth
Poland

Portage Lake
Porter
Prospect
Randolph
Rangeley
Reed Plantation
Richmond
Ripley
Rockland
Rome
Roque Bluffs
Roxbury
Rumford
Searsmont
Searsport
Sebago
Sedgwick
Shapleigh
Sherman
Shirley
Skowhegan
Smithfield
Solon
Sorrento
South Bristol
Southport
Southwest Harbor
Springfield
St Francis
St George
Stacyville
Standish
Steuben
Stockholm
Stockton Springs
Stoneham

Stonington
Sumner
Stow
Strong
Sullivan
Swans Island
Swanville
Sweden
Talmadge
Temple
Thomaston
Thorndike
Topsfield
Tremont
Trenton
Union
Upton
Vanceboro
Veazie
Verona Island
Vinalhaven
Waite
Wallagrass
Waltham
Warren
Washburn
Washington
Waterboro
Waterford
Waterville
Weld
Wellington
Weston
Westport Island
Whitefield
Whitneyville
Willimantic
Wilton
Windham
Windsor
Winn
Winslow
Winter Harbor
Wiscasset
Woodstock
Woodville
Woolwich
York

LIFEFLIGHT OF MAINE | 25 Years

The Chain of Survival

Since 1998, LifeFlight of Maine has safely cared for and transported more than 37,000 patients, one life at a time, from every community in Maine.

Every day and night of the year, our crews stand ready to answer the call for help. These calls come from local hospitals, major medical centers, islands, mountain communities, lakeshores, trails, and coastal villages — from every corner of Maine. We are committed to being there when you need us.

Together with our EMS, first responder, and hospital partners, we form the chain of survival for those who are critically ill or injured. The health and safety of all of our communities depend on each link in this chain. At LifeFlight, we are committed to building strong and lasting partnerships with these vital services to ensure that Mainers have their best chance on their worst day.

Remote Access Project

When an accident, critical injury, or illness threatens life or limb, there is no substitute for quickly mobilized, highly skilled emergency providers working together to ensure patients receive the care they need. LifeFlight's specially trained paramedics and critical care nurses bring intensive care skills and equipment directly to the patient. Often, that means landing near the scene of an accident.

While LifeFlight lands at emergency scenes with temporary landing zones regularly, establishing known landing zones with year-round access improves safety, reliability, and continuity of care.

LifeFlight maintains a database of more than 140 designated remote landing zones around the state. Landowners, both public and private, are encouraged to contact LifeFlight about established a designated remote landing zone on their property.

Learn more: LifeFlightMaine.org/remote.

Ground Safety & User Course

The safety of our operations and the care of our patients are our highest and only priorities. Safety is especially important when responding to scene calls. In most cases, an emergency temporary landing zone needs to be identified and secured quickly by first responders on the ground. LifeFlight offers a no-cost Ground Safety and User Course (with Maine EMS-approved CME hours) for its partners.

The program is a combination of education and hands-on interfacing with a LifeFlight team and aircraft. The program includes learning when to call LifeFlight, how to access the LifeFlight system, how to create a safe landing zone, preparing a patient for transport, communications and coordination, and more.

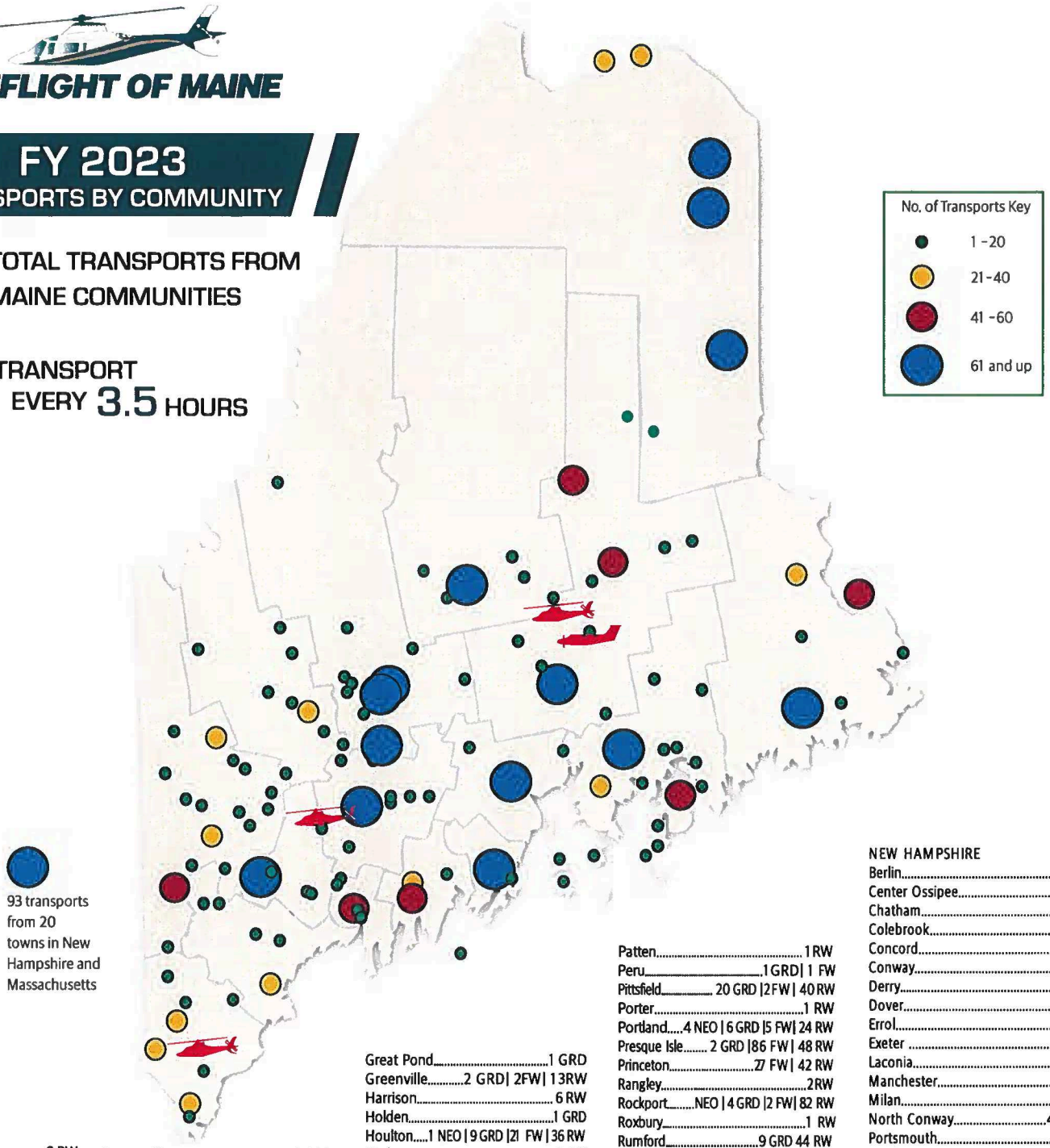
Learn more about our Ground Safety and User Course, or contact us about scheduling a session: LifeFlightMaine.org/groundsafety.

LIFEFLIGHT OF MAINE

FY 2023
TRANSPORTS BY COMMUNITY

2,468 TOTAL TRANSPORTS FROM 124 MAINE COMMUNITIES

1 TRANSPORT EVERY **3.5** HOURS



Acton....3 RW
Andover....1 RW
Athens....2 RW
Auburn....2 GRD | 8 FW | 3 RW
Augusta....11 NEO | 13 GRD | 7 FW | 74 RW
Aurora....1 RW
Avon....1 RW
Bangor....6 NEO | 45 GRD | 69 FW | 64 RW
Bar Harbor....2 NEO | 17 GRD | 49 RW
Belfast....5 NEO | 11 GRD | 2 FW | 60 RW
Belgrade....1 RW
Bethel....2 RW
Biddeford....10 RW
Bingham....1 RW
Blue Hill....5 GRD | 24 RW
Boothbay Harbor....4 RW
Bowdoin....3 RW
Bridgton....7 GRD | 41 RW
Brooks....1 RW
Brooks....1 RW
Brooksville....1 RW
Brookton....1 RW
Brownfield....1 RW

Brownville....3 RW
Bryant Pond....6 RW
Calais....9 GRD | 1 FW | 28 RW
Caribou....7 NEO | 4 GRD | 35 FW | 74 RW
Carrabassett....8 RW
Casco....4 RW
Castine....1 RW
Charleston....1 RW
Corinna....1 FW
Cushing....1 RW
Damariscotta....1 GRD | 51 RW
Deer Isle....2 RW
Dixfield....1 RW
Dover Foxcroft....8 NEO | 23 GRD | 67 RW
Ellsworth....8 NEO | 33 GRD | 72 RW
Etna....1 RW
Exeter....1 RW
Farmington....10 GRD | 67RW
Fort Kent....8 GRD | 1 FW | 19 RW
Franklin....1 RW
Frenchville....28 RW
Fryeburg....3 RW
Garland....1 RW

Great Pond....1 GRD
Greenville....2 GRD | 2FW | 13RW
Harrison....6 RW
Holden....1 GRD
Houlton....1 NEO | 9 GRD | 21 FW | 36 RW
Hudson....1 FW
Isleboro....1RW
Jackman....2 RW
Jay....2 RW
Jefferson....2 RW
Jonesport....1 RW
Lewiston....1 NEO | 43 GRD | 101 RW
Lincoln....1 NEO | 8 GRD | 34 RW
Livermore....1 RW
Machias....NEO | 18 GRD | 1 FW | 69 RW
Madison....1 RW
Manchester....1 RW
Millinocket....4 GRD | 9 FW | 24 RW
Monhegan....3 RW
New Portland....1 GRD
Newburg....1 GRD
Newry....1 RW
Norridgewock....4 FW | 1 RW
North Haven....1 RW
Norway....1 GRD
Owls Head....4 FW
Oxford....1RW
Palermo....1RW

Patten....1RW
Peru....1 GRD | 1 FW
Pittsfield....20 GRD | 2FW | 40 RW
Porter....1 RW
Portland....4 NEO | 6 GRD | 5 FW | 24 RW
Presque Isle....2 GRD | 86 FW | 48 RW
Princeton....27 FW | 42 RW
Rangley....2RW
Rockport....NEO | 4 GRD | 2 FW | 82 RW
Roxbury....1 RW
Rumford....9 GRD 44 RW
Sanford....5 GRD | 1 FW | 24 RW
Sebago....1 RW
Sherman....1 GRD | 1 RW
Skowhegan....7 NEO | 10 GRD | 71 RW
Standish....1 RW
Stonington....21 RW
Sumner....1 RW
Swans Island....3 RW
Tenants Harbor....1 RW
Trenton....14 RW
Turner....1 GRD 1 RW
TWPS D-6....1 RW
Unity....1 RW
Vinalhaven....19 RW
Warren....1 RW
Waterville....NEO | 14 GRD | 3 FW | 54 RW
Wayne....2RW
West Forks....1 RW
West Newfield....1 RW
West Paris....1 RW
Winterport....1 GRD
Wiscasset....1 RW
York....4GRD | 8RW

NEW HAMPSHIRE
Berlin....3RW
Center Ossipee....1 RW
Chatham....1 RW
Colebrook....1 RW
Concord....1 RW
Conway....1 RW
Derry....2RW
Dover....2RW
Errol....2RW
Exeter....2RW
Laconia....2RW
Manchester....2RW
Milan....2RW
North Conway....48 RW
Portsmouth....6 RW
Rochester....3 RW
Wolfeboro....4 RW

MASSACHUSETTS
Bedford....1 FW
Hyannis....1 RW
Lawrence....2RW
Methuen....1 RW
Nantucket....9FW
Rochester....1 RW
Vineyard Haven....6 FW

NEO: Neonatal transports in partnership with Northern Light Eastern Maine Medical Center NICU team

GRD: ground transports

FW: fixed wing (airplane) transports

RW: rotor wing (helicopter) transports

SOUTHERN MAINE VETERANS MEMORIAL CEMETERY ASSOCIATION

83 Stanley Road, Springvale, Me 04083
southernmaineveteranscemetery.org
Email: SMVMCA198@gmail.com

Chairman
Dick Langlais

Vice Chairman
Kevin Warden

Treasurer
Curtis Mills

Secretary
Ron Rivard

Trustees
Ray Parent
Bob Champagne
Roger Watson

Ex Officio
Melissa Willette

Board Members
James E. N. Bachelder
Dale Midgely
Penny Mills
Angela LeBlanc
Jessica Violette
John Flagler
Linda Smilie
Dan Caron
Nadine Gookin
David Contois
Bruce Knight
Joe Doiron

January 10, 2023

Mayor -City Council
205 Main St.
Biddeford, ME 04005

Dear Mayor Casavant and Members of the City Council:

Despite the difficulties of the pandemic, the Southern Maine Veterans Memorial Cemetery Association has been accomplishing its mission of beautification and improvements to the hallowed ground within which lie our fallen heroes. The POW-MIA Memorial was dedicated on September 24, 2022 and has become a landmark site for visitors from far and wide.

SMVMCA is a 501{c} 3 non-profit organization, staffed by volunteers, and is **not funded by the state or the federal government.** We rely upon the beneficence of local towns, veteran based groups and individuals.

Our latest project has been directed to the enclosure of the Committal Shelter. Phase one has begun and we hope to have the project completed in the spring. Our efforts are now focused upon a Memorial honoring the Women of the Armed Forces.

Southern Maine Veterans Memorial Cemetery opened in 2010 and is hallowed ground for over 2200 veterans and family members from Southern Maine including **94 interments** from the City of Biddeford.

As a service to your veteran community, we ask that you consider a donation in the amount of **$2000.00**. Any amount would be greatly appreciated. Attached you will find a Mission Statement and a financial report of the Association.

With deep appreciation for your consideration and generosity,

Angela LeBlanc

Angela LeBlanc - Development

SOUTHERN MAINE VETERANS MEMORIAL CEMETERY ASSOCIATION

83 Stanley Road, Springvale, Me 04083
southernmaineveteranscemetery.org

Chairman
Dick Langlais

Vice Chairman
Kevin Warden

Treasurer
Curtis Mills

Secretary
Ron Rivard

Trustees
Ray Parent
Bob Champagne

Ex-Officio
Melissa Willette

Board Members
Dale Midgley
James Bachelder
Penny Mills
Joe Doiron
Dan Caron
Roger Watson
David Contois
John Flagler
Angela LeBlanc
Linda Smilie
Nadine Gookin
Bruce Knight
Jessica Violette

MISSION STATEMENT 2023

The Southern Maine Veterans' Cemetery, located in Springvale Maine, was created to honor veterans in our communities with a final resting place that is garnished with reverence and perennial beauty. The State is responsible only for general maintenance: mowing grass, plowing snow, and opening and closing graves. Beautification projects for the cemetery are the sole responsibility of the Southern Maine Veterans Memorial Cemetery Association [SMVMCA].

Our past projects include the display cabinet for military memorabilia that stands in the Cemetery's administration building. We installed a monitor in the foyer of that same building to display a slide show of the photos our association members capture during ceremonies or to document our projects from groundbreaking through their dedication ceremonies. We have a memorial walkway to provide families with a tangible way to honor a departed veteran whose remains may be interred elsewhere.

In 2016 our association erected and dedicated a service monument honoring veterans of the past, present, and future. November 11th, 2018, marked the 100th anniversary of the ending of WWI. On that date at 11:00 A M, we dedicated a monument to honor the veterans of WWI. On September 24, 2022, we dedicated a POW/MIA monument honoring and remembering the veterans who's remains will never return. Our flower gardens enhance the beauty of the cemetery.

Our fundraising continues as we have several projects on our list to beautify these hallowed grounds

We are thankful for your past support and ask that you continue supporting us by matching last year's donation. Any amount will be greatly appreciated.
Thank you, for your consideration.

Angela LeBlanc

SOUTHERN MAINE VETERANS
MEMORIAL CEMETERY ASSOCIATION
83 Stanley Road, Springvale, ME 04083
southernmaineveteranscemetery.org
Email: SMVMCA198@gmail.com

Projected Expenses 2023-2924

ADMINISTRATIVE		
Bond		$ 147.00
Web Page Fee		$ 71.00
Bureau of Corporation Fee		$ 35.00
Office Supplies		$ 500.00
Sales Tax		$ 150.00
TOTAL		**$ 903.00**
CAPITAL EXPENSES		
Remodel Committal Shelter		$ 10,000.00
Female Veterans Monument		$ 50,000.00
Beautify Cemetery		$ 1,500.00
TOTAL		**$ 61,500.00**
TOTAL EXPENSES		**$ 62,403.00**
PROJECTED INCOME		
Sales		$ 2,500.00
Cities and Towns		$ 14,000.00
Iron Tails Bike Ride		$ 2,500.00
General Public		$ 2,500.00
Business groups		$ 5,000.00
Service Clubs and Posts		$ 4,000.00
TOTAL INCOME		**$ 30,500.00**
TOTAL EXPENSES		**$ 31,903.00**

York County
COMMUNITY
ACTION
Corporation

City Council
City of Biddeford
205 Main Street
Biddeford, ME 04005

November 15, 2023

Dear Biddeford City Council:

By this letter, YCCAC is requesting for year 2024 funding from the City of Biddeford in the amount of $4,000. These funds are critically important to meeting the local cash match requirements applicable to much of the State and Federal funding, which enables us to provide a wide range of services to the elderly, disabled and low-income individuals of York County.

All of the funds we are requesting will support the direct services we provide to residents of your community, and the amount of your contribution will be multiplied many times in the value of these services. This work clearly helps to reduce reliance upon general assistance, and we trust that you have seen a positive impact from it in your community over the past year.

Please note that we have added to the "Services Provided" profile the category Rental Assistance. This records the number of households in your community that received financial assistance through the Rental Assistance Program over the past 12 months. The program is administered in York County by York County Community Action Corporation. The dollar value of the service is denoted by asterisk at the bottom of the page.

We would be happy to provide additional information at your request, and we would especially welcome an opportunity to meet with you to discuss our funding request personally.

Thank you for your consideration of this request and also for your past support.

Very sincerely,

Brad Bohon
York County Community Action Corporation
6 Spruce Street
Sanford, ME 04073
207 408-5625

York County
COMMUNITY
ACTION
Corporation

Services provided to **BIDDEFORD** Residents
By York County Community Action Corporation
Fiscal Year 22/23

	# of households Served
ECONOMIC OPPORTUNITY – Community Outreach	540
Emergency Financial Assistance	77
Tax Preparation	103
Financial Coaching	4
Housing Counseling	1
Homeownership Education	3
Default Homeownership Assistance	71
ENERGY – HEAP	489
WEATHERIZATION	23
RENTAL RELIEF	2,038*
HEADSTART – Centers & Combo Option	29
EARLY HEADSTART	13
NASSON HEALTH CARE	516
TRANSPORTATION – Buses/Vans (Miles)	5,472
Volunteer Drivers (Miles)	14,890
Riders	71
WIC – Women Infants & Children	649
Dollar Value of Services provided to BIDDEFORD Residents	**$6,733,226**
2023/24 - Total Amount Requested	**$4,000**

*$3,894,176

York County
COMMUNITY
ACTION
Corporation

Nasson Health Care
a division of York County Community Action Corporation

INCOME & EXPENSES (Estimated for FY 2025)

INCOME:	
Fees from clients:	$ 6,691,318
Contributions:	$ 2,284,358
Government Funding:	
Federal:	$ 16,686,447
State:	$ 1,734,674
Towns & Cities:	$ 157,056
Endowments:	$ 0
TOTAL INCOME:	**$ 27,553,853**

EXPENSES:	
Salaries, benefits & employee taxes:	$ 15,132,376
Rent or mortgage:	$ 1,267,231
Insurance:	$ 198,005
Office supplies, postage, telephone:	$ 480,329
Heat & electricity:	$ 651,641
Travel costs:	$ 266,009
Cost of services delivered:	$ 4,979,540
Administrative expenses:	$ 2,943,849
Contingencies or depreciation:	$ 150,191
Other:	$ 1,484,682
TOTAL EXPENSES:	**$ 27,553,853**

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0752284927
Oct. 01, 2021 LTR 4168C 0
01-6020406 000000 00
00019589
BODC: TE

YORK COUNTY COMMUNITY ACTION CORP
PO BOX 72
SANFORD ME 04073-0072

020966

Employer ID number: 01-6020406
Form 990 required: YES

Dear Taxpayer:

We're responding to your request dated Sep. 22, 2021, about your tax-exempt status.

We issued you a determination letter in March 1968, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

0752284927
Oct. 01, 2021 LTR 4168C 0
01-6020406 000000 00
00019590

YORK COUNTY COMMUNITY ACTION CORP
PO BOX 72
SANFORD ME 04073-0072

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,

Teri M. Johnson
Operations Manager, AM Ops. 3

York County
COMMUNITY
ACTION
Corporation

Consolidated Financial Statements

Years Ended October 31, 2022 and 2021

YORK COUNTY COMMUNITY ACTION CORPORATION
Consolidated Financial Statements
Years Ended October 31, 2022 and 2021

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NAVIGATING
BEYOND
THE NUMBERS

ONE RIVER
CPAs

Independent Auditors' Report

To the Board of Directors of
York County Community Action Corporation and Affiliate

Report on the Audit of the Consolidated Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of York County Community Action Corporation and Affiliate (a Maine nonprofit corporation), which comprise the consolidated statements of financial position as of October 31, 2022 and 2021, and the related consolidated statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of York County Community Action Corporation and Affiliate as of October 31, 2022 and 2021, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United State of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are required to be independent of York County Community Action Corporation and Affiliates and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about York County Community Action Corporation and Affiliates ability to continue as a going concern within one year after the date that the consolidated financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the consolidated financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of York County Community Action Corporation and Affiliate's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about York County Community Action Corporation and Affiliate's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The schedules on pages 22-25 are presented for purposes of additional analysis and are not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards,* we have also issued our report dated May 18, 2023, on our consideration of York County Community Action Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering York County Community Action Corporation's internal control over financial reporting and compliance.

One River, CPAs

Augusta, Maine

May 18, 2023

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidated Statements of Financial Position
October 31, 2022 and 2021

		2022	2021
ASSETS			
Current assets:			
Cash, cash equivalents, and restricted cash	$	4,313,697	8,762,124
Accounts and grants receivable (net of allowances of $215,360 and $306,684, respectively)		4,613,864	2,303,860
Investments		387,217	425,095
Inventory		2,888	2,873
Prepaid expenses		155,160	99,435
Total current assets		9,472,826	11,593,387
Property and equipment:			
Land		1,374,613	1,374,613
Buildings and improvements		10,530,045	10,293,130
Equipment		2,375,302	2,014,572
Vehicles		1,902,153	1,806,168
		16,182,113	15,488,483
Less accumulated depreciation		(7,030,476)	(6,179,417)
Net property and equipment		9,151,637	9,309,066
Other assets:			
Bond issuance cost (net of amortization of $31,184 and $27,687, respectively)		38,762	42,259
Debt issuance costs		2,653	2,859
Derivative financial instrument asset		11,588	33,532
Work in progress - direct client		24,022	308,573
Total other assets		77,025	387,223
Total assets	**$**	**18,701,488**	**21,289,676**
LIABILITIES AND NET ASSETS			
Current liabilities:			
Current portion of long-term debt	$	1,359,824	756,027
Accounts payable		951,381	853,482
Accrued expenses		1,187,448	1,179,030
Deferred revenue		3,754,624	5,436,883
Tenant security deposits		36,347	33,501
Total current liabilities		7,289,624	8,258,923
Non-current liabilities:			
Long-term debt, net of current portion		5,022,200	6,318,657
Total liabilities		12,311,824	14,577,580
Net assets:			
Without donor restriction		6,182,951	6,505,712
With donor restrictions		206,713	206,384
Total net assets		6,389,664	6,712,096
Total liabilities and net assets	**$**	**18,701,488**	**21,289,676**

See accompanying notes to financial statements.

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidated Statements of Activities
Years Ended October 31, 2022 and 2021

		2022	2021
OPERATING ACTIVITIES:			
WITHOUT DONOR RESTRICTIONS:			
Support and revenue:			
Government grants	$	51,062,460	36,601,033
MaineCare fees		3,847,479	2,758,572
County and municipal		244,419	217,263
Gain (loss) on disposal/sale of fixed assets		-	8,569
In-kind contributions		455,761	412,855
Rental income		431,791	416,327
All other revenue		2,769,236	2,615,308
Total support and revenue		58,811,146	43,029,927
Net assets released from restrictions		211,141	125,366
Total support, revenue, and reclassifications		59,022,287	43,155,293
Expenses:			
Program services:			
Economic opportunity		1,591,424	1,245,017
Children's services/Head Start		4,249,303	3,828,433
WIC		2,197,308	2,044,511
Energy and Rent Relief services		37,053,174	20,620,222
Transportation		2,647,421	2,652,848
Health services		7,955,850	6,857,857
Housing		406,380	373,191
Total program services		56,100,860	37,622,079
Supporting services:			
Management & general		3,174,993	2,519,267
Resource development		-	-
Total supporting services		3,174,993	2,519,267
Total expenses		59,275,853	40,141,346
Change in net assets from operations		(253,566)	3,013,947
NONOPERATING ACTIVITIES:			
Unrealized gain (loss) on derivative financial instrument		(21,944)	(26,250)
Unrealized gain (loss) on investments		(47,251)	52,778
Total nonoperating activities		(69,195)	26,528
Change in net assets without donor restrictions		(322,761)	3,040,475
WITH DONOR RESTRICTIONS:			
Contributions		211,470	136,080
Net assets released from restriction:			
Energy services		(26,371)	(35,354)
Emergency services		(68,168)	(72,832)
Transportation		(28,149)	-
Children services		-	(1,456)
Other		(88,453)	(15,724)
		(211,141)	(125,366)
Change in net assets with donor restrictions		329	10,714
Change in net assets		(322,432)	3,051,189
Net assets, beginning of year		6,712,096	3,660,907
Net assets, end of year	**$**	**6,389,664**	**6,712,096**

See accompanying notes to financial statements.

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidated Statement of Functional Expenses
Year Ended October 31, 2022

	Program Services								Supporting Services				
									Management and General				
	Economic opportunity	Children's services/ Head Start	WIC	Energy and Rent Relief services	Transportation	Health services	Housing PPAS, LP	Total program services	Allocated	Non-Allocated	PPAS, LP	Total supporting services	Total
Salaries	$ 709,573	2,222,751	363,023	2,183,046	1,221,865	4,742,337	-	11,442,595	1,321,866	69,499	-	1,391,365	12,833,960
Payroll taxes and benefits	188,799	709,321	116,386	617,562	370,593	1,300,024	-	3,302,685	331,960	18,959	-	350,919	3,653,584
Consultants	76,947	74,602	740	8,165	2,955	163,281	-	326,690	157,612	71,747	76,456	305,815	632,505
Direct client benefits	382,713	207,481	1,587,292	33,799,021	133,595	22,480	-	36,132,582	10	4,619	-	4,629	36,137,211
Travel	5,651	7,047	1,289	5,318	48	23,962	-	43,315	8,275	-	-	8,275	51,590
Occupancy	75,134	275,729	73,726	90,559	94,813	409,762	-	1,019,723	111,455	31,250	-	142,705	1,162,428
Occupancy - depreciation	8,866	35,714	13,696	18,468	19,331	4,107	-	100,182	19,459	6,288	-	25,747	125,929
Occupancy - in-kind	-	225,862	-	-	-	-	-	225,862	-	-	-	-	225,862
Supplies	15,555	18,922	8,323	28,536	46,376	455,069	-	572,781	154,740	49,131	-	203,871	776,652
Supplies - in-kind	-	-	-	-	-	229,899	-	229,899	-	-	-	-	229,899
Postage	2,146	825	2,051	18,164	1,436	12,962	-	37,584	2,632	-	-	2,632	40,216
Printing and photocopying	2,614	2,967	616	4,253	1,906	3,774	-	16,130	6,740	-	-	6,740	22,870
Computer costs	61,044	148,699	20,153	124,184	81,561	319,088	-	754,729	71,940	1,112	-	73,052	827,781
Computer costs - depreciation	1,126	4,946	695	4,165	2,517	5,387	-	18,836	1,822	780	-	2,602	21,438
Vehicle operations	732	3,375	-	2,925	359,981	9,181	-	376,194	214	3,849	-	4,063	380,257
Equipment	652	145,173	-	60,750	48,442	44,843	-	299,860	-	8,955	-	8,955	308,815
Repairs and maintenance	4,061	34,130	-	-	460	-	124,279	162,950	-	20,101	-	20,101	183,051
Insurance	5,194	10,093	23	16,289	198,443	16,908	13,036	259,986	27,905	17,827	-	45,732	305,718
Utilities	29,934	5,276	-	-	-	-	66,604	101,814	-	22,726	-	22,726	124,540
Telephone	8,937	27,453	5,860	9,983	37,535	38,879	-	128,647	9,322	1,879	-	11,201	139,848
Training and conferences	4,394	73,722	2,800	44,456	1,094	71,668	-	198,134	33,882	11,122	-	45,004	243,138
Interest	-	-	-	-	-	6,331	8,378	14,709	-	-	-	-	14,709
Other	2,222	12,342	655	5,115	10,806	15,285	55,756	102,181	16,146	995	26,406	43,547	145,728
Depreciation and amortization - other	5,130	2,873	-	12,215	12,077	60,623	138,327	231,245	-	455,312	-	455,312	686,557
Income tax	-	-	-	-	1,567	-	-	1,567	-	-	-	-	1,567
Total expenses	**$ 1,591,424**	**4,249,303**	**2,197,308**	**37,053,174**	**2,647,421**	**7,955,850**	**406,380**	**56,100,860**	**2,275,980**	**796,151**	**102,862**	**3,174,993**	**59,275,853**

See accompanying notes to financial statements.

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidated Statement of Functional Expenses
Year Ended October 31, 2021

	Program Services								Supporting Services				
									Management and General			Total supporting	
	Economic opportunity	Children's services/ Head Start	WIC	Energy and Rent Relief services	Transportation	Health services	Housing PPAS, LP	Total program services	Allocated	Non-Allocated	PPAS, LP	services	Total
Salaries	$ 568,268	2,007,216	368,930	1,392,340	1,169,315	4,100,461	-	9,606,530	1,099,939	56,102	-	1,156,041	10,762,571
Payroll taxes and benefits	177,080	719,771	102,124	303,701	357,152	1,060,995	-	2,720,823	234,767	26,344	-	261,111	2,981,934
Consultants	11,585	114,558	820	426	6,431	119,358	-	253,178	99,683	-	76,625	176,308	429,486
Direct client benefits	235,404	157,355	1,455,348	18,596,944	159,315	27,317	-	20,631,683	-	5,690	-	5,690	20,637,373
Travel	1,378	5,726	726	2,406	107	4,739	-	15,082	2,231	-	-	2,231	17,313
Occupancy	67,161	229,279	66,525	71,110	77,905	372,282	-	884,262	95,361	(2,591)	-	92,770	977,032
Occupancy - depreciation	8,913	35,484	11,812	15,626	18,055	3,062	-	92,952	18,175	7,104	-	25,279	118,231
Occupancy - in-kind	-	241,045	-	-	-	-	-	241,045	-	-	-	-	241,045
Supplies	33,850	8,925	11,521	28,952	31,603	571,586	-	686,437	141,788	14,822	-	156,610	843,047
Supplies - in-kind	-	1,584	-	-	-	170,226	-	171,810	-	-	-	-	171,810
Postage	1,944	983	2,575	13,859	1,178	18,405	-	38,944	1,797	-	-	1,797	40,741
Printing and photocopying	2,939	1,221	182	3,136	10,198	5,253	-	22,929	8,229	-	-	8,229	31,158
Computer costs	27,254	162,270	10,728	125,864	66,226	219,576	-	611,918	51,243	3,125	-	54,368	666,286
Computer costs - depreciation	2,129	9,357	5,090	4,105	4,762	10,825	-	36,268	3,119	681	-	3,800	40,068
Vehicle operations	22	171	-	3,434	381,578	4,417	-	389,622	5,337	3,698	-	9,035	398,657
Equipment	-	-	-	-	67,018	1,745	-	68,763	-	4,964	-	4,964	73,727
Repairs and maintenance	37,470	30,390	-	-	4,554	169	105,753	178,336	-	17,684	-	17,684	196,020
Insurance	3,259	5,125	23	8,939	193,774	12,350	11,741	235,211	63,756	11,131	-	74,887	310,098
Utilities	20,902	4,461	-	-	-	-	55,208	80,571	-	19,894	-	19,894	100,465
Telephone	9,819	33,093	6,680	12,593	42,822	38,581	-	143,588	9,300	1,350	-	10,650	154,238
Training and conferences	31,179	48,711	1,399	29,522	8,017	43,348	-	162,176	12,940	2,110	-	15,050	177,226
Interest	-	-	-	-	-	6,563	8,975	15,538	-	-	-	-	15,538
Other	1,205	8,835	28	4,925	43,329	-	55,374	113,696	5,158	455	15,232	20,845	134,541
Depreciation and amortization - other	3,256	2,873	-	2,340	9,509	66,599	136,140	220,717	2,599	399,425	-	402,024	622,741
Total expenses	**$ 1,245,017**	**3,828,433**	**2,044,511**	**20,620,222**	**2,652,848**	**6,857,857**	**373,191**	**37,622,079**	**1,855,422**	**571,988**	**91,857**	**2,519,267**	**40,141,346**

See accompanying notes to financial statements.

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidated Statements of Cash Flows
Years Ended October 31, 2022 and 2021

		2022	2021
Cash flows from operating activities:			
Change in net assets	$	(322,432)	3,051,189
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:			
Depreciation and amortization		833,924	781,247
(Gain) loss on disposal/sale of fixed assets		-	(8,569)
Unrealized (gain) loss on derivative financial instrument		21,944	26,250
Unrealized (gain) loss on investments		47,251	(52,778)
Granted vehicles		-	(694,006)
Forgiveness of debt		-	(1,389,824)
(Increase) decrease in:			
Accounts and grants receivable		(2,310,004)	(709,379)
Inventory		(15)	(1,333)
Prepaid expenses		(55,725)	(25,864)
Work in progress - direct client		284,551	(190,467)
Increase (decrease) in:			
Accounts payable		83,399	421,427
Accrued expenses		8,418	131,662
Deferred revenues		(1,682,259)	4,797,993
Tenant security deposits		2,846	(489)
Net cash provided by (used in) operating activities		(3,088,102)	6,137,059
Cash flows from investing activities:			
Sale of investments		123,119	58,464
Purchases of investments		(132,492)	(61,833)
Purchase of property and equipment		(658,292)	(984,629)
Net cash used in investing activities		(667,665)	(987,998)
Cash flows from financing activities:			
Proceeds (repayment) of long-term debt, net		(692,660)	343,194
Net cash provided by (used in) financing activities		(692,660)	343,194
Increase (decrease) in cash, cash equivalents, and restricted cash		(4,448,427)	5,492,255
Cash, cash equivalents, and restricted cash, beginning of year		8,762,124	3,269,869
Cash, cash equivalents and restricted cash, end of year	**$**	**4,313,697**	**8,762,124**
Supplemental cash flow disclosures:			
Cash paid during the year for interest	$	**14,709**	**58,307**
Cash paid during the year for income taxes		**1,567**	-
Non-cash investing activities			
Forgiveness of debt	$	-	**1,389,824**
Granted vehicles	$	-	**694,006**

See accompanying notes to financial statements.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities – York County Community Action Corporation (YCCAC) is a Maine nonprofit corporation organized to promote health, education and economic opportunity for individuals, families, and communities in York County. Services include primary medical, behavioral health and dental care, transportation, energy, housing, health, nutrition, pre-school, and special programs. The accounting practices of the Corporation are designed primarily to demonstrate stewardship of the funds entrusted to it, compliance with prescribed contract conditions, and other special requirements.

Patriot Place Associates Sanford, LP (PPAS, LP) (affiliate) was formed in 2003 as a limited partnership under the laws of the State of Maine. The partnership's purpose is to acquire, construct, develop, own, and operate a 40-unit residential apartment complex in Sanford, Maine, MSHA Project No. MSHA-RLP-1351. The general partner is Patriot Place Associates, LLC, of which YCCAC is the sole member. In April 2021, YCCAC also became the substitute limited partner.

Principles of Consolidation – The accompanying consolidated financial statements for the year ended October 31, 2022 include the accounts of YCCAC and its affiliated organization, PPAS, LP. All significant interorganizational transactions and balances have been eliminated in consolidation. FASB ASC 810-10-45-12 allows for the use of financial statements of a subsidiary with a different fiscal year-end if the difference is not more than three months. Accordingly, PPAS, LP's financial statements as of December 31, 2022 and 2021 were used for the consolidation.

Basis of Accounting – The consolidated financial statements have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Basis of Presentation – The Corporation is required to report information regarding its financial position and activities according to two classes of net assets as follows:

Net assets without donor restrictions – Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Corporation. These net assets may be used at the discretion of management and the board of directors.

Net assets with donor restrictions – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions would be met by actions of YCCAC or by the passage of time. Other donor restrictions may be perpetual in nature, whereby the donor would stipulate the funds be maintained in perpetuity. For the years ending October 31, 2022 and 2021, $206,713 and $206,384, respectively, of the Corporation's donor restricted net assets contained temporary restrictions.

Measure of Operations – The consolidated statements of activities report all changes in net assets, including changes in net assets from operating and nonoperating activities. Operating activities consist of those items attributable to YCCAC's ongoing program services and any interest and dividends earned. Nonoperating activities are limited to resources that generate return from investments and other activities considered to be of a more unusual or nonrecurring nature.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Expense and Salaries Allocation – The costs of providing various programs and other activities have been summarized on a functional basis in the consolidated statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services *benefited*. YCCAC uses cost pools to allocate facilities and related costs based on square footage occupied, computer costs based on number of workstations, postage costs based on usage, and other program-related costs based on relevant activity measures, such as number of meals served, number of children or clients. Salaries, payroll tax expenses, and benefits for the years ended October 31, 2022 and 2021 totaled $16,965,430 and $14,175,518, respectively. These amounts are presented in the consolidated statements of functional expenses as part of occupancy and computer costs, in addition to the amounts shown as direct program and supporting services salaries.

Income Tax Status – The Corporation is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and has been determined not to be a private foundation within the meaning of Section 509 (a)(1) of the Code. In addition, the Corporation qualifies for the charitable contribution deduction under Section 170(b)(1)(a). Income from certain activities not directly related to the Corporation's tax-exempt purpose is subject to taxation as unrelated business income. Management believes it has no uncertain tax positions with the Internal Revenue Service that would require disclosure in the consolidated financial statements.

The Corporation's federal Return of Organization Exempt from Income Tax (Form 990) and federal Exempt Organization Business Income Tax Return (Form 990-T) for fiscal years 2021, 2020, and 2019 are subject to examination by the IRS, generally for three years after they were filed.

Cash and Cash Equivalents – For purposes of the consolidated statements of cash flows, the Corporation considers all checking and escrow accounts, and short-term debt securities purchased with a maturity of three months or less, to be cash equivalents.

Investments - Investments in marketable securities are shown at their fair market value at the end of the year. Unrealized gains and losses are included in the change in net assets without donor restrictions in the consolidated statements of activities.

Accounts and Grants Receivable – Accounts and grants receivable consists primarily of revenue from various government grants and contracts, as well as health and dental patient fees earned from various government programs, other third parties and individuals. The Corporation provides for losses on patient fees accounts receivable using the allowance method. The allowance is based on experience, third-party contracts, and other circumstances, which may affect the ability of patients to meet their obligations. Receivables are considered impaired if full principal payments are not received in accordance with the contractual terms. It is the Corporation's policy to charge off uncollectible accounts receivable when management determines the receivable will not be collected.

Revenue and Revenue Recognition – The Corporation recognizes contributions when cash, securities, or other assets; an unconditional promise to give; or a notification of a beneficial interest is received. Conditional promises to give - that is, those with a measurable performance or other barrier and a right of return - are not recognized until the conditions on which they depend have been met. Service fees are recognized in the period in which the related services are performed.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Property and Equipment – Property and equipment are stated at cost. The Corporation capitalizes all acquisitions of property and equipment with a unit cost of $5,000 or more. All property and equipment items are depreciated according to the straight-line method ratably over their estimated useful lives, which range from 30-50 years for buildings, 5-28 years for building renovations, 2-10 years for equipment and 5 years for vehicles. Depreciation expense totaled $695,597 and $656,151 for the years ended October 31, 2022 and 2021, respectively.

Restricted and Unrestricted Revenue and Support – Contributions received are recorded as support without donor restrictions or support with temporary or permanent restrictions, depending on the existence and/or nature of any donor restrictions.

Support that is unrestricted by the donor is reported as an increase in net assets without restrictions. All donor-restricted support is reported as an increase in net assets with temporary or permanent restrictions, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends, or purpose restriction is accomplished) net assets with temporary restrictions are reclassified to net assets without restrictions and reported in the consolidated statements of activities as net assets released from restrictions. Contributions received with donor-imposed conditions and restrictions that are met in the same reporting period are reported as support without donor restrictions and increase net assets without donor restrictions.

Debt Issuance Costs – Debt issuance costs incurred in connection with the issuance of long-term debt are capitalized and amortized to interest expense over the term of the debt using the straight-line method. The unamortized amount is presented as an asset on the balance sheet.

Deferred Revenue – The Corporation records unexpended grant awards that were received prior to year-end as deferred revenue until related services are performed, at which time they are recognized as revenue.

Use of Estimates – The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

In-kind Contributions and Expenses – Professional services, space, supplies, and other donated items used for program purposes are presented in the consolidated financial statements at estimated fair market value and recorded when received.

Recent Accounting Pronouncements:

Contributed Nonfinancial Assets – On November 1, 2021, the Corporation adopted Accounting Standards Update (ASU) 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. The purpose of ASU 2020-07 is to clarify the presentation and disclosure of contributed nonfinancial assets with an intention to provide the reader of the financial statements a clearer understanding of what type of nonfinancial assets were received and how they are used and recognized by the Not for Profit. The standard was adopted on a retrospective basis. The adoption resulted in reclassifications on the consolidated statements of activities with no effect on net assets.

DESCRIPTION OF PROGRAMS, CONTINUED

Recent Accounting Pronouncements, Continued:

Leases – In February 2016, the FASB issued ASU 2016-02, *Leases*. This new standard will provide users of the consolidated financial statements a more accurate picture of the assets and the long-term financial obligations of companies that lease. Leases with terms exceeding 12 months will be reported on the consolidated statement of financial position of the company. Lessors will see some changes, too, largely made to align with the revised lease model. For nonpublic companies, the new leasing standard will apply for fiscal years beginning after December 15, 2021. Management is currently evaluating the impact of adoption on its consolidated financial statements.

DESCRIPTION OF PROGRAMS

Economic Opportunity – Economic Opportunity connects people in need with programs and services that offer help through financial assistance, referrals, education, and advocacy. The program is designed to assess each client's/household's particular set of needs and provide support ranging from crisis intervention (immediate need for fuel, food, emergency shelter, etc.) to case management. The goal is to help individuals and their families achieve independence and financial stability. Other programs that fall under the Economic Opportunity umbrella include Homebuyer Education, Foreclosure Prevention, and York County CA$H (Creating Assets Savings and Hope), a financial capability education program, which includes free tax preparation, financial coaching and workshops aimed at helping clients develop financial goals to build assets. In addition, Economic Opportunity provides the case management and coaching support for individuals and families housed within YCCAC's various affordable housing which includes A Place for Us, Patriot Place, and Crider Gardens.

Children's Services/Head Start – Head Start/Early Head Start (HS/EHS) is a federally funded early childhood education program that works to enhance children's physical, emotional and cognitive development and supports parents as the primary teachers of children. Early Head Start serves children 6 weeks up to age three, while Head Start serves children from ages three to five years. Head Start and Early Head Start programs also strive to ensure that each child is enrolled in a medical home and receives regular oral health care as a means to support mental and developmental preparedness for learning.

WIC – Women, Infants, and Children (WIC) works with prenatal women, infants, and children from birth to age five. WIC offers one-on-one health and nutrition counseling and breastfeeding support. WIC also helps parents and foster parents pay for nutritious food and formula if breastfeeding is not an option. Nutrition professionals monitor weight, immunizations, and dietary needs to achieve optimal health.

Energy and Rent Relief Services – Energy Services provides home heating and energy assistance. The program administers the Federal Low-Income Heating and Energy Assistance Program (LIHEAP), Energy Crisis Intervention Program (ECIP), Central Heating Improvement Program (CHIP), and the Weatherization Assistance Program. These federally funded programs provide benefits to income-eligible households to help cover the cost of home heating. Energy Services also administers the Low-Income Assistance Plan (LIAP), which provides benefits to consumers with high electric bills, and Weatherization Assistance, which helps to reduce energy consumption. Additionally, this program has provided COVID funded Rental Relief programs to households affected by COVID.

DESCRIPTION OF PROGRAMS, CONTINUED

Transportation – Transportation services help York County residents to be self-sufficient by providing transportation to community services and other destinations which they would otherwise not be able to reach. All the transportation services are open to the general public. The Sanford Transit offers year-round service from Springvale to South Sanford. The Southern Maine Connector provides weekday service between Sanford, Biddeford, and Saco, connecting to all Biddeford-Saco-Old Orchard Beach Transit routes. The WAVE (Wheels to Access Vocation & Education) operates daily scheduled transportation between Sanford-Wells and Sanford-Biddeford. The Shoreline Explorer shuttle offers a year-round shuttle service between Sanford and Wells. The Shoreline Explorer trolley is a seasonal service along the coast connecting York to Kennebunk. Local Rides Program provides transportation for medical and shopping needs for sixteen communities on scheduled days of the week. Transportation also provides rides to medical and related appointments (including cancer treatment) through the privately funded York County Transport and the Connecting to Cancer Care programs. In addition, Transportation maintains contracts with a small number of agencies, including Child Development Services and the Maine Department of Health and Human Services to provide non-emergency medical transportation to low-income residents.

Health Services – Nasson Health Care is a Federally Qualified Health Center. Nasson operates sites in Springvale and Biddeford. As a nationally recognized patient-centered medical home, Nasson provides a comprehensive range of primary care services for patients in all stages of life - from Well Child check-ups to Medicare wellness visits. Nasson's team-based approach ensures that patients receive well-coordinated care that addresses the patient's complete health and wellness picture. Behavioral health is fully integrated with primary care, including care management and other supportive services to help patients manage chronic conditions, and achieve their health and wellness goals. Nasson's dental program offers a large array of services, from exams and cleanings, to restorative procedures, partials, and emergency dental care. Nasson Health Care routinely screens medical, behavioral health, and dental patients for significant social determinants of health, and makes appropriate referrals, as necessary.

Housing PPAS, LP – Patriot Place is a low-income rental community of three high rise apartment buildings with a total of 40 one, two, and three-bedroom apartment homes. Sitting right off Main Street in Sanford, Maine, the property has become a centerpiece of the developing neighborhood. Resident families enjoy a quiet atmosphere, a fenced-in playground and a conveniently located school bus stop at the edge of the property.

CONCENTRATIONS OF CREDIT RISK FROM CASH DEPOSITS IN EXCESS OF INSURED LIMITS

The Corporation currently maintains its cash balances in financial institutions located in Maine. The balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to $250,000. The Corporation has a sweep agreement in effect for the years ended October 31, 2022 and 2021, to insure cash deposits over the FDIC limit.

AVAILABILITY AND LIQUIDITY

The Corporation regularly monitors liquidity required to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds. The Corporation has various sources of liquidity at its disposal, including cash and cash equivalents, marketable debt and equity securities, and lines of credit. See note on page 13 for information about the Corporation's line of credit.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Corporation considers all expenditures related to its ongoing activities of providing services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Corporation operates with a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. The consolidated statements of cash flows identify the sources and uses of the Corporation's cash and shows cash generated by (used in) operations for fiscal years 2022 and 2021.

As of October 31, 2022, the following table shows the total financial assets held by the Corporation and the amounts of those financial assets, which could readily be made available within one year of the balance sheet date to meet general expenditures:

Financial assets at year-end:

Cash and cash equivalents	$	4,313,697
Accounts and grants receivable, net		4,613,864
Investments		387,217
Total financial assets		9,314,778
Less amount not available to be used within one year:		
Net assets with temporary donor restrictions		(206,713)
Security deposits, reserves, and escrow		(259,337)
Total not available for general use		(466,050)
Financial assets available to meet expenditures over the next 12 months	**$**	**8,848,728**

YCCAC's financial assets approximate 2 months of operating expenses at October 31, 2022.

LINE OF CREDIT

The Corporation has a $2,000,000 revolving line of credit at October 31, 2022. Advances are payable on demand including interest at the ICE LIBOR rate (at 6.75% October 31, 2022) as published by Bloomberg and are unsecured. The line of credit agreement expires June 30, 2023. At October 31, 2022 and 2021, the line of credit had an outstanding balance of $0. Subsequent year end, the Corporation renewed this line of credit through June 30, 2025.

INVESTMENTS

Fair Value Measurements

The Corporation reports under the Fair Value Measurements, which establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs of valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy are described below.

Level 1 - Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Corporation has the ability to access.

Level 2 - Inputs to the valuation include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in active markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs at the closing price reported on the active market on which the individual securities are traded.

Following is a description of the valuation methodologies used for assets measured at fair value:

Money Market, Equities, Fixed Income: Valued at the closing price reported on the active market on which the individual securities are traded.

The method described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Corporation believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

INVESTMENTS, CONTINUED

Assets held in the investment account were as follows:

Investments at Fair Value as of October 31, 2022:

		Level 1	Level 2	Level 3	Total
Money Markets	$	78,196	-	-	78,196
Equities		191,684	-	-	191,684
Fixed Income		117,337	-	-	117,337
Total	**$**	**387,217**	-	-	**387,217**

Investments at Fair Value as of October 31, 2021:

		Level 1	Level 2	Level 3	Total
Money Markets	$	50,022	-	-	50,022
Equities		284,599	-	-	284,599
Fixed Income		90,474	-	-	90,474
Total	**$**	**425,095**	-	-	**425,095**

LONG-TERM DEBT

Long-term Debt

At October 31, long-term debt consisted of the following:

		2022	2021
$427,808 note payable to a bank, payable in monthly installments of $2,777 including interest at 4.83% through February 26, 2023; secured by property. YCCAC refinanced this note on March 27, 2023 at a rate of 6.54% through March 26, 2033; secured by property.	$	289,560	308,206
$1,449,093 bond issued in September 2013 to re-finance property. Monthly average payments are approximately $8,500 based on a fixed rate of 3.52%, matures December 5, 2023; secured by property. YCCAC intends to refinance these bonds in FY2023 when they mature.		937,273	1,003,583
$32,802 note payable to Ford Credit, payable in monthly installments of $636 with 5.99% interest through September 7, 2022; secured by an automobile.		-	6,772
$200,000 note payable to Genesis Community Loan Fund, payable in principal and 5.5% interest-fixed installments of $890 through August 17, 2023, at which time the principal is due in full; secured by property in Sanford, Maine.		112,732	117,081

LONG-TERM DEBT, CONTINUED

$2,030,487 Payment Protection Program loan to a bank, forgivable if spent in accordance with terms. The remainder is subject to 1.0% interest and is unsecured. $1,389,824 was forgiven January 5, 2022. This forgiveness was recognized in FY2021, as conditions for forgiveness had been met. The remainder was paid in full on January 31, 2022 and is classified with current liabilities at October 31, 2021.	-	640,663
$255,000 note payable to a bank with interest only payments at 4.25% through June 2021, followed by fixed monthly payments of $1,926 through June 2036; secured by property in Sanford, Maine.	236,963	249,716
$900,000 note payable to Maine State Housing Authority, with no interest due and forgivable in June 2050, provided the terms are met; secured by property in Sanford, Maine.	900,000	900,000
$108,982 note payable to Maine State Housing Authority with $45,451 drawn down through October 31, 2021, with no interest due and forgivable in June 2050, provided the terms are met; secured by property in Sanford, Maine.	108,982	45,451
$160,000 note payable to FHLB with no interest due and forgivable in November 2035, provided the terms are met; secured by property in Sanford, Maine.	160,000	160,000
$210,000 note payable to Maine State Housing Authority, payable in monthly installments of $1,259 with 6.00% interest through January 1, 2036; secured by property in Sanford, Maine.	136,514	143,212
$3,500,000 note payable to Maine State Housing Authority, non-interest bearing, and payments are deferred through January 1, 2036 when it is due in full; secured by property in Sanford, Maine.	3,500,000	3,500,000
Total	6,382,024	7,074,684
Less: current portion	1,359,824	756,027
Long-term debt	**$ 5,022,200**	**6,318,657**

LONG-TERM DEBT, CONTINUED

Maturities on long-term debt are as follows:

Year ending October 31:	
2023	$ 1,359,824
2024	21,249
2025	22,344
2026	23,468
2027	24,651
Thereafter	4,930,488
Total	**$ 6,382,024**

DERIVATIVE INSTRUMENTS

The Corporation makes limited use of derivative instruments for purpose of managing interest rate risks. YCCAC entered into an interest rate swap agreement to reduce the impact of changes in interest rates on bonds payable in December 2013. At October 31, 2022 and 2021, the Corporation had one outstanding interest rate swap agreement with a commercial bank, having a total notional amount of $937,273 and $1,003,583 respectively. The interest rate swap contract requires payment of a variable rate of interest [London Interbank Offered Rate ("LIBOR") BBA 67%] and the receipt of a fixed rate (3.52%) of interest on the notional amount of indebtedness. The Corporation pays or receives any difference in interest on a quarterly basis. This amount is charged or credited to interest expense in the consolidated statements of activities. The interest rate swap agreement is scheduled to mature in December 2023. The Corporation is exposed to credit loss in the event of nonperformance by the other party to the interest rate swap agreements. However, the Corporation does not anticipate nonperformance by the counterparty.

CONCENTRATION IN REVENUES

Of the revenues received by the Corporation in fiscal years 2022 and 2021, approximately 84% and 76%, respectively, were from state and federal funded grants and contracts. Changes in reimbursement methods or reductions in available funds could adversely affect operations if alternative funding sources are not readily available.

ANNUITY PLAN

YCCAC has a Tax Deferred Annuity Plan under Section 403(b) of the Internal Revenue Code. This plan covers substantially all its employees subject to attaining age 18, working at least 1000 hours in a computation period, and having completed at least a year of service to be eligible to receive a matching contribution from the Corporation. Employees benefit when deferring compensation of 1%-6% as a pre-tax savings and/or Roth contribution and receive a safe harbor match on this contribution of 1.17%-7.02%. During the years ended October 31, 2022 and 2021, the Corporation's pension plan expenses were $432,646 and $387,246, respectively.

NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions consist of the following funds at October 31:

		2022	2021
Energy Services	$	39,989	14,646
Emergency Services		89,717	157,385
Transportation		25,551	13,700
Children Services		18,735	2,731
Other		32,721	17,922
Total	**$**	**206,713**	**206,384**

Net assets released from donor restrictions consist of the following funds for the year ended October 31:

		2022	2021
Energy Services	$	26,371	35,354
Emergency Services		68,168	72,832
Transportation		28,149	-
Children Services		-	1,456
Other		88,453	15,724
Total	**$**	**211,141**	**125,366**

LEASES

The Corporation has noncancelable operating leases for space that are scheduled to expire at various dates through June 30, 2025. The leases can be extended beyond the initial term upon mutual agreement of the parties. Rental expenses for those leases were $278,726 and $274,726, respectively, for the years ended October 31, 2022 and 2021.

Future minimum lease payments under operating leases that have remaining terms in excess of one year beyond October 31, 2022, are:

Year ending October 31:		
2023	$	284,447
2024		262,517
2025		173,637
2026		4,980
2027		1,245
Total	**$**	**726,826**

NON-CASH DONATIONS

The Corporation received the following in-kind donations which have been reflected in the consolidated financial statements at their estimated fair market value for the years ended October 31:

		2022	2021
Children's Services - Space	$	225,862	241,045
Health Services - Pharmaceuticals		229,899	171,810
Total	**$**	**455,761**	**412,855**

The assets given are utilized to carry out the mission of the Corporation in the above programs. In addition, many individuals volunteer their time and perform a variety of tasks that assist the Corporation in its Children's Services' Head Start program. YCCAC received $27,194 and $2,495 worth of non-professional volunteer services during the years ended October 31, 2022 and 2021, respectively. These amounts are not included in the amount recognized in the consolidated financial statements at October 31, 2022 and 2021.

COMMITMENTS AND CONTINGENCIES/SUBSEQUENT EVENTS

The Corporation falls under Tier 2 of the *Maine Uniform Accounting and Auditing Practices for Community Agencies*. This is a rulemaking established by the State of Maine. Under Tier 2, the State will conduct a review of the audit of pass-through federal and direct state funds conducted by the independent auditors. As of this date it is not possible to determine liabilities, if any, that may arise from future reviews. No estimate has been made in the consolidated financial statements for potential adjustments which may result from the State's review of the year ended October 31, 2022. All years through October 31, 2021 have been reviewed by the State and are considered finalized.

Under the terms of the Mortgage and Security Agreement with MaineHousing, PPAS, LP is required to make deposits to an escrow account to fund expected future costs of $1,605 monthly (currently), increasing by 3% annually. The balance of the replacement reserve was $86,422 at December 31, 2022.

Under the terms of the PPAS, LP Partnership Agreement and an Operating Deficit Account agreement with MaineHousing, an Operating Deficit Escrow was established in the amount of $119,634 to be held by MaineHousing. The reserve may be used for operations only with written consent of the Limited Partner. The account must remain open for the term of the Partnership.

Pursuant to a MaineHousing Rental Loan Program Financial Assistance Agreement with PPAS, LP, the Partnership must maintain two one-bedroom and three two-bedroom residential units in the project to be occupied by individuals whose income is 50% or less of area of median income and are rent restricted. The remaining thirty-five units must be occupied by individuals whose income is 60% or less of the area median income.

Pursuant to PPAS, LP's Federal Home Investment Partnership Program Match Compliance Agreement with MaineHousing, twenty-five units in the Development must be FedHOME Match Units. At least five of the FedHOME Match units must be occupied by individuals or families whose income is at or below 50% of area median income and the remaining FedHOME Match units must be occupied by individuals or families whose income is at or below 60% of area median income.

COMMITMENTS AND CONTINGENCIES/SUBSEQUENT EVENTS, CONTINUED

Subsequent events are events or transactions that occur after the consolidated statement of financial position date, but before consolidated financial statements are issued. Recognized subsequent events are events or transactions that provide additional evidence about conditions that existed at the consolidated statements of financial position dates, including the estimates inherent in the process of preparing consolidated financial statements. Non recognized subsequent events are events that provide evidence about conditions that did not exist at the consolidated statement of financial position date but arose after that date. Management has evaluated subsequent events through the report date, which is the date the October 31, 2022 consolidated financial statements were available for issuance.

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidating Statements of Financial Position
October 31, 2022
(with comparative totals for 2021)

		2022				2021
		YCCAC	PPAS, LP	Eliminations	Total	Total
ASSETS						
Current assets:						
Cash, cash equivalents, and restricted cash	$	4,008,820	304,877	-	4,313,697	8,762,124
Accounts and grants receivable (net of allowances of $215,360 and $306,684, respectively)		4,569,758	44,106	-	4,613,864	2,303,860
Due from related party		9,900	-	(9,900)	-	-
Investments		387,217	-	-	387,217	425,095
Inventory		2,888	-	-	2,888	2,873
Prepaid expenses		144,025	11,135	-	155,160	99,435
Total current assets		9,122,608	360,118	(9,900)	9,472,826	11,593,387
Property and equipment:						
Land		417,000	957,613	-	1,374,613	1,374,613
Buildings and improvements		6,102,720	4,427,325	-	10,530,045	10,293,130
Equipment		2,147,764	227,538	-	2,375,302	2,014,572
Vehicles		1,902,153	-	-	1,902,153	1,806,168
		10,569,637	5,612,476	-	16,182,113	15,488,483
Less accumulated depreciation		(4,710,524)	(2,319,952)	-	(7,030,476)	(6,179,417)
Net property and equipment		5,859,113	3,292,524	-	9,151,637	9,309,066
Other assets:						
Construction in progress		-	-	-	-	-
Bond issuance cost (net of amortization of $31,184 and $27,687, respectively)		38,762	-	-	38,762	42,259
Debt issuance costs		-	2,653	-	2,653	2,859
Derivative financial instrument asset		11,588	-	-	11,588	33,532
Work in progress - Direct Client		24,022	-	-	24,022	308,573
Total other assets		74,372	2,653	-	77,025	387,223
Total assets	**$**	**15,056,093**	**3,655,295**	(9,900)	**18,701,488**	**21,289,676**
LIABILITIES AND NET ASSETS						
Current liabilities:						
Current portion of long-term debt	$	1,352,713	7,111	-	1,359,824	756,027
Due to related party		-	9,900	(9,900)	-	-
Accounts payable		923,741	27,640	-	951,381	853,482
Accrued expenses		1,186,763	685	-	1,187,448	1,179,030
Deferred revenue		3,753,916	708	-	3,754,624	5,436,883
Tenant security deposits		-	36,347	-	36,347	33,501
Total current liabilities		7,217,133	82,391	(9,900)	7,289,624	8,258,923
Non-current liabilities:						
Long-term debt, net of current portion		1,392,797	3,629,403	-	5,022,200	6,318,657
Total liabilities		8,609,930	3,711,794	(9,900)	12,311,824	14,577,580
Net assets:						
Without donor restriction		6,239,450	(56,499)	-	6,182,951	6,505,712
With donor restrictions		206,713	-		206,713	206,384
Total net assets		6,446,163	(56,499)	-	6,389,664	6,712,096
Total liabilities and net assets	**$**	**15,056,093**	**3,655,295**	**(9,900)**	**18,701,488**	**21,289,676**

See auditors' report.

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidating Statements of Activities
Year Ended October 31, 2022
(with comparative totals for 2021)

	2022				2021
	YCCAC	PPAS, LP	Eliminations	Total	Total
OPERATING ACTIVITIES:					
WITHOUT DONOR RESTRICTIONS:					
Support and revenue:					
Government grants	$ 51,062,460	-	-	51,062,460	36,601,033
MaineCare fees	3,847,479	-	-	3,847,479	2,758,572
County and municipal	244,419	-	-	244,419	217,263
Gain (loss) on disposal/sale of fixed assets	-	-	-	-	8,569
In-kind contributions	455,761	-	-	455,761	412,855
Rental income	-	431,791	-	431,791	416,327
All other revenue	2,781,954	11,312	(24,030)	2,769,236	2,615,308
Total support and revenue	58,392,073	443,103	(24,030)	58,811,146	43,029,927
Net assets released from restrictions	211,141	-	-	211,141	125,366
Total support, revenue, and reclassifications	58,603,214	443,103	(24,030)	59,022,287	43,155,293
Expenses:					
Program services:					
Economic opportunity	1,591,424	-	-	1,591,424	1,245,017
Children's services/Head Start	4,249,303	-	-	4,249,303	3,828,433
WIC	2,197,308	-	-	2,197,308	2,044,511
Energy and Rent Relief services	37,053,174	-	-	37,053,174	20,620,222
Transportation	2,647,421	-	-	2,647,421	2,652,848
Health services	7,955,850	-	-	7,955,850	6,857,857
Housing	-	406,380	-	406,380	373,191
Total program services	55,694,480	406,380	-	56,100,860	37,622,079
Supporting services:					
Management & general	3,072,131	126,892	(24,030)	3,174,993	2,519,267
Resource development	-	-	-	-	-
Total supporting services	3,072,131	126,892	(24,030)	3,174,993	2,519,267
Total expenses	58,766,611	533,272	(24,030)	59,275,853	40,141,346
Change in net assets from operations	(163,397)	(90,169)	-	(253,566)	3,013,947
NONOPERATING ACTIVITIES:					
Unrealized gain (loss) on derivative financial instrument	(21,944)	-	-	(21,944)	(26,250)
Unrealized gain (loss) on investments	(47,251)	-	-	(47,251)	52,778
Total nonoperating activities	(69,195)	-	-	(69,195)	26,528
Change in net assets without donor restrictions	(232,592)	(90,169)	-	(322,761)	3,040,475
WITH DONOR RESTRICTIONS:					
Contributions	211,470	-	-	211,470	136,080
Net assets released from restriction:					
Energy services	(26,371)	-	-	(26,371)	(35,354)
Emergency services	(68,168)	-	-	(68,168)	(72,832)
Transportation	(28,149)	-	-	(28,149)	-
Children services	-	-	-	-	(1,456)
Other	(88,453)	-	-	(88,453)	(15,724)
	(211,141)	-	-	(211,141)	(125,366)
Change in net assets with donor restrictions	329	-	-	329	10,714
Change in net assets	(232,263)	(90,169)	-	(322,432)	3,051,189
Net assets, beginning of year	6,678,426	33,670	-	6,712,096	3,660,907
Net assets, end of year	**$ 6,446,163**	**(56,499)**	**-**	**6,389,664**	**6,712,096**

See auditors' report.

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidating Statement of Functional Expenses
Year Ended October 31, 2022

	Program Services								Supporting Services					
									Management and General					
	Economic opportunity	Children's services/ Head Start	WIC	Energy and Rent Relief services	Transportation	Health services	Housing PPAS, LP	Total program services	Allocated	Non-Allocated	PPAS, LP	Total supporting services	Eliminations	Total
Salaries	$ 709,573	2,222,751	363,023	2,183,046	1,221,865	4,742,337		11,442,595	1,321,866	69,499	-	1,391,365	-	12,833,960
Payroll taxes and benefits	188,799	709,321	116,366	617,562	370,593	1,300,024	-	3,302,665	331,960	18,959	-	350,919	-	3,653,584
Consultants	76,947	74,602	740	8,165	2,955	163,281	-	326,690	157,612	71,747	100,486	329,845	(24,030)	632,505
Direct client benefits	382,713	207,481	1,587,292	33,799,021	133,595	22,480	-	36,132,582	10	4,619	-	4,629	-	36,137,211
Travel	5,651	7,047	1,289	5,318	48	23,962	-	43,315	8,275	-	-	8,275	-	51,590
Occupancy	75,134	275,729	73,726	90,559	94,813	409,762	-	1,019,723	111,455	31,250	-	142,705	-	1,162,428
Occupancy - depreciation	8,866	35,714	13,696	18,468	19,331	4,107	-	100,182	19,459	6,288	-	25,747	-	125,929
Occupancy - in-kind	-	225,862	-	-	-	-	-	225,862	-	-	-	-	-	225,862
Supplies	15,555	18,922	8,323	28,536	46,376	455,069	-	572,781	154,740	49,131	-	203,871	-	776,652
Supplies - in-kind	-	-	-	-	-	229,899	-	229,899	-	-	-	-	-	229,899
Postage	2,146	825	2,051	18,164	1,436	12,962	-	37,584	2,632	-	-	2,632	-	40,216
Printing and photocopying	2,614	2,967	616	4,253	1,906	3,774	-	16,130	6,740	-	-	6,740	-	22,870
Computer costs	61,044	148,699	20,153	124,184	81,561	319,088	-	754,729	71,940	1,112	-	73,052	-	827,781
Computer costs - depreciation	1,126	4,946	695	4,165	2,517	5,387	-	18,836	1,822	780	-	2,602	-	21,438
Vehicle operations	732	3,375	-	2,925	359,981	9,181	-	376,194	214	3,849	-	4,063	-	380,257
Equipment	652	145,173	-	60,750	48,442	44,843	-	299,860	-	8,955	-	8,955	-	308,815
Repairs and maintenance	4,061	34,130	-	-	480	-	124,279	162,950	-	20,101	-	20,101	-	183,051
Insurance	5,194	10,093	23	16,289	198,443	16,908	13,036	259,986	27,905	17,827	-	45,732	-	305,718
Utilities	29,934	5,276	-	-	-	-	66,604	101,814	-	22,726	-	22,726	-	124,540
Telephone	8,937	27,453	5,860	9,983	37,535	38,879	-	128,647	9,322	1,879	-	11,201	-	139,848
Training and conferences	4,394	73,722	2,800	44,456	1,094	71,668	-	198,134	33,882	11,122	-	45,004	-	243,138
Interest	-	-	-	-	-	6,331	8,378	14,709	-	-	-	-	-	14,709
Other	2,222	12,342	655	5,115	10,806	15,285	55,756	102,181	16,146	995	26,406	43,547		145,728
Depreciation and amortization - other	5,130	2,873	-	12,215	12,077	60,623	138,327	231,245	-	455,312	-	455,312	-	686,557
Income tax	-	-	-	-	1,567	-	-	1,567	-	-	-	-	-	1,567
Total expenses	**$ 1,591,424**	**4,249,303**	**2,197,308**	**37,053,174**	**2,647,421**	**7,955,850**	**406,380**	**56,100,860**	**2,275,980**	**796,151**	**126,892**	**3,199,023**	**(24,030)**	**59,275,853**

See auditors' report.

YORK COUNTY COMMUNITY ACTION CORPORATION AND AFFILIATE
Consolidating Statements of Cash Flows
Year Ended October 31, 2022
(with comparative totals for 2021)

		2022				2021
		YCCAC	PPAS, LP	Eliminations	Total	Total
Cash flows from operating activities:						
Change in net assets	$	(232,263)	(90,169)	-	(322,432)	3,051,189
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:						
Depreciation and amortization		695,597	138,327	-	833,924	781,247
(Gain) loss on disposal/sale of fixed assets		-	-	-	-	(8,569)
Unrealized (gain) loss on derivative financial instrument		21,944	-	-	21,944	26,250
Unrealized (gain) loss on investments		47,251	-	-	47,251	(52,778)
Granted vehicles		-	-	-	-	(694,006)
Forgiveness of debt		-	-	-	-	(1,389,824)
Partnership expenses		-	24,030	(24,030)	-	-
(Increase) decrease in:						
Accounts and grants receivable		(2,282,459)	(27,545)	-	(2,310,004)	(709,379)
Due from related party		-	-	-	-	-
Inventory		(15)	-	-	(15)	(1,333)
Prepaid expenses		(53,638)	(2,087)	-	(55,725)	(25,864)
Work in progress - direct client		284,551	-	-	284,551	(190,467)
Increase (decrease) in:						
Accounts payable		89,979	(6,580)	-	83,399	421,427
Due to related party		-	-	-	-	-
Accrued expenses		8,452	(34)	-	8,418	131,662
Deferred revenues		(1,682,012)	(247)	-	(1,682,259)	4,797,993
Tenant security deposits		-	2,846	-	2,846	(489)
Net cash provided by (used in) operating activities		(3,102,613)	38,541	(24,030)	(3,088,102)	6,137,059
Cash flows from investing activities:						
Sale of investments		123,119	-	-	123,119	58,464
Purchases of investments		(132,492)	-	-	(132,492)	(61,833)
Purchase of property and equipment		(633,196)	(25,096)	-	(658,292)	(984,629)
Net cash used in investing activities		(642,569)	(25,096)	-	(667,665)	(987,998)
Cash flows from financing activities:						
Proceeds (repayment) of long-term debt, net		(685,962)	(6,698)	-	(692,660)	343,194
Investor service and management fees		-	(24,030)	24,030	-	-
Net cash provided (used in) by financing activities		(685,962)	(30,728)	24,030	(692,660)	343,194
Increase (decrease) in cash, cash equivalents, and restricted cash		(4,431,144)	(17,283)	-	(4,448,427)	5,492,255
Cash, cash equivalents, and restricted cash, beginning of year		8,439,964	322,160	-	8,762,124	3,269,869
Cash, cash equivalents and restricted cash, end of year	**$**	**4,008,820**	**304,877**	**-**	**4,313,697**	**8,762,124**
Supplemental cash flow disclosures:						
Cash paid during the year for interest	$	**6,331**	**8,378**	**-**	**14,709**	**58,307**
Cash paid during the year for income taxes		**1,567**	**-**	**-**	**1,567**	**-**
Non-cash investing activities						
Forgiveness of debt	$	-	-	-	-	**1,389,824**
Granted vehicles	$	-	-	-	-	**694,006**

See auditors' report.

City of Biddeford

2024/2025 My Place Teen Center Application for Municipal Funding

MPTC is a community-based nonprofit with a vision and success built on trust with kids most impacted by adverse childhood experiences. This collaborative work is how we get to transformative solutions via equity-based, human-centered investments in infrastructure, program, and staff development.

1. **Contact:** donna@myplaceteencenter.org
2. **Amount Requested:** $135,000
   Municipal funding will support three additional front-line staff, daily operations, and meal support at the newly renovated 75 Bacon St – the former St. Andre's. The 2024/2025 budget is $680,000. Annual, reliable municipal funding will stabilize our grant-funded operations.
3. **Impact of Award:** The award will impact 300 - 350 youth/young adults, ages 10 – 24, with a daily census of 75 – 100 kids per day, year-round, five days per week, and 12,500 meals.
4. **Need:** The teenage years are a time of significant emotional evolution. It can be a time of immense growth, potential, and self-discovery, but it's also a time of vulnerability as teens find their place in the world. But for some teens, this period can be even more challenging due to overwhelming stress that can lead to adverse outcomes, including lower self-esteem, anxiety, and even depression.
   The need for youth services has grown due to the increase in pandemic-related behavioral health crises and overdoses. Maine Integrated Youth Health Survey data shows that in 2023, 19% of southern Maine high school students reported alcohol use in the past 30 days, 17.9% reported marijuana use in the past 30 days, and 9.1% reported use of an un-prescribed prescription drug at some point in their life.
5. **The Top Three Things We Do:**
   - Meet basic needs - feed hungry kids and their families.
   - Provide relevant, translatable job and life skills.
   - Nurture emotional health and well-being via small group instruction and programming.
6. **Summary of Programming:** Youth and young adults will gain competency and trust in school as an academic success pathway and avoid high-risk activities such as substance use and behaviors resulting in teen pregnancy. Participants will increase their knowledge, skills, and attitudes regarding mental health wellness, managing difficult emotions, job and life skills, leadership scaffolding, financial literacy, adequate nutrition, proper hygiene, and exercise. Youth will understand what it takes to land a meaningful job, pursue higher education, and engage in civic-minded activities. Mental health will guide and underscore all endeavors.
7. **MPTC Differentiators:**
   - Free
   - Five days/per week and year-round
   - Physical space: Former church with a warm, living-room vibe aesthetic
   - Homemade, daily meals

- Teen-centric + a cohort of 18-24-year-olds -- "Adulting 101"
- Job and life preparedness
- Emotional wellness, curiosity, leadership, and accountability
- Drop-in and program-specific
- Local control; local decision-making
- Haven for vulnerable teens, including BIPOC, LGBTQ+, and new Mainers
- Authentic, daily engagement to deepen trust and safety
- Youth are compensated for their time and expertise – we build in the cost of paying youth for their job-skills efforts

8. **Projected Timeline:** July 1, 2024 – June 30, 2025.
9. **Equity and Access Strategy:**
   We value, respect, and elevate diversity in its many forms: justice, race, ethnicity, religion, sex, sexual orientation, gender identity, gender expression, national origin, ancestry, citizenship, age, marital status, physical and mental ability, genetic characteristics, military, or veteran status, and more. Diverse perspectives lead to better outcomes for our organization, participants, and community. Our talent engagement and retention practices aim to create as many opportunities as possible for all people to grow and thrive. Further, we believe that centering on the youth leadership, lived experiences, and conscious voices of young people who are BIPOC is the path to an emboldened community. We affirm that a healthy community is one in which everyone is engaged, represented, listened to, and supported regardless of race, gender, immigration status, sexuality, ability, religion, or class.
10. **What the Kids Say:**
    - *They remember your name. They actually care about, like, what goes on in their environment. They actually care about the people that come here.* Eben, age 17.
    - *I don't have a lot of spaces that feel welcoming, and when I came to MPTC, I felt a shift. I felt like I could breathe and have meaningful relationships with adults. I am very selective about where I share my whole self.* Van, age 16.
    - *MPTC impacted me by teaching social skills and helping me grow strong friendships that are loyal and trustworthy.* Spencer, age 14.
    - *I couldn't believe I had any authority over my life. I do not want to live the life I am currently living. I want to THRIVE! I must practice what I want out loud, but the crux of this learning is the BELIEVING part.* Ghost, age 15.
    - *Being part of the Teen Center has helped me be the goal-oriented, independent-thinking, and confident person I am today. As a high school student with many interests, I love creating things, from designing dresses made of recycled materials to crafting fun crochet projects to making different styles of artwork.* Jamora, age 16.
    - *At MPTC, it became my second home—where my friends and I felt safe and hung out. We got to discover who we were, take risks, and try new things.* Kimber, age 19.

January 18, 2024

Nichole Wood
Finance Director
City of Biddeford
205 Main Street, PO Box 586
Biddeford, ME 04005

Please consider this the official annual request to appropriate $6,000 for fiscal year 2025 dues and membership to the Eastern Trail Management District (ETMD) for continuing trail building and maintenance.

The Eastern Trail is southern Maine's premiere long-distance transportation and recreation greenway. It plays an essential role in fostering healthy and connected communities now and in the future. In fact, an economic impact study completed in 2021, in partnership with Southern Maine Planning and Development Commission, revealed that the 250,000 annual users of the trail generate $46 million in annual economic benefits in southern Maine. This tremendous impact will only increase as new trail is blazed through our ongoing trail-building campaigns.

We have completed feasibility work for a new section of trail between Kennebunk and North Berwick. This project will create trail access immediately adjacent to Kennebunk Savings Bank Corporate Headquarters in Kennebunk and Pratt and Whitney on Route 9 in North Berwick. The next step is to invest up to $910,000 of funding, from federal sources as well as from the Eastern Trail Alliance, for engineering design for this 11-mile section of proposed new trail.

We are currently completing trail feasibility work between the proposed trail head adjacent to Pratt and Whitney and the intersection of Routes 236 and 91 in South Berwick, a distance of roughly 8 miles. And, we have kickoff feasibility work to study the possible paths the trail can take from the Berwicks to the New Hampshire border, a 16-mile section that includes North and South Berwick, Eliot, York, and Kittery.

In addition to these crucial trail-building campaigns, we are also focused on stewarding and maintaining the existing off-road trail. Your financial support ensures our ability to maintain and repair the trail. As more severe and unseasonal weather events occur this ongoing monitoring and maintenance work is critical for ongoing multi-season trail use and the safety of our communities.

Thank you in advance for continuing your support of the Eastern Trail in FY 2025. Your financial support is critical to ensuring the Eastern Trail remains a high-quality recreation and alternative transportation amenity to each of the communities it passes through. Please do not hesitate to reach out if you have any questions or require additional information.

Sincerely,

Chelsey Berlin
Executive Director
Eastern Trail Alliance/Eastern Trail Management District

PO Box 250, Saco, ME 04072
Office Line: 207-248-9260
Questions/Concerns: patti@easterntrail.org

Saco Pathfinders Snowmobile Club
P.O. Box 27
Saco, ME. 04072
Cell: (207) 332-0017

January 23, 2024

Hello,
My name is Doug Doherty and I am the President of the Saco Pathfinders Snowmobile Club. I am reaching out to you and the city leadership team in hopes of receiving the annual funds generated by snowmobile registrations in the City of Biddeford.

The Pathfinders have been in existence since 1972 and have had a clubhouse in North Saco since the late 70's. We maintain approximately 45 miles of trails in Saco, Scarborough, Dayton, and Biddeford. Our trails connect to other local systems (Lyman, Buxton, and Gorham) and ultimately to the state ITS (Interconnected Trail System) trails.

Like with so many other clubs today, we face a continual struggle for existence. Our club is made up completely of volunteers from the local communities. We work on the trail system typically on Sundays in the fall up until the snow flies. This is done by walking the entire trail system with loppers and chainsaws in hand. In the winter, we have three snowmobiles and a Side-by-Side to drag and maintain the trails for the snowmobile crowd. However, our trails are not just for snowmobilers. They are multi-use trails seeing folks on snowshoes, X-country skis, fat tire bikes, walking dogs, riding horses, etc.

We touch base with every landowner on our trail system to ensure they are happy with the way their land is being used and to address any issues they may have.

Annually, the state sends each town/city a reimbursement for the number of snowmobiles registered. Biddeford receives approximately $1600 annually. We are requesting a donation of these funds in order to help us survive as the local snowmobile club.

Thank you for your consideration.

Regards,
Doug Doherty, President
Saco Pathfinders Snowmobile Club
ddoherty627@yahoo.com

SMPDC
SOUTHERN MAINE PLANNING & DEVELOPMENT COMMISSION

Serving the Municipalities of Southern Maine for Over 50 years

December 27, 2023

City of Biddeford

Dear Jim;

With 2024 upon us, I am pleased to report that it was an exciting year of new projects, staff, and growth for the organization. This growth is driven by the demand for our services, as well as new opportunities for the region, and we always strive to provide highly professional and timely services at an affordable cost to our communities.

As you know, SMPDC is a non-partisan nonprofit (Council of Governments) founded in 1964 to provide technical expertise and lead regional planning and economic development for land use, smart growth, resource management, affordable housing, environmental sustainability, and transportation planning. In short, we cultivate and strengthen thriving, sustainable communities and local governments for our 39 member towns in York County and southern Oxford and Cumberland Counties.

Our nonprofit continues to provide affordable, valuable services to you such as planning assistance, cooperative purchasing, access to federal and state grant programs, and collaboration on issues of regional concern. Our technical assistance covers land use, transit and economic development - from providing traffic counts, road service management, grant writing services, to demographic and Census information. Most of our towns benefit from our cooperative purchasing program which offers savings on road salt, paving, and other town purchasing. Last year, your community saved $50,165.00 from purchasing through SMPDC.

Regional planning has never been more important to meet your needs and those of our region. Because we're seeing increased demands from towns for assistance, our programs and services continue to grow as well. This year, we created three new positions to address needs for land use planning, business recovery programs, and new sustainability projects. It's this responsiveness to your needs that sets SMPDC apart, something that will continue to grow as we build on our regional and cooperative approach to all we do.

As a result of our growth to meet your needs, we are requesting a modest increase in dues of 3%. Please keep in mind that our dues are below the rates for other regional planning agencies across the state and are based on a method that accounts for both valuation and population of your community. These annual membership dues are for the upcoming fiscal year beginning July 2024. Your dues amount for 2024-2025 will be $10,049.00. We are grateful for your continued support.

We have included a page entitled *Benefits to All Communities* that details the services provided by Southern Maine Planning and Development Commission.

As always, please feel free to reach out with any questions or concerns. I can be reached at pschumacher@smpdc.org or call our office at (207) 751-7065.

Best regards,

Paul Schumacher

Paul Schumacher
Executive Director

SMPDC Member Services and Benefits

- A cooperative purchasing program for the region. SMPDC towns saved approximately $608,916.00 through participation in the Copy Paper and Road Salt bids last year.
- Providing the needed match requirements for state, federal Economic Development Administration (EDA) and DOT programs. In effect, for every dollar of dues we can leverage an additional two dollars.
- Providing free workshops, newsletters, technical memorandum, census updates, legislative updates and other educational resources to all communities, as well as immediate technical assistance on municipal land use, transportation and economic development issues. We also have the ability to provide traffic counts upon request.
- Community Development Block Grant, EDA and other grant writing services to your community.
- Providing economic recovery and expansion funds to area businesses, including low cost loans and grants.
- Reduced hourly billing rate for any requested additional or larger community specific projects.
- The ability to work on county wide initiatives that may not be funded, developing regional climate change initiatives, new county transportation options, and developing regional grant proposals.
- Operating a Revolving Loan Fund Program which has provided over $12 million dollars in environmental clean-up activities ultimately resulting in new housing, business development and stronger downtowns.
- Quarterly newsletter including updates on ongoing projects, funding opportunities and regional news relevant to towns and cities.

As a member municipality, our staff is also available ***for contract*** to your community at a reasonable hourly billing rate for additional or larger projects including, but not limited to:

- ➢ Interim land use planning expertise or substitute planner for development or subdivision review and ordinance development.
- ➢ Comprehensive Planning services such as data collection, survey development & implementation, and document preparation
- ➢ Greenhouse Gas inventories of community and/or municipal emissions
- ➢ Rural transportation planning and technical assistance such as 1) facilitating or aiding in grant writing and funding opportunities for trails, sidewalks, road work, or transit 2) providing assistance with safety audits, data collection, planning activities, or local project management and 3) coordinating between MaineDOT and municipalities
- ➢ GIS and mapping services for official zoning maps, planning purposes, and/or presentations.

SMPDC has also undertaken several standalone projects and studies which include parts of our region but have recommendations and resulting actions that will have broad regional benefits. These include, but are not limited to:

- ➢ The Regional Sustainability and Resilience Program produces resources and projects which can serve as model ordinances and methodologies for any community looking to create sustainable or climate resilience local policy.
- ➢ The Kittery and Portsmouth Naval Shipyard (PNS) Joint Land Use Study which aims to improve housing, transportation, and commuting issues throughout York County in collaboration with the PNS.
- ➢ Climate Action Cohort initiative that will result in resources for climate action planning any community can adopt and implement.
- ➢ The York County Broadband and Digital Equity Coalition brought together partners and service agencies to address internet access and create a Digital Equity Plan for the region, and work with the Maine Connectivity Authority to bring better broadband and increase access to the internet.
- ➢ The Economic Recovery Hub Program will bring technical assistance grants and financial assistance grants up to $20,000 to region businesses who suffered losses from the pandemic, but were missed in original public grant rounds.

Alana Schaeffer
Chairman
www.saveourshipyard.org
seacoastshipyard@metrocast.net

Seacoast Shipyard Association
PO Box 1123
Portsmouth, NH 03802-1123
EIN 02-0265756

September 15, 2023

James Bennett, City Manager
City of Biddeford
PO Box 586
Biddeford, ME 04005

Dear Mr. Bennett,

The Seacoast Shipyard Association is a non-profit organization of individuals, businesses and communities dedicated to the continued existence of the Portsmouth Naval Shipyard and maximizing opportunities for its growth as a center of excellence in marine development. We are working to promote expansion of the Shipyard into non-traditional maritime endeavors and a potential global role in support of the Seacoast community, the Navy, and the nation. To maintain this vital role for the nation, our Shipyard has identified the need to grow. We are working with local businesses, the Shipyard, and local schools to bring that talent into the Shipyard from our communities. We need to continue to support job opportunities, outreach programs, and other events to ensure the health and welfare of Seacoast communities and the defense of our Nation.

As an Association, we see that it is vital to continue this support in today's world. We continue to fulfill our obligation as the liaison between the Shipyard and the Seacoast for the good welfare of our communities. We represent the Seacoast's interest by ensuring the importance of the Portsmouth Naval Shipyard to the nation's security and that its interest is properly portrayed to our Congressional Representatives in the House and Senate.

Your financial support, along with individuals, businesses, city, and town governments is essential to the Shipyard's health and future. It is only through this support that we are able to maintain the Seacoast Shipyard Association during periods when there is no obvious crisis threatening the Shipyard.

Please consider this as the Seacoast Shipyard Association's request for a 2024 budget allocation from the City of Biddeford in the amount of $200.00. The CY 2022 payroll for the Portsmouth Naval Shipyard was $663,523,786. The State of Maine had 4,263 paid employees at the Shipyard totaling an annual payroll of $371,966,358. The Shipyard employed 177 Biddeford residents constituting an annual payroll of $14,844,430. The amount of financial support requested from this organization represents only $1.13 per Biddeford resident employed at the Shipyard. (The Shipyard payroll data for CY 2023 will be released in 2024)

Enclosed is the Portsmouth Naval Shipyard Economic Impact Report for CY 2022; the Seacoast Shipyard Association's Balance Sheet; Income and Expense Statement; and most recent Monthly Financial Report.

We hope you still view it as an investment for the future and will continue to support us as we move into the years ahead. Your support is greatly appreciated and vital to our continued existence.

Sincerely,

Alana Schaeffer MP

Enclosures

Seacoast Shipyard Association
PO Box 1123
Portsmouth, NH 03802-1123
EIN 02-0265756

BALANCE SHEET

As of March 31, 2023

ASSETS:

Cash
Savings Account
Northeast Federal Credit Union

Money Market (Members Choice)	$55,428.48
Share Draft	$11,743.63
TOTAL CASH	**$67,172.11**

LIABILITIES:

NONE

Seacoast Shipyard Association
PO Box 1123
Portsmouth, NH 03802-1123
EIN 02-0265756

INCOME AND EXPENSE STATEMENT

April 1, 2022 - March 31, 2023

INCOME:

States	$0.00	
Municipalities	$5,025.00	
Businesses/Organizations	$4,755.00	
Individuals/Families	$3,716.00	
Donations	$0.00	
Interest	$56.08	
Other	$27.96	
Total Income	**$13,580.04**	**$ 13,580.04**

EXPENSES:

Office Supplies	$78.46	
Computer Services	$222.64	
Postage & PO Box Rental	$440.00	
Printing	$449.29	
Travel	$0.00	
Mileage	$0.00	
Conferences/Meetings	$0.00	
Insurance	$0.00	
Advertising	$0.00	
Other	$0.00	
Contractor/Office Manager	$9,300.00	
Total Expenses	**$10,490.39**	**$10,490.39**
Net Income		**$3,089.65**

DEDICATED TO THE WELFARE AND DEVELOPMENT OF PORTSMOUTH NAVAL SHIPYARD

Seacoast Shipyard Association
PO Box 1123
Portsmouth, NH 03802-1123
EIN 02-0265756

FINANCIAL STATEMENT
SEACOAST SHIPYARD ASSOCIATION
August 31, 2023

	7/31/23	4/1/23
BALANCE	**$67,523.89**	**$67,172.11**
INCOME		
States		-
Municipalities	$0.00	$500.00
Business/Organizations	$0.00	$2,050.00
Individual/Families	$290.00	$1,452.00
Donations	$0.00	$0.00
Interest	$4.77	$23.55
Other	$0.00	$0.00
TOTAL INCOME	**$294.77**	**$4,025.55**
EXPENSES		
Office Supplies	$0.00	$0.00
Computer Services web domain renewal	$0.00	$0.00
Postage & PO Box Rent	$66.00	$345.00
Printing & Publications	$34.00	$34.00
Travel	$0.00	$0.00
Mileage	$0.00	$0.00
Conferences/Meetings	$0.00	$0.00
Insurance	$0.00	$0.00
Washington Rep	$0.00	$0.00
Contractor/Office Manager	$775.00	$3,875.00
Other	$0.00	$0.00
TOTAL EXPENSES	**$875.00**	**$4,254.00**

AVAILABLE CASH 8/31/23 - $66,943.66

Account Balances 8/31/23	Northeast Credit Union
Checking	$11,491.93
Money Mkt(Mbrs Choice)	$55,451.73
	$66,943.66

Respectfully Submitted:
Mona Potter
Mona Potter, Treasurer

DEDICATED TO THE WELFARE AND DEVELOPMENT OF PORTSMOUTH NAVAL SHIPYARD

INCOME BREAKDOWN FOR AUGUST 2023

	States
$0.00	**Municipalities**
$0.00	**Businesses/Organizations**
$0.00	**Donations**
$290.00	**Individual/Family Yearly Memberships**

Carl & Maryann Corsello
Dan & Karen Croteau
Arvid Gustavson
Bruce & Carol Jenkins
Daniel Minutelli
William & Judy Smart
Jim Street

$4.77	**Interest (NECU)**
$ 294.77	**Total Income**

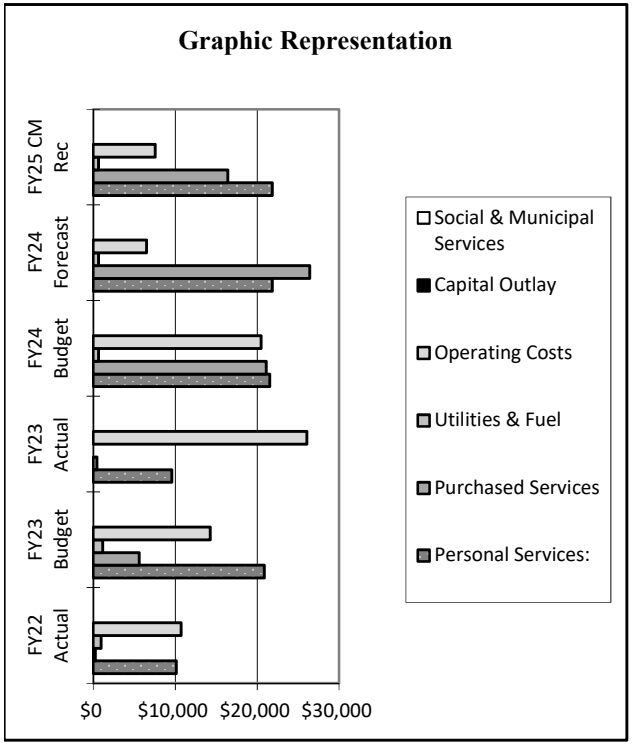
City of Biddeford, Maine
Fiscal Year 2025

Budget: Mooring Fees

Account Number: 31102

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$10,114	$20,889	$9,584	$21,531	$21,851	$9,889	$21,851	$21,851
Purchased Services	$245	$5,582	$449	$21,104	$26,414	$15,510	$16,404	$16,404
Utilities & Fuel	$955	$1,142	$0	$650	$650	$0	$650	$650
Operating Costs	$10,725	$14,250	$26,077	$20,500	$6,500	$15,510	$7,545	$6,545
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$22,039**	**$41,863**	**$36,110**	**$63,785**	**$55,415**	**$40,909**	**$46,450**	**$45,450**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$1,377**
Workers Comp	**$904**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$118**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$2,399**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$21,531	$21,851	$320	1.5%
Purchased Services	$21,104	$16,404	-$4,700	-22.3%
Utilities & Fuel	$650	$650	$0	0.0%
Operating Costs	$20,500	$6,545	-$13,955	-68.1%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$63,785**	**$45,450**	**-$18,335**	-28.7%

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Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60121	Annual Stipend Pay Expense	$9,000	$18,000	$7,125	$18,000	$18,000	$9,000	$18,000	$18,000
60201	FICA/Medicare-ER Share Exp	$689	$1,377	$545	$1,377	$1,377	$689	$1,377	$1,377
60251	Conferences/Training Expense	$0	$400	$1,465	$800	$700	$0	$700	$700
60253	Food/Lodging Expense	$0	$450	$0	$450	$670	$0	$670	$670
60256	Dues/Memberships Expense	$180	$0	$0	$0	$200	$200	$200	$200
60370	Workers Comp Insurance Exp	$245	$662	$449	$904	$904	$0	$904	$904
Totals		**$10,114**	**$20,889**	**$9,584**	**$21,531**	**$21,851**	**$9,889**	**$21,851**	**$21,851**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$0	$4,920	$0	$5,200	$10,000	$0	$10,000	$10,000
60312	Temporary Contract Help Exp	$0	$0	$0	$15,000	$15,510	$15,510	$5,500	$5,500
60370	Workers Comp Insurance Exp	$245	$662	$449	$904	$904	$0	$904	$904
60372	Vehicle Insurance Expense	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$245**	**$5,582**	**$449**	**$21,104**	**$26,414**	**$15,510**	**$16,404**	**$16,404**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60411	Gasoline Expense	$955	$1,142	$0	$650	$650	$0	$650	$650
Totals		**$955**	**$1,142**	**$0**	**$650**	**$650**	**$0**	**$650**	**$650**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60453	Vehicle Repair/Tires/Oil Exp	$5,725	$7,000	$9,709	$7,000	$0	$0	$0	$0
60465	Fire Boat Repair/Maint	$0	$0	$16,368	$7,000	$0	$15,510	$1,000	$0
60501	Operating Supp/Eqt Non-Cap	$0	$500	$0	$0	$0	$0	$0	$0
60502	Printing & Copying Expense	$0	$250	$0	$0	$0	$0	$0	$0
60799	Transfer Out to Other Funds	$5,000	$6,500	$0	$6,500	$6,500	$0	$6,545	$6,545
Totals		**$10,725**	**$14,250**	**$26,077**	**$20,500**	**$6,500**	**$15,510**	**$7,545**	**$6,545**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine
DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET
Fiscal Year 2025

DEPARTMENT: 31102 Mooring Fees

CLASSIFICATION	EMP #	POSITION	YEAREND ANNUALIZED TOTAL	REQUESTED	CITY MANAGER RECOMMEND.	COUNCIL APPROP.	LAST NAME	FIRST NAME	OBJECT
HAROR MASTER	10205	-	9,000.00	9,000.00	9,000.00		LAVERRIER	PAUL	60121
ASISTANT HARBORMASTER	11305	-	9,000.00	9,000.00	9,000.00		DESMARIAS	RANDY	60121
TOTAL BUDGETED POSITIONS		**0**	**18,000.00**	**18,000.00**	**18,000.00**	**18,000.00**			

Notes:

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Annual Stipend Pay Expense

Department Number: 31102 Account Number: 60121

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,000	$18,000	$7,125	$18,000	$18,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$18,000	$18,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Stipend by ordinance Sec. 74-50 *Compensation*

	Number	Unit (Qtrs)	Rate	Total
Harbormaster	2	4	$2,250.00	$18,000.00

**Ordinance specifies Stipend of $9,000 shall be paid to harbormaster and duly authorized assistant

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: FICA/Medicare-ER Share Exp

Department Number: 31102 Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$689	$1,377	$545	$1,377	$1,377

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,377	$1,377		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Workers Comp Insurance Exp

Department Number: 31102 Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$245	$662	$449	$904	$904

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$904	$904		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Workers Comp Increases

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Conferences/Training Expense

Department Number: 31102 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$400	$1,465	$800	$700

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$700	$700		-$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	Units		Rate		Expense
Annual Maine Harbormaster's Assoc. Meeting	2	$	350.00	$	700.00

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Food/Lodging Expense

Department Number: 31102 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$450	$0	$450	$670

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$670	$670		$220

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Annual meeting confernce expenses

Desc	Units		Rate		Expense
Food & Lodging at Meeting	2	$	335.00	$	670.00

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Dues/Memberships Expense

Department Number: 31102 Account Number: 60256

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$180	$0	$0	$0	$200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$200	$200		$200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	Units		Rate		Expense
Annual Harbormnasters Assoc Membership	1	$	200.00	$	200.00

Included in annual conference fee

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Service Contracts Expense

Department Number: 31102 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$4,920	$0	$5,200	$10,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$10,000		$4,800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee Recommendation

Desc	Units	Rate	Expense
Bouy, Anchor, Chain Replacement	1	$2,000.00	$2,000.00
Buoy Setting and Removal	1	$8,000.00	$8,000.00
US Fish and Wildlife Service (Culling of Geese)	0	$0.00	$0.00
			$10,000.00

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Temporary Contract Help Exp

Department Number: 31102 Account Number: 60312

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$15,000	$15,510

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,500	$5,500		-$9,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee Recommendation

Desc	Units		Rate		Expense
Contingency, Services Expense	1	$	5,500.00	$	5,500.00
(Derelict boat removal, retrievals, etc)					

**EOY forecast includes removing and setting bouys. Moved to 60310 for FY25

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Vehicle Insurance Expense

Department Number: 31102 Account Number: 60372

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Covered under general policy, see 60799 Transfer Out

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Gasoline Expense

Department Number: 31102 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$955	$1,142	$0	$650	$650

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$650	$650		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee Recommendation

Fiscal Year	Budget	Actual
2016	$ 800.00	$ 1,141.55
2017	$ 1,100.00	$ 460.44
2018	$ 1,800.00	$ 443.75
2019	$ 1,800.00	$ 385.76
2020	$ 600.00	$ 655.11
2021	$ 600.00	$ 461.02
2022	$ 600.00	$ 955.29
2023	$ 600.00	
2024	$ 650.00	
Minimum		$ 385.76
Average		$ 643.27
Maximum		$ 1,141.55

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 31102 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,725	$7,000	$9,709	$7,000	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($7,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year	Budget	Actual
2015	$ 4,500.00	$ 2,024.42
2016	$ 4,500.00	$ 21,739.93
2017	$ 2,500.00	$ 4,233.66
2018	$ 5,000.00	$ 10,536.94
2019	$ 5,000.00	$ 7,331.44
2020	$ 8,450.00	$ 10,067.92
2021	$ 8,420.00	$ 8,759.28
2022	$ 9,709.00	$ 9,709.00
2023	$ 8,420.00	
Minumim		$ 2,024.42
Average		$ 9,300.32
Maximum		$ 21,739.93

Moved Spring/Fall Buoy Service and Repairs to 60310

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Fire Boat Repair/Maint

Department Number: 31102 Account Number: 60465

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$16,368	$7,000	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$0		($7,000)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee Recommendation

Fiscal Year	Budget	Actual
2015	$ 4,500.00	$ 2,024.42
2016	$ 4,500.00	$ 21,739.93
2017	$ 2,500.00	$ 4,233.66
2018	$ 5,000.00	$ 10,536.94
2019	$ 5,000.00	$ 7,331.44
2020	$ 8,450.00	$ 10,067.92
2021	$ 8,420.00	$ 8,759.28
2022	$ 9,709.00	$ 9,709.00
2023		
2024		

	Minumim	$	2,024.42
Shared expense with Saco	Average	$	9,300.32
	Maximum	$	21,739.93

should be funded within fire department

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 31102 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$500	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee Recommendation

Contingency for supplies

Fiscal Year	Budget	Actual
2015	$ 1,000.00	$ -
2016	$ 1,000.00	$ -
2017	$ 1,000.00	$ -
2018	$ 1,000.00	$ -
2019	$ 3,000.00	$ -
2020	$ 1,000.00	$ -
2021	$ 1,000.00	$ -
2022	$ 1,000.00	$ -
2023	$ 500.00	$ -
Minimum		$ -
Average		$ -
Maximum		$ -

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Printing & Copying Expense

Department Number: 31102 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$250	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee Recommendation

Contingency for printing and copying

Fiscal Year	Budget	Actual
2015	$ 200.00	$ -
2016	$ 200.00	$ 233.75
2017	$ 250.00	$ 412.75
2018	$ 250.00	$ -
2019	$ 500.00	$ -
2020	$ 250.00	$ -
2021	$ 250.00	$ -
2022	$ 250.00	$ -
2023		$ -
Minimum		$ -
Average		$ 71.83
Maximum		$ 412.75

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Mooring Fees

Account Title: Transfer Out to Other Funds

Department Number: 31102 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,000	$6,500	$0	$6,500	$6,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,545	$6,545		$45

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maine Paid Leave Act (Est)	$	45.00
Fund Admin Mgt Fee	$	5,000
Vehicle Insurance (from 60372)	$	1,500
	$	6,545

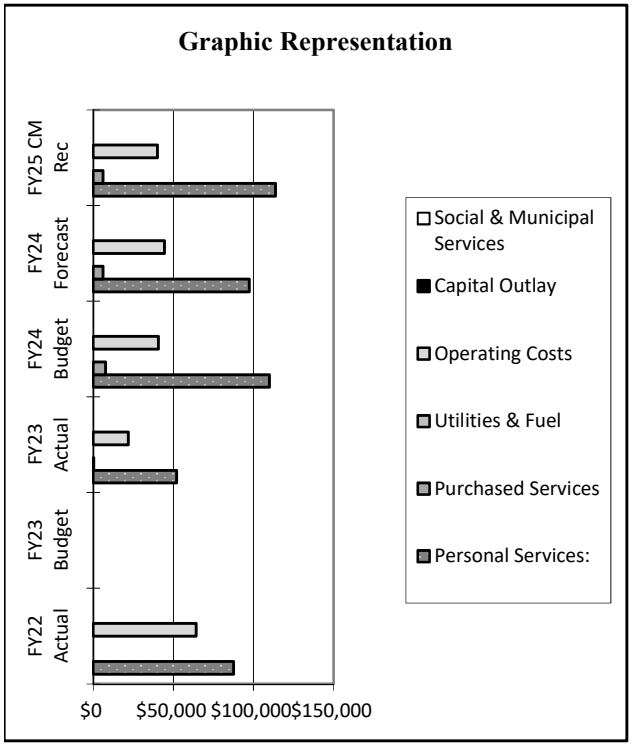
City of Biddeford, Maine
Fiscal Year 2025

Budget: Pool Beaches Ops/Improves

Account Number: 31106

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$87,461	$0	$51,914	$109,990	$97,397	$69,253	$113,600	$113,600
Purchased Services	$0	$0	$254	$7,635	$6,135	$1,055	$6,135	$6,135
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$64,143	$0	$21,750	$40,640	$44,334	$19,144	$40,054	$40,054
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$151,604**	**$0**	**$73,918**	**$158,265**	**$147,866**	**$89,453**	**$159,789**	**$159,789**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$7,826**
Workers Comp	**$3,474**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$30**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$11,330**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$109,990	$113,600	$3,610	3.3%
Purchased Services	$7,635	$6,135	-$1,500	$0
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$40,640	$40,054	-$586	-1.4%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$158,265**	**$159,789**	**$1,524**	1.0%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60107	Temp/Seasonal Emp Wage Ex	$73,778	$0	$44,999	$95,040	$95,040	$61,975	$97,300	$97,300
60111	Overtime Wage Expense	$4,385	$0	$0	$4,000	$2,357	$2,357	$5,000	$5,000
60201	FICA/Medicare-ER Share Exp	$6,983	$0	$3,442	$7,577	$0	$4,921	$7,826	$7,826
60370	Workers Comp Insurance Exp	$2,315	$0	$3,473	$3,373	$0	$0	$3,474	$3,474
Totals		**$87,461**	**$0**	**$51,914**	**$109,990**	**$97,397**	**$69,253**	**$113,600**	**$113,600**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60313	Construction Services Expens	$0	$0	$254	$5,000	$5,000	$0	$5,000	$5,000
60330	Equipment Rent/Lease Exp	$0	$0	$0	$1,500	$0	$0	$0	$0
60374	Flood Insurance Expense	$0	$0	$0	$1,135	$1,135	$1,055	$1,135	$1,135
Totals		**$0**	**$0**	**$254**	**$7,635**	**$6,135**	**$1,055**	**$6,135**	**$6,135**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$622	$0	$1,517	$3,000	$3,000	$47	$0	$0
60455	Preventive Maintenance	$35,080	$0	$11,365	$10,345	$14,039	$14,039	$14,000	$14,000
60501	Operating Supp/Eqt Non-Cap	$8,441	$0	$8,868	$8,000	$8,000	$5,059	$8,000	$8,000
60502	Printing & Copying Expense	$0	$0	$0	$0	$0	$0	$0	$0
60503	Road Salt Expense	$0	$0	$0	$0	$0	$0	$0	$0
60799	Transfer Out to Other Funds	$20,000	$0	$0	$19,295	$19,295	$0	$18,054	$18,054
Totals		**$64,143**	**$0**	**$21,750**	**$40,640**	**$44,334**	**$19,144**	**$40,054**	**$40,054**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 31106 Pool Beaches Ops/Improves

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
OCEAN GUARDS/PKNG/BEACH PT EES	28	-	$96,927	$97,300	$97,300	0	0	60107
TOTAL BUDGETED POSITIONS		**-**	**$96,927**	**$97,300**	**$97,300**			

Notes:

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Pool Beaches Ops/Improves

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 31106 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$73,778	$0	$44,999	$95,040	$95,040

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$97,300	$97,300		$2,260

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Ocean Lifeguards $61,180.00

Personnel	*Rate*	*Days*	*Hrs*	*Weeks*
7	*$19.00*	*5*	*8*	*11.50*

Ocean Lifeguards Asst $10,000.00

Personnel	*Rate*	*Days*	*Hrs*	*Weeks*
1	*$20.00*	*5*	*8*	*12.50*

Ocean Lifeguard Supervisor $11,000.00

Personnel	*Rate*	*Days*	*Hrs*	*Weeks*
1	*$22.00*	*5*	*8*	*12.50*

Beach Maint/Custodial $15,120.00

Personnel	*Rate*	*Days*	*Hrs*	*Weeks*
1	*$18.00*	*7*	*8*	*15*

Total ***$97,300.00***

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Pool Beaches Ops/Improves

Account Title: Overtime Wage Expense

Department Number: 31106

Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,385	$0	$0	$4,000	$2,357

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Lifeguard OT $ 5,000.00

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Pool Beaches Ops/Improves

Account Title: FICA/Medicare-ER Share Exp

Department Number: 31106 Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,983	$0	$3,442	$7,577	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,826	$7,826		$249

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Pool Beaches Ops/Improves

Account Title: Workers Comp Insurance Exp

Department Number: 31106 Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,315	$0	$3,473	$3,373	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,474	$3,474		$101

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Pool Beaches Ops/Improves

Account Title: Construction Services Expense

Department Number: 31106 Account Number: 60313

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$254	$5,000	$5,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PW Use $ 5,000.00

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Pool Beaches Ops/Improves

Account Title: Equipment Rent/Lease Exp

Department Number: 31106

Account Number: 60330

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$1,500	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($1,500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Pool Beaches Ops/Improves

Account Title: Building Repair/Maint Exp

Department Number: 31106

Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$622	$0	$1,517	$3,000	$3,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$3,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

FY25 will be serviced by a temporary buidling (if approved) and with a new building constructed for the spring/summer 2025 season, if approved.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Pool Beaches Ops/Improves

Account Title: Preventive Maintenance

Department Number: 31106

Account Number: 60455

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$35,080	$0	$11,365	$10,345	$14,039

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$14,000	$14,000		$3,655

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Walkway repair and upkeep, parking lot repair maintenance $14,000.00

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Pool Beaches Ops/Improves

Account Title: Flood Insurance Expense

Department Number: 31106 Account Number: 60374

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$1,135	$1,135

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,135	$1,135		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Flood insurance $ 1,135.00

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Pool Beaches Ops/Improves

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 31106

Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$8,441	$0	$8,868	$8,000	$8,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,000	$8,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fuel for PW-parks
Port-a-John Rental Gil Boucher (1)
Port-a-John Rental Fortunes Rocks (2)
Cleaning Supplies and Equipment
Lifeguard Course Reimbursment

$ 8,000.00

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Pool Beaches Ops/Improves

Account Title: Printing & Copying Expense

Department Number: 31106 Account Number: 60502

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	No.	$$/Each	Total
Beach stickers for residents and printing			$0.00

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Pool Beaches Ops/Improves

Account Title: Road Salt Expense

Department Number: 31106

Account Number: 60503

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Pool Beaches Ops/Improves

Account Title: Transfer Out to Other Funds

Department Number: 31106

Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$20,000	$0	$0	$19,295	$19,295

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 18,053.75	$18,054		($1,241)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Administrative cost support for sticker program	$	17,798.00
Maine Paid L:eave Act (Est)	$	255.75
	$	18,053.75

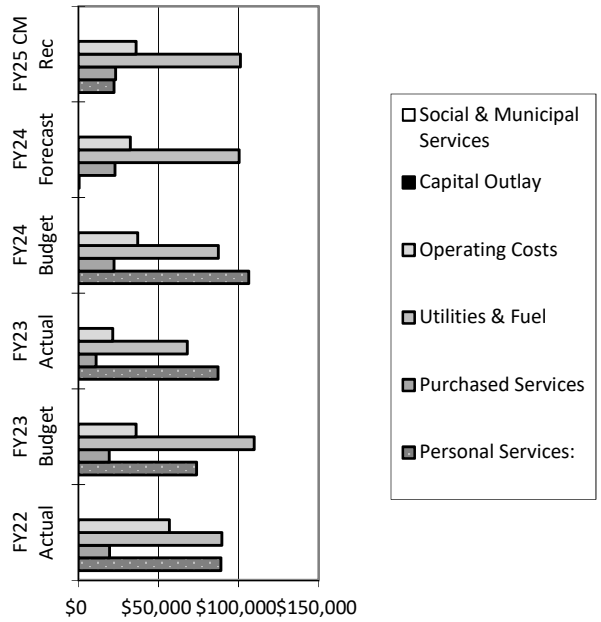
City of Biddeford, Maine
Fiscal Year 2025

Budget: Airport Operations

Account Number: 31132

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$89,018	$73,793	$87,057	$106,223	$350	$51,543	$22,195	$21,895
Purchased Services	$19,505	$19,234	$11,019	$22,234	$22,734	$194,918	$23,234	$23,234
Utilities & Fuel	$89,472	$109,753	$67,926	$87,303	$100,250	$51,809	$101,050	$89,800
Operating Costs	$56,722	$36,000	$21,328	$37,000	$32,500	$6,691	$36,048	$36,048
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$254,718**	**$238,780**	**$187,331**	**$252,760**	**$155,834**	**$304,960**	**$182,528**	**$170,978**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$1,481**
Workers Comp	**$809**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$2,290**
# of Full Time Employees	**0.50**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$106,223	$21,895	-$84,327	-79.4%
Purchased Services	$22,234	$23,234	$1,000	$0
Utilities & Fuel	$87,303	$89,800	$2,497	$0
Operating Costs	$37,000	$36,048	-$952	-2.6%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$252,760**	**$170,978**	**-$81,782**	-32.4%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$52,210	$55,858	$18,445	$65,044	$0	$0	$0	$0
60105	F-T Employee Wage Exp	$24,389	$0	$51,543	$0	$0	$51,543	$0	$0
60106	P-T Employee Wage Exp	$2,439	$3,500	$2,683	$25,000	$0	$0	$19,356	$19,356
60111	Overtime Wage Expense	$0	$1,500	$0	$1,500	$0	$0	$0	$0
60129	Insurance Buyout Pay	$0	$1,500	$0	$1,500	$0	$0	$0	$0
60201	FICA/Medicare-ER Share Exp	$4,759	$6,629	$2,452	$7,428	$0	$0	$1,481	$1,481
60203	457 Plan-Employer Share Exp	$3,228	$0	$21	$0	$0	$0	$0	$0
60210	HPHC Ins Employer Share Ex	$0	$242	$8,940	$285	$0	$0	$0	$0
60212	S-T Disability ER Share Exp	$36	$167	$50	$167	$0	$0	$0	$0
60216	Delta Dental ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60217	RHSA Plan ER Share	$780	$780	$405	$780	$0	$0	$0	$0
60230	Clothing/Uniforms Expense	$0	$150	$0	$150	$150	$0	$150	$150
60252	Travel/Mileage Expense	$98	$400	$0	$400	$200	$0	$400	$100
60370	Workers Comp Insurance Exp	$1,079	$3,067	$2,518	$3,969	$0	$0	$809	$809
Totals		**$89,018**	**$73,793**	**$87,057**	**$106,223**	**$350**	**$51,543**	**$22,195**	**$21,895**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$0	$0	$0	$0	$0	$0	$0	$0
60310	Service Contracts Expense	$3,028	$3,000	$3,418	$6,000	$7,000	$187,496	$7,000	$7,000
60320	Advertising	$57	$1,000	$330	$1,000	$500	$70	$1,000	$1,000
60331	Land/Building Lease Expense	$3,600	$3,600	$3,600	$3,600	$3,600	$3,600	$3,600	$3,600
60371	General Insurance Expense	$11,473	$11,634	$3,671	$11,634	$11,634	$3,752	$11,634	$11,634
60373	Building/Boiler Insurance Exp	$1,347	$0	$0	$0	$0	$0	$0	$0
Totals		**$19,505**	**$19,234**	**$11,019**	**$22,234**	**$22,734**	**$194,918**	**$23,234**	**$23,234**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$3,579	$3,500	$3,592	$4,000	$3,600	$1,560	$3,600	$3,600
60401	Water Expense	$215	$438	$328	$438	$350	$133	$350	$350
60402	Phone/Celular/Paging Exp	$6,587	$5,100	$694	$5,100	$5,100	$133	$5,100	$5,100
60404	Sewer User Fee Expense	$467	$450	$436	$450	$450	$204	$450	$450
60405	Heating Fuel Expense	$3,511	$1,000	$0	$1,000	$1,000	$0	$1,000	$1,000
60410	Diesel Fuel Expense	$664	$1,265	$615	$1,465	$500	$43	$1,300	$1,300
60411	Gasoline Expense	$74,449	$98,000	$62,262	$74,850	$89,250	$49,737	$89,250	$78,000
Totals		**$89,472**	**$109,753**	**$67,926**	**$87,303**	**$100,250**	**$51,809**	**$101,050**	**$89,800**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$33,236	$12,000	$10,039	$12,000	$12,000	($2,147)	$12,000	$12,000
60452	Operating Equip Repair Exp	$4,618	$4,500	$2,870	$4,500	$4,500	$1,388	$4,500	$4,500
60453	Vehicle Repair/Tires/Oil Exp	$10,922	$7,500	$1,873	$6,000	$4,000	$5,031	$6,000	$6,000
60454	Grounds Maint/Improve Exp	$1,115	$4,000	$2,028	$4,000	$4,000	$1,966	$4,000	$4,000
60500	Admin/Office Supp/Eqt Non-C	$2,159	$1,500	$1,042	$4,000	$1,500	$127	$3,000	$3,000
60501	Operating Supp/Eqt Non-Cap	$1,622	$3,000	$3,033	$3,000	$3,000	$326	$3,000	$3,000
60754	Lease Principal Expense	$0	$0	$0	$0	$0	$0	$0	$0
60755	Lease Interest Expense	$0	$0	$0	$0	$0	$0	$0	$0
60797	Miscellaneous Expense	$50	$500	$443	$500	$500	$0	$500	$500
60799	Transfer Out to Other Funds	$3,000	$3,000	$0	$3,000	$3,000	$0	$3,048	$3,048
Totals		**$56,722**	**$36,000**	**$21,328**	**$37,000**	**$32,500**	**$6,691**	**$36,048**	**$36,048**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60600	Land Purchase/Improve Cap	$0	$0	$0	$0	$0	$0	$0	$0
60601	Building Construc/Repair Cap	$0	$0	$0	$0	$0	$0	$0	$0
60603	Vehicle Purchase Capital	$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 31132 Airport Operations

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
AIRPORT P-T HELP	10090	0.50	$19,282	$19,356	$19,356	WELSH	STEVE	60106
TOTAL BUDGETED POSITIONS		**0.50**	**$19,282**	**$19,356**	**$19,356**			

Notes:

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Dept Manager Salary Exp

Department Number: 31132

Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$52,210	$55,858	$18,445	$65,044	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($65,044)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: P-T Employee Wage Exp

Department Number: 31132

Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,439	$3,500	$2,683	$25,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$19,356	$19,356		($5,644)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Part-time (plowing & mowing)

Wage	Hrs/day	Days/Wk	Wk/Yr	Total
$18.54	5.8	5	52	$27,958.32

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Overtime Wage Expense

Department Number: 31132

Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$1,500	$0	$1,500	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$1,500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Insurance Buyout Pay

Department Number: 31132

Account Number: 60129

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$1,500	$0	$1,500	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($1,500)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: FICA/Medicare-ER Share Exp

Department Number: 31132

Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,759	$6,629	$2,452	$7,428	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,481	$1,481		-$5,947

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Change due to personnel changes

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: 457 Plan-Employer Share Exp

Department Number: 31132

Account Number: 60203

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,228	$0	$21	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Change due to personnel changes

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: S-T Disability ER Share Exp

Department Number: 31132

Account Number: 60212

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$36	$167	$50	$167	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($167)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: HPHC Ins Employer Share Exp

Department Number: 31132

Account Number: 60210

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$242	$8,940	$285	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($285)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Changed due to personnel changes

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: RHSA Plan ER Share

Department Number: 31132

Account Number: 60217

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$780	$780	$405	$780	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($780)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Workers Comp Insurance Exp

Department Number: 31132

Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,079	$3,067	$2,518	$3,969	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$809	$809		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Clothing/Uniforms Expense

Department Number: 31132

Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$150	$0	$150	$150

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$150	$150		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Special clothing as needed.

FY 24 Projection: Fire proof apron, gloves, glasses.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Travel/Mileage Expense

Department Number: 31132

Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$98	$400	$0	$400	$200

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$400	$100		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Travel to city hall and Augusta for Maine aeronauticcal meetings and meetings with Maine DOT.

Employees that would be doing this are in the PWD administration.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Other Prof/Consult Srvs Exp

Department Number: 31132

Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Zero request due to available grant funding

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Service Contracts Expense

Department Number: 31132 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,028	$3,000	$3,418	$6,000	$7,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,000	$7,000		$100

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Trash Dumpster	$	300.00	
Minuteman Security software update	$	5,600.00	*Replace cameras*
Gas tank inspection and filter change	$	800.00	
Poland springs	$	300.00	
Porta potty (Covid)			
	$	7,000.00	

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Advertising

Department Number: 31132

Account Number: 60320

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$57	$1,000	$330	$1,000	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maine Aeronautcal Business Association	$	250.00
Promotional-Discovery Map, Biddeford Chamber of Commerce, Air Nav website	$	750.00
	$	1,000.00

Promotional ads for fuel and things to do in Biddeford.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Land/Building Lease Expense

Department Number: 31132

Account Number: 60331

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,600	$3,600	$3,600	$3,600	$3,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,600	$3,600		

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Cost of lease to store loader and snow blower attachment for airport.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: General Insurance Expense

Department Number: 31132

Account Number: 60371

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,473	$11,634	$3,671	$11,634	$11,634

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,634	$11,634		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Insurance cost through Finance

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Building/Boiler Insurance Exp

Department Number: 31132

Account Number: 60373

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,347	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ -	$ -		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

No Boiler

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Electricity Expense

Department Number: 31132

Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,579	$3,500	$3,592	$4,000	$3,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,600	$3,600		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Standard electrical cost

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Water Expense

Department Number: 31132

Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$215	$438	$328	$438	$350

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$350	$350		$38

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Airport water usage.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Phone/Celular/Paging Exp

Department Number: 31132

Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,587	$5,100	$694	$5,100	$5,100

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,100	$5,100		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Covers the cost of internet and cell phone/land line

Cell phone
GWI
Spectrum

Contracted amount. Heated hanger should be rented.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Sewer User Fee Expense

Department Number: 31132

Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$467	$450	$436	$450	$450

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$450	$450		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Based on historical data

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Heating Fuel Expense

Department Number: 31132

Account Number: 60405

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,511	$1,000	$0	$1,000	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$1,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

New Rental agreement pays for heat covers cost of propane

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Diesel Fuel Expense

Department Number: 31132

Account Number: 60410

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$664	$1,265	$615	$1,465	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,300	$1,300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Covers the cost of fuel for loader for snow removal. UTV use and mowing.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Gasoline Expense

Department Number: 31132

Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$74,449	$98,000	$62,262	$74,850	$89,250

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 89,250.00	$ 78,000.00		$3,150

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Aircraft fuel, reducing to historical amounts

Price changes weekly

Est. Fuel Purchase (Gal) from 31132-60411		17,000		$15,000.00
Purchase Rate	$	5.250	$	5.250
Fuel Expense	$	89,250.00	$	78,750.00

FY 24 Projection: City already purchased 11,979 Profit of $7,000 +/-

reduced to match projected sales 15,000 gals

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Building Repair/Maint Exp

Department Number: 31132

Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$33,236	$12,000	$10,039	$12,000	$12,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$12,000	$12,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

General building repairs

FY 24 Projection: Need new trim and paint

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Operating Equip Repair Exp

Department Number: 31132

Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,618	$4,500	$2,870	$4,500	$4,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,500	$4,500		$2,250

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Pumps, hoses and reels

FY 24 Projection: Need to look at cameras. FAA Regs

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 31132

Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$10,922	$7,500	$1,873	$6,000	$4,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,000	$6,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Repairs to loader/blower and tractor and ATV.

Loader	$	2,500.00
Blower	$	1,500.00
ATV	$	2,000.00
Total:	$	6,000.00

FY 24 Projection: Mild winter for Blower. Not used once. Loader used twice.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Grounds Maint/Improve Exp

Department Number: 31132

Account Number: 60454

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,115	$4,000	$2,028	$4,000	$4,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000	$4,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Majority of ground maintenance completed in spring.

FY 24 Projection: Dirt road and pavement repair. Painting of the parking lot, runway and fueling area.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 31132

Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,159	$1,500	$1,042	$4,000	$1,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000	$3,000		($450)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Office supplies, printer ink, etc., update computer security.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 31132

Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,622	$3,000	$3,033	$3,000	$3,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000	$3,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Hand tools	$	100.00
Wind socks	$	600.00
Light bulbs	$	125.00
Paint supplies	$	300.00
Hardware and lumber	$	375.00
AED	$	1,500.00
Total:	$	3,000.00

FY 24 Projection: Will use in summer months. Painiting of runway, trim, etc

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Operations

Account Title: Miscellaneous Expense

Department Number: 31132

Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$50	$500	$443	$500	$500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Airport Operations

Account Title: Transfer Out to Other Funds

Department Number: 31132 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD
$3,000	$3,000	$0	$3,000	$3,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 3,048	$ 3,048		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

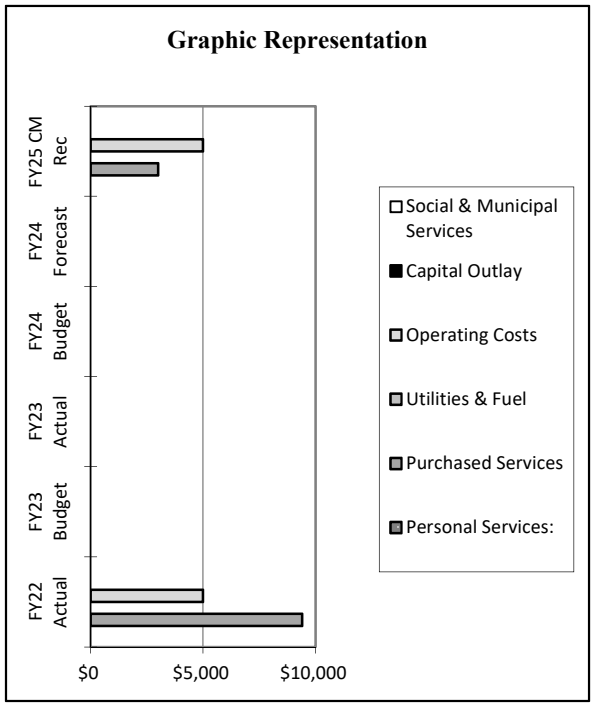
Administrative Fee for Special Revenue Funds	$	3,000.00
FY 24 Projection: Payment for the services of Finance		
Maine Paid Leave Act (est)	$	48.39
	$	3,048.39

City of Biddeford, Maine
Fiscal Year 2025

Budget: Shell Fish

Account Number: 31142

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$9,413	$0	$0	$0	$0	$0	$3,000	$3,000
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$5,000	$0	$0	$0	$5,000	$0	$5,000	$5,000
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$14,413**	**$0**	**$0**	**$0**	**$5,000**	**$0**	**$8,000**	



FRINGE BENEFIT IMPACT (Estimated):	
FICA	$0
Workers Comp	$0
Health Insurance	$0
Retirement	$0
Unemployment	$0
Other Insurance	$0
Total Fringe Benefit Impact	$0
# of Full Time Employees	0.00

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$3,000	$3,000	300000%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$5,000	$5,000	500000%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$0**	**$8,000**	**$8,000**	800000%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		$0	$0	$0	$0	$0	$0	$0	$0

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60306	Other Prof/Consult Srvs Exp	$9,413	$0	$0	$0	$0	$0	$3,000	
Totals		$9,413	$0	$0	$0	$0	$0	$3,000	

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		$0	$0	$0	$0	$0	$0	$0	$0

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60799	Transfer Out to Other Funds	$5,000	$0	$0	$0	$5,000	$0	$5,000	
Totals		$5,000	$0	$0	$0	$5,000	$0	$5,000	

Fixed Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mayor's Rec
Totals		$0	$0	$0	$0	$0	$0	$0

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		$0	$0	$0	$0	$0	$0	$0

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		$0	$0	$0	$0	$0	$0	$0

Department Personnel Budget
Fiscal Year 2025

Not Applicable

DEPARTMENT: 31142 Shell Fish

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Council Approved	Last Name	First Name	Object
TOTAL BUDGETED POSITIONS		**0**	-	-	-				

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Shell Fish

Account Title: Other Prof/Consult Srvs Exp

Department Number: 31142 Account Number: 60306

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 Est. Expended
$9,413	$0	$0	$0	

FY2025 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000	$3,000		$3,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	***Unit***	***Rate***	***Subtotal***
Waterfowl Control - IFW	0	$0.00	$0.00
Watershed Study	0	$0.00	$0.00
Wastershed Sampling	0	$0.00	$0.00
Crab Traps	1	$500.00	$500.00
Equipment for Shellfish Warden	1	$1,000.00	$1,000.00
Contingency	1	$1,500.00	$1,500.00
			$3,000.00

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Shell Fish

Account Title: Transfer Out to Other Funds

Department Number: 31142 Account Number: 60799

FY2022 Actual	FY2023 Budget	FY2023 Actual[1]	FY2024 Budget	FY2024 Est. Expended
$5,000	$0	$0	$0	$5,000

FY2025 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$5,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Rate*	*Total*
Transfer Out - Admin/Finance Support	1	$5,000.00	$5,000.00
	1	$0.00	$0.00
	1	$0.00	$0.00
	1	$0.00	$0.00
	1	$0.00	$0.00
	1	$0.00	$0.00
			$5,000.00

**$5,000 estimate for preliminary budget purposes. Actual number will be adjusted across all special revenue funds once the budgets are known on a percentage basis.

City of Biddeford, Maine

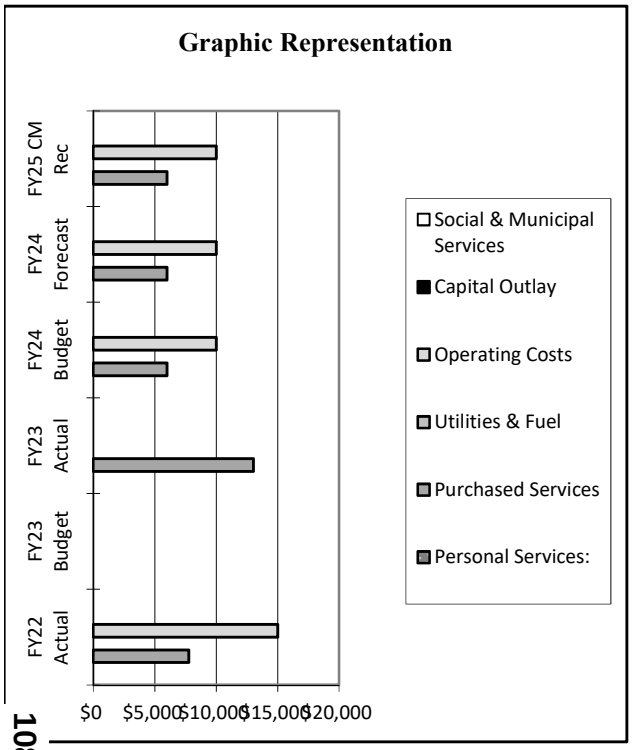
Fiscal Year 2025

Budget: Recreation General Programs

Account Number: 31201

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$7,769	$0	$13,023	$6,000	$6,000	$3,517	$6,000	$6,000
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$15,000	$0	$0	$10,000	$10,000	$0	$10,000	$65,000
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$22,769**	**$0**	**$13,023**	**$16,000**	**$16,000**	**$3,517**	**$16,000**	**$71,000**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$6,000	$6,000	$0	0.0%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$10,000	$65,000	$55,000	550.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$16,000**	**$71,000**	**$55,000**	343.8%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$7,769	$0	$13,023	$6,000	$6,000	$3,517	$6,000	$6,000
Totals		**$7,769**	**$0**	**$13,023**	**$6,000**	**$6,000**	**$3,517**	**$6,000**	**$6,000**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60799	Transfer Out to Other Funds	$15,000	$0	$0	$10,000	$10,000	$0	$10,000	$65,000
Totals		**$15,000**	**$0**	**$0**	**$10,000**	**$10,000**	**$0**	**$10,000**	**$65,000**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation General Programs

Account Title: Recreation Programs Expense

Department Number: 31201 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$7,769	$0	$13,023	$6,000	$6,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$6,000	$6,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

MRPA Ticket sales and Smittys	$	6,000
Financial Aid moved to GF	$	-
	$	6,000

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation General Programs

Account Title: Transfer Out to Other Funds

Department Number: 31201 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,000	$0	$0	$10,000	$10,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$65,000		$55,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Administrative transfer	$	15,000.00	
Coverage for Reassignment of personnel	*$*	*50,000.00*	(pending review)
	$	65,000.00	

City of Biddeford, Maine

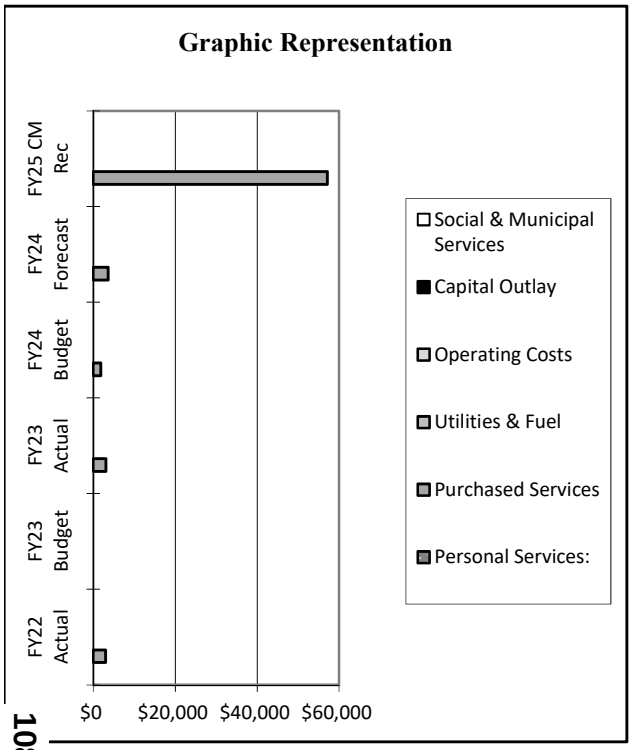
Fiscal Year 2025

Budget: Recreation Teen Center

Account Number: 31202

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$3,025	$0	$3,033	$1,800	$3,600	$2,377	$57,118	$57,118
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$3,025**	**$0**	**$3,033**	**$1,800**	**$3,600**	**$2,377**	**$57,118**	**$57,118**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$1,800	$57,118	$55,318	$31
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,800**	**$57,118**	**$55,318**	3073.2%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$3,025	$0	$3,033	$1,800	$3,600	$2,377	$57,118	$57,118
Totals		**$3,025**	**$0**	**$3,033**	**$1,800**	**$3,600**	**$2,377**	**$57,118**	**$57,118**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account	FY22	FY23	FY23	FY24	FY24	FY24	FY25

Number	Description	Actual	Budget	Actual	Budget	Forecast	YTD 12/31/23	Dept Head	Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Teen Center

Account Title: Recreation Programs Expense

Department Number: 31202 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,025	$0	$3,033	$1,800	$3,600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$57,118	$57,118		$55,318

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

RP Mon-Fri 2-6PM	$	18.00	29.00	52.20	$	27,248
RP Mon-Fri 2-6PM	$	17.75	29.00	52.20	$	26,870
General Supplies					$	3,000
						57,118

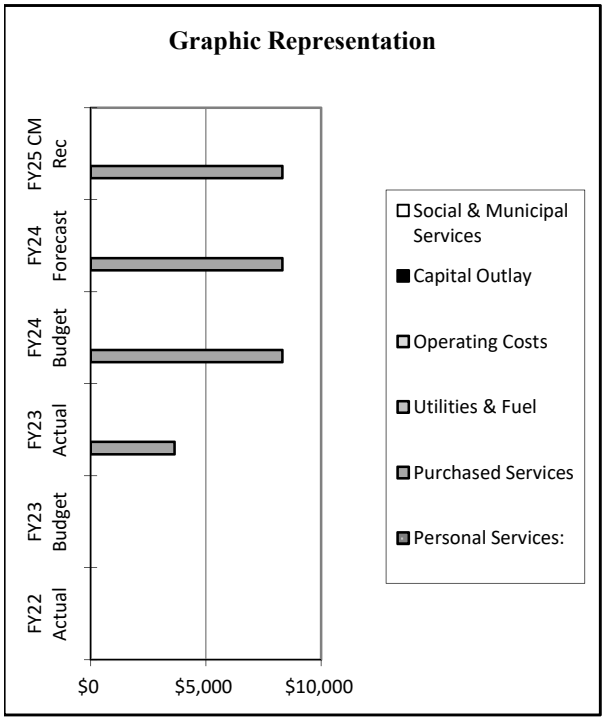
City of Biddeford, Maine
Fiscal Year 2025

Budget: Recreation Youth Enrichment

Account Number: 31209

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$3,639	$8,320	$8,320	$5,225	$8,320	$8,320
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$0**	**$0**	**$3,639**	**$8,320**	**$8,320**	**$5,225**	**$8,320**	**$8,320**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$8,320	$8,320	$0	0.0%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$8,320**	**$8,320**	**$0**	0.0%

1089

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$0	$0	$3,639	$8,320	$8,320	$5,225	$8,320	$8,320
Totals		**$0**	**$0**	**$3,639**	**$8,320**	**$8,320**	**$5,225**	**$8,320**	**$8,320**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Youth Enrichment

Account Title: Recreation Programs Expense

Department Number: 31209 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$3,639	$8,320	$8,320

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,320	$8,320		$ -

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Enrichment Expenses

Mad Science $ 3,960.00

Participants	*Rate*	*Sessions*		
20	*$99.00*	*2*		

Safe Sitter $ 400.00

Participants	*Rate*	*Sessions*		
20	*$20.00*	*1*		

Brick By Brick (lego) $ 3,960.00

Participants	*Rate*	*Sessions*		
20	*$99.00*	*2*		

Total $ 8,320.00

City of Biddeford, Maine

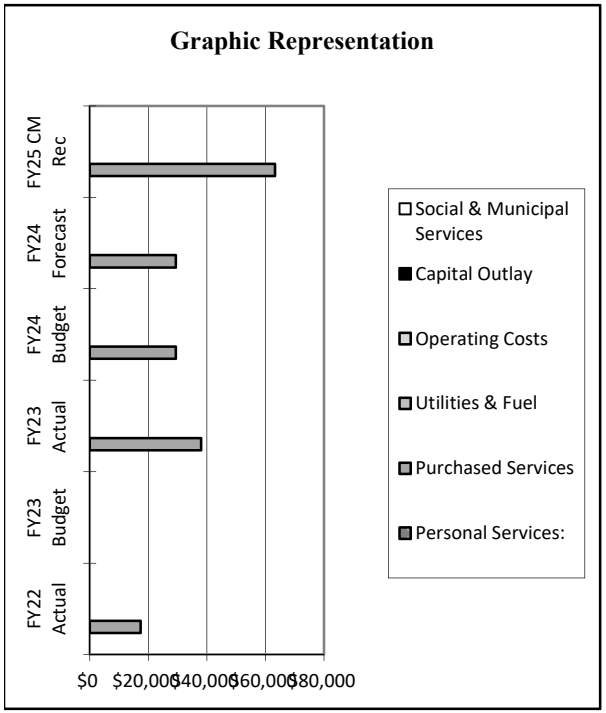
Fiscal Year 2025

Budget: Rec Youth Sports Program

Account Number: 31211

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$17,329	$0	$37,953	$29,339	$29,339	$11,837	$63,247	$63,247
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$17,329**	**$0**	**$37,953**	**$29,339**	**$29,339**	**$11,837**	**$63,247**	**$63,247**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$29,339	$63,247	$33,908	115.6%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$29,339**	**$63,247**	**$33,908**	115.6%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$17,329	$0	$37,953	$29,339	$29,339	$11,837	$63,247	$63,247
Totals		**$17,329**	**$0**	**$37,953**	**$29,339**	**$29,339**	**$11,837**	**$63,247**	**$63,247**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Rec Youth Sports Program

Account Title: Recreation Programs Expense

Department Number: 31211 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$17,329	$0	$37,953	$29,339	$29,339

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$63,247	$63,247		$33,908

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

1. Winter Basketball				$7,000.00
Travel Basketball				$3,600.00
7th/8th Rec Basketball League				$3,000.00
2. Fall Soccer				$6,800.00
Kinder & Pre K Soccer				$500.00
3. Fall Flag Football				$800.00
4. Junior Golf Clinic (2 sessions)				$3,510.00
5. Volleyballl Camp				$900.00
6. Competition Cheering				$13,422.00
7. River Rats Baseball Camp				$1,365.00
8. Fall Field Hockey				$1,200.00
9. Tennis in the Parks				$2,220.00
10. Longchamp Soccer & Sports Camps				$3,356.00
11. Start Smart Tennis				$150.00
12. Summer Field Hockey Camp K-3				$1,040.00
13.Summer Field Hockey Camp 4-8				$1,904.00
14. A Running Passion- Developmental				$2,350.00
15. Disc Golf				$150.00
17. Gym Supervisor - (480 hours x $16)				$7,680.00
18. New Programs				$2,300.00
Projected Yearly Total			**Total**	**$63,247.00**

City of Biddeford, Maine

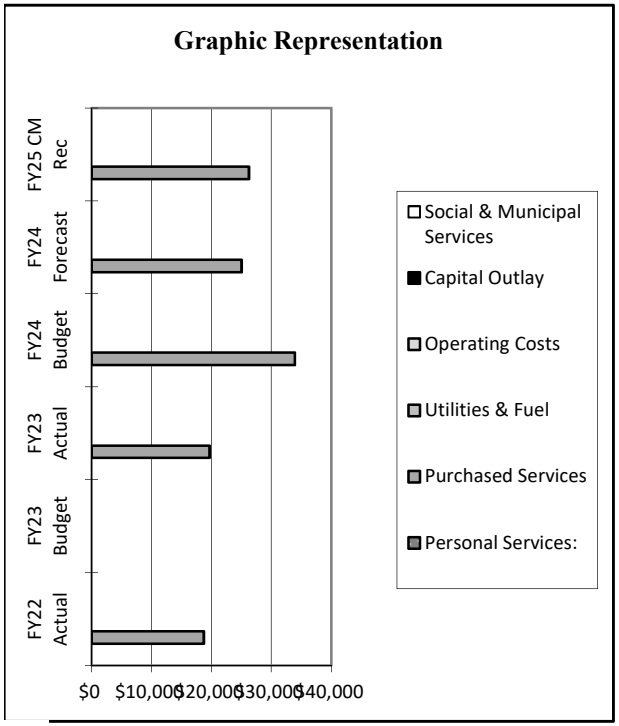
Fiscal Year 2025

Budget: Rec Adult Sports Program

Account Number: 31214

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$18,738	$0	$19,664	$33,920	$25,000	$13,346	$26,235	$26,235
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$18,738**	**$0**	**$19,664**	**$33,920**	**$25,000**	**$13,346**	**$26,235**	**$26,235**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$33,920	$26,235	-$7,685	-22.7%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$33,920**	**$26,235**	**-$7,685**	-22.7%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$18,738	$0	$19,664	$33,920	$25,000	$13,346	$26,235	$26,235
Totals		**$18,738**	**$0**	**$19,664**	**$33,920**	**$25,000**	**$13,346**	**$26,235**	**$26,235**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Rec Adult Sports Program

Account Title: Recreation Programs Expense

Department Number: 31214 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$18,738	$0	$19,664	$33,920	$25,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$26,235	$26,235		$ (7,685)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mens Softball	balls, staff wage, umpire, awards, supplies	$	10,000
Co-ed Softball	balls, staff wage, umpire, awards, supplies	$	6,500
Fall Mens Softball League	balls, staff wage, umpire, awards, supplies	$	2,200
Mens V.ball	balls, referee, awards, equipment	$	1,975
Womens V.ball	balls, referee, awards, equipment	$	3,610
Pickleball	balls, equipment, awards, supplies, court lining	$	1,500
Co-ed Indoor Soccer	balls, coordinator, equipment	$	150
Men's Basketball	balls, coordinator, equipment	$	150
Over 30 Basketball	balls, coordinator, equipment	$	150
		$	26,235

City of Biddeford, Maine

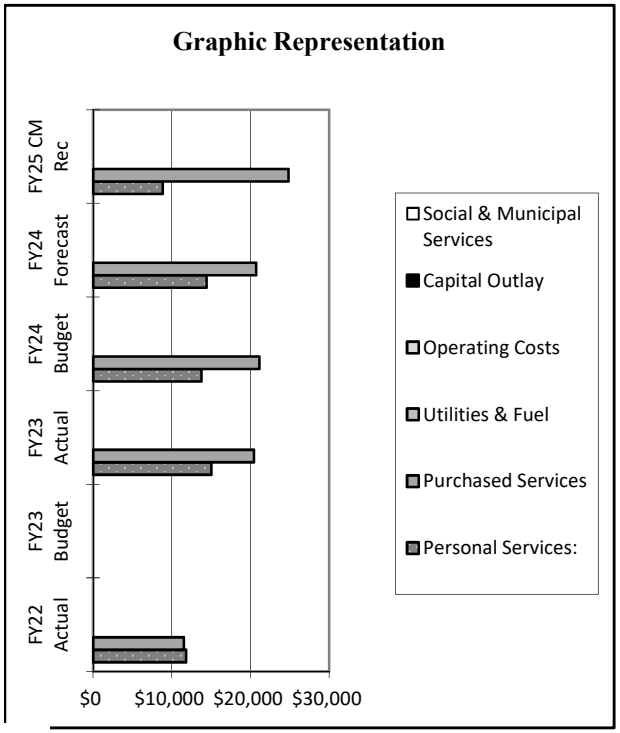
Fiscal Year 2025

Budget: Recreation Ross Center

Account Number: 31220

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$11,838	$0	$15,052	$13,776	$14,441	$10,232	$8,865	$8,865
Purchased Services	$11,536	$0	$20,439	$21,142	$20,725	$14,780	$24,859	$24,859
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$23,374**	**$0**	**$35,491**	**$34,918**	**$35,166**	**$25,012**	**$33,724**	**$33,724**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$599**
Workers Comp	**$269**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$167**
Total Fringe Benefit Impact	**$1,035**
# of Full Time Employees	**0.15**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$13,776	$8,865	-$4,911	-35.6%
Purchased Services	$21,142	$24,859	$3,717	17.6%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$34,918**	**$33,724**	**-$1,194**	-3.4%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60105	F-T Employee Wage Exp	$5,536	$0	$6,669	$5,703	$5,703	$2,929	$0	$0
60106	P-T Employee Wage Exp	$5,815	$0	$7,320	$6,396	$7,800	$6,575	$7,830	$7,830
60107	Temp/Seasonal Emp Wage Ex	$0	$0	$0	$0	$0	$0	$0	$0
60111	Overtime Wage Expense	$0	$0	$0	$0	$0	$0	$0	$0
60201	FICA/Medicare-ER Share Exp	$487	$0	$1,049	$926	$926	$722	$599	$599
60202	MPERS-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60203	457 Plan-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60210	HPHC Ins Employer Share Ex	$0	$0	$0	$0	$0	$0	$0	$0
60212	S-T Disability ER Share Exp	$1	$0	$14	$334	$12	$6	$167	$167
60217	S-T Disability ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60370	Workers Comp Insurance Exp	$0	$0	$0	$417	$0	$0	$269	$269
Totals		**$11,838**	**$0**	**$15,052**	**$13,776**	**$14,441**	**$10,232**	**$8,865**	**$8,865**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$11,536	$0	$20,439	$20,725	$20,725	$14,780	$24,590	$24,590
60370	Workers Comp Insurance Exp	$0	$0	$0	$417	$0	$0	$269	$269
Totals		**$11,536**	**$0**	**$20,439**	**$21,142**	**$20,725**	**$14,780**	**$24,859**	**$24,859**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 31220 Recreation Ross Center

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
PART TIME WORKER BUS DRIVER	10864	0.15	7,800.00	7,830.00	7,830.00	0	0	60106
TOTAL BUDGETED POSITIONS		**0.15**	**7,800.00**	**7,830.00**	**7,830.00**			

Notes:

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Ross Center

Account Title: F-T Employee Wage Exp

Department Number: 31220 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,536	$0	$6,669	$5,703	$5,703

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$5,703

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Program Assisatnt $0.00

Personnel	*Rate*	*Hrs/Wk*	*Wks/Yr*
1		*6*	*52.2*

Moved to GF Recreation

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Ross Center

Account Title: P-T Employee Wage Exp

Department Number: 31220 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$5,815	$0	$7,320	$6,396	$7,800

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,830	$7,830		$ 1,434

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Bus Driver/Trip Host $7,830.00

Personnel	*Rate*	*Hrs/Trip*	*Trips*	
1	*$25.00*	*6.0*	*52*	

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Ross Center

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 31220 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Ross Center

Account Title: Overtime Wage Expense

Department Number: 31220 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$ -

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Overtime $ -

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Ross Center

Account Title: FICA/Medicare-ER Share Exp

Department Number: 31220 Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$487	$0	$1,049	$926	$926

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$599	$599		$ (327)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Ross Center

Account Title: S-T Disability ER Share Exp

Department Number: 31220 Account Number: 60212

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1	$0	$14	$334	$12

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$167	$167		-$167

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Ross Center

Account Title: Workers Comp Insurance Exp

Department Number: 31220 Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$417	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$269	$269		-$148

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Ross Center

Account Title: Recreation Programs Expense

Department Number: 31220 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,536	$0	$20,439	$20,725	$20,725

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$24,590	$24,590		$ 3,865

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Maine Family & Medical Leave Act		$19.58
Mystery Trips 2	meals, entertainment, fuel, prizes	$2,900.00
Theatre Trips w/Meal	tickets, fuel, meals, prizes	$5,400.00
Theatre w/o meal	tickets, fuel, prizes	$8,200.00
Arts & Crafts Classes/12	craft materials	$390.00
Craft Fairs/2	promotional items	$200.00
Lunch Bunch	staff meals, fuel	$1,000.00
Oxford Casino 6	staff meals, fuel	$600.00
Mohegan Sun Casino 3	staff meals, fuel	$500.00
Museums	tickets, gas, staff meals	$400.00
new programs		$5,000.00
		$24,609.58

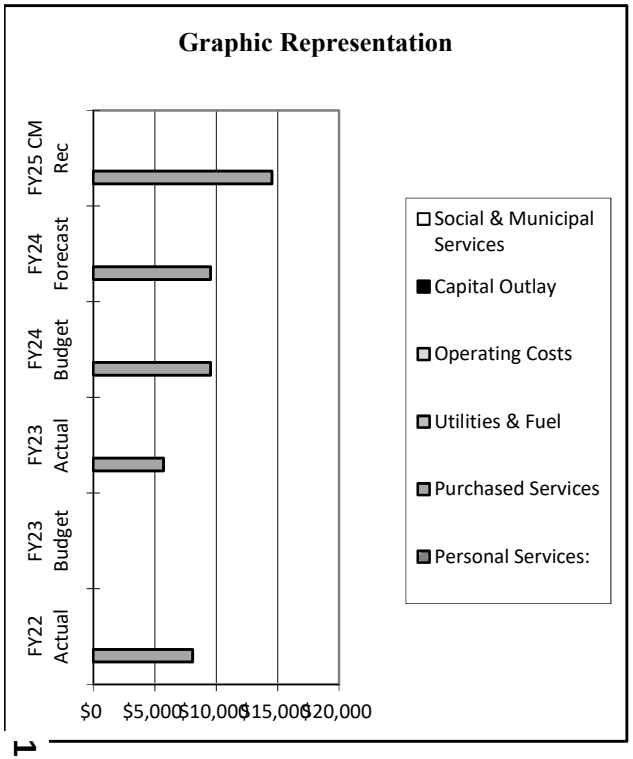
City of Biddeford, Maine
Fiscal Year 2025

Budget: Rec Outdoor Adventure Program

Account Number: 31225

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$8,074	$0	$5,721	$9,540	$9,540	$6,497	$14,540	$14,540
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$8,074**	**$0**	**$5,721**	**$9,540**	**$9,540**	**$6,497**	**$14,540**	**$14,540**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$9,540	$14,540	$5,000	52.4%
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$9,540**	**$14,540**	**$5,000**	52.4%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$8,074	$0	$5,721	$9,540	$9,540	$6,497	$14,540	$14,540
Totals		**$8,074**	**$0**	**$5,721**	**$9,540**	**$9,540**	**$6,497**	**$14,540**	**$14,540**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Rec Outdoor Adventure Program

Account Title: Recreation Programs Expense

Department Number: 31225 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$8,074	$0	$5,721	$9,540	$9,540

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$14,540	$14,540		$5,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Subtotal Instructional Clinics	$5,640
Subtotal Outdoor Trips	$3,800
tubes and paddleboards	$5,000
Instructor Dues/Training/Membership	100
	$14,540

City of Biddeford, Maine

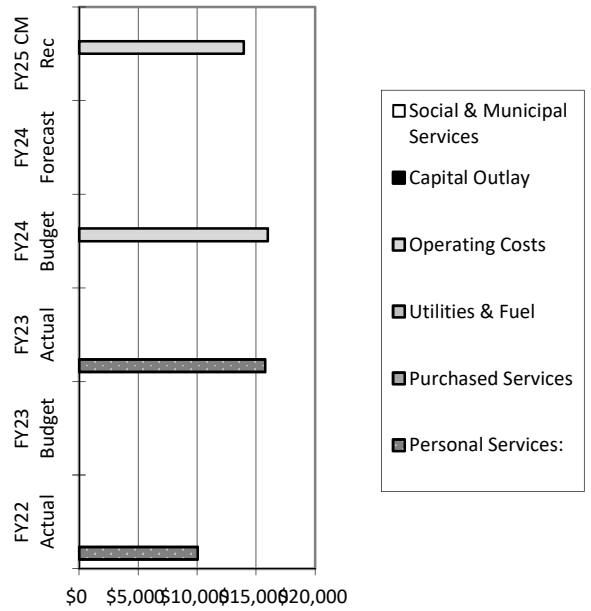
Fiscal Year 2025

Budget: Recreation Field Usage

Account Number: 31228

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$10,068	$0	$15,761	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$0	$0	$255	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$15,987	$0	$0	$13,946	$13,946
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$10,068**	**$0**	**$15,761**	**$15,987**	**$0**	**$255**	**$13,946**	**$13,946**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$979**
Workers Comp	**$441**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$167**
Total Fringe Benefit Impact	**$1,587**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$15,987	$13,946	-$2,041	-12.8%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$15,987**	**$13,946**	**-$2,041**	-12.8%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60105	F-T Employee Wage Exp	$0	$0	$0	$0	$0	$0	$0	$0
60107	F-T Employee Wage Exp	$0	$0	$0	$0	$0	$0	$0	$0
60111	Overtime Wage Expense	$0	$0	$0	$0	$0	$0	$0	$0
60201	FICA/Medicare-ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60202	MPERS-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60203	457 Plan-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60210	HPHC Ins Employer Share Ex	$0	$0	$0	$0	$0	$0	$0	$0
60212	S-T Disability ER Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60216	Delta Dental ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60217	RHSA Plan ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60370	Workers Comp Insurance Exp	$10,068	$0	$15,761	$0	$0	$0	$0	$0
Totals		**$10,068**	**$0**	**$15,761**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$0	$0	$0	$0	$0	$255	$0	$0
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$255**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60799	Transfer Out to Other Funds	$0	$0	$0	$15,987	$0	$0	$13,946	$13,946
Totals		**$0**	**$0**	**$0**	**$15,987**	**$0**	**$0**	**$13,946**	**$13,946**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 31228 Recreation Field Usage

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
PART TIME WORKERS	38	-	12,750.96	12,800.00	12,800.00	TRANSFER OUT	0	60107
TOTAL BUDGETED POSITIONS		**-**	**12,750.96**	**12,800.00**	**12,800.00**			

Notes:

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Field Usage

Account Title: MPERS-Employer Share Exp

Department Number: 31228 Account Number: 60202

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Covered in Transfer Out

$0
$0
$0
$0
$0

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Field Usage

Account Title: F-T Employee Wage Exp

Department Number: 31228 Account Number: 60107

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Seasonal Employee

Personnel	*Rate*	*Hrs/Day*	*Days/Wk*	*Weeks*

Covered in Transfer Out

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Field Usage

Account Title: FICA/Medicare-ER Share Exp

Department Number: 31228 Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Covered in Transfer Out

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Field Usage

Account Title: HPHC Ins Employer Share Exp

Department Number: 31228 Account Number: 60210

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Covered in Transfer Out

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Recreation Field Usage

Account Title: S-T Disability ER Share Exp

Department Number: 31228

Account Number: 60212

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Covered in Transfer Out

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Field Usage

Account Title: Workers Comp Insurance Exp

Department Number: 31228 Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$10,068	$0	$15,761	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Covered in Transfer Out

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Field Usage

Account Title: Recreation Programs Expense

Department Number: 31228 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Recreation Field Usage

Account Title: Transfer Out to Other Funds

Department Number: 31228 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$15,987	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$13,946	$13,946		-$2,041

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

transfer out to 21124

City of Biddeford, Maine

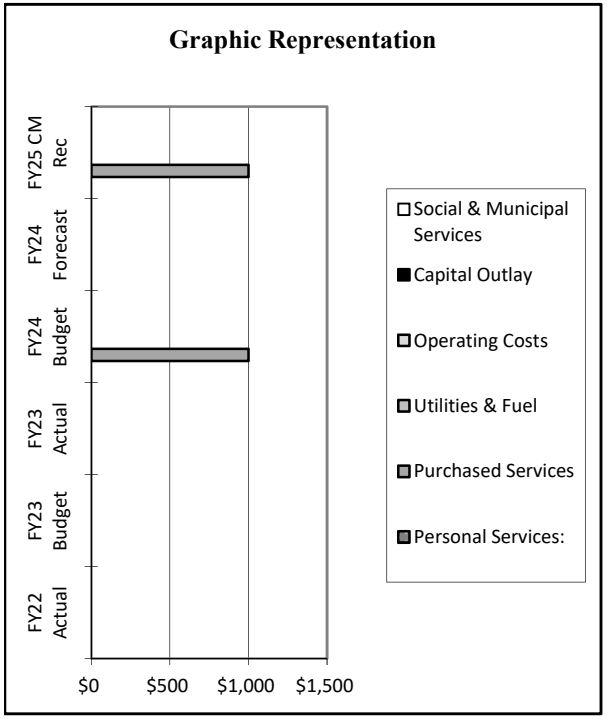
Fiscal Year 2025

Budget: Rec Community Center Rents

Account Number: 31230

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$0	$0	$0	$1,000	$0	$0	$1,000	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$0**	**$0**	**$0**	**$1,000**	**$0**	**$0**	**$1,000**	**$0**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$1,000	$0	-$1,000	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,000**	**$0**	**-$1,000**	-100.0%

1129

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60365	Recreation Programs Expense	$0	$0	$0	$1,000	$0	$0	$1,000	$0
Totals		**$0**	**$0**	**$0**	**$1,000**	**$0**	**$0**	**$1,000**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Rec Community Center Rents

Account Title: Recreation Programs Expense

Department Number: 31230 Account Number: 60365

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$1,000	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000	$0		-$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Room Furniture Replacement $ 1,000.00

City of Biddeford, Maine

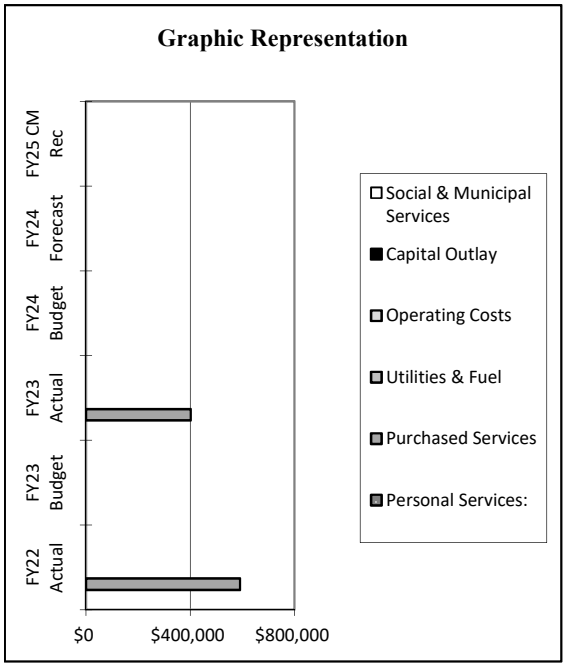
Fiscal Year 2025

Budget: Airport Reimburseable Improve.

Account Number: 31240

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec	FY25 City Council Approved
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$590,926	$0	$402,616	$0	$0	$1,500	$0	$0	$0
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$0	$0	$0	$0	$0	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$590,926**	**$0**	**$402,616**	**$0**	**$0**	**$1,500**	**$0**	**$0**	**$0**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$0	$0	$0	N/A
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$0	$0	$0	N/A
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$0**	**$0**	**$0**	N/A

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
60306	Other Prof/Consult Srvs Exp	$590,926	$0	$402,616	$0	$0	$1,500	$0	$0	$0
Totals		**$590,926**	**$0**	**$402,616**	**$0**	**$0**	**$1,500**	**$0**	**$0**	**$0**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
60600	Land Purchase/Improve Cap	$0	$0	$0	$0	$0	$0	$0	$0	$0
tals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec	FY25 Council
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Reimburseable Improve.

Account Title: Other Prof/Consult Srvs Exp

Department Number: 31240

Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$590,926	$0	$402,616	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$ -

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 2, 2024

Department: Airport Reimburseable Improve.

Account Title: Land Purchase/Improve Cap

Department Number: 31240

Account Number: 60600

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

City of Biddeford, Maine

Fiscal Year 2025

Budget: Ambulance

Account Number: 32491

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$0	$0	$0	$0	$0	$0	$0	$0
Purchased Services	$58,128	$0	$50,659	$57,400	$49,500	$32,108	$57,400	$57,400
Utilities & Fuel	$0	$0	$0	$0	$0	$0	$0	$0
Operating Costs	$1,530,968	$0	$0	$1,600,000	$1,737,380	$0	$1,759,927	$1,759,927
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$1,589,096**	**$0**	**$50,659**	**$1,657,400**	**$1,786,880**	**$32,108**	**$1,817,327**	**$1,817,327**

Graphic Representation

FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$0**
Workers Comp	**$0**
Health Insurance	**$0**
Retirement	**$0**
Unemployment	**$0**
Other Insurance	**$0**
Total Fringe Benefit Impact	**$0**
# of Full Time Employees	**0.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$0	$0	$0	N/A
Purchased Services	$57,400	$57,400	$0	$0
Utilities & Fuel	$0	$0	$0	N/A
Operating Costs	$1,600,000	$1,759,927	$159,927	10.0%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,657,400**	**$1,817,327**	**$159,927**	9.6%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60310	Service Contracts Expense	$58,128	$0	$50,659	$57,400	$49,500	$32,108	$57,400	$57,400
Totals		**$58,128**	**$0**	**$50,659**	**$57,400**	**$49,500**	**$32,108**	**$57,400**	**$57,400**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60701	Bad Debt Expense	$305,968	$0	$0	$300,000	$450,618	$0	$459,927	$459,927
60799	Transfer Out to Other Funds	$1,225,000	$0	$0	$1,300,000	$1,286,762	$0	$1,300,000	$1,300,000
Totals		**$1,530,968**	**$0**	**$0**	**$1,600,000**	**$1,737,380**	**$0**	**$1,759,927**	**$1,759,927**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Ambulance

Account Title: Service Contracts Expense

Department Number: 32491 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$58,128	$0	$50,659	$57,400	$49,500.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$57,400	$57,400		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Converted to COMSTAR for billing 3.8% Comstar Fee

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Ambulance

Account Title: Bad Debt Expense

Department Number: 32491 Account Number: 60701

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$305,968	$0	$0	$300,000	$450,618.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$459,927	$459,927		$159,927

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Balances over 4 years old are uncollectable and written off

		Actual
FY17	$	-
FY18	$	308,696.45
FY19	$	185,551.55
FY20	$	559,018.00
FY21	$	-
FY22	$	305,967.75
FY23	$	441,309.00

Fiscal Year 2025
Budget Request

April 2, 2024 **Department:** Ambulance

Account Title: Transfer Out to Other Funds

Department Number: 32491 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,225,000	$0	$0	$1,300,000	$1,286,762.00

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,300,000	$1,300,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Actual		
FY17	$	-	
FY18	$	1,150,008.00	
FY19	$	1,224,996.00	
FY20	$	1,300,000.00	
FY21	$	1,389,999.96	
FY22	$	1,595,324.14	*from comstar report*
FY23	*$*	*1,562,221.00*	*from comstar report*
FY 24 YTD 1/17/24	$	643,381.79	*from comstar report*
3 yr. Average	$	1,515,848.37	
2024 Estimated		$1,632,025.00	*from comstar report*
2025 Estimated		$1,701,829.00	*from comstar report*

City of Biddeford, Maine

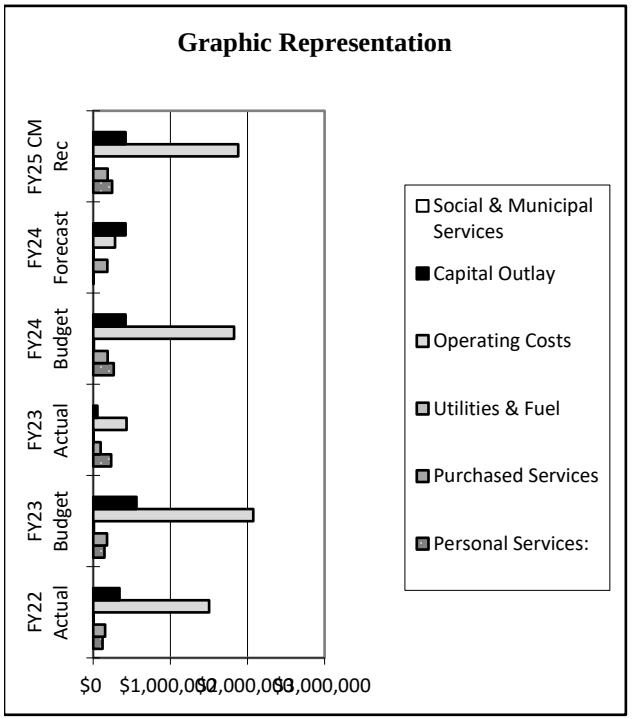
Fiscal Year 2025

Budget: Sewer Operations

Account Number: 35102

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$120,646	$147,313	$232,487	$265,033	$400	$93,236	$246,065	$246,065
Purchased Services	$153,779	$177,982	$95,387	$185,669	$183,749	$33,852	$185,749	$185,749
Utilities & Fuel	$4,747	$9,741	$2,640	$8,213	$7,191	$464	$7,191	$7,191
Operating Costs	$1,501,084	$2,077,251	$433,586	$1,826,907	$282,174	$10,770	$1,879,237	$1,867,384
Capital Outlay	$341,278	$561,917	$56,224	$421,500	$421,500	$0	$421,500	$400,500
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$2,121,535**	**$2,974,204**	**$820,324**	**$2,707,322**	**$895,014**	**$138,322**	**$2,739,741**	**$2,706,888**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):

FICA	**$11,663**
Workers Comp	**$3,115**
Health Insurance	**$36,894**
Retirement	**$14,044**
Unemployment	**$0**
Other Insurance	**$2,340**
Total Fringe Benefit Impact	**$68,056**
# of Full Time Employees	**1.81**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$265,033	$246,065	-$18,969	-7.2%
Purchased Services	$185,669	$185,749	$80	0.0%
Utilities & Fuel	$8,213	$7,191	-$1,022	-12.4%
Operating Costs	$1,826,907	$1,867,384	$40,477	2.2%
Capital Outlay	$421,500	$400,500	-$21,000	-5.0%
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$2,707,322**	**$2,706,888**	**-$434**	0.0%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$53,349	$48,755	($1,002)	$0	$0	$0	$0	$0
60102	Mid Mgmt Hrly Employee Wa	$22,721	$19,118	$108,893	$0	$0	$43,917	$0	$0
60105	F-T Employee Wage Exp	$407	$0	$21,161	$21,264	$0	$11,058	$23,866	$23,866
60106	P-T Employee Wage Exp	$24,773	$21,308	$27,230	$131,558	$0	$14,354	$127,556	$127,556
60111	Overtime Wage Expense	$0	$2,340	$0	$0	$0	$0	$0	$0
60129	Insurance Buyout Pay	$0	$0	$0	$0	$0	$0	$0	$0
60201	FICA/Medicare-ER Share Exp	$2,350	$7,052	$10,910	$11,761	$0	$4,850	$11,663	$11,663
60202	MPERS-Employer Share Exp	$398	$4,851	$10,861	$13,419	$0	$4,480	$13,011	$13,011
60203	457 Plan-Employer Share Exp	$40	$878	$1,039	$921	$0	$553	$1,033	$1,033
60210	HPHC Ins Employer Share Ex	$905	$18,819	$26,573	$50,875	$0	$13,493	$32,646	$32,646
60212	S-T Disability ER Share Exp	$2	$31	$43	$267	$0	$22	$268	$268
60213	L-T Disability ER Share Exp	$2	$202	$6	$225	$0	$0	$239	$239
60216	Delta Dental ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60217	RHSA Plan ER Share	$16	$273	$284	$1,810	$0	$137	$1,833	$1,833
60230	Clothing/Uniforms Expense	$0	$0	$0	$0	$0	$0	$0	$0
60251	Conferences/Training Expense	$155	$500	($1)	$300	$150	$126	$300	$300
60252	Travel/Mileage Expense	$0	$750	$0	$350	$0	$0	$350	$350
60257	Professional License Fees Exp	$0	$120	($1)	$125	$250	$246	$250	$250
60370	Workers Comp Insurance Exp	$15,528	$22,316	$26,491	$32,159	$0	$0	$33,050	$33,050
Totals		**$120,646**	**$147,313**	**$232,487**	**$265,033**	**$400**	**$93,236**	**$246,065**	**$246,065**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60302	Audit Services Expense	$9,139	$6,500	$14,141	$10,000	$10,000	$5,850	$10,000	$10,000
60304	Registry of Deeds Fee Expens	$1,843	$8,000	$3,931	$8,000	$6,000	$2,546	$8,000	$8,000
60306	Other Prof/Consult Srvs Exp	$15,057	$10,000	$7,594	$10,000	$10,000	$0	$10,000	$10,000
60310	Service Contracts Expense	$81,224	$100,450	$52,487	$105,000	$105,000	$24,224	$105,000	$105,000
60312	Temporary Contract Help Exp	$0	$3,000	$0	$0	$0	$0	$0	$0
60325	Postage/Shipping Expense	$12,375	$8,300	$1,449	$8,300	$8,300	$0	$8,300	$8,300
60330	Equipment Rent/Lease Exp	$0	$0	$0	$0	$0	$0	$0	$0
60331	Land/Building Lease Expense	$472	$1,160	$711	$1,160	$1,240	$1,232	$1,240	$1,240
60372	Vehicle Insurance Expense	$4,167	$8,852	$0	$8,852	$8,852	$0	$8,852	$8,852
60373	Building/Boiler Insurance Exp	$15,001	$17,218	$0	$19,284	$19,284	$0	$19,284	$19,284
60375	Special Equip Insurance Exp	$0	$0	$0	$0	$0	$0	$0	$0
60382	Pollution Insurance Expense	$14,502	$14,502	$15,073	$15,073	$15,073	$0	$15,073	$15,073
Totals		**$153,779**	**$177,982**	**$95,387**	**$185,669**	**$183,749**	**$33,852**	**$185,749**	**$185,749**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$0	$0	$0	$0	$0	$0	$0	$0
60401	Water Expense	$0	$0	$0	$0	$0	$0	$0	$0
60402	Phone/Celular/Paging Exp	$1,884	$2,191	$435	$2,191	$2,191	$0	$2,191	$2,191
60404	Sewer User Fee Expense	$2,864	$7,000	$2,205	$5,000	$5,000	$464	$5,000	$5,000
60411	Gasoline Expense	$0	$550	$0	$1,022	$0	$0	$0	$0
Totals		**$4,747**	**$9,741**	**$2,640**	**$8,213**	**$7,191**	**$464**	**$7,191**	**$7,191**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60453	Vehicle Repair/Tires/Oil Exp	$3,958	$1,100	$0	$1,300	$0	$0	$0	$0
60500	Admin/Office Supp/Eqt Non-C	$237	$1,000	$0	$700	$700	$0	$700	$700
60501	Operating Supp/Eqt Non-Cap	$19,797	$30,000	$10,884	$30,000	$30,000	$0	$30,000	$30,000
60700	Depreciation Expense	$1,121,828	$1,146,380	$0	$1,146,380	$0	$0	1,202,209.63	$1,202,210
60750	Bond Principal Expense	$0	$549,000	$319,000	$319,000	$0	$0	$319,000	$320,000
60751	Bond Interest Expense	$113,386	$100,497	$89,635	$78,053	$0	$0	$78,053	$65,200
60797	Miscellaneous Expense	$11,616	$12,800	$14,067	$15,000	$15,000	$10,770	$12,800	$12,800
60798	Contingency	$15,960	$25,000	$0	$25,000	$25,000	$0	$25,000	$25,000
60799	Transfer Out to Other Funds	$214,303	$211,474	$0	$211,474	$211,474	$0	$211,474	$211,474
Totals		**$1,501,084**	**$2,077,251**	**$433,586**	**$1,826,907**	**$282,174**	**$10,770**	**$1,879,237**	**$1,867,384**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60602	Equipment Purchase Cap	$48,581	$100,000	$0	$100,000	$100,000	$0	$100,000	$100,000
60603	Vehicles Purchase Capital	$0	$14,417	$55,577	$14,000	$14,000	$0	$14,000	$14,000
60605	Sewer Construc/Improve Cap	$292,697	$447,500	$648	$307,500	$307,500	$0	$307,500	$286,500
Totals		**$341,278**	**$561,917**	**$56,224**	**$421,500**	**$421,500**	**$0**	**$421,500**	**$400,500**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 35102 Sewer Operations

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
ENGINEERING TECH	61915	0.35	$23,775	$23,866	$23,866	SANCHIONI	ROBERT	60105
CITY ENGINEER EMERITUS	49240	0.80	$93,306	$93,665	$93,665	MILLIGAN	THOMAS	60106
ADMINISTRATIVE ASST.	11159	0.66	$33,761	$33,891	$33,891	FUHRMANN-J(	EDEN	60106
TOTAL BUDGETED POSITIONS		**1.8125**	**$150,842**	**$151,422**	**$151,422**			

Notes:

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Dept Manager Salary Exp

Department Number: 35102 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$53,349	$48,755	-$1,002	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

See Payroll Worksheet for details

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 35102 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$22,721	$19,118	$108,893	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

City Engineer Emeritus (Tom Milligan) going to Part-Time Schedule; should be moved to 60106

See Payroll Worksheet for details

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: F-T Employee Wage Exp

Department Number: 35102 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$407	$0	$21,161	$21,264	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$23,866	$23,866.17		$2,601.72

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

35% of Bob Sanchioni's time (Engineering Tech)

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: P-T Employee Wage Exp

Department Number: 35102 Account Number: 60106

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$24,773	$21,308	$27,230	$131,558	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$127,556	$127,556		($4,002)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Tom Milligan's time (City Engineer Emeritus) AT 32-HRS

Eden Furhmann's Time (Admin Assistant)
See Payroll Worksheet for details

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Overtime Wage Expense

Department Number: 35102 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$2,340	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected overtime needs for Eng. Tech. and Admin. Asst. positions

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: FICA/Medicare-ER Share Exp

Department Number: 35102 Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,350	$7,052	$10,910	$11,761	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,663	$11,663		($99)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

7.65% of applicable salaries and wages

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: MPERS-Employer Share Exp

Department Number: 35102 Account Number: 60202

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$398	$4,851	$10,861	$13,419	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$13,011	$13,011		-$408

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

9.6% of applicable salaries and wages

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: 457 Plan-Employer Share Exp

Department Number: 35102 Account Number: 60203

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$40	$878	$1,039	$921	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,033	$1,033		$113

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Up to 6% of applicable salaries and wages

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: HPHC Ins Employer Share Exp

Department Number: 35102 Account Number: 60210

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$905	$18,819	$26,573	$50,875	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$32,646	$32,646		-$18,229

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Health Insurance Premiums for applicable positions.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: S-T Disability ER Share Exp

Department Number: 35102 Account Number: 60212

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2	$31	$43	$267	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$268	$268		$1

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Life & AD+D premiums for City Engineer, Chief Operating Officer and Eng. Tech.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: L-T Disability ER Share Exp

Department Number: 35102 Account Number: 60213

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2	$202	$6	$225	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$239	$239		$14

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Life & AD+D premiums for City Engineer, Chief Operating Officer and Eng. Tech.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: RHSA Plan ER Share

Department Number: 35102 Account Number: 60217

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16	$273	$284	$1,810	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,833	$1,833		$23

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Retirement Health Savings Account obligations for applicable positions

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Workers Comp Insurance Exp

Department Number: 35102 Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,528	$22,316	$26,491	$32,159	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$33,050	$33,050		$891

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wastewater prorated share of City Workers Comp. expenses

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Conferences/Training Expense

Department Number: 35102 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$155	$500	-$1	$300	$150

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$300	$300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Training costs related to maintaining State Wastewater licenses and certifications

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Travel/Mileage Expense

Department Number: 35102 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$750	$0	$350	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$350	$350		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

21167 mileage to be carried over here next year

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Professional License Fees Exp

Department Number: 35102 Account Number: 60257

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$120	-$1	$125	$250

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$250	$250		$125

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

License fees are increasing
(1) City Eng Emeritus' Wastewater Operator License

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Audit Services Expense

Department Number: 35102 Account Number: 60302

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$9,139	$6,500	$14,141	$10,000	$10,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$10,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Auditor (Ruyon Kersteen Ouelette) exceeds prior budget amounts.

Wastewater prorated share of City audit costs

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Registry of Deeds Fee Expense

Department Number: 35102 Account Number: 60304

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,843	$8,000	$3,931	$8,000	$6,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,000	$8,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fees for recording and discharging of liens. Actual values vary year to year.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Other Prof/Consult Srvs Exp

Department Number: 35102 Account Number: 60306

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,057	$10,000	$7,594	$10,000	$10,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$10,000	$10,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contracted surveying services and engineering services

survey personnel within Department

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Service Contracts Expense

Department Number: 35102 Account Number: 60310

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$81,224	$100,450	$52,487	$105,000	$105,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$105,000	$105,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Flow monitoring; water meter readings; WW inspections & assessments
FY24 Projection: the remainder of these funds is planned on Main Street pump station/flow data

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Temporary Contract Help Exp

Department Number: 35102 Account Number: 60312

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$3,000	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Moved to 60310

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Postage/Shipping Expense

Department Number: 35102 Account Number: 60325

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$12,375	$8,300	$1,449	$8,300	$8,300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,300	$8,300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Mailing expenses for sewer billing; confirm with Finance

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Equipment Rent/Lease Exp

Department Number: 35102 Account Number: 60330

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Land/Building Lease Expense

Department Number: 35102 Account Number: 60331

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$472	$1,160	$711	$1,160	$1,240

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 1,240	$ 1,240		$ 80

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

License fees for sewer lines crossing railroad property/tracks (Boston & Maine Corp)

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Vehicle Insurance Expense

Department Number: 35102 Account Number: 60372

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,167	$8,852	$0	$8,852	$8,852

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,852	$8,852		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Vehicle/Equip. Insurance premiums for Wastewater Dept. units; confirm with Finance

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Building/Boiler Insurance Exp

Department Number: 35102 Account Number: 60373

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,001	$17,218	$0	$19,284	$19,284

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$19,284	$19,284		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Insurance for wastewater buildings and facilities; confirm with Finance

FY22

35102	60373	Property, Auto, & Liab	Commercial Property	$	19,284

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Special Equip Insurance Exp

Department Number: 35102 Account Number: 60375

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Pollution Insurance Expense

Department Number: 35102 Account Number: 60382

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$14,502	$14,502	$15,073	$15,073	$15,073

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,073	$15,073		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Liability Insurance Premium in case of pollution events; confirm with Finance
Year 2 of 3 year policy

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Electricity Expense

Department Number: 35102 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Water Expense

Department Number: 35102 Account Number: 60401

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Phone/Celular/Paging Exp

Department Number: 35102 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,884	$2,191	$435	$2,191	$2,191

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,191	$2,191		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Cell/modem coverage

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Sewer User Fee Expense

Department Number: 35102 Account Number: 60404

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,864	$7,000	$2,205	$5,000	$5,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,000	$5,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Sewer User Fee for wastewater facilities.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Gasoline Expense

Department Number: 35102 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$550	$0	$1,022	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		($1,022)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Unit 33 is out of 21167

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 35102 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,958	$1,100	$0	$1,300	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$1,300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Unit 33 is out 35105

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 35102 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$237	$1,000	$0	$700	$700

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$700	$700		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Misc. Office Supplies :
Increase do to new plotter ink.

Plotor copy Paper
Binders/accessories
Envelopes
Pens
Legal Pads
Storage files

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 35102 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$19,797	$30,000	$10,884	$30,000	$30,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$30,000	$30,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Flow monitoring & meters

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Equipment Purchase Cap

Department Number: 35102 Account Number: 60602

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$48,581	$100,000	$0	$100,000	$100,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$100,000	$100,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Sewer System Capital Equip. Replacement : $100,000

The Maine Department of Environmental Protection capital equipment set aside for grant eligibility

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Vehicles Purchase Capital

Department Number: 35102 Account Number: 60603

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$14,417	$55,577	$14,000	$14,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$14,000	$14,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Lease payments for Engineering Unit 59 and wastewater unit 4 pump station service

Units:		***FY24***
	Principal	
	Interest	
Unit 4 - Service Vehicle	Principal - Estimate	$68K truck, $60K bed
	Interest - Estimate	

Principal Reclass to Loan payoff

-

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Sewer Construc/Improve Cap

Department Number: 35102 Account Number: 60605

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$292,697	$447,500	$648	$307,500	$307,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$307,500	$286,500		-$21,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Percentage of FMI PS upgrades

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Depreciation Expense

Department Number: 35102 Account Number: 60700

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,121,828	$1,146,380	$0	$1,146,380	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$1,146,380

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Finance review

This accounts for depreciation on capital items but is not budgetted

Fiscal Year History		*Budget*		*Actual*
FY2015	$	-	$	943,459.26
FY2016	$	-	$	991,751.84
FY2017	$	-	$	1,006,319.68
FY2018	$	-	$	1,041,961.36
FY2019			$	1,065,542.50
FY2020			$	1,094,628.69
FY2021	$	1,065,543.00	$	1,118,464.01
FY2022	$	1,146,379.77		
FY2023				

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Bond Principal Expense

Department Number: 35102 Account Number: 60750

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$549,000	$319,000	$319,000	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$319,000	$320,000		$1,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Finance review	***FY23***	***FY24***	***FY25***
2013 Refunding 02 Bond - Sewer	-		
1999 Refunding Bonds (Refunded 2017)	305,000.00	305,000.00	305,000.00
2011 CWSRLF	14,000.00	14,000.00	14,000.00
2017 Refunding			
2021 $1.5M TX DEF REV BOND			
Total Proprietary Fund	**319,000.00**	**319,000.00**	**319,000.00**

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Bond Interest Expense

Department Number: 35102 Account Number: 60751

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$113,386	$100,497	$89,635	$78,053	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	78,053	65,200		(12,853)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Finance review	***FY23***	***FY24***	***FY25***
2013 Refunding 02 Bond - Sewer			
1999 Refunding Bonds (Refunded 2017)			
2011 CWSRLF	$ 1,949.50	$ 1,802.50	$ 1,802.50
2017 Refunding	$ 87,687.50	$ 76,250.00	$ 76,250.00
2021 $1.5M TX DEF REV BOND			
Total Proprietary Fund (35102)	**$ 89,637.00**	**$ 78,052.50**	**$ 78,052.50**

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Miscellaneous Expense

Department Number: 35102 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,616	$12,800	$14,067	$15,000	$15,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$12,800	$12,800		-$2,200

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

CSO Discharge Fee :	$	12,000.00
WWTF License Fee :	$	800.00
	$	12,800.00

Fee based on CSO discharge flow weather related.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Contingency

Department Number: 35102 Account Number: 60798

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$15,960	$25,000	$0	$25,000	$25,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$25,000	$25,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Engineering services :	$	15,000.00
Misc. :	$	10,000.00
	$	25,000.00

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Operations

Account Title: Transfer Out to Other Funds

Department Number: 35102 Account Number: 60799

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$214,303	$211,474	$0	$211,474	$211,474

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$211,474	$211,474		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Costs allocated to Wastewater Fund for services of Finance Dept. and City Clerk' Office

Fiscal Year History	*Budget*	*Actual*
FY2019	$ 187,303.00	$ 187,303.00
FY2020	$ 211,473.00	$ 214,303.00
FY2021	$ 211,474.00	$ 174,170.00
FY2022	$ 211,474.00	$ 211,470.00
FY2023	$ 211,474.00	

City of Biddeford, Maine

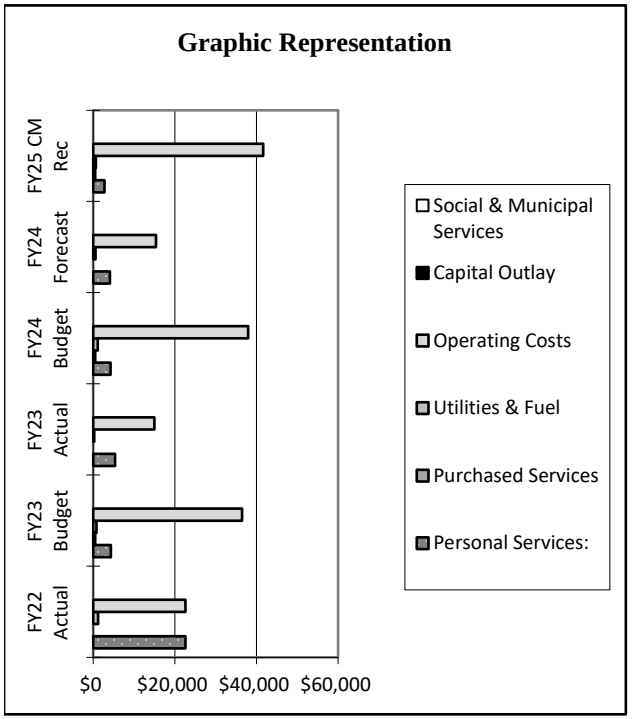
Fiscal Year 2025

Budget: Sewer Ind Pretreat Program

Account Number: 35103

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$22,603	$4,370	$5,344	$4,245	$4,128	$1,895	$2,754	$2,754
Purchased Services	$0	$500	$0	$500	$0	$0	$500	$500
Utilities & Fuel	$1,170	$825	$222	$1,130	$600	$0	$635	$635
Operating Costs	$22,640	$36,465	$15,031	$37,993	$15,392	$3,803	$41,659	$41,659
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$46,413**	**$42,160**	**$20,597**	**$43,868**	**$20,120**	**$5,699**	**$45,548**	**$45,548**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$143**
Workers Comp	**$46**
Health Insurance	**$18,933**
Retirement	**$191**
Unemployment	**$0**
Other Insurance	**$828**
Total Fringe Benefit Impact	**$20,141**
# of Full Time Employees	**0.02**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$4,245	$2,754	-$1,491	-35.1%
Purchased Services	$500	$500	$0	0.0%
Utilities & Fuel	$1,130	$635	-$495	-43.8%
Operating Costs	$37,993	$41,659	$3,666	9.6%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$43,868**	**$45,548**	**$1,680**	3.8%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60101	Dept Manager Salary Exp	$21,339	$0	$401	$0	$0	$0	$0	$0
60102	Mid Mgmt Hrly Employee Wa	$90	$2,732	$3,380	$2,728	$2,717	$1,358	$1,873	$1,873
60129	Insurance Buyout Pay	$0	$0	$0	$0	$0	$0	$0	$0
60201	FICA/Medicare-ER Share Exp	$34	$209	$202	$209	$206	$92	$143	$143
60202	MPERS-Employer Share Exp	$50	$282	$298	$278	$277	$139	$191	$191
60203	457 Plan-Employer Share Exp	$0	$0	$0	$0	$0	$0	$0	$0
60210	HPHC Ins Employer Share Ex	$91	$545	$536	$491	$480	$307	$0	$0
60212	S-T Disability ER Share Exp	$0	$43	$0	$1	$1	$0	$43	$43
60213	L-T Disability ER Share Exp	$0	$7	$0	$7	$7	$0	$5	$5
60216	Delta Dental ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60217	RHSA Plan ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60251	Conferences/Training Expense	$0	$150	$0	$75	$0	$0	$50	$50
60252	Travel/Mileage Expense	$690	$336	$0	$390	$380	$0	$402	$402
60256	Dues/Memberships Expense	$0	$0	$0	$0	$0	$0	$0	$0
60370	Workers Comp Insurance Exp	$309	$66	$527	$66	$60	$0	$46	$46
Totals		**$22,603**	**$4,370**	**$5,344**	**$4,245**	**$4,128**	**$1,895**	**$2,754**	**$2,754**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60301	Legal Services Expense	$0	$500	$0	$500	$0	$0	$500	$500
Totals		**$0**	**$500**	**$0**	**$500**	**$0**	**$0**	**$500**	**$500**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60406	Fiber/Internet Expense	$1,170	$825	$222	$1,130	$600	$0	$635	$635
Totals		**$1,170**	**$825**	**$222**	**$1,130**	**$600**	**$0**	**$635**	**$635**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60500	Admin/Office Supp/Eqt Non-C	$0	$289	$0	$285	$277	$0	$289	$289
60501	Operating Supp/Eqt Non-Cap	$0	$145	$0	$120	$115	$0	$119	$119
60797	Miscellaneous Expense	$22,640	$36,031	$15,031	$37,588	$15,000	$3,803	$41,251	$41,251
60798									
60799		$0	$0	$0	$0	$0	$0	$0	$0
Totals		**$22,640**	**$36,465**	**$15,031**	**$37,993**	**$15,392**	**$3,803**	**$41,659**	**$41,659**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60603									
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 35103 Sewer Ind Pretreat Program

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
ENGINEER	49240	0.02	$1,866	$1,873	$1,873	MILLIGAN	THOMAS	60106
TOTAL BUDGETED POSITIONS		**0.02**	**$1,866**	**$1,873**	**$1,873**			

Notes:

Salary adjusted to reflect actual time of about 40hrs/yr
IPP Coordinator position covered as lump sum transfer

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Dept Manager Salary Exp

Department Number: 35103 Account Number: 60101

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$21,339	$0	$401	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Reorganization - moved to 60102

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 35103 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$90	$2,732	$3,380	$2,728	$2,717

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,873	$1,873		($854.69)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Reorganization - portion of city engineer emeritus salary

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: FICA/Medicare-ER Share Exp

Department Number: 35103 Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$34	$209	$202	$209	$206

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$143	$143		($65)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Percentage of salary benefits for wastewater director

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: S-T Disability ER Share Exp

Department Number: 35103 Account Number: 60212

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$43	$0	$1	$1

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$43	$43		$42

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Percentage of salary benefits for wastewater director

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: MPERS-Employer Share Exp

Department Number: 35103 Account Number: 60202

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$50	$282	$298	$278	$277.04

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$191	$191		$ (87)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Percentage of salary benefits for wastewater director (3%)

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: HPHC Ins Employer Share Exp

Department Number: 35103 Account Number: 60210

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$91	$545	$536	$491	$480

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		-$491

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: L-T Disability ER Share Exp

Department Number: 35103 Account Number: 60213

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$7	$0	$7	$7

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5	$5		$ (2)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

3% of salary benefits for wastewater director

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Workers Comp Insurance Exp

Department Number: 35103 Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$309	$66	$527	$66	$60

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$46	$46		-$20

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

3% of WC total city workers comp expense

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Conferences/Training Expense

Department Number: 35103 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$150	$0	$75	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$50	$50		-$25

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Unit Rate*	*Subtotal*
Conf/Training Contingency	1	$50.00	$50.00

As a revenue fund, if the line item is not expended it will not be included in the user fee calculation

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Travel/Mileage Expense

Department Number: 35103 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$690	$336	$0	$390	$380

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$402	$402		$ 12

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Unit Rate*	*Subtotal*
Jul-Jun	600	$0.670	$402.00
			$0.00
			$402.00

As a revenue fund, if the line item is not expended it will not be included in the user fee calculation.
Increased due rto IRS rate increase

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Legal Services Expense

Department Number: 35103 Account Number: 60301

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$500	$0	$500	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$500	$500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Unit Rate*	*Subtotal*
Legal Contingency	1	$500.00	$500.00

As a revenue fund, if the line item is not expended it will not be included in the user fee calculation

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Fiber/Internet Expense

Department Number: 35103 Account Number: 60406

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,170	$825	$222	$1,130	$600

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$635	$635		$ (495)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Desc	*Unit*	*Unit Rate*	*Subtotal*
Fiber/Internet	10%	$3,300.00	$330.00
Phone Lines			$305.00
			$635.00

Industrial Pretreatment Portion of Fiber/Internet Fee & Phone Line Increases

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 35103 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$289	$0	$285	$277

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$289	$289		$ 4

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Office supplies to manage administrative aspects of IPP

	No.	Rate	Total
4" D-Ring Binder (9)	4	$17.50	$70.00
3" D-Ring Binder (6)	5	$11.50	$57.50
1.5" D-Ring Binder	2	$9.00	$18.00
10-Tab Dividers	1	$143.00	$143.00
			$288.50

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 35103 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$145	$0	$120	$115

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$119	$119		-$1

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Equipment, materials, and supplies for industrial pretreatment program

Disposable gloves	$	10.58
pH Probe Solution	$	33.85
Misc.	$	75.00
	$	119.43

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** Sewer Ind Pretreat Program

Account Title: Miscellaneous Expense

Department Number: 35103 Account Number: 60797

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$22,640	$36,031	$15,031	$37,588	$15,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$41,251	$41,251		$3,663

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Budget for external certified laboratory tesing of influent, effluent, background, sludge, and receiving waters in accordance with facility discharge license and industrial pretreatment program.

Budget includes actual and contingency testing. Actual expenditures will be used to determine industrial pretreatment fees.

FY	Budget	Actual
2015	$20,500.00	$9,625.00
2016	$20,500.00	$18,740.00
2017	$20,500.00	$9,675.00
2018	$38,189.00	$20,517.00
2019	$38,581.00	$30,526.30
2020	$38,581.00	$30,668.12
2021	$39,947.00	$8,944.00
2022	$35,558.00	$22,639.60
2023	$36,031.00	

Minimin	$8,944.00
Average	$18,916.88
Maximum	$30,668.12

Lunp sum COO/IPP Coor Salary Transfer (7.5%) (24199-40999)	$13,828.70
IPP Testing (required and contingency)	$22,000.00
Staff IPP Sample Collection (Super & Lab @ 50 hrs)	$5,422.27
	$41,250.97

City of Biddeford, Maine

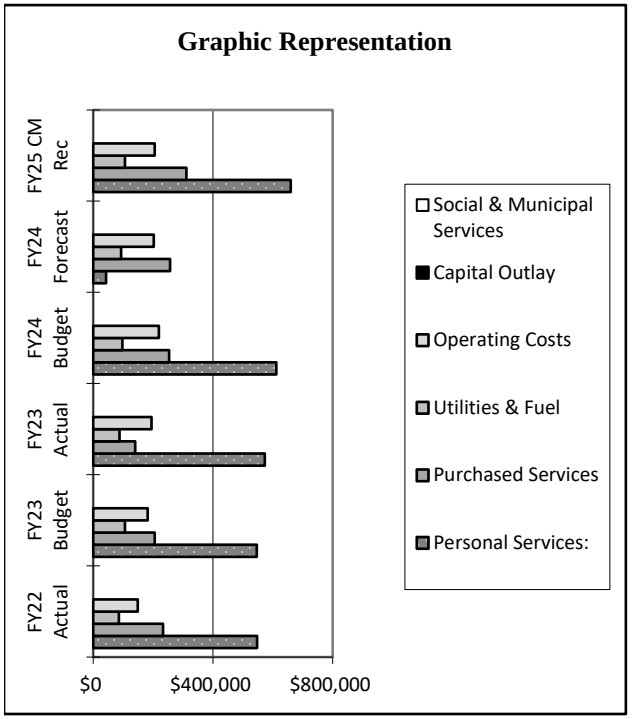
Fiscal Year 2025

Budget: P.W. Wastewater Maintenance

Account Number: 35104

	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD	FY25 Dept Head	FY25 Manager's Rec
Personnel Services:	$547,659	$546,789	$573,808	$611,289	$43,267	$317,017	$659,598	$659,598
Purchased Services	$233,390	$205,905	$140,220	$253,600	$257,085	$146,178	$311,240	$211,240
Utilities & Fuel	$86,300	$105,682	$88,131	$97,883	$92,748	$41,903	$105,784	$105,784
Operating Costs	$148,761	$182,500	$194,766	$219,250	$202,300	$79,975	$205,950	$205,950
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	$0
Social & Municipal Services	$0	$0	$0	$0	$0	$0	$0	$0
TOTALS:	**$1,016,110**	**$1,040,876**	**$996,925**	**$1,182,022**	**$595,400**	**$585,073**	**$1,282,572**	**$1,182,572**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$27,869**
Workers Comp	**$0**
Health Insurance	**$113,334**
Retirement	**$35,412**
Unemployment	**$0**
Other Insurance	**$5,514**
Total Fringe Benefit Impact	**$182,130**
# of Full Time Employees	**6.00**

	FY24 Budget	FY25 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$611,289	$659,598	$48,309	7.9%
Purchased Services	$253,600	$211,240	-$42,360	-16.7%
Utilities & Fuel	$97,883	$105,784	$7,901	8.1%
Operating Costs	$219,250	$205,950	-$13,300	-6.1%
Capital Outlay	$0	$0	$0	N/A
Social & Municipal Serivices	$0	$0	$0	N/A
TOTALS:	**$1,182,022**	**$1,182,572**	**$550**	0.0%

Personnel Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60102	Mid Mgmt Hrly Employee Wa	$83,257	$83,632	$92,039	$80,464	$0	$41,670	$82,475	$82,475
60105	F-T Employee Wage Exp	$289,213	$287,777	$273,664	$345,105	$0	$149,934	$351,327	$351,327
60111	Overtime Wage Expense	$21,686	$13,895	$30,692	$13,490	$35,000	$26,955	$32,869	$32,869
60129	Insurance Buyout Pay	$3,074	$3,074	$0	$3,148	$0	$0	$2,552	$2,552
60201	FICA/Medicare-ER Share Exp	$26,405	$30,580	$27,895	$30,823	$0	$15,375	$27,869	$27,869
60202	MPERS-Employer Share Exp	$26,905	$31,522	$30,846	$32,151	$0	$18,043	$27,989	$27,989
60203	457 Plan-Employer Share Exp	$6,958	$6,941	$6,585	$7,242	$0	$3,334	$7,423	$7,423
60210	HPHC Ins Employer Share Ex	$0	$251	$0	$251	$0	$0	$259	$259
60211	NNEBT Ins Employer Share E	$82,806	$80,776	$102,855	$84,689	$0	$57,641	$113,075	$113,075
60212	S-T Disability ER Share Exp	$0	$43	$0	$1,001	$0	$0	$834	$834
60213	L-T Disability ER Share Exp	$123	$213	$5	$0	$0	$0	$0	$0
60216	Delta Dental ER Share	$0	$0	$0	$0	$0	$0	$0	$0
60217	RHSA Plan ER Share	$1,635	$1,560	$1,640	$4,680	$0	$1,196	$4,680	$4,680
60230	Clothing/Uniforms Expense	$4,835	$5,700	$5,322	$5,500	$5,500	$2,534	$5,500	$5,500
60251	Conferences/Training Expense	$729	$750	$1,850	$1,671	$1,671	$50	$1,671	$1,671
60252	Travel/Mileage Expense	$0	$25	$380	$1,025	$1,000	$189	$1,025	$1,025
60253	Food/Lodging Expense	$32	$50	$34	$50	$96	$96	$50	$50
Totals		**$547,659**	**$546,789**	**$573,808**	**$611,289**	**$43,267**	**$317,017**	**$659,598**	**$659,598**

Purchased Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60312	Temporary Contract Help Exp	$32,828	$42,230	$38,818	$44,000	$45,000	$26,553	$46,640	$46,640
60313	Construction Services Expense	$188,868	$153,000	$91,640	$196,000	$196,000	$104,323	$248,000	$148,000
60330	Equipment Rent/Lease Exp	$48	$600	$0	$600	$85	$85	$600	$600
60342	Grit Disposal Expense	$11,645	$10,000	$9,762	$13,000	$16,000	$15,217	$16,000	$16,000
60345	Rodent Control Expense	$0	$75	$0	$0	$0	$0	$0	$0
Totals		**$233,390**	**$205,905**	**$140,220**	**$253,600**	**$257,085**	**$146,178**	**$311,240**	**$211,240**

Utilities & Fuel

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60400	Electricity Expense	$68,137	$83,729	$67,316	$74,740	$70,000	$30,118	$73,150	$73,150
60402	Phone/Celular/Paging Exp	$4,874	$6,453	$4,487	$5,748	$5,748	$1,950	$5,748	$5,748
60410	Diesel Fuel Expense	$8,587	$8,100	$9,000	$11,645	$10,000	$4,777	$16,906	$16,906
60411	Gasoline Expense	$4,701	$7,400	$7,328	$5,750	$7,000	$5,058	$9,980	$9,980
Totals		**$86,300**	**$105,682**	**$88,131**	**$97,883**	**$92,748**	**$41,903**	**$105,784**	**$105,784**

Other Operating Costs

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
60450	Building Repair/Maint Exp	$49,766	$58,200	$80,801	$76,200	$80,000	$45,249	$80,000	$80,000
60452	Operating Equip Repair Exp	$2,784	$16,400	$2,293	$18,000	$18,000	$2,300	$14,700	$14,700
60453	Vehicle Repair/Tires/Oil Exp	$16,470	$19,650	$23,690	$20,500	$20,500	$2,565	$20,500	$20,500
60457	Road Maint/Improve Non-Cap	$14,703	$20,000	$19,954	$20,000	$20,000	$4,262	$20,000	$20,000
60461	Repair/Maint-CommunsEquip	$0	$650	$0	$0	$0	$0	$0	$0
60500	Admin/Office Supp/Eqt Non-C	$2,899	$2,400	$2,060	$18,250	$3,500	$643	$4,450	$4,450
60501	Operating Supp/Eqt Non-Cap	$2,576	$2,200	$2,036	$3,300	$3,300	$775	$3,300	$3,300
60505	Construction Supplies	$41,159	$43,000	$49,393	$44,000	$40,000	$21,148	$44,000	$44,000
60506	Equipment/Small Tools-Non-c	$18,405	$20,000	$14,539	$19,000	$17,000	$3,034	$19,000	$19,000
Totals		**$148,761**	**$182,500**	**$194,766**	**$219,250**	**$202,300**	**$79,975**	**$205,950**	**$205,950**

Capital Outlay

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Social & Municipal Services

Account Number	Description	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Forecast	FY24 YTD 12/31/23	FY25 Dept Head	FY25 Mgr's Rec
Totals		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

City of Biddeford, Maine

Department Personnel Budget
Fiscal Year 2025

DEPARTMENT: 35104 P.W. Wastewater Maintenance

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Last Name	First Name	Object
WASTEWATER SUPERVISOR	10249	1.00	82,158.96	82,474.96	82,474.96	COURT	JEREMY	60102
WASTEWATER OPERATOR W/O GRADE 5	700	1.00	59,155.20	59,382.72	59,382.72	ALLEN	JOHN	60105
WASTEWATER OPERATOR W/O GRADE 5	10592	1.00	58,905.60	59,132.16	59,132.16	DEMERS	STEVEN	60105
WASTEWATER OPERATOR W/O GRADE 5	26105	1.00	60,257.60	60,489.36	60,489.36	FRECHETTE	GARY	60105
WASTEWATER OPERATOR W/O GRADE 5	11303	1.00	56,118.40	56,334.24	56,334.24	KINSELLA	JULIAN	60105
WASTEWATER OPERATOR W/O GRADE 5	41360	1.00	60,257.60	60,489.36	60,489.36	LAVOIE	LANCE	60105
ADJUSTMENTS	33	-	-	-	-	VARIOUS	0	60105
TOTAL BUDGETED POSITIONS		**6.00**	**376,853.36**	**378,302.80**	**378,302.80**			

Notes:

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number: 35104 Account Number: 60102

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$83,257	$83,632	$92,039	$80,464	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$82,475	$82,475		$2,011

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wastewater Supervisor salary Note: increase added cotract year
See Payroll Worksheet for details

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: F-T Employee Wage Exp

Department Number: 35104 Account Number: 60105

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$289,213	$287,777	$273,664	$345,105	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$351,327	$351,327		$6,222

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Wages for the following positions. Note: increase added contract year

Sewer system operator

Sewer System Asst. Technician
2 Pump Station Technicians

See Payroll worksheet for details

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Overtime Wage Expense

Department Number: 35104 Account Number: 60111

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$21,686	$13,895	$30,692	$13,490	$35,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$32,869	$32,869		$19,379

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Scheduled			
Ave OT Pay	$	43.02	(update if wages change)
Weekend Hrs		384.0	MS4 Permit CB Cleaning
Holiday Hrs		-	
Primary		78.0	
Secondary		52.0	
	$	22,113.87	
Non-Scheduled			
Ave OT Pay	$	43.02	
Remote Hrs		40.0	Cals exceding 1.5 hrs/wk
Call-in Hrs		210.0	Est. based on last two years
	$	10,755.78	
Estimated Total	$	32,869.65	

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Insurance Buyout Pay

Department Number: 35104 Account Number: 60129

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$3,074	$3,074	$0	$3,148	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,552	$2,552		-$597

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractual obligation for 1 employee choosing buyout option

			Rate		*Subtotal*
Union employee	1	$	3,074.00	$	3,074.00
				$	3,074.00

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: FICA/Medicare-ER Share Exp

Department Number: 35104 Account Number: 60201

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$26,405	$30,580	$27,895	$30,823	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$27,869	$27,869		-$2,953

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: MPERS-Employer Share Exp

Department Number: 35104 Account Number: 60202

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$26,905	$31,522	$30,846	$32,151	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$27,989	$27,989		-$4,162

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: 457 Plan-Employer Share Exp

Department Number: 35104 Account Number: 60203

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$6,958	$6,941	$6,585	$7,242	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$7,423	$7,423		$181

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: HPHC Ins Employer Share Exp

Department Number: 35104 Account Number: 60210

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$251	$0	$251	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$259	$259		$9

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: NNEBT Ins Employer Share Exp

Department Number: 35104 Account Number: 60211

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$82,806	$80,776	$102,855	$84,689	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$113,075	$113,075		$28,386

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: S-T Disability ER Share Exp

Department Number: 35104 Account Number: 60212

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$43	$0	$1,001	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$834	$834		-$167

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: L-T Disability ER Share Exp

Department Number: 35104 Account Number: 60213

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$123	$213	$5	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$ -

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Delta Dental ER Share

Department Number: 35104 Account Number: 60216

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: RHSA Plan ER Share

Department Number: 35104 Account Number: 60217

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$1,635	$1,560	$1,640	$4,680	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,680	$4,680		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Workers Comp Insurance Exp

Department Number: 35104 Account Number: 60370

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$0	$0	$0	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$11,920	$11,920		$11,920

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Budgeted in 35102

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Clothing/Uniforms Expense

Department Number: 35104 Account Number: 60230

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,835	$5,700	$5,322	$5,500	$5,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,500	$5,500		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Contractual obligation for clothing.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Conferences/Training Expense

Department Number: 35104 Account Number: 60251

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$729	$750	$1,850	$1,671	$1,671

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,671	$1,671		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Training required to maintain State licenses and certifications. Increased to allow for two people per year to attend annual Maine Wastewater trade show.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Travel/Mileage Expense

Department Number: 35104 Account Number: 60252

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$25	$380	$1,025	$1,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,025	$1,025		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Misc travel for training and other and reimbursment for Superintendent using pi

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Food/Lodging Expense

Department Number: 35104 Account Number: 60253

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$32	$50	$34	$50	$96

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$50	$50		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Projected expenses for off site training sessions

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Temporary Contract Help Exp

Department Number: 35104 Account Number: 60312

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$32,828	$42,230	$38,818	$44,000	$45,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$46,640	$46,640		$2,640

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Biddeford's share (40%) of Tri-Community utility camera position
No hard data from Saco this year due to a lack of deputy director. Increased 6% based on Tri Com recommendation.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Construction Services Expense

Department Number: 35104 Account Number: 60313

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$188,868	$153,000	$91,640	$196,000	$196,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$248,000	$148,000		-$48,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Included rehabilitation of two streets with very poor condition sewer lines.

Spoils Crushing	$3,000	
CSO Flow Monitoring (6 site)	$65,000	
Washington St Liner	$85,000	Remove if funds confirmed in 35102 ($85,000)
Cutts St Liner	$15,000	Remove if funds confirmed in 35102 ($15,000)
General Sewer Rehab	$50,000	
Sewer Cleaning Services	$15,000	
CB Cleaning services	$15,000	
Total	**$248,000**	

City Manager $ (100,000.00)

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Equipment Rent/Lease Exp

Department Number: 35104 Account Number: 60330

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$48	$600	$0	$600	$85

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$600	$600		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Any rental needs for equipment or tools

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Grit Disposal Expense

Department Number: 35104 Account Number: 60342

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$11,645	$10,000	$9,762	$13,000	$16,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$16,000	$16,000		$ 3,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Disposal of contaminated grit from sewer and CSO tank cleaning. Increase based on increased dispoal rates at landfill.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Rodent Control Expense

Department Number: 35104 Account Number: 60345

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$75	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Requesting to make this an obsolete code and remove. Any rodent issues in the future would be coded to 60450.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Electricity Expense

Department Number: 35104 Account Number: 60400

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$68,137	$83,729	$67,316	$74,740	$70,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$73,150	$73,150		-$1,590

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Based on past several years of consistant useage with a 4.5% increase for expected rate increas

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Phone/Celular/Paging Exp

Department Number: 35104 Account Number: 60402

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,874	$6,453	$4,487	$5,748	$5,748

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$5,748	$5,748		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Type	Units	Months	$/Month	Total
Smart Phones	1	12	$50.00	$600
Cell Phone	5	12	$23.00	$1,380
Tablet	4	12	$40.00	$1,920
Cell Modem	1	12	$40.00	$480
GPS	6	12	$19.00	$1,368
			Total	**$5,748**

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Diesel Fuel Expense

Department Number: 35104 Account Number: 60410

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$8,587	$8,100	$9,000	$11,645	$10,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$16,906	$16,906		$ 5,261

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Gallons	$/Gal	Total
4886	$3.46	**$16,905.56**

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Gasoline Expense

Department Number: 35104 Account Number: 60411

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$4,701	$7,400	$7,328	$5,750	$7,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$9,980	$9,980		$ 4,230

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

7/7/22 - 11/1/22

Gallons	$/Gal	Total
1,000.00	$3.05	$3,050.00

11/2/22 -6/60/23

Gallons	$Gal	Total
2,272.00	$3.05	$6,929.60

Annual Total **$9,979.60**

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Building Repair/Maint Exp

Department Number: 35104 Account Number: 60450

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$49,766	$58,200	$80,801	$76,200	$80,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$80,000	$80,000		$3,800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Pump Station Maintenance and Repairs	
Gates, Check valves, Hardware	$5,000.00
Pumps/Parrts/Motors/Drives	$20,000.00
Controls/SCADA/Electrical Supplies	$45,000.00
Wet Well Cleaning	$5,000.00
Instrumentation	$3,000.00
Hardware Paint and supplies	$2,000.00
Total	**$80,000.00**

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Operating Equip Repair Exp

Department Number: 35104 Account Number: 60452

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,784	$16,400	$2,293	$18,000	$18,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$14,700	$14,700		-$3,300

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

661	Generator PMS	$2,900.00
665	Portable pump	$800.00
670	Trailer	$1,000.00
685	Generator	$1,100.00
686	Generator	$1,300.00
55	Backhoe	$3,600.00
Camera	Cam Truck	$4,000.00
	Total	**$14,700.00**

Based on projections from mechanics. TYD is low because some service work will be done in the spring.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 35104 Account Number: 60453

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$16,470	$19,650	$23,690	$20,500	$20,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$20,500	$20,500		$ -

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

604	Crane Truck	$3,600.00
606	Supervisors truck	$2,650.00
610	Pump tech Truck	$3,300.00
660	Vactor	$10,950.00
		$20,500.00

Based on projections from mechanics. TYD is low because some service work will be done in the spring.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Road Maint/Improve Non-Cap

Department Number: 35104 Account Number: 60457

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$14,703	$20,000	$19,954	$20,000	$20,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 20,000	$ 20,000		$ -

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

For paving after sewer related projects. Remaining funds will be used when construction season resumes in the spring.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Repair/Maint-CommunsEquip

Department Number: 35104 Account Number: 60461

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$650	$0	$0	$0

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

No need to have a separate code for this. Suggest making code obsolete and using 60450 for radio equipment.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 35104 Account Number: 60500

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,899	$2,400	$2,060	$18,250	$3,500

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,450	$4,450		$ (13,800)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Office Supplies	$500.00
Computer Hardware/Tablet/Software	$2,400.00
Granit.net License & Tech Sup	$1,550.00
Total	**$4,450.00**

PC software and hardware. $2400 included to replace tablets.

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 35104 Account Number: 60501

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$2,576	$2,200	$2,036	$3,300	$3,300

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,300	$3,300		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

PPE	$1,200.00
Odor Control	$500.00
Lube/Rags/Belts/Clean/Batts/Paint	$1,200.00
Smoke/Dye	$400.00
Total	**$3,300.00**

Costs based on past 3 years history

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Construction Supplies

Department Number: 35104 Account Number: 60505

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$41,159	$43,000	$49,393	$44,000	$40,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$44,000	$44,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Pipe/Fittings	$5,000.00
Structures	$2,000.00
MH,CB,Rims,Covers	$30,000.00
CIPP Supplies	$5,000.00
Concrete, Misc	$2,000.00
Total	**$44,000.00**

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** P.W. Wastewater Maintenance

Account Title: Equipment/Small Tools-Non-cap

Department Number: 35104 Account Number: 60506

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$18,405	$20,000	$14,539	$19,000	$17,000

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$19,000	$19,000		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Tri-Community Capital Accnt	$12,000.00
Tools, Misc	$5,000.00
Camera Tools	$1,000.00
Safety equipment	$1,000.00
Total	**$19,000.00**

Fiscal Year 2025
Budget Request

April 16, 2024 **Department:** New Sewer Operations Exp

Account Title: Insurance Buyout Pay

Department Number: 35105 Account Number: 60129

FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 EOY Forecast
$0	$3,074	$0	$3,148	

FY25 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		-$3,148

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

EOY Forecast and FY23 request reflect employee election change

Fiscal Year 2025
Airport Revenue

Fiscal Year 2025
Mooring Fund Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Mooring Fees

Account Title: Mooring Fee Revenue

Department Number: 31102 Account Number: 40240

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$27,275	$25,000	$27,450	$26,500	$27,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$39,000.00	$39,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee Recommendations

Description	Unit	Cost	Subtotal
Moorings	212	$180.00	$38,160.00
Late Fees	10	$50.00	$500.00
Wait List Fees	34	$10.00	$340.00
			$39,000.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Mooring Fees

Account Title: Investment Income Revenue

Department Number: 31102 Account Number: 40500

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$947	$1,200	$1,848	$1,000	$1,700

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$2,600.00			$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee Recommendation

Fund Balance (est)	Interest Rate	Subtotal
$130,000.00	2%	$2,600.00

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Mooring Fees

Account Title: Transfer in from Other Funds

Department Number: 31102 Account Number: 40801

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$15,000	$0	$15,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$15,000.00	$15,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

From GF

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Mooring Fees

Account Title: Use of Fund Balance-non-CityGF

Department Number: 31102 Account Number: 41199

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pool Beaches Ops/Improves

Account Title: Res Beach Parking Permit Rev

Department Number: 31106 Account Number: 40241

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$80,694	$80,694	$80,694	$80,694	$84,700

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 42,645.00	$60,000		($20,694)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

	Permits		Revised Fee		Total
Resident 1st Vehicle	783	$	35.00	$	27,405.00
Resident 2nd Vehicle	307	$	20.00	$	6,140.00
Resident 65+	455	$	20.00	$	9,100.00
				$	42,645.00

Expect permits to be significatly down due to Dec 24 storm damage to beach and infrastructure

not expecting as much of a reduction

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pool Beaches Ops/Improves

Account Title: Non-Res Season Permit Rev

Department Number: 31106 Account Number: 40242

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$9,126	$9,126	$9,126	$9,126	$4,600

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,900	$5,250		($3,876)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Permits		Revised Fee		Total
15	$	245.00	$	3,675.00

Reduction expected due to Dec 24 storm damage to beach and infrastructure

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pool Beaches Ops/Improves

Account Title: Non-Resident 1 Day Permit Rev

Department Number: 31106 Account Number: 40313

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$39,788	$39,788	$39,788	$39,788	$64,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 49,210.00	$49,210		$9,422

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Permits		Revised Fee		Total
1406	$	35.00	$	49,210.00

Expect revenue to be down due to Dec 24 strom damage to beach and infrastructure

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pool Beaches Ops/Improves

Account Title: Non-Resident 3 Day Permit Rev

Department Number: 31106 Account Number: 40314

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$5,280

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 4,800.00	$4,800		$4,800

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Permits		Revised Fee		Total
64	$	75.00	$	4,800.00

Expect revenue to be down due to Dec 24 strom damage to beach and infrastructure

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pool Beaches Ops/Improves

Account Title: Non-Resident 7 Day Permit Rev

Department Number: 31106 Account Number: 40315

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
-$40	-$40	-$40	-$40	$14,800

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0		$40

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Permits		Revised Fee		Total
102	$	140.00	$	14,280.00

Expect revenue to be down due to Dec 24 strom damage to beach and infrastructure

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pool Beaches Ops/Improves

Account Title: Use of Fund Balance-non-CityGF

Department Number: 31106 Account Number: 41199

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ -	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pool Beaches Ops/Improves

Account Title: Use of Undesignated Fund Balan

Department Number: 31106 Account Number: 40999

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ -	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Pool Beaches Ops/Improves

Account Title: Investment Income Revenue

Department Number: 31106 Account Number: 40500

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$16	$16	$16	$16	$14,800

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$ 1,020.00	$1,020		$1,004

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fund Balance (est)	Interest Rate	Total
$ 85,000.00	1%	$ 1,020.00

Expect revenue to be down due to Dec 24 strom damage to beach and infrastructure

Fiscal Year 2025
Shellfish Fund Revenue Workbook

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Shellfish License Revenue

Account Title: Shellfish

Department Number: 31142 Account Number: 40238

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$9,250	$1,000	$8,100	$8,500	$8,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$8,000	$9,000		$500

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee estimate

**See shellfish license list for background to prepare budgted estimate*

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Shellfish License Revenue

Account Title: Investment Income Revenue

Department Number: 31142 Account Number: 40500

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$149	$0	$241	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0	$0		$0

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Committee estimate

**See shellfish license list for background to prepare budgted estimate*

Fiscal Year 2025
Special Revenue Fund Workbook

Airport Hangars
TIF Revenue
Ambulance Service Fees

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Fleurent Hangar 7I

Department Number: 31132 Account Number: 40606

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$372	$372	$404	$372	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Tieman Hangar 7E

Department Number: 31132 Account Number: 40607

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$440	$440	$477	$440	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Morin Hangar 7A

Department Number: 31132 Account Number: 40608

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$426	$426	$463	$426	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Bryand Hangar 7B

Department Number: 31132 Account Number: 40609

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$407	$407	$442	$407	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental EAA Hangar

Department Number: 31132 Account Number: 40610

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$205	$1,086	$1,179	$1,086	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Ryco Hangar 7C

Department Number: 31132 Account Number: 40611

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$420	$420	$455	$420	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Cloutier Hangar 7D

Department Number: 31132 Account Number: 40612

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$420	$420	$455	$420	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Polakewich Hangar 7F

Department Number: 31132 Account Number: 40613

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$407	$407	$442	$407	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Ryco Hangar 1

Department Number: 31132 Account Number: 40614

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,662	$1,662	$1,803	$1,662	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Bertrand Hangar 7G

Department Number: 31132 Account Number: 40615

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$407	$407	$430	$407	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Bertrand Hangar Lot 3

Department Number: 31132 Account Number: 40616

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$869	$869	$943	$869	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Keller Hangar Lot 2

Department Number: 31132 Account Number: 40617

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$667	$667	$724	$667	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Sinclair Hangar 7H

Department Number: 31132 Account Number: 40618

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$363	$363	$394	$363	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Lariviere Hangar Lot 4

Department Number: 31132 Account Number: 40619

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$998	$998	$1,083	$998	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental DEW LLC Hangar 5A&B

Department Number: 31132 Account Number: 40620

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$900	$900	$944	$900	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Morris Hangar 5D

Department Number: 31132 Account Number: 40621

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$426	$426	$463	$426	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental DEW LLC Hangar 5C

Department Number: 31132 Account Number: 40622

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$440	$440	$478	$440	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Cross Hangar 5E

Department Number: 31132 Account Number: 40624

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$440	$440	$477	$440	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental GAL-AIR LLC Hangar 5G

Department Number: 31132 Account Number: 40625

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$407	$442	$407	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Godburn Hangar 5H

Department Number: 31132 Account Number: 40626

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$407	$407	$442	$407	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental McGahey Hangar 5F

Department Number: 31132 Account Number: 40627

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$407	$407	$442	$407	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Pate Hangar 5I

Department Number: 31132 Account Number: 40628

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$440	$440	$477	$440	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Glaude Hangar 6F

Department Number: 31132 Account Number: 40629

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$865	$865	$939	$865	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Gadbois Hangar 6A

Department Number: 31132 Account Number: 40632

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$853	$853	$926	$853	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Great Moose Hangar 6C

Department Number: 31132 Account Number: 40634

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$671	$671	$728	$671	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Saucier Hangar 6B

Department Number: 31132 Account Number: 40635

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$704	$704	$765	$704	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Apte Hangar 6E

Department Number: 31132 Account Number: 40636

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$728	$728	$790	$728	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Rental Rousseau Hangar 6D

Department Number: 31132 Account Number: 40637

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$588	$588	$638	$588	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Airport Operations

Account Title: Transfer in from Other Funds

Department Number: 31132 Account Number: 40801

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$50,000	$35,000	$0	$35,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$35,000.00	$35,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Route 111 Mill District TIF

Account Title: Current Property Tax Revenue

Department Number: 31179 Account Number: 40100

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$990,954	$2,041,162	$1,005,494	$1,224,541	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,400,000.00	$1,400,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Based on preliminary estimate, reveue based on Mil rate of 15
is $9,333,391.77 valuation
15 Mil
$ 1,400,008.77

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Route 111 Mill District TIF

Account Title: Federal Share Grants Revenue

Department Number: 31179 Account Number: 40431

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Route 111 Mill District TIF

Account Title: Miscellaneous Revenue

Department Number: 31179 Account Number: 40559

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Recreation General Programs

Account Title: Investment Income Revenue

Department Number: 31201 Account Number: 40500

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,886	$1,100	$4,863	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Ambulance Fund

Account Title: Ambulance Service Fee Rev

Department Number: 32491 Account Number: 40244

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$1,684,929	$1,425,000	$1,849,246	$1,425,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,435,000	$1,435,000		$10,000

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 3, 2024 Department: Sewer Operations

Account Title: Bond Premium Revenue

Department Number: 35102 Account Number: 40593

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
		$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Inflow & Infiltration Abatemen

Account Title: Inflow & Infiltration Fee Rev

Department Number: 35101 Account Number: 40250

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$16,209	$35,000	$193,793	$40,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$40,000.00	$40,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Transfer in from Other Funds

Department Number: 35102 Account Number: 40801

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$600,000	$600,000	$0	$350,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$350,000.00	$275,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Septic Sludge Disposal Fee Rev

Department Number: 35102 Account Number: 40245

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer Inspection Fee Revenue

Department Number: 35102 Account Number: 40246

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$960	$1,500	$1,360	$1,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$1,000.00	$1,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer Hook-up Fee Revenue

Department Number: 35102 Account Number: 40247

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$4,600	$4,000	$33,400	$4,300	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$25,000.00	$25,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

2017	$6,855.00
2018	$4,950.00
2019	$3,600.00
2020	$2,285.00
2021	$9,860.00
2022	$4,600.00
2023	$33,400.00
Ave	$9,364.29
Max	$33,400.00

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer Capacity App Fee Rev

Department Number: 35102 Account Number: 40248

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$3,810	$2,300	$4,800	$2,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,000.00	$3,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer User Fee Revenue

Department Number: 35102 Account Number: 40249

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$4,078,732	$3,700,000	$3,510,939	$3,949,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$3,949,000.00	$4,171,450.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer Lien Fee Revenue

Department Number: 35102 Account Number: 40251

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$7,310	$11,000	$4,877	$4,800	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000.00	$4,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer Quit Claim Fee Rev

Department Number: 35102 Account Number: 40252

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer Current Interest Rev

Department Number: 35102 Account Number: 40253

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$24,675	$26,500	$21,613	$26,000	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$26,000.00	$26,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer Pump Station Fee Rev

Department Number: 35102 Account Number: 40254

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$3,172	$12,000	$75,612	$17,500	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$30,000.00	$30,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Operations

Account Title: Sewer Submeter Sales Rev

Department Number: 35102 Account Number: 40256

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$454	$2,000	$162	$700	

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$600.00	$600.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Ind Pretreat Program

Account Title: Industrial Pretreatment Rev

Department Number: 35103 Account Number: 40255

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$12,176	$41,269	$39,132	$43,700	$40,000

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$44,372.00	$45,548.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Revenue reflects budgeted amount. Revenue will be adjusted to match actual expenditure.

Fiscal Year 2025
Revenue Estimates

April 16, 2024 Department: Sewer Ind Pretreat Program

Account Title: FOG Registration Fee Rev.

Department Number: 35103 Account Number: 40257

FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 EOY Forecast
$0	$0	$0	$0	$0

FY2025 Budget	Department Estimate	City Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fats, Oils & Grease (FOG) fee only collected if a facility fails to register.