

GENERAL FUND - As Accepted (7/08/2013)

MUNICIPAL BUDGET	2012-2013 Budgeted	2013-2014 Requested	\$ INCREASE/ DECREASE	% INCREASE/ DECREASE
Expenditures				
Operating Expenses				
Operating Budget	\$ 6,308,608	\$ 6,112,553	\$ (196,055)	-3.11%
Self Supporting Programs	\$ -	\$ 75,179	\$ 75,179	
Grant Funded Projects	\$ 193,344	\$ 19,000	\$ (174,344)	-90.17%
TIF Funded Projects	\$ 147,053	\$ 180,470	\$ 33,417	22.72%
Capital Debt (Principal & Interest)	\$ 992,412	\$ 986,814	\$ (5,598)	-0.56%
Contingency	\$ 15,000	\$ 15,000	\$ -	0.00%
Total Operating Expenses	\$ 7,656,417	\$ 7,389,016	\$ (267,401)	-3.49%
Capital Expenses				
Capital Budget	\$ 1,063,010	\$ 841,600	\$ (221,410)	-20.83%
Capital Reserve Accounts	\$ 75,000	\$ 75,000	\$ -	0.00%
Total Capital Expenses	\$ 1,138,010	\$ 916,600	\$ (221,410)	-19.46%
Subtotal General Fund/TIF Expenses	\$ 8,794,427	\$ 8,305,616	\$ (488,811)	-5.56%
Bonded Project Expenses				
Capital Projects to be Funded by Bond	\$ -	\$ 1,845,000	\$ 1,845,000	0.00%
Total Bonded Project Expenses	\$ -	\$ 1,845,000	\$ 1,845,000	0.00%
Total Expenditures	\$ 8,794,427	\$ 10,150,616	\$ 1,356,189	15.42%
Revenues				
Operating Revenues				
Anticipated General Revenues	\$ 2,294,557	\$ 2,295,418	\$ 861	0.04%
Self Supporting Programs	\$ -	\$ 75,179	\$ 75,179	0.00%
Intergovernmental Revenues	\$ 1,281,660	\$ 959,250	\$ (322,410)	-25.16%
Grant Funded Projects	\$ 193,344	\$ 19,000	\$ (174,344)	-90.17%
TIF Projects (Non-Capital)	\$ 147,053	\$ 180,470	\$ 33,417	22.72%
Capital Debt Revenues	\$ 578,619	\$ 571,350	\$ (7,269)	-1.26%
Transfer from Fund Balance	\$ 408,851	\$ 300,000	\$ (108,851)	-26.62%
Total Operating Revenues	\$ 4,904,084	\$ 4,400,667	\$ (503,417)	-10.27%
Capital Revenues				
Reserve Fund Revenues	\$ 413,875	\$ 143,500	\$ (270,375)	-65.33%
TIF Projects (Capital)	\$ 184,140	\$ 180,000	\$ (4,140)	-2.25%
Total Capital Revenues	\$ 598,015	\$ 323,500	\$ (274,515)	-45.90%
Subtotal General Fund/TIF Revenue	\$ 5,502,099	\$ 4,724,167	\$ (777,932)	-14.14%
Bonded Project Revenues				
Bonds	\$ -	\$ 1,845,000	\$ 1,845,000	0.00%
Total Capital Revenues	\$ -	\$ 1,845,000	\$ 1,845,000	0.00%
Total Revenues	\$ 5,502,099	\$ 6,569,167	\$ 1,067,068	19.39%
Commitment Based Revenue (Budget Adjust)				
Homestead Reimbursement	\$ 112,383	\$ 112,383	\$ 0	0.00%
BETE Reimbursement	\$ 26,256	\$ 26,256	\$ (0)	0.00%
Total Adjusted Revenue	\$ 138,639	\$ 138,639	\$ 0	0.00%
TIF Program Expenditures	\$ 423,430	\$ 423,430	\$ (0)	0.00%
OVERLAY	\$ 85,485	\$ 10,000	\$ (75,485)	-88.30%
Municipal to be Raised by Taxes	\$ 3,662,605	\$ 3,876,240	\$ 213,635	5.83%

COUNTY TAX ASSESSMENT	\$	470,713	\$	477,242	\$	6,529	1.39%
SCHOOL BUDGET							
EXPENDITURES							
Operating Budget	\$	5,120,950	\$	5,674,080	\$	553,130	10.80%
Adult Education	\$	16,420	\$	40,000	\$	23,580	143.61%
Adult Vocational Education							
Total School Assessment	\$	5,137,370	\$	5,714,080	\$	576,710	11.23%
Prepayment Credit	\$	229,295	\$	-	\$	(229,295)	-100.00%
Amount to be Raised by Taxes	\$	4,908,075	\$	5,714,080	\$	806,005	16.42%
TOTAL EXPENDITURES	\$	14,173,215	\$	16,341,938	\$	2,168,723	15.30%
TOTAL REVENUES	\$	5,640,738	\$	6,707,806	\$	1,067,068	18.92%
TOTAL TO BE RAISED BY TAXES	\$	9,041,393	\$	10,067,562	\$	1,026,170	11.35%
GRAND TOTAL	\$	9,041,393	\$	10,067,562	\$	1,026,170	11.35%
VALUATION*	\$	418,583,000	\$	433,583,000	\$	15,000,000	3.58%
TAX RATE		21.60		23.22		1.62	7.50%

Town of Orono

FY 2014 Annual Budget - Revenue Summary

FYE June 30, 2014

	FY13 Budget	FY14 Budget	Variance
General Taxes	\$ 649,100	\$ 646,100	\$ (3,000)
Licenses & Permits	\$ 150,925	\$ 153,375	\$ 2,450
Charges for Services	\$ 418,201	\$ 471,041	\$ 52,840
Intergovernmental Revenue	\$ 2,180,635	\$ 1,684,231	\$ (496,404)
Other Revenues	\$ 1,124,512	\$ 1,169,920	\$ 45,408
Other Financing Sources	\$ 978,726	\$ 2,444,500	\$ 1,465,774
Totals	\$ 5,502,099	\$ 6,569,167	\$ 1,067,068

Town of Orono

FY 2014 Annual Budget - Expense Summary

FYE June 30, 2014

Department	FY13 Budget	FY14 Budget	Variance
General Government	\$ 1,244,702	\$ 1,181,548	\$ (63,154)
Economic Development/TIFs	\$ 340,397	\$ 199,470	\$ (140,927)
Public Safety	\$ 2,845,612	\$ 2,833,760	\$ (11,852)
Public Works	\$ 1,416,315	\$ 1,372,598	\$ (43,717)
Community Services	\$ 581,149	\$ 571,074	\$ (10,075)
Facilities	\$ 220,830	\$ 228,752	\$ 7,922
Debt Service	\$ 992,412	\$ 986,814	\$ (5,598)
County Tax	\$ 470,713	\$ 477,242	\$ 6,529
Town Support for Education	\$ 4,908,075	\$ 5,714,080	\$ 806,005
Contingency	\$ 15,000	\$ 15,000	\$ -
Capital Investment	\$ 1,138,010	\$ 2,761,600	\$ 1,623,590
Totals	\$ 14,173,215	\$ 16,341,938	\$ 2,168,723

Town of Orono

FY 2014 Annual Budget - Expenses by Department

FYE June 30, 2014

Department	FY13 Budget	FY14 Budget	Variance	Percent Variance
Town Council	\$ 39,701	\$ 41,000	\$ 1,299	3.27%
Town Manager	\$ 246,176	\$ 220,167	\$ (26,009)	-10.57%
Finance & Administration	\$ 471,241	\$ 457,661	\$ (13,580)	-2.88%
Assessor	\$ 100,641	\$ 94,251	\$ (6,390)	-6.35%
Elections & Voter Registration	\$ 7,500	\$ 7,050	\$ (450)	-6.00%
Insurance	\$ 79,000	\$ 75,500	\$ (3,500)	-4.43%
Planning & Code	\$ 202,938	\$ 192,514	\$ (10,424)	-5.14%
Economic Development	\$ 193,344	\$ 19,000	\$ (174,344)	-90.17%
Downtown TIF	\$ 87,500	\$ 127,516	\$ 40,016	45.73%
SRD TIF	\$ 47,371	\$ 10,600	\$ (36,771)	-77.62%
EnvisioNet TIF	\$ 12,182	\$ 42,354	\$ 30,172	247.68%
Dirigo Pines TIF	\$ -	\$ -	\$ -	0.00%
Public Safety Administration	\$ 68,022	\$ 67,658	\$ (364)	-0.53%
Police Department	\$ 1,113,405	\$ 1,124,867	\$ 11,462	1.03%
Fire Department	\$ 1,333,685	\$ 1,310,734	\$ (22,951)	-1.72%
Haz-Mat	\$ 31,500	\$ 31,500	\$ -	0.00%
Fire Protection	\$ 228,000	\$ 228,000	\$ -	0.00%
Street Lights	\$ 71,000	\$ 71,000	\$ -	0.00%
Public Works General Maintenance	\$ 389,523	\$ 379,732	\$ (9,791)	-2.51%
Public Works Winter Maintenance	\$ 472,217	\$ 443,437	\$ (28,780)	-6.09%
Cemetery	\$ 81,808	\$ 73,490	\$ (8,318)	-10.17%
Solid Waste Disposal	\$ 268,837	\$ 273,809	\$ 4,972	1.85%
Town Garage	\$ 203,930	\$ 202,130	\$ (1,800)	-0.88%
General Assistance	\$ 21,200	\$ 21,200	\$ -	0.00%
Library	\$ 267,664	\$ 275,106	\$ 7,442	2.78%
Parks & Recreation	\$ 313,485	\$ 177,477	\$ (136,008)	-43.39%
Travel Basketball	\$ -	\$ 9,600	\$ 9,600	0.00%
Summer Camp K-4	\$ -	\$ 19,287	\$ 19,287	0.00%
Summer Camp 4-7	\$ -	\$ 5,971	\$ 5,971	0.00%
Afterschool Program	\$ -	\$ 32,833	\$ 32,833	0.00%
Municipal Pool	\$ -	\$ 43,312	\$ 43,312	0.00%
Basketball School	\$ -	\$ -	\$ -	0.00%
Community Theatre	\$ -	\$ -	\$ -	0.00%
Self Supporting Programs	\$ -	\$ 7,489	\$ 7,489	0.00%
Facilities	\$ -	\$ 98,457	\$ 98,457	0.00%
Municipal & PS Buildings	\$ 122,050	\$ 69,700	\$ (52,350)	-42.89%
Library Facilities Maintenance	\$ 31,425	\$ 23,230	\$ (8,195)	-26.08%
Senior Citizens Center	\$ 25,580	\$ 18,590	\$ (6,990)	-27.33%
Community House	\$ 29,220	\$ 18,775	\$ (10,445)	-35.75%

Department	FY13 Budget	FY14 Budget	Variance	Percent Variance
Tredwell Building	\$ 12,555	\$ -	\$ (12,555)	-100.00%
Debt Retirement	\$ 637,083	\$ 654,507	\$ 17,424	2.73%
Debt Interest	\$ 355,329	\$ 332,306	\$ (23,023)	-6.48%
Undistributed Employee Benefits	\$ 11,600	\$ 7,500	\$ (4,100)	-35.34%
Contracted Services	\$ 64,705	\$ 64,705	\$ -	0.00%
County Tax	\$ 470,713	\$ 477,242	\$ 6,529	1.39%
Town Support for Education	\$ 4,908,075	\$ 5,714,080	\$ 806,005	16.42%
Miscellaneous	\$ 15,000	\$ 15,000	\$ -	0.00%
Capital Equipment	\$ 273,500	\$ 120,000	\$ (153,500)	-56.12%
Capital Infrastructure	\$ 744,010	\$ 2,487,000	\$ 1,742,990	234.27%
Capital Facilities	\$ 45,500	\$ 79,600	\$ 34,100	74.95%
Capital Reserve Funding	\$ 75,000	\$ 75,000	\$ -	0.00%
Totals	\$ 14,173,215	\$ 16,341,938	\$ 2,168,723	15.30%

Town of Orono

FY 2014 Annual Budget - Personnel Costs

FYE June 30, 2014

Department		FY13 Budget	FY14 Budget	Variance	
Town Council					
	Salary	\$ 7,200	\$ 7,200	\$ -	0.35 FTE
	Health Insurance	\$ -	\$ -	\$ -	
	MPERS	\$ -	\$ -	\$ -	
	Total	\$ 7,200	\$ 7,200	\$ -	
Town Manager					
	Salary	\$ 137,131	\$ 119,216	\$ (17,915)	2 FTE
	Health Insurance	\$ 25,000	\$ 19,197	\$ (5,803)	
	MPERS	\$ 7,100	\$ 9,179	\$ 2,079	
	Total	\$ 169,231	\$ 147,592	\$ (21,639)	
Finance & Administration					
	Salary	\$ 305,666	\$ 299,658	\$ (6,008)	6 FTE
	Health Insurance	\$ 57,450	\$ 38,012	\$ (19,438)	
	MPERS	\$ 16,200	\$ 19,478	\$ 3,278	
	Total	\$ 379,316	\$ 357,148	\$ (22,168)	
Assessor					
	Salary	\$ 65,021	\$ 65,671	\$ 650	1.13 FTE
	Health Insurance	\$ 7,264	\$ 5,974	\$ (1,290)	
	MPERS	\$ 3,450	\$ 4,269	\$ 819	
	Total	\$ 75,735	\$ 75,914	\$ 179	
Planning & Code					
	Salary	\$ 93,517	\$ 94,452	\$ 935	1.9375 FTE
	Health Insurance	\$ 20,715	\$ 8,975	\$ (11,740)	
	MPERS	\$ 4,830	\$ 6,139	\$ 1,309	
	Total	\$ 119,062	\$ 109,566	\$ (9,496)	
Public Safety Administration					
	Salary	\$ 34,507	\$ 34,852	\$ 345	1 FTE
	Health Insurance	\$ 7,200	\$ 5,974	\$ (1,226)	
	MPERS	\$ 1,775	\$ 2,265	\$ 490	
	Total	\$ 43,482	\$ 43,092	\$ (390)	
Police Department					
	Salary	\$ 655,355	\$ 668,371	\$ 13,016	12 FTE
	Overtime	\$ 11,000	\$ 11,000	\$ -	
	Court Time	\$ 12,000	\$ 6,000	\$ (6,000)	
	Holiday Pay	\$ 29,000	\$ 31,351	\$ 2,351	
	Sick Leave	\$ 4,000	\$ 4,000	\$ -	
	Vacation Leave	\$ 8,500	\$ 8,500	\$ -	
	Training Wages	\$ 12,000	\$ 16,500	\$ 4,500	
	Community Policing Program Wages	\$ -	\$ 5,000	\$ 5,000	
	Health Insurance	\$ 129,500	\$ 116,640	\$ (12,860)	
	MPERS	\$ 53,850	\$ 59,307	\$ 5,457	

Department		FY13 Budget	FY14 Budget	Variance
	Total	\$ 915,205	\$ 926,669	\$ 11,464

Fire Department

Salary	\$ 696,831	\$ 735,265	\$ 38,434
UMO Fire Marshals	\$ 3,500	\$ 5,000	\$ 1,500
Unscheduled Overtime	\$ 10,000	\$ 6,000	\$ (4,000)
Scheduled Overtime	\$ 48,854	\$ 52,528	\$ 3,674
Callbacks	\$ 7,000	\$ 5,500	\$ (1,500)
Holiday Pay	\$ 37,500	\$ 36,628	\$ (872)
Sick Leave	\$ 16,000	\$ 10,000	\$ (6,000)
Vacation Leave	\$ 33,000	\$ -	\$ (33,000)
Training Wages	\$ 10,000	\$ 10,000	\$ -
Health Insurance	\$ 172,000	\$ 144,786	\$ (27,214)
MPERS	\$ 64,700	\$ 67,618	\$ 2,918
Total	\$ 1,099,385	\$ 1,073,324	\$ (26,061)

17 FTE

Public Works General Maintenance

Salary	\$ 165,468	\$ 183,565	\$ 18,097
Part Time Salary	\$ 19,500	\$ -	\$ (19,500)
Overtime	\$ 6,500	\$ 6,500	\$ -
Health Insurance	\$ 41,475	\$ 31,248	\$ (10,227)
MPERS	\$ 9,100	\$ 12,354	\$ 3,254
Total	\$ 242,043	\$ 233,667	\$ (8,376)

Public Works Winter Maintenance

Salary	\$ 152,182	\$ 162,346	\$ 10,164
Part Time Salary	\$ 8,500	\$ -	\$ (8,500)
Overtime	\$ 64,250	\$ 64,250	\$ -
Health Insurance	\$ 37,275	\$ 29,323	\$ (7,952)
MPERS	\$ 11,400	\$ 14,729	\$ 3,329
Total	\$ 273,607	\$ 270,647	\$ (2,960)

Cemetery

Salary	\$ 45,033	\$ 33,450	\$ (11,583)
Part Time Salary	\$ 12,800	\$ -	\$ (12,800)
Overtime	\$ 1,600	\$ 1,500	\$ (100)
Health Insurance	\$ 5,625	\$ 4,195	\$ (1,430)
MPERS	\$ 2,375	\$ 2,272	\$ (103)
Total	\$ 67,433	\$ 41,417	\$ (26,016)

11.5 FTE

Solid Waste Disposal

Salary	\$ 44,402	\$ 34,622	\$ (9,780)
Overtime	\$ 4,000	\$ -	\$ (4,000)
Health Insurance	\$ 6,825	\$ 5,653	\$ (1,172)
MPERS	\$ 2,550	\$ 2,250	\$ (300)
Total	\$ 57,777	\$ 42,525	\$ (15,252)

Town Garage

Salary	\$ 67,820	\$ 68,498	\$ 678
Overtime	\$ 5,000	\$ -	\$ (5,000)
Health Insurance	\$ 16,275	\$ 12,839	\$ (3,436)
MPERS	\$ 3,860	\$ 4,452	\$ 592

Department		FY13 Budget	FY14 Budget	Variance	
	Total	\$ 92,955	\$ 85,790	\$ (7,165)	
Library					
	Salary	\$ 158,787	\$ 174,273	\$ 15,486	4 FTE
	Health Insurance	\$ 31,000	\$ 23,033	\$ (7,967)	
	MPERS	\$ 8,410	\$ 11,328	\$ 2,918	
	Total	\$ 198,197	\$ 208,634	\$ 10,437	
Parks & Recreation					
	Salary	\$ 106,200	\$ 105,444	\$ (756)	3.3125 FTE
	Health Insurance	\$ 24,800	\$ 23,720	\$ (1,080)	
	MPERS	\$ 4,000	\$ 6,306	\$ 2,306	
	Total	\$ 135,000	\$ 135,471	\$ 471	
Facilities					
	Salary	\$ 37,000	\$ 65,282	\$ 28,282	1.75 FTE
	Health Insurance	\$ 10,550	\$ 12,037	\$ 1,487	
	MPERS	\$ 1,975	\$ 4,243	\$ 2,268	
	Total	\$ 49,525	\$ 81,563	\$ 32,038	
	Total Salary	\$ 3,136,624	\$ 3,132,422	\$ (4,202)	
	Total Health Insurance	\$ 592,954	\$ 481,608	\$ (111,346)	
	Total MPERS	\$ 195,575	\$ 226,190	\$ 30,615	
	Total	\$ 3,925,153	\$ 3,840,219	\$ (84,934)	

Town of Orono

FY 2014 Annual Budget - Multi-Year Revenue Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Anticipated General Revenues							
Motor Vehicle Excise Tax	\$ 647,268	\$ 624,092	\$ 590,000	\$ 499,719	\$ 590,000	\$ -	0.00%
Boat Excise Taxes	\$ 4,159	\$ 4,528	\$ 4,100	\$ 1,659	\$ 4,100	\$ -	0.00%
Interest on Property Taxes	\$ 43,798	\$ 54,787	\$ 40,000	\$ 15,549	\$ 37,000	\$ (3,000)	-7.50%
Tax Lien Penalties	\$ 20,104	\$ 18,112	\$ 15,000	\$ 7,226	\$ 15,000	\$ -	0.00%
Motor Vehicle Agent Fee	\$ 13,911	\$ 12,894	\$ 11,000	\$ 10,176	\$ 11,000	\$ -	0.00%
Recreational Vehicle Registration Fees	\$ 460	\$ 503	\$ 450	\$ 271	\$ 450	\$ -	0.00%
Town Licenses & Permits	\$ 8,268	\$ 6,776	\$ 6,700	\$ 5,423	\$ 6,700	\$ -	0.00%
Building Permits	\$ 10,251	\$ 157,527	\$ 12,000	\$ 13,987	\$ 12,500	\$ 500	4.17%
Plumbing Permits	\$ 2,054	\$ 23,136	\$ 2,500	\$ 2,063	\$ 2,500	\$ -	0.00%
Electrical Permits	\$ 7,537	\$ 9,478	\$ 6,000	\$ 6,524	\$ 6,500	\$ 500	8.33%
Land Use Ordinance Fees	\$ 3,185	\$ 2,695	\$ 2,000	\$ 2,770	\$ 2,200	\$ 200	10.00%
Road Opening Permits	\$ 1,500	\$ 4,850	\$ 3,000	\$ 6,350	\$ 6,000	\$ 3,000	100.00%
Rental Unit Registration Fee	\$ 32,575	\$ 35,725	\$ 34,000	\$ 35,200	\$ 35,000	\$ 1,000	2.94%
Burning Permits	\$ 530	\$ 440	\$ 500	\$ 300	\$ 500	\$ -	0.00%
Parking Permits	\$ 3,600	\$ 1,045	\$ 1,500	\$ 2,770	\$ 750	\$ (750)	-50.00%
Cable Franchise Fee	\$ 70,800	\$ 70,142	\$ 70,000	\$ 67,046	\$ 68,000	\$ (2,000)	-2.86%
Fish & Wildlife License Fees	\$ 760	\$ 639	\$ 800	\$ 439	\$ 800	\$ -	0.00%
Dog License Fees	\$ 490	\$ 482	\$ 475	\$ 474	\$ 475	\$ -	0.00%
Miscellaneous Administration	\$ 3,387	\$ 4,810	\$ 2,500	\$ 902	\$ 4,500	\$ 2,000	80.00%
Advertising: Orono Observer	\$ 4,278	\$ 4,545	\$ 5,000	\$ 3,510	\$ -	\$ (5,000)	-100.00%
Code Enforcement - Photocopying Fee	\$ 60	\$ 40	\$ -	\$ -	\$ -	\$ -	0.00%
Zoning Verification Fee	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	0.00%
Town Clerk: Birth Records	\$ 1,143	\$ 1,247	\$ 1,000	\$ 1,023	\$ 1,200	\$ 200	20.00%
Town Clerk: Death Records	\$ 3,178	\$ 3,593	\$ 3,000	\$ 4,169	\$ 4,000	\$ 1,000	33.33%
Town Clerk: Marriage Records	\$ 1,489	\$ 1,562	\$ 1,000	\$ 1,655	\$ 1,500	\$ 500	50.00%
Assessment Services Fee	\$ 12,360	\$ 12,360	\$ -	\$ -	\$ -	\$ -	0.00%
TIF Administrative Fee	\$ 920	\$ 944	\$ 920	\$ 958	\$ 950	\$ 30	3.26%

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Police Fees	\$ 298	\$ 374	\$ 225	\$ 378	\$ 400	\$ 175	77.78%
Police Accident Reports	\$ -	\$ 695	\$ 1,456	\$ 1,825	\$ 2,500	\$ 1,044	71.70%
Police Special Detail Fees	\$ 1,188	\$ 2,426	\$ 1,200	\$ 379	\$ 500	\$ (700)	-58.33%
Court Fees	\$ 5,445	\$ 2,345	\$ 3,500	\$ 550	\$ 750	\$ (2,750)	-78.57%
Fire: UM Fire Marshal Program	\$ 5,000	\$ 5,272	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%
Fire Alarm Fees	\$ 2,150	\$ 7,570	\$ 2,500	\$ 1,750	\$ 2,500	\$ -	0.00%
Ambulance Fees	\$ 329,834	\$ 301,115	\$ 277,000	\$ 249,131	\$ 307,000	\$ 30,000	10.83%
Air Bottle Refill	\$ 779	\$ 638	\$ 600	\$ 477	\$ 600	\$ -	0.00%
Recreation Fees	\$ 15,512	\$ 14,269	\$ 14,000	\$ 7,915	\$ -	\$ (14,000)	-100.00%
Pool Receipts	\$ 5,679	\$ 6,415	\$ 4,500	\$ 4,279	\$ 5,080	\$ 580	12.89%
Summer Day Camp	\$ 25,023	\$ 23,194	\$ 20,000	\$ 13,067	\$ -	\$ (20,000)	-100.00%
After School Program	\$ 55,816	\$ 55,536	\$ 46,000	\$ 29,250	\$ -	\$ (46,000)	-100.00%
Admin. Fee: Self- Funded Recreation Programs	\$ -	\$ -	\$ -	\$ -	\$ 33,517	\$ 33,517	0.00%
Additional Revenue from Self Sustaining Programs	\$ -	\$ -	\$ -	\$ -	\$ 3,565	\$ 3,565	0.00%
Haz Mat Reimbursement Fees	\$ 1,397	\$ 5,000	\$ 3,000	\$ -	\$ -	\$ (3,000)	-100.00%
Public Works Fees	\$ 7,578	\$ 7,438	\$ 10,000	\$ 5,533	\$ 7,500	\$ (2,500)	-25.00%
Disposal Site Revenue	\$ 10,015	\$ 20,035	\$ 11,000	\$ 7,154	\$ 10,000	\$ (1,000)	-9.09%
PERC Administrative Fee	\$ 2,397	\$ 4,901	\$ 4,800	\$ 3,299	\$ 4,800	\$ -	0.00%
Tree Growth Tax Reimbursement	\$ 4,007	\$ 6,936	\$ 4,000	\$ 6,354	\$ 5,000	\$ 1,000	25.00%
Snowmobile Refund	\$ 702	\$ 728	\$ 700	\$ 549	\$ 550	\$ (150)	-21.43%
Veterans' Exemption Refund	\$ 7,118	\$ 7,058	\$ 7,000	\$ 6,715	\$ 6,500	\$ (500)	-7.14%
Gasoline Tax Refund	\$ 4,988	\$ 5,043	\$ 5,000	\$ 2,524	\$ 5,000	\$ -	0.00%
University of Maine	\$ 646,466	\$ 652,931	\$ 655,431	\$ 655,431	\$ 655,431	\$ -	0.00%
University of Maine Haz-Mat Contribution	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.00%
Penobscot County Haz-Mat Contribution	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ -	0.00%
Orono-Veazie Water District	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.00%
Riverfront Community Dev. Block Grant	\$ -	\$ 79,972	\$ -	\$ -	\$ -	\$ -	0.00%
CDBG Brownfields Grant Funds	\$ -	\$ 175,049	\$ -	\$ -	\$ -	\$ -	0.00%
Interest on General Funds Invested	\$ 19,457	\$ 16,811	\$ 12,000	\$ 5,458	\$ 6,000	\$ (6,000)	-50.00%
Interest on Note Receivable	\$ -	\$ 190,006	\$ -	\$ -	\$ -	\$ -	0.00%
Cemetery Trust Fund Revenue	\$ 5,745	\$ 3,283	\$ 1,500	\$ 3,937	\$ 1,000	\$ (500)	-33.33%

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Cemetery: All Other Revenue	\$ 2,650	\$ 4,700	\$ 3,400	\$ 3,300	\$ 3,400	\$ -	0.00%
Public Library Revenue	\$ 3,192	\$ 3,569	\$ 3,000	\$ 3,466	\$ 3,500	\$ 500	16.67%
Community House Rentals	\$ 4,866	\$ 5,134	\$ 3,500	\$ 4,720	\$ 4,000	\$ 500	14.29%
Orono Health Association	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	0.00%
Tredwell Building Rentals	\$ 600	\$ 400	\$ 600	\$ 985	\$ -	\$ (600)	-100.00%
Senior Citizens Center	\$ 4,340	\$ 3,655	\$ 3,000	\$ 4,530	\$ 4,000	\$ 1,000	33.33%
Parking Fines	\$ 18,197	\$ 30,056	\$ 20,000	\$ 20,178	\$ 21,000	\$ 1,000	5.00%
Code Enforcement Penalties	\$ 375	\$ 1,100	\$ 100	\$ -	\$ 100	\$ -	0.00%
Housing Foundation PILOT	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ 35,000	\$ -	0.00%
Freeman Forest PILOT	\$ 17,600	\$ 17,600	\$ 17,600	\$ 17,600	\$ 17,600	\$ -	0.00%
Surplus Property Sale	\$ 6,722	\$ 10,296	\$ 3,000	\$ 1,043	\$ 3,000	\$ -	0.00%
Recycling Revenue	\$ 10,058	\$ 15,751	\$ 10,000	\$ 6,259	\$ 7,500	\$ (2,500)	-25.00%
PERC Performance Credit	\$ 116,708	\$ 109,478	\$ 100,000	\$ 76,637	\$ 100,000	\$ -	0.00%
Black Bear Express: Orchard Trails	\$ 4,000	\$ 4,000	\$ 2,000	\$ 1,000	\$ 2,000	\$ -	0.00%
Black Bear Express: OVA	\$ (5)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Reimbursement From WPCF	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ -	0.00%
School Resource Officer	\$ 26,500	\$ 27,000	\$ 27,000	\$ 13,500	\$ 27,000	\$ -	0.00%
School Crossing Guard Reimbursement	\$ 9,400	\$ 9,000	\$ 9,000	\$ 4,500	\$ 9,000	\$ -	0.00%
Total Anticipated General Revenues	\$ 2,468,362	\$ 3,082,280	\$ 2,294,557	\$ 2,012,338	\$ 2,295,418	\$ 861	0.04%

Self Supporting Programs

Travel Basketball	\$ -	\$ -	\$ -	\$ -	\$ 9,600	\$ 9,600	0.00%
Summer Camp K-4	\$ -	\$ -	\$ -	\$ -	\$ 19,287	\$ 19,287	0.00%
Summer Camp 4-7	\$ -	\$ -	\$ -	\$ -	\$ 5,971	\$ 5,971	0.00%
Afterschool Program	\$ -	\$ -	\$ -	\$ -	\$ 32,833	\$ 32,833	0.00%
Municipal Pool	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Basketball School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Community Theater	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Rec Baseball	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ 150	0.00%
Soccer	\$ -	\$ -	\$ -	\$ -	\$ 620	\$ 620	0.00%
Fall Field Hockey	\$ -	\$ -	\$ -	\$ -	\$ 236	\$ 236	0.00%
Community Rec Basketball League	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ 400	0.00%

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Cheerleading	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	0.00%
Orono Track Club	\$ -	\$ -	\$ -	\$ -	\$ 2,212	\$ 2,212	0.00%
Stix Field Hockey - Summer	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	0.00%
Sweet Spot Golf Academy	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0.00%
Advantage Tennis Lessons	\$ -	\$ -	\$ -	\$ -	\$ 580	\$ 580	0.00%
Adult Co-ed Softball League	\$ -	\$ -	\$ -	\$ -	\$ 1,690	\$ 1,690	0.00%
Total Self Supporting Programs	\$ -	\$ -	\$ -	\$ -	\$ 75,179	\$ 75,179	0.00%
Intergovernmental Revenues							
State Revenue Sharing	\$ 1,183,994	\$ 1,254,821	\$ 1,190,000	\$ 902,349	\$ 865,000	\$ (325,000)	-27.31%
State Road Subsidy	\$ 89,284	\$ 81,665	\$ 81,660	\$ 71,289	\$ 84,250	\$ 2,590	3.17%
Homestead Exemption	\$ -	\$ -	\$ -	\$ 84,287	\$ -	\$ -	0.00%
BETE Reimbursement	\$ -	\$ -	\$ -	\$ 26,346	\$ -	\$ -	0.00%
School debt - on behalf payments	\$ -	\$ 90,957	\$ -	\$ -	\$ -	\$ -	0.00%
General Assistance Reimbursement	\$ 4,760	\$ 9,764	\$ 10,000	\$ 7,723	\$ 10,000	\$ -	0.00%
Total Intergovernmental Revenues	\$ 1,278,038	\$ 1,437,207	\$ 1,281,660	\$ 1,091,995	\$ 959,250	\$ (322,410)	-25.16%
Grant Funded Projects							
Kelley Rd Business Park - SBA Grant	\$ -	\$ 169,186	\$ 193,344	\$ -	\$ 19,000	\$ (174,344)	-90.17%
State Reimbursement	\$ -	\$ -	\$ -	\$ 268,859	\$ -	\$ -	0.00%
EPA: Webster Mill Cleanup	\$ 86,735	\$ 89,582	\$ -	\$ -	\$ -	\$ -	0.00%
Total Grant Funded Projects	\$ 86,735	\$ 258,768	\$ 193,344	\$ 268,859	\$ 19,000	\$ (174,344)	-90.17%
TIF Projects (Non-Capital)							
TIF: Downtown Transit- Oriented	\$ -	\$ 82,091	\$ 87,500	\$ -	\$ 127,516	\$ 40,016	45.73%
TIF: Sensor Research	\$ -	\$ 39,147	\$ 47,371	\$ -	\$ 10,600	\$ (36,771)	-77.62%
TIF: Envisionet	\$ -	\$ -	\$ 12,182	\$ -	\$ 42,354	\$ 30,172	247.68%
Total TIF Projects (Non-Capital)	\$ -	\$ 121,238	\$ 147,053	\$ -	\$ 180,470	\$ 33,417	22.72%
Capital Debt Revenues							
OEDC Debt Payment Reimbursement	\$ -	\$ -	\$ 505,331	\$ -	\$ 500,094	\$ (5,237)	-1.04%
TIF: OEDC	\$ 90,780	\$ -	\$ 73,288	\$ -	\$ 71,256	\$ (2,032)	-2.77%
Total Capital Debt Revenues	\$ 90,780	\$ -	\$ 578,619	\$ -	\$ 571,350	\$ (7,269)	-1.26%

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Transfer from Fund Balance	\$ 370,000	\$ -	\$ 408,851	\$ -	\$ 300,000	\$ (108,851)	-26.62%
Transfer from Fund Balance	\$ 370,000	\$ -	\$ 408,851	\$ -	\$ 300,000	\$ (108,851)	-26.62%
Total Operating Revenues	\$ 4,293,914	\$ 4,899,493	\$ 4,904,084	\$ 3,373,191	\$ 4,400,667	\$ (503,417)	-10.27%
Reserve Fund Revenues							
Capital Equipment Reserve Transfer	\$ 93,274	\$ 117,835	\$ 229,000	\$ -	\$ 70,000	\$ (159,000)	-69.43%
MBNA Reserver Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Safety Equipment Reserve Transfer	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.00%
Town Garage Reserve Transfer	\$ -	\$ 24,786	\$ -	\$ -	\$ -	\$ -	0.00%
Transfer from Landfill Reserve Fund	\$ -	\$ 58,609	\$ 54,370	\$ 250,000	\$ -	\$ (54,370)	-100.00%
EMS Reserve Transfer	\$ 5,000	\$ -	\$ 27,000	\$ -	\$ -	\$ (27,000)	-100.00%
Bennoch Road Reserve Fund Transfer	\$ -	\$ -	\$ 52,500	\$ -	\$ -	\$ (52,500)	-100.00%
Employee Benefit Reserve Transfer	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ 35,000	\$ (10,000)	-22.22%
Library Construcion Reserve	\$ -	\$ -	\$ 4,505	\$ -	\$ -	\$ (4,505)	-100.00%
MBNA Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ 37,000	\$ 37,000	0.00%
Total Reserve Fund Revenues	\$ 99,774	\$ 247,730	\$ 413,875	\$ 251,500	\$ 143,500	\$ (270,375)	-65.33%
TIF Projects (Capital)							
TIF: Downtown Transit- Oriented	\$ -	\$ 82,091	\$ 184,140	\$ -	\$ 142,000	\$ (42,140)	-22.88%
TIF: Sensor Research	\$ -	\$ -	\$ -	\$ -	\$ 38,000	\$ 38,000	0.00%
Total TIF Projects (Capital)	\$ -	\$ 82,091	\$ 184,140	\$ -	\$ 180,000	\$ (4,140)	-2.25%
Total Capital Revenues	\$ 99,774	\$ 329,821	\$ 598,015	\$ 251,500	\$ 323,500	\$ (274,515)	-45.90%
Bonded Project Revenues							
Katahdin Parking Structure Bond	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000	\$ 1,300,000	0.00%
Pine Street Lot Bond	\$ -	\$ -	\$ -	\$ -	\$ 545,000	\$ 545,000	0.00%
Total Bonded Project Revenues	\$ -	\$ -	\$ -	\$ -	\$ 1,845,000	\$ 1,845,000	0.00%
Total Revenue	\$ 4,393,688	\$ 5,229,313	\$ 5,502,099	\$ 3,624,691	\$ 6,569,167.31	\$ 1,067,068	19.39%

Town of Orono

FY 2014 Annual Budget - Town Revenues

FYE June 30, 2014

	Description	FY13 Budget	FY14 Budget	Variance	Notes
General Taxes	Motor Vehicle Excise Tax	\$ 590,000	\$ 590,000	\$ -	
	Boat Excise Taxes	\$ 4,100	\$ 4,100	\$ -	
	Interest on Property Taxes	\$ 40,000	\$ 37,000	\$ (3,000)	
	Tax Lien Penalties	\$ 15,000	\$ 15,000	\$ -	
		\$ 649,100	\$ 646,100	\$ (3,000)	

	Description	FY13 Budget	FY14 Budget	Variance	Notes
Licenses & Permits	Motor Vehicle Agent Fee	\$ 11,000	\$ 11,000	\$ -	
	Recreational Vehicle Registration Fees	\$ 450	\$ 450	\$ -	
	Town Licenses & Permits	\$ 6,700	\$ 6,700	\$ -	
	Building Permits	\$ 12,000	\$ 12,500	\$ 500	
	Plumbing Permits	\$ 2,500	\$ 2,500	\$ -	
	Electrical Permits	\$ 6,000	\$ 6,500	\$ 500	
	Land Use Ordinance Fees	\$ 2,000	\$ 2,200	\$ 200	
	Road Opening Permits	\$ 3,000	\$ 6,000	\$ 3,000	
	Rental Unit Registration Fee	\$ 34,000	\$ 35,000	\$ 1,000	
	Burning Permits	\$ 500	\$ 500	\$ -	
	Parking Permits	\$ 1,500	\$ 750	\$ (750)	
	Cable Franchise Fee	\$ 70,000	\$ 68,000	\$ (2,000)	
	Fish & Wildlife License Fees	\$ 800	\$ 800	\$ -	
	Dog License Fees	\$ 475	\$ 475	\$ -	
		\$ 150,925	\$ 153,375	\$ 2,450	

	Description	FY13 Budget	FY14 Budget	Variance	Notes
Charges for Services	Miscellaneous Administration	\$ 2,500	\$ 4,500	\$ 2,000	
	Advertising: Orono Observer	\$ 5,000	\$ -	\$ (5,000)	Businesses/Organizations that advertise in the Observer (published quarterly) pay fees that offset a portion of the costs associated with the printing and mailing of the newsletter.
	Town Clerk: Birth Records	\$ 1,000	\$ 1,200	\$ 200	
	Town Clerk: Death Records	\$ 3,000	\$ 4,000	\$ 1,000	
	Town Clerk: Marriage Records	\$ 1,000	\$ 1,500	\$ 500	
	TIF Administrative Fee	\$ 920	\$ 950	\$ 30	As part of the Dirigo Pines TIF Credit Enhancement Agreement, the Town retains these funds to offset the administrative costs of managing the TIF/CEA
	Police Fees	\$ 225	\$ 400	\$ 175	
	Police Accident Reports	\$ 1,456	\$ 2,500	\$ 1,044	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Police Special Detail Fees	\$ 1,200	\$ 500	\$ (700)	This revenue offsets corresponding expenses. With tightening budgets, the Town is not providing as many special details on a regular basis.
Court Fees	\$ 3,500	\$ 750	\$ (2,750)	The Town is reimbursed a flat fee by the State of Maine for each appearance that OPD Officers make at court. The advent of a new mediation process
Fire: UM Fire Marshal Program	\$ 5,000	\$ 5,000	\$ -	Direct payment from UMaine to offset our costs related to the training and supervision of Complex Fire Marshals (Town part-time employees that are stationed at the resident halls on campus)
Fire Alarm Fees	\$ 2,500	\$ 2,500	\$ -	The Town charges property owners a fee of \$250 for each malicious fire alarm. (OFD begins charging after the third response each fiscal year)
Ambulance Fees	\$ 277,000	\$ 307,000	\$ 30,000	Fees associated with ambulance transports as well as a \$100 fee paid by UMaine each time that the OFD provides Advanced Life Support back-up to University Volunteer Ambulance Corps.
Air Bottle Refill	\$ 600	\$ 600	\$ -	The OFD charges private organizations for the use of the Town's cascade system to fill air bottles.
Recreation Fees	\$ 14,000	\$ -	\$ (14,000)	In previous budgets, fees for all recreation programs have been receipted into this general account. In order to assist with recordkeeping, individual revenue accounts have been established for recreational programs.
Travel Basketball	\$ -	\$ 9,600	\$ 9,600	The method for calculating revenue for these programs has changed to differentiate between the programs funded through general taxation and those that are self sustaining. See the Recreation Department expense budget section for more information.
Summer Camp K-4	\$ 20,000	\$ 19,303	\$ (697)	
Summer Camp 4-7	\$ -	\$ 5,972	\$ 5,972	
Afterschool Program	\$ 46,000	\$ 32,842	\$ (13,158)	
Municipal Pool	\$ 4,500	\$ 4,427	\$ (73)	
Basketball School	\$ -	\$ (0)	\$ (0)	
Community Theater	\$ -	\$ -	\$ -	
Rec Baseball	\$ -	\$ 160	\$ 160	
Soccer	\$ -	\$ 634	\$ 634	
Fall Field Hockey	\$ -	\$ 247	\$ 247	
Community Rec Basketball League	\$ -	\$ 408	\$ 408	
Cheerleading	\$ -	\$ 111	\$ 111	
Orono Track Club	\$ -	\$ 4,965	\$ 4,965	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Stix Field Hockey - Summer	\$ -	\$ 505	\$ 505	
Sweet Spot Golf Academy	\$ -	\$ 1,019	\$ 1,019	
Advantage Tennis Lessons	\$ -	\$ 1,283	\$ 1,283	
Adult Co-ed Softball League	\$ -	\$ 1,695	\$ 1,695	
Admin. Fee: Self- Funded Recreation Programs	\$ -	\$ 37,944	\$ 37,944	Transfer of revenue related to overhead cost in self supporting programs.
Haz Mat Reimbursement Fees	\$ 3,000	\$ -	\$ (3,000)	Given the nature of these calls, it is difficult to predict how many billable hazmat incidents the OFD will respond to in the coming year. Staff recommends budgeting for no reimbursement.
Public Works Fees	\$ 10,000	\$ 7,500	\$ (2,500)	This revenue is derived from public works operations.
Disposal Site Revenue	\$ 11,000	\$ 10,000	\$ (1,000)	This revenue is derived from the purchase of permits to dispose of material in the Town's Construction Demolition Debris Landfill.
PERC Administrative Fee	\$ 4,800	\$ 4,800	\$ -	The Town charges commercial solid waste accounts a \$1.75 per ton administrative fee. (\$1.25 off sets the Town's fee to the Municipal Review Committee (MRC) and \$0.50 is a Town Administrative Fee.)
	\$ 418,201	\$ 474,814	\$ 56,613	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Intergovernmental Revenue				
State Revenue Sharing	\$ 1,190,000	\$ 865,000	\$ (325,000)	This initial draft budget was constructed with the assumption that the State Revenue Sharing would remain at FY13 levels (70% of the 5% State Sales and Income Tax received.) At the time of printing, the State Legislature and Governor have not yet finalized the FY14-16 State Budget; therefore, this revenue estimate may change during the Town's budget process.
State Road Subsidy	\$ 81,660	\$ 84,250	\$ 2,590	This estimate includes the federal transit bonus that the Town receives to offset a small portion of the costs related to the operation of public transportation in the community.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Homestead Exemption	\$ -	\$ -	\$ -	The Homestead revenue is calculated as part of the tax commitment process and handled through a budget adjustment of the actual reimbursement to be received from the State of Maine.
BETE Reimbursement	\$ -	\$ -	\$ -	The BETE reimbursement is calculated as part of the tax commitment process and handled through a budget adjustment of the actual reimbursement to be received from the State of Maine.
Tree Growth Tax Reimbursement	\$ 4,000	\$ 5,000	\$ 1,000	
Snowmobile Refund	\$ 700	\$ 550	\$ (150)	
General Assistance Reimbursement	\$ 10,000	\$ 10,000	\$ -	Under current law, the Town is mandated to provide General Assistance to residents in accordance with State (DHHS) policies and receives reimbursement for 50% of the eligible expenses incurred.
Veterans' Exemption Refund	\$ 7,000	\$ 6,500	\$ (500)	
Gasoline Tax Refund	\$ 5,000	\$ 5,000	\$ -	The Town is tax exempt and, therefore, qualifies for a refund of taxes paid on gas and diesel.
University of Maine	\$ 655,431	\$ 655,431	\$ -	UMaine provides this revenue to help the Town offset the cost of services provided to the community.
University of Maine Haz-Mat Contribution	\$ 7,500	\$ 7,500	\$ -	Since Hazmat services are both expensive to deliver and critical for the University to have available, each year, UMaine provides this payment to offset the costs associated with our Hazmat Program.
Penobscot County Haz-Mat Contribution	\$ 24,000	\$ 24,000	\$ -	OFD is the financial agent and host of the combined OFD/OTFD Hazmat Team that provides services to Penobscot County and beyond. Together Penobscot County, State of Maine (MEMA), and UMaine are the primary funders of the combined Hazmat expenses.
Orono-Veazie Water District	\$ 2,000	\$ 2,000	\$ -	The O-V Water District pays the Town each year for the OFD's efforts to keep the fire hydrants accessible during winter.
Kelley Rd Business Park - SBA Grant	\$ 193,344	\$ 19,000	\$ (174,344)	The Town will complete the scope of work related to the planning and permitting of a Business Park. The grant period ends 10/2014.
	\$ 2,180,635	\$ 1,684,231	\$ (496,404)	

	Description	FY13 Budget	FY14 Budget	Variance	Notes
Other Revenues					
	Interest on General Funds Invested	\$ 12,000	\$ 6,000	\$ (6,000)	
	Cemetery Trust Fund Revenue	\$ 1,500	\$ 1,000	\$ (500)	
	Cemetery: All Other Revenue	\$ 3,400	\$ 3,400	\$ -	
	Public Library Revenue	\$ 3,000	\$ 3,500	\$ 500	
	Community House Rentals	\$ 3,500	\$ 4,000	\$ 500	
	Orono Health Association	\$ -	\$ 30,000	\$ 30,000	This is one time revenue from OHA to offset 2/3's of the costs related to the installation of a lift in the Senior Center that would make the second floor of the building accessible. If the capital program is not funded, then this revenue would need to be removed from the budget.
	Tredwell Building Rentals	\$ 600	\$ -	\$ (600)	The building is scheduled to be demolished in June, 2013.
	Senior Citizens Center	\$ 3,000	\$ 4,000	\$ 1,000	
	Parking Fines	\$ 20,000	\$ 21,000	\$ 1,000	
	Code Enforcement Penalties	\$ 100	\$ 100	\$ -	
	Housing Foundation PILOT	\$ 35,000	\$ 35,000	\$ -	Payment in Lieu of Taxes
	Freeman Forest PILOT	\$ 17,600	\$ 17,600	\$ -	Payment in Lieu of Taxes
	TIF: OEDC	\$ 73,288	\$ 71,256	\$ (2,032)	Funds to be transferred from the TIF fund to offset the planned development program expenses for FY14
	TIF: Downtown Transit- Oriented	\$ 271,640	\$ 269,516	\$ (2,124)	Funds to be transferred from the TIF fund to offset the planned development program expenses for FY14
	TIF: Sensor Research	\$ 47,371	\$ 48,600	\$ 1,229	Funds to be transferred from the TIF fund to offset the planned development program expenses for FY14
	TIF: Envisionet	\$ 12,182	\$ 42,354	\$ 30,172	Funds to be transferred from the TIF fund to offset the planned development program expenses for FY14
	OEDC Debt Payment Reimbursement	\$ 505,331	\$ 500,094	\$ (5,237)	OEDC's annual contribution to the Town's debt repayment for the outstanding bond. The payments to the Town are made in accordance with the MOA on file between the Town and OEDC.
	Surplus Property Sale	\$ 3,000	\$ 3,000	\$ -	
	Recycling Revenue	\$ 10,000	\$ 7,500	\$ (2,500)	
	PERC Performance Credit	\$ 100,000	\$ 100,000	\$ -	Dividends that the Town receives from the Municipal Review Committee based upon the tons of solid waste delivered to PERC each quarter.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Black Bear Express: Orchard Trails	\$ 2,000	\$ 2,000	\$ -	Payment from Orchard Trails to offset a portion of the costs related to the Black Bear Express.
	\$ 1,124,512	\$ 1,169,920	\$ 45,408	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Other Financing Sources				
Reimbursement From WPCF	\$ 120,000	\$ 120,000	\$ -	
School Resource Officer	\$ 27,000	\$ 27,000	\$ -	
School Crossing Guard Reimbursement	\$ 9,000	\$ 9,000	\$ -	
Capital Equipment Reserve Transfer	\$ 229,000	\$ 70,000	\$ (159,000)	Planned transfer from Capital Equipment Reserve to offset capital equipment purchases in the coming year.
Safety Equipment Reserve Transfer	\$ 1,500	\$ 1,500	\$ -	
Transfer from Landfill Reserve Fund	\$ 54,370	\$ -	\$ (54,370)	Project completed in FY13
EMS Reserve Transfer	\$ 27,000	\$ -	\$ (27,000)	Project completed in FY13
Bennoch Road Reserve Fund Transfer	\$ 52,500	\$ -	\$ (52,500)	Project completed in FY13
Employee Benefit Reserve Transfer	\$ 45,000	\$ 35,000	\$ (10,000)	Scheduled transfer to assist in the phasing in of the impact to general taxes of the exhausting of the MPERS credit in FY12.
Library Construction Reserve	\$ 4,505	\$ -	\$ (4,505)	Project completed in FY13
MBNA Reserve Fund	\$ -	\$ 37,000	\$ 37,000	Contemplated as a match for a private donation to extend natural gas to the Maine Technology Park.
Katahdin Project Municipal Bond	\$ -	\$ 1,300,000	\$ 1,300,000	RD Bond Proceeds to fund the construction of a public parking facility on Bennoch Road in collaboration with the construction of a new University Credit Union Headquarters.
Pine Street Lot Bond	\$ -	\$ 545,000	\$ 545,000	RD Bond Proceeds to fund the construction of public parking and slope stabilization on Pine Street.
Transfer from Fund Balance	\$ 408,851	\$ 300,000	\$ (108,851)	The Draft FY14 Budget was developed with the assumption of the Town's need to reduce its dependence on Fund Balance Transfers to balance the budget.
	\$ 978,726	\$ 2,444,500	\$ 1,465,774	
Total Revenue	\$ 5,502,099	\$ 6,572,940	\$ 1,070,841	

Town of Orono

FY 2014 Annual Budget - Town Council Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Council: Part-time Salaries	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	\$ 5,448.75	\$ 7,200.00	\$ -	0.00%
Council: FICA & Medicare Employer Contribution	\$ 550.92	\$ 550.92	\$ 551.00	\$ 416.92	\$ 550.00	\$ (1.00)	-0.18%
Council: Village Center Contribution	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 3,000.00	\$ 6,000.00	\$ -	0.00%
Council: Audit	\$ 10,435.00	\$ 12,250.00	\$ 13,000.00	\$ 11,915.00	\$ 14,750.00	\$ 1,750.00	13.46%
Council: GASB 34 Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Council: Office Supplies	\$ 377.17	\$ 115.45	\$ 500.00	\$ 100.07	\$ 300.00	\$ (200.00)	-40.00%
Council: Employee Recognition Activities	\$ 1,472.57	\$ 1,566.87	\$ 1,800.00	\$ 1,314.33	\$ 1,800.00	\$ -	0.00%
Council: Dues & Memberships	\$ 7,299.00	\$ 7,504.00	\$ 9,000.00	\$ 7,341.00	\$ 9,000.00	\$ -	0.00%
Council: Training	\$ 75.00	\$ 1,230.00	\$ 1,250.00	\$ 268.62	\$ 1,000.00	\$ (250.00)	-20.00%
Council: Travel	\$ -	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	0.00%
Total Town Council	\$ 33,409.66	\$ 36,417.24	\$ 39,701.00	\$ 29,804.69	\$ 41,000.00	\$ 1,299.00	3.27%

Town of Orono

FY 2014 Annual Budget - Town Council Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Council: Part-time Salaries	\$ 7,200	\$ 7,200	\$ -	Council salaries based on current pay rate.
Council: FICA & Medicare Employer Contribution	\$ 551	\$ 550	\$ (1)	Calculated as 7.65% of Council salaries
Council: Village Center Contribution	\$ 6,000	\$ 6,000	\$ -	Contribution to Orono Village Association.
Council: Audit	\$ 13,000	\$ 14,750	\$ 1,750	The Council is currently in the process of reviewing the Town's Audit services (mandated function). The budget figure included is based upon the RFP's received and may change depending upon which firm is selected.
Council: GASB 34 Audit	\$ -	\$ -	\$ -	
Council: Office Supplies	\$ 500	\$ 300	\$ (200)	Printing and related costs for council.
Council: Employee Recognition Activities	\$ 1,800	\$ 1,800	\$ -	Activities including service awards and employee recognition luncheon.
Council: Dues & Memberships	\$ 9,000	\$ 9,000	\$ -	Various memberships including MMA, Maine Service Center Coalition, and Bangor Region Chamber of Commerce
Council: Training	\$ 1,250	\$ 1,000	\$ (250)	Training costs for council.
Council: Travel	\$ 400	\$ 400	\$ -	Travel costs for council to attend training or other events outside the region.
	\$ 39,701	\$ 41,000	\$ 1,299	

Town Manager's Office

Assumed Outcomes:

- Provide High Quality Services;
- Provide Equity and Fairness for our Employees;
- Provide a Good Value to the Tax Payer;
- Maintain Stable Mil Rate;
- Ensure the General Welfare of the Public;
- Be the Best University Town we can be.

Current Methods:

- Develop and Oversee Budget
- Facilitate Council Policy-Making Process
- Administer Economic Development Program
 - Orono Village Association Support
 - Orono Economic Development Corporation
 - Grant Administration
 - Work Closely with Town Planner/Economic Development Consultant
- Manage Town Personnel Policies
- Oversee Safety Policies and Programs
- Administer General Assistance Program
- Moderate Community Health Advisory Committee
- Publication of *The Orono Observer* and the *Annual Report*
- Participation on Local, Regional & Statewide Boards and Committees
- Serve as Primary Contact for Citizens re: Town Operations

Current Resources:

Personnel:

- Town Manager
- Assistant Town Manager
- Administrative Assistant to the Town Manager
- Planner/Economic Development Consultant

Financial (FY13 Budget):

- Personnel.....\$169,383
- Operations.....\$ 50,784

For Discussion:

- As part of the reorganization of the Parks & Recreation Department, responsibility (and the corresponding budgets) for many community-wide events has been moved to the Town Manager's Office. This has been done to assist in the facilitation of a multi-departmental approach to the planning and participation in these larger scale community focused activities.

Areas of Concern:

- Increasing stress on finite resources.
- Balancing the needs of the taxpayer with employee needs.

Town of Orono

FY 2014 Annual Budget - Town Manager Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Town Manager: Full-Time Salary	\$ 129,304.11	\$ 138,958.59	\$ 137,131.00	\$ 113,457.60	\$ 119,215.78	\$ (17,915.22)	-13.06%
Town Manager: FICA & Medicare Employer Contribution	\$ 10,308.89	\$ 11,386.75	\$ 11,485.00	\$ 9,288.81	\$ 9,120.01	\$ (2,364.99)	-20.59%
Town Manager: Health Insurance Employer Contribution	\$ 14,918.36	\$ 16,205.43	\$ 25,000.00	\$ 22,625.47	\$ 19,197.08	\$ (5,802.92)	-23.21%
Town Manager: Maine PERS	\$ -	\$ -	\$ 7,100.00	\$ 6,132.32	\$ 9,179.03	\$ 2,079.03	29.28%
Town Manager: ICMA Employer Contribution	\$ 6,532.17	\$ 12,161.30	\$ 13,000.00	\$ 10,373.79	\$ 12,670.98	\$ (329.02)	-2.53%
Town Manager: Cable Consortium Assessment	\$ 6,361.00	\$ 132.11	\$ 3,500.00	\$ 3,288.61	\$ 3,500.00	\$ -	0.00%
Town Manager: BACTS Assessment	\$ 2,770.05	\$ 3,959.96	\$ 3,960.00	\$ 3,959.96	\$ 3,205.00	\$ (755.00)	-19.07%
Town Manager: Professional Services	\$ 5,100.00	\$ 1,095.09	\$ 24,500.00	\$ 27,086.96	\$ 24,000.00	\$ (500.00)	-2.04%
Town Manager: Legal Services	\$ 6,323.24	\$ 14,991.87	\$ -	\$ -	\$ -	\$ -	0.00%
Town Manager: Web Page Design	\$ 29,050.80	\$ 3,666.10	\$ 5,000.00	\$ 3,618.90	\$ -	\$ (5,000.00)	-100.00%
Computer License Fee	\$ -	\$ -	\$ -	\$ 4,812.05	\$ -	\$ -	0.00%
Town Manager: Cell Phone	\$ -	\$ -	\$ -	\$ 439.57	\$ 1,200.00	\$ 1,200.00	0.00%
Town Manager: Office Supplies	\$ 757.67	\$ 810.90	\$ 1,000.00	\$ 1,586.50	\$ 1,000.00	\$ -	0.00%
Town Manager: Dues & Memberships	\$ 975.19	\$ 1,592.57	\$ 1,200.00	\$ 135.80	\$ 679.00	\$ (521.00)	-43.42%
Town Manager: Training	\$ 875.00	\$ 1,495.03	\$ 1,500.00	\$ 614.24	\$ 1,300.00	\$ (200.00)	-13.33%
Town Manager: Travel	\$ 2,089.85	\$ 4,585.62	\$ 4,100.00	\$ 3,271.38	\$ 7,200.00	\$ 3,100.00	75.61%
Town Manager: Printing	\$ 122.50	\$ 149.50	\$ 200.00	\$ 100.00	\$ 200.00	\$ -	0.00%
Town Manager: Newsletter	\$ 6,411.65	\$ 6,656.76	\$ 7,500.00	\$ 5,137.03	\$ -	\$ (7,500.00)	-100.00%
Town Manager: Community Events	\$ -	\$ -	\$ -	\$ -	\$ 8,500.00	\$ 8,500.00	0.00%
Total Town Manager	\$ 221,900.48	\$ 217,847.58	\$ 246,176.00	\$ 215,928.99	\$ 220,166.86	\$ (26,009.14)	-10.57%

Town of Orono

FY 2014 Annual Budget - Town Manager Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Town Manager: Full-Time Salary	\$ 137,131	\$ 119,216	\$ (17,915)	Salary for the Town Manager and Assistant Town Manager
Town Manager: FICA & Medicare Employer Contribution	\$ 11,485	\$ 9,120	\$ (2,365)	Equal to 7.65% of projected payroll for the department
Town Manager: Health Insurance Employer Contribution	\$ 25,000	\$ 19,197	\$ (5,803)	The decrease in this budget line is the result of a reduction in the Town's contribution for employee health insurance premiums. This would have shown greater savings; however, the FY13 budget was based upon paying for 1 single and one family plan and the FY14 budget two family plans.
Town Manager: Maine PERS	\$ 7,100	\$ 9,179	\$ 2,079	Increased employer contribution as required by MainePERS
Town Manager: ICMA Employer Contribution	\$ 13,000	\$ 12,671	\$ (329)	Change in contribution formula
Town Manager: Cable Consortium Assessment	\$ 3,500	\$ 3,500	\$ -	Annual assessment for the regional community group that manages the cable franchise agreements and capital cable television infrastructure needs.
Town Manager: BACTS Assessment	\$ 3,960	\$ 3,205	\$ (755)	This represents a change in the assessment formula for the Town's participation in the Bangor Area Comprehensive Transportation System. Participation is required and allows the Town to manage infrastructure improvements to public roads in a regional context. Also, funds flow from the State of Maine through this group to pay a major portion of the costs associated with improvements to State Routes within the urban compact area.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Town Manager: Professional Services	\$ 24,500	\$ 24,000	\$ (500)	Outside consulting, legal, and other professional services needed by the Town Manager's Office and Council.
Town Manager: Legal Services	\$ -	\$ -	\$ -	
Town Manager: Web Page Design	\$ 5,000	\$ -	\$ (5,000)	Moved to Finance & Administration
Town Manager: Cell Phone	\$ -	\$ 1,200	\$ 1,200	Reflects the cell phone budget for Town Manager and Assistant Town Manager for 24/7 coverage
Town Manager: Office Supplies	\$ 1,000	\$ 1,000	\$ -	
Town Manager: Dues & Memberships	\$ 1,200	\$ 679	\$ (521)	Professional membership dues - primarily MTCMA and ICMA which provide for professional development at a reduced rate along with access to professional tools that assist with the day to day management of the organization
Town Manager: Training	\$ 1,500	\$ 1,300	\$ (200)	Annual training as required by professional standards
Town Manager: Travel	\$ 4,100	\$ 7,200	\$ 3,100	
Town Manager: Printing	\$ 200	\$ 200	\$ -	
Town Manager: Newsletter	\$ 7,500	\$ -	\$ (7,500)	The printing and distribution of the quarterly Observer. A portion of this cost is offset by advertising revenue.
Town Manager: Community Events	\$ -	\$ 8,500	\$ 8,500	\$1,500 Summer Concerts, \$5,000 Festival Day/Bike Maine, \$1,000 Beautification, \$500 Artsapalooza, \$500 Misc Event Supplies
	\$ 246,176	\$ 220,167	\$ (26,009)	

Town of Orono

FY 2014 Annual Budget - Town Manager's Office Salary

FYE June 30, 2014

Position	Annual	Health Insurance	MSRS	Total Cost
Town Manager	\$83,636.80	\$11,113.30	\$5,436.39	\$100,186.49
Assistant Town Manager	\$56,180.80	\$8,083.78	\$3,651.75	\$67,916.33
	\$139,817.60	\$19,197.08	\$9,088.14	\$168,102.82

NOTE: This represents the full cost of Town Manager Staff. \$22,000 of Salary moved to Downtown TIF for Economic Development

Town of Orono

FY 2014 Annual Budget - Town Manager's Office Health Insurance

FYE June 30, 2014

Position	Health Insurance Employer Contribution	Annual HI Cost
Town Manager	\$212.80	\$11,113.30
Assistant Town Manager	\$154.79	\$8,083.78
Total	\$367.59	\$19,197.08

Town of Orono

FY 2014 Annual Budget - Town Manager's Office Maine PERS
FYE June 30, 2014

Position	MPERS Status	MPERS Employer Contribution
Town Manager	Non-Union	\$5,436.39
Assistant Town Manager	Non-Union	\$3,651.75
Total		\$9,088.14

Finance & Administration

Assumed Outcomes:

- Effective and transparent stewardship of town finances and records
- Meaningful internal and external communication networks
- Efficient foundation for Town operations
- Highly responsive customer service

Mandates:

- Annual independent audit
- Publish an annual report with many statutorily required components
- Maintain and report vital records
- Hold State and local elections as well as maintenance of accurate voter list
- Reporting and financial oversight for the collection of many State fees
- Maintain and provide for inspection Town records
- Notice and record public hearings, local ordinances, permits, licenses, etc
- Red Flag rules regarding utility payments
- Statutory notice and filings regarding tax lien process

Current Methods:

- Maintain Accounting Information System
- Budget Preparation
- Financial Analysis & Reporting
- Processing of Accounts Payable & Receivable
- Processing & Collecting Taxes
- Managing Investment Accounts
- Payroll Processing
- Vender Communications
- Audit Preparations
- Managing Internal & External Communications Systems
- Server Maintenance
- General IT Trouble Shooting
- Coordination with outside IT Consultants

- Purchasing of IT equipment
- Maintaining Cable broadcasting system and record council meetings
- Notary Public Services
- Collection & posting of tax payments
- Voter Registration & coordination
- Issuing of permits & licenses
- Processing of Registrations
- Genealogy request processing
- Vital Records Management & record keeping
- Act as the conduit for the dissemination of information to the general public
- Maintain Cemetery Records
- Maintain Town Archival Records and Ensure Appropriate Disposition

Current Resources:

Personnel: 5 FTE

- Finance Director
- Treasurer/Tax Collector
- Town Clerk
- IT Coordinator/Deputy Clerk
- Registrar of Voters/Deputy Clerk

Financial (FY14 Budget):

- Personnel.....\$380,072
- Operations.....\$77,589

Capital Equipment (FY14):

- Computer, Cable Access, & Telephone Systems

Areas of Discussion:

- The reduction in personnel related expenses is driven by staff turnover and reassignment at both the Finance Director and Treasure/Tax Collector positions.
- The web page design expense line has been relocated to this budget from the town manager’s budget. This will allow IT staff to more directly control and manage these expenses.
- The professional services line has been increased to account for payroll services.

- The Computer License fee has been increased to allow for adjustments in both accounting and motor vehicle program costs.
- Office supplies have been increased to allow for the anticipated needs of the Parks & Recreation staff that will be relocated to the office.

Areas of Concern:

- None noted.

Town of Orono

FY 2014 Annual Budget - Finance & Admin Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Finance & Admin: Full-Time Salary	\$ 301,445.94	\$ 311,713.32	\$ 305,666.00	\$ 247,667.08	\$ 299,658.11	\$ (6,007.89)	-1.97%
Finance & Admin: Overtime	\$ -	\$ -	\$ -	\$ 920.22	\$ -	\$ -	0.00%
Finance & Admin: FICA & Medicare Employer Contribution	\$ 22,246.72	\$ 22,914.58	\$ 23,385.00	\$ 19,307.37	\$ 22,923.85	\$ (461.15)	-1.97%
Finance & Admin: Health Insurance Contribution	\$ 51,951.76	\$ 50,473.36	\$ 57,450.00	\$ 42,930.14	\$ 38,011.66	\$ (19,438.34)	-33.84%
Finance & Admin: Maine PERS	\$ -	\$ -	\$ 16,200.00	\$ 13,898.72	\$ 19,477.78	\$ 3,277.78	20.23%
Finance & Admin: Equipment Rental	\$ 2,048.00	\$ 1,848.00	\$ 1,850.00	\$ 1,908.00	\$ 1,850.00	\$ -	0.00%
Finance & Admin: Copier Expenses	\$ 703.16	\$ 767.62	\$ 750.00	\$ 529.13	\$ 750.00	\$ -	0.00%
Finance & Admin: Professional Services	\$ -	\$ -	\$ 7,500.00	\$ 2,811.75	\$ 10,000.00	\$ 2,500.00	33.33%
Finance & Admin: Liens & Deeds	\$ 2,274.00	\$ 2,259.20	\$ 2,500.00	\$ 988.00	\$ 2,500.00	\$ -	0.00%
Finance & Admin: Web Page Design	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	0.00%
Finance & Admin: Networking & Computer Repairs	\$ 10,618.25	\$ 8,627.50	\$ 7,500.00	\$ 6,301.73	\$ 7,500.00	\$ -	0.00%
Finance & Admin: Computer License Fee	\$ 24,096.50	\$ 24,553.00	\$ 25,000.00	\$ 21,424.20	\$ 27,500.00	\$ 2,500.00	10.00%
Finance & Admin: Telephone	\$ 3,192.73	\$ 3,321.41	\$ 3,330.00	\$ 2,947.79	\$ 3,330.00	\$ -	0.00%
Finance & Admin: Printing Tax Bills	\$ 855.36	\$ 1,062.14	\$ 1,000.00	\$ 1,121.11	\$ 1,200.00	\$ 200.00	20.00%
Finance & Admin: Record Storage	\$ 208.50	\$ 742.35	\$ 1,000.00	\$ 404.80	\$ 850.00	\$ (150.00)	-15.00%
Finance & Admin: Office Supplies	\$ 3,011.66	\$ 2,676.23	\$ 3,000.00	\$ 2,748.03	\$ 4,000.00	\$ 1,000.00	33.33%
Finance & Admin: Computer Supplies	\$ 2,568.07	\$ 1,398.13	\$ 2,000.00	\$ 1,610.99	\$ -	\$ (2,000.00)	-100.00%
Finance & Admin: Dues & Memberships	\$ 165.00	\$ 130.00	\$ 160.00	\$ 120.00	\$ 160.00	\$ -	0.00%
Finance & Admin: Training	\$ 129.53	\$ 1,523.11	\$ 1,000.00	\$ 200.00	\$ 1,000.00	\$ -	0.00%
Finance & Admin: Travel	\$ 103.27	\$ 15.71	\$ 200.00	\$ 208.46	\$ 200.00	\$ -	0.00%
Finance & Admin: Town Report	\$ 2,550.00	\$ 1,560.00	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -	0.00%
Finance & Admin: Codification	\$ 3,004.44	\$ 3,829.87	\$ 4,000.00	\$ 500.00	\$ 4,000.00	\$ -	0.00%
Finance & Admin: Advertising	\$ 350.36	\$ 695.42	\$ 450.00	\$ (115.03)	\$ 450.00	\$ -	0.00%
Finance & Admin: Postage	\$ 6,607.86	\$ 7,369.47	\$ 6,000.00	\$ 4,302.97	\$ 6,000.00	\$ -	0.00%
Total Finance & Administration	\$ 438,131.11	\$ 447,480.42	\$ 471,241.00	\$ 372,735.46	\$ 457,661.39	\$ (13,579.61)	-2.88%

Town of Orono

FY 2014 Annual Budget - Finance & Administration Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Full-Time Salary	\$ 305,666	\$ 299,658	\$ (6,008)	See Salary worksheet
Overtime	\$ -	\$ -	\$ -	
FICA & Medicare Employer Contribution	\$ 23,385	\$ 22,924	\$ (461)	This is based on 7.65% of salary
Health Insurance Contribution	\$ 57,450	\$ 38,012	\$ (19,438)	See Health Insurance worksheet
Maine PERS	\$ 16,200	\$ 19,478	\$ 3,278	See MPERS worksheet
Equipment Rental	\$ 1,850	\$ 1,850	\$ -	Rental fee for postage meter
Copier Expenses	\$ 750	\$ 750	\$ -	Copier usage fee - \$0.0054 per copy
Professional Services	\$ 7,500	\$ 10,000	\$ 2,500	Payroll services fees
Liens & Deeds	\$ 2,500	\$ 2,500	\$ -	Fees related to the discharge of Real & Personal Property tax liens
Web Page Design	\$ -	\$ 5,000	\$ 5,000	Moved to finance & administration from town manager's budget to better fit under IT department
Networking & Computer Repairs	\$ 7,500	\$ 7,500	\$ -	Contracted services related to server, general computing and printer repairs
Computer License Fee	\$ 25,000	\$ 27,500	\$ 2,500	License fees for Tyler Technologies accounting software and other software including virus protection

Description	FY13 Budget	FY14 Budget	Variance	Notes
Telephone	\$ 3,330	\$ 3,330	\$ -	Telephone & Internet access fees along with telephone set ups & maintenance
Printing Tax Bills	\$ 1,000	\$ 1,200	\$ 200	Printing costs associated with mailing of annual tax bills
Record Storage	\$ 1,000	\$ 850	\$ (150)	Offsite record storage of archived files & rental fee for safety deposit box
Office Supplies	\$ 3,000	\$ 4,000	\$ 1,000	Misc office supplies including paper for printer, business cards, office equipment, printer cartridges. Increase due to removal of computer supplies line
Computer Supplies	\$ 2,000	\$ -	\$ (2,000)	Line removed and incorporated into office supply line
Dues & Memberships	\$ 160	\$ 160	\$ -	Memberships for government finance officers assoc, Maine town & city clerks association
Training	\$ 1,000	\$ 1,000	\$ -	Conferences, training and continued learning for staff. Includes Notary public, Government finance officer, and title 21-A trainings
Travel	\$ 200	\$ 200	\$ -	Travel associated with trainings, most are no further than Augusta
Town Report	\$ 1,300	\$ 1,300	\$ -	Printing cost associated with annual town report
Codification	\$ 4,000	\$ 4,000	\$ -	Digital coding of ordinances for ease of access on website
Advertising	\$ 450	\$ 450	\$ -	Advertising associated with public notices, hearings and events
Postage	\$ 6,000	\$ 6,000	\$ -	Postage cost associated with refilling postage meter
	\$ 471,241	\$ 457,661	\$ (13,580)	

Town of Orono

FY 2014 Annual Budget - Finance & Administration Salary

FYE June 30, 2014

Position	Employment Status	Annual	Health Insurance	MSRS	Total Cost
Treasurer	Perm	\$65,671.01	\$5,974.49	\$4,268.62	\$75,914.11
Finance Director	Perm	\$51,427.58	\$5,974.49	\$3,342.79	\$60,744.87
Town Clerk	Perm	\$48,171.34	\$5,974.49	\$3,131.14	\$57,276.97
Deputy Clerk	Perm	\$40,335.36	\$5,974.49	\$2,621.80	\$48,931.65
IT Coordinator/Clerk	Perm	\$46,658.77	\$3,000.40	\$3,032.82	\$52,691.99
Assistant to the Town Manager	Perm	\$47,394.05	\$11,113.30	\$3,080.61	\$61,587.96
	Total	\$299,658.11	\$38,011.66	\$19,477.78	\$357,147.55

Town of Orono

FY 2014 Annual Budget - Finance & Administration Health Insurance

FYE June 30, 2014

Position	Health Insurance Employer Contribution	Annual HI Cost
Treasurer	\$113.84	\$5,974.49
Finance Director	\$113.84	\$5,974.49
Town Clerk	\$113.84	\$5,974.49
Deputy Clerk	\$113.84	\$5,974.49
IT Coordinator/Clerk	\$57.70	\$3,000.40
Assistant to the Town Manager	\$212.80	\$11,113.30
Total	\$725.86	\$38,011.66

Town of Orono

FY 2014 Annual Budget - Finance & Administration Maine PERS

FYE June 30, 2014

Position	MPERS Status	MPERS Employer Contribution
Treasurer	Non-Union	\$4,268.62
Finance Director	Non-Union	\$3,342.79
Town Clerk	Non-Union	\$3,131.14
Deputy Clerk	Non-Union	\$2,621.80
IT Coordinator/Clerk	Non-Union	\$3,032.82
Assistant to the Town Manager	Non-Union	\$3,080.61
Total		\$19,477.78

Assessing Department

Assumed Outcomes:

- To provide equitable, accurate, and timely valuation data
- To be highly responsive to public inquiries

Mandates:

- The assessment function is a State of Maine mandate.

Current Methods:

- Find, list and value all taxable real and personal property as of April 1st of each year
- Compile results of annual work into the annual tax commitment
- Assist Maine Revenue Services with the State Valuation
- Develop market based adjustments
- Process abatement applications
- Provide digital access to assessment records
- Discuss valuation concerns with tax payers

Current Resources:

Personnel: 1.15 FTE

- Assessor
- Assessor's Assistant for Revaluation Project (Averages 6 hrs/week)

Financial (FY14 Budget):

- Personnel \$85,244
- Operations \$9,007

Capital Equipment (FY14):

- None

Areas of Concern:

- There is a substantial percentage of residential rental property in Orono. A high percentage of these rental properties are occupied by UM college students. If the enrollment at UM of students requiring local housing drops significantly, or if additional housing is built without the demand, values of this type of housing may drop. Any significant overall drop in value of this type of housing would shift the tax burden to other properties. Apparently there is a goal to increase enrollment at UM, and if this is successful, we may not be faced with a negative shift in the foreseeable future.

Town of Orono

FY 2014 Annual Budget - Assessor Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Assessor: Full-Time Salary	\$ 63,128.00	\$ 63,090.17	\$ 65,021.00	\$ 53,767.20	\$ 65,671.01	\$ 650.01	1.00%
Assessor: Data Collection Asst.	\$ -	\$ -	\$ 8,000.00	\$ 7,268.00	\$ 4,000.00	\$ (4,000.00)	-50.00%
Assessor: FICA & Medicare Employer Contribution	\$ 4,647.24	\$ 5,164.93	\$ 5,586.00	\$ 4,587.63	\$ 5,329.83	\$ (256.17)	-4.59%
Assessor: Health Insurance Contribution	\$ 6,638.08	\$ 6,774.14	\$ 7,264.00	\$ 6,043.27	\$ 5,974.49	\$ (1,289.51)	-17.75%
Assessor: Maine PERS	\$ -	\$ -	\$ 3,450.00	\$ 2,907.39	\$ 4,268.62	\$ 818.62	23.73%
Assessor: Data Collection Assistance	\$ -	\$ 3,496.00	\$ -	\$ -	\$ -	\$ -	0.00%
Assessor: Registry of Deeds	\$ 346.00	\$ 280.23	\$ 450.00	\$ 303.40	\$ 450.00	\$ -	0.00%
Assessor: Computer License Fee	\$ 2,826.41	\$ 2,995.99	\$ 3,180.00	\$ 3,175.75	\$ 3,367.00	\$ 187.00	5.88%
Assessor: Computer Repair	\$ 805.50	\$ 30.00	\$ 500.00	\$ -	\$ 500.00	\$ -	0.00%
Assessor: Assessment Data on Internet	\$ 475.00	\$ 131.25	\$ 135.00	\$ 131.25	\$ 135.00	\$ -	0.00%
Assessor: Update of Maps in GIS	\$ -	\$ 2,700.00	\$ 2,500.00	\$ 3,070.00	\$ -	\$ (2,500.00)	-100.00%
Assessor: Office Supplies	\$ 1,476.92	\$ 1,167.47	\$ 1,450.00	\$ 1,111.85	\$ 1,450.00	\$ -	0.00%
Assessor: Computer & Software	\$ 1,604.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Assessor: Dues & Memberships	\$ 241.00	\$ 241.00	\$ 245.00	\$ 241.00	\$ 245.00	\$ -	0.00%
Assessor: Training	\$ 832.70	\$ 915.45	\$ 860.00	\$ 114.00	\$ 860.00	\$ -	0.00%
Assessor: Travel	\$ 1,152.04	\$ 1,196.63	\$ 2,000.00	\$ 380.00	\$ 2,000.00	\$ -	0.00%
Total Assessor	\$ 84,172.89	\$ 88,183.26	\$ 100,641.00	\$ 83,100.74	\$ 94,250.95	\$ (6,390.05)	-6.35%

Town of Orono

FY 2014 Annual Budget - Assessor Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Assessor: Full-Time Salary	\$ 65,021	\$ 65,671	\$ 650	Salary for one full-time Assessor
Assessor: Data Collection Asst.	\$ 8,000	\$ 4,000	\$ (4,000)	In an effort to ensure equitable property assessments into the future, the Town is embarking on the second year of multi-year in-house data collection and assessment project. Staff has identified more detailed data points to be collected and will physically review all properties to update the information on file. This part-time data assistant has been hired to assist the Assessor with the collection and recording of data into the system. The alternative to this additional labor would be for the Town to outsource this project which would cost considerably more.
Assessor: FICA & Medicare Employer Contribution	\$ 5,586	\$ 5,330	\$ (256)	Equals 7.65% of all projected wages for this department. Based upon the Town's agreement with the IRS that dates back to the 1950's, both the Town and employee(s) are responsible for paying this tax.
Assessor: Health Insurance Contribution	\$ 7,264	\$ 5,974	\$ (1,290)	Equals the Town's premium contribution for the full-time Assessor.
Assessor: Maine PERS	\$ 3,450	\$ 4,269	\$ 819	Equals the Town's portion of the contractually obligated payment for retirement for the full-time Assessor. The increase in expense from FY13 is the result of an increase in the share required by MPERS from 5.3% to 6.5% of wages paid. In FY14, both the Town and employees will pay 6.5% of total wages paid.
Assessor: Registry of Deeds	\$ 450	\$ 450	\$ -	This covers the cost of copies of documents recorded at the Penobscot County Registry of Deeds.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Assessor: Computer License Fee	\$ 3,180	\$ 3,367	\$ 187	The Town uses the TRIO Assessment Program to store data and calculate valuation information. This budget line reflects the estimated annual licensing fee for FY14.
Assessor: Computer Repair	\$ 500	\$ 500	\$ -	The computer and printer are each several years old, some repair may be necessary.
Assessor: Assessment Data on Internet	\$ 135	\$ 135	\$ -	Providing assessment data on the Town's website requires an annual update by Rainstorm, the company that built and maintains the technical aspects of the website.
Assessor: Update of Maps in GIS	\$ 2,500	\$ -	\$ (2,500)	It is estimated that it would cost the Town \$2,500 to update the tax maps to reflect ownership as of 4/1/2013 (both paper and electronic - or \$2,300 with no paper maps). Staff suggests that this project could wait a year, given that the current maps are as of 4/1/2012 and there are few changes to be made.
Assessor: Office Supplies	\$ 1,450	\$ 1,450	\$ -	This covers general office supplies, tax cards, and computer supplies for the department.
Assessor: Dues & Memberships	\$ 245	\$ 245	\$ -	Membership in four assessor organizations. \$175 IAAO; \$30 MAAO; \$6 CMAAO; ME Chapter IAAO \$30
Assessor: Training	\$ 860	\$ 860	\$ -	Continuing education hours required for assessor / appraiser certifications
Assessor: Travel	\$ 2,000	\$ 2,000	\$ -	Costs related to travel, both in town on departmental business and out of town for training, are charged to this account.
	\$ 100,641	\$ 94,251	\$ (6,390)	

Town of Orono

FY 2014 Annual Budget - Assessor Salary Sheet

FYE June 30, 2014

Position	Employment Status	Annual	Health Insurance	MSRS	Total Cost
Assessor	Perm	\$65,671.01	\$5,974.49	\$4,268.62	\$75,914.11
Total		\$65,671.01	\$5,974.49	\$4,268.62	\$75,914.11

Town of Orono

FY 2014 Annual Budget - Health Insurance Sheet

FYE June 30, 2014

Position	Health Insurance Employer Contribution	Annual HI Cost
Assessor	\$113.84	\$5,974.49
	\$113.84	\$5,974.49

Town of Orono

FY 2014 Annual Budget - Assessor Maine Public Employees Retirement Sheet

FYE June 30, 2014

Position	MPERS Status	MPERS Employee Contribution	MPERS Employer Contribution
Assessor	Non-Union	\$4,268.62	\$4,268.62
Total		\$4,268.62	\$4,268.62

Town of Orono

FY 2014 Annual Budget - Elections & Voter Reg Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Elec. & Voter Reg: Salary	\$ 3,114.09	\$ 4,566.49	\$ 3,870.00	\$ 2,942.07	\$ 3,500.00	\$ (370.00)	-9.56%
Elec. & Voter Reg: Overtime	\$ 753.31	\$ 457.18	\$ 600.00	\$ -	\$ 600.00	\$ -	0.00%
Elec. & Voter Reg: FICA & Medicare	\$ 34.53	\$ 33.61	\$ 30.00	\$ -	\$ 50.00	\$ 20.00	66.67%
Health Insurance: Employer Share	\$ -	\$ 53.13	\$ -	\$ -	\$ -	\$ -	0.00%
Elec. & Voter Reg: Outside Contractor	\$ 1,810.01	\$ 2,885.41	\$ 2,000.00	\$ 2,030.90	\$ 2,000.00	\$ -	0.00%
Elec. & Voter Reg: Office Supplies	\$ 657.35	\$ 206.24	\$ 400.00	\$ 264.91	\$ 400.00	\$ -	0.00%
Elec. & Voter Reg: Misc Supplies	\$ 109.32	\$ 193.89	\$ 250.00	\$ 195.31	\$ 500.00	\$ 250.00	100.00%
Elec. & Voter Reg: Printing	\$ 316.33	\$ 275.03	\$ 350.00	\$ -	\$ -	\$ (350.00)	-100.00%
Total Elections & Voter Registration	\$ 6,794.94	\$ 8,670.98	\$ 7,500.00	\$ 5,433.19	\$ 7,050.00	\$ (450.00)	-6.00%

Town of Orono

FY 2014 Annual Budget - Elections & Voter Registration Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Elec. & Voter Reg: Salary	\$ 3,870	\$ 3,500	\$ (370)	Salary related to the cost of election workers
Elec. & Voter Reg: Overtime	\$ 600	\$ 600	\$ -	Overtime paid to internal staff for working the election
Elec. & Voter Reg: FICA & Medicare	\$ 30	\$ 50	\$ 20	Taxes related to the payment of overtime
Elec. & Voter Reg: Outside Contractor	\$ 2,000	\$ 2,000	\$ -	Ballot purchases and configuration of voting machines
Elec. & Voter Reg: Office Supplies	\$ 400	\$ 400	\$ -	Supplies including purchase of voter registration cards
Elec. & Voter Reg: Misc Supplies	\$ 250	\$ 500	\$ 250	Supplies including food for election workers and display boards. Increase due to cleaning of voting booth privacy curtains
Elec. & Voter Reg: Printing	\$ 350	\$ -	\$ (350)	Removed, this was where the printing of voter registration was placed but it has been incorporated into the Office Supplies line
	\$ 7,500	\$ 7,050	\$ (450)	

Town of Orono

FY 2014 Annual Budget - Insurance Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Insurance: Unemployment Insurance	\$ 5,000.00	\$ 6,958.16	\$ 5,000.00	\$ 5,096.00	\$ 5,000.00	\$ -	0.00%
Insurance: Workers' Compensation Insurance	\$ 2,505.39	\$ (939.32)	\$ 3,000.00	\$ (1,633.36)	\$ 3,000.00	\$ -	0.00%
Insurance: Workers' Comp Safety Incentive Program	\$ 1,538.13	\$ 360.47	\$ 1,500.00	\$ 1,667.92	\$ 1,500.00	\$ -	0.00%
Insurance: Public Official's Liability Insurance	\$ 9,580.00	\$ 11,000.00	\$ 11,500.00	\$ 9,298.00	\$ 11,000.00	\$ (500.00)	-4.35%
Insurance: MMA Risk Pool	\$ 52,141.19	\$ 56,000.00	\$ 58,000.00	\$ 44,978.91	\$ 55,000.00	\$ (3,000.00)	-5.17%
Total Insurance	\$ 70,764.71	\$ 73,379.31	\$ 79,000.00	\$ 59,407.47	\$ 75,500.00	\$ (3,500.00)	-4.43%

Town of Orono

FY 2014 Annual Budget - Insurance Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Insurance: Unemployment Insurance	\$ 5,000	\$ 5,000	\$ -	The Town is a self payer of unemployment compensation.
Insurance: Workers' Compensation Insurance	\$ 3,000	\$ 3,000	\$ -	Annual premium for this mandated insurance coverage.
Insurance: Workers' Comp Safety Incentive Program	\$ 1,500	\$ 1,500	\$ -	The Town has a very active safety program that, in large part, is funded through departmental budget lines; however, during the year there are townwide safety related trainings, events, and purchases that are funded through this budget line.
Insurance: Public Official's Liability Insurance	\$ 11,500	\$ 11,000	\$ (500)	Annual premium for this mandated insurance coverage.
Insurance: MMA Risk Pool	\$ 58,000	\$ 55,000	\$ (3,000)	Annual premium for this mandated insurance coverage.
Total	\$ 79,000	\$ 75,500	\$ (3,500)	

Code Enforcement & Planning

Assumed Outcomes:

- To ensure basic life safety standards are met
- To balance private property rights with codified community values/needs
- To articulate community vision with regard to development
- To provide high quality service to the public

Mandates:

- The Town is required by State Law to have the Planning Board and Board of Appeals
- Professional certification and on-going training
- Enforcement of state laws

Current Methods:

- Enforce Building and Land Use Codes
- Facilitate and Provide Technical Support to Planning Board
- Facilitate and Provide Technical Support to Board of Appeals
- Manage Integrated Land Use Ordinance that includes zoning, subdivision regulations, site plan review, shoreland zoning, and flood plains
- Review Codes for compliance in an ever changing regulatory environment and make recommendations for additions/revisions to better meet community needs
- Facilitate the Comprehensive Planning process to codify vision and legal structure for Town Ordinances
- Review plans, approve permits, and perform inspections for new construction and property renovations
- Oversee Rental Ordinance and Registration Process
- Monthly inspection of Town to proactively identify potential code issues

Current Resources:

Personnel: 1.875 FTE

- Code Enforcement Officer
- Administrative Assistance for Code & Planning

Contractual Support

- Contracted Town Planner
 - 28 hours per week/ 48 weeks per year
 - Funded by Planning and Economic Development Departments

Financial (FY14 Budget):

- Personnel.....\$117,437

- Operations.....\$ 75,077

Capital Equipment (FY14):

- Inspection Vehicle (Shared with Fire Department)

Areas of Discussion:

-

Areas of Concern:

-

Town of Orono

FY 2014 Annual Budget - Planning & Code Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Planning & Code: Full-Time Salary	\$ 91,795.60	\$ 93,059.69	\$ 93,517.00	\$ 77,455.28	\$ 94,451.97	\$ 934.97	1.00%
Planning & Code: Part-Time Salary	\$ -	\$ -	\$ -	\$ 2,450.00	\$ -	\$ -	0.00%
Planning & Code: Overtime	\$ 229.95	\$ 530.88	\$ 600.00	\$ 1,060.92	\$ 600.00	\$ -	0.00%
Planning & Code: FICA & Medicare	\$ 7,189.66	\$ 7,243.12	\$ 7,430.00	\$ 6,097.39	\$ 7,271.48	\$ (158.52)	-2.13%
Planning & Code: Health Insurance	\$ 9,860.68	\$ 9,983.66	\$ 20,715.00	\$ 8,687.55	\$ 8,974.89	\$ (11,740.11)	-56.67%
Planning & Code: Maine PERS	\$ -	\$ -	\$ 4,830.00	\$ 4,242.43	\$ 6,139.38	\$ 1,309.38	27.11%
Planning & Code: Consultant Services	\$ 35,733.33	\$ 38,407.25	\$ 41,911.00	\$ 27,683.25	\$ 43,016.00	\$ 1,105.00	2.64%
Planning & Code: Comprehensive Planning	\$ 1,695.00	\$ -	\$ 5,000.00	\$ 733.11	\$ 6,000.00	\$ 1,000.00	20.00%
Planning & Code: Mapping Services	\$ 1,040.00	\$ 995.00	\$ 3,000.00	\$ -	\$ 2,500.00	\$ (500.00)	-16.67%
Planning & Code: Legal Services	\$ 12,431.00	\$ 9,998.13	\$ 10,000.00	\$ 8,805.50	\$ 10,000.00	\$ -	0.00%
Planning & Code: Computer Repair	\$ 431.25	\$ 529.25	\$ 400.00	\$ 1,707.75	\$ 400.00	\$ -	0.00%
Planning & Code: Data Management	\$ 725.20	\$ 3,900.00	\$ 4,200.00	\$ 2,500.00	\$ 4,200.00	\$ -	0.00%
Planning & Code: Cell Phone	\$ 396.00	\$ 396.00	\$ 560.00	\$ -	\$ 360.00	\$ (200.00)	-35.71%
Planning & Code: Office Supplies	\$ 2,953.59	\$ 2,234.42	\$ 3,500.00	\$ 1,721.98	\$ 2,500.00	\$ (1,000.00)	-28.57%
Planning & Code: Dues & Membership	\$ 135.00	\$ 160.00	\$ 250.00	\$ 160.00	\$ 200.00	\$ (50.00)	-20.00%
Planning & Code: Training	\$ 839.56	\$ 951.43	\$ 1,000.00	\$ 171.37	\$ 300.00	\$ (700.00)	-70.00%
Planning & Code: Travel	\$ -	\$ 25.87	\$ 300.00	\$ 5.55	\$ 300.00	\$ -	0.00%
Planning & Code: MV Repairs	\$ -	\$ -	\$ 750.00	\$ 356.72	\$ 500.00	\$ (250.00)	-33.33%
Planning & Code: Gas	\$ 288.95	\$ 275.99	\$ 600.00	\$ 187.05	\$ 500.00	\$ (100.00)	-16.67%
Planning & Code: Oil	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ (75.00)	-100.00%
Planning & Code: Printing	\$ 154.53	\$ 532.19	\$ 800.00	\$ 329.36	\$ 800.00	\$ -	0.00%
Planning & Code: Advertising	\$ 987.34	\$ 973.77	\$ 1,000.00	\$ 1,413.00	\$ 1,000.00	\$ -	0.00%
Planning & Code: Postage	\$ 2,700.00	\$ 2,000.00	\$ 2,500.00	\$ 5.22	\$ 2,500.00	\$ -	0.00%
Total Planning & Code	\$ 169,586.64	\$ 172,196.65	\$ 202,938.00	\$ 145,773.43	\$ 192,513.71	\$ (10,424.29)	-5.14%

Town of Orono

FY 2014 Annual Budget - Planning & Code Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Planning & Code: Full-Time Salary	\$ 93,517	\$ 94,452	\$ 935	See salary worksheet
Planning & Code: Part-Time Salary	\$ -	\$ -	\$ -	It is no longer necessary to fund this line item. The Town of Orono and City of Old Town now provide alternate inspector services through agreement.
Planning & Code: Overtime	\$ 600	\$ 600	\$ -	This is to pay staff (eligible for payment of overtime) for attendance at Planning Board meetings.
Planning & Code: FICA & Medicare	\$ 7,430	\$ 7,271	\$ (159)	Equals 7.65% of projected payroll for this department
Planning & Code: Health Insurance	\$ 20,715	\$ 8,975	\$ (11,740)	Represents a reduction in the contribution to health insurance premiums paid by the Town.
Planning & Code: Maine PERS	\$ 4,830	\$ 6,139	\$ 1,309	Represents an increase in the contribution required from the Town into the Maine Public Employees Retirement System. (FY13 - 5.3% total wages/FY14 6.5% total wages paid)
Planning & Code: Consultant Services	\$ 41,911	\$ 43,016	\$ 1,105	This budget lines pays for one half of the annual cost of the Town Planner contract (independent contractor), and other consulting needs required by both Planning and Code.
Planning & Code: Comprehensive Plannin	\$ 5,000	\$ 6,000	\$ 1,000	The Town has embarked on a major revision to the Comprehensive plan, which is anticipated to be completed during FY14. This budget line will fund consulting services (mapping), postage, printing, and other costs associated with this project.
Planning & Code: Mapping Services	\$ 3,000	\$ 2,500	\$ (500)	The Town does not have the equipment or ability to create maps and, therefore, outsources this work.

Planning & Code: Legal Services	\$	10,000	\$	10,000	\$	-	This is used jointly by the Code Office and Planner for legal advise related to their work.
Planning & Code: Computer Repair	\$	400	\$	400	\$	-	
Planning & Code: Data Management	\$	4,200	\$	4,200	\$	-	This represents the cost of updating and maintaining the digital mapping service available through the Town's website.
Planning & Code: Cell Phone	\$	560	\$	360	\$	(200)	This is to reimburse the Code Officer for use of his personal phone
Planning & Code: Office Supplies	\$	3,500	\$	2,500	\$	(1,000)	In addition to usual supplies, the Comp Plan update will require supplies
Planning & Code: Dues & Membership	\$	250	\$	200	\$	(50)	For membership costs in the MBOIA and ICC
Planning & Code: Training	\$	1,000	\$	300	\$	(700)	This has been significantly reduced as most training is at no cost, sponsored by the SPO and DEP
Planning & Code: Travel	\$	300	\$	300	\$	-	This is to reimburse for personal travel expenses to training seminars and workshops
Planning & Code: MV Repairs	\$	750	\$	500	\$	(250)	The vehicle now shared by the CEO and Orono Fire Marshal is a newer vehicle and repair costs should be minimal
Planning & Code: Gas	\$	600	\$	500	\$	(100)	Gas cost are shared with the Fire Department
Planning & Code: Oil	\$	75	\$	-	\$	(75)	To reimburse Public Works for charges for oil changes
Planning & Code: Printing	\$	800	\$	800	\$	-	This is for printing letterheads, public notices, etc
Planning & Code: Advertising	\$	1,000	\$	1,000	\$	-	This is for newspaper ads for PB public notices and as required for the Comp Plan
Planning & Code: Postage	\$	2,500	\$	2,500	\$	-	A share of the Town's postage costs that reflects the department's use
Total	\$	202,938	\$	192,514	\$	(10,424)	

Town of Orono

FY 2014 Annual Budget - Planning & Code Salary

FYE June 30, 2014

Position	Pay Status	Annual	Health Insurance	MSRS	Total Cost
Code Enforcement Officer	Salary	\$52,982.18	\$3,000.40	\$3,443.84	\$59,426.42
Administrative Assistant	Hourly	\$41,469.79	\$5,974.49	\$2,695.54	\$50,139.82
	Total	\$94,451.97	\$8,974.89	\$6,139.38	\$109,566.24

Town of Orono

FY 2014 Annual Budget - Planning & Code Health Insurance

FYE June 30, 2014

Position	Health Insurance Employer Contribution	Annual HI Cost
Code Enforcement Officer	\$57.70	\$3,000.40
Administrative Assistant	\$113.84	\$5,974.49
Total	\$171.54	\$8,974.89

Town of Orono

FY 2014 Annual Budget - Planning & Code Health Maine PERS

FYE June 30, 2014

Position	MPERS Status	MPERS Employer Contribution
Code Enforcement Officer	Non-Union	\$3,443.84
Administrative Assistant	Non-Union	\$2,695.54
Total		\$6,139.38

Town of Orono

FY 2014 Annual Budget - General Assistance Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
General Assistance: Office Supplies	\$ -	\$ 70.00	\$ 200.00	\$ 31.98	\$ 100.00	\$ (100.00)	-50.00%
General Assistance: Training	\$ 30.00	\$ 197.45	\$ 200.00	\$ 30.00	\$ 100.00	\$ (100.00)	-50.00%
General Assistance: Travel	\$ 81.97	\$ -	\$ 150.00	\$ -	\$ 150.00	\$ -	0.00%
General Assistance: Heating Fuel	\$ 920.80	\$ 3,790.44	\$ 3,500.00	\$ 923.73	\$ 1,500.00	\$ (2,000.00)	-57.14%
General Assistance: Food	\$ 697.69	\$ 902.48	\$ 2,000.00	\$ 638.10	\$ 750.00	\$ (1,250.00)	-62.50%
General Assistance: Rent	\$ 10,750.00	\$ 13,347.25	\$ 12,000.00	\$ 15,177.50	\$ 16,000.00	\$ 4,000.00	33.33%
General Assistance: Personal Care Items	\$ 519.40	\$ 401.15	\$ 700.00	\$ 912.12	\$ 1,400.00	\$ 700.00	100.00%
General Assistance: Baby Supplies/Diapers	\$ 187.12	\$ -	\$ 300.00	\$ 147.44	\$ 300.00	\$ -	0.00%
General Assistance: Utilities	\$ 1,251.23	\$ 1,103.14	\$ 900.00	\$ 856.09	\$ 900.00	\$ -	0.00%
General Assistance: Transportation	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ (100.00)	-100.00%
General Assistance: Medical Expenses	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ (150.00)	-100.00%
General Assistance: Funeral Expenses	\$ -	\$ 892.00	\$ 1,000.00	\$ -	\$ -	\$ (1,000.00)	-100.00%
Total General Assistance	\$ 14,438.21	\$ 20,703.91	\$ 21,200.00	\$ 18,716.96	\$ 21,200.00	\$ -	0.00%

Town of Orono

FY 2014 Annual Budget - General Assistance Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
General Assistance: Office Supplies	\$ 200	\$ 100	\$ (100.00)	Reduction in costs due to more on-line processing.
General Assistance: Training	\$ 200	\$ 100	\$ (100.00)	<p>The Maine State Legislature is currently analyzing General Assistance Program rules and anticipate making changes to eligibility and expense guidelines. Given this uncertainty, staff has made predictions for the FY14 budget based upon FY13 usage with the understanding that expenses will be paid as needed and in accordance with State and local regulations.</p>
General Assistance: Travel	\$ 150	\$ 150	\$ -	
General Assistance: Heating Fuel	\$ 3,500	\$ 1,500	\$ (2,000.00)	
General Assistance: Food	\$ 2,000	\$ 750	\$ (1,250.00)	
General Assistance: Rent	\$ 12,000	\$ 16,000	\$ 4,000.00	
General Assistance: Personal Care Items	\$ 700	\$ 1,400	\$ 700.00	
General Assistance: Baby Supplies/Diapers	\$ 300	\$ 300	\$ -	
General Assistance: Utilities	\$ 900	\$ 900	\$ -	
General Assistance: Transportation	\$ 100	\$ -	\$ (100.00)	
General Assistance: Medical Expenses	\$ 150	\$ -	\$ (150.00)	
General Assistance: Funeral Expenses	\$ 1,000	\$ -	\$ (1,000.00)	
	\$ 21,200	\$ 21,200	\$ -	

Town of Orono

FY 2014 Annual Budget - Economic Development Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Ec.Dev.: Kelley Rd Business Park	\$ 41,656.59	\$ 169,186.45	\$ 193,344.00	\$ 88,401.77	\$ 19,000.00	\$ (174,344.00)	-90.17%
Ec. Dev.: Downtown Shuttle	\$ 33,122.25	\$ 11,875.00	\$ -	\$ -	\$ -	\$ -	0.00%
Ec Dev.:Downtown Facade Improvements	\$ -	\$ -	\$ -	\$ 13,403.50	\$ -	\$ -	0.00%
Ec. Dev.: Webster Mill Cleanup	\$ 84,454.37	\$ 107,304.99	\$ -	\$ -	\$ -	\$ -	0.00%
Ec.Dev: DECD Brownfield Subgrant	\$ -	\$ 176,250.25	\$ -	\$ -	\$ -	\$ -	0.00%
Total Economic Development	\$ 159,233.21	\$ 464,616.69	\$ 193,344.00	\$ 101,805.27	\$ 19,000.00	\$ (174,344.00)	-90.17%

Town of Orono

FY 2014 Annual Budget - Economic Development Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Ec.Dev.: Kelley Rd Business Park	\$ 193,344	\$ 19,000	\$ (174,344)	2 contracts: Marketing - \$20,000, to be partly spent in FY 14; TIF - \$18,000 - to be partly spent in FT 14. Est. 50% in FY 13, 50% in FY 14. SBA grant terminates in Sept 2013.
	<u>\$ 193,344</u>	<u>\$ 19,000</u>	<u>\$ (174,344)</u>	

Town of Orono

FY 2014 Annual Budget - TIFs Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Planning Services	\$ 44,746.76	\$ 36,187.27	\$ 36,911.00	\$ 15,379.62	\$ -	\$ (36,911.00)	-100.00%
Dues & Membership	\$ 3,060.00	\$ 2,960.00	\$ 2,960.00	\$ 2,960.00	\$ 3,100.00	\$ 140.00	4.73%
Tech Park Survey/Design	\$ -	\$ -	\$ 7,500.00	\$ 1,138.50	\$ 7,500.00	\$ -	0.00%
Total SRD TIF	\$ 47,806.76	\$ 39,147.27	\$ 47,371.00	\$ 19,478.12	\$ 10,600.00	\$ (36,771.00)	-77.62%

Description	Actual	Actual	Budgeted	Actual 4.26.13	Requested	Variance	Percent Variance
Dirigo Pines TIF	\$ -	\$ -	\$ -	\$ 95,759.50	\$ -	\$ -	0.00%
Total Dirigo TIF	\$ -	\$ -	\$ -	\$ 95,759.50	\$ -	\$ -	0.00%

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Consultant Serv.: EvisioNet TIF	\$ -	\$ 6,534.00	\$ 12,182.00	\$ 12,182.00	\$ 12,672.00	\$ 490.00	4.02%
Debt service on Godfrey Drive property	\$ -	\$ -	\$ -	\$ -	\$ 14,746.00	\$ 14,746.00	0.00%
OEDC - marketing	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00	0.00%
Supplement to OEDC Debt Service	\$ -	\$ -	\$ -	\$ -	\$ 2,736.00	\$ 2,736.00	0.00%
OEDC - Building Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00	\$ 12,000.00	0.00%
Total EnvisioNet TIF	\$ -	\$ 6,534.00	\$ 12,182.00	\$ 12,182.00	\$ 42,354.00	\$ 30,172.00	247.68%

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
TIF:Downtown Marketing Project	\$ -	\$ 8,469.37	\$ 7,500.00	\$ 5,556.00	\$ 7,500.00	\$ -	0.00%
Ti: Downtown Shuttle, Black Bear Express	\$ -	\$ 17,577.58	\$ 60,000.00	\$ 28,992.64	\$ 60,000.00	\$ -	0.00%
TIF: Option on Main St. Property	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	0.00%
TIF: Katahdin Project Management	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ (20,000.00)	-100.00%
TIF: Planning Services	\$ -	\$ -	\$ -	\$ -	\$ 38,016.00	\$ 38,016.00	0.00%
TIF: Economic Development Salary	\$ -	\$ -	\$ -	\$ -	\$ 22,000.00	\$ 22,000.00	0.00%
Total Downtown TIF	\$ -	\$ 30,046.95	\$ 87,500.00	\$ 34,548.64	\$ 127,516.00	\$ 40,016.00	20.59%

Town of Orono

FY 2014 Annual Budget - Tax Increment Finance District Expenses

FYE June 30, 2014

Description		FY13 Budget	FY14 Budget	Variance	Notes
Downtown TIF	TIF:Downtown Marketing Project	\$ 7,500	\$ 7,500	\$ -	
	TI: Downtown Shuttle, Black Bear Express	\$ 60,000	\$ 60,000	\$ -	
	TIF: Option on Main St. Property	\$ -	\$ -	\$ -	
	TIF: Katahdin Project Management	\$ 20,000	\$ -	\$ (20,000)	
	TIF: Planning Services	\$ -	\$ 38,016	\$ 38,016	50% of planners time (12 hrs/wk, 48 wks, \$66/hr per Town Agreement for FY 14
	TIF: Economic Development Salary	\$ -	\$ 22,000	\$ 22,000	50% of planners time (12 hrs/wk, 48 wks, \$66/hr per Town Agreement for FY 15
Downtown TIF Total		\$ 87,500	\$ 127,516	\$ 40,016	
SRD TIF	Planning Services	\$ 36,911	\$ -	\$ (36,911)	moved Economic Development Director's TIF time entirely to Downtown TIF
	Dues & Membership	\$ 2,960	\$ 3,100	\$ 140	Reflects new BRDA dues schedule based on 2010 Census
	Tech Park Survey/Design	\$ 7,500	\$ 7,500	\$ -	Included in OEDC's FY 14 budget
	SRD TIF Total		\$ 47,371	\$ 10,600	\$ (36,771)
EnvisioNet TIF	Consultant Serv.: EvisioNet TIF	\$ 12,182	\$ 12,672	\$ 490	Planner at 4 hrs/wk, 48 wks, \$66/hr per Town Agreement for FY 14
	Debt service on Godfrey Drive property	\$ -	\$ 14,746	\$ 14,746	Refer to Town-OEDC agreement

Description		FY13 Budget	FY14 Budget	Variance	Notes
	OEDC - marketing	\$ -	\$ 200	\$ 200	Web hosting
	Supplement to OEDC Debt Service	\$ -	\$ 2,736	\$ 2,736	NexxLinx base rent = \$497,352; Town-OEDC agreement specifies OEDC payment from rental revenues of \$500,038, or \$2,736 more than actually will be coming in from rent.
	OEDC - Building Reserve Fund	\$ -	\$ 12,000	\$ 12,000	Town-OEDC Agreement intended to allow OEDC to retain \$1000/mo out of rent payments to build reserve fund.
	EnvisioNet TIF Total	\$ 12,182	\$ 42,354	\$ 30,172	
Dirigo Pines TIF	Dirigo Pines TIF	\$ -	\$ -	\$ -	
	Dirigo Pines TIF Total	\$ -	\$ -	\$ -	
		\$ 147,053	\$ 180,470	\$ 33,417	

Town of Orono

FY 2014 Annual Budget - Public Safety Admin Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
PS Admin: Full Time Salary	\$ 28,870.40	\$ 34,302.74	\$ 34,507.00	\$ 28,534.81	\$ 34,852.27	\$ 345.27	1.00%
PS Admin: Overtime	\$ -	\$ -	\$ -	\$ 49.77	\$ -	\$ -	0.00%
PS Admin: FICA & Medicare Contribution	\$ 2,148.80	\$ 2,527.16	\$ 2,640.00	\$ 2,153.81	\$ 2,666.20	\$ 26.20	0.99%
PS Admin: Health Insurance Con	\$ 6,621.17	\$ 6,774.14	\$ 7,200.00	\$ 6,043.27	\$ 5,974.49	\$ (1,225.51)	-17.02%
PS Admin: Maine Pers Contribution	\$ -	\$ -	\$ 1,775.00	\$ 1,544.69	\$ 2,265.40	\$ 490.40	27.63%
PS Admin: ICMA Contribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PS Admin: Copier Maintenance	\$ 663.75	\$ 441.00	\$ 700.00	\$ 588.00	\$ 700.00	\$ -	0.00%
PS Admin: Legal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PS Admin: Computer Maintenance	\$ 2,366.25	\$ 984.50	\$ 2,800.00	\$ 1,544.00	\$ 2,800.00	\$ -	0.00%
PS Admin: Telephone	\$ 4,188.69	\$ 4,116.60	\$ 4,800.00	\$ 3,176.78	\$ 4,800.00	\$ -	0.00%
PS Admin: Outside Contractor	\$ 798.29	\$ 1,498.04	\$ 1,000.00	\$ 915.00	\$ 1,000.00	\$ -	0.00%
PS Admin: Office Supplies	\$ 5,481.04	\$ 3,935.10	\$ 6,000.00	\$ 4,332.46	\$ 6,000.00	\$ -	0.00%
PS Admin: Repairs to Building	\$ 3,378.48	\$ 6,001.55	\$ 6,000.00	\$ 2,674.23	\$ 6,000.00	\$ -	0.00%
PS Admin: Postage	\$ 484.20	\$ 550.46	\$ 600.00	\$ 69.21	\$ 600.00	\$ -	0.00%
PS Admin.: Copier	\$ 4,093.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Public Safety Admin	\$ 59,094.07	\$ 61,131.29	\$ 68,022.00	\$ 51,626.03	\$ 67,658.36	\$ (363.64)	-0.53%

Town of Orono

FY 2014 Annual Budget - Public Safety Administration Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
PS Admin: Full Time Salary	\$ 34,507	\$ 34,852	\$ 345	
PS Admin: FICA & Medicare Contribution	\$ 2,640	\$ 2,666	\$ 26	
PS Admin: Health Insurance Con	\$ 7,200	\$ 5,974	\$ (1,226)	
PS Admin: Maine PERS Contribution	\$ 1,775	\$ 2,265	\$ 490	
PS Admin: Copier Maintenance	\$ 700	\$ 700	\$ -	Covers annual service contract fee and supplies for shared photocopier
PS Admin: Computer Maintenance	\$ 2,800	\$ 2,800	\$ -	Covers cost of computer maintenance, repairs, and licensing for both Police & Fire
PS Admin: Telephone	\$ 4,800	\$ 4,800	\$ -	Covers cost of monthly line charges for local and long distance service as well as internet service for Police & Fire
PS Admin: Outside Contractor	\$ 1,000	\$ 1,000	\$ -	Covers fees associated with maintenance and inspection of the elevator and all overhead doors in the Public Safety Facility
PS Admin: Office Supplies	\$ 6,000	\$ 6,000	\$ -	Covers cost of all office supplies for Police & Fire
PS Admin: Repairs to Building	\$ 6,000	\$ 6,000	\$ -	Covers the cost of any necessary maintenance and upkeep of the Public Safety building
PS Admin: Postage	\$ 600	\$ 600	\$ -	Covers the cost of the mailing needs of both Police & Fire
	\$ 68,022	\$ 67,658	\$ (364)	

Town of Orono

FY 2014 Annual Budget - Public Safety Administration Salary

FYE June 30, 2014

Position	Employment Status	Annual	Health Insurance	MSRS	Total Cost
Administrative Assistant	Perm	\$34,852.27	\$5,974.49	\$2,265.40	\$43,092.16
	Total	\$34,852.27	\$5,974.49	\$2,265.40	\$43,092.16

Town of Orono

FY 2014 Annual Budget - Public Safety Administration Health Insurance

FYE June 30, 2014

Position	Health Insurance Employer Contribution	Annual HI Cost
Administrative Assistant	\$113.84	\$5,974.49
Total	\$113.84	\$5,974.49

Town of Orono

FY 2014 Annual Budget - Public Safety Administration Maine PERS
FYE June 30, 2014

Position	MPERS Status	MPERS Employer Contribution
Administrative Assistant	Non-Union	\$2,265.40
Total		\$2,265.40

Police Department

Assumed Outcomes:

- To provide effective emergency response to citizens
- To be highly responsive to community needs and safety
- To effectively deter crime
- To decrease town liability

Mandates:

- While the Town is not mandated by State Law to operate a Police Department, if the Town elects to provide the service, the following is mandated:
 - Personnel Professional Certification and On-going Training
 - Compliance with OSHA/BLS Safety Requirements, especially related to providing a safe working conditions (“General Duty Clause”)
 - Adherence to generally accepted best professional practices

Current Methods:

- 24 hr/day Patrol Coverage, Response, and Enforcement
- Full time presence in Elementary, Middle, & High Schools
- Case Investigation & Court Preparation
- Community Presentations & Programs
- Liquor Enforcement and Training
- CALEA Accreditation
- Animal Control Initial Response with Support from Regional ACO
- Strong Mutual Aid Relationships
- School Crossing Guards
- Assistance to Fire Department Calls and Other Public Safety Matters
- Concealed Weapons License Processing
- Administrative Support (Postings, Delivering Municipal Documents, etc)
- Active Professional Development & Sponsorship of Regional Training Opportunities
- Participation on Local, Regional, & Statewide Boards and Committees
- Co-ordination of Town's Emergency Response Plan

Current Resources:

Personnel: 14.5 FTE

- Police Chief
- Captain
- Sergeants (3)
- Patrol Officers (7)
- Detective
- School Resource Officer
- Administrative Assistant (50%)

Average Personnel/Hour by Type:

- 3.33 Total Personnel
- 2.46 Patrol Officers
- 0.23 Detective
- 1.00 School Resource Officer
- 0.48 Department Management

Financial (FY14 Budget):

- Personnel \$1,062,867
- Operations \$62,000
- Capital \$65,000

Capital Equipment (FY14):

- 1 - Administrative Vehicle (Chief)
- 1 - Investigations/Administration
- 4 - Frontline Cruisers (Used Daily)
- 1 - Spare/Training/Travel

Areas of Discussion:

- No major changes are suggested as part of the FY14 budget process. Increases in the departmental request are, in large part, due to the effort to formalize the community policing programs currently provided.

Areas of Concern:

- Recruitment and retention of personnel

Town of Orono

FY 2014 Annual Budget - Police Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Police: Full Time Salary	\$ 619,460.17	\$ 623,204.32	\$ 655,355.00	\$ 514,554.05	\$ 668,370.81	\$ 13,015.81	1.99%
Police: Animal Control Officer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Police: Overtime	\$ 14,734.30	\$ 22,057.34	\$ 11,000.00	\$ 28,142.37	\$ 11,000.00	\$ -	0.00%
Police: Court Time	\$ 7,232.30	\$ 5,997.17	\$ 12,000.00	\$ 2,453.54	\$ 6,000.00	\$ (6,000.00)	-50.00%
Police: Holiday Pay	\$ 30,715.53	\$ 30,173.73	\$ 29,000.00	\$ 27,885.85	\$ 31,351.08	\$ 2,351.08	8.11%
Police: Sick Leave	\$ 4,069.96	\$ 1,755.99	\$ 4,000.00	\$ 5,768.11	\$ 4,000.00	\$ -	0.00%
Police: Vacation Leave	\$ 5,863.07	\$ 10,170.21	\$ 8,500.00	\$ 8,559.58	\$ 8,500.00	\$ -	0.00%
Police: Training Wages	\$ 9,473.52	\$ 8,357.87	\$ 12,000.00	\$ 4,272.57	\$ 16,500.00	\$ 4,500.00	37.50%
Police: Community Policing Program Wages	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	0.00%
Police: DARE/Community Policing	\$ 265.45	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Police: FICA & Medicare Contribution	\$ 52,429.05	\$ 52,817.05	\$ 55,000.00	\$ 44,873.89	\$ 57,430.23	\$ 2,430.23	4.42%
Police: Health Insurance Contribution	\$ 111,750.58	\$ 122,537.76	\$ 129,500.00	\$ 106,970.34	\$ 116,640.44	\$ (12,859.56)	-9.93%
Police: Maine PERS	\$ -	\$ -	\$ 53,850.00	\$ 41,939.55	\$ 59,307.03	\$ 5,457.03	10.13%
Police: ICMA Contribution	\$ 4,835.00	\$ 4,896.00	\$ 5,000.00	\$ 4,353.75	\$ 2,267.81	\$ (2,732.19)	-54.64%
Police: Workers Comp. Ins.	\$ 12,800.43	\$ 13,203.76	\$ 12,750.00	\$ 12,468.44	\$ 12,750.00	\$ -	0.00%
Police: CALEA Annual Assessment	\$ -	\$ 525.00	\$ 3,350.00	\$ 525.00	\$ 3,350.00	\$ -	0.00%
Police: Radio/Electrical Repair	\$ 887.64	\$ 3,452.76	\$ 4,500.00	\$ 2,837.12	\$ 4,500.00	\$ -	0.00%
Police: In-Cruiser Camera & Computer Repair	\$ 147.47	\$ 210.32	\$ 1,000.00	\$ (8.14)	\$ 1,000.00	\$ -	0.00%
Police: Equipment Repair	\$ 1,130.93	\$ 1,226.00	\$ 1,500.00	\$ 453.54	\$ 1,500.00	\$ -	0.00%
Police: Consultant Services	\$ 735.00	\$ 2,043.25	\$ 2,500.00	\$ 500.00	\$ 2,500.00	\$ -	0.00%
Police: Legal Services	\$ 800.00	\$ 675.00	\$ 5,000.00	\$ -	\$ 2,500.00	\$ (2,500.00)	-50.00%
Police: Cell Phones	\$ 4,177.30	\$ 4,174.25	\$ 4,850.00	\$ 3,530.69	\$ 4,850.00	\$ -	0.00%
Police: Pagers	\$ 707.50	\$ 551.50	\$ -	\$ -	\$ -	\$ -	0.00%
Police: Medical Examinations	\$ 207.00	\$ 10.50	\$ 500.00	\$ 175.00	\$ 500.00	\$ -	0.00%
Police: K-9 Expenses	\$ 1,152.25	\$ 731.50	\$ -	\$ -	\$ -	\$ -	0.00%
Police: Contracted Crossing Guards	\$ 18,708.82	\$ 18,774.84	\$ 18,000.00	\$ 13,777.28	\$ 18,000.00	\$ -	0.00%
Police: Electrical & Radio Supplies	\$ 874.83	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Police: Community Policing Program	\$ 880.27	\$ (245.24)	\$ 1,000.00	\$ 283.30	\$ 1,000.00	\$ -	0.00%
Police: Minor Equipment	\$ 3,947.39	\$ 3,353.95	\$ 3,500.00	\$ 615.86	\$ 3,500.00	\$ -	0.00%
Police: Dues & Memberships	\$ 655.00	\$ 740.00	\$ 800.00	\$ 1,125.00	\$ 800.00	\$ -	0.00%

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Police: Training	\$ 10,221.95	\$ 6,672.53	\$ 10,500.00	\$ 7,617.68	\$ 10,500.00	\$ -	0.00%
Police: Tuition	\$ 1,806.00	\$ 720.00	\$ 3,000.00	\$ -	\$ 5,000.00	\$ 2,000.00	66.67%
Police: Travel	\$ 3,904.04	\$ 3,829.70	\$ 4,000.00	\$ 4,401.56	\$ 4,000.00	\$ -	0.00%
Police: Vehicle Repairs	\$ 11,007.87	\$ 13,017.08	\$ 12,000.00	\$ 8,992.11	\$ 12,000.00	\$ -	0.00%
Police: Tires for Cruisers	\$ 2,599.20	\$ 1,750.84	\$ 2,000.00	\$ 2,382.83	\$ 2,000.00	\$ -	0.00%
Police: Routine Vehicle Maintenance	\$ 1,292.18	\$ 1,251.78	\$ 1,250.00	\$ 1,113.22	\$ 1,250.00	\$ -	0.00%
Police: Gasoline	\$ 33,264.33	\$ 37,645.30	\$ 35,000.00	\$ 24,477.06	\$ 35,000.00	\$ -	0.00%
Police: Printing	\$ 127.49	\$ 992.21	\$ 1,000.00	\$ 428.29	\$ 1,000.00	\$ -	0.00%
Police: Uniforms & Protective Gear	\$ 4,773.80	\$ 10,035.19	\$ 8,500.00	\$ 5,943.69	\$ 8,500.00	\$ -	0.00%
Police: Cleaning Allowances	\$ 800.00	\$ 573.76	\$ 1,700.00	\$ 907.50	\$ 2,500.00	\$ 800.00	47.06%
Total Police	\$ 978,437.62	\$ 1,007,883.22	\$ 1,113,405.00	\$ 882,320.63	\$ 1,124,867.40	\$ 11,462.40	1.03%

Town of Orono

FY 2014 Annual Budget - Police Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Police: Full Time Salary	\$ 655,355	\$ 668,371	\$ 13,016	See salary worksheet
Police: Animal Control Officer	\$ -	\$ -	\$ -	
Police: Overtime	\$ 11,000	\$ 11,000	\$ -	Traditionally classified as "scheduled" or "unscheduled" and used to meet minimum staffing standards
Police: Court Time	\$ 12,000	\$ 6,000	\$ (6,000)	Covers the cost of officers attending court when off duty. The creation of the "mediation" step between the arraignment and trial has reduced the hours that officers spend at court.
Police: Holiday Pay	\$ 29,000	\$ 31,351	\$ 2,351	Calculated per Collective Bargaining Agreement
Police: Sick Leave	\$ 4,000	\$ 4,000	\$ -	Covers the cost of filling vacant shifts that result from absence due to sickness or injury
Police: Vacation Leave	\$ 8,500	\$ 8,500	\$ -	Overtime expense for covering shifts for officers who are on vacation leave
Police: Training Wages	\$ 12,000	\$ 16,500	\$ 4,500	Replacement costs for officers who are away at training

Description	FY13 Budget	FY14 Budget	Variance	Notes
Police: Community Policing Program Wages	\$ -	\$ 5,000	\$ 5,000	Community programs are an important component of the OPD mission. Overtime wages related to assigned/approved community programs will be charged to this account.
Police: FICA & Medicare Contribution	\$ 55,000	\$ 57,430	\$ 2,430	Equals 7.65% of projected wages for the department
Police: Health Insurance Contribution	\$ 129,500	\$ 116,640	\$ (12,860)	Represents a reduction in the contribution to health insurance premiums paid by the Town. Also reflects changes from single plans budgeted in FY13 to some family plans budgeted in FY14
Police: Maine PERS	\$ 53,850	\$ 59,307	\$ 5,457	Represents an increase in the contribution required from the Town into the Maine Public Employees Retirement System. (FY13 - 5.3% total wages/FY14 6.5% total wages paid)
Police: ICMA Contribution	\$ 5,000	\$ 2,268	\$ (2,732)	This is a grandfathered benefit that fewer members of the department will be eligible to receive in FY14.
Police: Workers Comp. Ins.	\$ 12,750	\$ 12,750	\$ -	
Police: CALEA Annual Assessment	\$ 3,350	\$ 3,350	\$ -	This budget line includes both the annual accreditation fee and savings for a larger renewal fee that will be need to be paid in FY15. The funds in access of the annual fee are carried forward each year so that there will not be a large increase in the budget every three years.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Police: Radio/Electrical Repair	\$ 4,500	\$ 4,500	\$ -	Covers repair costs for portable and mobile radios and emergency lighting systems in the cruisers
Police: In-Cruiser Camera & Computer Repair	\$ 1,000	\$ 1,000	\$ -	Covers repairs for in-car cameras and mobile data terminals
Police: Equipment Repair	\$ 1,500	\$ 1,500	\$ -	Covers cost of maintenance and repair of small equipment issued to officers (flashlights, equipment holders, tasers, etc.)
Police: Consultant Services	\$ 2,500	\$ 2,500	\$ -	Covers cost of consultants and specialized testing related to case preparation
Police: Legal Services	\$ 5,000	\$ 2,500	\$ (2,500)	Covers the cost of any necessary legal fees incurred by the department. This budget line was more in FY13 because the Town anticipated expenses related to the negotiation of a new collective bargaining agreement.
Police: Cell Phones	\$ 4,850	\$ 4,850	\$ -	Covers cost of cell phone in the cruisers as well as data plans for in-car computers
Police: Medical Examinations	\$ 500	\$ 500	\$ -	Medical exams for officers as needed (new hires; fitness for duty; testing related to exposure)

Description	FY13 Budget	FY14 Budget	Variance	Notes
Police: Contracted Crossing Guards	\$ 18,000	\$ 18,000	\$ -	This cost is shared by the school for 2 crossing guards on Main Street during the school year. There is a corresponding revenue offset from RSU #26 of \$9,000 (50%).
Police: Community Policing Program	\$ 1,000	\$ 1,000	\$ -	Covers supplies and materials for various community policing programs
Police: Minor Equipment	\$ 3,500	\$ 3,500	\$ -	Covers the cost of miscellaneous equipment that does not fall under the description of other line items (ammunition; evidence supplies; photography supplies; etc)
Police: Dues & Memberships	\$ 800	\$ 800	\$ -	Cost of membership to professional police organizations
Police: Training	\$ 10,500	\$ 10,500	\$ -	Costs related to all training of officers to include mandated training; specialized training; sending officers to the Academy
Police: Tuition	\$ 3,000	\$ 5,000	\$ 2,000	Tuition reimbursement for officer who elect to attend pre-approved college courses
Police: Travel	\$ 4,000	\$ 4,000	\$ -	Cover the cost of transportation, meals and lodging, which are incurred during attendance to meetings and training
Police: Vehicle Repairs	\$ 12,000	\$ 12,000	\$ -	Cruiser repairs and preventive maintenance

Description	FY13 Budget	FY14 Budget	Variance	Notes
Police: Tires for Cruisers	\$ 2,000	\$ 2,000	\$ -	
Police: Routine Vehicle Maintenance	\$ 1,250	\$ 1,250	\$ -	Covers the cost of routine cruiser maintenance (oil changes; inspections; wiper blades; etc)
Police: Gasoline	\$ 35,000	\$ 35,000	\$ -	
Police: Printing	\$ 1,000	\$ 1,000	\$ -	Cost for forms such as time cards; parking tickets; letterhead; etc.
Police: Uniforms & Protective Gear	\$ 8,500	\$ 8,500	\$ -	Cost of uniforms and all related gear
Police: Cleaning Allowances	\$ 1,700	\$ 2,500	\$ 800	Annual dry cleaning of uniforms for officers; cleaning costs associated with damage incurred during on-duty incidents. The increase in the budget line reflects the calculation of the expense in accordance with existing Collective Bargaining Agreement language.
Total	\$ 1,113,405	\$ 1,124,867	\$ 11,462	

Town of Orono

FY 2014 Annual Budget - Police Salaries

FYE June 30, 2014

Position	Employment Status	Annual
Captain	Perm	\$56,180.80
Chief	Perm	\$65,000.00
Patrol	Perm	\$48,984.77
Patrol	Perm	\$40,923.58
Patrol	Perm	\$38,549.68
Patrol	Perm	\$45,356.27
Sergeant	Perm	\$51,168.00
Patrol	Perm	\$45,356.27
Patrol	Perm	\$38,549.68
Patrol	Perm	\$44,053.78
Sergeant	Perm	\$53,577.16
Patrol	Perm	\$43,549.58
Patrol	Perm	\$45,356.27
Sergeant	Perm	\$51,764.96
Total \$		668,370.81

Town of Orono

FY 2014 Annual Budget - Police Health Insurance

FYE June 30, 2014

Position	Health Insurance Employer Contribution	Annual HI Cost
Captain	\$212.80	\$11,113.30
Chief	\$212.80	\$11,113.30
Patrol	\$212.80	\$11,113.30
Patrol	\$113.84	\$5,974.49
Patrol	\$113.84	\$5,974.49
Patrol	\$113.84	\$5,974.49
Sergeant	\$113.84	\$5,974.49
Patrol	\$212.80	\$11,113.30
Patrol	\$113.84	\$5,974.49
Patrol	\$212.80	\$11,113.30
Sergeant	\$113.84	\$5,974.49
Patrol	\$212.80	\$11,113.30
Patrol	\$57.70	\$3,000.40
Sergeant	\$212.80	\$11,113.30
	\$2,230.34	\$116,640.44

Town of Orono

FY 2014 Annual Budget - Maine PERS

FYE June 30, 2014

Position	MPERS Status	MPERS Employer Contribution
Captain	Union	\$4,438.28
Chief	Union	\$5,135.00
Patrol	Union	\$3,869.80
Patrol	Union	\$3,232.96
Patrol	Union	\$3,045.42
Patrol	Union	\$3,583.15
Sergeant	Union	\$4,042.27
Patrol	Union	\$3,583.15
Patrol	Union	\$3,045.42
Patrol	Union	\$3,480.25
Sergeant	Union	\$4,232.60
Patrol	Union	\$3,440.42
Patrol	Union	\$3,583.15
Sergeant	Union	\$4,089.43
Total		\$52,801.29

Fire Department

Assumed Outcomes:

- To provide effective emergency response to citizens
- To be highly responsive to community needs and safety
- To effectively prevent fire and EMS emergencies
- To decrease town liability

Mandates:

- 24 hr/day Emergency Response
- Minimum 4 Man Staffing
- HIPPA Compliance
- 2 Paramedics on shift
- 1 officer on shift
- Interior Fire Attack requirement 2 in 2 out
- Regional Haz-Mat for Penobscot County
- Coordinate Towns Emergency Response Plans
- Active Professional Development & Annual Mandated Training
- Compliant to all BLS Standards
- Able to provide staffing and apparatus to mutual aid departments per agreement requirements

Current Methods:

- 24 hr/day Emergency Response
- Full-time Local Fire Marshal
- UMaine Resident Fire Marshal Program
- Health Clinics for Senior Residents
- Fire Prevention Programs in Elementary, Middle, & High Schools
- Chimney and Wood Stove Inspections
- Local Burn Permit Processing/Authorization
- Strong Mutual Aid Relationships
- HIPPA Compliance
- Advanced Life Support to UMaine
- Contracted Full-time EMS Service to Town of Veazie
- EMS Presence as RSU #26 Sporting Events
- Regional Haz Mat Team for Penobscot County
- Confined Space Rescue and Event Safety Preplanning to UMaine
- Active Professional Development & Annual Mandated Training
- Participation on Local, Regional, & Statewide Boards and Committees

Current Resources:

Personnel: 17.5 FTE

- Fire Chief
- Fire Marshal
- Lieutenants (3)
- 2nd Lieutenants (3)
- Firefighters/EMS (9)
- Admin Assistant (50%)

Current Staffing:

- 3 Crews of 5
- 24 hrs work/48 hrs off Schedule
- Minimum Staffing = 4 (contract)

Financial (FY14 Budget):

Fire Department

- Personnel.....\$1,139,185
- Operations.....\$ 171,549
- Capital.....\$ 20,000

Haz Mat Program (Dedicated Revenue Funds)

- Personnel.....\$ 8,333
- Operations.....\$ 23,167

Capital Equipment (FY14):

- Chief Vehicle
- Pick-Up Truck (Response/Administration)
- 2 – Engines
- 2 – Ambulances
- Haz Mat Response Truck
- Rescue Boat
- Inspection Vehicle (Shared with Code Enforcement)

Areas of Discussion:

- Increased EMS Call Volume
- Increase Training/Licensing Requirements for Fire/EMS Personnel
- Overtime Hours and Cost

Areas of Concern:

- Major Changes to Annual Elementary School Field Day
- Hire Additional Firefighter/EMS to bring all crews to 5. This would eliminate much of the overtime cost. Increase the services and coverage the department will provide to the community, Increase Firefighter safety, allow the department to provide coverage to multiple incidents at one time.

Town of Orono

FY 2014 Annual Budget - Fire Admin Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Fire : Full Time Salary	\$ 650,258.44	\$ 677,786.14	\$ 696,831.00	\$ 554,287.24	\$ 735,265.09	\$ 38,434.09	5.52%
Fire: UMO Fire Marshals	\$ 3,745.00	\$ 2,990.00	\$ 3,500.00	\$ 2,089.00	\$ 5,000.00	\$ 1,500.00	42.86%
Fire : Call Firefighters	\$ 3,161.25	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Fire : Unscheduled Overtime	\$ 7,135.19	\$ 8,144.62	\$ 10,000.00	\$ 11,643.35	\$ 6,000.00	\$ (4,000.00)	-40.00%
Fire : Scheduled Overtime	\$ 45,115.44	\$ 45,931.38	\$ 48,854.00	\$ 38,352.46	\$ 52,527.66	\$ 3,673.66	7.52%
Fire : Callbacks	\$ 5,671.96	\$ 7,011.49	\$ 7,000.00	\$ 8,115.49	\$ 5,500.00	\$ (1,500.00)	-21.43%
Fire : Holiday Pay	\$ 32,236.88	\$ 34,201.43	\$ 37,500.00	\$ 30,600.05	\$ 36,627.53	\$ (872.47)	-2.33%
Fire : Sick Leave	\$ 20,489.17	\$ 16,531.54	\$ 16,000.00	\$ 15,539.91	\$ 10,000.00	\$ (6,000.00)	-37.50%
Fire : Vacation Leave	\$ 31,323.89	\$ 29,028.48	\$ 33,000.00	\$ 39,541.16	\$ -	\$ (33,000.00)	-100.00%
Fire : Training Wages	\$ 9,851.46	\$ 8,748.69	\$ 10,000.00	\$ 4,560.47	\$ 10,000.00	\$ -	0.00%
Fire : FICA & Medicare Contribution	\$ 59,985.51	\$ 61,212.78	\$ 66,000.00	\$ 52,230.93	\$ 65,860.40	\$ (139.60)	-0.21%
Fire : Health Insurance Contribution	\$ 160,759.98	\$ 158,933.38	\$ 172,000.00	\$ 143,247.31	\$ 144,786.10	\$ (27,213.90)	-15.82%
Fire: Maine PERS	\$ -	\$ -	\$ 64,700.00	\$ 51,099.13	\$ 67,617.70	\$ 2,917.70	4.51%
Fire : ICMA Contribution	\$ 2,788.00	\$ 2,811.65	\$ 2,900.00	\$ -	\$ -	\$ (2,900.00)	-100.00%
Fire: Workers Comp. Ins.	\$ 29,034.67	\$ 27,913.93	\$ 34,000.00	\$ 30,575.01	\$ 32,000.00	\$ (2,000.00)	-5.88%
Fire : Medical Director	\$ 1,800.00	\$ 1,523.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	0.00%
Fire : Equipment Service & Repair	\$ 712.50	\$ 607.06	\$ 9,000.00	\$ 5,785.93	\$ 8,000.00	\$ (1,000.00)	-11.11%
Fire : Communication Equipment	\$ 482.64	\$ 351.81	\$ 8,300.00	\$ 2,492.13	\$ 5,000.00	\$ (3,300.00)	-39.76%
Fire : Operational Equipment Repair	\$ 903.75	\$ 193.25	\$ -	\$ -	\$ -	\$ -	0.00%
Fire: Legal Services	\$ 33,583.78	\$ 4,167.23	\$ 7,200.00	\$ 3,281.00	\$ 5,500.00	\$ (1,700.00)	-23.61%
Fire: Legal: Insurance Deductible	\$ -	\$ -	\$ -	\$ 1,701.00	\$ -	\$ -	0.00%
Fire: Computer Maintenance	\$ -	\$ 820.00	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	0.00%
Fire : Cell phones	\$ 2,337.33	\$ 2,370.73	\$ -	\$ -	\$ -	\$ -	0.00%
Fire : Pagers	\$ 1,527.12	\$ 956.26	\$ -	\$ -	\$ -	\$ -	0.00%
Fire : Medical Examinations	\$ -	\$ 152.40	\$ 2,000.00	\$ 1,508.60	\$ 6,000.00	\$ 4,000.00	200.00%
Fire : EMS Billing	\$ 5,805.00	\$ 6,142.50	\$ 4,800.00	\$ 5,360.25	\$ 9,600.00	\$ 4,800.00	100.00%
Fire : Fire Prevention Activities	\$ 2,688.40	\$ 1,684.82	\$ 3,300.00	\$ 2,424.41	\$ 3,300.00	\$ -	0.00%
Fire : Building Supplies	\$ 395.76	\$ 1,152.41	\$ 2,700.00	\$ 1,824.27	\$ 2,800.00	\$ 100.00	3.70%
Fire : Electrical & Radio Supplies	\$ 823.97	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Fire : Living Quarters Supplies/Repairs	\$ 2,356.61	\$ 2,516.00	\$ -	\$ -	\$ -	\$ -	0.00%

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Fire : On Scene Supplies	\$ 1,295.38	\$ 1,532.32	\$ 1,000.00	\$ 780.11	\$ 750.00	\$ (250.00)	-25.00%
Fire : Medical Supplies	\$ 14,883.81	\$ 17,556.20	\$ 21,000.00	\$ 12,703.35	\$ 18,500.00	\$ (2,500.00)	-11.90%
Fire : Minor Equipment & Hand Tools	\$ 3,866.15	\$ 4,465.90	\$ -	\$ -	\$ -	\$ -	0.00%
Fire : SCBA/Air/ Fire Extinguishers	\$ 1,671.14	\$ 2,101.36	\$ 4,500.00	\$ 2,919.98	\$ 6,000.00	\$ 1,500.00	33.33%
Fire : Emergency Management Equipment	\$ 2,054.72	\$ 2,305.40	\$ 2,500.00	\$ 175.00	\$ 1,500.00	\$ (1,000.00)	-40.00%
Fire : Dues & Memberships	\$ 1,072.00	\$ 203.00	\$ 1,000.00	\$ 949.00	\$ 1,000.00	\$ -	0.00%
Fire : Training	\$ 5,778.87	\$ 5,136.67	\$ 8,500.00	\$ 5,108.58	\$ 10,000.00	\$ 1,500.00	17.65%
Fire: Inspections of Univ. Res. Complexes	\$ 286.00	\$ 310.00	\$ -	\$ -	\$ -	\$ -	0.00%
Fire: Safety Presentation: Univ. Res. Complexes	\$ 893.74	\$ 578.50	\$ -	\$ -	\$ -	\$ -	0.00%
Fire : Travel for Conferences & Mtgs.	\$ 939.67	\$ 498.95	\$ 1,000.00	\$ 247.78	\$ 1,500.00	\$ 500.00	50.00%
Fire : Vehicle Repairs	\$ 24,977.94	\$ 21,056.39	\$ 21,000.00	\$ 13,540.59	\$ 21,000.00	\$ -	0.00%
Fire : Gasoline	\$ 4,120.85	\$ 4,776.70	\$ 5,000.00	\$ 2,939.48	\$ 4,500.00	\$ (500.00)	-10.00%
Fire : Diesel	\$ 12,499.82	\$ 13,227.38	\$ 15,000.00	\$ 12,029.57	\$ 15,000.00	\$ -	0.00%
Fire : Office Supplies	\$ 46.60	\$ 59.10	\$ 600.00	\$ 304.89	\$ 600.00	\$ -	0.00%
Fire : Uniforms & Protective Clothing	\$ 11,882.29	\$ 6,611.04	\$ 12,000.00	\$ 11,453.62	\$ 15,000.00	\$ 3,000.00	25.00%
Total Fire	\$ 1,201,242.68	\$ 1,184,301.89	\$ 1,333,685.00	\$ 1,069,411.05	\$ 1,310,734.48	\$ (22,950.52)	-1.72%

Town of Orono

FY 2014 Annual Budget - Fire Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Fire : Full Time Salary	\$ 696,831	\$ 735,265	\$ 38,434	The amount is based on the fire department having the staff of 5 firefighters per shift, Fire Inspector and Fire Chief. The account covers salaries for all fire department personnel.
Fire: UMO Fire Marshals	\$ 3,500	\$ 5,000	\$ 1,500	The department has combined all the line items for the Complex Marshal Program to this Line. This line item is funded by the University. The funds cover marshals responding to trouble alarms on campus, fire watches and inspections of dormitories.
Fire : Unscheduled Overtime	\$ 10,000	\$ 6,000	\$ (4,000)	The Line has been reduced due to the additional staffing. This will allow the department to reduce the times the shifts need replacement due to vacancies. The account covers the hiring of personnel for inspections, staff meetings, fire investigations, planning, public education, fire prevention activities ad special meetings.
Fire : Scheduled Overtime	\$ 48,854	\$ 52,528	\$ 3,674	The line has been increased to allow the three hours of overtime each week for firefighters that work the 24/48 hour schedule. This is a mandate by FLSA Labor Law.
Fire : Callbacks	\$ 7,000	\$ 5,500	\$ (1,500)	This account covers calling back of personnel for fires, EMS Calls and other emergency incidents that can not be controlled or handled by on duty personnel. The decrease funding is allowed because of the additional staffing that will reduce the need of callbacks. The additional staffing allows multiple responses and continues to allow rescue personnel to be in the station in most cases to provide additional services.
Fire : Holiday Pay	\$ 37,500	\$ 36,628	\$ (872)	This account covers the cost of paid holidays. The increase is due to the additional hires.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Fire : Sick Leave	\$ 16,000	\$ 10,000	\$ (6,000)	This account covers the cost of maintaining shifts at a minimum of 4 personnel. This line item has been reduced as the town has increased the shift level to 5 which will allow the department to fill less vacancies reducing the overall overtime cost.
Fire : Vacation Leave	\$ 33,000	\$ -	\$ (33,000)	The line items for sick leave and Vacation leave has been reduced. The department is allow to reduce shift coverage to 4 man minimum. This allows the department not to fill vacancies tell the shift drops below 4.
Fire : Training Wages	\$ 10,000	\$ 10,000	\$ -	This account covers the cost for wages for full time personnel at monthly training, instructor wages, prevention programs, continuing education and attendance at prevention programs, and fire inspector classes that are attended. This account has been increased to allow the additional staffing to meet all required training.
Fire : FICA & Medicare Contribution	\$ 66,000	\$ 65,860	\$ (140)	Medicare and FICA
Fire : Health Insurance Contribution	\$ 172,000	\$ 144,786	\$ (27,214)	Health Insurance
Fire: Maine PERS	\$ 64,700	\$ 67,618	\$ 2,918	Maine PERS
Fire : ICMA Contribution	\$ 2,900	\$ -	\$ (2,900)	This line would be eliminated. The Firefighters are all offered enrolled in Maine State Retirement system.
Fire: Workers Comp. Ins.	\$ 34,000	\$ 32,000	\$ (2,000)	Workers Comp
Fire : Medical Director	\$ 1,000	\$ 1,000	\$ -	This account pays our EMS Medical Director for quality control measures and licensing requirements for Maine EMS.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Fire : Equipment Service & Repair	\$ 9,000	\$ 8,000	\$ (1,000)	This account covers maintenance repairs and service to all power equipment. It also includes all repairs to stretchers, spine boards and ems mechanical equipment. Also includes repair and purchases of small equipment that is carried on all the apparatus.
Fire : Communication Equipment	\$ 8,300	\$ 5,000	\$ (3,300)	This account covers the cost of repairs to pages, mobile radios, portable radios and other operating equipment.
Fire: Legal Services	\$ 7,200	\$ 5,500	\$ (1,700)	This line will be eliminated. The funds for this line item will be combined with Equipment service and Communication Equipment.
Fire: Legal Insurance Deductable	\$ -	\$ -	\$ -	This account covers the cost of union contract administration only not legal services for the fire department
Fire: Computer Maintenance	\$ -	\$ 3,000	\$ 3,000	This line is an addition to the budget. The need for this funding is to upgrade and replace current computer systems that do not allow personnel to complete ems and fire reports. These reports are required documents that are sent to the state for billing reimbursements.
Fire : Medical Examinations	\$ 2,000	\$ 6,000	\$ 4,000	The line has increased due to the departments need to provide medicals to all firefighters. Medicals were previously funded through our Haz Mat Budget. The regulations and agreement with Haz Mat funding does not cover the annual medicals. This would mean all funding would come out of our operational budget.
Fire : EMS Billing	\$ 4,800	\$ 9,600	\$ 4,800	This account covers the contracted outside billing agency for billing EMS calls at a rate set by the agency. This rate is \$8.00 per call. Currently our department is responding to an average of 1200 EMS calls per year.
Fire : Fire Prevention Activities	\$ 3,300	\$ 3,300	\$ -	This is one of the fire departments most important missions and includes all fire prevention activities in the local school system. The account covers funds for the department annual open house and fire prevention week activities. Includes all material posters and smoke detectors and awareness posters.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Fire : Building Supplies	\$ 2,700	\$ 2,800	\$ 100	This account covers the costs of all cleaning and maintenance supplies for the public safety building. It also covers cleaning needs for vehicles and alliance repair and purchases for the fire station.
Fire : On Scene Supplies	\$ 1,000	\$ 750	\$ (250)	This account covers the costs of supplies that are needed during incidents, This would include bottle water, rehab supplies for firefighters and victims of a disaster.
Fire : Medical Supplies	\$ 21,000	\$ 18,500	\$ (2,500)	This account covers medical supplies used in the station for employee safety and all medical supplies for both ambulances and fire engines. This would include Oxygen, Medications, Life Pack Lease, Service Contracts, and any other medical and EMS Equipment needed.
Fire : SCBA/Air/ Fire Extinguishers	\$ 4,500	\$ 6,000	\$ 1,500	The increase is to allow the department to begin replacing SCBAL Bottles that have a 10 year life. This is our first step to replace these bottles that will expire over the next 5 years.
Fire : Emergency Management Equipment	\$ 2,500	\$ 1,500	\$ (1,000)	The department has not used the maximum funds that have been in this line for several years. The reduction will meet the funds needed to provide for equipment for emergency management. This line item will provide funds for equipment needs for towns emergency operations center.
Fire : Dues & Memberships	\$ 1,000	\$ 1,000	\$ -	This account covers the cost of memberships in professional organizations such as the Maine Chiefs, NFPA, Instructor and safety associations and the Maine Federation of Firefighters
Fire : Training	\$ 8,500	\$ 10,000	\$ 1,500	This account covers tuition payments, training supplies, audio and visible equipment, contracted instructors, training material for mock disasters, fire and elms training. The account also covers all EMS required classes that provide the required continuing education credits to all fire personnel. The account will need an increase to cover the additional training needs for new hires.
Fire : Travel for Conferences & Mtgs.	\$ 1,000	\$ 1,500	\$ 500	This account covers the costs for mileage to and from conferences, meals and lodging and additional travel expenses and conference fees.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Fire : Vehicle Repairs	\$ 21,000	\$ 21,000	\$ -	This account covers all preventative maintenance and repairs to motorized equipment and power equipment in the fire department. It includes all contracted services, labor, parts and other associated costs, It includes all UL required testing for ladder and engines.
Fire : Gasoline	\$ 5,000	\$ 4,500	\$ (500)	This account covers all cost for gasoline for vehicles and power equipment in the fire department.
Fire : Diesel	\$ 15,000	\$ 15,000	\$ -	This account covers the cost of diesel fuel
Fire : Office Supplies	\$ 600	\$ 600	\$ -	This account covers the cost of all administrative supplies, printing of forms, timecards, flyers, policies, training material and office supplies.
Fire : Uniforms & Protective Clothing	\$ 12,000	\$ 15,000	\$ 3,000	This account covers all daily and special event uniforms, footwear, personnel protective gear including turnout gear, gloves, helmets, hard hats, hoods, jackets, eye protection and hearing protection. The line has been increased to allow the purchase of Firefighter Protective gear for new hires. Each set of gear is \$3,000. The increase would allow the department to out fit each firefighter with the required uniforms and protective gear.
	\$ 1,333,685	\$ 1,310,734	\$ (22,951)	

Town of Orono

FY 2014 Annual Budget - Fire Salary Sheet

FYE June 30, 2014

Position	Total Salary	Health Insurance	MSRS	Total Cost
Firefighter	\$41,570.92	\$ 11,113.30	\$ 3,284.10	\$55,968.32
Firefighter	\$37,965.04	\$ 5,974.49	\$ 2,999.24	\$46,938.77
Firefighter	\$36,272.59	\$ 5,974.49	\$ 2,865.53	\$45,112.61
Firefighter	\$44,955.82	\$ 5,974.49	\$ 3,551.51	\$54,481.82
Firefighter	\$44,955.82	\$ 8,083.78	\$ 3,551.51	\$56,591.11
Firefighter	\$41,570.92	\$ 11,113.30	\$ 3,284.10	\$55,968.32
Lieutenant	\$53,065.51	\$ 11,113.30	\$ 4,192.18	\$68,370.99
Firefighter	\$36,272.59	\$ 5,974.49	\$ 2,865.53	\$45,112.61
Lieutenant	\$56,732.49	\$ 5,974.49	\$ 4,481.87	\$67,188.85
Firefighter	\$46,930.35	\$ 11,113.30	\$ 3,707.50	\$61,751.15
Firefighter	\$44,955.82	\$ 5,974.49	\$ 3,551.51	\$54,481.82
Firefighter	\$43,263.37	\$ 11,113.30	\$ 3,417.81	\$57,794.48
Lieutenant	\$50,507.31	\$ 11,113.30	\$ 3,990.08	\$65,610.69
Firefighter	\$45,802.05	\$ 11,113.30	\$ 3,618.36	\$60,533.71
Fire Chief	\$65,020.80	\$ 11,113.30	\$ 5,136.64	\$81,270.74
Firefighter	\$46,366.20	\$ 5,974.49	\$ 3,662.93	\$56,003.62
Fire Marshall	\$51,585.14	\$ 5,974.49	\$ 4,075.23	\$61,634.86

Annual Full-Time Salary	\$ 735,265.09
Annual Scheduled OT	\$ 52,527.66
Annual Other OT	\$ 68,127.53
UMO Fire Marshalls	\$ 5,000.00
Total Salary	\$ 860,920.28
Total Health Insurance	\$ 144,786.10
Total MSRS	\$ 67,617.70

Town of Orono

FY 2014 Annual Budget - Health Insurance Summary

FYE June 30, 2014

Position	Health Insurance Employer Contribution	Annual HI Cost
Firefighter	\$212.80	\$11,113.30
Firefighter	\$113.84	\$5,974.49
Firefighter	\$113.84	\$5,974.49
Firefighter	\$113.84	\$5,974.49
Firefighter	\$154.79	\$8,083.78
Firefighter	\$212.80	\$11,113.30
Lieutenant	\$212.80	\$11,113.30
Firefighter	\$113.84	\$5,974.49
Lieutenant	\$113.84	\$5,974.49
Firefighter	\$212.80	\$11,113.30
Firefighter	\$113.84	\$5,974.49
Firefighter	\$212.80	\$11,113.30
Lieutenant	\$212.80	\$11,113.30
Firefighter	\$212.80	\$11,113.30
Fire Chief	\$212.80	\$11,113.30
Firefighter	\$113.84	\$5,974.49
Fire Marshall	\$113.84	\$5,974.49
Total	\$2,767.91	\$144,786.10

Town of Orono

FY 2014 Annual Budget - Maine PERS

FYE June 30, 2014

Position	MPERS Status	MPERS Employer Contribution
Firefighter	Union	\$3,284.10
Firefighter	Union	\$2,999.24
Firefighter	Union	\$2,865.53
Firefighter	Union	\$3,551.51
Firefighter	Union	\$3,551.51
Firefighter	Union	\$3,284.10
Lieutenant	Union	\$4,192.18
Firefighter	Union	\$2,865.53
Lieutenant	Union	\$4,481.87
Firefighter	Union	\$3,707.50
Firefighter	Union	\$3,551.51
Firefighter	Union	\$3,417.81
Lieutenant	Union	\$3,990.08
Firefighter	Union	\$3,618.36
Fire Chief	Union	\$5,136.64
Firefighter	Union	\$3,662.93
Fire Marshall	Union	\$4,075.23
Total		\$62,235.63

Town of Orono

FY 2014 Annual Budget - Haz-Mat Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Haz-Mat: FT Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Haz-Mat: Overtime Wages	\$ 2,489.59	\$ 621.38	\$ 3,000.00	\$ 762.08	\$ 5,000.00	\$ 2,000.00	66.67%
Haz-Mat: Training Wages	\$ 7,727.44	\$ 10,163.89	\$ 10,000.00	\$ 4,918.50	\$ 10,000.00	\$ -	0.00%
Haz-Mat: FICA & Medicare	\$ 628.31	\$ 728.28	\$ 1,000.00	\$ 72.34	\$ 1,147.50	\$ 147.50	14.75%
Haz-Mat: Health Insurance	\$ 0.38	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Haz Mat: Maine PERS	\$ -	\$ -	\$ 620.00	\$ 83.08	\$ 1,185.00	\$ 565.00	91.13%
Haz-Mat: Equipment Repair & Maintenance	\$ -	\$ -	\$ 500.00	\$ 31.96	\$ 480.00	\$ (20.00)	-4.00%
Haz-Mat: Cell Phones	\$ 211.73	\$ 433.53	\$ 500.00	\$ -	\$ -	\$ (500.00)	-100.00%
Haz-Mat: Medical Examinations	\$ 6,939.62	\$ 5,311.00	\$ 3,400.00	\$ 12,930.20	\$ 4,000.00	\$ 600.00	17.65%
Haz-Mat: Electrical & Radio Supplies	\$ 599.39	\$ -	\$ 450.00	\$ -	\$ 300.00	\$ (150.00)	-33.33%
Haz-Mat: Air & SCBA	\$ 219.00	\$ 282.13	\$ 300.00	\$ -	\$ 1,500.00	\$ 1,200.00	400.00%
Haz-Mat: Minor Equipment	\$ 1,863.41	\$ 1,840.48	\$ 1,300.00	\$ 2,651.56	\$ 600.00	\$ (700.00)	-53.85%
Haz-Mat: Training	\$ 279.16	\$ 794.87	\$ 800.00	\$ -	\$ 3,000.00	\$ 2,200.00	275.00%
Haz-Mat: Vehicle Repair & Maintenance	\$ 1,519.10	\$ 2,113.71	\$ 1,080.00	\$ -	\$ 600.00	\$ (480.00)	-44.44%
Haz-Mat: Gasoline	\$ -	\$ 72.00	\$ 50.00	\$ -	\$ 50.00	\$ -	0.00%
Haz-Mat: Diesel Fuel	\$ 412.91	\$ 499.15	\$ 500.00	\$ -	\$ 350.00	\$ (150.00)	-30.00%
Haz-Mat: Protective Gear	\$ 564.00	\$ 755.00	\$ 1,500.00	\$ -	\$ -	\$ (1,500.00)	-100.00%
Haz-Mat: Transfer to Reserve Account	\$ -	\$ 6,500.00	\$ 6,500.00	\$ -	\$ 3,287.50	\$ (3,212.50)	-49.42%
Total Haz-Mat	\$ 23,454.04	\$ 30,115.42	\$ 31,500.00	\$ 21,449.72	\$ 31,500.00	\$ -	0.00%

Town of Orono

FY 2014 Annual Budget - Haz-Mat Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Haz-Mat: Overtime Wages	\$ 3,000	\$ 5,000	\$ 2,000	The account all wages that team members are paid for incidents that they respond to. Each member is paid for 4 hours minimum at a minimum of four hours for every incident the team is activated.
Haz-Mat: Training Wages	\$ 8,000	\$ 10,000	\$ 2,000	The account is used to pay all members that attend training for the Haz Mat Team. This would include inside and outside training classes, Live exercises and Haz Mat Meetings and conference that are attended by individuals.
Haz-Mat: FICA & Medicare	\$ 1,000	\$ 1,148	\$ 148	Covers FICA and Medicare
Haz Mat: Maine PERS	\$ 620	\$ 1,185	\$ 565	Maine Pers
Haz-Mat: Equipment Repair & Maintenance	\$ 500	\$ 480	\$ (20)	The account covers the repair ad maintenance of all small equipment that is carried on the Haz Mat Truck. This would include meters, Decon Equipment, Haz Mat Suits, Computers, ETC.
Haz-Mat: Medical Examinations	\$ 9,200	\$ 4,000	\$ (5,200)	The account covers a percentage of required medicals for all Haz Mat Technicians. The medicals are required for all our members.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Haz-Mat: Electrical & Radio Supplies	\$ 250	\$ 300	\$ 50	The line covers all repairs for communication equipment. The line would cover repairs and replacement to all portable radios and to the portable weather station.
Haz-Mat: Air & SCBA	\$ -	\$ 1,500	\$ 1,500	This item is being eliminated. Currently our Air & SCBA equipment is maintained through the department operating budget, All Air & SCBA funding for the Haz Mt Team is funder by the state.
Haz-Mat: Minor Equipment	\$ 500	\$ 600	\$ 100	The account would be used to purchase and maintain all minor equipment that is carried on the Haz Mat Unit. The line would cover all calibration of meters and replacement for material used for haz mat incidents.
Haz-Mat: Training	\$ 800	\$ 3,000	\$ 2,200	The account pays for required training that the department offers with in house instructors and outside contractors. This would fund tuition, instructors, books, class materials, travel and lodging.
Haz-Mat: Vehicle Repair & Maintenance	\$ 580	\$ 600	\$ 20	The account is used for all minor maintenance and vehicle repairs for the Haz Mat Truck. This would be for oil changes, windshield wipers, turn ups, brake service, etc. All major maintenance is reimbursed from Penobscot County through the contract agreement

Description	FY13 Budget	FY14 Budget	Variance	Notes
Haz-Mat: Gasoline	\$ 50	\$ 50	\$ -	The account is used for gasoline that is needed to operate our portable generator and any other gas operated power equipment. The generator operates our lighting system, radios, and additional power equipment.
Haz-Mat: Diesel Fuel	\$ 500	\$ 350	\$ (150)	The account is used for Diesel Fuel that is used for the Haz Mat Truck during incidents, events and training,
Haz-Mat: Transfer to Reserve Account	\$ 6,500	\$ 3,288	\$ (3,213)	This account is funding that is transferred over from the reserve account
<hr/>				
\$ 31,500 \$ 31,500 \$ -				
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Town of Orono

FY 2014 Annual Budget - Fire Protection Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Fire Protection Fee	\$ 200,745.62	\$ 227,984.30	\$ 228,000.00	\$ 228,806.72	\$ 228,000.00	\$ -	0.00%
Total Fire Protection	\$ 200,745.62	\$ 227,984.30	\$ 228,000.00	\$ 228,806.72	\$ 228,000.00	\$ -	0.00%

Description	Actual	Actual	Budgeted	Actual 4.26.13	Requested	Variance	Percent
Street Lights: Rental	\$ 70,981.48	\$ 67,971.29	\$ 70,000.00	\$ 55,471.87	\$ 70,000.00	\$ -	0.00%
Maintenance of Traffic Lights	\$ 658.10	\$ 1,082.40	\$ 1,000.00	\$ 761.89	\$ 1,000.00	\$ -	0.00%
Total Street Lights	\$ 71,639.58	\$ 69,053.69	\$ 71,000.00	\$ 56,233.76	\$ 71,000.00	\$ -	0.00%

Town of Orono

FY 2014 Annual Budget - Fire Protection & Street Light Expenses

FYE June 30, 2014

	Description	FY13 Budget	FY14 Budget	Variance	Notes
Fire Protection	Fire Protection Fee	\$ 228,000	\$ 228,000	\$ -	This mandated fee is charged by the Orono-Veazie Water District as part of the rate structure that is approved by the Maine Public Utilities Commission.
		\$ 228,000	\$ 228,000	\$ -	

	Description	FY13 Budget	FY14 Budget	Variance	Notes
Street Lights	Street Lights: Rental	\$ 70,000	\$ 70,000	\$ -	
	Maintenance of Traffic Lights	\$ 1,000	\$ 1,000	\$ -	The Town contracts with the City of Bangor to maintain and repair traffic (signal) lights in the community.
		\$ 71,000	\$ 71,000	\$ -	

Public Works / Infrastructure Services

Outcomes:

- Maintain and improve travel ways to provide a safe means for all modes transportation, including mass transit, commercial vehicles, passenger vehicles, bike and pedestrians while meeting all State and Federally mandated standards.
- Provide effective solid waste management services to residents while meeting or exceeding all State and federally mandated standards.
- Provide a respectful and service oriented cemetery

Mandates:

- Maintain a safe travel way including pavement markings, traffic control, and patching.
- Maintain and repair the storm sewer system to stay in compliance with the Maine Department of Environmental Protection General Permit for Stormwater Discharge.
- Maintain and monitor landfill activities as required for compliance with the Maine Department of Environmental Protection license for operation of a Construction Debris and Demolition Landfill.
- Maintenance of the Cemetery
- Maintain a safety program that complies with OSHA labor standards

Methods:

- *General Maintenance:* Maintenance of all Town Ways including State Right of Ways within the Urban Compact including:
 - Street and sidewalk repairs
 - Sweeping
 - Pavement markings
 - Sign maintenance
 - Street lighting maintenance
 - Traffic light maintenance
 - Producing, hauling, and stocking construction materials
 - Storm sewer maintenance and repairs
 - Manage DEP compliance as outlined in our MS4 discharge permit
 - Mowing and miscellaneous tasks to maintain Town parks and ball fields
 - Hazardous tree removal and pruning
- *Capital Investment:* Support the Capital Infrastructure Investment plan by:

- Develop the Capital Infrastructure Investment Plan including estimating and prioritization of potential projects.
 - Manage schedules, contracts, and other administration of the projects
 - Support the projects with in-house labor, equipment, and materials when appropriate to reduce project costs improve overall quality of the finished project.
- *Winter Maintenance:* Maintenance of all public ways related to snow and ice removal during the winter months. The Town maintains over 40 miles of road and 14 miles of sidewalk. Including:
 - Respond to winter snow and ice events as dispatched by Public Safety
 - Provide 24 hour snow removal service establishing four ‘main runs’ of approximately 13 miles each. Each main run has secondary roads associated with it that are plowed and maintained less often. All roads are maintained such that they are reasonably travelable with a passenger vehicle at all times.
 - Clear sidewalks in the downtown area within 24 hours of the end of the storm; working to clear all sidewalks within 72 hours. Priority sidewalks are established in a written plan, these sidewalks may be cleared using overtime hours.
 - Clear crosswalks and bus stops as soon as reasonable possible, generally within 72 hours of the end of an event.
 - Treat main run roads with a salt priority using unmixed salt when conditions are appropriate. Secondary roads are treated with a salt sand mix.
 - Stock appropriate quantities of sand and salt to carry out the maintenance.
- *Fleet Maintenance:* Maintain Town equipment and vehicles used to carry out operations Including:
 - Staff a full time mechanic charged with the management and performance of all maintenance and repairs
 - Provide a maintenance facility appropriate for these activities
 - Develop specifications and bid forms for the execution of the Capital Equipment Investment Plan. Manage this bid process and make recommendations to council for purchases.
- *Landfill:* Operate the newly constructed Town Construction Demolition and Debris Landfill as outlined in the Operations and Maintenance manual as approved by the DEP.
 - *Trash & Recycling:* Manage the weekly curbside pickup contract. Provide bi weekly curbside pickup of recyclable materials. This will be a Zero Sort collection that will be performed under a collection contract. The materials will be transferred to a sorting facility.
 - *Cemetery Operations:* Perform internments, aid with record keeping, maintain the grounds, and carry out other tasks as associated with perpetual care of the cemetery in a respectful manner.

Resources:

Personnel

- Director
- Foreman
- Mechanic
- 4 Driver / Equipment Operators
- Sexton / Driver
- 3 Driver / Laborers

Equipment and Fleet Vehicles

- 3 ten-wheel heavy duty dump trucks w/ spreader bodies, plows, and wings
- 1 six-wheel heavy duty dump truck w/ spreader body, plow, and wing
- 2 Medium duty trucks with dump bodies, hopper sanders, and plows
- 5 Heavy duty pickup trucks
- 2 Three yard capacity front end loaders
- Case 580 Loader / Backhoe
- S205 Bobcat skid steer
- 2 Holder sidewalk tractors
- Reed material screen
- Hot Top Roller and curb machine
- 2 Recycling Collection Trailers
- Three equipment and utility trailers
- 5 mowing and utility tractors
- Zero Turn Mower

Facilities

- 98 Penobscot Street: 7,000 square foot garage with 150 cubic yard capacity salt storage shed
- Riverside Cemetery, 500 square foot maintenance shed
- Putnam Road CDD Landfill, 50 square foot attendant's shed

Financial (FY14 Budget)

- Personnel: \$716,484 Total
 - General Maintenance: \$ 248,207
 - Winter Maintenance : \$ 287,983
 - Cemetery: \$ 44,091
 - Solid Waste: \$ 45,174
 - Fleet Maintenance: \$ 91,029
- Operations: \$ 656,114 Total
 - General Maintenance: \$131,525
 - Winter Maintenance : \$ 155,454

- Cemetery: \$ 29,399
 - Solid Waste: \$ 228,635
 - Fleet Maintenance: \$ 111,101
- Capital
 - Infrastructure: \$ 1,020,000
 - Equipment: \$ 35,000

Areas of Discussion:

- Elimination of seasonal workers at the cemetery in lieu of a contracted mowing service.
- Elimination of seasonal workers in general maintenance and winter maintenance that are no longer necessary due to the implementation of a contracted recycling collection service.

Areas of Concern:

- Risks associated with the implementation of a Zero Sort Recycling contract:
 1. The contract represents a two year commitment to Zero Sort recycling.
 2. The budget reflects some assumptions regarding diverted waste from PERC tipping fees to recycled material. If the diversion rates are lower than assumed, the PERC fees budget could be over spent.
- Winter Maintenance – The budget is based on an average to above average winter maintenance season. If the winter were to be extremely long in duration, or feature well above average snow totals it is possible that the labor, equipment, and materials budgeted for would not be sufficient to cover costs for the entire season.

Town of Orono

FY 2014 Annual Budget - Public Works Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
PW: Full Time Salary	\$ 156,100.36	\$ 170,453.35	\$ 165,468.00	\$ 148,851.88	\$ 183,564.67	\$ 18,096.67	10.94%
PW: Part Time Salary	\$ 14,750.00	\$ 11,879.33	\$ 19,500.00	\$ 16,386.00	\$ -	\$ (19,500.00)	-100.00%
PW: Overtime	\$ 6,596.31	\$ 6,208.85	\$ 6,500.00	\$ 5,645.12	\$ 6,500.00	\$ -	0.00%
PW: FICA & Medicare	\$ 13,563.47	\$ 13,744.04	\$ 14,800.00	\$ 14,626.02	\$ 14,539.95	\$ (260.05)	-1.76%
PW: Health Insurance	\$ 37,152.95	\$ 39,076.06	\$ 41,475.00	\$ 53,133.60	\$ 31,248.11	\$ (10,226.89)	-24.66%
PW Maine PERS	\$ -	\$ -	\$ 9,100.00	\$ 12,649.87	\$ 12,354.20	\$ 3,254.20	35.76%
PW: ICMA Contribution	\$ 922.50	\$ 931.74	\$ 1,155.00	\$ 200.97	\$ -	\$ (1,155.00)	-100.00%
PW: WC Insurance	\$ 8,306.95	\$ 9,599.64	\$ 8,925.00	\$ 8,756.73	\$ 8,925.00	\$ -	0.00%
PW: MS4 Permitting	\$ 11,081.45	\$ 14,756.15	\$ 20,000.00	\$ 11,192.36	\$ 20,000.00	\$ -	0.00%
PW: Outside Contractors	\$ 25,205.52	\$ 23,460.53	\$ 25,000.00	\$ 22,511.93	\$ 25,000.00	\$ -	0.00%
PW: Tree Board	\$ 958.34	\$ 446.58	\$ 2,500.00	\$ 134.08	\$ 2,500.00	\$ -	0.00%
PW: Office Supplies	\$ 164.03	\$ 506.34	\$ 500.00	\$ 1,312.00	\$ 500.00	\$ -	0.00%
PW: Misc Construction Supplies	\$ 9,188.98	\$ 9,349.78	\$ 10,000.00	\$ 5,161.58	\$ 10,000.00	\$ -	0.00%
PW: Misc Asphalt Supplies	\$ 3,798.34	\$ 3,983.39	\$ 2,500.00	\$ 589.74	\$ 2,500.00	\$ -	0.00%
PW: Culvert & Drainage Supplies	\$ 2,770.58	\$ 1,673.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	0.00%
PW: Sand & Gravel	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%
PW: Traffic & Street Signs	\$ 2,271.19	\$ 2,918.00	\$ 2,500.00	\$ 2,326.00	\$ 2,500.00	\$ -	0.00%
PW: Hand Tools	\$ 1,071.55	\$ 27.95	\$ 500.00	\$ 83.25	\$ 500.00	\$ -	0.00%
PW: Street Light Maintenance	\$ 1,694.19	\$ 850.50	\$ 2,500.00	\$ 3,142.39	\$ 2,500.00	\$ -	0.00%
PW: Tree Maintenance	\$ 6,600.00	\$ 5,560.00	\$ 5,000.00	\$ 4,260.00	\$ 5,000.00	\$ -	0.00%
PW: Safety Equipment	\$ 2,574.19	\$ 2,468.12	\$ 2,000.00	\$ 1,397.35	\$ 2,000.00	\$ -	0.00%
PW: Training	\$ 425.00	\$ 235.00	\$ 500.00	\$ 400.00	\$ 500.00	\$ -	0.00%
PW: Gasoline	\$ 5,647.67	\$ 5,844.63	\$ 8,000.00	\$ 3,107.42	\$ 8,000.00	\$ -	0.00%
PW: Diesel Fuel	\$ 33,654.39	\$ 33,062.21	\$ 35,000.00	\$ 24,804.01	\$ 35,000.00	\$ -	0.00%
PW: Printing	\$ 107.25	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PW: Clothing Allowance	\$ 2,000.00	\$ 2,000.00	\$ 2,100.00	\$ 2,312.50	\$ 2,100.00	\$ -	0.00%
Total Public Works General Maintenance	\$ 346,605.21	\$ 359,035.19	\$ 389,523.00	\$ 343,984.80	\$ 379,731.93	\$ (9,791.07)	-2.51%

Town of Orono

FY 2014 Annual Budget - Public Works Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
PW Winter : Full Time Salary	\$ 143,442.52	\$ 147,681.17	\$ 152,182.00	\$ 118,618.53	\$ 162,345.78	\$ 10,163.78	6.68%
PW Winter : Part Time Salary	\$ 5,330.50	\$ 7,140.75	\$ 8,500.00	\$ 8,540.00	\$ -	\$ (8,500.00)	-100.00%
PW Winter Maint.: Overtime	\$ 68,340.25	\$ 64,249.20	\$ 64,250.00	\$ 63,707.98	\$ 64,250.00	\$ -	0.00%
PW Winter : FICA & Medicare	\$ 16,625.85	\$ 14,976.16	\$ 17,200.00	\$ 12,345.47	\$ 17,334.58	\$ 134.58	0.78%
PW Winter: Health Insurance	\$ 34,467.91	\$ 34,160.83	\$ 37,275.00	\$ 17,149.91	\$ 29,322.97	\$ (7,952.03)	-21.33%
PW Winter: Maine PERS Contribution	\$ -	\$ -	\$ 11,400.00	\$ 4,496.06	\$ 14,728.73	\$ 3,328.73	29.20%
PW Winter : ICMA Contribution	\$ 922.50	\$ 932.26	\$ 955.00	\$ 201.08	\$ -	\$ (955.00)	-100.00%
PW Winter : Workers Comp. Ins.	\$ 6,238.21	\$ 5,933.90	\$ 8,955.00	\$ 6,654.92	\$ 8,955.00	\$ -	0.00%
PW Winter : Sand & Gravel	\$ 2,930.00	\$ 7,813.90	\$ 8,000.00	\$ 8,038.77	\$ 8,000.00	\$ -	0.00%
PW Winter : Salt & Calcium Chloride	\$ 128,770.52	\$ 124,996.74	\$ 120,000.00	\$ 75,523.73	\$ 95,000.00	\$ (25,000.00)	-20.83%
PW Winter : Asphalt Supplies	\$ 2,381.90	\$ 1,780.94	\$ 3,000.00	\$ 2,381.43	\$ 3,000.00	\$ -	0.00%
PW Winter : Hand Tools	\$ -	\$ 199.86	\$ 250.00	\$ -	\$ 250.00	\$ -	0.00%
PW Winter : Gasoline	\$ 4,192.11	\$ 3,263.87	\$ 3,000.00	\$ 3,812.99	\$ 3,000.00	\$ -	0.00%
PW Winter : Diesel	\$ 41,052.51	\$ 34,999.43	\$ 35,000.00	\$ 36,958.65	\$ 35,000.00	\$ -	0.00%
PW Winter: Clothing Allowance	\$ 2,250.00	\$ 2,125.00	\$ 2,250.00	\$ 2,407.50	\$ 2,250.00	\$ -	0.00%
Total Public Works Winter Maintenance	\$ 456,944.78	\$ 450,254.01	\$ 472,217.00	\$ 360,837.02	\$ 443,437.06	\$ (28,779.94)	-6.09%

Town of Orono

FY 2014 Annual Budget - Public Works Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD	FY2012 YTD	FY2013	FY2013 YTD Actual	FY2014	Variance	Percent
	Actual	Actual	Budgeted	4.26.13	Requested		Variance
Cemetery: Full Time Salary	\$ 43,447.04	\$ 42,624.73	\$ 45,033.00	\$ 33,798.84	\$ 33,449.99	\$ (11,583.01)	-25.72%
Cemetery: Part Time Salary	\$ 13,742.75	\$ 15,864.38	\$ 12,800.00	\$ 7,708.29	\$ -	\$ (12,800.00)	-100.00%
Cemetery: Overtime	\$ 468.51	\$ 1,135.66	\$ 1,600.00	\$ 761.10	\$ 1,500.00	\$ (100.00)	-6.25%
Cemetery: FICA & Medicare	\$ 4,327.22	\$ 4,438.22	\$ 4,550.00	\$ 3,492.94	\$ 2,673.67	\$ (1,876.33)	-41.24%
Cemetery: Health Insurance	\$ 4,718.04	\$ 4,906.97	\$ 5,625.00	\$ 2,850.00	\$ 4,194.90	\$ (1,430.10)	-25.42%
Cemetery: Maine PERS Contribution	\$ -	\$ -	\$ 2,375.00	\$ 1,246.00	\$ 2,271.75	\$ (103.25)	-4.35%
Cemetery: Workers Comp. Ins.	\$ 1,416.20	\$ 1,631.93	\$ 1,700.00	\$ 1,509.12	\$ 1,700.00	\$ -	0.00%
Cemetery: Equipment Repair	\$ 524.72	\$ 389.23	\$ 500.00	\$ 102.18	\$ 250.00	\$ (250.00)	-50.00%
Cemetery: Cell Phone	\$ 211.75	\$ 323.42	\$ 225.00	\$ 155.92	\$ 225.00	\$ -	0.00%
Cemetery: Electricity	\$ 480.32	\$ 434.50	\$ 500.00	\$ 324.96	\$ 500.00	\$ -	0.00%
Cemetery: Water	\$ 155.96	\$ 315.17	\$ 300.00	\$ 113.09	\$ 300.00	\$ -	0.00%
Cemetery: Outside Contractors	\$ 167.31	\$ 4,375.00	\$ 500.00	\$ 150.00	\$ 25,000.00	\$ 24,500.00	4900.00%
Cemetery: Monument Cleaning	\$ -	\$ 357.12	\$ 1,000.00	\$ 75.00	\$ -	\$ (1,000.00)	-100.00%
Cemetery: Office Supplies	\$ -	\$ 21.02	\$ 25.00	\$ -	\$ 25.00	\$ -	0.00%
Cemetery: Cleaning Supplies	\$ -	\$ -	\$ 25.00	\$ -	\$ 100.00	\$ 75.00	300.00%
Cemetery: Minor Equipment & Hand Tools	\$ 2,680.83	\$ 2,000.48	\$ 2,500.00	\$ 2,655.98	\$ 200.00	\$ (2,300.00)	-92.00%
Cemetery: Repairs to Building	\$ 1,057.05	\$ -	\$ 1,000.00	\$ 122.75	\$ 500.00	\$ (500.00)	-50.00%
Cemetery: Gasoline	\$ 348.21	\$ 851.96	\$ 800.00	\$ 575.09	\$ 100.00	\$ (700.00)	-87.50%
Cemetery: Diesel	\$ -	\$ -	\$ 500.00	\$ -	\$ 250.00	\$ (250.00)	-50.00%
Cemetery: Clothing Allowance	\$ 250.00	\$ 125.00	\$ 250.00	\$ 125.00	\$ 250.00	\$ -	0.00%
Total Public Works Cemetery	\$ 73,995.91	\$ 79,794.79	\$ 81,808.00	\$ 55,766.26	\$ 73,490.31	\$ (8,317.69)	-10.17%

Town of Orono

FY 2014 Annual Budget - Public Works Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD Actual	FY2012 YTD Actual	FY2013 Budgeted	FY2013 YTD Actual 4.26.13	FY2014 Requested	Variance	Percent Variance
Solid Waste: Full Time Salary	\$ 42,510.52	\$ 43,945.26	\$ 44,402.00	\$ 38,815.73	\$ 34,621.59	\$ (9,780.41)	-22.03%
Solid Waste: Overtime	\$ 3,557.08	\$ 2,878.37	\$ 4,000.00	\$ 776.55	\$ -	\$ (4,000.00)	-100.00%
Solid Waste: FICA & Medicare	\$ 3,475.14	\$ 3,563.82	\$ 3,700.00	\$ 3,338.98	\$ 2,648.55	\$ (1,051.45)	-28.42%
Solid Waste: Health Insurance	\$ 5,956.82	\$ 6,569.97	\$ 6,825.00	\$ 3,966.27	\$ 5,653.05	\$ (1,171.95)	-17.17%
Solid Waste: Maine PERS Contribution	\$ -	\$ -	\$ 2,550.00	\$ 1,226.07	\$ 2,250.40	\$ (299.60)	-11.75%
Solid Waste: WC Insurance	\$ 1,760.57	\$ 1,971.86	\$ 2,310.00	\$ 2,364.26	\$ 2,310.00	\$ -	0.00%
Solid Waste : Outside Contractors	\$ 302.95	\$ 751.47	\$ 800.00	\$ 324.95	\$ 800.00	\$ -	0.00%
Solid Waste : Curbside Pickup	\$ 81,698.19	\$ 72,989.29	\$ 85,000.00	\$ 60,742.71	\$ 82,500.00	\$ (2,500.00)	-2.94%
Solid Waste : Well Monitoring	\$ 9,186.15	\$ 12,583.84	\$ 9,500.00	\$ 7,308.35	\$ 9,500.00	\$ -	0.00%
Solid Waste : PERC Tipping Fees	\$ 90,801.06	\$ 88,686.83	\$ 85,000.00	\$ 66,499.63	\$ 70,000.00	\$ (15,000.00)	-17.65%
Solid Waste : MRC Fees	\$ 5,049.06	\$ 6,664.91	\$ 5,000.00	\$ 3,699.57	\$ 5,000.00	\$ -	0.00%
Solid Waste: Recycling Costs	\$ 2,259.34	\$ 4,686.97	\$ 2,500.00	\$ 1,186.69	\$ 45,000.00	\$ 42,500.00	1700.00%
Solid Waste : Hazardous Waste Disposal	\$ 9,350.94	\$ 6,780.19	\$ 10,000.00	\$ 5,401.68	\$ 7,500.00	\$ (2,500.00)	-25.00%
Solid Waste : Training	\$ -	\$ -	\$ 150.00	\$ -	\$ 150.00	\$ -	0.00%
Solid Waste : Licensing	\$ 12,553.02	\$ 12,157.99	\$ 5,000.00	\$ 10,117.37	\$ 5,000.00	\$ -	0.00%
Solid Waste : Vehicle Maintenance	\$ 62.40	\$ 779.25	\$ 750.00	\$ 1,130.00	\$ 150.00	\$ (600.00)	-80.00%
Solid Waste : Diesel	\$ -	\$ -	\$ 500.00	\$ -	\$ 100.00	\$ (400.00)	-80.00%
Solid Waste : Vehicle Oil	\$ 280.65	\$ -	\$ 250.00	\$ 250.00	\$ 125.00	\$ (125.00)	-50.00%
Solid Waste : Printing	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ (100.00)	-100.00%
Solid Waste : Clothing Allowance	\$ 500.00	\$ 250.00	\$ 500.00	\$ 280.00	\$ 500.00	\$ -	0.00%
Total Public Works Solid Waste	\$ 269,303.89	\$ 265,260.02	\$ 268,837.00	\$ 207,428.81	\$ 273,808.59	\$ 4,971.59	1.85%

Town of Orono

FY 2014 Annual Budget - Public Works Multi-Year Comparison

FYE June 30, 2014

Description	FY2011 YTD	FY2012 YTD	FY2013	FY2013 YTD Actual	FY2014	Variance	Percent
	Actual	Actual	Budgeted	4.26.13	Requested		Variance
Town Garage: Full Time Salary	\$ 65,493.23	\$ 66,989.89	\$ 67,820.00	\$ 38,317.92	\$ 68,498.20	\$ 678.20	1.00%
Town Garage: Overtime	\$ 5,491.80	\$ 3,805.80	\$ 5,000.00	\$ 278.54	\$ -	\$ (5,000.00)	-100.00%
Town Garage: FICA & Medicare Contribution	\$ 5,006.33	\$ 5,030.95	\$ 5,600.00	\$ 2,890.30	\$ 5,240.11	\$ (359.89)	-6.43%
Town Garage: Health Insurance Contribution	\$ 14,232.82	\$ 14,849.26	\$ 16,275.00	\$ 7,900.08	\$ 12,839.24	\$ (3,435.76)	-21.11%
Town Garage: Maine PERS Contribution	\$ -	\$ -	\$ 3,860.00	\$ 1,496.76	\$ 4,452.38	\$ 592.38	15.35%
Town Garage: Workers Comp. Ins.	\$ 1,534.31	\$ 1,575.72	\$ 1,700.00	\$ 1,462.40	\$ 1,700.00	\$ -	0.00%
Town Garage: Equip. Rental	\$ 348.06	\$ -	\$ 250.00	\$ -	\$ 250.00	\$ -	0.00%
Town Garage: Radio Repair	\$ 553.69	\$ 93.00	\$ 500.00	\$ 425.00	\$ 500.00	\$ -	0.00%
Town Garage: Equip. Repair & Maintenance	\$ 3,199.56	\$ 1,663.54	\$ 3,000.00	\$ 254.00	\$ 3,000.00	\$ -	0.00%
Town Garage: Internet Access	\$ 37.50	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Town Garage: Telephone	\$ 483.58	\$ 554.49	\$ 600.00	\$ 775.96	\$ 600.00	\$ -	0.00%
Town Garage: Cell Phone	\$ 1,221.70	\$ 1,406.17	\$ 1,200.00	\$ 1,073.32	\$ 1,800.00	\$ 600.00	50.00%
Town Garage: Electricity	\$ 4,026.67	\$ 3,271.83	\$ 4,000.00	\$ 2,522.54	\$ 4,000.00	\$ -	0.00%
Town Garage: Water	\$ 674.41	\$ 590.36	\$ 500.00	\$ 418.46	\$ 500.00	\$ -	0.00%
Town Garage: Misc Repair Supplies	\$ 4,080.50	\$ 6,328.59	\$ 5,000.00	\$ 5,003.34	\$ 5,000.00	\$ -	0.00%
Town Garage: Cleaning Supplies	\$ 318.57	\$ 521.06	\$ 375.00	\$ 480.75	\$ 500.00	\$ 125.00	33.33%
Town Garage: Hand Tools	\$ 4,981.51	\$ 3,062.45	\$ 5,000.00	\$ 2,674.45	\$ 5,000.00	\$ -	0.00%
Town Garage: Equipment Repair Parts	\$ 15,730.98	\$ 15,298.96	\$ 20,000.00	\$ 10,966.44	\$ 20,000.00	\$ -	0.00%
Town Garage: Building Repairs	\$ 3,300.13	\$ 3,997.59	\$ 2,500.00	\$ 2,691.89	\$ 2,500.00	\$ -	0.00%
Town Garage: Training	\$ -	\$ 29.97	\$ -	\$ -	\$ -	\$ -	0.00%
Town Garage: Vehicle Repair Parts	\$ 15,183.71	\$ 15,115.32	\$ 20,000.00	\$ 15,059.34	\$ 20,000.00	\$ -	0.00%
Town Garage: Tires	\$ 5,187.60	\$ 4,438.26	\$ 5,000.00	\$ 2,862.15	\$ 10,000.00	\$ 5,000.00	100.00%
Town Garage: Welding Supplies	\$ 1,464.98	\$ 1,444.54	\$ 1,500.00	\$ 895.58	\$ 1,500.00	\$ -	0.00%
Town Garage: Wear Items	\$ 10,407.96	\$ 9,846.20	\$ 12,500.00	\$ 12,592.05	\$ 12,500.00	\$ -	0.00%
Town Garage: Heating Fuel	\$ 14,416.57	\$ 13,331.32	\$ 15,000.00	\$ 13,828.47	\$ 15,000.00	\$ -	0.00%
Town Garage: Vehicle Oil	\$ 6,549.48	\$ 6,474.44	\$ 6,000.00	\$ 6,311.18	\$ 6,000.00	\$ -	0.00%
Town Garage: Clothing Allowance	\$ 750.00	\$ 750.00	\$ 750.00	\$ 375.00	\$ 750.00	\$ -	0.00%
Total Public Works Town Garage	\$ 184,675.65	\$ 180,469.71	\$ 203,930.00	\$ 131,555.92	\$ 202,129.94	\$ (1,800.06)	-0.88%

Town of Orono

FY 2014 Annual Budget - Public Works Expenses

FYE June 30, 2014

Description	FY13 Budget	FY14 Budget	Variance	Notes
Public Works General Maintenance				
PW: Full Time Salary	\$ 165,468	\$ 183,565	\$ 18,097	Salary increases in this account reflect salary distribution adjustments made to more accurately reflect staff effort. See Salary Work Sheet.
PW: Part Time Salary	\$ 19,500	\$ -	\$ (19,500)	Positions eliminated in lieu of the proposed Zero Sort collection contract.
PW: Overtime	\$ 6,500	\$ 6,500	\$ -	Overtime is budgeted for unexpected issues during the summer months that must be dealt with outside of regular hours. Examples of these situations include drainage issues during heavy rain events, or downed limbs and trees that block roadways.
PW: FICA & Medicare	\$ 14,800	\$ 14,540	\$ (260)	
PW: Health Insurance	\$ 41,475	\$ 31,248	\$ (10,227)	
PW Maine PERS	\$ 9,100	\$ 12,354	\$ 3,254	
PW: ICMA Contribution	\$ 1,155	\$ -	\$ (1,155)	
PW: WC Insurance	\$ 8,925	\$ 8,925	\$ -	
PW: MS4 Permitting	\$ 20,000	\$ 20,000	\$ -	Costs budgeted for in this account include activities required for the Town's compliance with the Department of Environmental Protection general permit for the discharge of stormwater. A new permit is due to be issued effective July 1st, 2013. It is uncertain what the requirements of the new DEP permit will be; though early indications seem to point to little change. Current requirements include street sweeping, cleaning and inspection of catch basins, coordination with the Bangor Area Stormwater Group, annual reporting, amongst other activities as required by the Clean Water Act.

Description	FY13 Budget	FY14 Budget	Variance	Notes
PW: Outside Contractors	\$ 25,000	\$ 25,000	\$ -	Costs budgeted for in this account include pavement marking. This includes annual painting of all crosswalks, center, lane, and edge lines, and directional arrows.
PW: Tree Board	\$ 2,500	\$ 2,500	\$ -	Funds to support the activities of the Tree board and acquisition of materials like saplings and mulch to support those efforts. Remaining funds are used for hazard tree removal and maintenance.
PW: Office Supplies	\$ 500	\$ 500	\$ -	Miscellaneous office supplies to support Public Works operations
PW: Misc Construction Supplies	\$ 10,000	\$ 10,000	\$ -	Miscellaneous materials and supplies to support Public Works operations. This includes bricks, blocks, loam, grass seed, nails, bolts, lumber, etc.
PW: Misc Asphalt Supplies	\$ 2,500	\$ 2,500	\$ -	Pot hole patching supplies
PW: Culvert & Drainage Supplies	\$ 3,000	\$ 3,000	\$ -	Used to purchase culverts and drainage structures to repair existing drainage systems
PW: Sand & Gravel	\$ 1,000	\$ 1,000	\$ -	Materials used for minor repairs and small projects throughout Town
PW: Traffic & Street Signs	\$ 2,500	\$ 2,500	\$ -	Funds to support repair and replacement of damaged or stolen traffic signs and street markers.
PW: Hand Tools	\$ 500	\$ 500	\$ -	Purchase of shovels, rakes, and other hand tools required for miscellaneous Public Works activities.

Description	FY13 Budget	FY14 Budget	Variance	Notes
PW: Street Light Maintenance	\$ 2,500	\$ 2,500	\$ -	Funds to support the repair and maintenance of Town owned streetlights. This includes materials like bulbs and ballasts and contracted services to maintain lights that are not mounted on Telephone poles, like the ornamental lights in the Main and Mill Street area.
PW: Tree Maintenance	\$ 5,000	\$ 5,000	\$ -	Funds budgeted for hazard tree removal and maintenance. Trees located within the Town's right-of-way are removed if they present a hazard to public safety or property.
PW: Safety Equipment	\$ 2,000	\$ 2,000	\$ -	Funds to support the purchase of equipment and materials for the Public Works Safety program.
PW: Training	\$ 500	\$ 500	\$ -	Funds to support safety and operations training
PW: Gasoline	\$ 8,000	\$ 8,000	\$ -	Gasoline for general maintenance activities
PW: Diesel Fuel	\$ 35,000	\$ 35,000	\$ -	Diesel Fuel for general maintenance activities
PW: Clothing Allowance	\$ 2,100	\$ 2,100	\$ -	Provides funds to employees for the purchase of safety shoes and other attire required to carry out public works operations safely and professionally. Each employee receives \$ 500 annually.
	\$ 389,523	\$ 379,732	\$ (9,791)	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Public Works Winter Maintenance				
PW Winter : Full Time Salary	\$ 152,182	\$ 162,346	\$ 10,164	Salary increases in this account reflect salary distribution adjustments made to more accurately reflect staff effort. See Salary Work Sheet.
PW Winter : Part Time Salary	\$ 8,500	\$ -	\$ (8,500)	Positions eliminated in lieu of the proposed Zero Sort collection contract.

Description	FY13 Budget	FY14 Budget	Variance	Notes
PW Winter Maint.: Overtime	\$ 64,250	\$ 64,250	\$ -	Overtime for winter maintenance activities required outside of the regular work schedule. This budget is based on response to a typical winter season in our region. This is typically about 30 winter storm events.
PW Winter : FICA & Medicare	\$ 17,200	\$ 17,335	\$ 135	
PW Winter: Health Insurance	\$ 37,275	\$ 29,323	\$ (7,952)	
PW Winter: Maine PERS Contribution	\$ 11,400	\$ 14,729	\$ 3,329	
PW Winter : ICMA Contribution	\$ 955	\$ -	\$ (955)	
PW Winter : Workers Comp. Ins.	\$ 8,955	\$ 8,955	\$ -	
PW Winter : Sand & Gravel	\$ 8,000	\$ 8,000	\$ -	This account includes funds for the purchase of approximately 2,500 cubic yards of winter sand and a tarp to cover this material.
PW Winter : Salt & Calcium Chloride	\$ 120,000	\$ 95,000	\$ (25,000)	Funds for the purchase of materials for winter maintenance. This includes approximately 1,500 tons of rock salt at \$60 per ton, along with approximately 2,500 gallons of liquid magnesium chloride brine, and bagged calcium chloride pellets .
PW Winter : Asphalt Supplies	\$ 3,000	\$ 3,000	\$ -	Pot hole patching supplies
PW Winter : Hand Tools	\$ 250	\$ 250	\$ -	Shovels, etc for winter maintenance
PW Winter : Gasoline	\$ 3,000	\$ 3,000	\$ -	Gasoline for winter maintenance activities
PW Winter : Diesel	\$ 35,000	\$ 35,000	\$ -	Diesel Fuel for winter maintenance activities
PW Winter: Clothing Allowance	\$ 2,250	\$ 2,250	\$ -	Provides funds to employees for the purchase of safety shoes and other attire required to carry out public works operations safely and professionally.
	\$ 472,217	\$ 443,437	\$ (28,780)	

Description	FY13 Budget	FY14 Budget	Variance	Notes
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	Description	FY13 Budget	FY14 Budget	Variance	Notes
Cemetery	Cemetery: Full Time Salary	\$ 45,033	\$ 33,450	\$ (11,583)	Salary decreases in this account reflect salary distribution adjustments made to more accurately reflect staff effort. See Salary Work Sheet.
	Cemetery: Part Time Salary	\$ 12,800	\$ -	\$ (12,800)	Positions eliminated in lieu of a contracted service for mowing.
	Cemetery: Overtime	\$ 1,600	\$ 1,500	\$ (100)	Costs budgeted for Saturday or late evening internments
	Cemetery: FICA & Medicare	\$ 4,550	\$ 2,674	\$ (1,876)	
	Cemetery: Health Insurance	\$ 5,625	\$ 4,195	\$ (1,430)	
	Cemetery: Maine PERS Contribution	\$ 2,375	\$ 2,272	\$ (103)	
	Cemetery: Workers Comp. Ins.	\$ 1,700	\$ 1,700	\$ -	
	Cemetery: Equipment Repair	\$ 500	\$ 250	\$ (250)	To support the maintenance and repair of the tractors used for internments
	Cemetery: Cell Phone	\$ 225	\$ 225	\$ -	Riverside Cemetery phone service, held by the Sexton.
	Cemetery: Electricity	\$ 500	\$ 500	\$ -	Electricity for the maintenance building located at Riverside Cemetery
	Cemetery: Water	\$ 300	\$ 300	\$ -	Water service for the taps located through out Riverside Cemetery
	Cemetery: Outside Contractors	\$ 500	\$ 25,000	\$ 24,500	Contracted Mowing Service including spring and fall clean up
	Cemetery: Monument Cleaning	\$ 1,000	\$ -	\$ (1,000)	Sexton will be responsible for this task. Costs will be absorbed in the cleaning supplies and salary accounts
	Cemetery: Office Supplies	\$ 25	\$ 25	\$ -	Office supplies to support cemetery operations
	Cemetery: Cleaning Supplies	\$ 25	\$ 100	\$ 75	General cleaning and monument cleaning supplies

Description	FY13 Budget	FY14 Budget	Variance	Notes
Cemetery: Minor Equipment & Hand Tools	\$ 2,500	\$ 200	\$ (2,300)	Tool and equipment maintenance requirements are significantly reduced with the contracted mowing service.
Cemetery: Repairs to Building	\$ 1,000	\$ 500	\$ (500)	For minor repairs to the maintenance building and tomb.
Cemetery: Gasoline	\$ 800	\$ 100	\$ (700)	Gasoline for cemetery maintenance and internment activities
Cemetery: Diesel	\$ 500	\$ 250	\$ (250)	Diesel Fuel for cemetery maintenance and internment activities
Cemetery: Clothing Allowance	\$ 250	\$ 250	\$ -	Provides funds to employees for the purchase of safety shoes and other attire required to carry out public works operations safely and professionally.
	\$ 81,808	\$ 73,490	\$ (8,318)	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Solid Waste Disposal				
Solid Waste: Full Time Salary	\$ 44,402	\$ 34,622	\$ (9,780)	Funds to support the CDD Landfill Attendant & Maintenance operations. Salary decreases in this account reflect salary distribution adjustments made to more accurately reflect staff effort and labor reduced by a Zero Sort contracted curbside recycling collection contract. See Salary Work Sheet.
Solid Waste: Overtime	\$ 4,000	\$ -	\$ (4,000)	No overtime for collection due to recycling collection contract
Solid Waste: FICA & Medicare	\$ 3,700	\$ 2,649	\$ (1,051)	
Solid Waste: Health Insurance	\$ 6,825	\$ 5,653	\$ (1,172)	
Solid Waste: Maine PERS Contribution	\$ 2,550	\$ 2,250	\$ (300)	
Solid Waste: WC Insurance	\$ 2,310	\$ 2,310	\$ -	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Solid Waste : Outside Contractors	\$ 800	\$ 800	\$ -	Services provided to support the operation of the CDD Landfill.
Solid Waste : Curbside Pickup	\$ 85,000	\$ 82,500	\$ (2,500)	Contracted collection of mixed solid waste curbside. This service includes hauling these materials to PERC. Assumes a 2% increase (CPI) as outlined in the current contract.
Solid Waste : Well Monitoring	\$ 9,500	\$ 9,500	\$ -	Costs for environmental monitoring of ground water in the area of the closed MSW landfill and the two CDD Landfill cells and DEP Reporting.
Solid Waste : PERC Tipping Fees	\$ 85,000	\$ 70,000	\$ (15,000)	Costs for PERC tipping fees associated with the residential curbside mixed solid waste collection estimated at approximately 900 tons at \$78 per ton.
Solid Waste : MRC Fees	\$ 5,000	\$ 5,000	\$ -	MRC Membership fees at \$1.25 per ton. MRC is a municipal group that works with the owners of the PERC plant.
Solid Waste: Recycling Costs	\$ 2,500	\$ 45,000	\$ 42,500	Curbside Zero Sort Contract
Solid Waste : Hazardous Waste Disposal	\$ 10,000	\$ 7,500	\$ (2,500)	Costs for the Household Hazardous Waste day held in October each year.
Solid Waste : Training	\$ 150	\$ 150	\$ -	Funds to support safety and operations training
Solid Waste : Licensing	\$ 5,000	\$ 5,000	\$ -	DEP Licensing fees and reporting costs for the closed MSW landfill and the active CDD landfill.
Solid Waste : Vehicle Maintenance	\$ 750	\$ 150	\$ (600)	
Solid Waste : Diesel	\$ 500	\$ 100	\$ (400)	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Solid Waste : Vehicle Oil	\$ 250	\$ 125	\$ (125)	
Solid Waste : Printing	\$ 100	\$ -	\$ (100)	
Solid Waste : Clothing Allowance	\$ 500	\$ 500	\$ -	Provides funds to employees for the purchase of safety shoes and other attire required to carry out public works operations safely and professionally.
	\$ 268,837	\$ 273,809	\$ 4,972	

Description	FY13 Budget	FY14 Budget	Variance	Notes
Town Garage				
Town Garage: Full Time Salary	\$ 67,820	\$ 68,498	\$ 678	Salary in this account reflect salaries for the mechanic and supervisory staff for the maintenance of Public Works vehicles, equipment, and facilities. See Salary Work Sheet.
Town Garage: Overtime	\$ 5,000	\$ -	\$ (5,000)	To be absorbed into the winter maintenance budget
Town Garage: FICA & Medicare Contributio	\$ 5,600	\$ 5,240	\$ (360)	
Town Garage: Health Insurance Contributio	\$ 16,275	\$ 12,839	\$ (3,436)	
Town Garage: Maine PERS Contribution	\$ 3,860	\$ 4,452	\$ 592	
Town Garage: Workers Comp. Ins.	\$ 1,700	\$ 1,700	\$ -	
Town Garage: Equip. Rental	\$ 250	\$ 250	\$ -	Rental of maintenance equipment
Town Garage: Radio Repair	\$ 500	\$ 500	\$ -	Repair and maintenance of two-way radio communications for the Public Works fleet
Town Garage: Equip. Repair & Maintenance	\$ 3,000	\$ 3,000	\$ -	Funds to support the repair and maintenance of equipment and large tools in the public works facility. This includes welders, the heating system, the chain fall hoists, etc.
Town Garage: Telephone	\$ 600	\$ 600	\$ -	Phone and internet service for the Public Works Facility

Description	FY13 Budget	FY14 Budget	Variance	Notes
Town Garage: Cell Phone	\$ 1,200	\$ 1,800	\$ 600	Cellular phone and data plans for the Public Works operations
Town Garage: Electricity	\$ 4,000	\$ 4,000	\$ -	Electricity for the Public Works facility
Town Garage: Water	\$ 500	\$ 500	\$ -	Domestic water service for the Public Works facility
Town Garage: Misc Repair Supplies	\$ 5,000	\$ 5,000	\$ -	Miscellaneous repairs supplies including nuts, bolts, windshield wipers, belts, penetrating oils, grease, etc for maintenance of the fleet.
Town Garage: Cleaning Supplies	\$ 375	\$ 500	\$ 125	Cleaning supplies for the Public Works facility
Town Garage: Hand Tools	\$ 5,000	\$ 5,000	\$ -	Purchase and maintenance of all power and hand tools for Public Works operations including chain saws and parts, weed whips, wrenches, drills, circular saws, etc.
Town Garage: Equipment Repair Parts	\$ 20,000	\$ 20,000	\$ -	For the purchase of parts for maintenance of equipment
Town Garage: Building Repairs	\$ 2,500	\$ 2,500	\$ -	Maintenance and repairs for the Public Works facility
Town Garage: Vehicle Repair Parts	\$ 20,000	\$ 20,000	\$ -	For the purchase of parts for maintenance of fleet vehicles
Town Garage: Tires	\$ 5,000	\$ 10,000	\$ 5,000	Tires for all Public Works vehicles and equipment. Increases reflect that tire prices have doubled over the past five years.
Town Garage: Welding Supplies	\$ 1,500	\$ 1,500	\$ -	General welding supplies and torch gasses.
Town Garage: Wear Items	\$ 12,500	\$ 12,500	\$ -	Funds to support the purchase of sweeping brooms and cutting edges for equipment and vehicles.

Description	FY13 Budget	FY14 Budget	Variance	Notes
Town Garage: Heating Fuel	\$ 15,000	\$ 15,000	\$ -	Heating fuel for the Public Works Facility
Town Garage: Vehicle Oil	\$ 6,000	\$ 6,000	\$ -	Budgeted costs for bulk motor oil, hydraulic oils, and filters for fleet maintenance
Town Garage: Clothing Allowance	\$ 750	\$ 750	\$ -	Provides funds to employees for the purchase of safety shoes and other attire required to carry out public works operations safely and professionally.
	<u>\$ 203,930</u>	<u>\$ 202,130</u>	<u>\$ (1,800)</u>	
Total Public Works	<u>\$ 1,416,315</u>	<u>\$ 1,372,598</u>	<u>\$ (43,717)</u>	

Town of Orono

FY 2014 Annual Budget - Public Works Salary

FYE June 30, 2014

Position	Annual	Health Insurance	MSRS	Total Cost
Foreman	\$54,032.58	\$5,974.49	\$3,512.12	\$63,519.18
Cemetery Sexton/Driver	\$38,402.62	\$5,974.49	\$2,496.17	\$46,873.28
Equipment Operator	\$38,402.62	\$11,113.30	\$2,496.17	\$52,012.09
Driver/Laborer	\$36,574.93	\$11,113.30	\$2,377.37	\$50,065.60
Mechanic	\$44,431.92	\$11,113.30	\$2,888.07	\$58,433.29
Driver/Laborer	\$31,554.02	\$5,974.49	\$2,051.01	\$39,579.52
Laborer	\$13,644.70	\$2,987.25	\$886.91	\$17,518.85
Equipment Operator	\$42,331.12	\$5,974.49	\$2,751.52	\$51,057.13
Driver/Laborer	\$27,289.39	\$5,974.49	\$1,773.81	\$35,037.69
Driver/Laborer	\$35,713.60	\$8,083.78	\$2,321.38	\$46,118.76
Public Works Director	\$71,112.08	\$3,000.40	\$4,622.29	\$78,734.77
Equipment Operator	\$48,990.66	\$5,974.49	\$3,184.39	\$58,149.54
	\$482,480.23	\$83,258.27	\$31,361.22	\$597,099.71

Town of Orono

FY 2014 Annual Budget - Public Works Health Insurance

FYE June 30, 2014

Position	Health Insurance Employer Contribution	Annual HI Cost
Foreman	\$113.84	\$5,974.49
Cemetery Sexton/Driver	\$113.84	\$5,974.49
Equipment Operator	\$212.80	\$11,113.30
Driver/Laborer	\$212.80	\$11,113.30
Mechanic	\$212.80	\$11,113.30
Driver/Laborer	\$113.84	\$5,974.49
Laborer	\$56.92	\$2,987.25
Equipment Operator	\$113.84	\$5,974.49
Driver/Laborer	\$113.84	\$5,974.49
Driver/Laborer	\$154.79	\$8,083.78
Public Works Director	\$57.70	\$3,000.40
Equipment Operator	\$113.84	\$5,974.49
	\$1,590.85	\$83,258.27

Town of Orono

FY 2014 Annual Budget - Public Works Maine PERS

FYE June 30, 2014

Position	MPERS Status	MPERS Employer Contribution
Foreman	Non-Union	\$3,512.12
Cemetery Sexton/Driver	Non-Union	\$2,496.17
Equipment Operator	Non-Union	\$2,496.17
Driver/Laborer	Non-Union	\$2,377.37
Mechanic	Non-Union	\$2,888.07
Driver/Laborer	Non-Union	\$2,051.01
Laborer	Non-Union	\$886.91
Equipment Operator	Non-Union	\$2,751.52
Driver/Laborer	Non-Union	\$1,773.81
Driver/Laborer	Non-Union	\$2,321.38
Public Works Director	Non-Union	\$4,622.29
Equipment Operator	Non-Union	\$3,184.39
Total		\$31,361.22