



## Town of Old Orchard Beach

Treasurer - Finance Director  
OOB Town Hall  
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OOB, ME 04064

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### **Monthly Update from the Finance Office**

#### **Finance Re-organization:**

The Treasurer – Finance Director has added another area of responsibility to the Finance department. The payroll function is shifting from Human Resources to Finance, reporting directly to the Treasurer – Finance Director. Previously the Treasurer – Finance Director managed the accounts payable function and the Human Resource Manager managed the payroll function, but this has changed and both accounts payable and payroll will now be managed by the Treasurer – Finance Director. Presently the accounts payable and payroll offices can be found on the 2<sup>nd</sup> floor.

#### **Year End:**

All year-end tax statements (vendor form 1099 and employee form W-2) have been issued and filed.

#### **Account Reconciliations:**

For FY 14 account reconciliations are now being done monthly. Procedures and the process continue to develop to cover various payable and receivable accounts.

#### **Tax Office and Collections:**

The 2<sup>nd</sup> half of the annual tax bills are due March 20, 2014. A bill will not be mailed for the 2<sup>nd</sup> half – the tax bills are mailed annually in August. If you sold your property after April 1, 2013 you must forward the tax bill to the new owner to ensure taxes are paid by March 20, 2014.

Foreclosure notices for unpaid real estate taxes were mailed on December 20, 2013 for the fiscal year 2012 and must be paid by January 27, 2014 to avoid foreclosure proceedings.

#### **YTD Budget Report:**

Attached please find the year to date budget report through December 31, 2013. Going forward this monthly report will be included with the Finance Department monthly update.

Overall total expenditures are at 52.6% of budget compared to being 50% through the budget year. This is a result of several expenditures that are paid at the beginning of the fiscal year, such as Transit District Subsidy, York Count Tax, Service Agency Allocations, and Debt Service. In addition to summer seasonal expenses such as Lifeguards. Overall total non-property tax revenues are at 56.2% of budget compared to being 50% into the budget year.

Sincerely,

Diana H. Asanza,  
Treasurer – Finance Director

Town of Old Orchard Beach  
FY 2014 Budget YTD through December 2013

Municipal Budget	Adopted Budget	Trans/Adjust	Revised Budget	Actual YTD	Encumbered	Available Budget	% Used
Town Council Expense	45,460.00	5,000.00	50,460.00	29,833.14		20,626.86	59.1%
Town Manager/Admin Expense	650,947.00	-	650,947.00	248,078.23	1,500.00	401,368.77	38.3%
Tax Collector Expense	93,640.00	-	93,640.00	49,681.57		43,958.43	53.1%
Treasurer/Finance Expense	234,428.00	(5,000.00)	229,428.00	86,103.25	-	143,324.75	37.5%
Assessing Expense	113,398.00	-	113,398.00	48,526.98		64,871.02	42.8%
Town Clerk Expense	129,982.00	-	129,982.00	57,201.06	-	72,780.94	44.0%
Elections Expense	20,200.00	-	20,200.00	9,393.59	-	10,806.41	46.5%
Board of Registration Expense	4,800.00	-	4,800.00	425.38	-	4,374.62	8.9%
Planning Expense	84,933.00	-	84,933.00	38,691.96	-	46,241.04	45.6%
Code Enforcement Expense	180,430.00	-	180,430.00	80,948.78	-	99,481.22	44.9%
Town Hall Bldg Expense	69,045.00	-	69,045.00	34,098.89	3,200.00	31,746.11	54.0%
York County Tax Expense	884,185.00	-	884,185.00	884,184.53		0.47	100.0%
Contingency Expense	275,000.00	(12,057.00)	262,943.00	15,559.91		247,383.09	5.9%
Insurance/Benefit Expense	2,167,125.00		2,167,125.00	1,101,418.87		1,065,706.13	50.8%
Police Dept Expense	2,241,244.00		2,241,244.00	1,098,230.72	4,824.13	1,138,189.15	49.2%
Parking Enforcement Expense	58,528.00		58,528.00	37,488.00		21,040.00	64.1%
Emergency Management Expense	1,000.00		1,000.00	-		1,000.00	0.0%
Public Safety Complex Expense	51,200.00		51,200.00	19,102.36		32,097.64	37.3%
Lifeguard Expense	135,800.00		135,800.00	101,699.87		34,100.13	74.9%
Fire/Rescue Dept Expense	1,376,004.00	1,492.00	1,377,496.00	716,023.28	1,339.98	660,132.74	52.1%
Street & Traffic Light Expense	196,000.00		196,000.00	98,102.15		97,897.85	50.1%
Public Works Dept. Expense	1,412,624.00	32,799.00	1,445,423.00	718,783.11	49,978.03	676,661.86	53.2%
Parks Maintenance Expense	44,300.00	5,000.00	49,300.00	20,630.07	209.70	28,460.23	42.3%
Wastewater Treatment Expense	978,266.00	2,100.00	980,366.00	435,103.70	12,529.36	532,732.94	45.7%
Solid Waste Expense	641,000.00		641,000.00	273,008.00		367,992.00	42.6%
Recreation Dept. Expense	206,582.00	4,694.00	211,276.00	93,034.46		118,241.54	44.0%
Conservation Commission Expense	9,140.00		9,140.00	6,289.02		2,850.98	68.8%
Service Agency Allocation Expense	22,500.00		22,500.00	19,500.00		3,000.00	86.7%
Libby Memorial Library Expense	273,776.00		273,776.00	205,332.00		68,444.00	75.0%
Transit District Subsidy Expense	115,000.00		115,000.00	115,000.00		-	100.0%
OOB Historical Society Expense	20,490.00	4,000.00	24,490.00	11,047.30		13,442.70	45.1%
General Assistance Expense	72,460.00		72,460.00	32,379.70		40,080.30	44.7%
Tax Abatement Expense	25,000.00		25,000.00	1,874.36		23,125.64	7.5%
Debt Service Expense	1,123,301.00		1,123,301.00	855,471.80		267,829.20	76.2%
Ballpark Transfer	5,000.00		5,000.00	-		5,000.00	0.0%
RSU Subsidy Expense	9,470,881.00		9,470,881.00	4,735,440.30		4,735,440.70	50.0%
<b>Gross Municipal Budget</b>	<b>23,433,669.00</b>	<b>38,028.00</b>	<b>23,471,697.00</b>	<b>12,277,686.34</b>	<b>73,581.20</b>	<b>11,120,429.46</b>	<b>52.6%</b>

Municipal Revenues	Adopted Budget	Actual YTD	Balance	% Collected
Non-Property Tax (Excise, Taxes in Lieu, Interest/Fees)	1,433,000.00	797,980.30	(635,019.70)	55.7%
Gen Govt Licenses/Permits/Fees	307,200.00	97,724.74	(209,475.26)	31.8%
Public Safety Licenses/Permits/Fees	292,000.00	251,386.00	(40,614.00)	86.1%
Public Works Licenses/Permits/Fees	5,000.00	7,500.00	2,500.00	150.0%
Sani License/Permits/Fees	31,000.00	19,233.77	(11,766.23)	62.0%
Rec Licenses/Permits/Fees	110,000.00	100,611.68	(9,388.32)	91.5%
Revenue Sharing	380,039.00	188,265.61	(191,773.39)	49.5%
Franchise Taxes	205,000.00	111,323.87	(93,676.13)	54.3%
Investment Earnings	8,000.00	7,974.38	(25.62)	99.7%
State Homestead Exemption Revenue	125,000.00	124,700.00	(300.00)	99.8%
Intergovernmental Revenue	114,850.00	98,576.13	(16,273.87)	85.8%
Gen Govt Other Revenue	5,000.00	34,990.38	29,990.38	699.8%

Other Municipal Credits	Adopted Budget	Actual YTD	Balance	% Collected
General Fund Use of Prior Year Fund Balance	500,000.00	-	(500,000.00)	0.0%
Transfer In from Rescue Call	460,000.00	460,000.00	-	100.0%
Transfer in from Special Dog Fund	3,000.00	3,000.00	-	100.0%
Transfer in from RSU Prior Year Balance	111,654.00	-	(111,654.00)	0.0%
<b>Total Municipal Revenue/Credits</b>	<b>4,090,743.00</b>	<b>2,303,266.86</b>	<b>(1,787,476.14)</b>	<b>56.3%</b>