



Town of Old Orchard Beach

Treasurer - Finance Director
OOB Town Hall
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OOB, ME 04064

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March 10, 2014

February 2014 Monthly Update from the Finance Office

Payroll/Accounts Payable:

With the payroll function shifting from Human Resources to Finance, I would like to take this opportunity to introduce our new full time payroll and accounts payable clerk, Charlene Surprenant. Charlene comes with years of municipal experience and will be an asset to the Finance department.

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 2nd half of the annual tax bills are due March 20, 2014. The tax bills are mailed out annually, and were mailed out August 2013. 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.

Credit Card Acceptance:

On Monday, March 3, 2014, the Town of Old Orchard Beach will begin accepting credit cards as a form of payment for any transaction conducted in person at Town Hall. All major cards: Visa, MasterCard, American Express and Discover, will be accepted.

With this new customer service feature, customers now will have four payment options: to pay by a credit or debit card, as well as by check or by cash.

Until recently, state law prohibited municipalities from accepting credit cards for in- person transactions, but, once the law changed, the cities and towns acted to start this service. Many citizens have been asking for the town to accept credit cards as payment for a long time, and we want to say thank you to those customers for their patience.

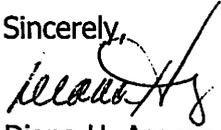
The benefits of the new service include convenience for customers, who now have more choice on how to pay for their taxes and other business conducted at Town Hall. We hope citizens take advantage of this new service soon -- part of our ongoing effort "to enhance our community through exceptional service."

YTD Budget Report:

Attached please find the year to date budget report through February 28, 2014. Going forward this monthly report will be included with the Finance Department monthly update. We are right on target for overall total expenditures currently at 66.9% of budget compared to being 66.6% 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 also comparable at 65.7% of budget compared to

being 66.6% into the budget year. From here on, we will continue to closely monitor expenditures and revenues as we approach year end.

Sincerely,

A handwritten signature in black ink, appearing to read 'Diana H. Asanza', written in a cursive style.

Diana H. Asanza,
Treasurer – Finance Director

Town of Old Orchard Beach
FY 2014 Budget YTD through February 2014

Municipal Budget	Adopted Budget	Trans/Adjust	Revised Budget	Actual YTD	Encumbered	Available Budget	% Used
Town Council Expense	45,460.00	6,196.00	51,656.00	41,149.51		10,506.49	79.7%
Town Manager/Admin Expense	650,947.00	32,817.00	683,764.00	309,256.60	1,500.00	373,007.40	45.4%
Tax Collector Expense	93,640.00	-	93,640.00	65,943.43		27,696.57	70.4%
Treasurer/Finance Expense	234,428.00	(5,000.00)	229,428.00	119,185.80	-	110,242.20	51.9%
Assessing Expense	113,398.00	-	113,398.00	64,343.77		49,054.23	56.7%
Town Clerk Expense	129,982.00	-	129,982.00	74,868.76	-	55,113.24	57.6%
Elections Expense	20,200.00	-	20,200.00	9,503.59	-	10,696.41	47.0%
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	52,630.28	-	32,302.72	62.0%
Code Enforcement Expense	180,430.00	-	180,430.00	105,841.47	-	74,588.53	58.7%
Town Hall Bldg Expense	69,045.00	-	69,045.00	47,840.07	-	21,204.93	69.3%
York County Tax Expense	884,185.00	-	884,185.00	884,184.53		0.47	100.0%
Contingency Expense	275,000.00	(51,070.00)	223,930.00	15,559.91		208,370.09	6.9%
Insurance/Benefit Expense	2,167,125.00		2,167,125.00	1,481,704.95		685,420.05	68.4%
Police Dept Expense	2,241,244.00		2,241,244.00	1,469,956.77	2,122.45	769,164.78	65.7%
Parking Enforcement Expense	58,528.00		58,528.00	38,448.00		20,080.00	65.7%
Emergency Management Expense	1,000.00		1,000.00	-		1,000.00	0.0%
Public Safety Complex Expense	51,200.00		51,200.00	27,764.87		23,435.13	54.2%
Lifeguard Expense	135,800.00		135,800.00	101,831.87		33,968.13	75.0%
Fire/Rescue Dept Expense	1,376,004.00	1,492.00	1,377,496.00	932,680.25	540.00	444,275.75	67.7%
Street & Traffic Light Expense	196,000.00		196,000.00	132,168.49		63,831.51	67.4%
Public Works Dept. Expense	1,412,624.00	32,799.00	1,445,423.00	943,563.22	23,447.93	478,411.85	66.9%
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	555,697.17	17,918.59	406,750.24	58.5%
Solid Waste Expense	641,000.00		641,000.00	366,627.07		274,372.93	57.2%
Recreation Dept. Expense	206,582.00	4,694.00	211,276.00	123,106.11	800.00	87,369.89	58.6%
Conservation Commission Expense	9,140.00		9,140.00	6,483.78		2,656.22	70.9%
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	12,260.62		12,229.38	50.1%
General Assistance Expense	72,460.00		72,460.00	43,594.63		28,865.37	60.2%
Tax Abatement Expense	25,000.00		25,000.00	5,772.86		19,227.14	23.1%
Debt Service Expense	1,123,301.00		1,123,301.00	950,916.31		172,384.69	84.7%
Ballpark Transfer	5,000.00		5,000.00	5,000.00		-	100.0%
RSU Subsidy Expense	9,470,881.00		9,470,881.00	6,313,920.40		3,156,960.60	66.7%
Gross Municipal Budget	23,433,669.00	33,028.00	23,466,697.00	15,662,692.54	46,538.67	7,757,465.79	66.9%

Municipal Revenues	Adopted Budget	Actual YTD	Balance	% Collected
Non-Property Tax (Excise, Taxes in Lieu, Interest/Fees)	1,433,000.00	1,009,256.55	(423,743.45)	70.4%
Gen Govt Licenses/Permits/Fees	307,200.00	129,911.77	(177,288.23)	42.3%
Public Safety Licenses/Permits/Fees	292,000.00	252,246.56	(39,753.44)	86.4%
Public Works Licenses/Permits/Fees	5,000.00	9,000.00	4,000.00	180.0%
Sani License/Permits/Fees	31,000.00	21,097.27	(9,902.73)	68.1%
Rec Licenses/Permits/Fees	110,000.00	100,861.68	(9,138.32)	91.7%
Revenue Sharing	380,039.00	267,959.63	(112,079.37)	70.5%
Franchise Taxes	205,000.00	159,409.22	(45,590.78)	77.8%
Investment Earnings	8,000.00	8,021.81	21.81	100.3%
State Homestead Exemption Revenue	125,000.00	124,700.00	(300.00)	99.8%
Intergovernmental Revenue	114,850.00	102,488.49	(12,361.51)	89.2%
Gen Govt Other Revenue	5,000.00	39,193.90	34,193.90	783.9%

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%
Total Municipal Revenue/Credits	4,090,743.00	2,687,146.88	(1,403,596.12)	65.7%