



City of Biddeford

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Cheryl Fournier, Finance Director

March 29, 2018

To: Honorable Mayor Casavant
Honorable City Council

From: Cheryl Fournier, Finance Director

Re: Budget Questions from March 26 Meeting

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1. Provide council with Maine Public Employees Retirement System (Maine PERS) plan details and explain future options:
 - o Exhibit A: Maine PERS Plans and FY2019 Contribution Percentages
 - o This item is more appropriately discussed in executive session given that it is an item primarily subject to labor negotiations.
 2. Provide info on whether we are providing the “best” plans:
 - o As noted at the meeting, Jim cautioned that he was not certain of the details of all the related plans. After review, information is as follows. The City of Biddeford is a Participating Local District (PLD) member of the Maine PERS. Since the benefit plans offer different options and “better” or “best” can be a subjective determination, the plan types and benefits have been summarized in Exhibit A. Maine PERS offers eight (8) options for the Police and Fire group (police must have arresting authority to qualify for any of these plans) and two (2) plans for all other qualifying personnel. Police and Fire in Biddeford are offered participation in Special Plan 3C. Special Plan 3C is a 25 service year COLA plan with no specific age requirement for retirement. The 3C plan pays 2/3 of the employees Average Final Compensation (AFC = 3 years highest wages including over time). All other personnel in Biddeford (including police dispatchers) are offered a different plan, known as Regular Plan AC. Regular plan AC establishes a normal retirement age of 60 or 65 (for those participating after July 1, 2014). The AC plan pays ½ of the employee’s Average Final Compensation (AFC = 3 years highest wages including over time).
 - o Plan 3C for Police and Fire requires the highest employee contribution (9.5%) of the plans available and the second highest employer contribution (12.5%). The highest being 16.5%. Plan AC (all other personnel) requires the same employee contribution percentage as the other available plan (8.0%) and the highest municipal contribution percentage (10%). The other plan’s required contribution is 7.3%.
 3. Provide vesting schedules for the various benefit packages
 - o Maine PERS:
 - Hired after October 1, 1999, 5 years of creditable service
 - Hired prior October 1, 1999, 10 years of creditable service
 - o 457 Deferred Compensation Plan: No vesting schedule
 - o RHSA: No vesting for Police and Public Works
 - o RSHA: Fire
 - 0 to 2 years: Zero percent (0%)
 - Over 2 years: Ten percent (10%)
 - Over 3 years: Fifteen percent (15%)
 - Over 4 years: Twenty percent (20%)
 - Over 5 years: Thirty five percent (35%)

8. Information about the costs, etc. for a communication staff member:
 - Full time position, non-union, pay range of \$51,176 to \$71,088
 - Benefits estimate \$15,596 to \$30,831 (depending on benefit options)
 - If a majority of the Council is interested in funding the position, we will develop a job description and other related information. We will also need to provide set up costs for the workstation.
9. When we switched to the current Maine PERS plans:
 - In July 2003, the City changed from Regular Service Plans to Special Service Plans for Police and Fire.
 - In July 2010, the COLA was added to all plans. Adding COLA is an all or nothing option.
10. TIF details out today:
 - Sent in email March 28, 2018
 - Exhibit E – Summary listing of all Special Revenue Funds
 - Exhibit F – Detail Listing of Activity on TIFs
11. The UNE pilot information:
 - There have been a couple of informal conversations with the new UNE President. As a reminder, the payment of the Pilot is a voluntary payment by UNE. There appears to be a clear desire to continue the practice but details will need to be worked out.
12. Question about the bushes/trees on Lester B Ocutt Blvd:
 - The issue will require some additional work by staff to evaluate ownership issues. Unfortunately, we will not be able to provide that information to you at this time.

Maine Public Employees Retirement System - Participating Local District (PLD) Plan Options

		Contribution Rate – Employee (7/1/18)	Contribution Rate – Employer (7/1/18)	Benefit	
[-----Available Police & Fire Plans-----]	1C	Special Service Retirement Benefit Plan	8.00%	16.30%	Available to Fire and Police (Only Police With Arresting Authority) - 20 Years of Service, No Age Limit, 50% of Average Final Compensation (AFC) - Includes COLA
	1N	Special Service Retirement Benefit Plan	8.00%	10.90%	Identical to Plan 1C -Except No COLA Provision
	2C	Special Service Retirement Benefit Plan	8.00%	10.50%	Available to Fire and Police (Only Police With Arresting Authority) - 25 Years of Service, No Age Limit, 50% of Average Final Compensation (AFC) - Includes COLA
	2N	Special Service Retirement Benefit Plan	8.00%	5.70%	Identical to Plan 2C -Except No COLA Provision
	3C	Special Service Retirement Benefit Plan	9.50%	12.70%	Available to Fire and Police (Only Police With Arresting Authority) - 25 Years of Service, No Age Limit, 66% of Average Final Compensation (AFC) - Includes COLA
	3N	Special Service Retirement Benefit Plan	9.50%	7.80%	Identical to Plan 3C -Except No COLA Provision
	4C	Special Service Retirement Benefit Plan	9.00%	8.70%	Available to Fire and Police (Only Police With Arresting Authority) - 25 Years of Service, Age 55, 50% of Average Final Compensation (AFC) - Includes COLA
	4N	Special Service Retirement Benefit Plan	9.00%	4.10%	Identical to Plan 4C -Except No COLA Provision
	AC	Regular Service Retirement Benefit Plan	8.00%	10.00%	Normal Retirement Age 60 or (Age 65 For those covered after July 1, 2014) 50% of Average Final Compensation (AFC)
	AN	Regular Service Retirement Benefit Plan	8.00%	7.30%	Identical to Plan AC -Except No COLA Provision

[-----Other-----]

REQUESTED BUDGET : \$1,500,000
Proposed Allocation \$500,000

STREET	LENGTH IN FEET	AMOUNT
Bald Ave.	300	\$12,135.00
Buzzell Road	6,100	\$246,745.00
Cathedral Oaks Dr.	1,000	\$40,450.00
Calixte Lane	540	\$21,843.00
Center St.	720	\$29,124.00
Cherry Lane	490	\$19,820.50
Crestwood Drive	1,330	\$53,798.50
Cottage St.	360	\$14,562.00
Drapeau St.	1,150	\$46,517.50
George St.	1,070	\$43,281.50
Grayson St.	1,830	\$74,023.50
Indian Ridge Dr.	1,000	\$40,450.00
Inner Circle	400	\$16,180.00
Ivy St.	200	\$8,204.00
Lambert St.	510	\$20,629.50
Lester B. Orcutt Blvd	3,400	\$137,530.00
Little Creek Drive	580	\$23,461.00
Mason St.	900	\$36,405.00
Mayflower Drive	700	\$28,315.00
Mt. Pleasant St.	1,465	\$59,259.25
Pearl St.	510	\$20,629.50
Pool St.	4,000	\$161,800.00
Scadlock Mills Rd.	2,300	\$93,035.00
Stone St.	640	\$25,888.00
Tibbetts Ave.	460	\$18,607.00
Village Lane	2,020	\$81,709.00
Westfield St.	1,205	\$48,742.25
Westwood Drive	1,900	\$76,855.00
Totals :	37,080	\$1,500,000.00
Centerline Mileage :	7.0	

Please note: Staff has not gone through and prioritized the list to \$500,000

FY2018 Budget
REQUESTED BUDGET : \$1,500,000
APPROVED BUDGET : \$561,894

STREET	LENGTH IN FEET	Completed	AMOUNT
Cherry lane	490		19,820
Clark St.	395		\$ 16,716
Grenier Ave.	750		\$ 31,739
Hidden Farm Road	585		\$ 24,757
Indian Ridge Dr.	267		\$ 11,299
Main St. (Alfred to Hill) Match for DOT Paving Proj.	1000		\$ 40,000
Meetinghouse Rd.	3350	Base Pavement	\$ 141,769
Paquin Ave.	1740		\$ 73,635
Pomerleau St.	1000		\$ 42,319
Quimby St.	955		\$ 40,415
Sheltra Ave.	570		\$ 24,122
Spruce St.	420		\$ 17,774
Vincent Ave.	650		\$ 27,507
Vine St.	650		\$ 27,507
Totals :	12822		\$ 539,380
Centerline Mileage :	2.43		

Separation/Flow Reduction Projects 2017/2018						
Proposed Sequencing	Project	From	to	Type of work	length Ft	Total estimated Project cost
6	Center Street	Jefferson	Elm	Separation Sanitary, SD,	1800	\$1,035,000
4	South Street Sec	Westmore	Mt. Pleasant	Separation Sanitary, SD,	1660	\$1,162,000
5	South StreetSec #1	Elm	May/RR	Separation Sanitary, SD,	1400	\$980,000
10	Lindale North			Separation, Storm Drain	150	\$86,200
11	Lindale South			Separation, Storm drain	150	\$86,200
7	Graham Street	Mason/Brackett	Hannafords	Separation, Storm Drain,	1250	\$875,000
7		Brackett		Separation, Storm Drain		\$135,000
		West Myrtle		Separation, Storm Drain	240	\$135,000
7		Union		Separation		\$80,500
				Storm Drain	240	\$135,000
				Lining	140	\$21,000
2	Green Street	Green	Shevenell	Lining	1420	\$293,000
12	Ray Street South	Alfred	Bend	Separation SD	240	\$138,000
9	Ray Street	Cross country		Lining	450	\$67,500
14	Foss Street	King Street	Pool Street	Separation SD	240	\$138,000
15	Pool Street	Foss Street	Hill Street	Separation SD	300	\$172,500
16	Main Street	Water/Hill Street	Alfred Street	Separation SD	800	\$800,000
17	Foss Street	Main Street	King Street	Separation SD	640	\$448,000
1	Elm Street			Auto Valve	N/A	\$75,000
18	Sleepy Hollow	Union	Sleepy Hollow	Lining	480	\$72,500
3	Graham Street	Union	Off Graham	Lining	350	\$52,500
13	Brackett Street	Union	West Myrtle	Lining	430	\$64,500
17	St Marys Pumps			Pumps	N/A	\$220,000
					Total:	\$7,272,400

Exhibit E

Fund #	FY2017	FY2018		FY2018	FY2019		FY2019	Notes:
	Audit Fund Balance	Estimated Revenue	Estimated Expense	Estimated Fund Balance	Estimated Revenue	Estimated Expense	Estimated Fund Balance	
201 Industrial Park	514,551	4,000	(314,050)	204,501		(5,000)	199,501	
202 Mooring Fees	78,741	40,000	(42,914)	75,827	41,700	(48,689)	68,838	
203 Property Sales	(42,907)	2,697	(25,046)	(65,256)			(65,256)	Elm St Demo, 42 Center St Demo, 36 Water St Demo: Deadline is March 30th for payments
204 Police Special Assignment	(1,486)	14,465	(12,979)	-	12,000	(12,000)	-	
206 Pool Beach Permits	278,835	96,000	(311,509)	63,326	136,755	(136,755)	63,326	
207 Dog Licenses	(6,143)	5,000	(13,000)	(14,143)			(14,143)	
212 CDBG Block Grant	278,835	508,950	(763,248)	24,537	447,000	(447,000)	24,537	
213 Law Enforcement Grants	18,896	95,243	(95,243)	18,896			18,896	
216 Airport	(347,688)	736,952	(744,256)	(354,992)	449,627	(487,686)	(393,051)	
218 Community TV	16,213	268,200	(266,826)	17,587	260,695	(249,604)	28,678	
219 Teen Center	19,105	132		19,237			19,237	
222 DK TIF	61,570	63,009	(124,579)	-			-	
223 Environmental Reserve	(1,995)		1,995	-			-	
224 Recreation Programs	409,138	563,905	(575,861)	397,182	596,668	(540,493)	453,357	
225 Fire Donations/Grants	23,079	10,921	(19,044)	14,956			14,956	
226 Tree Planting	1,516	12		1,528			1,528	
228 Route 111 TIF	476,405	918,905	(1,068,561)	326,749	918,905	(920,000)	325,654	
229 Soleras TIF	11,546	12,311	(23,857)	-	12,311	(12,311)	-	
230 Shellfish Fees	15,585	3,000	(7,200)	11,385			11,385	
231 North Dam Mill TIF	189,452	197,188	(386,640)	-	197,188	(98,594)	98,594	
233 Energy Conservation	63,884			63,884			63,884	
234 NSP Grant	18,878		(1,912)	16,966			16,966	
240 General Assistance	27,692	1,455	(436)	28,711			28,711	
243 Festivals	5,705			5,705			5,705	
244 Emery School TIF	14,287	29,453	(43,740)	-	29,453	(29,453)	-	
245 Mission Hill TIF	11,483	19,097	(30,580)	-	19,097	(19,097)	-	
246 Mission Hill II TIF	40,372	40,804	(81,176)	-	40,804	(40,804)	-	
247 Route 111 Mill Loft TIF		47,212	(35,409)	11,803	47,212	(35,409)	23,606	
248 AARP Grant	2,710		(2,710)	-			-	
249 Ambulance	-	1,425,000	(1,425,000)	-	1,400,000	(1,400,000)	-	

Exhibit F

Route 111 TIF		
FY2018 Starting Fund Balance		476,404.81
Revenue 2018		
TIF Taxes	918,905.49	
Total Revenue	<u>918,905.49</u>	918,905.49
Expenses 2018		
Total expenses YTD	<u>(236,620.58)</u>	(236,620.58)
Not Yet Spent 2018		
Lincoln St	(484,559.00)	
Remaining Casella	(41,666.66)	
Remaining Gagne	(31,925.00)	
RTMS Route 1	(50,873.00)	
Water/Main	(30,000.00)	
Riverwalk (ADA and design)	(160,067.00)	
Consulting Services	(20,000.00)	
Marketing	<u>(12,850.00)</u>	
		(831,940.66)
<i>FY2018 Estimated Ending Balance</i>		<u>326,749.06</u>
Revenue 2019		
TIF Taxes	918,905.49	
Total Revenue	<u>918,905.49</u>	918,905.49
Proposed Expenses 2019		
Sidewalk/Main St	(400,000.00)	
Transfer to GF - Admin	(30,000.00)	
Transfer to GF - Econ. Dev.	(30,000.00)	
Transfer to GF - Grant Writer	(60,000.00)	
Transfer to GF - Flowers	(25,000.00)	
Plow Truck	(175,000.00)	
Casella (MERC)	<u>(200,000.00)</u>	
		(920,000.00)
<i>FY2019 Estimated Ending Balance</i>		<u><u>325,654.55</u></u>