

Town of Brunswick, Maine

OFFICE OF THE TOWN MANAGER

MEMORANDUM

TO: Town Council

FROM: John Eldridge
Town Manager

DATE: May 10, 2022

SUBJECT: Proposed 2022-23 Operating Budget

At the 2022-23 budget workshop on May 5th, the Town Council requested that the School Board and I identify possible reductions to the proposed budget. The School Board met on Monday, May 9th, and approved a reduction of \$103,379, decreasing the estimated school department tax rate impact from 2.16% to 1.94%.

For the municipal departments I am proposing the following reductions in expenditure lines:

1. Delay hiring of the two Firefighter/EMTs until January - \$76,301
2. Delay hiring the GIS Administrator until September - \$17,898

These expenditure reductions, totaling \$94,199, decrease the estimated municipal tax rate impact from 2.16% to 1.99%. Combining Municipal, School and County, the resulting total tax rate increase is estimated at 3.98%.

Attached here is a summary of the budget as adjusted.

Town of Brunswick, Maine
Revenue, Expenditure and Tax Comparison
Manager's Proposed Budget for July 1, 2022 - June 30, 2023

	Adopted 2021-22	Department 2022-23	Manager 2022-23	Council 2022-23	Council Increase (Decrease)	Council Increase (Decrease)	
<u>Revenues & Other Sources</u>							
Municipal (1)	11,482,111	12,014,811	12,989,383	12,987,746	1,505,635	13.11%	
School (2)	13,694,665	18,202,836	18,202,836	18,202,836	4,508,171	32.92%	
County	0	0	0	0	0	0.00%	
	25,176,776	30,217,647	31,192,219	31,190,582	6,013,806	23.89%	
<u>Expenditures & Other Uses</u>							
Municipal	30,444,466	33,085,391	33,251,708	33,157,509	2,713,043	8.91%	
School	43,651,333	49,547,061	49,547,061	49,443,682	5,792,349	13.27%	
County	1,664,113	1,713,824	1,713,824	1,713,824	49,711	2.99%	
	75,759,912	84,346,276	84,512,593	84,315,015	8,555,103	11.29%	
<u>Net From Property Taxes</u>							
Municipal	18,962,355	21,070,580	20,262,325	20,169,763	1,207,408	6.37%	
School	29,956,668	31,344,225	31,344,225	31,240,846	1,284,178	4.29%	
County	1,664,113	1,713,824	1,713,824	1,713,824	49,711	2.99%	
	50,583,136	54,128,629	53,320,374	53,124,433	2,541,297	5.02%	
<u>Tax Rate Valuation</u>	2,424,886,659	2,449,135,525	2,449,135,525	2,449,135,525	24,248,866	1.00%	
<u>Tax Rates (per 1,000)</u>							
Municipal	7.82	8.60	8.27	8.24	0.42	5.37%	Council Impact on Tax Rate 1.99%
School	12.35	12.80	12.80	12.76	0.41	3.32%	1.94%
County	0.69	0.70	0.70	0.70	0.01	1.45%	0.05%
	20.86	22.10	21.77	21.69	0.83	3.98%	3.98%

	Adopted 2021-22	Department 2022-23	Manager 2022-23	Council 2022-23	Council Increase (Decrease)	Council Increase (Decrease)
<u>Property Tax Revenue Calculation</u>						
<u>Taxable Valuation (Net of Homestead & BET)</u>	2,290,850,147	2,313,758,648	2,313,758,648	2,313,758,648	22,908,501	1.00%
Tax Rate per (1,000)	20.86	22.10	21.77	21.69	0.83	3.98%
Property Tax Commitment	47,787,134	51,134,066	50,370,526	50,185,425	2,398,291	5.02%
<u>Homestead Reimbursement Calculation</u>						
Homestead Exempt Value	112,683,700	113,810,537	113,810,537	113,810,537	1,126,837	1.00%
Homestead Reimbursement %	70.00%	70.00%	70.00%	70.00%	0	0.00%
Homestead Reimbursement	1,645,407	1,760,649	1,734,359	1,727,985	82,578	5.02%
<u>BETE Reimbursement</u>						
BETE Value	103,676,700	104,713,467	104,713,467	104,713,467	1,036,767	1.00%
BETE Reimbursement %	53.20%	53.32%	53.32%	53.32%	0	0.23%
BETE Reimbursement	1,150,594	1,233,914	1,215,489	1,211,023	60,429	5.25%
Total From Property Taxes	50,583,135	54,128,629	53,320,374	53,124,433	2,541,298	5.02%
Notes:						
(1) Includes:						
General Municipal Revenues	6,964,711	7,235,154	7,235,154	7,235,154	270,443	3.88%
Allowance for Deferred Taxes	(200,000)	(200,000)	(200,000)	(200,000)	0	0.00%
Allowance for Tax Abatements	(75,000)	(75,000)	(75,000)	(75,000)	0	0.00%
Other Adjustments	48,378	(11,513)	(8,038)	(9,675)	(58,053)	(120.00%)
Use of Fund Balance	547,000	500,000	500,000	500,000	(47,000)	(8.59%)
State Revenue Sharing & Balance	3,389,900	3,700,000	4,671,097	4,671,097	1,281,197	37.79%
Other Sources	807,122	866,170	866,170	866,170	59,048	7.32%
	11,482,111	12,014,811	12,989,383	12,987,746	1,505,635	13.11%
(2) Includes:						
General Education Revenues	11,790,444	14,692,052	14,692,052	14,692,052	2,901,608	24.61%
Education Balances	1,904,221	3,510,784	3,510,784	3,510,784	1,606,563	84.37%
	13,694,665	18,202,836	18,202,836	18,202,836	4,508,171	32.92%

**Town of Brunswick, Maine
Revenue Budget - Summary**

	2020-21 Actual	2021-22 Budget	2021-22 Adjustments	2021-22 Adjusted	2021-22 Estimated	2022-23 Department	2022-23 Manager	2022-23 Council
<u>Taxes</u>								
Real and Personal Property	48,676,222	50,356,514	-	50,356,514	50,393,216	53,842,116	53,037,336	52,839,758
Interest on Delinquent Taxes	123,943	90,000	-	90,000	88,000	86,000	86,000	86,000
Tax Lien Costs	14,492	13,000	-	13,000	12,000	12,000	12,000	12,000
Payment in Lieu of Taxes	414,061	400,000	-	400,000	400,000	400,000	400,000	400,000
Auto Excise Tax	4,121,214	3,500,000	-	3,500,000	3,800,000	3,700,000	3,700,000	3,700,000
Watercraft Excise Tax	27,444	20,000	-	20,000	25,000	20,000	20,000	20,000
Aircraft Excise Tax	4,722	8,000	-	8,000	4,000	4,000	4,000	4,000
	53,382,098	54,387,514	-	54,387,514	54,722,216	58,064,116	57,259,336	57,061,758
<u>Licenses and Fees</u>								
Finance Department	4,340	10,000	-	10,000	11,000	13,500	13,500	13,500
Codes Enforcement	487,760	340,000	-	340,000	340,000	340,000	340,000	340,000
Town Clerk	186,885	162,542	-	162,542	161,507	165,282	165,282	165,282
Planning & Development	73,976	40,000	-	40,000	40,000	40,000	40,000	40,000
Fire Department	1,920	2,000	-	2,000	2,200	2,000	2,000	2,000
Police Department	1,072	700	-	700	710	650	650	650
Public Works	34,422	30,000	-	30,000	35,000	35,000	35,000	35,000
	790,375	585,242	-	585,242	590,417	596,432	596,432	596,432
<u>Intergovernmental</u>								
State Revenue Sharing	2,526,412	3,139,900	-	3,139,900	3,500,000	3,500,000	4,371,097	4,371,097
Public Safety	43,521	-	-	-	18,623	-	-	-
Public Works	195,424	195,000	-	195,000	201,680	195,000	195,000	195,000
Parks & Recreation	10,000	10,000	-	10,000	10,000	10,000	10,000	10,000
Other Municipal	148,114	273,317	-	273,317	158,317	286,500	286,500	286,500
Education Subsidy	12,257,024	11,529,277	-	11,529,277	11,529,277	14,050,403	14,050,403	14,050,403
	15,180,495	15,147,494	-	15,147,494	15,417,897	18,041,903	18,913,000	18,913,000

**Town of Brunswick, Maine
Revenue Budget - Summary**

	2020-21 Actual	2021-22 Budget	2021-22 Adjustments	2021-22 Adjusted	2021-22 Estimated	2022-23 Department	2022-23 Manager	2022-23 Council
<u>Charges for Services</u>								
Auto registration	77,090	60,000	-	60,000	65,000	62,000	62,000	62,000
Boat, ATV, snowmobile registratio	1,605	1,200	-	1,200	1,200	1,200	1,200	1,200
Property Rental	19,052	17,292	-	17,292	17,302	17,302	17,302	17,302
Emergency medical services	1,146,672	1,100,000	-	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Fire department	317	1,500	-	1,500	1,500	1,000	1,000	1,000
Police department	122,584	123,000	-	123,000	124,522	128,960	128,960	128,960
Dispatch services	155,316	159,975	-	159,975	159,975	159,975	159,975	159,975
Public works	-	1,000	-	1,000	1,500	1,500	1,500	1,500
Recycling	29,953	15,000	-	15,000	10,000	10,000	10,000	10,000
Education - tuition, transportation	176,537	208,494	-	208,494	208,494	492,046	492,046	492,046
	1,729,126	1,687,461	-	1,687,461	1,689,493	1,973,983	1,973,983	1,973,983
<u>Fines and Penalties</u>								
Town Clerk	3,165	4,925	-	4,925	3,675	4,525	4,525	4,525
Planning & Development	3,100	-	-	-	-	-	-	-
Fire Department	200	100	-	100	1,500	1,100	1,100	1,100
Police Department	24,682	25,450	-	25,450	23,446	36,300	36,300	36,300
	31,147	30,475	-	30,475	28,621	41,925	41,925	41,925
<u>Interest</u>								
Interest earned	89,306	50,000	-	50,000	70,000	80,000	80,000	80,000
	89,306	50,000	-	50,000	70,000	80,000	80,000	80,000
<u>Donations and Contributions</u>								
From BDC	25,000	25,000	-	25,000	25,000	25,000	25,000	25,000
From Portland - for Asylum Seeker	35,000	-	-	-	-	-	-	-
	60,000	25,000	-	25,000	25,000	25,000	25,000	25,000

**Town of Brunswick, Maine
Revenue Budget - Summary**

	2020-21 Actual	2021-22 Budget	2021-22 Adjustments	2021-22 Adjusted	2021-22 Estimated	2022-23 Department	2022-23 Manager	2022-23 Council
<u>Unclassified</u>								
Cable TV franchise fees	293,904	280,000	-	280,000	290,000	290,000	290,000	290,000
Municipal miscellaneous	27,741	5,710	-	5,710	41,165	6,360	6,360	6,360
Education miscellaneous	104,043	52,673	-	52,673	52,673	149,603	149,603	149,603
Other	18,913	-	-	-	33,638	-	-	-
	444,601	338,383	-	338,383	417,476	445,963	445,963	445,963
<u>Other Sources</u>								
Sale of assets	-	-	-	-	-	-	-	-
Transfers from other funds	763,000	807,122	-	807,122	807,122	866,170	866,170	866,170
	763,000	807,122	-	807,122	807,122	866,170	866,170	866,170
<u>Use of Fund Balances</u>								
Unassigned Fund Balance	-	547,000	-	547,000	-	500,000	500,000	500,000
Encumbrances	-	-	133,289	133,289	-	-	-	-
State Revenue Sharing Balance	-	250,000	-	250,000	-	200,000	300,000	300,000
Restricted Fund Balances - Educati	-	1,904,221	-	1,904,221	-	3,510,784	3,510,784	3,510,784
	-	2,701,221	133,289	2,834,510	-	4,210,784	4,310,784	4,310,784
Total Revenues, Other Sources and Use of Fund Balances	72,470,148	75,759,912	133,289	75,893,201	73,768,242	84,346,276	84,512,593	84,315,015

**Town of Brunswick, Maine
Expenditure Budget - Summary**

	2020-21 Expended	2021-22 Budget	2021-22 Adjustments	2021-22 Available	2021-22 Est Expended	2022-23 Department	2022-23 Manager	2022-23 Council
<u>General Government</u>								
Administration	524,714	576,774	-	576,774	573,430	590,692	590,692	590,692
Finance	733,354	815,235	-	815,235	785,618	911,667	911,667	911,667
Technology Services	342,965	390,319	-	390,319	384,855	441,227	441,227	441,227
Municipal Officers	212,741	251,369	-	251,369	236,719	249,869	249,869	249,869
Town Hall Building	174,836	194,353	-	194,353	185,704	229,494	233,814	233,814
Risk Management	682,792	713,337	-	713,337	656,187	649,007	649,007	649,007
Cable TV	94,687	111,709	-	111,709	106,895	112,587	112,587	112,587
Assessing	284,004	306,012	-	306,012	292,970	316,014	316,014	316,014
Town Clerk & Elections	394,254	413,833	1,715	415,548	402,905	475,157	475,157	475,157
Engineering	260,429	308,337	-	308,337	221,403	420,838	420,950	403,052
Planning	584,281	682,732	24,200	706,932	709,509	780,186	776,453	776,453
Economic Development	164,640	269,801	-	269,801	251,829	317,375	292,375	292,375
	4,453,697	5,033,811	25,915	5,059,726	4,808,024	5,494,113	5,469,812	5,451,914
<u>Public Safety</u>								
Fire Department	4,070,433	4,300,818	31,000	4,331,818	4,313,678	4,740,687	4,736,801	4,660,500
Central Fire Station	30,474	47,975	-	47,975	36,800	16,200	17,736	17,736
Emerson Fire Station	61,951	69,800	-	69,800	70,408	85,500	90,700	90,700
New Central Fire Station	-	-	-	-	-	101,100	111,500	111,500
Police Department	4,282,229	4,823,005	-	4,823,005	4,498,341	5,173,997	5,194,247	5,194,247
Emergency Services Dispatch	880,449	961,102	-	961,102	1,001,855	1,038,471	1,038,471	1,038,471
Police Station Building	149,667	121,440	-	121,440	122,122	139,622	141,601	141,601
Coastal Resources	101,056	129,659	-	129,659	117,559	166,435	166,960	166,960
Streetlights	207,298	94,000	-	94,000	125,000	160,000	160,000	160,000
Traffic Signals	28,936	33,000	-	33,000	11,000	35,000	35,000	35,000
Fire Suppression (Hydrants)	605,092	650,000	-	650,000	630,000	650,000	735,000	735,000
Emergency Management	800	2,000	-	2,000	2,000	2,000	2,000	2,000
	10,418,385	11,232,799	31,000	11,263,799	10,928,763	12,309,012	12,430,016	12,353,715

**Town of Brunswick, Maine
Expenditure Budget - Summary**

	2020-21 Expended	2021-22 Budget	2021-22 Adjustments	2021-22 Available	2021-22 Est Expended	2022-23 Department	2022-23 Manager	2022-23 Council
<u>Public Works</u>								
Administration	292,679	433,975	-	433,975	435,368	435,027	435,027	435,027
General Maintenance	1,789,071	2,142,761	43,300	2,186,061	2,049,147	2,153,180	2,153,180	2,153,180
Refuse Collection & Disposal	529,755	672,975	-	672,975	621,602	774,220	774,220	774,220
Recycling	463,865	531,390	-	531,390	360,400	548,640	548,640	548,640
Central Garage	598,625	831,613	-	831,613	698,002	957,282	998,607	998,607
	3,673,995	4,612,714	43,300	4,656,014	4,164,519	4,868,349	4,909,674	4,909,674
<u>Human Services</u>								
General Assistance	225,668	451,116	-	451,116	255,037	458,364	458,364	458,364
Health & Social Services	100,437	199,931	-	199,931	53,369	109,053	3,092	3,092
	326,105	651,047	-	651,047	308,406	567,417	461,456	461,456
<u>Education</u>								
School Department	40,102,043	43,651,333	-	43,651,333	43,651,333	49,547,061	49,547,061	49,443,682
	40,102,043	43,651,333	-	43,651,333	43,651,333	49,547,061	49,547,061	49,443,682
<u>Recreation & Culture</u>								
Recreation Administration	469,367	496,343	-	496,343	492,039	530,540	530,540	530,540
Buildings & Grounds Maintenananc	833,815	1,099,521	27,312	1,126,833	893,934	1,183,627	1,190,377	1,190,377
Recreation Building	183,606	245,809	3,812	249,621	228,382	300,315	312,815	312,815
Teen Center	18,051	20,000	-	20,000	20,000	20,000	20,000	20,000
People Plus Center	135,233	147,000	-	147,000	143,500	150,000	150,000	150,000
Curtis Memorial Library	1,538,097	1,611,464	-	1,611,464	1,626,464	1,655,776	1,670,776	1,670,776
	3,178,169	3,620,137	31,124	3,651,261	3,404,319	3,840,258	3,874,508	3,874,508

**Town of Brunswick, Maine
Expenditure Budget - Summary**

	2020-21 Expended	2021-22 Budget	2021-22 Adjustments	2021-22 Available	2021-22 Est Expended	2022-23 Department	2022-23 Manager	2022-23 Council
<u>County Tax</u>	1,674,551	1,664,113	-	1,664,113	1,664,113	1,713,824	1,713,824	1,713,824
	1,674,551	1,664,113	-	1,664,113	1,664,113	1,713,824	1,713,824	1,713,824
<u>Unclassified</u>								
Promotion & Development	293,648	303,179	(2,550)	300,629	287,787	342,170	342,170	342,170
Additional School Assistance	10,000	10,000	-	10,000	10,000	10,000	10,000	10,000
Cemetery Care	2,545	3,200	-	3,200	3,200	3,200	3,200	3,200
Contingency Reserve	(235,451)	450,000	-	450,000	300,000	550,000	650,000	650,000
	70,742	766,379	(2,550)	763,829	600,987	905,370	1,005,370	1,005,370
<u>Debt Service</u>								
Principal & Interest Payments	948,436	936,659	-	936,659	609,659	1,489,372	1,489,372	1,489,372
	948,436	936,659	-	936,659	609,659	1,489,372	1,489,372	1,489,372
Total Expenditures	64,846,123	72,168,992	128,789	72,297,781	70,140,123	80,734,776	80,901,093	80,703,515
<u>Other Uses of Funds</u>								
To Other Funds - Special Revenu	47,549	70,000	4,500	74,500	74,500	70,000	70,000	70,000
To Other Funds - Capital	1,838,000	3,395,920	-	3,395,920	3,395,920	3,416,500	3,416,500	3,416,500
To Other Funds - Enterprise	50,000	125,000	-	125,000	125,000	125,000	125,000	125,000
Total Other Uses	1,935,549	3,590,920	4,500	3,595,420	3,595,420	3,611,500	3,611,500	3,611,500
TOTAL EXPENDITURES & OTHER USES	66,781,672	75,759,912	133,289	75,893,201	73,735,543	84,346,276	84,512,593	84,315,015

**Town of Brunswick, Maine
Expenditure Budget - Summary**

	2020-21 Expended	2021-22 Budget	2021-22 Adjustments	2021-22 Available	2021-22 Est Expended	2022-23 Department	2022-23 Manager	2022-23 Council
TOTAL EXPENDITURES & OTHER USES	66,781,672	75,759,912	133,289	75,893,201	73,735,543	84,346,276	84,512,593	84,315,015
Revenues & Other Sources	21,267,514	22,263,498	133,289	22,396,787	19,875,026	27,004,160	27,104,160	27,104,160
Net Before SRS	45,514,158	53,496,414	-	53,496,414	53,860,517	57,342,116	57,408,433	57,210,855
State Revenue Sharing	2,526,412	3,139,900	-	3,139,900	3,500,000	3,500,000	4,371,097	4,371,097
NET REQUIRED FROM PROPERTY TAXES		50,356,514				53,842,116	53,037,336	52,839,758
Plus Allowances:								
Deferred Property Taxes		200,000				200,000	200,000	200,000
Tax Abatements		75,000				75,000	75,000	75,000
Other		(48,378)				11,513	8,038	9,675
TOTAL FROM PROPERTY TAXES		50,583,136				54,128,629	53,320,374	53,124,433
TAXABLE VALUATION		2,290,850,147				2,313,758,648	2,313,758,648	2,313,758,648
Plus State Share Homestead		78,878,590				79,667,376	79,667,376	79,667,376
Plus State Share BETE		55,157,922				55,709,501	55,709,501	55,709,501
TAX RATE VALUATION		2,424,886,659				2,449,135,525	2,449,135,525	2,449,135,525
TAX RATE		20.86				22.10	21.77	21.69
						<i>(estimated)</i>	<i>(estimated)</i>	<i>(estimated)</i>
						5.94%	4.36%	3.98%

**Town of Brunswick, Maine
Expenditure Budget - Summary**

	2020-21 Expended	2021-22 Budget	2021-22 Adjustments	2021-22 Available	2021-22 Est Expended	2022-23 Department	2022-23 Manager	2022-23 Council
REIMBURSEMENT CALCULATIONS								
Homestead Reimbursement Calculation								
Homestead Exempt Value		112,683,700				113,810,537	113,810,537	113,810,537
Homestead Reimbursement %		70.00%				70.00%	70.00%	70.00%
Homestead Reimbursement		1,645,407				1,760,649	1,734,359	1,727,985
BETE Reimbursement Calculation								
BETE Exempt Value		103,676,700				104,713,467	104,713,467	104,713,467
BETE Reimbursement %		53.20%				53.32%	53.32%	53.32%
BETE Reimbursement		1,150,594				1,233,914	1,215,489	1,211,023
Property Tax Commitment		47,787,135				51,134,066	50,370,526	50,185,425