

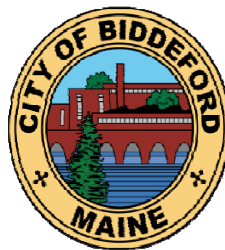
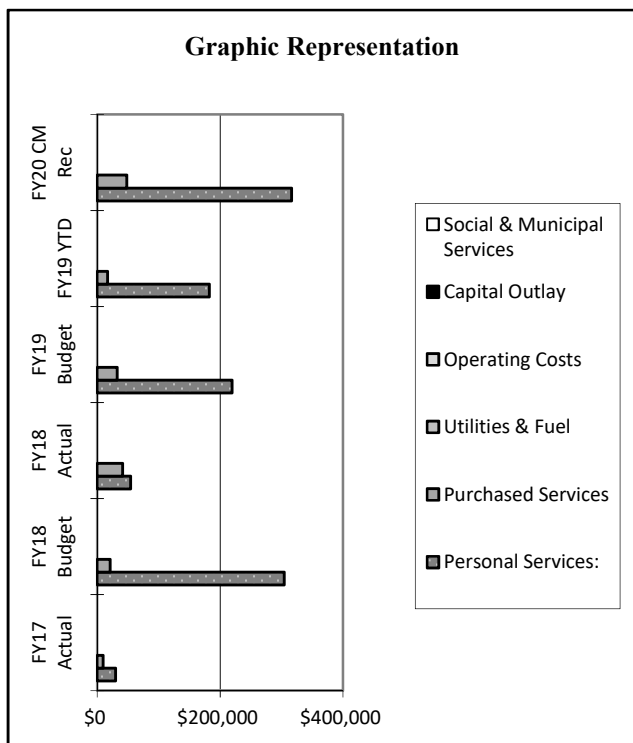
City of Biddeford, Maine

FY2020

Budget: Recreation Cub Care-Vacation Camps

Account Number: 31206

	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD	FY20	
						Dept Head	Manager's Rec
Personnel Services:	\$30,047	\$304,179	\$54,166	\$219,643	\$182,686	\$316,619	\$316,619
Purchased Services	\$9,261	\$21,155	\$41,048	\$32,340	\$16,923	\$47,943	\$47,943
Utilities & Fuel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Social & Municipal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS:	\$39,308	\$325,334	\$95,213	\$251,983	\$199,609	\$364,562	\$364,562



FRINGE BENEFIT IMPACT (Estimated):

FICA	\$19,225
Workers Comp	\$8,525
Health Insurance	\$29,009
Retirement	\$7,911
Unemployment	\$270
Other Insurance	\$1,794
Total Fringe Benefit Impact	\$66,734
# of Full Time Employees	1.88

	FY19 Budget	FY20 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	\$219,643	\$316,619	\$96,976	44.2%
Purchased Services	\$32,340	\$47,943	\$15,603	\$0
Utilities & Fuel	\$0	\$0	\$0	N/A
Operating Costs	\$0	\$0	\$0	N/A
Capital Outlay	\$0	\$0	\$0	N/A
Social & Municipal Services	\$0	\$0	\$0	N/A
TOTALS:	\$251,983	\$364,562	\$112,579	44.7%

Personnel Services

Account Number	Description	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD 01/31/19	FY20	
							Dept Head	Mgr's Rec
60105	F-T Employee Wage Exp	\$6,500	\$39,735	(\$134)	\$72,618	\$28,615	\$76,815	\$76,815
60106	P-T Employee Wage Exp	\$11,227	\$47,328	\$7,399	\$0	\$29,442	\$74,193	\$74,193
60107	Temp/Seasonal Emp Wage Ex	\$5,633	\$162,233	\$27,966	\$90,535	\$89,903	\$96,795	\$96,795
60111	Overtime Wage Expense	\$873	\$2,000	\$5,737	\$3,000	\$6,409	\$3,500	\$3,500
60201	FICA/Medicare-ER Share Exp	\$1,784	\$18,901	\$3,630	\$12,647	\$10,778	\$19,225	\$19,225
60202	MPERS-Employer Share Exp	\$690	\$4,007	\$4,401	\$7,179	\$4,288	\$7,911	\$7,911
60210	HPHC Ins Employer Share Ex	\$3,184	\$20,803	\$4,360	\$25,912	\$12,474	\$27,861	\$27,861
60212	S-T Disability ER Share Exp	\$34	\$81	\$133	\$234	\$73	\$234	\$234
60216	Delta Dental ER Share	\$0	\$0	\$0	\$0	\$0	\$0	\$0
60217	RHSA Plan ER Share	\$123	\$780	\$672	\$1,560	\$705	\$1,560	\$1,560
60370	Workers Comp Insurance Exp	\$0	\$8,311	\$0	\$5,958	\$0	\$8,525	\$8,525
Totals		\$30,047	\$304,179	\$54,166	\$219,643	\$182,686	\$316,619	\$316,619

Purchased Services

Account Number	Description	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY19 YTD 01/31/19	FY20	
							Dept Head	Mgr's Rec
60365	Recreation Programs Expense	\$9,261	\$21,155	\$41,048	\$32,340	\$16,923	\$47,943	\$47,943
Totals		\$9,261	\$21,155	\$41,048	\$32,340	\$16,923	\$47,943	\$47,943

DEPARTMENT PERSONAL SERVICES BUDGET WORKSHEET
 Fiscal Year 2020 BUDGET

DEPARTMENT: 31206 Recreation Cub Care-Vacation Camps

CLASSIFICATION	EMP #	FTE	YEAREND		CITY MANAGER RECOMMEND.	COUNCIL APPROP.	LAST NAME
			ANNUALIZED TOTAL	REQUESTED			
YOUTH & FAMILY SERVICE COORD.	10719	1.00	45,440.30	45,615.07	45,615.07		DUPLISEA
CUB CARE DIRECTOR	10726	0.88	31,080.87	31,200.41	31,200.41		BILLINGSLEA
SEASONAL EMPLOYEES	31	-	73,908.74	74,193.00	74,193.00		0
SEASONAL EMPLOYEES	231	-	96,424.14	96,795.00	96,795.00		0

TOTAL BUDGETED POSITIONS

1.88	246,854.05	247,803.48	247,803.48
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Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: F-T Employee Wage Exp

Department Number:

31206

Account Number:

60105

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$6,499.84	\$39,735.00	-\$133.50	\$72,618.00	\$74,578.14

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$76,815.48	\$76,815.48		\$4,197.48

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Y&FPD	45615	
Y&FPD Assistant	31201	
		\$ 76,816.00



**Fiscal Year 2020
Budget Request**

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: P-T Employee Wage Exp

Department Number: 31206

Account Number: 60106

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$11,226.67	\$47,328.00	\$7,399.10	\$0.00	\$74,578.14

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		\$74,193.00	\$74,193.00	

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Cub Care Asst/BC/VC/FD	1 Staff at 14.50 hr x 42 wks x 25 hrs/wk	15,225.00
Counselors	6 Staff at 13.00 hr 42 wks x 18 hrs/wk	58,968.00
		74,193.00



Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: Temp/Seasonal Emp Wage Exp

Department Number: 31206 Account Number: 60107

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$5,632.86	\$162,233.00	\$27,966.43	\$90,535.00	\$90,535.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$96,795.00	\$96,795.00		\$6,260.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Cub Care Counselors	10 Staff at 13 hr 38 wks x 18 hrs/wk	88,920.00
Cub Care Bus Driver	\$15.75 * 2 Hr * 35 weeks*5	5,512.50
Vacation Camps Bus Drivers	1 driver 15.75hr * 3 weeks*30 hrs	1,417.50
Early Release Bus Driver	1 driver 15.75/ hr * 60 hrs	945.00
		96,795.00



Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: Overtime Wage Expense

Department Number: 31206

Account Number: 60111

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$873.33	\$2,000.00	\$5,736.89	\$3,000.00	\$3,000.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,500.00	\$3,500.00	\$3,500.00	\$500.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Y&FPD	3,000.00
Y&FPD Assistant	500.00
	3,500.00



Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: FICA/Medicare-ER Share Exp

Department Number: 31206

Account Number: 60201

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$1,783.86	\$18,901.00	\$3,630.05	\$12,647.00	\$12,647.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$19,224.72	\$19,224.72	\$19,224.72	\$6,577.72

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: MPERS-Employer Share Exp

Department Number: 31206

Account Number: 60202

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$689.69	\$4,007.00	\$4,401.40	\$7,179.00	\$7,179.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$7,911.15	\$7,911.15	\$7,911.15	\$732.15

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: HPHC Ins Employer Share Exp

Department Number: 31206

Account Number: 60210

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$3,184.14	\$20,803.00	\$4,360.13	\$25,912.00	\$25,912.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$27,861.00	\$27,861.00	\$27,861.00	\$1,949.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: S-T Disability ER Share Exp

Department Number: 31206

Account Number: 60212

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$33.86	\$81.00	\$133.42	\$234.00	\$234.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$234.00	\$234.00	\$234.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: RHSA Plan ER Share

Department Number: 31206

Account Number: 60217

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$123.00	\$780.00	\$672.00	\$1,560.00	\$1,560.00

FY-2020 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,560.00	\$1,560.00	\$1,560.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: Recreation Programs Expense

Department Number: 31206

Account Number: 60365

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$9,260.87	\$21,155.00	\$41,047.53	\$32,340.00	\$45,000.00

FY-2019 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$47,943.00	\$47,943.00	\$47,943.00	\$15,603.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Cub Care

Cub Care Financial Aid		6,000.00
Diesel		2,506.00
Gas		100.00
Staff Training		3,500.00
Bus 563 Under Storage		2,000.00
Clothing		1,000.00
Supplies		2,000.00
Total Cub Care		17,106.00

Vacation Camps

Entrance Fees	45 kids * average \$23 a day * 10 trips	10,465.00
Lunches	450 Kids * \$5.00	2,250.00
Supplies		500.00
Total Vacation Camp		13,215.00

Full Day/Early Release

Early Release	75 kids * average 12.00 * 10 trips	9,000.00
Full Day Entrance Fees	45 kids * average 25 * 5 trips	5,625.00
Lunches	200 kids * \$5.00	1,000.00
Supplies		500.00
Total Full Day/ER		16,125.00

Cub Care Programs

Pet Pals	12 students * \$25(4 week session)	1,200.00
Fit Feet	11 students * \$27*1 session	297.00
Cub Care Programs Total		1,497.00

Total	47,943.00
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Fiscal Year 2020 Budget Request

March 4, 2019

Department: Recreation Cub Care-Vacation Camps

Account Title: Workers Comp Insurance Exp

Department Number: 31206

Account Number: 60370

FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Budget	FY 2019 Est. Expended
\$0.00	\$8,311.00	\$0.00	\$5,958.00	\$5,958.00

FY-2019 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$8,525.00	\$8,525.00	\$8,525.00	\$2,567.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.