

"Maine's City of Opportunity"

Financial Services

TO: Clinton Deschene, City Manager

FROM: Jill Eastman, Finance Director

REF: July 2013 Financial Report

**DATE:** August 28, 2013

The following is a discussion regarding the significant variances found in the City's July financial report. Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department.

The City has completed its first month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 8.33% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

#### Revenues

Revenues collected through July 31st were \$790,424, or 1.09%, of the budget, which is lower than last year at this time by 0.10%. The accounts listed below are noteworthy.

- A. Excise taxes of \$313,414-up \$27,116 over last year.
- B. State Revenue Sharing for the month of July is 14.02% or \$231,182. The city received \$231,182 this month compared to \$348,582 FY13, \$379,283 FY12, \$396,657 FY11, and \$455,120 FY10. Percentage of budget this year is comparable to last year.
- C. \$151,613 was collected in July to pay off prior year property tax liens.

### **Expenditures**

City expenditures through July 31st were \$1,912,095, or 2.61%, of the budget as compared to last year at \$1,7367,586, or 2.44%. Noteworthy variances are:

- A. Property is at \$164,426 or 22.98% of the budget. The property and casualty insurance premium is due in two installments, the first installment is due in July.
- B. Water and sewer is at \$135,231 or 24.2%. We pay quarterly for hydrant rentals.
- C. Airport is at 50% annual subsidy paid in two installments
- D. E911 Quarterly payment of \$260,725 paid in July

### **Investments**

This section contains an investment schedule as of July 31<sup>st</sup> with a comparison to June 30<sup>th</sup>. Currently the City's funds are earning an average interest rate of .22%, which is the same as last July.

Respectfully submitted,

Jill M. Eastman
Finance Director

# CITY OF AUBURN, MAINE BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND AS of July 2013, June 2013 (unaudited), and June 2012

ASSETS	UNAUDITED July 31 2013	ı	JNAUDITED June 30 2013	Increase (Decrease)	AUDITED JUNE 30 2012
CASH RECEIVABLES ACCOUNTS RECEIVABLES TAXES RECEIVABLE-CURRENT DELINQUENT TAXES TAX LIENS NET DUE TO/FROM OTHER FUNDS	\$ 8,092,334 839,829 73,146 542,467 1,237,332 3,493,808	\$	11,225,627 1,115,890 89,723 543,772 1,391,484 1,817,784	\$ (3,133,293) - (276,061) (16,577) (1,305) (154,152) 1,676,024	\$ 15,074,324 1,218,554 107,929 486,160 1,415,461 470,312
TOTAL ASSETS	\$ 14,278,914	\$	16,184,280	\$ (1,905,366)	\$ 18,772,740
LIABILITIES & FUND BALANCES					
ACCOUNTS PAYABLE PAYROLL LIABILITIES ACCRUED PAYROLL STATE FEES PAYABLE ESCROWED AMOUNTS DEFERRED REVENUE	\$ (117,963) (100,738) (809,465) (44,895) (41,865) (1,686,318)	\$	(529,178) (93,082) (1,047,863) (31) (41,865) (1,858,354)	\$ 411,215 (7,656) 238,398 (44,864) (0) 172,036	\$ (670,227) (501) (2,274,075) - (41,865) (1,822,839)
TOTAL LIABILITIES	\$ (2,801,244)	\$	(3,570,373)	\$ 769,129	\$ (4,809,507)
FUND BALANCE - UNASSIGNED FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	\$ (10,386,716) 776,017	\$	(11,522,954) 776,017	\$ 1,136,238 -	\$ (12,378,441) 684,766
FUND BALANCE - RESTRICTED	(1,866,970)		(1,866,970)	0.27	(2,269,558)
TOTAL FUND BALANCE	\$ (11,477,669)	\$	(12,613,907)	\$ 1,136,238	\$ (13,963,233)
TOTAL LIABILITIES AND FUND BALANCE	\$ (14,278,914)	\$	(16,184,280)	\$ 1,905,367	\$ (18,772,740)

#### CITY OF AUBURN, MAINE REVENUES - GENERAL FUND COMPARATIVE THROUGH July 31, 2013 VS July 31, 2012

		ПКОО	011	July 31, 2013 VC	5 July 31, 201	_						
REVENUE SOURCE		FY 2014 BUDGET		ACTUAL REVENUES RU JULY 2013	% OF BUDGET		FY 2013 BUDGET	TH	ACTUAL REVENUES IRU JULY 2012	% OF BUDGET	VA	RIANCE
TAXES												
PROPERTY TAX REVENUE-	\$	42,844,641	\$	3,714	0.01%	\$	42,121,141	\$	,	0.23%		(94,952)
PRIOR YEAR REVENUE	\$	-	\$	151,613		\$			16,278		\$	135,335
HOMESTEAD EXEMPTION REIMBURSEMENT	\$	482,575	\$	-	0.00%	\$	514,584				\$	-
ALLOWANCE FOR ABATEMENT	\$	-	\$	-		\$	-	\$			\$	-
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$	-	\$	-		\$	-	\$			\$	-
EXCISE	\$	3,068,500	\$	313,414	10.21%	\$	3,018,500		,		\$	27,116
PENALTIES & INTEREST	\$	140,000	\$	7,465	5.33%	\$	140,000	_		4.13%		1,679
TOTAL TAXES	\$	46,535,716	\$	476,207	1.02%	\$	45,794,225	\$	407,028	0.89%	\$	69,179
LICENSES AND PERMITS												
BUSINESS	\$	47,300	\$	2,985	6.31%	\$	39,900	\$	2,535	6.35%	\$	450
NON-BUSINESS	\$	338,300	\$	27,178	8.03%	\$	260,700	\$	58,050	22.27%	\$	(30,872)
TOTAL LICENSES	\$	385,600	\$	30,163	7.82%	\$	300,600	\$	60,585	20.15%	\$	(30,422)
INTERGOVERNMENTAL ASSISTANCE												
STATE-LOCAL ROAD ASSISTANCE	\$	440,000	\$	_	0.00%	\$	378,000	\$		0.00%	\$	_
STATE-LOCAL ROAD ASSISTANCE STATE REVENUE SHARING	Ф \$	1,649,470	\$	231,182	14.02%	\$	2,400,000	- 1		14.52%		(117,400)
WELFARE REIMBURSEMENT	Ф \$	53,000	φ \$	201,102	0.00%	э \$	53,083			10.03%		(5,322)
OTHER STATE AID	Ф \$	22,000	\$	-	0.00%	э \$	21.000			0.00%		(5,322)
CITY OF LEWISTON	φ 2	155,000	\$	-	0.00%	Ф \$	158,362			0.00%		
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$	2,319,470	\$	231.182	9.97%	\$	3,010,445			11.76%	_	(122,722)
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CHARGE FOR SERVICES						_		_				// co=\
GENERAL GOVERNMENT	\$	140,240	\$	7,150	5.10%	\$	130,955		,	6.70%		(1,625)
PUBLIC SAFETY	\$	366,152	\$	5,490	1.50%	\$	263,102		,	1.54%		1,442
EMS AGREEMENT	\$	100,000	\$	8,333	8.33%	\$	100,000	-		0.00%		8,333
TOTAL CHARGE FOR SERVICES	\$	606,392	\$	20,973	3.46%	\$	494,057	\$	12,822	2.60%	\$	8,151
FINES PARKING TICKETS & MISC FINES	\$	40,000	\$	1,080	2.70%	\$	45,000	\$	2,135	4.74%	\$	(1,055)
MISCELLANEOUS												
INVESTMENT INCOME	\$	20,000	\$	38	0.19%	\$	30,000			18.52%		(5,517)
INTEREST-BOND PROCEEDS	\$	2,000	\$	-	0.00%	\$	2,000	\$	-	0.00%		-
RENTS	\$	122,000	\$	-	0.00%	\$	122,000	\$	-	0.00%	\$	-
UNCLASSIFIED	\$	17,500	\$	1,500	8.57%	\$	5,150	\$	117	2.27%	\$	1,383
SALE OF RECYCLABLES	\$	4,800	\$	-	0.00%	\$	-	\$	-		\$	-
COMMERCIAL SOLID WASTE FEES	\$	-	\$	10,331		\$	-	\$	-		\$	10,331
SALE OF PROPERTY	\$	20,000	\$	-	0.00%	\$	20,000	\$	-	0.00%	\$	-
RECREATION PROGRAMS/ARENA	\$	-	\$	-		\$	43,275	\$	-	0.00%	\$	-
MMWAC HOST FEES	\$	204,000	\$	16,826	8.25%	\$	197,400	\$	16,689	8.45%	\$	137
9-1-1 DEBT SERVICE REIMBURSEMENT	\$	-	\$	-		\$	-	\$	-	0.00%	\$	-
TRANSFER IN: TIF	\$	520,000	\$	-	0.00%	\$	324,212	\$	-	0.00%	\$	-
ENERGY EFFICIENCY	\$	2,000	\$	279	13.96%	\$	2,000	\$	-	0.00%	\$	279
CDBG	\$	58,000	\$	-	0.00%	\$	8,000	\$	-	0.00%	\$	-
UTILITY REIMBURSEMENT	\$	37,500	\$	1,845	4.92%	\$	37,500		223	0.59%		1,622
CITY FUND BALANCE CONTRIBUTION	\$	1,350,000	\$	-	0.00%	\$	1,350,000	\$	-	0.00%	\$	-
TOTAL MISCELLANEOUS	\$	2,357,800	\$	30,820	1.31%	\$	2,141,537	- :		1.05%	\$	8,236
TOTAL GENERAL FUND REVENUES	\$	52,244,978	\$	790,424	1.51%	\$	51,785,864	\$ <b>\$</b>		1.66%	\$	(68,634)
SCHOOL REVENUES												
EDUCATION SUBSIDY	\$	17,942,071	\$	_	0.00%	\$	17,942,071	\$	_	0.00%	\$	_
EDUCATION	\$	1,358,724		_	0.00%	\$	1,358,724			0.00%		_
SCHOOL FUND BALANCE CONTRIBUTION	\$	855,251	\$	-	0.00%	\$	855,251			0.00%		-
TOTAL SCHOOL	\$	20,156,046		-	0.00%	\$	20,156,046			0.00%		-
	•	-,,- 10	•			*	-,,0	7			•	
GRAND TOTAL REVENUES	\$	72,401,024	\$	790,424	1.09%	\$	71,941,910	\$	859,058	1.19%	\$	(68,634)
	_	•					•			•		

#### CITY OF AUBURN, MAINE EXPENDITURES - GENERAL FUND COMPARATIVE THROUGH July 31, 2013 VS July 31, 2012

		FY 2014		Jnaudited EXP	% OF		FY 2013		Unaudited EXP	% OF	
DEPARTMENT		BUDGET	THR	U JULY 2013	BUDGET		BUDGET	THE	RU JULY 2012	BUDGET	VARIANCE
ADMINISTRATION  MAYOR AND COUNCIL	\$	74.070	\$	1.050	4 400/	Φ.	00.600	¢.	4.050	4.050/	r.
MAYOR AND COUNCIL CITY MANAGER	\$ \$	71,079 238,903	э \$	1,050	1.48% 5.35%	\$ \$		\$ \$	1,050	1.05% 4.49%	
ECONOMIC DEVELOPMENT	\$	318,933	φ \$	12,790 44,654	14.00%	Ф \$	343,296	Ф \$	15,404	4.49%	\$ (2,614) \$ 44,654
ASSESSING SERVICES	\$	172.277	\$	10,017	5.81%	\$	183.801	\$	9,203	5.01%	. ,
CITY CLERK	\$	162,045	\$	8,648	5.34%	\$	150,676	\$	7,785	5.17%	
FINANCIAL SERVICES	\$	405,976	\$	22,018	5.42%	\$	419,539	\$	18,377	4.38%	
HUMAN RESOURCES	\$	139,566	\$	7,153	5.13%	\$	137,836	\$	7,012	5.09%	. ,
INFORMATION COMMUNICATION TECHNOLOGY		395,350	\$	30,380	7.68%	\$	386,632	\$	6,680	1.73%	
LEGAL SERVICES	\$	100,000	\$	-	0.00%	\$		\$	888	1.04%	. ,
TOTAL ADMINISTRATION	\$	2,004,129	\$	136,710	6.82%	\$	1,806,470	\$	66,399	3.68%	\$ 70,311
COMMUNITY SERVICES											
ENGINEERING	\$	280,188	\$	15,159	5.41%	\$	320,370	\$	17,926	5.60%	\$ (2,767)
COMMUNITY PROGRAMS	\$	-	\$	-		\$	14,050	\$	9,450	67.26%	\$ (9,450)
PLANNING & PERMITTING	\$	775,230	\$	47,963	6.19%	\$	776,532	\$	44,004	5.67%	\$ 3,959
PARKS AND RECREATION	\$	567,334	\$	36,305	6.40%	\$	602,191	\$	30,653	5.09%	\$ 5,652
HEALTH & SOCIAL SERVICES	\$	189,539	\$	16,853	8.89%	\$	176,567	\$	15,604	8.84%	. ,
PUBLIC LIBRARY	\$	946,737	\$	77,270	8.16%	\$	, -	\$	82,479	8.52%	, ,
TOTAL COMMUNITY SERVICES	\$	2,759,028	\$	193,550	7.02%	\$	2,858,002	\$	200,116	7.00%	\$ (6,566)
FISCAL SERVICES											
DEBT SERVICE	\$	6,321,584	\$	-	0.00%	\$	6,682,797	\$	-	0.00%	\$ -
PROPERTY	\$	715,667	\$	164,426	22.98%	\$	699,114	\$	162,804	23.29%	\$ 1,622
WORKERS COMPENSATION	\$	431,446	\$	-	0.00%	\$	415,000	\$	-	0.00%	
WAGES & BENEFITS	\$	4,397,585	\$	340,738	7.75%	\$	4,602,545	\$	329,054	7.15%	. ,
EMERGENCY RESERVE (10108062-670000)	\$	375,289	\$	-	0.00%	\$		\$	-	0.00%	
TOTAL FISCAL SERVICES	\$	12,241,571	\$	505,164	4.13%	\$	12,733,274	\$	491,858	3.86%	\$ 13,306
PUBLIC SAFETY											
FIRE DEPARTMENT	\$	4,024,789	\$	235,953	5.86%	\$	3,904,344	\$	224,600	5.75%	\$ 11,353
POLICE DEPARTMENT	\$	3,589,583	\$	177,592	4.95%	\$		\$	175,200	5.09%	. ,
TOTAL PUBLIC SAFETY	\$	7,614,372	\$	413,545	5.43%	\$			399,800	5.44%	
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PUBLIC WORKS											
PUBLIC WORKS DEPARTMENT	\$	4,730,432	\$	214,670	4.54%	\$		\$	159,199	3.45%	
WATER AND SEWER	\$	558,835	\$	135,231	24.20%	\$		\$	135,231	24.20%	
TOTAL PUBLIC WORKS	\$	5,289,267	\$	349,901	6.62%	\$	5,176,579	\$	294,430	5.69%	\$ 55,471
INTERGOVERNMENTAL PROGRAMS											
AUBURN-LEWISTON AIRPORT	\$	105,000	\$	52,500	50.00%	\$	105,000	\$	26,250	25.00%	\$ 26,250
E911 COMMUNICATION CENTER	\$	1,036,409	\$	260,725	25.16%	\$	1,035,381	\$	258,733	24.99%	\$ 1,992
LATC-PUBLIC TRANSIT	\$	235,496	\$	-	0.00%	\$	235,548	\$	-	0.00%	\$ -
LAEGC-ECONOMIC COUNCIL	\$	-	\$	-		\$	160,687	\$	-	0.00%	\$ -
COMMUNITY LITTLE THEATER	\$	-	\$	-		\$	20,160	\$	-	0.00%	\$ -
TAX SHARING	\$	270,000	\$	-	0.00%	\$	289,000	\$	-	0.00%	
TOTAL INTERGOVERNMENTAL	\$	1,646,905	\$	313,225	19.02%	\$	1,845,776	\$	284,983	15.44%	\$ 28,242
COUNTY TAX	\$	2,029,513	\$	_	0.00%	\$	2,006,244	\$	-	0.00%	\$ -
TIF (10108058-580000)	\$	2,555,723		-	0.00%		2,619,142		-	0.00%	
OVERLAY	\$	-	\$	-		\$	-	\$	-	0.00%	1
TOTAL CITY DEPARTMENTS	\$	36,140,508	\$	1,912,095	5.29%	\$	36,389,414	\$	1,737,586	4.77%	\$ - \$ 174,509
EDUCATION DEPARTMENT	\$	37,128,028	\$	-	0.00%	\$	34,705,246	\$	-	0.00%	\$ -
TOTAL GENERAL FUND EXPENDITURES	\$	73,268,536	\$	1,912,095	2.61%	\$	71,094,660	\$	1,737,586	2.44%	\$ 174,509
	<u> </u>					<u> </u>					

# CITY OF AUBURN, MAINE INVESTMENT SCHEDULE AS OF July 31, 2013

INVESTMENT		FUND	BALANCE	BALANCE June 30, 2013	INTEREST RATE	WEIGHTED AVG YIELD
BANKNORTH MNY MKT	24-1242924	GENERAL FUND	\$ 55,327.73	\$ 55,318.33	0.20%	
BANKNORTH MNY MKT	24-1745910	GF-WORKERS COMP	\$ 49,242.21	\$ 49,238.03	0.10%	
BANKNORTH MNY MKT	24-1745944	GF-UNEMPLOYMENT	\$ 66,894.89	\$ 66,883.53	0.20%	
BANKNORTH CD	7033	GF-UNEMPLOYMENT	\$ 102,404.84	\$ 102,404.84	2.64%	
BANKNORTH MNY MKT	24-1809302	SPECIAL REVENUE	\$ 52,552.48	\$ 52,543.55	0.20%	
BANKNORTH MNY MKT	24-1745902	SR-PERMIT PARKING	\$ 197,973.18	\$ 197,939.56	0.20%	
BANKNORTH MNY MKT	24-1745895	SR-TIF	\$ 1,117,714.41	\$ 1,117,524.58	0.20%	
BANKNORTH MNY MKT	24-1746819	CAPITAL PROJECTS	\$ 10,897,810.36	\$ 10,895,959.54	0.20%	
BANKNORTH MNY MKT	24-1745928	ICE ARENA	\$ 249,269.61	\$ 249,227.28	0.10%	
GRAND TOTAL			\$ 12,789,189.71	\$ 12,787,039.24		0.22%

"Maine's City of Opportunity"

Financial Services

To: Clinton Deschene, City Manager From: Jill Eastman, Finance Director

Re: Arena Financial Reports for July 31, 2013

Attached you will find a Statement of Net Assets and a Statement of Activities for the Ingersoll Arena and the Twin Sheet Arena as of July 31, 2013.

#### **Statement of Net Assets:**

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets.

#### **Current Assets:**

As of the end of July 2013 the total current assets were \$405,911. These consisted of cash and cash equivalents of \$249,295, accounts receivable of \$18,825 and an interfund receivable is a \$137,791, which means that the General Fund owes the arena \$137,791, so net cash available to the arena is \$387,085 at the end of July.

The accounts receivable of \$18,825, consists of the following outstanding invoices for ice time that has been billed to various organizations. At the end of June the outstanding accounts were categorized as follows: \$18,825 that are over 120 days past due. The past due invoices are broken down as follows:

Auburn Youth Hockey: \$18,395 – the original balance was \$51,195, and the Youth Hockey Organization entered into a payment agreement and has paid a total of \$32,800 towards this outstanding balance to date.

Twin City Titans: \$430 – 2 hours of ice time from the fall of 2012.

#### **Noncurrent Assets:**

Noncurrent assets are the building, equipment and any building and land improvements, less depreciation. The total value of noncurrent assets as of July 31, 2013 were \$630,402.

#### **Liabilities:**

The arena liabilities as of July 31, 2013, consisted of (\$263) of accounts payable, which is for credit invoices that we had received, but had not processed as of the end of the month.

#### Statement of Activities:

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Ingersoll Arena through July 2013, are \$30,160 and revenues for the new Twin Sheet Arena were \$29,750. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Ingersoll Arena through July 2013, were \$17,202 and for the Twin Sheet Arena were \$3,548. These expenses include personnel costs, supplies, utilities, repairs and maintenance.

As of July 2013 the arenas have operating gains of \$12,958 and \$26,202 respectively.

Non-operating revenue and expenses consist of interest income and debt service payments. The interest income to date is \$42 and there is no debt service expense to date.

As of June 30, 2013 the arenas have an increase in net assets of \$13,000 for Ingersoll and \$26,202 for the Twin Sheet Arena.

# CITY OF AUBURN, MAINE Statement of Net Assets Proprietary Funds July 31, 2013

# **Business-type Activities - Enterprise Funds**

		Combined			
ASSETS					
Current assets:					
Cash and cash equivalents		\$	249,295		
Interfund receivables			137,791		
Accounts receivable			18,825		
	Total current assets		405,911		
Noncurrent assets:					
Capital assets:					
Buildings			672,279		
Equipment			826,911		
Land improvements			18,584		
Less accumulated depreciation			(887,372)		
	Total noncurrent assets		630,402		
	Total assets		1,036,313		
LIABILITIES					
Accounts payable			(263)		
Total liabilities			(263)		
NET ASSETS					
Invested in capital assets			630,402		
Unrestricted			405,648		
Total net assets		\$	1,036,050		

## CITY OF AUBURN, MAINE

## Statement of Revenues, Expenses and Changes in Net Assets Proprietary Funds

# Business-type Activities - Enterprise Funds Statement of Activities July 31, 2013

	Ingersoll Ice Arena	Twin Sheet Arena	Total
Operating revenues:	ice Arena	Alelia	IOlai
Charges for services	\$ 30,160	\$ 29,750	\$ 59,910
Operating expenses:			
Personnel	9,334	3,548	12,882
Supplies	260	-	260
Utilities	7,342	-	7,342
Repairs and maintenance	-	-	-
Depreciation	-	-	-
Other expenses	266	-	266
Total operating expenses	17,202	3,548	20,750
Operating gain (loss)	12,958	26,202	39,160
Nonoperating revenue (expense):			
Interest income	42	-	42
Interest expense (debt service)	-	-	-
Total nonoperating expense	42	-	42
Gain before transfer	13,000	26,202	39,202
Transfers out	-	-	
Change in net assets	13,000	26,202	39,202
Total net assets, July 1	996,848	-	996,848
Total net assets, February 28	\$ 1,009,848	\$ 26,202	\$ 1,036,050