

**City Council Workshop & Meeting  
Agenda  
Monday, May 16, 2022  
Auburn Hall, Council Chambers**

**5:30 P.M. City Council Workshop**

- A. Fire Department Budget Discussion – Chief Robert Chase
- B. City of Auburn FY23 Budget Discussion – City Manager Crowell
- C. Executive Session – Economic development, pursuant to 1 M.R.S.A. Sec. 405 (6)(C)
- D. Executive Session – Economic development, pursuant to 1 M.R.S.A. Sec. 405 (6)(C)

**7:00 P.M. City Council Meeting** - Roll call votes will begin with Councilor Walker

**Pledge of Allegiance**

I. **Consent Items** - All items with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**1. Order 61-05162022\***

Authorizing the City Clerk to waive the \$200 business license fee for Auburn Suburban Baseball and Softball.

**2. Order 62-05162022\***

Confirming Chief Moen's appointment of Sergio Martins as a Constable with firearm for the Auburn Police Department.

**1. Order 63-05162022\***

Setting the date to hold the School Budget Validation Referendum Election for June 14, 2022.

**II. Minutes**

- May 2, 2022, Regular Council Meeting

**III. Communications, Presentations and Recognitions**

- Proclamation – Maine Arbor Week

- Proclamation – Kids to Parks Day
- Proclamation – 100<sup>th</sup> Anniversary of the Lewiston-Auburn Kiwanis Club
- Communication – Utilization of Capital Reserve Funds
- Council Communications (about and to the community)

**IV. Open Session** – *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*

**V. Unfinished Business**

**1. Ordinance 15-05022022**

Amending Auburn’s Code of Ordinances, Chapter 60, Sec. 60-1066 (1). Second reading.

**2. Order 56-05022022**

Authorizing the City’s general obligation bonds in the amount of \$7,300,00.00 to finance the City’s FY23 Capital Improvement Program. Second reading.

***Passage requires an affirmative vote of 5 Councilors.***

**3. Order 57-05022022**

Authorizing the reallocation of \$395,100 from previous General Obligation Bonds that were unspent to fund a portion of the City’s FY 22 - 23 CIP. Public hearing and second reading.

***Passage requires an affirmative vote of 5 Councilors.***

**4. Resolve 03-05022022**

Adopting the Appropriations Resolve for Fiscal Year 2023. Second reading.

***Passage requires an affirmative vote of 4 Councilors.***

**VI. New Business**

**1. Order 64-05162022**

Adopting the FY 2023 Auburn School Budget.

**2. Order 65-05162022**

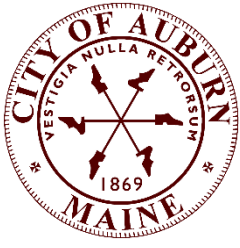
Directing the City Manager to issue a design/build footbridge from Newbury Street to Anniversary Park.

**VII. Open Session** - *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda*

**VIII. Reports (from sub-committees to Council)**

- Mayor’s Report
- City Councilors’ Reports
- City Manager Report
- Jill Eastman, Finance Director – April 2022 Final Monthly Report

- IX. Executive Session** - Discussion on a poverty abatement case #PA 2022-001 pursuant to (36 M.R.S.A § 841) with possible action to follow.
- X. Adjournment**



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Author:** Fire Chief, Robert Chase

**Subject:** Fire Department Budget Discussion

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**Information:**

The current Fire Department staffing model consists of a four platoon system with 16 FF/EMTs assigned to each platoon. In order to have the current compliment of apparatus staffed and available to respond a minimum of 14 FF/EMTs are required daily.

This effectively means that on any day, if more then 2 employees are absent, for any reason, including use of earned time, sick time, training, vacancies, funerals etc. the department will incur overtime costs.

The contract allows for up to 2 FF/EMTs to be on vacation at any given time. We also have 6 employees that will be absent from shifts as they will be enrolled in Paramedic school.

The dynamic workforce environment is leading to employee turnover and difficulty hiring employees. This results in longer vacancies which also puts additional strain on existing employees and result in increased overtime costs. Over the past year, our vacancies and increase sick time caused by COVID, put undue stress on the workforce and resulted in significant forced overtime and many occurrences of employees being forced to work 48 hours straight.

Ever increasing call volumes have put additional strain on the current staff, and have made it difficult to conduct on duty training, committee meetings or to support community events, and fire prevention activities. We have had to reduce most of these activities, but any that are essential are often conducted on overtime.

The addition of 1 additional firefighter/EMT per platoon (4 Employees total) would mean that even during the summer vacation season, the department would still not incur OT if another employee were absent for any of the other reasons discussed above.

The additional position would also give us operational flexibility to rotate employees around the department so that everyone could participate in on duty department trainings and activities.

Within the fire department budget, the wage for the 4 employees is offset by the resulting decrease in overtime expenses.

An increase of \$68,000 to benefits lines for health insurance and other fringe benefits would be required.

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**City Budgetary Impacts:** \$68,000 for benefit budget line items

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**Staff Recommended Action:** Approve the addition of four firefighters

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**Previous Meetings and History:** N/A

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**City Manager Comments:**

*Phillip Crowell Jr.*

I concur with the recommendation. Signature:

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**Attachments:**

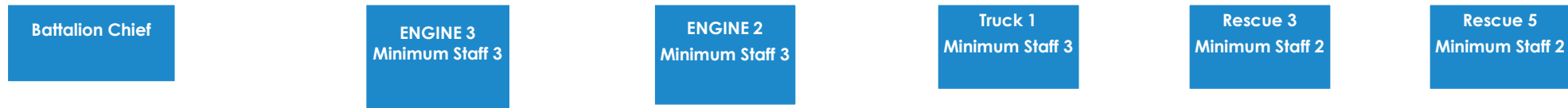
# Goal

- To reduce overtime costs and increase organizational stability through the addition of one Firefighter/Paramedic per Platoon (four total)



# Daily Staffing Structure

Minimum required staffing of 14 response personnel daily



Currently have 16 employees per Platoon

Two employees may use vacation time simultaneously

- This leaves us at minimum staffing levels (14) for more than 2/3 of the year
- During these periods, all sick time, training needs, injuries, etc. must be covered with OT



# Impacts of Current Staffing Levels

## **There is no reserve capacity:**

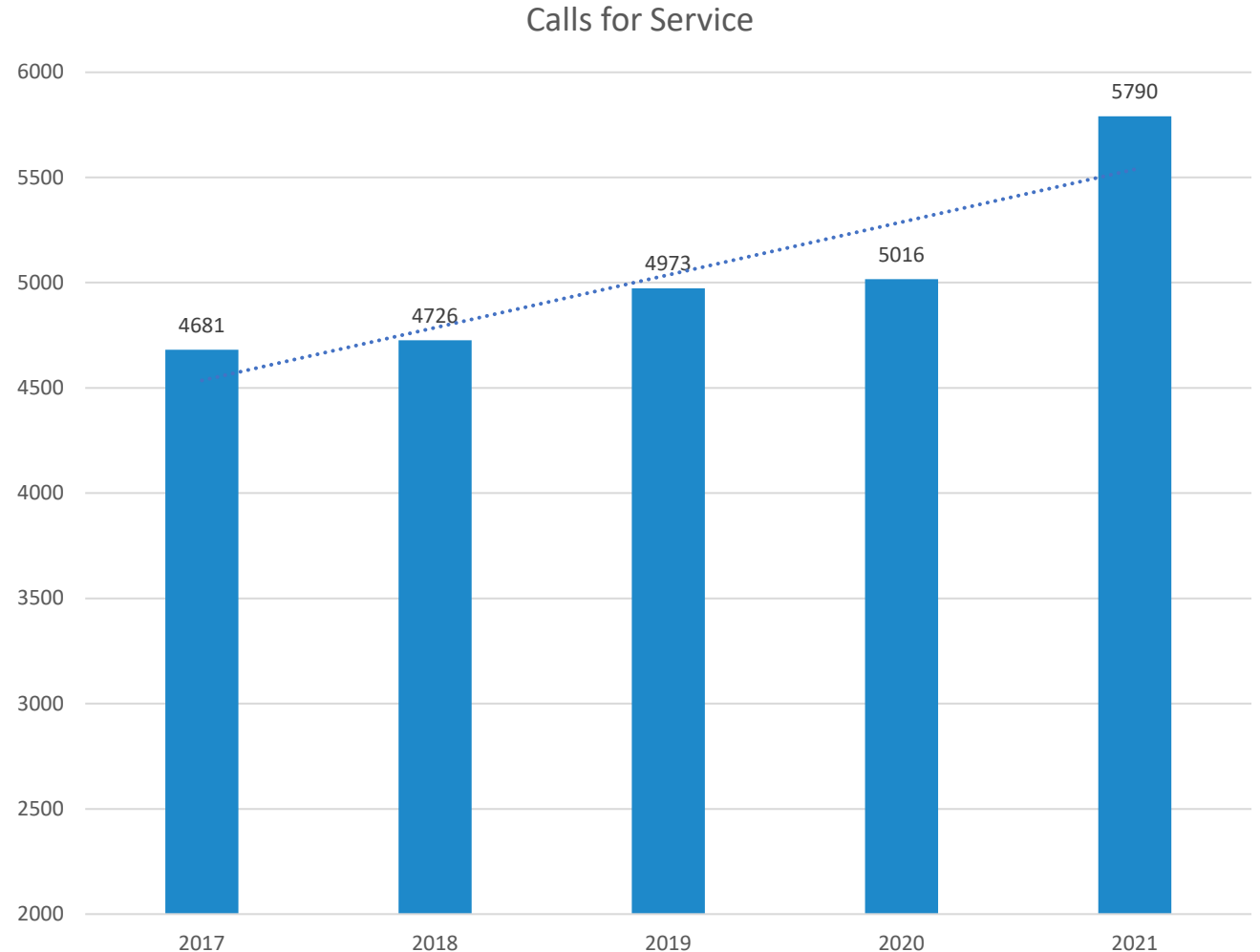
- System became very strained due to COVID illness and quarantines
  - At times, staffing a third ambulance to meet call volume demands
  - Vacancies or injuries almost always result in OT
  - Significant OT is leading to high levels of staff stress and burnout
  - High OT levels have caused unprecedented levels of forced OT
  - Staff frequently unable to use earned time such as wellness days or floating holidays
  - Comp-time as a tool to reduce OT is ineffective as employees have little opportunity to use it
- Minimum staffing levels prohibit EMS crews from participating in on-duty training opportunities
- Virtually all Paramedic training results in OT
- Additional duties such as event coverage at City Sponsored events result in OT





# CALLS FOR SERVICE

- 23% increase in calls for service since 2017
- Historically, 80% of calls are Rescue/EMS
  - 82% in 2021 (COVID)

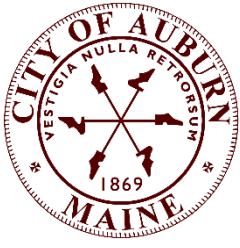


# Budget Impacts

Account Title	FY 2022 Budget	FY 2022 Projected	FY23 proposed (add 4 Positions)	Savings
Fire & EMS Transport				
Regular Salaries	4,024,707	3,869,704	4,271,987	402,283
Holiday Pay	192,652	192,652	197,633	4,981
Uniform Allowance	39,555	39,555	41,500	1,945
Physicals	2000	8000	6000	(2,000)
OT - Vac Replacement	88000	88,000	12,000	(76,000)
OT - Sick Replace LT	50000	65,000	50,000	(15,000)
OT - Sick Replace ST	134000	240,000	150,000	(90,000)
OT - Mandatory Training	25,000	17,500	25,000	7,500
OT - Extra Assignments	30,100	98,000	30,100	(67,900)
OT - Vacancies/Retirement	22,932	190,000	23,000	(167,000)
OT - Work Related Injuries	15,750	24,000	20,000	(4,000)
OT - Meetings	9,700	4,000	7,000	3,000
OT - Funeral Leave	5,000	5,000	5,000	0
OT - Multiple Alarms	9,000	7,800	9,000	1,200
Total		4,849,211	4,848,220	(991)

- Cost of four positions to FD budget is offset by OT Savings

- Addition of \$68,000 required to benefits/health insurance budget lines for four positions



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Author:** Phil Crowell, City Manager

**Subject:** FY 2023 City Budget Discussion

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**Information:** The workshop is intended to review the amendments made at the first reading. Please review the budget documents in the council packet or the city website for further details.

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**City Budgetary Impacts:** TBD

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**Staff Recommended Action:** Discussion

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**Previous Meetings and History:** Passage of first reading on 5/2/2022 with amendments. Second reading scheduled for tonight.

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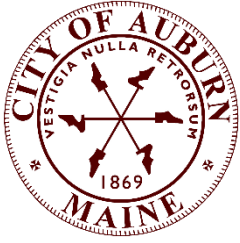
**City Manager Comments:**



I concur with the recommendation. Signature:

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**Attachments:**



## City of Auburn City Council Information Sheet

**Council Workshop or Meeting Date:** May 16, 2022

**Subject:** Executive Session

**Information:** Economic development, pursuant to 1 M.R.S.A. Section 405(6) (C).

**Executive Session:** On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
- (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
- (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
- (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present. This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

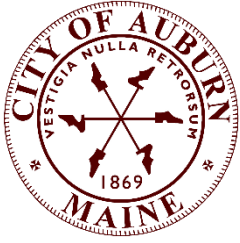
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



## City of Auburn City Council Information Sheet

**Council Workshop or Meeting Date:** May 16, 2022

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C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

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**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Order:** 61-05162022

**Author:** Alison F. Pepin, Deputy City Clerk

**Subject:** Waiver of Business License Fee – Auburn Suburban Baseball/Softball

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**Information:** An application for a waiver of business license fee of \$200 was submitted by the Auburn Suburban Baseball/Softball, located at 4 Mount Apatite Road.

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**City Budgetary Impacts:** \$200

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**Staff Recommended Action:** Consider waiving the fee

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**Previous Meetings and History:** N/A

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**City Manager Comments:**

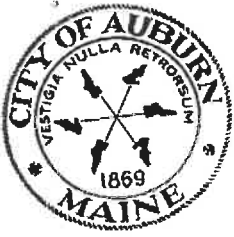
*Phillip Crowell Jr.*

I concur with the recommendation. Signature:

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**Attachments:**

- Application
- Request to waive fees
- Order



CITY OF AUBURN

BUSINESS LICENSE APPLICATION

Business Name: \_\_\_\_\_

NEW  RENEWAL Expires: \_\_\_\_\_

Office of the City Clerk  
60 Court St, Auburn,  
ME 04210  
207.333.6600  
www.auburnmaine.gov  
**Please Note:** All real estate and personal property taxes related to the business must be current before a license can be issued.

Please check the boxes for all licenses you are applying for:

There is a late fee of \$50.00 for renewals that are 30-45 days late, \$100.00 for more than 46 days late, and \$200.00 for reoccurring

**Food Service Establishments:**

- \*FSE Mobile Food distribution Unit (12 mths) ...\$100  
*Not to be located less than 200 ft from nearest food service establishment. Please include a letter from property owner authorizing use of location.*
- \*FSE Serving Malt, Vinous & Spirituous Liquor (FSE Class I) ..... \$500  
  
Public hearing required for new license- \$100 fee  
Background check must also be included.
- \*FSE Serving Malt and/or Vinous (FSE Class III & IV)..... \$400  
  
Public hearing required for new license- \$100 fee  
Background check must also be included.
- \*Class A Lounge Serving Malt, Vinous & Spirituous Liquor (Class X) ..... \$1000  
(Plus, actual cost of advertising hearing)  
  
Public hearing required for new license - \$100 fee.  
Background check must also be included.
- \*FSE with Sit Down (On/Off), no Alcohol.....\$200  
**Includes Prepackaged Foods**
- \*Bottle Club/BYOB..... \$200  
  
Public hearing required for new license- \$100 fee  
Background check must also be included.
- \*Temp FSE (Per event max 30 days).....\$60

**Other Business Licenses Applying for:**

- \*Special Amusement .....\$125  
Public hearing required for new license- \$100 fee  
Please fill out supplemental questionnaire (pg. 4).
- \*Pawnshop/Pawn Broker .....\$100
- \*Secondhand Dealer..... \$100
- \*Massage Establishment/Therapist..... \$150  
State license #: \_\_\_\_\_  
  
Please also include 2 copies of a passport size photograph taken within 30 days of application date (annually), copy of current State license and copy of government issued identification.
- \*Tattoo Artist..... \$100  
  
\*Above licenses: Each applicant for a license shall provide a copy of a criminal background check (to include all present and former names) dated not more than 3 days prior to submission of application. You can do it yourself on-line here: <http://www5.informe.org/online/pcr/>
- Bowling Alley (fee per lane) .....  
\$85 # Of lanes: \_\_\_\_\_
- Roller Skating Rinks with Part/Full Kitchen...\$90
- Lodging House, Boarding House, Rooming Houses, Hotels, Motels, etc.....\$100 annually

\*All above licenses: include copy of floor plan, menu/draft menu, certified food handler certificate and a copy of all State licenses applicable.

Seating: \_\_\_\_\_ Occupancy load: \_\_\_\_\_

LICENSING FEE(S) TOTAL DUE: \$ \_\_\_\_\_

FSE Off Premise/Retailer-Malt Liquor/Table Wine..... \$200

NAME OF BUSINESS: AUBURN SUBURBAN BASEBALL & SOFTBALL BUSINESS ADDRESS: 1 MOUNT APATITE RD. AUBURN ME  
 BUSINESS MAILING ADDRESS: P.O. BOX 1615 AUBURN ME 04211-1615  
 OWNER'S NAME (LOCAL/ONSITE): AUBURN SUBURBAN DOB: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 OWNER'S ADDRESS: \_\_\_\_\_ MAILING ADDRESS: \_\_\_\_\_  
 PREFERRED EMAIL: \_\_\_\_\_

MANAGER'S NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_ DOB: \_\_\_\_\_

PREFERRED CONTACT NAME: FRITZ KUNAS PHONE #: 207 577 5853

EMAIL ADDRESS: FMKUNAS@HOTMAIL.COM

DESCRIPTION OF BUSINESS: 501 C3 NON PROFIT YOUTH SPORTS ORGANIZATION SUPPORTING FAMILIES IN AUBURN, ME. SNACK SHACK OFFERS FOOD & BEV TO FAMILIES & PLAYERS DURING GAMES

TYPE OF PREVIOUS BUSINESS AT ADDRESS (IF KNOWN): \_\_\_\_\_

FORM OF BUSINESS ORGANIZATION:  Corporation  Partnership  Sole Proprietorship  LLC  Other

(If a corporation, must include a copy of corporate papers for new licenses)

If a Corporation, Partnership or LLC, complete the following information of each owner (additional names may be listed on an attached sheet):

Name	<i>Print Clearly</i> Address Previous 5 years	Birth Date	% of Stock	Title

OWNER OF BUILDING/UNIT: \_\_\_\_\_ PHONE # \_\_\_\_\_

OWNER'S ADDRESS: \_\_\_\_\_

HOURS OF OPERATION: Mon: 5-8 pm Tues: 5-8 pm Wed: 5-8 pm Thurs: 5-8 pm  
 Fri: \_\_\_\_\_ Sat: 9-4 pm Sun: \_\_\_\_\_

Has applicant(s) and/or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States, within the past 5 years?  Yes  No (If yes, complete the following)

Name: \_\_\_\_\_ Date of conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

Include additional pages if needed.

THE OMISSION OF FACTS OR ANY MISREPRESENTATION OF ANY OF THE INFORMATION ON THIS APPLICATION SHALL BE SUFFICIENT GROUNDS FOR THE REFUSAL OF SUCH LICENSE.



**Chapter 14-Business Licenses & Permits-Article II Sec.14-34 Certification from City Officials** *Before a license is issued the City Clerk shall submit the application for certification to the Code Enforcement Officer, Fire Chief, Chief of Police and City Treasurer.*

There is a 14 day review period after receipt of a **completed** application. Incomplete applications will not be reviewed for approval and will be returned for completion. A business must not operate until approved by the required departments. Final approval and issuance of license will be from the City Clerk's Office.

CERTIFICATE OF APPLICANT AND WAIVER OF CONFIDENTIALITY

\*\*\*READ CAREFULLY BEFORE SIGNING\*\*\*

I, FREDERICK M KUMAS (Print name), Owner/Operator of the business, hereby authorize the release of any criminal history record information to the City Clerk's Office or Licensing Authority. I understand that this information shall become public record, and I hereby waive any rights of privacy with respect hereto. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. This application is accurate and true to the best of my knowledge.

Applicant Signature: 

Date: 4.22.22

**FOR OFFICE USE ONLY**

**REPORT OF INSPECTING OFFICERS:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	FIRE INSPECTOR _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	CODE ENFORCEMENT OFFICER _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	POLICE _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	FINANCE _____

**Comments:**

\_\_\_\_\_  
 \_\_\_\_\_

Application date: <u>4-22-22</u>	License issued on: _____
Fees paid: License fee(s) _____	Public hearing fee _____
	Background fee _____
	Late fee _____
Total amount paid = \$ _____	



April 22, 2022

City of Auburn  
60 Court St.  
Auburn, ME 04210

Honorable Mayor & City Council Members:

On behalf of Auburn Suburban Baseball & Softball (ASBS), I respectfully request a waiver of the \$200.00 licensing fee for operation of our concession stand (snack shack) during the 2022 season (May 2, 2022 - July 24, 2022).

ASBS is a non-profit organization serving over 400 youth through competitive baseball & softball teams. Funds raised by the snack shack, staffed by volunteers, are vital to the success of our organization. Funds raised throughout the season support facility maintenance, new equipment, program expansion (Buddy Ball), uniform purchase and items/services to ensure the safety of our families and players.

I invite you to join us for a game this season, appreciate your support of ASBS and hope you will consider waiving our licensing fee this season.

Sincerely,

A handwritten signature in blue ink, appearing to read "Fritz Kunas", with a long horizontal flourish extending to the right.

Fritz Kunas  
ASBS President  
207-577-5853



**ORDER 61-05162022**

# City Council Order

## IN CITY COUNCIL

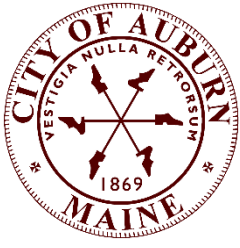
**ORDERED**, that the City Council hereby authorizes the City Clerk to waive the \$200 business license fee for Auburn Suburban Baseball/Softball, located at 4 Mount Apatite Road.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Order:** 62-05162022

**Author:** Jason D. Moen, Chief of Police

**Subject:** Confirm Chief Moen's appointment of Sergio Martins as a Constable with firearm for the Auburn Police Department.

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**Information:** The Auburn Police Department requests that the City Council confirm the appointment Sergio Martins as a Constable with firearm for the City of Auburn.

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**City Budgetary Impacts:** N/A

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**Staff Recommended Action:** Motion to confirm Chief Moen's appointment of Sergio Martins as a Constable with firearm for the Auburn Police Department.

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**Previous Meetings and History:** None

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**City Manager Comments:**

*Phillip Crowell Jr.*

I concur with the recommendation. Signature:

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**Attachments:**

N/A



**ORDER 62-05162022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby confirms the appointment of Sergio Martins as Constable with firearm/arrest powers for the Auburn Police Department.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 62-05162022**

# City Council Order

## IN CITY COUNCIL

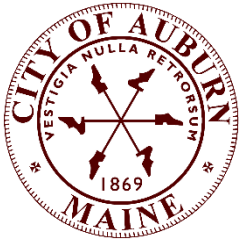
**ORDERED**, that the City Council hereby confirms the appointment of Sergio Martins as Constable with firearm/arrest powers for the Auburn Police Department.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Order:** 63-05162022

**Author:** Sue Clements-Dallaire, City Clerk

**Subject:** Scheduling the School Budget Validation Referendum Election to be held on June 14, 2022

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**Information:**

Title M.R.S.A. 20-A, Section 2307 requires Municipalities to conduct a School Budget Validation Referendum Election each year.

The date is consistent with previous years, and there is a cost savings when holding this election at the same time as a State election which is normally the second Tuesday in June. It also results in better voter turnout.

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**City Budgetary Impacts:** N/A

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**Staff Recommended Action:** Recommend passage of this order.

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**Previous Meetings and History:** N/A

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**City Manager Comments:**

I concur with the recommendation. Signature:



**Attachments:** Order



**ORDER 63-05162022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby sets the date to hold the School Budget Validation Referendum Election for Tuesday, June 14, 2022.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



Mayor Levesque called the meeting to order at 7:03 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

**Pledge of Allegiance**

**I. Consent Items - None**

**II. Minutes - April 19, 2022 Regular Council Meeting**

Motion was made by Councilor Walker and seconded by Councilor Staples to approve the minutes of the April 19, 2022 Regular Council Meeting.

Passage 7-0.

**III. Communications, Presentations and Recognitions**

Council Communications (about and to the community)

**Councilor Gerry** commented on the motto of the City “No Steps Backward” adding that she supports the petition process that is underway with residents of the city.

**Mayor Levesque** gave acknowledgement to Chief Moen and the Police Department for their work on a recent PD case. He also announced that there will be a Memorial Weekend event on Friday, May 27<sup>th</sup> at the Veteran Park on Summer Street dedicating veteran stones that were donated by the Lion’s Club. Last, he provided an update on LD 2003. He encouraged everyone to read and be aware of this bill which takes effect in July of 2023.

**IV. Open Session**

**Maureen O’Brien**, 42 Winter Street commented on the PAL Center.

**Andy Titus**, Rubellite Lane commented on Lake Grove Park.

**Jay Bishop**, Lake Shore Drive commented on the septic upgrade system.

**V. Unfinished Business - None**

**VI. New Business**

**1. Public hearing** – Public hearing to receive comments for Program Year 2022, CDBG & HOME Annual Action Plan.

The Mayor opened the public hearing at 7:19 PM. No one from the public spoke. The public hearing was closed at 7:20 PM.

**2. Order 55-05022022**

Approving the allocation of \$100,000 American Rescue Plan Act (ARPA) funds for the Lake Auburn Community Center.

Motion was made by Councilor Milks and seconded by Councilor Hawes for passage.

Public comment – No one from the public spoke.

Passage 7-0.

**3. Ordinance 14-05022022**

Amending Auburn's Code of Ordinances, Chapter 60-952(c) and (f) (1-5) for agricultural buffer trip and subsurface wastewater systems in the Lake Auburn Watershed. **Public hearing and first reading.**

Motion was made by Councilor Milks and seconded by Councilor Staples for passage.

Public hearing:

**Bruce Rioux**, 85 Mary Carroll Street, stated that we do not have a septic problem in the watershed and he asked who would benefit from this change?

**Pam Rousseau**, 745 West Auburn Road, expressed concerns about the septic design and who will monitor the "curtains" that go around the septic system.

Motion was made by Councilor Walker and seconded by Councilor Staples to postpone this item until after the Planning Board action and FE Environmental data is collected.

Passage 7-0.

**4. Ordinance 15-05022022**

Amending Auburn's Code of Ordinances, Chapter 60, Sec. 60-1066 (1). Public hearing and first reading.

Motion was made by Councilor Staples and seconded by Councilor Walker for passage.

Public hearing:

**Pam Rousseau**, 745 West Auburn Road, stated that Taylor Pond is at risk, and she asked that to please be careful with the pond.

Passage 7-0. A roll call vote was taken.

**5. Order 56-05022022**

Authorizing the City's general obligation bonds in the amount of \$7,100,00.00 to finance the City's FY23 Capital Improvement Program. Public hearing and first reading.

Motion was made by Councilor Whiting and seconded by Councilor Walker for passage.

Public hearing – No one from the public spoke.

Motion was made by Councilor Staples and seconded by Councilor Gerry to amend by adding \$200,000 to add cross walks by the new Edward Little High School.

Passage 7-0.

Motion was made by Councilor Walker and seconded by Councilor Milks to amend by adding \$50,000 to replace the Boy’s & Girl’s Club gym floor. After further discussion, Councilor Walker withdrew his motion.

Passage of Order 56-05022022 as amended, 6-1 (Councilor Gerry opposed). A roll call vote was taken.

**6. Order 57-05022022**

Authorizing the reallocation of \$362,600 from previous General Obligation Bonds that were unspent to fund a portion of the City’s FY 22 - 23 CIP. First reading.

Motion was made by Councilor Gerry and seconded by Councilor Staples for passage.

Public comment – No one from the public spoke.

Motion was made by Councilor Walker and seconded by Councilor Gerry to amend by adding \$50,000 to replace the Boy’s & Girl’s Club gym floor.

Passage 7-0.

Motion was made by Councilor Walker and seconded by Councilor Staples to reduce the patrol rifle replacement amount by half (from \$35,000 to \$17,500).

Passage 6-1 (Councilor Whiting opposed).

Passage of Order 57-05022022 as amended, 7-0. A roll call vote was taken.

**7. Resolve 03-05022022**

Adopting the Appropriations Resolve for Fiscal Year 2023. Public hearing and first reading.

Motion was made by Councilor Walker and seconded by Councilor Milks for passage.

Public hearing:

Andy Titus, Rubelite Lane, commented that he feels the operating increase of 9% is high.

Motion was made by Councilor Staples and seconded by Councilor Walker to amend by adding \$25,000 to the operating budget to plant street trees.

Passage 7-0.

Motion was made by Councilor Milks and seconded by Councilor Hawes to amend by adding \$50,000 to the legal budget.

Passage 5-2 (Councilors Gerry and Whiting opposed).

Motion was made by Councilor Gerry and seconded by Councilor Staples to amend by including the proposed Police Department restructure of \$270,000 within the current budget and to be mil rate neutral.

Passage 4-3 (Councilors Walker, Morin, and Hawes opposed). A roll call vote was taken.

Motion was made by Councilor Walker and seconded by Councilor Gerry to amend by increasing the Fire Department budget by \$68,000

Motion was made by Councilor Morin and seconded by Councilor Milks to postpone this amendment to the 5/16/2022 meeting.

Passage 7-0.

Passage of Resolve 03-05022022 as amended, 5-2 (Councilors Staples and Gerry opposed).

**8. Order 58-05022022**

Authorizing the School Committee be authorized to establish an Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic fields.

Motion was made by Councilor Whiting and seconded by Councilor Staples for passage.

Public comment – No one from the public spoke.

Motion was made by Councilor Staples and seconded by Councilor Gerry to amend by adding that this would be used only for its intended purpose. After further discussion, Councilor Staples withdrew his motion.

Passage 7-0.

**9. Order 59-05022022**

The School Committee be authorized to establish a School Technology Equipment Reserve Fund for the purpose of funding purchase and maintenance of computers, tablets, audiovisual equipment and related technology for the School Department.

Motion was made by Councilor Staples and seconded by Councilor Morin for passage.

Public comment – Andy Titus, 24 Rubelite Lane, would like to see this used for the intended purpose.

Motion was made by Councilor Staples and seconded by Councilor Milks to amend by adding that these funds be used only for its intended purpose.

Passage 7-0.

Passage of Order 59-05022022 as amended, 7-0.

**10. Order 60-05022022**

Authorizing City Staff to draft amendments consistent with the adopted Comprehensive Plan for consideration by the Planning Board and direct the Planning Board to review proposed amendments, hold Public Hearings on each and forward a recommendation back to the City Council.

Motion was made by Councilor Staples and seconded by Councilor Walker for passage.

Public comment – Bob Hayes, 172 Allen Avenue asked for clarification to the public in respect to the adopted Comprehensive Plan.

Passage 5-2 (Councilors Gerry and Whiting opposed).

Motion was made by Councilor Hawes and seconded by Councilor Staples to take Order 46-03282022 for the rezoning of T4.2 off the table and send to the Planning Board now instead of waiting the 120 days.

Public comment – Elizabeth Dunn, Court Street asked for clarification.

Passage 5-2 (Councilors Gerry and Whiting opposed).

**VII. Open Session** – Pam Rousseau, West Auburn Road commented on Taylor Pond and would like the Council to reconsider the Taylor Pond purple color on the map (16 units per acre) which concerns her.

**VIII. Reports (from sub-committees to Council)**

**Mayor Levesque** reported that the Auburn Business Association Citizen of the Year event is coming up on May 17<sup>th</sup>, and CMCC will be holding their annual education event and fundraiser on May 4<sup>th</sup> at 3:30 at the Hilton Garden Inn.

**City Manager Crowell** reported that he appreciates the Mayor and Council taking a look at the ICMA training sessions that are coming up. June 10<sup>th</sup> will be the celebration for the naming of the footbridge after former Mayor John Jenkins. His celebration of life will be held on June 11<sup>th</sup>. More information will go out to the public.

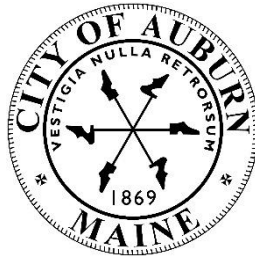
IX. **Executive Sessions** - None

VIII. **Adjournment** – Motion was made by Councilor Milks and seconded by Councilor Morin to adjourn. Unanimously approved and the meeting adjourned at 8:42 pm.

A TRUE COPY

ATTEST *Susan Clements-Dallaire*

Susan Clements-Dallaire, City Clerk



## PROCLAMATION MAINE ARBOR WEEK

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and this holiday called Arbor Day was first observed with the planting of a million trees in Nebraska; and

**WHEREAS**, May 16th to May 20th, 2022 is Maine Arbor Week; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil, cut heating and cooling cost, moderate the temperature, clean the air, provide life-giving oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community; and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal.

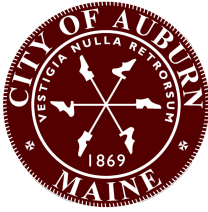
**NOW THEREFORE** I, Jason Levesque, Mayor of the City of Auburn, by virtue of the authority vested in me, do hereby proclaim May 16th to May 20th, 2022 as the celebration of Maine Arbor Week in the City of Auburn, and I urge all citizens to celebrate Maine Arbor Week and support efforts to protect our trees and woodlands.

**Further**, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

IN WITNESS WHEREOF, I have  
hereunto set my hand and caused the  
Seal of the City of Auburn, Maine  
to be fixed this 16th day of May 2022

---

Jason Levesque, Mayor



# MAYORAL PROCLAMATION

- WHEREAS May 21, 2022 is the twelfth **Kids to Parks Day** organized and launched by the National Park Trust held annually on the third Saturday of May; and
- WHEREAS Kids to Parks Day empowers kids and encourages families to get outdoors and visit local parks, public lands, and waters; and
- WHEREAS we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes, hypertension and other diseases; and
- WHEREAS Kids to Parks Day will broaden children's appreciation for nature and the outdoors;
- WHEREAS and the City of Auburn has a beautiful and diverse selection of city parks to explore and enjoy;

NOW THEREFORE, I, Mayor Jason J. Levesque, do hereby proclaim May 21, 2022 to be "Kids to Parks Day" in the great City of Auburn, Maine. I urge residents of Auburn to make time on May 21 to take the children in their lives to a neighborhood, state or national park.

---

Mayor Jason J. Levesque

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Signed on this date





PROCLAMATION | **KIWANIS 100<sup>TH</sup> ANNIVERSARY**

**WHEREAS**, Kiwanis is a global organization of volunteers dedicated to improving the world one child and one community at a time; and

**WHEREAS**, Kiwanis members dedicate more than 18 million service hours each year to strengthen communities and serve children, with nearly 600,000 adult and youth members in 80 countries and geographic areas; and

**WHEREAS**, the Kiwanis Club of Lewiston-Auburn was chartered on May 19 of 1922 and has been dedicated to serving our community for 100 years, supporting local kids and families with infant safety kits, scholarships, books, classroom supplies, and in countless other ways; and

**WHEREAS**, the service provided by the Kiwanis Club of Lewiston-Auburn, Maine will continue to have a positive impact on our community and citizens;

**NOW THEREFORE**, I Jason Levesque, Mayor of the City of Auburn, do hereby proclaim May 19, 2022, to be **Kiwanis Club of Lewiston-Auburn Day**. I invite and encourage all citizens of Auburn to acknowledge and celebrate the work of this inspirational group and their efforts to provide meaningful service to the children of our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Auburn, Maine to be fixed this 16<sup>th</sup> day of May, 2022.

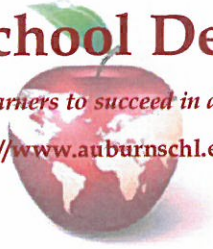
Mayor Jason Levesque

Superintendent  
Cornelia Brown PhD  
Assistant Superintendent  
Sue Dorris, EdD  
Business Manager  
Mark Conrad, CAGS

# Auburn School Department

*"Empowering lifelong learners to succeed in an ever changing world"*

<http://www.auburnschl.edu>



60 Court Street 4th Floor  
Auburn, ME 04210  
Fax: 207-333-6628  
Phone: 207-784-6431

TO: Auburn City Council

FR: Cornelia Brown, Superintendent of Schools

DATE: May 9, 2022

RE: Utilization of Capital Reserve Funds

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Title 30-A: Municipalities, Subpart 9, Fiscal Matters, Chapter 223, Municipal Finances, Subchapter 7, subsection 5801 allows a municipality to establish a reserve fund, consisting of one or more accounts, by appropriating money or authorizing the transfer of unencumbered surplus funds at the end of any fiscal year for the following purposes:

1. Capital Improvement Account: Financing the acquisition or reconstruction of a specific, or type of capital improvement.
2. Capital Equipment Account: Financing the acquisition of a specific item or type of capital equipment.

These funds must be authorized, and expended, by the legislative body. State statute also requires legislative approval for appropriations both in and out of the funds. These appropriations are considered a part of the annual budget process. As such, fund appropriations require the approval of both the School Committee and the City Council, as well as voter approval through the budget validation referendum. Any appropriations into the funds must cite the source of the appropriation (such as unexpended year-end balances), and any appropriations out of the funds must cite the purpose for which the funds will be used (such as purchasing computer laptops for teachers, or a roof replacement for the High School). In this case, it would be the City Council. State statute requires that dollars appropriated into the funds can only be expended for the purposes outlined in the establishment of the funds. They cannot be used for other purposes.

I would like to thank the Council for establishing the two capital reserve funds requested by the Auburn School Committee – an Edward Little High School Capital Reserve Fund and a School Technology Equipment Capital Reserve Fund. These funds will reduce the need for, and subsequent cost of bonding future capital improvement projects, thereby saving money for our taxpayers. The capital reserve fund for Edward Little will also encourage the implementation of a sound capital maintenance program for the new High School to protect the community's investment in this wonderful facility.

Superintendent  
Cornelia Brown PhD  
Assistant Superintendent  
Sue Dorris, EdD  
Business Manager  
Mark Conrad, CAGS

# Auburn School Department

*"Empowering lifelong learners to succeed in an ever changing world"*

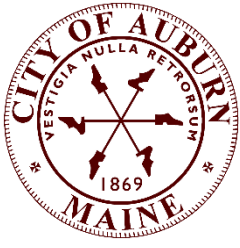
<http://www.auburnschl.edu>



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Auburn, ME 04210  
Fax: 207-333-6628  
Phone: 207-784-6431

Clearly any activities around these funds require a fully transparent process with statutory and legislative safeguards to assure the appropriate expenditure of reserve funds. I hope this addresses any concerns Council members may have in this regard. Thank you again for your support.

cc: Auburn School Committee



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Ordinance:** 15-05022022

**Author:** John A. Blais, Deputy Director of Planning and Permitting

**Subject:** Updated CH. 60, Sec. 60-1066 (1) Phosphorous control for any new building or structure

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**Information:** The Planning Board reviewed this proposal and provided a positive (7-0) recommendation (attached) at the April 12, 2022, meeting. Sec. 60-1066 - Applicability (1) Any new building or structure with more than 200 square feet of ground floor area.

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**City Budgetary Impacts:** None

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**Staff Recommended Action:** Staff suggests council discuss the proposed changes, hold a public hearing, and vote Yes on the proposed ordinance change as recommended by the Planning Board on April 12, 2022. Staff recommends a second reading tonight, updating Chapter 60, ARTICLE XIII, DIVISION 2, Sec 60-1066 (1) as a result of previous discussion and Council votes (7-0) at the March 7, 2022 meeting.

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**Previous Meetings and History:** April 12, Planning Board Workshop and Public hearing, April 19, Council workshop, passage of first reading on May 2, 2022.

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**City Manager Comments:**



I concur with the recommendation. Signature:

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**Attachments:**



# City Council Ordinance

## IN CITY COUNCIL

**Amending ARTICLE XIII, DIVISION 2, Sec 60-1066 (1) phosphorous control for any new building or structure.**

**Be it ordained**, that the Auburn City Council amend ARTICLE XIII, DIVISION 2, Sec 60-1066 (1) phosphorous control for any new building or structure. Auburn Code of Ordinance to update to require that all projects subject to review under the provisions of this division shall submit a phosphorus control plan for projects with buildings or structures more than 200 square feet as found in text below.

**Sec. 60-1066 -Applicability (1) Any new building or structure with more than ~~575~~ 200** square feet of ground floor area.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Order:** 56-05022022

**Author:** Jill M. Eastman, Finance Director

**Subject:** Authorizing Issuance of General Obligation Bonds and A Tax Levy Therefor

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**Information:** This is the Annual Capital Improvement Projects for FY 22-23 that we are recommending for bonding. Please see attached sheet that describes the projects being funded.

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**City Budgetary Impacts:** This is a 10 year bond, interest only for FY 23 and principal and interest payments for 10 years.

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**Staff Recommended Action:** Second and final reading.

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**Previous Meetings and History:** First reading and public hearing held May 2, 2022. Amendments were made and have been incorporated into the Order

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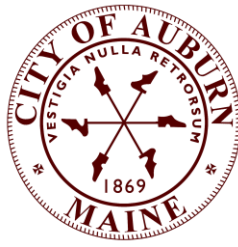
**City Manager Comments:**

I concur with the recommendation. Signature:

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**Attachments:**

**Copy of the amended Order.**



# City Council Order

## IN CITY COUNCIL

### ORDER - AUTHORIZING ISSUANCE OF GENERAL OBLIGATION BONDS AND A TAX LEVY THEREFOR

**Be It Ordered by the Auburn City Council**, following a public hearing duly called and held as required by Article 8, Section 8.13 of the Auburn City Charter and the requirements of 1 MRS §403-A, that there be and hereby is authorized the issuance and sale of the City’s general obligation bonds and notes in anticipation thereof on either a taxable or a tax-exempt basis in the amount of \$7,100,000, the proceeds of which, including premium, if any, and investment earnings thereon, are hereby appropriated to finance the following capital equipment and capital improvements (including costs of issuance for the bonds), all constituting part of the City’s FY23 Capital Improvement Program:

<b>CAPITAL IMPROVEMENT PLAN</b>		
<b>FY 23 BONDS</b>		
	<b>Description</b>	<b>TOTAL</b>
Econ Dev & Planning	Dangerous Building Demolition	\$ 120,000
Econ Dev & Planning	Downtown Parking and Walkability-Grant Match	\$ 148,000
Facilities	Public Safety Facilities Master Plan	\$ 300,000
Facilities	Auburn Hall Lighting LED/Lighting Control conversion	\$ 60,000
City Wide Vehicles	Police Vehicle Replacement	\$ 165,000
Police	Mobile Printers & Fingerprint Readers	\$ 50,000
Engineering	Reclamation	\$ 1,800,000
Engineering	Reconstruction	\$ 1,200,000
Engineering	Major Drainage	\$ 500,000
Engineering	MDOT Match	\$ 1,100,000
Engineering	Resurfacing	\$ 600,000
Engineering	Sidewalks	\$ 100,000
<b>Engineering</b>	<b>Enhanced Crosswalks</b>	<b>\$ 200,000</b>
Public Works	Replace 12 yard plow trucks	\$ 520,000
Public Works	Replace Street Sweeper	\$ 265,000
Public Works	Portable Flagging Station w/Trailer	\$ 50,000
Public Works	Replace Tractor (Haul)	\$ 75,000
Administration	Contingency	\$ 47,000
<b>TOTAL BOND CIP</b>		<b>\$ 7,300,000</b>

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

THAT the bonds and notes authorized hereunder shall be signed by the City's Finance Director and its Treasurer, attested by the City Clerk under the seal of the City. A tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year. The bonds and notes may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the City's Finance Director.

THAT in order to finance temporarily the projects described above, the Finance Director is authorized to expend up to \$7,100,000 either from available funds of the City or from the proceeds of bond anticipation notes which would be reimbursed or refinanced from bond proceeds.

THAT the bonds and notes authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director.

THAT the authority and discretion to designate the bond or notes authorized hereunder, or a portion thereof, as qualified tax-exempt obligations under Section 265 of the Internal Revenue Code of 1986, as amended, is hereby delegated to the Finance Director.

THAT the City's Finance Director, Treasurer, Clerk, and other proper officials of the City be, and hereby are, authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, and to execute, deliver, file, approve, and record all financing documents, contracts, agreements, certificates, preliminary and final official statements, tax certificates and other documents as may be necessary or advisable, with the advice of counsel for the City, to carry out the provisions of this order, as may be necessary or desirable.

THAT if the Finance Director, Treasurer, or Clerk are for any reason unavailable to approve and execute the bonds or any related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had himself or herself performed such act.

THAT the authority to issue the bonds or notes authorized hereunder shall automatically expire 2 years from the approval of this Order.

THAT this order is a declaration of official intent pursuant to Treas. Reg. § 1.150-2 and shall be kept available for public inspection during reasonable business hours at the office of the City Clerk.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager





**ORDER 56-05022022**

## City Council Order

A Public Notice describing the general purpose of the borrowing and the terms thereof was published on or before April 16, 2022, in the Lewiston Sun-Journal, a daily newspaper published in the City of Auburn and in Androscoggin County.

**First Reading Held May 2, 2022:** Amendment made by Councilor Staples and Seconded by Councilor Gerry to add an additional \$200,000 for Enhanced Crosswalks near the New Edward Little High School. **The addition would increase the Authorization for the Issuance of the General Obligation Bond from \$7,100,000 to \$7,300,000.**

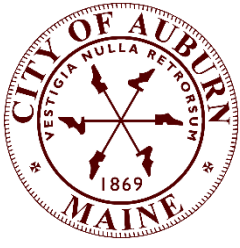
NOTE: Must be approved by roll call vote.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Order:** 57-05022022

**Author:** Jill M. Eastman, Finance Director

**Subject:** Order - Reallocating Unspent Proceeds from the City's General Obligation Bonds (Public Hearing and 2<sup>nd</sup> Reading)

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**Information:** This is the order authorizing the reallocation of \$395,100 from previous General Obligation Bonds that were unspent to fund a portion of the City's FY 22 - 23 CIP. As amended at 1<sup>st</sup> reading

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**City Budgetary Impacts:** There are no budgetary impacts at this time.

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**Staff Recommended Action:** Staff recommends passage of 2nd reading.

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**Previous Meetings and History:** Discussed at budget workshop in April 2022. Passed in first reading on May 2, 2022 with amendments.

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**City Manager Comments:**

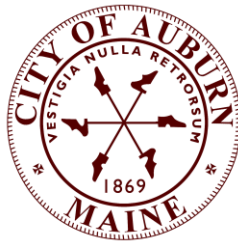
*Phillip Crowell Jr.*

I concur with the recommendation. Signature:

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**Attachments:**

Bond Order - Reallocation



# City Council Order

## IN CITY COUNCIL

### ORDER - Reallocating Unspent Proceeds from the City's General Obligation Bonds

ORDERED, WHEREAS, the City of Auburn issued General Obligation Bonds in various amounts for various projects; and

WHEREAS, there remain unspent proceeds of the Bonds borrowed for multiple capital improvements, \$362,600 of which excess proceeds the City Council desires to reappropriate and reallocate to be used for the projects listed below;

FY 23 Unallocated		
	Description	Unallocated Bond Proceeds
Airport	Hangar Door Repair	\$ 75,000
City Clerk	Record Restoration	\$ 50,000
Facilities	Knight House Repairs	\$ 40,000
City Wide Vehicles	Recreation Department Truck	\$ 45,000
Recreation	Side by Side	\$ 15,000
Police	Patrol Rifle Replacement	\$ 17,500
Public Works	Court Street Sidewalk (in front of Auburn Hall)	\$ 70,000
Public Works	Infield Groomer	\$ 32,600
Facilities	Gym Floor - Boys and Girls Club	\$ 50,000
TOTAL UNALLOCATED CIP		\$ 395,100

NOW, THEREFORE, by the City Council of the City of Auburn, be it hereby ORDERED:

THAT the excess proceeds of the Bonds, in the amount of \$362,600 be and hereby are appropriated from the amount borrowed as part of various Bonds to finance the costs of the projects listed above.

THAT the City's Finance Director / Treasurer be, and hereby is, authorized and empowered in the name and on behalf of the City, to do or cause to be done all such acts and things, and to execute and deliver, all such financing documents, certificates, and other documents as may be necessary or advisable, with the advice of counsel for the City, to carry out the provisions of this Order, as may be necessary or desirable.

A Public Notice describing the repurposing of these Bond proceeds borrowed for Various Projects to the list above was published on or before May 2, 2022, in the Lewiston Sun-Journal, a daily newspaper published in the City of Auburn and in Androscoggin County.

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 57-05022022**

## City Council Order

**First Reading Held May 2, 2022:** Amendment made by Councilor Walker and Seconded by Councilor Gerry to add the Gym Floor at the Boy's and Girl's Club for \$50,000. Passed 7/0.

Amendment was made by Councilor Walker and Seconded by Councilor Staples to reduce Police Department rifle replacement by \$17,500. Passed 6-1-0. (Whiting opposed)

**Bond Order Increased from \$362,500 to \$395,100. First reading passed 7-0-0.**

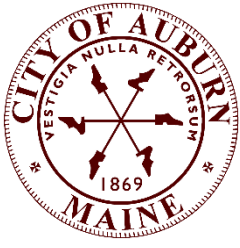
A public hearing was held on May 16, 2022.

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**Richard Whiting**, Ward One  
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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Resolve:** 03-05022022

**Author:** Jill M. Eastman, Finance Director

**Subject:** Resolve Adopting the 2022-2023 Annual Appropriation and Revenue Resolve (Second and Final Reading)

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**Information:** In accordance with the City Charter, Article 8, Section 8.6, prior to the fiscal year the City Council shall adopt an annual appropriation resolve making appropriations by department, fund, services, strategy or other organizational unit and authorizing an allocation for each program or activity.

The Council has been supplied with a resolve to adopt the annual appropriations for the City of Auburn, which includes final figures for revenue, total appropriation and municipal budget.

The school appropriation has been incorporated into this annual appropriation resolve for the City of Auburn.

This is the second and final reading of the Appropriation Resolve for FY 22-23.

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**City Budgetary Impacts:** With this FY 23 Proposed Budget with Council amendments the tax levy increase is 6.12%, which is below CPIU at 6.7% . At this time, the estimated proposed mil rate increase is 4.9%.

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**Staff Recommended Action:** Staff recommends passage of the budget on the second reading.

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**Previous Meetings and History:** Preliminary budget presentation April 4, 2022 and final Manager's Budget presentation April 19, 2022, first reading and public hearing May 2, 2022.

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**City Manager Comments:**



I concur with the recommendation. Signature:

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**Attachments:**

Resolve for the 2022-2023 Annual Appropriation and Revenue including School Department Articles with amendments made at the May 2, 2022 Council Meeting.

List of changes made to the budget after the May 2, 2022 Council Meeting.

Current updated summary sheet.

**CITY OF AUBURN  
FY 2023 EXPENDITURES  
COMPARISON FY21, FY22 AND FY23 BUDGETS**

	<b>COUNCIL ADOPTED BUDGET FY 20-21</b>	<b>COUNCIL ADOPTED BUDGET FY 21-22</b>	<b>MANAGER PROPOSED BUDGET FY 22-23</b>	<b>COUNCIL ADOPTED BUDGET FY 22-23</b>	<b>\$ Change</b>	<b>% Change</b>
<b>City Expenses</b>						
Operating Expenses	30,769,645	31,876,303	34,728,193	34,928,260	3,051,957	9.57%
Debt Service/TIF	10,627,538	10,783,972	11,411,057	11,411,057	627,085	5.81%
<b>Total City Expenses</b>	<b>41,397,183</b>	<b>42,660,275</b>	<b>46,139,250</b>	<b>46,339,317</b>	<b>3,679,042</b>	<b>8.62%</b>
<b>School Expenses</b>						
Operating Expenses	45,120,245	46,227,214	48,961,689	48,961,689	2,734,475	5.92%
Debt Service	682,367	2,114,152	6,770,401	6,770,401	4,656,249	220.24%
<b>Total School Expenses</b>	<b>45,802,612</b>	<b>48,341,366</b>	<b>55,732,090</b>	<b>55,732,090</b>	<b>7,390,724</b>	<b>15.29%</b>
<b>Intergovernmental</b>						
Intergovernmental	1,905,442	1,833,479	2,153,024	2,144,524	311,045	16.96%
County Tax	2,629,938	2,611,080	2,761,220	2,761,220	150,140	5.75%
<b>Total Intergovernmental</b>	<b>4,535,380</b>	<b>4,444,559</b>	<b>4,914,244</b>	<b>4,905,744</b>	<b>461,185</b>	<b>10.38%</b>
<b>Total Expenses</b>	<b>91,735,175</b>	<b>95,446,200</b>	<b>106,785,584</b>	<b>106,977,151</b>	<b>11,530,951</b>	<b>12.08%</b>
<b>Less: Non-Tax Revenues</b>						
City	17,224,109	18,281,464	20,546,516	20,675,616	2,394,152	13.10%
School	27,905,351	30,298,286	36,567,215	36,567,215	6,268,929	20.69%
Intergovernmental	126,217	0	0	0	0	0.00%
<b>Total Non-Tax Revenues</b>	<b>45,255,677</b>	<b>48,579,750</b>	<b>57,113,731</b>	<b>57,242,831</b>	<b>8,663,081</b>	<b>17.83%</b>
<b>Tax Levy</b>						
City	24,174,074	24,378,811	25,592,734	25,663,701	1,284,890	5.27%
School	17,897,261	18,043,080	19,164,875	19,164,875	1,121,795	6.22%
Intergovernmental Overlay	4,409,163	4,444,559	4,914,244	4,905,744	461,185	10.38%
<b>Total Tax Levy</b>	<b>46,480,498</b>	<b>46,866,450</b>	<b>49,671,853</b>	<b>49,734,320</b>	<b>2,867,870</b>	<b>6.12%</b>
Total Assessed Value	1,956,632,371	1,973,954,411	1,973,954,411	1,989,954,441 *		
<b>Tax Rate</b>						
City	12.35	12.39	12.97	12.90	0.51	4.09%
School	9.15	9.17	9.71	9.63	0.46	5.02%
Intergovernmental	2.25	2.26	2.49	2.46	0.20	8.87%
<b>Total</b>	<b>23.75</b>	<b>23.83</b>	<b>25.16</b>	<b>24.99</b>	<b>1.17</b>	<b>4.90%</b>

\* Estimated Valuation

**CHANGES MADE TO BUDGET AFTER MAY 2, 2022 COUNCIL MEETING**

<b>Dept</b>	<b>Description</b>	<b>Amount</b>
City Manager	Council increased Legal	\$ 50,000
Public Works	Council increased for Street Trees	\$ 25,000
Police Department	Council approved reorganization	\$ 94,609
Fringe Benefits	Council approved reorganization PD	\$ 30,998
LA911	Reduced to match Lewiston adopted	\$ (7,500)
Airport	Reduced to match Lewiston adopted	<u>\$ (1,000)</u>
	Net Increase to Appropriations	\$ 192,107
Non-Tax Revenue	Increased to cover PD reorg	<u>\$ (129,100)</u>
	Net Increase to tax levy	\$ 63,007



# City Council Resolve

## IN CITY COUNCIL

**RESOLVED**, that the following be, and hereby is the Annual Appropriation and Revenue Resolve of the City of Auburn for the fiscal year 2022-2023, which includes the amounts appropriated herein and revenues from all sources beginning July 1, 2022 and ending June 30, 2023.

The estimated aggregate amount of non-property tax revenue is \$57,242,831 with a municipal revenue budget of \$20,675,616 and a School Department revenue budget of \$36,567,215.

The aggregate appropriation for the City of Auburn is \$106,977,151, with a municipal budget of \$48,483,841 County budget of \$2,761,220 and a School Department budget of \$55,732,090 which received School Committee approval on April 27, 2022, and school budget approved at the May 16, 2022 Council Meeting pursuant to the School Budget Validation vote on June 7, 2022, in accordance with Maine Revised Statutes, Title 20-A § 1486 and based on the budget submitted to the Auburn City Council on April 19, 2022, by the City Manager, and notification was posted on the City of Auburn website on April 28, 2022 that a public hearing would be held on May 2, 2022 at 7:00 p.m. and said hearing having been held on that date, and as amended by the City Council, the same is hereby appropriated for the fiscal year 2022-2023 beginning July 1, 2022 for the lawful expenditures of the City of Auburn and the County of Androscoggin taxes, and said amounts are declared not to be in excess of the estimated revenue from taxation and sources other than taxation for the fiscal year of 2022-2023.

### SCHOOL BUDGET ARTICLES

Ordered that the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2022-2023

1. That \$20,492,295 be authorized to be expended for Regular Instruction;
2. That \$ 12,237,270 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$ 893,936 be authorized to be expended for Other Instruction;
5. That \$ 3,291,349 be authorized to be expended for Student and Staff Support;

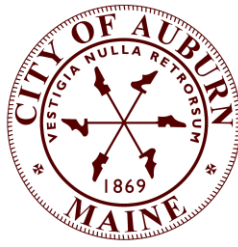
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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager





## City Council Resolve

6. That \$ 1,217,269 be authorized to be expended for System Administration;
7. That \$ 2,362,172 be authorized to be expended for School Administration;
8. That \$ 1,824,534 be authorized to be expended for Transportation and Buses;
9. That \$ 5,281,608 be authorized to be expended for Facilities Maintenance;
10. That \$ 7,726,548 be authorized to be expended for Debt Service and Other Commitments;
11. That \$ 40,953 be authorized to be expended for All Other Expenditures;
12. That \$ 49,483,622 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$ 14,867,518 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;

**Explanation:** *The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding*

*Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*

13. That \$ 894,187 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects, in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with Maine Revised Statutes, Title 20-A, Section 15690 (2A);

**Explanation:** *Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$ 3,195,978 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$3,195,978, as required to fund the budget recommended by the School Committee.

The School Committee recommends \$3,195,978, which exceeds the State's Essential Programs and Services allocation model by \$3,195,978. The School Committee gives the following reasons for exceeding the State's Essential Programs and Services funding model:

---

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Resolve

The Essential Programs and Services funding model does not recognize all of the costs of special education services, transportation services, instructional services, co-curricular services and other services that the School Department provides.

**Explanation:** *The additional local funds are those locally raised funds over and above the city's local contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for educational programs.*

15. That the school committee be authorized to expend \$55,367,933 for the fiscal year beginning July 1, 2022 and ending June 30, 2023 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, fund balances, state subsidy and other receipts for the support of schools;

16. That the City of Auburn appropriate \$364,157 for Adult Education and raise \$207,192 as the local share, with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

17. That in addition to amounts approved in the preceding articles, the School Committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.

18. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$125,000 from the School Departments unexpended balances at the end of the 2021-2022 fiscal year to the Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic facilities.

19. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$125,000 from the School Departments unexpended balances at the end of the 2021-2022 fiscal year to the School Technology Equipment Reserve Fund for the purpose of funding purchase and maintenance of computers, tablets, audiovisual equipment, and related technology for the School Department.

RESOLVED, The City is authorized to accept grants and forfeitures and to expend sums that may be received from grants and forfeitures for municipal purposes during the fiscal year



## City Council Resolve

beginning July 1, 2022, and ending June 30, 2023, provided that such grants and forfeitures do not require the expenditure of other funds not previously appropriated.

RESOLVED, that fifty percent (50%) of all real estate taxes assessed as in the annual commitment, committed to the Tax Collector, shall be due proportionately from each taxpayer on September 15, 2022, and the remaining fifty percent (50%) shall be due on March 15, 2023.

Except as may be provided by resolve regarding payments in accordance with an installment payment plan, any real estate taxes remaining uncollected on September 16, 2022, and March 16, 2023, respectively shall bear interest at a rate of 4% per annum from and after such dates.

Personal property taxes shall be due and payable on or before September 15, 2022. Any personal property taxes remaining unpaid on September 16, 2022, shall bear an interest rate of 4% per annum from and after such date. Interest on all delinquent taxes shall be computed on a daily basis and shall be collected by the Tax Collector. The Tax Collector is authorized to accept tax prepayments.

---

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**Phillip L. Crowell, Jr.**, City Manager



# City Council Resolve

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## City Council Resolve

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18. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$125,000 from the School Departments unexpended balances at the end of the 2021-2022 fiscal year to the Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic facilities.

19. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$125,000 from the School Departments unexpended balances at the end of the 2021-2022 fiscal year to the School Technology Equipment Reserve Fund for the purpose of funding purchase and maintenance of computers, tablets, audiovisual equipment, and related technology for the School Department.

RESOLVED, The City is authorized to accept grants and forfeitures and to expend sums that may be received from grants and forfeitures for municipal purposes during the fiscal year



## City Council Resolve

beginning July 1, 2022, and ending June 30, 2023, provided that such grants and forfeitures do not require the expenditure of other funds not previously appropriated.

RESOLVED, that fifty percent (50%) of all real estate taxes assessed as in the annual commitment, committed to the Tax Collector, shall be due proportionately from each taxpayer on September 15, 2022, and the remaining fifty percent (50%) shall be due on March 15, 2023.

Except as may be provided by resolve regarding payments in accordance with an installment payment plan, any real estate taxes remaining uncollected on September 16, 2022, and March 16, 2023, respectively shall bear interest at a rate of 4% per annum from and after such dates.

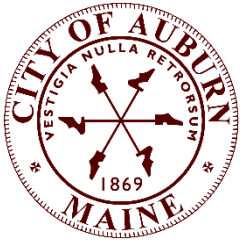
Personal property taxes shall be due and payable on or before September 15, 2022. Any personal property taxes remaining unpaid on September 16, 2022, shall bear an interest rate of 4% per annum from and after such date. Interest on all delinquent taxes shall be computed on a daily basis and shall be collected by the Tax Collector. The Tax Collector is authorized to accept tax prepayments.

---

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**Jason J. Levesque**, Mayor

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Order:** 64-05162022

**Author:** Mark Conrad, Business Manager

**Subject:** 2022-23 Auburn School Department budget

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**Information:** On April 27, 2022, the Auburn School Committee unanimously voted to approve a 2022-23 operating budget of \$55,732,090. The budget represents a 15.3% overall increase from the current year, with a local increase of 6.2% (\$1,121,795). Bond payments (principal and interest) for the new Edward Little High School are resulting in an increase in debt service of \$5,300,606, accounting for 71.8% of the total budget increase of \$7,390,724.

The School Committee also voted unanimously on April 27, 2022 to establish two reserve funds – the Edward Little High School Capital Reserve Fund and the School Technology Equipment Reserve Fund – and to appropriate \$125,000 into each Fund from unexpended year-end balances.

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**City Budgetary Impacts:** The total local allocation requested for 2022-23 is \$19,164,875. Based on current valuation, the mil rate for education for 2022-23 would be \$9.81, an increase of \$0.48, or an increase of \$72.47 on a home valued at \$150,000.

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**Staff Recommended Action:** The School Committee and Superintendent recommend that the City Council approve the 2022-23 education budget as presented.

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**Previous Meetings and History:** The School Committee has held many budget meetings and workshops to develop the proposed budget, beginning March 2nd. The School Committee encouraged public comment at each budget meeting. A joint meeting was held with City Council on April 19<sup>th</sup> to preview the 2022-23 budget.

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**City Manager Comments:**

I concur with the recommendation. Signature:

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**Attachments:**

Proposed 2022-23 education cost center budget

Auburn School Department 2022-23 Revenue Sources – School Committee Approved

Order School Budget 2022-23



**Auburn School Department**  
**FY 2023 Budget Process**  
**Budget Analysis by Warrant Article (Approved by the Auburn School Committee on 4/27/2022)**

Article	Purpose	FY 2022 Approved	FY 2023 Proposed	\$ Change	% Change
1	Regular Instruction	\$19,302,276	\$20,492,295	\$1,190,019	6.2%
2	Special Education	\$11,902,281	\$12,237,270	\$334,989	2.8%
3	Career and Technical Education	\$0	\$0	\$0	---
4	Other Instruction	\$763,329	\$893,936	\$130,607	17.1%
5	Student and Staff Support	\$3,383,983	\$3,291,349	(\$92,634)	-2.7%
6	System Administration	\$1,124,317	\$1,217,269	\$92,952	8.3%
7	School Administration	\$2,293,039	\$2,362,172	\$69,133	3.0%
8	Transportation and Buses	\$1,698,294	\$1,824,534	\$126,240	7.4%
9	Facilities Maintenance	\$4,996,434	\$5,281,608	\$285,174	5.7%
10	Debt Service/Other Commitments	\$2,425,942	\$7,726,548	\$5,300,606	218.5%
11	All Other Expenditures	\$49,853	\$40,953	(\$8,900)	-17.9%
	<b>Total - Operating Budget</b>	<b>\$47,939,748</b>	<b>\$55,367,933</b>	<b>\$7,428,185</b>	<b>15.5%</b>
	Adult Education	\$401,618	\$364,157	(\$37,461)	-9.3%
	<b>Total - All Articles</b>	<b>\$48,341,366</b>	<b>\$55,732,090</b>	<b>\$7,390,724</b>	<b>15.3%</b>
	<b>Excluding Debt Service &amp; Adult Ed.</b>	<b>\$45,513,806</b>	<b>\$47,641,385</b>	<b>\$2,127,579</b>	<b>4.7%</b>

FY 2023 Budget Process

Auburn School Department

General Fund Revenue Budget (Approved by the Auburn School Committee on 4/27/2022)

	Fiscal Year	2018-2019 Approved	2019-2020 Approved	2020-2021 Approved	2020-2021 Actual	2021-2022 Approved	2022-2023 Proposed	Variance	Percentage
<b>State/EPS Model</b>									
Subsidy		\$23,678,756	\$25,249,723	\$25,637,180	\$25,975,376	\$26,785,909	\$28,055,623	\$1,269,714	4.7%
Debt Service-ELHS (Confirme		\$0	\$0	\$0	\$0	\$1,554,035	\$4,147,955	\$2,593,920	166.9%
Debt Service-ELHS (Projected)		\$624,158	\$601,933	\$579,894	\$579,894	\$560,117	\$2,087,902	\$2,087,902	---
Debt Service-Park Ave							\$534,544	(\$25,573)	-4.6%
<b>Total State</b>		<b>\$24,302,914</b>	<b>\$25,851,656</b>	<b>\$26,217,074</b>	<b>\$26,555,270</b>	<b>\$28,900,061</b>	<b>\$34,826,024</b>	<b>\$5,925,963</b>	<b>20.5%</b>
<b>Local</b>									
Minimum Local 15671-A		\$ 16,781,933	\$ 16,355,070	\$16,272,338	\$16,272,338	\$16,031,338	\$14,867,518	(\$1,163,820)	-7.3%
Local Only Debt Service		\$44,905	\$140,835	\$102,473	\$102,473	\$311,789	\$894,187	\$582,398	186.8%
Additional Local		\$980,019	\$1,210,952	\$1,322,309	\$1,322,309	\$1,486,251	\$3,195,978	\$1,709,727	115.0%
<b>Total Local</b>		<b>\$ 17,806,857</b>	<b>\$ 17,706,857</b>	<b>\$17,697,120</b>	<b>\$17,697,120</b>	<b>\$17,829,378</b>	<b>\$18,957,683</b>	<b>\$1,128,305</b>	<b>6.3%</b>
<b>Other</b>									
State Agency Client		\$30,000	\$50,000	\$50,000	\$96,765	\$30,000	\$30,000	\$0	0.0%
Spec. Ed. SOS Tuition		\$60,000	\$50,000	\$50,000	\$90,728	\$0	\$0	\$0	---
MeCare Reimbursement		\$120,000	\$140,692	\$140,000	\$148,939	\$100,000	\$100,000	\$0	0.0%
Franklin Tuition		\$160,973	\$165,026	\$115,466	\$58,249	\$46,205	\$50,000	\$3,795	8.2%
Rental Properties (RETC)		\$58,000	\$58,000	\$58,000	\$58,000	\$58,000	\$58,000	\$0	0.0%
Child Care		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0	0.0%
CDS-Pre-K		\$0	\$0	\$0	\$2,114	\$0	\$0	\$0	---
Gate Receipts		\$0	\$0	\$32,000	\$0	\$26,700	\$24,500	(\$2,200)	-8.2%
Miscellaneous		\$10,000	\$10,000	\$30,000	\$20,434	\$20,000	\$20,000	\$0	0.0%
<b>Total Other</b>		<b>\$488,973</b>	<b>\$523,718</b>	<b>\$525,466</b>	<b>\$525,229</b>	<b>\$330,905</b>	<b>\$332,500</b>	<b>\$1,595</b>	<b>0.48%</b>
<b>Fund Balance</b>		<b>\$ 719,417</b>	<b>\$ 873,025</b>	<b>\$ 970,862</b>	<b>\$ -</b>	<b>\$879,404</b>	<b>\$1,251,726</b>	<b>\$ 372,322</b>	<b>42.34%</b>
<b>Total General Operating</b>		<b>\$43,318,161</b>	<b>\$44,955,256</b>	<b>\$45,410,522</b>	<b>\$44,777,619</b>	<b>\$47,939,748</b>	<b>\$55,367,933</b>	<b>\$7,428,185</b>	<b>15.49%</b>
<b>Adult Education</b>									
State		\$91,918	\$94,206	\$98,649	\$95,639	\$94,616	\$94,555	(\$61)	-0.1%
Local		\$190,404	\$190,404	\$200,141	\$200,141	\$213,702	\$207,192	(\$6,510)	-3.0%
Other (Tuition)		\$93,300	\$93,300	\$93,300	\$8,289	\$93,300	\$62,410	(\$30,890)	-33.1%
Fund Balance		\$0	\$4,271	\$0	\$0	\$0	\$0	\$0	---
<b>Total Adult Education</b>		<b>\$375,622</b>	<b>\$382,181</b>	<b>\$392,090</b>	<b>\$304,069</b>	<b>\$401,618</b>	<b>\$364,157</b>	<b>(\$37,461)</b>	<b>-9.33%</b>
<b>Grand Total Revenue</b>		<b>\$43,693,783</b>	<b>\$45,337,437</b>	<b>\$45,802,612</b>	<b>\$45,081,688</b>	<b>\$48,341,366</b>	<b>\$55,732,090</b>	<b>\$2,538,754</b>	<b>5.54%</b>

Fiscal Year	2018-2019 Approved	2019-2020 Approved	2020-2021 Approved	2020-2021 Actual	2021-2022 Approved	2022-2023 Proposed	Variance	Percentage
Increase in Local Share - Debt Service					\$311,789	\$894,187	\$582,398	3.2%
Increase in Local Share - Operations (Including Adult Education)					\$17,731,291	\$18,270,688	\$539,397	3.0%
					<b>\$18,043,080</b>	<b>\$19,164,875</b>	<b>\$1,121,795</b>	<b>6.2%</b>
City Property Valuation					1,956,632,371	1,973,954,411		
Mil Rate For Education					9.33	9.81	0.48	5.18%
						Increase on \$150K home		\$72.47



## City Council Order

Ordered that the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2022-2023.

1. That \$20,492,295 be authorized to be expended for Regular Instruction;
2. That \$ 12,237,270 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$ 893,936 be authorized to be expended for Other Instruction;
5. That \$ 3,291,349 be authorized to be expended for Student and Staff Support;
6. That \$ 1,217,269 be authorized to be expended for System Administration;
7. That \$ 2,362,172 be authorized to be expended for School Administration;
8. That \$ 1,824,534 be authorized to be expended for Transportation and Buses;
9. That \$ 5,281,608 be authorized to be expended for Facilities Maintenance;
10. That \$ 7,726,548 be authorized to be expended for Debt Service and Other Commitments;
11. That \$ 40,953 be authorized to be expended for All Other Expenditures;
12. That \$ 49,483,622 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$14,867,518 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;  
  
***Explanation:** The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*
13. That \$894,187 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects, in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with Maine Revised

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

Statutes, Title 20-A, Section 15690 (2A);

**Explanation:** *Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$3,195,978 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$3,195,978, as required to fund the budget recommended by the School Committee.

The School Committee recommends \$3,195,978, which exceeds the State's Essential Programs and Services allocation model by \$3,195,978. The School Committee gives the following reasons for exceeding the State's Essential Programs and Services funding model:

The Essential Programs and Services funding model does not recognize all of the costs of special education services, transportation services, instructional services, co-curricular services and other services that the School Department provides.

**Explanation:** *The additional local funds are those locally raised funds over and above the city's local contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for educational programs.*

15. That the school committee be authorized to expend \$55,367,933 for the fiscal year beginning July 1, 2021 and ending June 30, 2022 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, fund balances, state subsidy and other receipts for the support of schools;

16. That the City of Auburn appropriate \$364,157 for Adult Education and raise \$207,192 as the local share, with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

17. That in addition to amounts approved in the preceding articles, the School Committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

18. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$125,000 from the School Departments unexpended balances at the end of the 2021-2022 fiscal year to the Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic facilities.

19. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$125,000 from the School Departments unexpended balances at the end of the 2021-2022 fiscal year to the School Technology Equipment Reserve Fund for the purpose of funding purchase and maintenance of computers, tablets, audiovisual equipment, and related technology for the School Department.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16, 2022

**Order:** 65-05162022

**Author:** Phil Crowell, City Manager

**Subject:** Design/Build RFP for a footbridge

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**Information:** Councilor Walker and Staples are requesting a Design/Build RFP for a footbridge which would be located on Newbury Street and expand the Little Androscoggin River to Anniversary Park.

See the attached memo sample photo from the councilors for additional details.

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**City Budgetary Impacts:** The RFP would determine the cost to design and build the footbridge. The RFP would be brought before the city council for further consideration.

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**Staff Recommended Action:** N/A

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**Previous Meetings and History:** N/A

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**City Manager Comments:**

I concur with the recommendation. Signature:

A handwritten signature in black ink that reads "Phillip Crowell Jr." with a stylized flourish at the end.

**TO: Phil Crowell, City Manager**

**FROM: Leroy Walker**  
**Dana Staples**

**DATE: May 10, 2022**

**RE: Request to add a footbridge to the next council meeting agenda**

Good afternoon, Phil,

I am respectfully requesting that an RFP be put out for a footbridge that I would like to propose to be installed between Anniversary Park and the end of Newbury Street Park. This footbridge would enhance the walkability in the City of Auburn and would greatly improve that area of the city. This project would flow into the master plan for the City of Auburn and would be a valuable project to undertake.

I will distribute the specifics to the council at the meeting.

My motion will be that the council votes to move this forward.

Advantages:

- People will have a nice place to take a walk, out of the noise and fumes of the street
- People will enjoy the beautiful scenery
- This footbridge will connect Anniversary Park to Newbury Street Park, which will complete the connection to Bonney Park.
- This will encourage people to take walks, who normally don't go for walks because of having to walk along the street.





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TURN KEY PREFABRICATED BRIDGES



**ORDER 65-05162022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby directs the City Manager to issue a design/build footbridge from Newbury Street to Anniversary Park.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

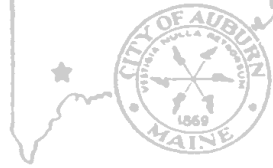
**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services



**TO: Phillip Crowell, City Manager**

**FROM: Jill Eastman, Finance Director**

**REF: April 2021 Financial Report**

**DATE: May 16, 2022**

The following is a discussion regarding the significant variances found in the City's April 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 tenth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 83.3% 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 April 30, including the school department were \$84,451,184, or 88.48%, of the budget. The municipal revenues including property taxes were \$61,460,026, or 94.34% of the budget which is less than the same period last year by 0.10%, however, the dollar amount is \$1,179,377 more than last year. The accounts listed below are noteworthy.

- A. March 15<sup>th</sup> the second installment for real estate taxes were due. The current year tax revenue is at 97.14% as compared to 96.88% last year. Courtesy letters were sent out in April for those taxpayers that had not paid their taxes. The lien process will begin in May.
- B. Excise tax for the month of April is at 84.7%. This is a decrease from FY 21 of \$310,320. This is all related to the pandemic and the grace period that was implemented in 2019-20.
- C. State Revenue Sharing continues to outpace expectations and is currently \$1,275,019 more than last year.

**Expenditures**

City expenditures through April 2022 are \$40,236,098, or 85.42%, of the budget. Noteworthy variances are:

- A. The majority of operating departments are either below or right on target for April. The accounts that are over for 10 months are Debt Service, which the largest part of this line item is paid in the fall. The intergovernmental agencies get paid either quarterly or one annual payment. The budget is right in line with last year's expenditures at this time.

**Investments**

This section contains an investment schedule as of April 30th. Currently the City's funds are earning an average interest rate of 0.24%.

Respectfully submitted,



Jill M. Eastman  
Finance Director

**CITY OF AUBURN, MAINE**  
**BALANCE SHEET - CITY GENERAL FUND AND WORKERS COMP FUND**  
**AS of April 2022, March 2022, and June 2021**

	April 2022 2022	March 2022 2022	Increase (Decrease)	UNAUDITED JUNE 30 2021
<b>ASSETS</b>				
CASH	\$ 38,433,438	\$ 22,235,704	\$ 16,197,734	\$ 23,686,573
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	1,076,170	1,196,474	(120,304)	1,895,710
TAXES RECEIVABLE-CURRENT	1,462,097	21,795,718	(20,333,621)	55,238
DELINQUENT TAXES	400,181	401,870	(1,689)	809,349
TAX LIENS	562,483	747,604	(185,121)	1,091,138
NET DUE TO/FROM OTHER FUNDS	(367,777)	927,093	(1,294,870)	-
<b>TOTAL ASSETS</b>	<b>\$ 41,566,593</b>	<b>\$ 47,304,463</b>	<b>\$ (5,737,870)</b>	<b>\$ 27,538,008</b>
<b>LIABILITIES &amp; FUND BALANCES</b>				
ACCOUNTS PAYABLE	\$ (282,496)	\$ (1,897)	\$ (280,599)	\$ (985,754)
PAYROLL LIABILITIES	(935,422)	1,933,735	(2,869,157)	(858,084)
ACCRUED PAYROLL	(91)	(91)	(0)	(3,963,795)
STATE FEES PAYABLE	(51,662)	(34,982)	(16,680)	-
ESCROWED AMOUNTS	(141,210)	(29,183)	(112,027)	(27,653)
DEFERRED REVENUE	(2,264,851)	(22,770,564)	20,505,713	(1,916,073)
DUE TO OTHER FUNDS	-	-	-	(3,460,216)
<b>TOTAL LIABILITIES</b>	<b>\$ (3,675,732)</b>	<b>\$ (20,902,982)</b>	<b>\$ 17,227,250</b>	<b>\$ (11,211,574)</b>
FUND BALANCE - UNASSIGNED/ASSIGNED	\$ (35,093,225)	\$ (23,603,845)	\$ (11,489,380)	\$ (13,291,007)
FUND BALANCE - RESTRICTED	(1,364,114)	(1,364,114)		(2,273,457)
FUND BALANCE - NON SPENDABLE	(1,433,522)	(1,433,522)	-	(761,970)
<b>TOTAL FUND BALANCE</b>	<b>\$ (37,890,861)</b>	<b>\$ (26,401,481)</b>	<b>\$ (11,489,380)</b>	<b>\$ (16,326,434)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ (41,566,593)</b>	<b>\$ (47,304,463)</b>	<b>\$ 5,737,870</b>	<b>\$ (27,538,008)</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - GENERAL FUND COMPARATIVE**  
**THROUGH April 30, 2022 VS April 30, 2021**

REVENUE SOURCE	FY 2022 BUDGET	ACTUAL REVENUES THRU APR 2022	% OF BUDGET	FY 2021 BUDGET	ACTUAL REVENUES THRU APR 2021	% OF BUDGET	VARIANCE
<b>TAXES</b>							
PROPERTY TAX REVENUE-	\$ 50,042,450	\$ 48,611,259	97.14%	\$ 49,655,498	\$ 48,108,500	96.88%	\$ 502,759
PRIOR YEAR TAX REVENUE	\$ -	\$ 523,015		\$ -	\$ 841,918		\$ (318,903)
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 1,650,000	\$ 1,290,048	78.18%	\$ 1,420,000	\$ 1,405,540	98.98%	\$ (115,492)
EXCISE	\$ 4,425,000	\$ 3,747,812	84.70%	\$ 4,112,861	\$ 4,058,132	98.67%	\$ (310,320)
PENALTIES & INTEREST	\$ 120,000	\$ 94,556	78.80%	\$ 150,000	\$ 140,537	93.69%	\$ (45,981)
<b>TOTAL TAXES</b>	<b>\$ 56,237,450</b>	<b>\$ 54,266,690</b>	<b>96.50%</b>	<b>\$ 55,338,359</b>	<b>\$ 54,554,627</b>	<b>98.58%</b>	<b>\$ (287,937)</b>
<b>LICENSES AND PERMITS</b>							
BUSINESS	\$ 166,000	\$ 261,833	157.73%	\$ 166,000	\$ 228,626	137.73%	\$ 33,207
NON-BUSINESS	\$ 300,200	\$ 395,507	131.75%	\$ 392,400	\$ 380,217	96.90%	\$ 15,290
<b>TOTAL LICENSES</b>	<b>\$ 466,200</b>	<b>\$ 657,341</b>	<b>141.00%</b>	<b>\$ 558,400</b>	<b>\$ 608,843</b>	<b>109.03%</b>	<b>\$ 48,498</b>
<b>INTERGOVERNMENTAL ASSISTANCE</b>							
STATE-LOCAL ROAD ASSISTANCE	\$ 390,000	\$ 421,592	108.10%	\$ 400,000	\$ 390,976	97.74%	\$ 30,616
STATE REVENUE SHARING	\$ 3,150,000	\$ 4,129,362	131.09%	\$ 2,708,312	\$ 2,854,343	105.39%	\$ 1,275,019
WELFARE REIMBURSEMENT	\$ 90,656	\$ 59,663	65.81%	\$ 90,656	\$ 31,334	34.56%	\$ 28,329
OTHER STATE AID	\$ 32,000	\$ 15,763	49.26%	\$ 32,000	\$ 13,573	42.42%	\$ 2,190
CITY OF LEWISTON	\$ 228,384	\$ -	0.00%	\$ 228,384	\$ 29,877	13.08%	\$ (29,877)
<b>TOTAL INTERGOVERNMENTAL ASSISTANCE</b>	<b>\$ 3,891,040</b>	<b>\$ 4,626,380</b>	<b>118.90%</b>	<b>\$ 3,459,352</b>	<b>\$ 3,320,103</b>	<b>95.97%</b>	<b>\$ 1,306,277</b>
<b>CHARGE FOR SERVICES</b>							
GENERAL GOVERNMENT	\$ 184,400	\$ 138,827	75.29%	\$ 198,440	\$ 124,001	62.49%	\$ 14,826
PUBLIC SAFETY	\$ 176,600	\$ 136,290	77.17%	\$ 181,600	\$ 152,139	83.78%	\$ (15,849)
EMS TRANSPORT	\$ 1,250,000	\$ 1,233,250	98.66%	\$ 1,200,000	\$ 967,588	80.63%	\$ 265,662
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 1,611,000</b>	<b>\$ 1,508,367</b>	<b>93.63%</b>	<b>\$ 1,580,040</b>	<b>\$ 1,243,728</b>	<b>78.71%</b>	<b>\$ 264,639</b>
<b>FINES</b>							
PARKING TICKETS & MISC FINES	\$ 41,500	\$ 39,730	95.73%	\$ 55,000	\$ 23,707	43.10%	\$ 16,023
<b>MISCELLANEOUS</b>							
INVESTMENT INCOME	\$ 40,000	\$ 22,278	55.69%	\$ 80,000	\$ 45,934	57.42%	\$ (23,656)
RENTS	\$ 125,000	\$ 15,819	12.66%	\$ 35,000	\$ 34,247	97.85%	\$ (18,428)
UNCLASSIFIED	\$ 20,000	\$ 29,178	145.89%	\$ 10,000	\$ 133,216	1332.16%	\$ (104,038)
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 50,005		\$ -	\$ 46,773		\$ 3,232
SALE OF PROPERTY	\$ 120,000	\$ 35,235	29.36%	\$ 25,000	\$ 78,514	314.06%	\$ (43,279)
RECREATION PROGRAMS/ARENA	\$ -	\$ -		\$ -	\$ -		\$ -
MMWAC HOST FEES	\$ 234,000	\$ 193,426	82.66%	\$ 230,000	\$ 175,286	76.21%	\$ 18,140
TRANSFER IN: TIF	\$ 1,140,000	\$ -	0.00%	\$ 1,117,818	\$ -	0.00%	\$ -
TRANSFER IN: Other Funds	\$ 473,925	\$ -	0.00%	\$ 578,925	\$ -	0.00%	\$ -
ENERGY EFFICIENCY	\$ -	\$ -		\$ -	\$ -		\$ -
CDBG	\$ 252,799	\$ -	0.00%	\$ 214,430	\$ -	0.00%	\$ -
UTILITY REIMBURSEMENT	\$ 20,000	\$ 15,578	77.89%	\$ 20,000	\$ 15,671	78.36%	\$ (93)
CITY FUND BALANCE CONTRIBUTION	\$ 475,000	\$ -	0.00%	\$ 527,500	\$ -	0.00%	\$ -
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 2,900,724</b>	<b>\$ 361,518</b>	<b>12.46%</b>	<b>\$ 2,838,673</b>	<b>\$ 529,641</b>	<b>18.66%</b>	<b>\$ (168,123)</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 65,147,914</b>	<b>\$ 61,460,026</b>	<b>94.34%</b>	<b>\$ 63,829,824</b>	<b>\$ 60,280,649</b>	<b>94.44%</b>	<b>\$ 1,179,377</b>
<b>SCHOOL REVENUES</b>							
EDUCATION SUBSIDY	\$ 28,900,061	\$ 22,430,127	77.61%	\$ 26,217,074	\$ 21,798,074	83.14%	\$ 632,053
EDUCATION	\$ 518,821	\$ 561,031	108.14%	\$ 717,415	\$ 349,452	48.71%	\$ 211,579
SCHOOL FUND BALANCE CONTRIBUTION	\$ 879,404	\$ -	0.00%	\$ 970,862	\$ -	0.00%	\$ -
<b>TOTAL SCHOOL</b>	<b>\$ 30,298,286</b>	<b>\$ 22,991,158</b>	<b>75.88%</b>	<b>\$ 27,905,351</b>	<b>\$ 22,147,526</b>	<b>79.37%</b>	<b>\$ 843,632</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$ 95,446,200</b>	<b>\$ 84,451,184</b>	<b>88.48%</b>	<b>\$ 91,735,175</b>	<b>\$ 82,428,175</b>	<b>89.85%</b>	<b>\$ 2,023,009</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - GENERAL FUND COMPARATIVE**  
**THROUGH April 30, 2022 VS April 30, 2021**

DEPARTMENT	FY 2022 BUDGET	EXP THRU APR 2022	% OF BUDGET	FY 2021 BUDGET	EXP THRU APR 2021	% OF BUDGET	VARIANCE
<b>ADMINISTRATION</b>							
MAYOR AND COUNCIL	\$ 104,850	\$ 101,773	97.07%	\$ 99,000	\$ 64,681	65.33%	\$ 37,092
CITY MANAGER	\$ 447,401	\$ 399,558	89.31%	\$ 776,095	\$ 576,829	74.32%	\$ (177,271)
COMMUNICATIONS & TECHNOLOGY	\$ 911,637	\$ 811,995	89.07%	\$ 609,260	\$ 597,817	98.12%	\$ 214,178
CITY CLERK	\$ 237,474	\$ 190,205	80.10%	\$ 216,946	\$ 180,105	83.02%	\$ 10,100
FINANCIAL SERVICES	\$ 810,303	\$ 634,852	78.35%	\$ 751,849	\$ 607,726	80.83%	\$ 27,126
HUMAN RESOURCES	\$ 220,250	\$ 171,702	77.96%	\$ 157,057	\$ 124,192	79.07%	\$ 47,510
<b>TOTAL ADMINISTRATION</b>	<b>\$ 2,731,915</b>	<b>\$ 2,310,085</b>	<b>84.56%</b>	<b>\$ 2,610,207</b>	<b>\$ 2,151,350</b>	<b>82.42%</b>	<b>\$ 158,735</b>
<b>COMMUNITY SERVICES</b>							
PLANNING & PERMITTING	\$ 900,583	\$ 677,230	75.20%	\$ 1,339,047	\$ 820,555	61.28%	\$ (143,325)
ECONOMIC DEVELOPMENT	\$ 108,469	\$ 95,613	88.15%				\$ 95,613
BUSINESS & COMMUNITY DEVELOPMENT	\$ 512,260	\$ 230,263	44.95%				\$ 230,263
HEALTH & SOCIAL SERVICES	\$ 119,875	\$ 80,283	66.97%	\$ 199,282	\$ 116,067	58.24%	\$ (35,784)
RECREATION & SPORTS TOURISM	\$ 584,056	\$ 470,785	80.61%	\$ 520,474	\$ 475,461	91.35%	\$ (4,676)
PUBLIC LIBRARY	\$ 1,052,163	\$ 964,483	91.67%	\$ 1,031,533	\$ 945,572	91.67%	\$ 18,911
<b>TOTAL COMMUNITY SERVICES</b>	<b>\$ 3,277,406</b>	<b>\$ 2,518,657</b>	<b>76.85%</b>	<b>\$ 3,090,336</b>	<b>\$ 2,357,655</b>	<b>76.29%</b>	<b>\$ 161,002</b>
<b>FISCAL SERVICES</b>							
DEBT SERVICE	\$ 7,734,169	\$ 7,652,856	98.95%	\$ 7,577,735	\$ 7,612,407	100.46%	\$ 40,449
FACILITIES	\$ 677,872	\$ 531,853	78.46%	\$ 667,494	\$ 582,137	87.21%	\$ (50,284)
WORKERS COMPENSATION	\$ 642,400	\$ 642,400	100.00%	\$ 641,910	\$ 641,910	100.00%	\$ 490
WAGES & BENEFITS	\$ 7,334,932	\$ 5,381,175	73.36%	\$ 6,840,635	\$ 5,294,084	77.39%	\$ 87,091
EMERGENCY RESERVE (10108062-670000)	\$ 461,230	\$ -	0.00%	\$ 461,230	\$ (5,000)	-1.08%	\$ 5,000
<b>TOTAL FISCAL SERVICES</b>	<b>\$ 16,850,603</b>	<b>\$ 14,208,284</b>	<b>84.32%</b>	<b>\$ 16,189,004</b>	<b>\$ 14,125,538</b>	<b>87.25%</b>	<b>\$ 82,746</b>
<b>PUBLIC SAFETY</b>							
FIRE & EMS DEPARTMENT	\$ 5,446,588	\$ 4,700,890	86.31%	\$ 5,302,131	\$ 4,543,328	85.69%	\$ 157,562
POLICE DEPARTMENT	\$ 4,343,924	\$ 3,704,803	85.29%	\$ 4,332,339	\$ 3,542,750	81.77%	\$ 162,053
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 9,790,512</b>	<b>\$ 8,405,693</b>	<b>85.86%</b>	<b>\$ 9,634,470</b>	<b>\$ 8,086,078</b>	<b>83.93%</b>	<b>\$ 319,615</b>
<b>PUBLIC WORKS</b>							
PUBLIC WORKS DEPARTMENT	\$ 5,077,370	\$ 4,106,975	80.89%	\$ 4,979,329	\$ 3,789,110	76.10%	\$ 317,865
SOLID WASTE DISPOSAL*	\$ 1,089,950	\$ 727,901	66.78%	\$ 1,051,318	\$ 763,655	72.64%	\$ (35,754)
WATER AND SEWER	\$ 792,716	\$ 781,203	98.55%	\$ 792,716	\$ 781,203	98.55%	\$ -
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 6,960,036</b>	<b>\$ 5,616,079</b>	<b>80.69%</b>	<b>\$ 6,823,363</b>	<b>\$ 5,333,968</b>	<b>78.17%</b>	<b>\$ 282,111</b>
<b>INTERGOVERNMENTAL PROGRAMS</b>							
AUBURN-LEWISTON AIRPORT	\$ 177,000	\$ 175,932	99.40%	\$ 170,000	\$ 167,110	98.30%	\$ 8,822
E911 COMMUNICATION CENTER	\$ 1,161,479	\$ 1,161,479	100.00%	\$ 1,134,304	\$ 1,134,784	100.04%	\$ 26,695
LATC-PUBLIC TRANSIT	\$ 225,000	\$ 118,715	52.76%	\$ 331,138	\$ -	0.00%	\$ 118,715
ARTS & CULTURE AUBURN	\$ 10,000	\$ 10,000	100.00%	\$ 10,000	\$ 10,000	100.00%	\$ -
TAX SHARING	\$ 260,000	\$ 232,729	89.51%	\$ 260,000	\$ -	0.00%	\$ 232,729
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 1,833,479</b>	<b>\$ 1,698,855</b>	<b>92.66%</b>	<b>\$ 1,905,442</b>	<b>\$ 1,311,894</b>	<b>68.85%</b>	<b>\$ 386,961</b>
<b>COUNTY TAX</b>							
TIF (10108058-580000)	\$ 2,611,080	\$ 2,611,080	100.00%	\$ 2,629,938	\$ 2,629,938	100.00%	\$ (18,858)
OVERLAY	\$ 3,049,803	\$ 2,867,365	94.02%	\$ 3,049,803	\$ 2,845,623	93.31%	\$ 21,742
	\$ -	\$ -		\$ -	\$ -		\$ -
	\$ -	\$ -		\$ -	\$ -		\$ -
<b>TOTAL CITY DEPARTMENTS</b>	<b>\$ 47,104,834</b>	<b>\$ 40,236,098</b>	<b>85.42%</b>	<b>\$ 45,932,563</b>	<b>\$ 38,842,044</b>	<b>84.56%</b>	<b>\$ 1,394,054</b>
<b>EDUCATION DEPARTMENT</b>							
	\$ 48,341,366	\$ 24,667,380	51.03%	\$ 45,802,612	\$ 31,715,925	69.24%	\$ (7,048,545)
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 95,446,200</b>	<b>\$ 64,903,478</b>	<b>68.00%</b>	<b>\$ 91,735,175</b>	<b>\$ 70,557,969</b>	<b>76.91%</b>	<b>\$ (6,654,491)</b>

**CITY OF AUBURN, MAINE  
INVESTMENT SCHEDULE  
AS OF April 30, 2022**

INVESTMENT		FUND	BALANCE April 30, 2022	BALANCE March 31, 2022	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	\$ 9,744,271.76	\$ 6,344,838.15	0.25%
ANDROSCOGGIN BANK	502	SR-TIF	\$ 1,052,172.23	\$ 1,051,084.98	0.25%
ANDROSCOGGIN BANK	836	GENERAL FUND	\$ 18,430,285.38	\$ 9,487,185.88	0.25%
ANDROSCOGGIN BANK	801	WORKERS COMP	\$ 52,562.58	\$ 52,508.32	0.25%
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	\$ 339,852.04	\$ 339,500.87	0.25%
ANDROSCOGGIN BANK	414	INGERSOLL TURF FACILITY	\$ 226,921.29	\$ 226,686.84	0.25%
ANDROSCOGGIN BANK	0888	ELHS FUNDRAISING	\$ 62,689.90	\$ 62,625.14	0.25%
ANDROSCOGGIN BANK		ELHS CONSTRUCTION	\$ 168,140.65	\$ 142,357.48	0.25%
ANDROSCOGGIN BANK	0627	ST LOUIS BELLS FUNDRAISING	\$ 15,379.73	\$ 15,363.86	0.25%
NOMURA		ELHS Bond Proceeds	\$ 26,981,899.00	\$ 30,374,814.00	0.15%
<b>GRAND TOTAL</b>			<b>\$ 57,074,174.56</b>	<b>\$ 48,096,965.52</b>	<b>0.24%</b>



**EMS BILLING**  
**SUMMARY OF ACTIVITY**  
**July 1, 2021 - June 30, 2022**  
**Report as of April 30, 2022**

	Beginning	April 2022					Ending
	Balance 4/1/2022	New Charges	Payments	Refunds	Adjustments	Write-Offs	Balance 4/30/2022
<b>Bluecross</b>	\$ 16,794.40	\$ 9,433.40	\$ (5,099.11)		\$ (11,723.42)		\$ 9,405.27
<b>Intercept</b>	\$ 150.00	\$ 150.00	\$ (150.00)				\$ 150.00
<b>Medicare</b>	\$ 119,488.98	\$ 131,542.80	\$ (48,202.32)	\$ 294.02	\$ (83,037.34)		\$ 120,086.14
<b>Medicaid</b>	\$ 54,609.63	\$ 43,346.00	\$ (31,381.21)		\$ (12,455.27)		\$ 54,119.15
<b>Other/Commercial Patient</b>	\$ 89,356.81	\$ 25,054.20	\$ (9,904.79)	\$ 102.49	\$ (16,024.64)	\$ (15,894.90)	\$ 72,689.17
<b>Worker's Comp</b>	\$ 1,945.80	\$ 837.80	\$ (2,306.67)		\$ (476.93)		\$ -
<b>TOTAL</b>	\$ 394,636.52	\$ 220,694.80	\$ (106,627.72)	\$ 396.51	\$ (123,013.08)	\$ (15,894.90)	\$ 370,192.13

**EMS BILLING**  
**BREAKDOWN -TOTAL CHARGES**  
**July 1, 2021 - June 30, 2022**  
**Report as of April 30, 2022**

	July 2021	August 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	Totals	% of Total
Bluecross	\$ 6,623.27	\$ 9,833.80	\$ 13,473.60	\$ 5,116.80	\$ 12,429.20	\$ 13,425.20	\$ 5,044.60	\$ 8,815.60	\$ 18,744.80	\$ 9,433.40	\$ 102,940.27	3.63%
Intercept			\$ 400.00	\$ 400.00	\$ 100.00	\$ 100.00	\$ -		\$ 150.00	\$ 150.00	\$ 1,300.00	0.05%
Medicare	\$ 194,354.65	\$ 158,483.00	\$ 204,199.40	\$ 161,026.60	\$ 208,080.60	\$ 152,210.38	\$ 140,776.20	\$ 132,523.40	\$ 186,922.40	\$ 131,542.80	\$ 1,670,119.43	58.85%
Medicaid	\$ 68,121.50	\$ 50,785.00	\$ 90,618.80	\$ 59,852.00	\$ 67,343.00	\$ 44,175.40	\$ 54,005.60	\$ 72,265.40	\$ 58,278.40	\$ 43,346.00	\$ 608,791.10	21.45%
Other/Commercial	\$ 25,704.69	\$ 27,604.40	\$ 44,861.20	\$ 40,310.40	\$ 47,752.60	\$ 33,461.40	\$ 16,369.00	\$ 20,858.60	\$ 29,270.60	\$ 25,054.20	\$ 311,247.09	10.97%
Patient	\$ 20,928.65	\$ 18,060.40	\$ 11,284.20	\$ 12,239.40	\$ 14,619.20	\$ 8,974.40	\$ 11,443.60	\$ 10,717.40	\$ 15,308.20	\$ 10,330.60	\$ 133,906.05	4.72%
Worker's Comp	\$ 915.20		\$ 2,475.00	\$ 908.00			\$ 2,509.80		\$ 1,945.80	\$ 837.80	\$ 9,591.60	0.34%
<b>TOTAL</b>	\$ 316,647.96	\$ 264,766.60	\$ 367,312.20	\$ 279,853.20	\$ 350,324.60	\$ 252,346.78	\$ 230,148.80	\$ 245,180.40	\$ 310,620.20	\$ 220,694.80	\$ 2,837,895.54	100.00%

**EMS BILLING**  
**BREAKDOWN -TOTAL COUNT**  
**July 1, 2021 - June 30, 2022**  
**Report as of April 30, 2022**

	July 2021	August 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	Totals	% of Total
Bluecross	10	10	13	5	12	13	5	9	19	11	107	3.31%
Intercept	0		4	4	1	1	0	0	3	1	14	0.43%
Medicare	244	172	227	174	226	186	168	156	204	150	1907	59.04%
Medicaid	82	54	100	64	80	48	60	81	65	47	681	21.08%
Other/Commercial	34	32	48	44	51	35	20	22	39	25	350	10.84%
Patient	45	19	12	13	15	10	11	11	16	9	161	4.98%
Worker's Comp	1	0	2	1	0	0	3	0	2	1	10	0.31%
<b>TOTAL</b>	416	287	406	305	385	293	267	279	348	244	3230	100.00%

**EMS BILLING  
AGING REPORT  
July 1, 2021 to June 30, 2022  
Report as of March 31, 2022**

	Current		31-60		61-90		91-120		121+ days		Totals	
<b>Bluecross</b>	\$ 6,010.41	64%	\$ 77.09	1%	\$ 90.82	1%	\$ -	0%	\$ 3,226.95	34%	\$ 9,405.27	2.54%
<b>Intercept</b>	\$ 150.00		\$ -								\$ 150.00	0.04%
<b>Medicare</b>	\$ 85,770.20	71%	\$ 12,205.20	10%	\$ 8,704.49	7%	\$ 1,693.60	1%	\$ 11,712.65	10%	\$ 120,086.14	32.44%
<b>Medicaid</b>	\$ 32,968.82	61%	\$ 8,540.77	16%	\$ 7,305.90	13%	\$ 4,229.95	8%	\$ 1,073.71	2%	\$ 54,119.15	14.62%
<b>Other/Commercial</b>	\$ 27,217.08	37%	\$ 13,600.14	19%	\$ 7,347.31	10%	\$ 4,946.60	7%	\$ 19,578.04	27%	\$ 72,689.17	19.64%
<b>Patient</b>	\$ 31,982.76	28%	\$ 26,723.11	23%	\$ 19,551.71	17%	\$ 16,838.08	15%	\$ 18,646.74	16%	\$ 113,742.40	30.73%
<b>Worker's Comp</b>											\$ -	0.00%
<b>TOTAL</b>	\$ 184,099.27		\$ 61,146.31		\$ 43,000.23		\$ 27,708.23		\$ 54,238.09		\$ 370,192.13	
	50%		17%		12%		7%		15%		100%	100.00%

CITY OF AUBURN  
SPECIAL REVENUE FUNDS REVENUE AND EXPENDITURES  
As of April 30, 2022

	1902 Riverwatch	1910 Community Service	1914 Oak Hill Cemeteries	1915 Fire Training Building	1917 Wellness Grant	1928 Vending	1929 Fire Prevention	1930 211 Fairview	1931 Donations	2003 Byrne JAG	2005 MDOT	2008 Homeland Security	2010 State Drug Money	2011 PD Capital Reserve	2013 OUI Grant	2014 Speed Grant
Fund Balance 7/1/21	\$ 599,205.19	\$ 6,536.96	\$ 34,366.35	\$ 1,221.68	\$ 5,131.38	\$ -	\$ 4,796.03	\$ (566,303.71)	\$ 293.40	\$ 2,808.57	\$ 131,750.21	\$ (112,745.48)	\$ 6,975.14	\$ 12,596.25	\$ 4,318.98	\$ 2,820.93
Revenues FY22	\$ 71,400.62	\$ 360.00	\$ 515.02		\$ 2,917.39	\$ 437.00				\$ 15,676.00	\$ (342,758.00)	\$ 109,031.40	\$ 3,903.05	\$ 8,002.50	\$ 2,416.38	\$ 13,184.10
Expenditures FY22	\$ 158,761.00	\$ 39.98			\$ 3,171.54	\$ 949.15			\$ 124.21	\$ 15,676.00	\$ 277,563.74	\$ 154,644.87	\$ 4,895.58	\$ -	\$ 2,379.07	\$ 12,283.77
<b>Fund Balance 04/30/22</b>	<b>\$ 511,844.81</b>	<b>\$ 6,856.98</b>	<b>\$ 34,881.37</b>	<b>\$ 1,221.68</b>	<b>\$ 4,877.23</b>	<b>\$ (512.15)</b>	<b>\$ 4,796.03</b>	<b>\$ (566,303.71)</b>	<b>\$ 169.19</b>	<b>\$ 2,808.57</b>	<b>\$ (488,571.53)</b>	<b>\$ (158,358.95)</b>	<b>\$ 5,982.61</b>	<b>\$ 20,598.75</b>	<b>\$ 4,356.29</b>	<b>\$ 3,721.26</b>

	2016 Pedestrian Safety Grant	2019 Law Enforcement Training	2020 CDBG	2025 Community Cords	2030 Parking	2034 EDUL Underage Drink	2037 Bulletproof Vests	2040 Great Falls TV	2041 Blanche Stevens	2043 DOJ Covid 19 Preventative	2044 Federal Drug Money	2047 American Firefighter Grant	2050 Project Lifesaver	2051 Project Canopy	2053 St Louis Bells	2054 EMS Transport Capital Reserve
Fund Balance 7/1/21	\$ -	\$ (8,505.29)	\$ 1,702,961.69	\$ 30,570.32	\$ 12,839.34	\$ (40.00)	\$ 2,729.15	\$ 20,536.23	\$ 26,247.04	\$ -	\$ 93,024.44	\$ -	\$ 189.35	\$ (9,522.60)	\$ 28,489.54	\$ 225,094.82
Revenues FY22	\$ 2,160.19	\$ 300.00	\$ 254,070.89	\$ 1,256.75	\$ 86,584.00		\$ 8,358.37			\$ 9,886.13	\$ 36,024.65			\$ 8,000.00	\$ 33.36	\$ 181,988.09
Expenditures FY22	\$ 2,942.37		\$ 548,225.99	\$ 1,144.80	\$ 81,011.85	\$ (2,600.00)	\$ 2,250.09		\$ 2,747.05	\$ 9,886.13	\$ 34,366.20	\$ 1,695.00		\$ 7,996.88	\$ 7,173.19	\$ 237,246.04
<b>Fund Balance 04/30/22</b>	<b>\$ (782.18)</b>	<b>\$ (8,205.29)</b>	<b>\$ 1,408,806.59</b>	<b>\$ 30,682.27</b>	<b>\$ 18,411.49</b>	<b>\$ 2,560.00</b>	<b>\$ 8,837.43</b>	<b>\$ 20,536.23</b>	<b>\$ 23,499.99</b>	<b>\$ -</b>	<b>\$ 94,682.89</b>	<b>\$ (1,695.00)</b>	<b>\$ 189.35</b>	<b>\$ (9,519.48)</b>	<b>\$ 21,349.71</b>	<b>\$ 169,836.87</b>

	2055 Work4ME- PAL	2059 Distracted Driving	2064 MDOT Sopers Mill Culvert	2065 State Bi- Centennial Parade	2067 Hometown Herors Banners	2068 Northern Borders Grant	2070 Leadercast	2077 CTCI Grant	2080 Futsal Court Project	2201 EDI Grant	2300 ARPA Grant	2400 NRPA Youth Mentoring	2500 Parks & Recreation
Fund Balance 7/1/21	\$ 6,215.80	\$ -	\$ -	\$ (1,610.17)	\$ 209.00	\$ 201,371.71	\$ (3,500.00)	\$ 36,555.99	\$ (11,526.70)	\$ (1,484,407.18)	\$ 6,772,899.50	\$ -	\$ 252,323.69
Revenues FY22		\$ 3,569.36						\$ (3,111.14)	\$ 47,000.00		\$ 4,899.36		\$ 295,517.78
Expenditures FY22	\$ 1,304.77	\$ 6,046.21	\$ -	\$ (1,610.17)		\$ 23,325.00		\$ 17,361.95	\$ 21,646.39		\$ 618,889.73	\$ 6,237.00	\$ 384,113.59
<b>Fund Balance 04/30/22</b>	<b>\$ 4,911.03</b>	<b>\$ (2,476.85)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 209.00</b>	<b>\$ 178,046.71</b>	<b>\$ (3,500.00)</b>	<b>\$ 16,082.90</b>	<b>\$ 13,826.91</b>	<b>\$ (1,484,407.18)</b>	<b>\$ 6,158,909.13</b>	<b>\$ (6,237.00)</b>	<b>\$ 163,727.88</b>

	2600 Tambrands II TIF 6	2600 Mall TIF 9	2600 Downtown TIF 10	2600 Auburn Industrial TIF 12	2600 Auburn Plaza TIF 13	2600 Auburn Plaza II TIF 14	2600 Webster School TIF 16	2600 Hartt Transport TIF 19	2600 62 Spring St TIF 20	2600 Minot Ave TIF 21	2600 48 Hampshire St TIF 22	2600 Memory Care Facility TIF 23	2600 Millbran TIF 24	2600 Futurguard TIF 25	Total Special Revenues	TIF Totals
Fund Balance 7/1/21	\$ (41,023.43)	\$ 348,613.20	\$ (269,889.73)	\$ (454,099.79)	\$ 281,097.17	\$ (752,490.87)	\$ (0.02)	\$ (2,663.69)	\$ 1,120.90	\$ 24,998.06	\$ 41,968.63	\$ 97,738.81	\$ 11,128.45	\$ (83,459.35)	\$ 7,229,955.89	\$ (796,961.66)
Revenues FY22	\$ 199,956.89	\$ 457,660.81	\$ 853,881.02	\$ 164,715.30	\$ 329,051.86	\$ 443,099.40	\$ 30,524.85	\$ 32,643.98	\$ 59,152.21	\$ 50,486.49	\$ 84,184.64	\$ 118,621.92	\$ 36,906.23	\$ 6,479.04	\$ 3,688,987.89	\$ 2,867,364.64
Expenditures FY22	\$ 79,982.76		\$ 342,494.56	\$ 230,043.00	\$ 154,654.38	\$ 591,073.78	\$ 30,524.86	\$ 32,643.98	\$ 59,152.20	\$ 25,243.24	\$ 42,092.32	\$ 183,246.92	\$ 34,120.33	\$ 25,223.75	\$ 4,472,385.05	\$ 1,830,496.08
<b>Fund Balance 04/30/22</b>	<b>\$ 78,950.70</b>	<b>\$ 806,274.01</b>	<b>\$ 241,496.73</b>	<b>\$ (519,427.49)</b>	<b>\$ 455,494.65</b>	<b>\$ (900,465.25)</b>	<b>\$ (0.03)</b>	<b>\$ (2,663.69)</b>	<b>\$ 1,120.91</b>	<b>\$ 50,241.31</b>	<b>\$ 84,060.95</b>	<b>\$ 33,113.81</b>	<b>\$ 13,914.35</b>	<b>\$ (102,204.06)</b>	<b>\$ 6,446,558.73</b>	<b>\$ 239,906.90</b>

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services

To: Phillip Crowell, City Manager  
From: Jill Eastman, Finance Director  
Re: Financial Reports for April 2022



Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Ingersoll Turf Facility for revenue and expenditures as of April 30, 2022.

### **INGERSOLL TURF FACILITY**

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

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of April 30, 2022.

#### **Current Assets:**

As of the end of April 2022 the total current assets of Ingersoll Turf Facility were \$226,875. This consisted of cash and cash equivalents an increase from March of \$48.

#### **Noncurrent Assets:**

Ingersoll's noncurrent assets are the building and equipment that was purchased, less depreciation. The total value of the noncurrent assets as of April 30, 2022, were \$89,514.

#### **Liabilities:**

Ingersoll had accounts payable of \$87 as of April 30, 2022.

#### **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 Turf Facility through April 2022 are \$169,589. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through April 2022 were \$127,666. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of April 2022, Ingersoll has an operating gain of \$41,923 compared to \$45,947 in March a decrease in the gain of \$4,024.

As of April 30, 2022, Ingersoll has an increase in net assets of \$41,923.

The budget to actual reports for revenue and expenditures, show that the revenue for FY22 compared to FY 21.

**Statement of Net Assets**  
**Ingersoll Turf Facility**  
**April 30, 2022**  
**Business-type Activities - Enterprise Fund**

	April 30, 2022	March 31, 2022	Increase/ (Decrease)
<b>ASSETS</b>			
Current assets:			
Cash and cash equivalents	\$ 226,875	\$ 226,827	\$ 48
Interfund receivables/payables		\$ -	-
Accounts receivable	-	-	-
Total current assets	226,875	226,827	48
Noncurrent assets:			
Capital assets:			
Buildings	672,279	672,279	-
Equipment	119,673	119,673	-
Land improvements	18,584	18,584	-
Less accumulated depreciation	(721,022)	(721,022)	-
Total noncurrent assets	89,514	89,514	-
Total assets	316,389	316,341	48
<b>LIABILITIES</b>			
Accounts payable	\$ 87	\$ 322	(235)
Interfund payable	\$ 7,541	\$ 3,234	4,307
Total liabilities	7,628	3,556	4,072
<b>NET ASSETS</b>			
Invested in capital assets	\$ 89,514	\$ 89,514	\$ -
Unrestricted	\$ 219,247	\$ 223,271	\$ (4,024)
Total net assets	\$ 308,761	\$ 312,785	\$ (4,024)

**CITY OF AUBURN, MAINE**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**Ingersoll Turf Facility**  
**Business-type Activities - Enterprise Funds**  
**Statement of Activities**  
**April 30, 2022**

	<b>Ingersoll Turf Facility</b>
Operating revenues:	
Charges for services	\$ 169,589
Operating expenses:	
Personnel	78,536
Supplies	17,293
Utilities	21,028
Repairs and maintenance	5,253
Rent	-
Depreciation	-
Capital expenses	5,556
Other expenses	-
<b>Total operating expenses</b>	<b>127,666</b>
<b>Operating gain (loss)</b>	<b>41,923</b>
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
<b>Total nonoperating expense</b>	<b>-</b>
Gain (Loss) before transfer	41,923
Transfers out	-
Change in net assets	41,923
Total net assets, July 1	266,838
<b>Total net assets, April 30, 2022</b>	<b>\$ 308,761</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - INGERSOLL TURF FACILITY**  
Through April 30, 2022 compared to April 30, 2021

REVENUE SOURCE	FY 2022 BUDGET	ACTUAL REVENUES THRU APR 2022	% OF BUDGET	FY 2021 BUDGET	ACTUAL REVENUES THRU APR 2021	% OF BUDGET
<b>CHARGE FOR SERVICES</b>						
Sponsorship	\$ 25,000	\$ 10,775	43.10%	\$ 25,000	\$ 11,525	46.10%
Batting Cages	\$ 16,000	\$ 17,201	107.51%	\$ 13,000	\$ 18,220	140.15%
Programs	\$ 94,000	\$ 48,775	51.89%	\$ 90,000	\$ 13,372	14.86%
Rental Income	\$ 138,000	\$ 92,345	66.92%	\$ 102,000	\$ 79,331	77.78%
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 273,000</b>	<b>\$ 169,096</b>	<b>61.94%</b>	<b>\$ 230,000</b>	<b>\$ 122,448</b>	<b>53.24%</b>
<b>INTEREST ON INVESTMENTS</b>	<b>\$ -</b>	<b>\$ 493</b>		<b>\$ -</b>	<b>\$ 1,092</b>	
<b>GRAND TOTAL REVENUES</b>	<b>\$ 273,000</b>	<b>\$ 169,589</b>	<b>62.12%</b>	<b>\$ 230,000</b>	<b>\$ 123,540</b>	<b>53.71%</b>



**CITY OF AUBURN, MAINE**  
**EXPENDITURES - INGERSOLL TURF FACILITY**  
**Through April 30, 2022 compared to April 30, 2021**

DESCRIPTION	ACTUAL			ACTUAL			Difference
	FY 2022 BUDGET	EXPENDITURES THRU APR 2022	% OF BUDGET	FY 2021 BUDGET	EXPENDITURES THRU APR 2021	% OF BUDGET	
Salaries & Benefits	\$ 133,041	\$ 78,536	59.03%	\$ 187,546	\$ 119,103	63.51%	\$ (40,567)
Purchased Services	\$ 15,750	\$ 5,253	33.35%	\$ 14,450	\$ 6,463	44.73%	\$ (1,210)
Programs	\$ 16,300	\$ -	0.00%	\$ 18,500	\$ -	0.00%	\$ -
Supplies	\$ 2,500	\$ 17,293	691.72%	\$ 4,000	\$ 3,771	94.28%	\$ 13,522
Utilities	\$ 24,150	\$ 21,028	87.07%	\$ 25,650	\$ 17,726	69.11%	\$ 3,302
Insurance Premiums	\$ -	\$ -		\$ -	\$ -		
Capital Outlay	\$ -	\$ 5,556		\$ -	\$ -		\$ 5,556
	<b>\$ 191,741</b>	<b>\$ 127,666</b>	<b>66.58%</b>	<b>\$ 250,146</b>	<b>\$ 147,063</b>	<b>58.79%</b>	<b>\$ (19,397)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 191,741</b>	<b>\$ 127,666</b>	<b>66.58%</b>	<b>\$ 250,146</b>	<b>\$ 147,063</b>	<b>58.79%</b>	<b>\$ (19,397)</b>



## City of Auburn, Maine

Finance Department

[www.auburnmaine.gov](http://www.auburnmaine.gov) | 60 Court Street

Auburn, Maine 04210

207.333.6601

To: Phillip Crowell, City Manager  
From: Jill Eastman, Finance Director  
Re: Arena Financial Reports for April 30, 2022

Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Norway Savings Bank Arena for revenue and expenditures as of April 30, 2022.

### **NORWAY SAVINGS BANK ARENA**

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

The Statement of Net Assets lists current assets, noncurrent assets, liabilities, and net assets and shows a comparison to the previous month, in this case, February 28, 2022.

#### **Current Assets:**

As of the end of April 2022 the total current assets of Norway Savings Bank Arena were (\$1,199,048). These consisted of cash and cash equivalents of \$279,951, accounts receivable of \$108,228, and an interfund payable of \$1,507,227.

#### **Noncurrent Assets:**

Norway's noncurrent assets are equipment that was purchased, less depreciation (depreciation is posted at year end). The total value of the noncurrent assets as of April 30, 2022 was \$195,258.

#### **Liabilities:**

Norway Arena had accounts payable of \$3,695 as of April 30, 2022.

#### **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 Norway Arena through April 2022 are \$879,592. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating, and ice rentals.

The operating expenses for Norway Arena through April 2022 were \$571,227. These expenses include personnel costs, supplies, utilities, repairs, rent, capital purchases and maintenance.

At the end of April 2022, there was an operating gain of \$308,365.

As of April 30, 2022, Norway Arena has an increase in net assets of \$308,365.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY22 is \$196,536 more than in FY21 and expenditures in FY22 are \$2,610 less than last year in April.

**CITY OF AUBURN, MAINE**  
**Statement of Net Assets**  
**Norway Savings Bank Arena**  
**April 30, 2022**  
**Business-type Activities - Enterprise Fund**

	April 30 2022	March 31, 2022	Increase/ (Decrease)
<b>ASSETS</b>			
Current assets:			
Cash and cash equivalents	\$ 279,951	\$ 275,058	\$ 4,893
Interfund receivables	\$ (1,507,227)	\$ (1,534,874)	\$ 27,647
Prepaid Rent			\$ -
Accounts receivable	108,228	10,219	\$ 98,009
Total current assets	(1,119,048)	(1,249,597)	130,549
Noncurrent assets:			
Capital assets:			
Buildings	58,223	58,223	-
Equipment	514,999	514,999	-
Land improvements	-	-	-
Less accumulated depreciation	(377,964)	(377,964)	-
Total noncurrent assets	195,258	195,258	-
Total assets	(923,790)	(1,054,339)	130,549
<b>LIABILITIES</b>			
Accounts payable	\$ 3,695	\$ 2,840	\$ 855
Net OPEB liability	\$ 43,810	\$ 43,810	\$ -
Net pension liability	42,634	42,634	-
Total liabilities	90,139	89,284	855
<b>NET ASSETS</b>			
Invested in capital assets	\$ 195,258	\$ 195,258	\$ -
Unrestricted	\$ (1,209,187)	\$ (1,338,881)	\$ 129,694
Total net assets	\$ (1,013,929)	\$ (1,143,623)	\$ 129,694

**CITY OF AUBURN, MAINE**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**Norway Savings Bank Arena**  
**Business-type Activities - Enterprise Funds**  
**Statement of Activities**  
**April 30, 2022**

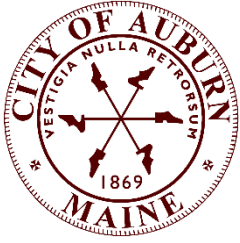
	<b>Norway Savings Arena</b>
Operating revenues:	
Charges for services	\$ 879,592
Operating expenses:	
Personnel	267,714
Supplies	59,580
Utilities	179,385
Repairs and maintenance	33,608
Insurance Premium	30,940
Depreciation	
Capital expenses	
Other expenses	
<b>Total operating expenses</b>	<b>571,227</b>
<b>Operating gain (loss)</b>	<b>308,365</b>
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
<b>Total nonoperating expense</b>	<b>-</b>
Gain (Loss) before transfer	308,365
Transfers out	-
Change in net assets	308,365
Total net assets, July 1	(1,322,294)
<b>Total net assets, April 30, 2022</b>	<b>\$ (1,013,929)</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - NORWAY SAVINGS BANK ARENA**  
Through April 30, 2022 compared to April 30, 2021

REVENUE SOURCE	FY 2022 BUDGET	ACTUAL REVENUES THRU APR 2022	% OF BUDGET	FY 2021 BUDGET	ACTUAL REVENUES THRU APR 2021	% OF BUDGET	VARIANCE
<b>CHARGE FOR SERVICES</b>							
Concussions	\$ 16,500	\$ 12,925	78.33%	\$ 16,500		0.00%	\$ 12,925
Skate Rentals	\$ 6,000	\$ 425	7.08%	\$ 7,500		0.00%	\$ 425
Pepsi Vending Machines	\$ 2,000	\$ 2,000	100.00%	\$ 3,000		0.00%	\$ 2,000
Games Vending Machines	\$ 3,000	\$ 1,093	36.43%	\$ 3,000		0.00%	\$ 1,093
Vending Food	\$ 2,000	\$ 354	17.70%	\$ 3,000	\$ 85	2.83%	\$ 269
Sponsorships	\$ 185,000	\$ 193,750	104.73%	\$ 230,000	\$ 171,183	74.43%	\$ 22,567
Pro Shop	\$ 7,000	\$ 5,207	74.39%	\$ 7,000	\$ 1,459	20.84%	\$ 3,748
Programs	\$ 20,000	\$ 2,370	11.85%	\$ 20,000	\$ -	0.00%	\$ 2,370
Rental Income	\$ 683,500	\$ 600,539	87.86%	\$ 727,850	\$ 470,769	64.68%	\$ 129,770
Camps/Clinics	\$ 50,000	\$ 24,860	49.72%	\$ 50,000	\$ 39,560	79.12%	\$ (14,700)
Tournaments	\$ 50,000	\$ 36,069	72.14%	\$ 55,000		0.00%	\$ 36,069
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 1,025,000</b>	<b>\$ 879,592</b>	<b>85.81%</b>	<b>\$ 1,122,850</b>	<b>\$ 683,056</b>	<b>60.83%</b>	<b>\$ 196,536</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - NORWAY SAVINGS BANK ARENA**  
**Through April 30, 2022 compared to April 30, 2021**

DESCRIPTION	FY 2022 BUDGET	ACTUAL			FY 2021 BUDGET	ACTUAL		
		EXPENDITURES THRU APR 2022	% OF BUDGET			EXPENDITURES THRU APR 2021	% OF BUDGET	VARIANCE
Salaries & Benefits	\$ 339,437	\$ 267,714	78.87%	\$ 328,913	\$ 235,053	71.46%	\$ 32,661	
Purchased Services	\$ 123,928	\$ 64,548	52.09%	\$ 120,000	\$ 95,270	79.39%	\$ (30,722)	
Supplies	\$ 79,000	\$ 59,580	75.42%	\$ 83,000	\$ 50,924	61.35%	\$ 8,656	
Utilities	\$ 250,350	\$ 179,385	71.65%	\$ 244,650	\$ 192,590	78.72%	\$ (13,205)	
Capital Outlay	\$ 42,500	\$ -	0.00%	\$ 50,000	\$ -	0.00%	\$ -	
Rent	\$ -	\$ -		\$ -	\$ -		\$ -	
	<b>\$ 835,215</b>	<b>\$ 571,227</b>	<b>68.39%</b>	<b>\$ 826,563</b>	<b>\$ 573,837</b>	<b>69.42%</b>	<b>\$ (2,610)</b>	
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 835,215</b>	<b>\$ 571,227</b>	<b>68.39%</b>	<b>\$ 826,563</b>	<b>\$ 573,837</b>	<b>69.42%</b>	<b>\$ (2,610)</b>	



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 16<sup>th</sup>, 2022

**Author:** Jeff Tardif, General Assistance manager

**Subject:** Executive Session, poverty abatement case, pursuant to 36 M.R.S.A. § 841

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**Information:**

Discussion on a poverty abatement case #PA 2022-001 pursuant to (36 M.R.S.A § 841). A hearing and written notice to be provided within 30 days. Possible action to follow.