



City Council Workshop & Meeting
Agenda
February 18, 2025
Auburn Hall, Council Chambers

5:30 PM Workshop

- Tax Acquired Property Policy, Disposal or Use of City Owned Lots and Privately owned Vacant Buildings Registry
- Executive Session pursuant to 1 M.R.S.A. Section 405(6) (F) regarding poverty abatement case #PA 2025-001. *Requires 3/5 majority vote to enter Executive Session.*
- Executive Session pursuant to 1 M.R.S.A. Section 405(6) (C) to discuss an economic development matter. *Requires 3/5 majority vote to enter Executive Session.*

7:00 PM Meeting

Pledge of Allegiance & Roll Call - *Roll call votes will begin with Councilor Walker*

- 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. Passage of items on the Consent Agenda requires majority vote.*
- 1.) **ORDER 10-02182025*** – Appointing Katherine Truitt to the Complete Streets Committee for a term that expires December 31, 2026, as nominated by the Appointment Committee.
 - 2.) **ORDER 11-02182025*** – Appointing Bruce Rioux to the Auburn Water District Board of Trustees for an unexpired term that expires March 1, 2027, as nominated by the Appointment Committee.
 - 3.) **ORDER 12-02182025 *** – Appointing Timothy Simpson to the Auburn Water District Board of Trustees for a term that expires March 1, 2029, as nominated by the Appointment Committee.
 - 4.) **ORDER 13-02182025*** – Appointing Robert Cavanagh to the Auburn Water District Board of Trustees for a term that expires March 1, 2029, as nominated by the Appointment Committee.
 - 5.) **ORDER 14-02182025*** – Appointing Graca Muzela to the Auburn Sewerage District Board of Trustees for an unexpired term that expires March 1, 2028, as nominated by the Appointment Committee.

- 6.) **ORDER 15-02182025*** – Appointing Denis Bergeron to the Auburn Sewerage District Board of Trustees for a term that expires March 1, 2029, as nominated by the Appointment Committee.
- 7.) **ORDER 16-02182025*** – Appointing David Griswold to the Sustainability & Natural Resource Management Board (SNRB), representing the Community Forest Working Group, for a term that expires April 1, 2028.

II. **Minutes** – February 3, 2025 Regular Council Meeting

III. **Communications, Presentations and Recognitions**

- TIF Update – Glen Holmes & Kelsey Earle
- Quarterly Corrective Actions Report – Kelsey Earle & Amanda Couture
- Presentation: Homelessness Committee’s Report to City Council

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**

VI. **New Business**

- 1) **ORDER 17-02182025** – Accepting the report by the ad-hoc Homelessness Committee. *Passage requires majority vote.*
- 2) **ORDER 18-02182025** – Action regarding poverty abatement case #PA 2025-001. *Passage requires majority vote.*
- 3) **Public Hearing** - Public Hearing prior to drafting CDBG & HOME Consortium Action Plan for Program Year 2025. *No action.*

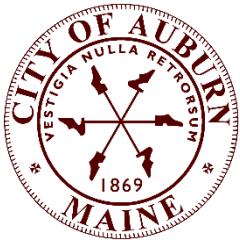
VII. **Reports**

- a. Mayor’s Report
- b. City Councilors’ Reports
- c. Student Representative Report
- d. City Manager Report
- e. January 2025 Finance Report – Kelsey Earle, Finance Director

VIII. **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.*

IX. **Executive Session** pursuant to 1 M.R.S.A. Section 405(6) (D) for contract discussions. *Requires 3/5 majority vote to enter Executive Session.*

X. **Adjournment**



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: February 18, 2025

Author: Denis D'Auteuil, Assistant City Manager

Subject: Tax Acquired Property Policy, Disposal or Use of City Owned Lots and Privately owned Vacant Buildings Registry

Background: The City is experiencing impacts from properties in financial distress or foreclosure. Whether they are in tax foreclosure, bank foreclosure or just vacant and unattended they create hazards and cause impacts to neighbors and the quality of life in our community. This workshop considers a three-pronged approach to addressing those impacts.

Tax Acquired Policy - We are working with Legal Counsel to update our procedures for dealing with tax acquired properties that comply with recent changes to State Law, new Case Law, and minimize impacts to owners, abutters, and the neighborhood by returning properties to productive use efficiently.

Disposal of Tax Acquired Property - New laws require prompt action to determine the process that is required for disposal or retention of tax acquired properties. Retaining a property requires that the City pay the former owner the difference between the total of taxes and expenses owed and the appraised value of the property. Disposition requires several new administrative steps as well.

Privately Owned Vacant Buildings - Considering Establishing a vacant property registry to discourage leaving properties vacant, cover some related inspection costs and ensure that we have local manager contact information to address issues quickly before buildings become dangerous.

City Budgetary Impacts: Staff Time. Full implementation of a vacant property registry may require a new position.

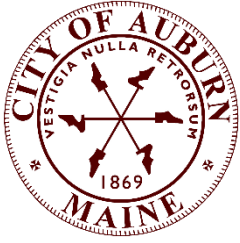
Staff Recommended Action: Discussion and feedback on property-related initiatives.

Previous Meetings and History: None

City Manager Comments:

Signature:

Attachments:



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: February 18, 2025

Subject: Executive Session

Information: Executive Session pursuant to 1 M.R.S.A. Section 405(6) (F) to discuss poverty abatement case.

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;

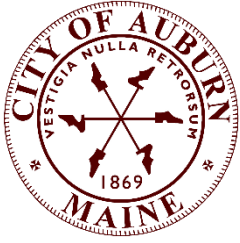
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both 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: February 18, 2025

Subject: Executive Session

Information: Executive Session pursuant to 1 M.R.S.A. Section 405(6) (C) for an economic development matter.

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;

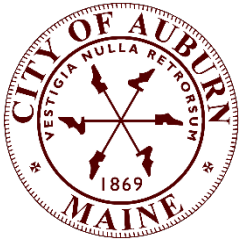
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both 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: February 18, 2025

**ORDER 10-02182025 through
ORDER 16-02182025***

Author: Emily F. Carrington, City Clerk

Subject: Appointments to Boards/Committees

Information: The Appointment Committee met on February 11, 2025 to discuss applications and make the following recommendations to various boards/committees:

- Complete Streets Committee, Auburn Resident, for a term that expires 12/31/2026.
- Auburn Water District, Board of Trustees, for an unexpired term that expires 3/1/2027.
- Auburn Water District, Board of Trustees, for a term that expires 3/1/2029.
- Auburn Water District, Board of Trustees, for a term that expires 3/1/2029.
- Auburn Sewerage District, Board of Trustees, for an unexpired term that expires 3/1/2028.
- Auburn Sewerage District, Board of Trustees, for a term that expires 3/1/2029.

The Community Forest Working Group (LACFB) also met recently to nominate David Griswold to continue to represent the working group on the SNRB for a new three year term, starting 4/1/25 and expiring 4/1/28.

City Budgetary Impacts:

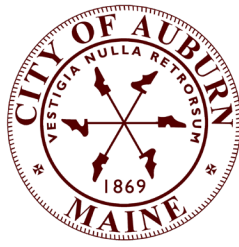
Staff Recommended Action: Motion for passage.

Previous Meetings and History:

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: ORDERS



ORDER 10-02182025

City Council Order

IN CITY COUNCIL

ORDERED, that Katherine Truitt be and hereby is appointed to the Complete Streets Committee for a term that expires December 31, 2026, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 11-02182025

City Council Order

IN CITY COUNCIL

ORDERED, that Bruce Rioux be and hereby is appointed to the Auburn Water District Board of Trustees for an unexpired term that expires March 1, 2027, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 12-02182025

City Council Order

IN CITY COUNCIL

ORDERED, that Timothy Simpson be and hereby is appointed to the Auburn Water District Board of Trustees for a term that expires March 1, 2029, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 13-02182025

City Council Order

IN CITY COUNCIL

ORDERED, that Robert (Bob) Cavanagh be and hereby is appointed to the Auburn Water District Board of Trustees for a term that expires March 1, 2029, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 14-02182025

City Council Order

IN CITY COUNCIL

ORDERED, that Graca Muzela be and hereby is appointed to the Auburn Sewerage District Board of Trustees for an unexpired term that expires March 1, 2028, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 15-02182025

City Council Order

IN CITY COUNCIL

ORDERED, that Denis Bergeron be and hereby is appointed to the Auburn Sewerage District Board of Trustees for a term that expires March 1, 2029, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 16-02182025

City Council Order

IN CITY COUNCIL

ORDERED, that David Griswold be and hereby is appointed to the Sustainability & Natural Resource Management Board (SNRB), representing the Community Forest Working Group (LACFB), for a term that expires April 1, 2028.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager

IN COUNCIL WORKSHOP & MEETING FEBRUARY 3, 2025 VOL 38 PAGE 6

Mayor Harmon called the meeting to order at 7:00 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present. Student Representative Abdulahi was absent.

I. Consent Items

On request of a citizen, the item appearing on the Consent Agenda was moved to New Business.

II. Minutes – January 21, 2024 Regular Council Meeting

Councilor Walker moved for passage, seconded by Councilor Cowan. Motion passed 7-0.

III. Communications, Presentations and Recognitions

- City Manager Update on Federal Funding Impacts – City Manager Crowell addressed recent Executive Orders from the White House suspending funds for certain projects and initiatives. The City is continuing to monitor to see which projects should be allowed to continue; the City is not expecting major changes regarding funding for transportation and EMS services.

IV. Open Session

Evan Cyr, Granite St
Dina Chapman, Auburn
Arlo Driggs, Auburn

V. Unfinished Business

1) ORDINANCE 01-012125 – Property Tax Assistance Program (2nd reading). Second reading/public hearing. ROLL CALL VOTE.

Councilor Gerry moved for passage, seconded by Councilor Walker.
Mayor Harmon opened the item for public comment. There was no comment.
The motion passed 7-0 on a roll call vote.

VI. New Business

1) ORDER 09-020325 - Approval to encumber from the General fund for Fire apparatus. Passage requires majority vote.

Motion for passage by Councilor Weisner, seconded by Councilor Cowan.

There was no comment.

Motion passed 7-0.

2.) ORDER 08-020325 – Appointing Maureen Hopkins to the Planning Board for a term that expires 1/1/2028, as nominated by the Appointment Committee. *This item was moved from the Consent Agenda on request of a citizen.*

Councilor Gerry moved for passage, seconded by Councilor Cowan.

The following spoke:

David Trask, Partridge Ln
Anita Chapman, Auburn
Dina Chapman, Auburn
Evan Cyr, Granite St

Councilors discussed ward representation on the Planning Board which is not a current requirement in City ordinance. Councilors discussed the process of appointments.

Motion passed 4-3 (Walker, Milks, Weisner).

VII. Reports

a. **Mayor's Report** - Mayor Harmon thanked Mr. LaBonte and Mr. Cousens for coordinating the Airport Master Planning session. Attended the opening of Chairlift 3 at Lost Valley. Gave a brief update on the Comp Plan Committee. Gave a brief update on FY26 budget process. Submitted testimony regarding several bills before the Legislature via the MMA LPC.

b. City Councilors' Reports -

Councilor Whiting gave an update on the audit process. Councilor Cowan gave an update on the SNRB asking for members to join the Working Groups. The Homeless Committee has finalized a report for the Council expected to come forward at the February 18 meeting. Councilor Weisner attended the Airport Master Planning session. Councilor Platz gave an update on the School Dept; announced the School Committee has released the State of Schools report and the protocol released by the Superintendent if U.S. ICE federal officers should enter buildings of the School Department.

c. **Student Representative Report** - Thanked all District 2 Festival participants at ELHS.

d. **City Manager Report** – The City revaluation inspections began today on behalf of the Assessor's office. Attended the Maine Waste to Energy meeting with Councilor Walker.

VIII. Open Session -

Evan Cyr, Granite St

X. Adjournment

Motion to adjourn by Councilor Weisner, seconded by Councilor Whiting.

Motion passed 7-0. Councilor adjourned at 8:41pm.

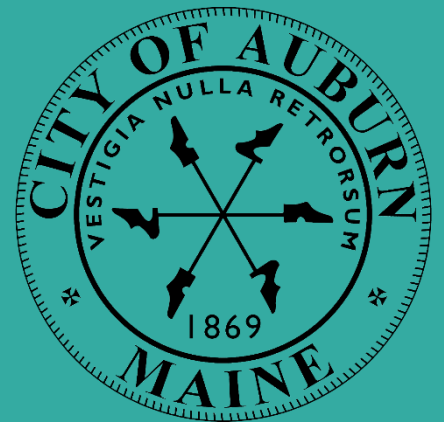
A TRUE COPY ATTEST

Emily F. Carrington

Quarterly Corrective Action Report

February 2025 - Fiscal Year 2023 Audit

Authored by: Kelsey Earle & Amanda Couture



To: Honorable Mayor, Members of the City Council and City Manager
Subject: Fiscal Year 2023 Audit-Quarterly Corrective Action Report- January 2025

The following are recommendations from the audit report for fiscal year ending June 30, 2023, and the current corrective actions taken. This is not an all-inclusive list of the work of staff but serves as an update on specific findings from the aforementioned audit. City and School department staff have responded to their respective findings below.

2023-001 Grant Accounting Software Reconciliation:

Recommendation: All information entered into Munis, Profund, the Mortgage Office software, Microsoft Excel, and IDIS should be reconciled monthly to ensure that financial information and data is consistent across all platforms. Quarterly and year-end financial reporting should be prepared and reconciled to the Munis accounting system and supporting documentation should be maintained on file according to the City's document retention policies. Additionally, daily routines and procedures should be established to ensure coordination between key City and School Department personnel so that all grant requirements and data are communicated and understood.

Corrective Action: City staff have been completing quarterly reporting for funds related to CDBG/HUD funding, this results in timely reimbursements for expenses and allows staff to reconcile with Munis on a quarterly basis. We continue to implement processes to ensure recommendations are worked on.

2023-003 City Accounting Software to School Accounting Software Reconciliation:

Recommendation:

The City and School Department utilize separate accounting software. Since the City and the School Department have separate accounting software, it is essential that reconciliations of all balance sheet, revenue, and expenditure accounts be performed between the School Department's general ledger and the City's general ledger on a monthly basis. This reconciliation should be performed as soon as feasible after month end. It is also crucial that the School Department's activity is appropriately classified on the City's books.

Corrective Action: *The Auburn School Dept (ASD) exports financials for balance sheet, revenue and expenditure accounts monthly for the city staff to import into their accounting software. As of February 12, 2025 the City had received financial data through January 31, 2025. Once the ASD receives trial balances for the City the same or next business day, those are reconciled against the ASD trial balances. Any variances are researched and corrected by the ASD and included in the export file for the next month.*

2023-007 Child Nutrition Cluster supporting documentation and implementation of procedures/policies:

Recommendation: We recommend the School Department establish policies and procedures that ensure the Business Manager has adequate supporting documentation to verify monthly nutrition claims before they are submitted to the State. We also recommend that policies and procedures be established to ensure employees allocating their time to the Fresh Fruit and Vegetable Program complete documentation as required by 2 CFR 200.430(i).

Corrective Action: *The School Nutrition Program has expanded its staff by 0.4 Administrative Assistant. Duties include scanning back-up documents shared with the School Business Manager to cross-check claim data before approving.*

Sole Source Provider Procurement Compliance:

During our testing of American Rescue Plan Act disbursements, we noted that sole source procurements did not contain adequate documentation explaining why competitive bidding or informal vendor quotations for products and service purchases was not feasible. We recommend that procedures be designed to ensure that all levels of procurement are adequately documented, including the rationale for the type of procurement and relevant bid documentation and quotes. Sole source procurements should include documentation supporting the reason a sole source procurement is necessary. This may include situations where the product is proprietary in nature or so custom only one vendor sources it, an emergency procurement is required, or when the buyer's outreach yields only one vendor willing to provide a quote.

Corrective Action: *The purchasing policy is strictly enforced. Staff are required to obtain three quotes for anything under \$25,000 and enter into competitive bidding beyond that. All purchase orders require attached documentation in Munis before being approved.*

Approvals and Supporting Documentation for City Journal Entries:

Upon our review of city journal entries, we noted that several journal entries were not reviewed by anyone other than the employee who prepared them. Additionally, we found that several of the journal entries we reviewed lacked sufficient, appropriate backup documentation. Journal entries can be a way in which management can override their own internal control systems, so it is imperative that journal entries be reviewed and approved by someone other than the preparer. We recommend that someone other than the journal entry preparer review journal entries and supporting documentation. The reviewer should also review journal entries for large and unusual items and sign off on the entries to show approval. Lastly, we recommend that each journal entry completed have documentation sufficient to determine the nature, timing, and extent of the journal being posted.

Corrective Action: *With new staff in place, we have implemented the policy of requiring documentation be attached to journal entries. Documentation must include reason for entry and requires a second staff member to review and sign off on the posting.*

Goals for next quarter: *Address all remaining comments or findings by securing a plan for action or having begun action.*

Addressing Homelessness in Auburn, Maine

**A Comprehensive Framework and Approach to
Address Issues Through Prevention, Intervention,
Treatment, and Recovery**

**Written and Submitted by the Mayor's Ad-hoc Committee on Homelessness
February 2025**



Contents

Background	2
Vision	3
Current State of Homelessness	4
Framework for Comprehensive Approach to Address Homelessness	6
Prevention	6
Intervention	9
Treatment	10
Recovery	12
Recommendations	13

Background

In March 2024, the Mayor’s Ad Hoc Committee on Homelessness was selected and convened by Auburn Mayor Jeffrey Harmon. The Committee met 14 times from March 2024 through January 2025, to assess the current state of homelessness in Auburn and identify a strategy and priority activities that the City of Auburn, with guidance from the Mayor and City Council, could take- in partnership with other organizations in the region.

Members of the Mayor’s Ad Hoc Committee on Homelessness, listed below, are pleased to present this report to the Mayor, City Councilors and City Manager. Our intent is to provide a framework and set of recommendations to assist in developing a comprehensive approach in addressing the issue of homelessness in our community on both a short and long-term basis. While the city of Auburn cannot and should not be responsible for all aspects of this framework, it is important to view the city’s role through such a comprehensive framework. There are many agencies and organizations in our community already providing the services necessary to address many of these components.

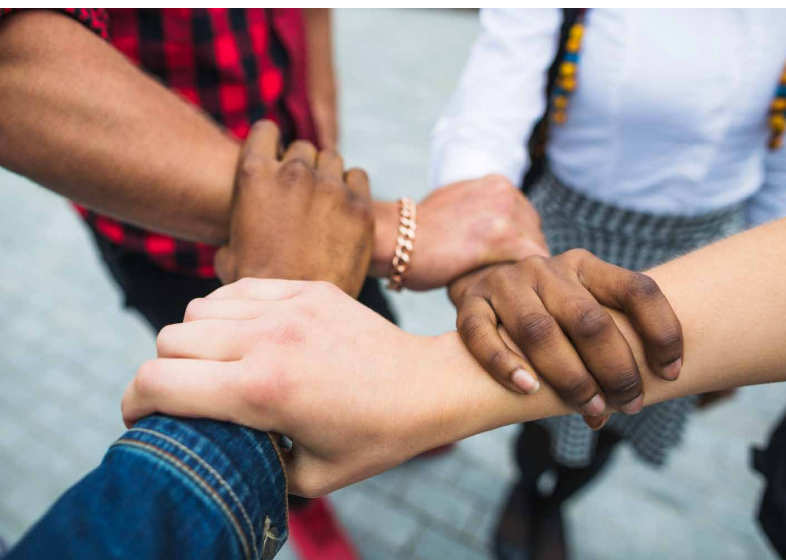
Members of the Mayoral Ad-hoc Committee on Homelessness:

- | | |
|---|---------------------------------------|
| Sasha Anastasoff (Student Homelessness) | Bonnie Hayes (Community Member) |
| David Bilodeau (Co-Chair, Response Team) | Bill Lowenstein (Addiction Treatment) |
| Tim Cowan (Co-Chair, Ward 2 City Councilor) | Bruce Noddin (Community Member) |
| Jen Edwards (Public Health) | George Sheats (Clergy) |
| Peter Floyd (Non-Profit) | Marianne Veilleux (Non-Profit) |
| Belinda Gerry (City Councilor At-Large) | |

Vision

Addressing homelessness in Auburn, Maine, and Androscoggin County requires a comprehensive and coordinated approach that spans prevention, intervention, treatment, and recovery. By implementing strategies within each of these frameworks, we can create a supportive environment that helps individuals and families achieve and maintain stable housing. This multifaceted approach not only addresses the immediate needs of those experiencing homelessness but also tackles the root causes and long-term challenges, paving the way for a future where homelessness is rare, brief, and non-recurring.

By leveraging data-driven insights and collaborating with community stakeholders, policymakers, service providers, and residents, our communities can work together to develop and implement effective solutions that make a meaningful difference in the lives of those affected by homelessness. Through sustained effort and commitment, we can build a more inclusive and supportive community where everyone has the opportunity to thrive.



Through sustained effort and commitment, we can build a more inclusive and supportive community where everyone has the opportunity to thrive.

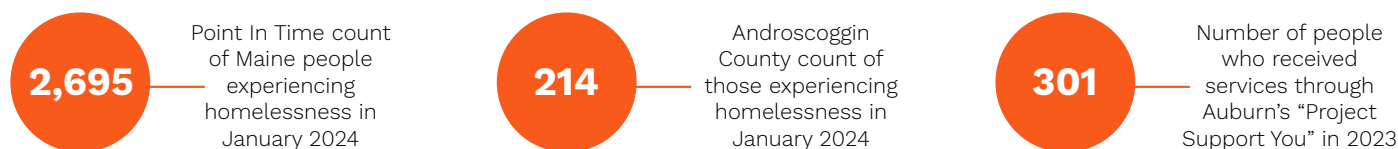
Current State of Homelessness

Point In Time counts indicate that the number of people living in shelters, temporary housing, tents or cars has increased substantially over 2022 and 2023.

- Point In Time counts are collected for the U.S. Department of Housing and Urban Development (HUD), for planning and budgeting purposes.
- Based on HUD’s Point In Time counts, homelessness in the United States increased **18%** from January 2023 to January 2024 - to the highest level on record. (*Washington Post article, December 27, 2024; Kornfield M, Paquette D, Hennessy-Fiske, M.*)
 - The article reports that the tally collected on a single night in January 2024 was **771,480** people living in shelters, temporary housing, tents or cars.
 - Importantly, the article also stated that the estimate in January 2023 was 12 percent higher than the survey preceding it.
 - The HUD report estimated a **39% increase** in families with children who relied on shelters or slept outside- from January 2023 to January 2024.
- Maine also saw much higher counts in 2022, 2023 and 2024, compared to (2015-2021). [2024-point-in-time-report.pdf]
 - In January 2024, Maine’s total count of people experiencing homelessness was **2,695**. Of these 2,695, **214** were in Androscoggin County.
- *Experts consider these Point-in-time assessments (data typically collected on one night in January) to be an undercount of the true total number of individuals who are homeless; we can consider these a minimum number of individuals who are homeless.*

Additional data about the scope of homelessness in the Lewiston-Auburn region:

- In 2023, Auburn’s “Project Support You” workers, with support from OPTIONS liaison Dave Bilodeau, provided services to **301** individuals (unduplicated count) experiencing homelessness in Auburn. These services were provided through the City of Auburn’s contract with Tri County Mental Health Services for the Project Support You program.
- Between February and early April, 2024, the Lewiston-Auburn Emergency Warming Center (partially funded by the City of Auburn) provided services to **241** individuals (unduplicated count). Of these 241 guests served, **109** stayed at the Warming Center 10+ days.



- This year’s Lewiston–Auburn Emergency Warming Center (at former Schemengees facility) averaged **70 guests per night** in January 2025, up from an average of 62 guests per night in December 2024. The peak number of guests in one night was 87 (through Nov ‘24–Jan ‘25). We don’t yet have an unduplicated count of individuals served by the Warming Center this winter. Below are some additional data about those who stayed over at the Warming Center so far this winter.
 - **38%** of guests had been homeless for less than a year. 62% had been homeless for more than 12 months.
 - **52%** of the guests at the warming center were 40 years old or older.
 - **68%** of the guests at the warming center were male; 32% were female
 - **68%** reported their last stable housing was located in Lewiston or Auburn
 - **52%** of the guests did not currently have a case manager (highlights an opportunity for assisting individuals).
 - Only **7%** had housing vouchers (highlights potential opportunity to assist).
- The Drop-in Center, now located at 121 Mill Street, opened in February, 2022.
 - Since opening, the Center has served approximately **20,000** meals to those in need.
 - Over the past 4–5 months (Fall 2024 to present), the Drop-in Center has served over **350** individuals (unduplicated count), with most individuals coming to the Drop-in Center multiple times.
- The fastest growing segment of those experiencing homelessness in the Lewiston–Auburn region are people over the age of **65**. [Sun Journal article, May 2023]
- In Auburn, the number of students who are homeless or under-housed* has also increased substantially in recent years.
 - *Under-housed refers to students who are sleeping in housing with substandard conditions such as no running water, no heat, no electricity, overcrowding, etc.
 - The numbers of students identified/assisted has increased 4 times over five school years (see numbers below).
 - 2019–2020: **58** students, 19 unaccompanied (33% of total)
 - 2021–2022: **113** students, 29 unaccompanied (26% of total)
 - 2023–2024: **234** students, 46 unaccompanied (23% of total)
 - Further, the number of students identified so far in this current school (2024–2025) is higher than the number identified at the same time last year (170 students as of first week in January 2025, vs. 138 January 2024), suggesting the total number identified this school year could be higher than last year.

Framework for a Comprehensive Approach to Address Homelessness

Addressing homelessness requires a multifaceted approach that encompasses prevention, intervention, treatment, and recovery. By understanding and implementing strategies within each of these frameworks, we can work towards reducing and ultimately eradicating homelessness in our community. The concept of addressing challenging social issues using the 4 pillars of prevention, intervention, treatment and recovery has been used in Maine and nationally for many years to successfully address the issues related to substance use disorder.

The Committee recommends addressing the issue of homelessness in our community through a similar approach.

PREVENTION

Prevention is the cornerstone of addressing homelessness. It involves identifying and mitigating the root causes that lead individuals and families to lose their homes or apartments or other living arrangements. In Auburn and Androscoggin County, several prevention strategies are critical:

1. Affordable Housing

- A. Statistics: Approximately 40% of renters in Androscoggin County are cost-burdened, spending more than 30% of their income on housing. According to the website Apartments.com, the median rent in Auburn was approximately \$1,300 per month in July 2024. This would necessitate a yearly household income of over \$52,000/year to afford these rent rates. As a reference, the 2024 median household income in Auburn was \$66,552.
Rent Ranges in Auburn, ME (updated July 2024)
 - I. Below \$700/month 0%
 - II. \$700 - \$1,000/month 33%
 - III. \$1,001 - \$1,500/month 17%
 - IV. \$1,501 - \$2,000/month 17%
 - V. Above \$2,000/month 33%
- B. Policy Advocacy: Local government can implement policies that encourage the development of affordable housing. This includes zoning laws that require a certain percentage of new developments to be affordable units and tax incentives for developers who build low-cost housing. Mixed income development buildings have been successful in other communities and could be encouraged.
- C. Public-Private Partnerships: Collaboration between the public sector and private developers can lead to the development of housing projects that would not be possible by either of these sectors independently.
- D. Rental Assistance Programs: Expanding rental assistance programs, such as

housing vouchers, can help low-income individuals and families afford housing in the private market. These programs need to be well-funded and widely accessible to be effective. The effectiveness of this program is critically dependent on having an adequate number of housing units available to meet the need. At present, there are not sufficient numbers of housing units to meet the need.

E. Eviction and Foreclosure Prevention Programs:

I. Utilize HUD HOME dollars to create a short-term rental assistance (TBRA) program to prevent evictions while also providing assistance with financial literacy and workforce development program referrals for eligible households to help them afford market rate units.

II. Also consider programs to assist with foreclosure prevention, including programs to assist seniors who cannot afford or no longer desire to have to upkeep their homes to downsize into housing that will best meet their needs. There is a lack of case management type services that can assist seniors with this process. Addressing prevention of homelessness for both renters and homeowners with mortgages at risk of foreclosure would provide a broader range of protection to our community members.

III. Advocate to continue the “Preventing Homelessness State Pilot Program”, which provided funding that successfully kept Auburn students/families in their homes and apartments. Auburn’s McKinney-Vento Liaison used the majority of funding (\$97,059 for two school years- 2023-2024 and 2024-2025) to pay back and current payments for utilities, rent, mortgage payments, campground and hotel costs. Remaining funds were used for food, clothing, emergency car repairs, gas for cars, a furnace repair, and security deposits to secure new housing. Of note, it costs less to maintain a family in their current housing then to secure new housing.

IV. Court Mediation support: Increase access to support plans and mediators in court cases, to help keep individuals housed.

F. Address housing discrimination: Eliminate disparities that perpetuate homelessness with specific populations (i.e. individuals with substance misuse and dependence, individuals who have been incarcerated, those with mental health issues, low-income, families with children, individuals with pets).

2. Economic Support:

A. Statistics: In 2022, an estimated 43% of households in Androscoggin County had incomes less than the costs for essentials needs in the county. Breaking this group down:

a. 12% of households were in poverty.

b. 31% of households earned more than the federal poverty level but less than what is needed to afford basic essentials. These households are referred by the acronym ALICE (Asset Limited, Income Constrained, Employed)

- c. Costs of basic household essentials included housing, childcare, food, transportation, health care and a basic smartphone plan.
 - d. The % of households with financial hardship (i.e. sum of % ALICE households + % households in poverty) varied by composition of the household and by age of householder:
 - i. Household composition examples: 83% of single-female-headed households with children had financial hardship but only 15% of married couples with children did,
 - ii. Age of householder examples: 58% of householders 65 yrs+ had financial hardship compared to just 36% of those aged 25-64 yr olds.
 - e. For more information: [Maine | UnitedForALICE](#)
- B. Poverty Reduction strategies: Incorporate poverty reduction strategies such as promoting workforce development programs and removing barriers to employment such as education, transportation, childcare, and access to case management services as well as mental, behavioral, & physical healthcare.
 - C. Job Training and Education: Providing access to job training and educational programs can help individuals gain the skills needed for stable employment. This includes vocational training, apprenticeships, and continuing education opportunities.
 - D. Financial Literacy Programs: Educating individuals on budgeting, saving, and managing credit can empower them to make informed financial decisions and avoid economic pitfalls that could lead to homelessness. The Auburn School Department includes such program offerings in their curriculum. Additionally, Auburn's support of the Bridges out of Poverty work that is already happening in the Lewiston – Auburn community should continue.
 - E. Living Wage Campaigns: Advocating for living wages can help ensure that full-time workers earn enough to cover basic living expenses, including housing. Raising the minimum wage to a livable level is a critical step in preventing homelessness.
- ### 3. Education and Awareness
- A. Public Awareness Campaigns: Launching public awareness campaigns about the risks and signs of potential homelessness can encourage early intervention. These campaigns can also combat stereotypes, reduce stigma and foster a more supportive community environment.
 - B. School and Community Programs: Implementing programs in schools and communities to educate young people and families about homelessness and available resources that can help prevent future homelessness. These programs can include workshops, seminars, and informational materials.

INTERVENTION

Intervention strategies are essential for individuals who are at immediate risk of becoming homeless or who have recently lost their homes. In Auburn and Androscoggin County, effective intervention measures include:

1. Emergency Shelters:

A. A continuum of services and locations are needed to meet the multiple needs of our neighbors experiencing housing difficulties. These would include drop-in services such as those presently being provided by the Drop-In Center, a full-time warming/cooling center and a full-time shelter. The recently created Community Resource Center at 121 Mill St. will help create and provide access to the variety of services described in this document.

B. Current Shelters:

- I. At this time, there is no permanent 24-hour emergency shelter that serves the Lewiston-Auburn communities. However, the City of Lewiston is actively working on getting such a shelter built.
- II. Between February and early April, 2024, the Lewiston-Auburn Emergency Warming Center (partially funded by the City of Auburn) provided services to 241 unique individuals. The L/A Warming Center was reopened for winter 2025; in January 2025, the Center served an average of 70 guests per night.

C. Recommended Components of Emergency Shelters:

- I. **Safe and Dignified Accommodations:** Emergency shelters should provide a safe and dignified environment for individuals and families. This includes private or semi-private sleeping arrangements, clean facilities, and access to basic necessities (including access to showers and ability to do laundry).
- II. **Comprehensive Services:** Shelters should offer a range of services to address the immediate needs of their residents. This includes meals, hygiene products, clothing, and access to medical care. Of note, there are limited access to medical care. There is only one federally qualified health clinic in the Lewiston-Auburn area- the B Street clinic- and an overall shortage of primary care providers.

D. **Outreach Programs:** Mobile outreach programs are connecting with individuals in the community, including those living on the streets, providing them resource connections for behavioral health and substance misuse treatment as well as providing information about shelter options and transportation to shelters if needed for unsheltered individuals. Two such programs that serve Auburn currently are the state funded OPTIONS program and Auburn's Project Support You program through our partnership with Spurwink.

2. Crisis Intervention Services:

A. **24/7 Hotlines:** Establishing 24/7 hotlines staffed by trained professionals can provide immediate support and guidance to individuals in crisis. These

hotlines can offer information about emergency shelters, financial assistance, and other resources. These services are presently being provided through the 211-system statewide.

- B. Rapid Rehousing Programs: These programs aim to quickly move individuals and families from homelessness to permanent housing. They provide short-term financial assistance, case management, and support services to help stabilize housing situations.
3. Mediation Services: Offering mediation services to resolve conflicts that could lead to homelessness, such as landlord-tenant disputes or family disagreements, can prevent individuals from losing their homes.
4. Legal Assistance:
 - A. Statistics: Legal aid organizations in Androscoggin County handled over 200 eviction cases in 2023, reflecting the high demand for legal support in housing matters.
 - B. Eviction Prevention Programs: Legal aid organizations can provide representation and advice to tenants facing eviction. These programs can help individuals navigate the legal system, negotiate with landlords, and access financial assistance to avoid eviction.
 - C. Access to Benefits: Helping individuals apply for and secure benefits they are entitled to, such as Social Security, unemployment insurance, and housing subsidies, can provide critical financial support.
 - D. Rights Education: Educating individuals about their rights can empower them to protect themselves from unjust practices that could lead to homelessness.

TREATMENT

Treatment addresses the underlying issues that contribute to homelessness, such as mental health problems, substance abuse, and chronic illnesses. Comprehensive treatment strategies in Auburn and Androscoggin County include:

1. Mental Health Services:
 - A. Statistics: Approximately 30% of individuals experiencing homelessness in Androscoggin County report having a mental health condition, highlighting the critical need for mental health services.
 - B. Integrated Care: Offering integrated care that combines mental health services with primary healthcare can address the complex needs of individuals experiencing homelessness. This includes co-located services and coordinated care plans.
 - C. Outreach and Engagement: Mental health professionals should engage with individuals in shelters, on the streets, and in encampments to build trust and encourage them to access services. This can involve street outreach teams and peer support specialists.

- D. Crisis Intervention: Providing immediate access to crisis intervention services, including mobile crisis teams and crisis stabilization units, can prevent mental health crises from leading to or exacerbating homelessness.
2. Substance Use Disorder Programs:
- A. Statistics: Substance use disorder is reported by 25% of the homeless population in Androscoggin County, necessitating comprehensive substance use disorder programs.
 - B. Harm Reduction Approaches: Implementing harm reduction approaches, such as needle exchange programs and naloxone distribution can reduce the health risks associated with substance use and connect individuals to treatment services.
 - C. Access to Treatment: Expanding access to a range of treatment options, including detoxification, residential treatment, outpatient services, and medication-assisted treatment, can help individuals overcome addiction and maintain sobriety.
 - D. Recovery Support Services: Providing ongoing recovery support, such as a peer recovery center, peer support groups, relapse prevention programs, and sober living environments, can help individuals sustain their recovery and avoid returning to homelessness.
3. Healthcare Access:
- A. Statistics: In Androscoggin County, over 95% of the homeless population is MaineCare eligible, highlighting the need for accessible healthcare services.
 - B. Mobile Health Clinics: Deploying mobile health clinics to provide medical care to individuals experiencing homelessness can overcome barriers related to transportation and accessibility. These clinics can offer primary care, vaccinations, screenings, and referrals. Explore funding mechanisms the state can provide for such care in the field, including MaineCare or other insurance billing options.
 - C. Health Insurance Enrollment: Assisting individuals in enrolling in health insurance programs, such as Medicaid or marketplace plans, can improve access to healthcare services. Outreach and education efforts can help individuals understand their options and navigate the enrollment process.
 - D. Chronic Disease Management: Offering specialized programs for managing chronic diseases, such as diabetes, hypertension, wound care, hepatitis and HIV/AIDS, can improve health outcomes and prevent medical conditions from leading to or worsening homelessness.
4. Trauma support services:
- A. Many of our neighbors experiencing homelessness have a history of trauma (physical, sexual and emotional) which complicates providing services to them. This group of neighbors includes our veterans, who may have experienced the trauma of war. Many individuals do not trust agencies or

organizations. Many do not feel safe in large congregations of people and feel safer on their own. We have recently experienced the tragedy of a mass shooting in our communities. This has greatly impacted our community with many no longer feeling safe and some finding themselves unable or afraid to leave their living situations. We cannot adequately address the homelessness issues within our community without adequately addressing the trauma issues impacting many.

- B. Students in our school district do not have timely access to mental health services. The City of Auburn can help provide leadership in conducting an assessment of needs and opportunities for addressing this issue.

RECOVERY

Recovery focuses on long-term solutions and support systems that help individuals reintegrate into society and maintain stable housing. Key recovery strategies in Auburn and Androscoggin County include:

1. Supportive Housing: Supportive housing is a type of housing that provides rental assistance and support services to help people live independently and achieve their goals. The goal is to create a safe and affordable place to live that gives people the support they need to be successful.
 - A. Permanent Supportive Housing: This model combines affordable housing with comprehensive support services, such as case management, mental health counseling, and substance abuse treatment. It is particularly effective for individuals with chronic health or mental health conditions.
 - B. Scattered-Site Housing: Offering supportive housing in scattered-site locations, rather than concentrated in a single area, can promote community integration and reduce stigma. This approach also allows individuals to choose housing that meets their preferences and needs
2. Housing First Approach: A Housing First approach prioritizes providing stable housing, without preconditions, in order to help individuals quickly transition from homelessness to housing. As part of the model, individuals are provided access to services, 24 hr/7 days per week, to address underlying issues that may have led to homelessness. For example, an underlying issue to be addressed would be case management for addressing substance abuse.

Recommendations

- 1) Create a permanent committee for the City of Auburn to continue to address homelessness.
 - a) With the lack of affordable/attainable housing as the greatest contributor to the current prevalence of homelessness, consider creating one Committee that addresses both housing needs and homelessness issues.
 - b) This committee could help ensure data-informed strategies/programs are used in Auburn to address the multiple issues contributing to the homelessness issue in our community.
 - c) This committee can also help to ensure coordination and collaboration with the many organizations across the Lewiston-Auburn region that are working to address various issues influencing homelessness. Maine Homeless Planning is a key source of data-informed strategies/programs that the city can implement. [LINK: Maine Homeless Planning]
- 2) The City should work with state and regional partners to develop a Comprehensive Homelessness Strategy.
 - a) Develop a thorough needs assessment of the local homeless population to understand the specific needs, including the demographics, causes of homelessness, and available resources, in collaboration with Hub 4 regional leadership.
 - b) Create a long-term strategic plan using the framework provided in this report that includes goals, timelines, and benchmarks for reducing homelessness. This plan should involve stakeholders from various sectors- including non-profits, businesses, community members, and members of our homeless community.
 - c) During Auburn's Comprehensive Plan development process, time should be allocated to consider how the City addresses homelessness.
- 3) Increase Affordable/Attainable Housing: Offer incentives such as tax breaks, grants, or reduced fees to developers who build affordable housing or convert existing properties into low-income housing units.
- 4) Auburn can use zoning regulations as a powerful tool to address and prevent homelessness by creating an environment that encourages the development of affordable and attainable housing and services for homeless individuals. Here are some zoning recommendations that can be implemented:
 - a) Inclusionary Zoning: Mandate Affordable Units, by requiring developers to include a certain percentage of affordable housing units in new residential developments. This can help increase the availability of affordable housing across the community.
 - b) Encourage Mixed-Use Development: Zone areas for mixed-use developments that combine residential units with commercial and social services. This can create opportunities for affordable housing units and

provide easy access to essential services for under-resourced and low-income individuals.

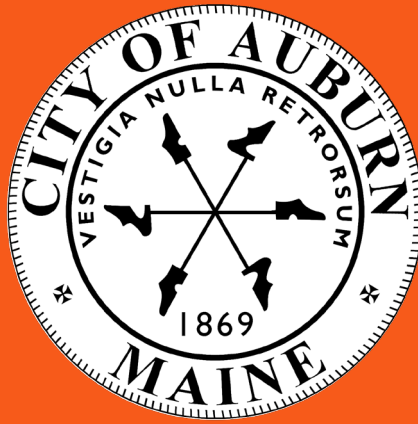
- c) Flexible Zoning for Shelters and Supportive Housing: Review and amend where necessary, zoning ordinances to allow homeless shelters, community resource centers, transitional housing, recovery residences etc. in more zoning districts, including commercial and residential zones. This flexibility can help distribute housing options more evenly across the community and reduce community opposition.

5) Implement Prevention and Early Intervention Programs

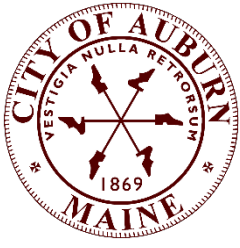
- a) Develop a “Housing First” facility: “Housing First” programs prioritize providing permanent housing quickly and without preconditions, followed by supportive services as needed.
- b) Rental Assistance: Offer rental assistance programs to help individuals and families at risk of eviction. This can include emergency financial aid, mediation between landlords and tenants, and legal assistance.
- c) Eviction and Mortgage Foreclosure Prevention:
 - i) Work with local courts and landlords to create eviction prevention programs, offering tenants the support they need to stay in their homes, such as financial counseling or payment plans.
 - ii) Utilize HUD HOME dollars to create a short-term rental assistance (TBRA) program to prevent evictions while also providing assistance with financial literacy and workforce development program referrals for eligible households to help them afford market rate units.
 - iii) Consider allocating funding for a staff person to implement foreclosure prevention programs, including programs to assist seniors who cannot afford or no longer desire to have to upkeep their homes to downsize into housing that will best meet their needs. There is a lack of case management type services that can assist seniors with this process. Addressing prevention of homelessness for both renters and homeowners with mortgages at risk of foreclosure would provide a broader range of protection to our community members. (See recommendation 4).
 - iv) Consider a landlord liaison program to encourage landlords to rent to individuals with higher needs by providing landlord incentives and pairing housing placements with continued behavioral health supports for the tenant. The City of Lewiston’s current program could be studied as one possibility. Per information provided by Lewiston’s Neighborhood Development Planner Jacqueline Crucet on February 5, 2025, the program was started as a two-year pilot program funded by Maine Housing, which will conclude in December 2025. They are currently working with 6 landlords, serving 70 people, in 23 apartments. The program takes a unique approach in providing financial and support incentives to local landlords looking to make improvements to their units and who are willing to rent to individuals at risk of, or having experienced, homelessness. The program includes a housing advocate who serves as a liaison between the landlord

and the tenant, and who provides mandatory supports to tenants enrolled in the program.

- 6) Be mindful of the impact of reassessment/mill rate increases on seniors when developing the city budget. Over 1/3 of Auburn seniors report being housing cost burdened presently and significant increases in property taxes can force seniors out of their present housing, increasing the homeless population. Consider items such as property tax payment deferrals, property tax freezes, or other options for seniors. See recommendation 4)c)iii) regarding the creation of a position or funding a contracted partner to work specifically with our aging population to address potential issues leading up to potential homelessness before it occurs.
- 7) Continue collaboration with the city of Lewiston in order to provide a comprehensive array of services for our residents experiencing homelessness. This would include ongoing operations of warming centers, shelters, community resource centers, drop-in centers, food pantries and other necessary resources to provide safety and shelter to at risk individuals and families. This could also include joint funding proposals and exploring the use of General Assistance funds in mutually beneficial ways.
- 8) Regional efforts need to be developed to address awareness and educational programs aimed at targeting the stigma attached to homelessness. There exists many myths and misconceptions regarding the causes and solutions regarding homelessness that should be discussed in order to enlist community-wide support and understanding of the problem. In addition, supporting efforts to reduce the stigma associated with substance use disorder and mental health challenges is also needed, as such stigma can create barriers to individuals seeking the help they need.
- 9) Explore funding opportunities to help address the multi-faceted issues that contribute to homelessness. This would include job training, mental health and substance use disorder services including medicated assisted treatment, medical care, trauma related issues including domestic & sexual violence as well as PTSD.
 - a) The use of Opioid settlement funds from state, county, and local appropriations should be considered as a potential long-term funding source to help address some of these issues.
 - b) Continue and expand diversion and deflection boots-on-the-ground programs such as Auburn's Project Support You program beyond the ARPA funded pilot period. This program helps to meet people where they are at in the community and triage individuals in need to the appropriate substance use and behavioral health treatment programs, as well as making referrals to housing navigators.
 - c) Advocate state programs to provide additional funding for McKinney-Vento programs, such as the Preventing Homelessness State Pilot Program.



**Mayor's Ad-hoc Committee on Homelessness
February 2025**



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: February 18, 2025

ORDER 17-02182025

Author: Emily F. Carrington, City Clerk

Subject: Accepting the report from the Committee on Homelessness

Information: The Mayor's ad-hoc Committee on Homelessness has presented their final report to the City Council. This order accepts the report.

City Budgetary Impacts:

Staff Recommended Action: Motion for passage.

Previous Meetings and History:

City Manager Comments:

I concur with the recommendation. Signature:



Attachments: ORDER



ORDER 17-02182025

City Council Order

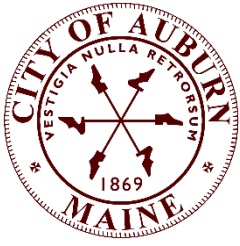
IN CITY COUNCIL

ORDERED, that the City Council hereby accepts the final report of the Mayor's ad-hoc Committee on Homelessness, as presented.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

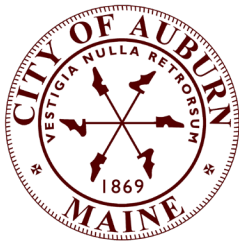
Council Workshop or Meeting Date: February 18,2025

ORDER 18-02182025

Author: Jamie Longley, General Assistance Manager

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

Information: Discussion on a poverty abatement case #PA 2025-001 pursuant to (36 M.R.S.A § 841).
Possible action to follow (Order 18-02182025).



City Council Order

IN CITY COUNCIL

ORDERED, that the City Council hereby approves the poverty abatement, case # PA 2025-001 in the amount of \$_____.

City Councilor

Signature

Richard S. Whiting, Ward 1

Timothy M. Cowan, Ward 2

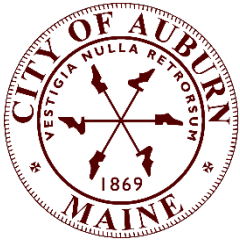
Stephen G. Milks, Ward 3

Benjamin J. Weisner, Ward 4

Leroy G. Walker, Sr., Ward 5

Belinda A. Gerry, At-large

Adam R. Platz, At-large



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: February 18, 2025

Public Hearing

Author: Glen E. Holmes, Director of Business & Community Development

Subject: Public Hearing prior to drafting CDBG & HOME Consortium Action Plan for Program Year 2025

Information:

Each year, the Business & Community Development Department conducts a Public Hearing and administers a Community Needs Survey to gather input for the development of the Annual Action Plan, as required by the U.S. Department of Housing & Urban Development (HUD). The feedback collected through these efforts informs the strategies and activities outlined in the plan.

The Annual Action Plan details the allocation of Auburn's Community Development Block Grant (CDBG) funds and the Auburn-Lewiston Consortium's HOME Investment Partnerships Program (HOME) funds. It is designed to address community needs identified in the Five-Year Consolidated Plan, adopted in 2020. Based on public input from the survey and hearings, Community Development staff will release a draft Action Plan for further public review and City Council consideration prior to adoption.

The community survey can be found on AuburnMaine.gov. Post cards with a link to the survey is also being delivered to every residential address within the city. For printed copies, translations, or other accommodations, residents can contact the Community Development Office at: CDBG@auburnmaine.gov

City Budgetary Impacts:

Auburn's previous year CDBG allocation was \$508,342. The Auburn-Lewiston HOME Consortium previous allocation is \$428,732. These federal grant dollars cover staff salary/benefits as well as program activities for Business and Community Development programs.

Staff Recommended Action:

Hold Public Hearing and encourage residents to complete the community survey.

Previous Meetings and History:

Release Public Survey - January 2025

City Manager Comments:

I concur with the recommendation. Signature:

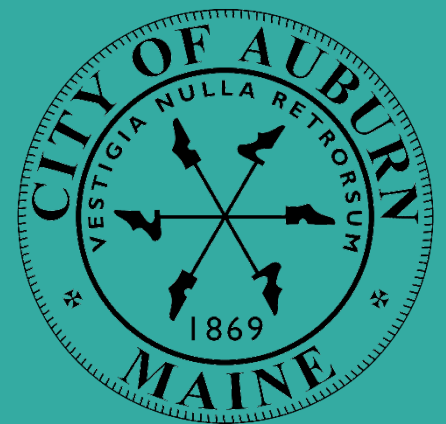
Attachments:

n/a

Monthly Financial Report

January 2025 - Fiscal Year 2025

Authored by: Kelsey Earle



To: Honorable Mayor, Members of the City Council and City Manager
Subject: Financial Report for the Month Ending January 31, 2025

I respectfully submit the financial summaries of the revenue and expenditure activities for the City during the month ending January 31, 2025.

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 in comparison for the School Department. As a guideline for comparison purposes, individual line items can vary based upon cyclical activity. As such, comparisons are made based upon previous years of activity as noted.

General Fund Highlights

Revenues

Total revenues collected through January 2025 were **\$55.4M** or **55.8%** of budgeted general fund revenue, as compared to 64.0% of actual revenues through January 2024.

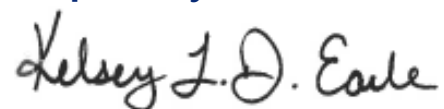
- State/Local road assistance has yet to be received from the State, this is budgeted at \$400,000 and is expected shortly.
- Finance revenue collections and reimbursements are 3.6% higher than in the same period last year. This is a combination of fewer delinquent taxpayers, additional excise from newer vehicles and increased reimbursements from the State.

Expenditures

Expenditures through January 2025 were **\$55.58M** or **54.6%** of the budget, as compared to 59.3% of actual expenditures through January 2024.

- Overall, the difference in expense percentage is negligible, however, implementation of efficiencies coupled with staff vacancies have created the savings in expense lines seen for several departments.

Respectfully submitted,



Kelsey L. D. Earle
Finance Director

BALANCE SHEET FOR 2025 Period 7 (January)

FUND: 1000 General Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
	TOTAL ASSETS		-1,223,901.71	61,449,342.59
LIABILITIES				
	TOTAL LIABILITIES		-8,962,515.11	-34,499,673.70
FUND BALANCE				
1000	037000	Ctrl Total - Encumbrances	-175,519.67	1,634,683.40
1000	037100	Assinged Fund Balance	.00	-1,951,394.00
1000	037102	Nonspendable Fund Balance	.00	-689,263.00
1000	037103	Restricted Fund Balance	.00	-2,309,553.00
1000	037104	Unassigned Fund Balance	.00	-17,366,575.36
1000	037105	FB RESTRICTED SCHOOL	.00	536,000.00
1000	037201	CTRL TOTAL-BUD FB DESIGNATED	175,519.67	-1,634,683.40
1000	037301	Ctrl Total - Bud FB Undesignat	.00	-2,874,033.92
1000	047000	Ctrl Total - Revenues	-3,824,914.33	-70,001,535.87
1000	047001	CONTROL - ESTIMATED REVENUE	.00	125,441,434.97
1000	057000	CTRL TOTAL-EXPENDITURES	14,011,331.15	64,821,881.29
1000	057001	CTRL TOTAL-APPROPRIATIONS	.00	-122,567,401.05
	TOTAL FUND BALANCE		10,186,416.82	-26,960,439.94
	TOTAL LIABILITIES + FUND BALANCE		1,223,901.71	-61,460,113.64

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2024 - Jan 31, 2025
Report as of January 31st, 2025

	Beginning	January 2025					Ending
	Balance 1/1/2025	New Charges	Payments	Refunds	Adjustments	Write-Offs	Balance 1/31/2025
Attorney/In care of	\$ 936.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 936.20
Bluecross	\$ 91,264.52	\$ 15,606.15	\$ (16,553.96)	\$ -	\$ 513.57	\$ -	\$ 90,830.28
Intercept	\$ (2,169.40)	\$ -	\$ (100.00)	\$ -	\$ -	\$ -	\$ (2,269.40)
Medicare	\$ 628,127.34	\$ 215,550.00	\$ (59,001.27)	\$ -	\$ (100,117.94)	\$ -	\$ 684,558.13
Medicaid	\$ (314,697.26)	\$ 87,314.00	\$ (48,956.68)	\$ -	\$ (37,158.18)	\$ -	\$ (313,498.12)
Other/Commercial	\$ 206,512.12	\$ 27,606.00	\$ (25,953.97)	\$ -	\$ (2,783.05)	\$ -	\$ 205,381.10
Private Insurance	\$ 924.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 924.00
Patient	\$ (137,710.50)	\$ 20,042.00	\$ (18,352.71)	\$ -	\$ (1,969.62)	\$ (20,307.33)	\$ (158,298.16)
Worker's Comp	\$ (16,355.61)	\$ -	\$ (436.90)	\$ -	\$ -	\$ -	\$ (16,792.51)
TOTAL	\$ 456,831.41	\$ 366,118.15	\$ (169,355.49)	\$ -	\$ (141,515.22)	\$ (20,307.33)	\$ 491,771.52

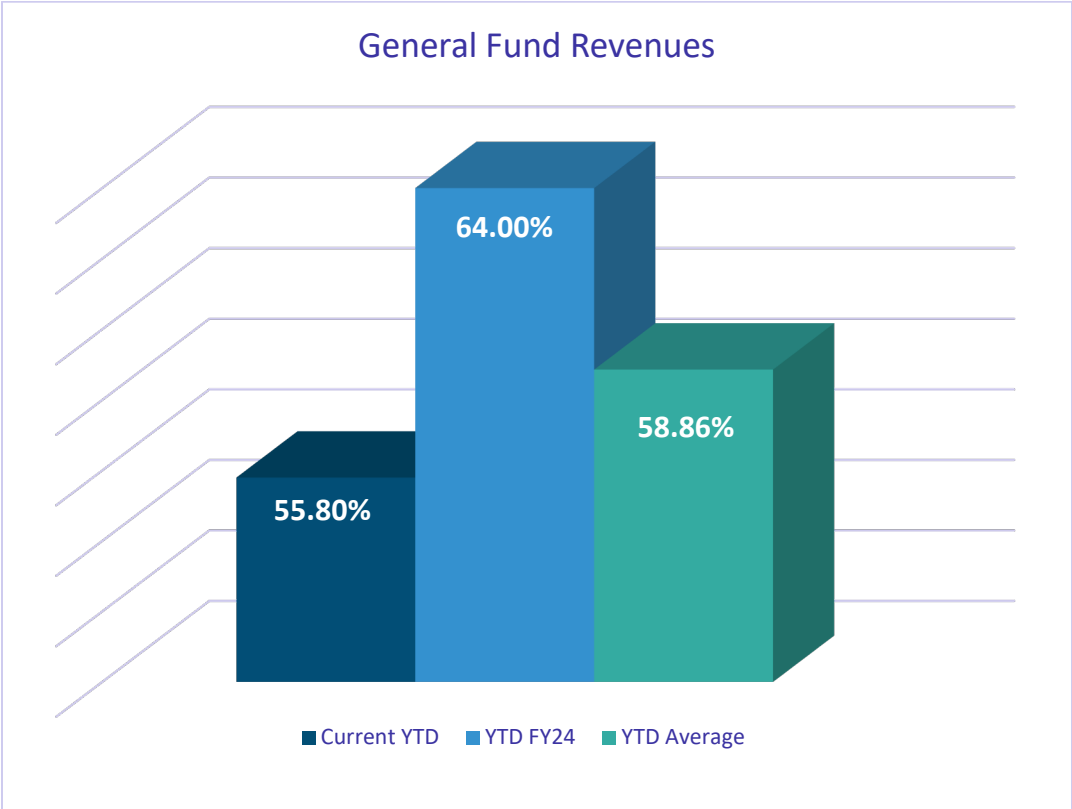
**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF January 31, 2025**

INVESTMENT	FUND	BALANCE January 31, 2025	BALANCE December 31, 2024	INTEREST RATE
ANDROSCOGGIN BANK	449 CAPITAL PROJECTS	\$ 1,638,015.91	\$ 1,634,888.92	2.00%
ANDROSCOGGIN BANK	502 SR-TIF	\$ 1,062,597.47	\$ 1,060,568.98	2.00%
ANDROSCOGGIN BANK	836 GENERAL FUND	\$ 26,484,700.73	\$ 26,170,196.25	2.00%
ANDROSCOGGIN BANK	801 WORKERS COMP	\$ 55,094.48	\$ 54,989.32	2.00%
ANDROSCOGGIN BANK	684 EMS CAPITAL RESERVE	\$ 356,226.05	\$ 355,546.07	2.00%
ANDROSCOGGIN BANK	414 INGERSOLL TURF FACILITY	\$ 237,853.66	\$ 237,399.65	2.00%
ANDROSCOGGIN BANK	0888 ELHS FUNDRAISING	\$ 425,933.04	\$ 425,119.98	2.00%
ANDROSCOGGIN BANK	ELHS CONSTRUCTION	\$ 12,693,943.56	\$ 8,639,339.14	2.00% *matured Nomura deposited
NOMURA 2	ELHS Bond Proceeds	trade matured	trade matured	2.08%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	5.00%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	5.00%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	5.05%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	5.10%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	5.10%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	5.10%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	5.15%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.50%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.35%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.40%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.20%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.25%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.30%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.15%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.40%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.30%
Northern Capital Securities	CD GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.15%
GRAND TOTAL		\$ 47,204,364.90	\$ 42,828,048.31	3.71%

General Fund

for the Period Ended January 31, 2025

*Graph reflects current YTD with comparison to prior YTD and YTD average of prior 3 years percentage.



CITY OF AUBURN
REVENUES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 General Fund							
1006 Communications & Engagement							
420070 Sponsorships-Special Events	-65,000	0	-65,000	.00	.00	-65,000.00	.0%
TOTAL Communications & Engagement	-65,000	0	-65,000	.00	.00	-65,000.00	.0%
1007 City Clerk							
420011 Fees - Clerk/Sale of Copies	-60	0	-60	-10.00	.00	-50.00	16.7%
420013 Fees - Voter Registration Lis	-200	0	-200	-22.00	.00	-178.00	11.0%
420024 Fees - City Clerk Notary	-1,100	0	-1,100	-660.00	.00	-440.00	60.0%
420066 City Clerk Advertising Fees	0	0	0	-100.00	.00	100.00	.0%
421001 Certificate - Birth	-3,500	0	-3,500	-3,259.40	.00	-240.60	93.1%
421002 Certificate - Death	-17,000	0	-17,000	-8,258.40	.00	-8,741.60	48.6%
421003 Certificate - Marriage	-4,500	0	-4,500	-3,652.40	.00	-847.60	81.2%
421006 Licenses - Commercial	-75,000	0	-75,000	-30,089.00	.00	-44,911.00	40.1%
421007 Licenses - Marriage	-5,500	0	-5,500	-4,408.00	.00	-1,092.00	80.1%
421012 Marijuana Business Licenses	-200,000	0	-200,000	-126,630.76	.00	-73,369.24	63.3%
421101 Permits - Burial	-2,000	0	-2,000	-1,204.00	.00	-796.00	60.2%
TOTAL City Clerk	-308,860	0	-308,860	-178,293.96	.00	-130,566.04	57.7%
1008 Finance							
401011 2011 Property Tax Revenue	0	0	0	-145.05	.00	145.05	.0%
401013 2013 Property Tax Revenue	0	0	0	-300.00	.00	300.00	.0%
401014 2014 Property Tax Revenue	0	0	0	-148.75	.00	148.75	.0%
401015 2015 Property Tax Revenue	0	0	0	-41.04	.00	41.04	.0%
401016 2016 Property Tax Revenue	0	0	0	.00	.00	.00	.0%
401017 2017 Property Tax Revenue	0	0	0	.00	.00	.00	.0%
401018 2018 Property Tax Revenue	0	0	0	-99.41	.00	99.41	.0%
401019 2019 Property Tax Revenue	0	0	0	-697.95	.00	697.95	.0%
401020 2020 Property Tax Revenue	0	0	0	.00	.00	.00	.0%

CITY OF AUBURN
REVENUES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
401021 2021 Tax Revenue	0	0	0	-10,614.26	.00	10,614.26	.0%
401022 2022 Tax Revenue	0	0	0	-147,576.62	.00	147,576.62	.0%
401023 2023 Tax Revenue	0	0	0	-414,452.97	.00	414,452.97	.0%
401024 2024 Tax Revenue	0	0	0	-29,919,259.81	.00	29,919,259.81	.0%
401100 Property Tax Revenue - Current	-54,314,567	0	-54,314,567	.00	.00	-54,314,567.00	.0%
401300 Homestead Exemption Reimburse	-1,770,000	0	-1,770,000	-1,722,458.80	.00	-47,541.20	97.3%
401400 In Lieu of Taxes	-90,000	0	-90,000	-94,912.37	.00	4,912.37	105.5%
401500 Personal Property Reimburse	-3,000,000	0	-3,000,000	-3,094,948.00	.00	94,948.00	103.2%
402000 Excise Tax - Vehicles	-4,650,000	0	-4,650,000	-2,989,086.59	.00	-1,660,913.41	64.3%
402001 Excise Tax - Boat	-15,000	0	-15,000	-2,768.00	.00	-12,232.00	18.5%
402002 Excise Tax - Aircraft	-5,000	0	-5,000	-75.00	.00	-4,925.00	1.5%
403000 Penalties & Interest	-100,000	0	-100,000	-33,729.69	.00	-66,270.31	33.7%
420003 Cable Television Franchise	-125,000	0	-125,000	-56,454.63	.00	-68,545.37	45.2%
420038 Fees - Hunting/Fishing/Dogs	-700	0	-700	-364.25	.00	-335.75	52.0%
420041 Fees - Neutered Animals	-2,000	0	-2,000	-1,613.00	.00	-387.00	80.7%
420055 Fees - MMWAC Host	-232,110	0	-232,110	-19,342.58	.00	-212,767.42	8.3%
420080 CATV Fees-City of Lewiston	-71,000	0	-71,000	.00	.00	-71,000.00	.0%
421000 Agent Fee	-95,000	0	-95,000	-51,966.00	.00	-43,034.00	54.7%
421011 Fines - Dog	-3,000	0	-3,000	-475.00	.00	-2,525.00	15.8%
422000 Investment Income	-350,000	0	-350,000	-88,683.54	.00	-261,316.46	25.3%
429000 Miscellaneous	-50,000	0	-50,000	-2,022,015.07	.00	1,972,015.07	%
429004 CDBG Reimbursement	-588,154	0	-588,154	.00	.00	-588,154.00	.0%
429009 Reimbursement - Other	-193,132	0	-193,132	-74,846.70	.00	-118,285.30	38.8%
429013 Sale of Assets	-100,000	0	-100,000	-2,023.16	.00	-97,976.84	2.0%
429036 Ingersoll Turf Facility Income	-245,000	0	-245,000	.00	.00	-245,000.00	.0%
429200 Tax Sharing Revenue	-182,000	0	-182,000	.00	.00	-182,000.00	.0%
429900 Designated FB Offset	-1,875,000	0	-1,875,000	.00	.00	-1,875,000.00	.0%
430000 Other State Aid	-3,400	0	-3,400	.00	.00	-3,400.00	.0%
430001 State Revenue Sharing	-7,200,000	0	-7,200,000	-5,030,486.03	.00	-2,169,513.97	69.9%
430003 Tree Growth	-12,500	0	-12,500	-11,322.81	.00	-1,177.19	90.6%
430004 Veterans Reimbursement	-18,000	0	-18,000	.00	.00	-18,000.00	.0%
580000 TIF	-1,500,000	0	-1,500,000	.00	.00	-1,500,000.00	.0%
580020 Transfer In-Opioid Settlement	-60,000	0	-60,000	.00	.00	-60,000.00	.0%
TOTAL Finance	-76,850,563	0	-76,850,563	-45,790,907.08	.00	-31,059,655.92	59.6%
1010 Planning & Permitting							
420027 Fees - Court	0	0	0	-24,500.00	.00	24,500.00	.0%
TOTAL Planning & Permitting	0	0	0	-24,500.00	.00	24,500.00	.0%

CITY OF AUBURN
REVENUES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10108001 General Fund Prop Tax							
401004 2004 Property Tax Revenue	0	0	0	.00	.00	.00	.0%
401008 2008 Property Tax Revenue	0	0	0	.00	.00	.00	.0%
TOTAL General Fund Prop Tax	0	0	0	.00	.00	.00	.0%
1012 Planning & Permittin							
420023 Fees - Citation Ordinance	-3,000	0	-3,000	-1,693.00	.00	-1,307.00	56.4%
420068 Departmental Review	-12,000	0	-12,000	-20,113.63	.00	8,113.63	167.6%
420069 Advertising Fees	-3,400	0	-3,400	.00	.00	-3,400.00	.0%
421100 Permits - Building	-120,000	0	-120,000	-200,986.80	.00	80,986.80	167.5%
421102 Permits - Electrical	-25,000	0	-25,000	-22,708.00	.00	-2,292.00	90.8%
421106 Permits - Plumbing	-15,000	0	-15,000	-12,290.00	.00	-2,710.00	81.9%
421107 Permits - Sign	-5,000	0	-5,000	-2,158.50	.00	-2,841.50	43.2%
TOTAL Planning & Permittin	-183,400	0	-183,400	-259,949.93	.00	76,549.93	141.7%
1014 Engineering							
420028 Fees - Drive Opening	-250	0	-250	-260.00	.00	10.00	104.0%
420039 Fees - Inspection	-5,000	0	-5,000	.00	.00	-5,000.00	.0%
421103 Permits - Fill	-200	0	-200	.00	.00	-200.00	.0%
421108 Permits - Street Excavation	-15,000	0	-15,000	.00	.00	-15,000.00	.0%
TOTAL Engineering	-20,450	0	-20,450	-260.00	.00	-20,190.00	1.3%
1015 Facilities							
429010 Rental Income	-84,000	0	-84,000	-16,848.50	.00	-67,151.50	20.1%
429100 Utility Reimbursement-School	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
TOTAL Facilities	-104,000	0	-104,000	-16,848.50	.00	-87,151.50	16.2%
1021 Fire & EMS Transport							

CITY OF AUBURN
REVENUES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
420034 Fees - Fire/Copies of Reports	-100	0	-100	-10.00	.00	-90.00	10.0%
TOTAL Fire & EMS Transport	-100	0	-100	-10.00	.00	-90.00	10.0%
1022 Police							
420016 Fees - Accident & Police	-11,000	0	-11,000	-8,224.58	.00	-2,775.42	74.8%
420020 Fees - Animal Impound	0	0	0	-475.00	.00	475.00	.0%
420027 Fees - Court	-3,300	0	-3,300	-719.40	.00	-2,580.60	21.8%
420044 Fees - Police/False Alarms	-15,000	0	-15,000	-3,695.00	.00	-11,305.00	24.6%
420045 Fees - Police/Photos, Tapes, &	-800	0	-800	-350.00	.00	-450.00	43.8%
420052 Fees - Vehicle Rel/Driver Lice	-4,000	0	-4,000	-1,300.00	.00	-2,700.00	32.5%
420053 Fees - Vehicle Rel/Non Driver	-3,000	0	-3,000	-495.00	.00	-2,505.00	16.5%
421005 Fines - Parking Violations	-25,000	0	-25,000	-16,917.75	.00	-8,082.25	67.7%
421104 Permits - Firearms	-1,900	0	-1,900	-2,689.00	.00	789.00	141.5%
429000 Miscellaneous	0	0	0	-1,174.66	.00	1,174.66	.0%
TOTAL Police	-64,000	0	-64,000	-36,040.39	.00	-27,959.61	56.3%
1023 Fire EMS Transport							
420029 Fees - EMS Transport	-1,700,000	0	-1,700,000	-980,761.75	.00	-719,238.25	57.7%
TOTAL Fire EMS Transport	-1,700,000	0	-1,700,000	-980,761.75	.00	-719,238.25	57.7%
1032 Health and Social Serv Assist							
429000 Miscellaneous	0	0	0	-11,616.14	.00	11,616.14	.0%
430008 General Welfare Reimbursement	-630,840	0	-630,840	-301,803.93	.00	-329,036.07	47.8%
TOTAL Health and Social Serv Assist	-630,840	0	-630,840	-313,420.07	.00	-317,419.93	49.7%
1042 Public Works							

CITY OF AUBURN
REVENUES - JANUARY 2025

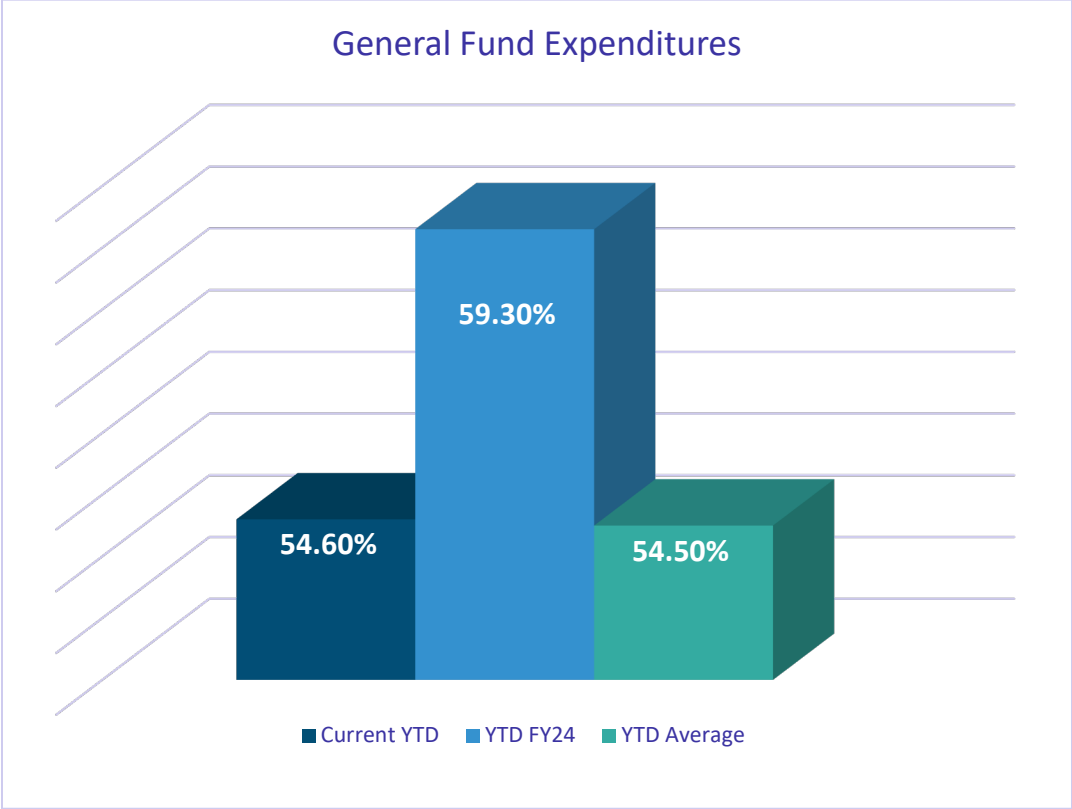
FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
420028 Fees - Drive Opening	0	0	0	.00	.00	.00	.0%
420039 Fees - Inspection	0	0	0	.00	.00	.00	.0%
421108 Permits - Street Excavation	0	0	0	.00	.00	.00	.0%
430002 State/Local Road Assistance	-400,000	0	-400,000	.00	.00	-400,000.00	.0%
TOTAL Public works	-400,000	0	-400,000	.00	.00	-400,000.00	.0%
1043 Solid Waste Disposal							
420025 Fees - Commercial Solid Waste	0	0	0	-37,055.00	.00	37,055.00	.0%
TOTAL Solid Waste Disposal	0	0	0	-37,055.00	.00	37,055.00	.0%
1046 PW School Maint & Custodial							
420082 School M&C Reimburse	-3,745,487	0	-3,745,487	-410,267.02	.00	-3,335,219.95	11.0%
429024 School Bldg Rental	0	0	0	-190.00	.00	190.00	.0%
TOTAL PW School Maint & Custodial	-3,745,487	0	-3,745,487	-410,457.02	.00	-3,335,029.95	11.0%
1070 Education							
529000 Miscellaneous School	-104,150	0	-104,150	-46,482.96	.00	-57,667.04	44.6%
530002 Secondary Tuition	0	0	0	.00	.00	.00	.0%
530004 Adult Ed Tuition	-100,000	0	-100,000	-6,349.02	.00	-93,650.98	6.3%
530007 State Subsidy Education	-29,231,738	0	-29,231,738	-14,241,637.83	.00	-14,990,100.17	48.7%
530008 Debt Service Reimbursement	-9,089,775	0	-9,089,775	-7,437,482.73	.00	-1,652,292.27	81.8%
530014 Special Education	-100,000	0	-100,000	-50,352.92	.00	-49,647.08	50.4%
530015 State Agency Clients	-20,000	0	-20,000	-16,275.35	.00	-3,724.65	81.4%
530017 State Aid for Adult Education	-162,072	0	-162,072	-122,072.87	.00	-39,999.13	75.3%
530019 School Naming Rights	-211,000	0	-211,000	.00	.00	-211,000.00	.0%
580001 Transfer In	-2,350,000	0	-2,350,000	-28,915.50	.00	-2,321,084.50	1.2%
TOTAL Education	-41,368,735	0	-41,368,735	-21,949,569.18	.00	-19,419,165.82	53.1%
TOTAL General Fund	-125,441,435	0	-125,441,435	-69,998,072.88	.00	-55,443,362.09	55.8%
TOTAL REVENUES	-125,441,435	0	-125,441,435	-69,998,072.88	.00	-55,443,362.09	
GRAND TOTAL	-125,441,435	0	-125,441,435	-69,998,072.88	.00	-55,443,362.09	55.8%

General Fund

for the Period Ended January 31, 2025

*Graph reflects current YTD with comparison to prior YTD and YTD average of prior 3 years percentage.



CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 General Fund							
1000 General Fund							
692024 SPECIAL PROJECTS-WARMING CENTR	0	0	0	-2,602.50	.00	2,602.50	.0%
TOTAL General Fund	0	0	0	-2,602.50	.00	2,602.50	.0%
1004 Mayor and Council							
611000 Regular Salaries	45,800	0	45,800	24,933.17	.00	20,866.83	54.4%
628000 PS - Gen/Professional	71,100	2,946	74,046	48,739.00	2,946.33	22,361.00	69.8%
629001 Travel - Mileage Reimbursement	550	0	550	53.87	.00	496.13	9.8%
632000 Dues & Subscriptions	57,850	0	57,850	27,500.00	.00	30,350.00	47.5%
633000 office Supplies	3,500	0	3,500	759.57	.00	2,740.43	21.7%
TOTAL Mayor and Council	178,800	2,946	181,746	101,985.61	2,946.33	76,814.39	57.7%
1005 City Manager							
611000 Regular Salaries	510,630	0	510,630	357,832.84	.00	152,797.16	70.1%
628000 PS - Gen/Professional	23,000	1,885	24,885	13,173.62	.00	11,711.53	52.9%
628100 Legal - General	140,000	5,094	145,094	89,191.71	5,094.06	50,808.29	65.0%
629000 Professional Development	12,000	17,008	29,008	18,540.80	17,008.08	-6,540.80	122.5%
629001 Travel - Mileage Reimbursement	10,800	0	10,800	3,600.00	.00	7,200.00	33.3%
632000 Dues & Subscriptions	5,000	0	5,000	1,649.82	.00	3,350.18	33.0%
633000 Office Supplies	7,500	1,831	9,331	2,563.12	.00	6,768.13	27.5%
640000 Telephones/Cell Stipends	2,520	0	2,520	1,601.44	.00	918.56	63.5%
TOTAL City Manager	711,450	25,819	737,269	488,153.35	22,102.14	227,013.05	69.2%
1006 Communications & Engagement							

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
611000 Regular Salaries	241,916	0	241,916	66,124.17	.00	175,791.83	27.3%
628000 PS - Gen/Professional	7,500	0	7,500	2,836.54	.00	4,663.46	37.8%
628035 Special Events	100,000	5,341	105,341	92,676.34	7,708.85	4,955.74	95.3%
628080 Community Outreach	20,000	0	20,000	4,397.77	.00	15,602.23	22.0%
629000 Professional Development	4,000	0	4,000	416.52	.00	3,583.48	10.4%
629001 Travel - Mileage Reimbursement	400	0	400	.00	.00	400.00	.0%
632000 Dues & Subscriptions	0	0	0	119.99	.00	-119.99	.0%
633000 Office Supplies	2,500	0	2,500	925.22	.00	1,574.78	37.0%
640000 Telephones/Cell stipends	2,650	0	2,650	1,870.32	.00	779.68	70.6%
TOTAL Communications & Engagement	378,966	5,341	384,307	169,366.87	7,708.85	207,231.21	46.1%
1007 City Clerk							
611000 Regular Salaries	280,606	0	280,606	149,436.67	.00	131,169.33	53.3%
613000 OT - Regular	2,100	0	2,100	914.39	.00	1,185.61	43.5%
620000 Advertising	1,500	0	1,500	1,383.51	.00	116.49	92.2%
628000 PS - Gen/Professional	6,400	81	6,481	.00	80.73	6,400.00	1.2%
628043 Election Staff	26,460	0	26,460	15,494.92	.00	10,965.08	58.6%
629000 Professional Development	800	0	800	230.00	.00	570.00	28.8%
629001 Travel - Mileage Reimbursement	1,650	0	1,650	.00	.00	1,650.00	.0%
632000 Dues & Subscriptions	775	0	775	90.00	.00	685.00	11.6%
633000 Office Supplies	1,000	0	1,000	476.19	.00	523.81	47.6%
633004 Voter Supplies	4,500	2,633	7,133	694.95	2,632.84	3,805.05	46.7%
644002 Voting Machines	9,500	1,515	11,015	3,000.00	1,514.56	6,500.00	41.0%
TOTAL City Clerk	335,291	4,228	339,519	171,720.63	4,228.13	163,570.37	51.8%
1008 Finance							
611000 Regular Salaries	884,524	0	884,524	498,448.53	.00	386,075.47	56.4%
614003 Longevity Bonus	0	0	0	300.00	.00	-300.00	.0%
620000 Advertising	300	0	300	160.83	.00	139.17	53.6%
628000 PS - Gen/Professional	35,500	0	35,500	18,665.97	.00	16,834.03	52.6%
628008 Recording Fee	300	0	300	.00	.00	300.00	.0%
629000 Professional Development	8,500	304	8,804	4,066.07	304.44	4,433.93	49.6%
629001 Travel - Mileage Reimbursement	700	0	700	116.46	.00	583.54	16.6%
631000 Reports, Printing, & Binding	3,000	0	3,000	4,587.04	.00	-1,587.04	152.9%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
632000 Dues & Subscriptions	4,000	0	4,000	2,156.20	.00	1,843.80	53.9%
633000 Office Supplies	5,500	0	5,500	1,338.59	.00	4,161.41	24.3%
640000 Telephones/Cell Stipends	1,740	0	1,740	806.66	.00	933.34	46.4%
642000 Postage	39,000	0	39,000	19,842.07	.00	19,157.93	50.9%
645000 Insurance Premiums	343,000	0	343,000	169,582.50	.00	173,417.50	49.4%
645001 Insurance Deductibles	25,000	0	25,000	-53,235.80	.00	78,235.80	-212.9%
655500 Revaluation	0	0	0	32,261.56	226,522.18	-258,783.74	.0%
TOTAL Finance	1,351,064	304	1,351,368	699,096.68	226,826.62	425,445.14	68.5%
1009 Human Resources							
611000 Regular Salaries	251,480	0	251,480	140,714.36	.00	110,765.64	56.0%
620000 Advertising	2,000	0	2,000	88.85	.00	1,911.15	4.4%
628002 Employee Assist Program	3,000	0	3,000	.00	.00	3,000.00	.0%
628003 Drug Testing	6,000	0	6,000	2,487.96	.00	3,512.04	41.5%
628004 Testing	4,000	0	4,000	849.00	.00	3,151.00	21.2%
628052 Professional Development	10,000	0	10,000	944.93	.00	9,055.07	9.4%
629000 Professional Development	0	0	0	.00	.00	.00	.0%
629001 Travel - Mileage Reimbursement	0	0	0	.00	.00	.00	.0%
629002 Travel - Seminar Costs	0	0	0	.00	.00	.00	.0%
632000 Dues & Subscriptions	0	0	0	514.35	.00	-514.35	.0%
633000 Office Supplies	600	0	600	131.23	.00	468.77	21.9%
633001 Operating Supplies	2,500	0	2,500	.00	.00	2,500.00	.0%
640000 Telephones/Cell Stipends	840	0	840	490.00	.00	350.00	58.3%
TOTAL Human Resources	280,420	0	280,420	146,220.68	.00	134,199.32	52.1%
1010 Planning & Permitting							
611000 Regular Salaries	788,548	0	788,548	363,670.77	.00	424,877.23	46.1%
613000 OT - Regular	9,500	0	9,500	11,621.95	.00	-2,121.95	122.3%
615000 Uniform Allowance	1,000	0	1,000	567.04	.00	432.96	56.7%
620000 Advertising	5,500	0	5,500	3,232.65	.00	2,267.35	58.8%
628000 PS - Gen/Professional	3,500	4,680	8,180	301.73	4,680.00	3,198.27	60.9%
628020 Vehicle Repairs	0	0	0	.00	.00	.00	.0%
628021 Equipment Repairs	2,000	1,878	3,878	13.16	1,877.89	1,986.84	48.8%
628024 Street Light Repairs	0	0	0	.00	.00	.00	.0%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
628025 Traffic Signal Maintenance	0	1,714	1,714	2,165.72	1,714.11	-2,165.72	226.3%
629000 Professional Development	4,000	0	4,000	405.00	.00	3,595.00	10.1%
629001 Travel - Mileage Reimbursement	300	0	300	26.60	.00	273.40	8.9%
629002 Travel - Seminar Costs	0	0	0	1,744.76	.00	-1,744.76	.0%
632000 Dues & Subscriptions	4,300	0	4,300	589.74	.00	3,710.26	13.7%
633000 Office Supplies	2,500	0	2,500	1,803.93	.00	696.07	72.2%
633001 Operating Supplies	3,000	0	3,000	.00	.00	3,000.00	.0%
633021 Safety Equipment	1,000	0	1,000	112.85	.00	887.15	11.3%
633029 MV Sup - Tires/Tube/Chain	0	0	0	.00	.00	.00	.0%
633030 MV Sup - Fuel	0	0	0	.00	.00	.00	.0%
640000 Telephones/Cell Stipends	3,900	0	3,900	2,220.36	.00	1,679.64	56.9%
641002 Electricity	0	0	0	.00	.00	.00	.0%
650030 Operating Capital	0	20,500	20,500	.00	20,500.00	.00	100.0%
TOTAL Planning & Permitting	829,048	28,772	857,820	388,476.26	28,772.00	440,571.74	48.6%
1011 Public Services							
611000 Regular Salaries	113,938	0	113,938	106,647.44	.00	7,290.56	93.6%
620000 Advertising	500	0	500	480.88	.00	19.12	96.2%
628000 PS - Gen/Professional	12,220	0	12,220	45.98	.00	12,174.02	.4%
629000 Professional Development	2,500	0	2,500	550.00	.00	1,950.00	22.0%
629001 Travel - Mileage Reimbursement	2,750	0	2,750	919.90	.00	1,830.10	33.5%
629002 Travel - Seminar Costs	0	0	0	717.20	.00	-717.20	.0%
632000 Dues & Subscriptions	2,253	0	2,253	666.20	.00	1,586.80	29.6%
633000 Office Supplies	500	0	500	162.96	.00	337.04	32.6%
640000 Telephones/Cell Stipends	800	0	800	254.66	.00	545.34	31.8%
TOTAL Public Services	135,461	0	135,461	110,445.22	.00	25,015.78	81.5%
1012 Planning & Permittin							
611000 Regular Salaries	0	0	0	568.88	.00	-568.88	.0%
613000 OT - Regular	0	0	0	825.00	.00	-825.00	.0%
TOTAL Planning & Permittin	0	0	0	1,393.88	.00	-1,393.88	.0%
1013 Business & Community Developme							

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
611000 Regular Salaries	757,068	0	757,068	271,394.38	.00	485,673.62	35.8%
614003 Longevity Bonus	0	0	0	.00	.00	.00	.0%
620000 Advertising	1,000	0	1,000	.00	.00	1,000.00	.0%
628000 PS - Gen/Professional	20,000	0	20,000	6,149.95	.00	13,850.05	30.7%
629000 Professional Development	15,000	0	15,000	2,355.00	.00	12,645.00	15.7%
629001 Travel - Mileage Reimbursement	2,000	0	2,000	2,680.69	.00	-680.69	134.0%
632000 Dues & Subscriptions	4,500	0	4,500	3,303.27	.00	1,196.73	73.4%
633000 Office Supplies	2,500	0	2,500	999.12	.00	1,500.88	40.0%
640000 Telephones/Cell Stipends	2,500	0	2,500	1,632.32	.00	867.68	65.3%
TOTAL Business & Community Developme	804,568	0	804,568	288,514.73	.00	516,053.27	35.9%
1014 Engineering							
611000 Regular Salaries	306,286	0	306,286	68,763.46	.00	237,522.54	22.5%
615000 Uniform Allowance	750	0	750	164.19	.00	585.81	21.9%
620000 Advertising	150	0	150	.00	.00	150.00	.0%
628000 PS - Gen/Professional	5,000	0	5,000	42,809.23	190.77	-38,000.00	860.0%
628005 Water Quality Monitoring	15,000	0	15,000	.00	.00	15,000.00	.0%
628008 Recording Fee	250	0	250	.00	.00	250.00	.0%
628021 Equipment Repairs	500	0	500	.00	.00	500.00	.0%
629000 Professional Development	5,500	0	5,500	1,190.87	.00	4,309.13	21.7%
629001 Travel - Mileage Reimbursement	150	0	150	.00	.00	150.00	.0%
631000 Reports, Printing, & Binding	250	0	250	.00	.00	250.00	.0%
632000 Dues & Subscriptions	2,000	0	2,000	296.00	.00	1,704.00	14.8%
633000 Office Supplies	400	0	400	466.16	.00	-66.16	116.5%
633001 Operating Supplies	200	0	200	137.22	.00	62.78	68.6%
633021 Safety Equipment	300	0	300	60.04	.00	239.96	20.0%
633023 Small Tools	400	0	400	85.64	.00	314.36	21.4%
640000 Telephones/Cell Stipends	1,910	0	1,910	534.84	.00	1,375.16	28.0%
650030 Operating Capital	9,600	0	9,600	.00	.00	9,600.00	.0%
655405 St Imp-Crack Seal	15,000	0	15,000	.00	.00	15,000.00	.0%
TOTAL Engineering	363,646	0	363,646	114,507.65	190.77	248,947.58	31.5%
1015 Facilities							
611000 Regular Salaries	325,012	0	325,012	69,390.67	.00	255,621.33	21.4%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
614003 Longevity Bonus	1,000	0	1,000	.00	.00	1,000.00	.0%
615000 Uniform Allowance	500	0	500	.00	.00	500.00	.0%
620000 Advertising	100	0	100	.00	.00	100.00	.0%
628000 PS - Gen/Professional	102,608	0	102,608	53,232.08	8,848.15	40,527.77	60.5%
628019 Building Repairs	0	0	0	121.74	.00	-121.74	.0%
628021 Equipment Repairs	4,500	0	4,500	.00	.00	4,500.00	.0%
628090 Municipal Property Maintenance	15,000	0	15,000	3,615.92	3,193.00	8,191.08	45.4%
629000 Professional Development	4,650	0	4,650	.00	.00	4,650.00	.0%
633000 Office Supplies	5,800	0	5,800	3,499.48	.00	2,300.52	60.3%
633001 Operating Supplies	12,000	0	12,000	5,972.80	.00	6,027.20	49.8%
633021 Safety Equipment	100	0	100	.00	.00	100.00	.0%
633023 Small Tools	100	0	100	238.19	.00	-138.19	238.2%
633030 MV Sup - Fuel	358,621	0	358,621	175,473.77	.00	183,147.23	48.9%
633033 Tax Acquired Property Exp	1,500	0	1,500	.00	.00	1,500.00	.0%
640000 Telephones/Cell Stipends	1,800	0	1,800	420.00	.00	1,380.00	23.3%
641000 Water/Sewer	34,610	0	34,610	16,471.41	.00	18,138.59	47.6%
641001 Natural Gas	177,500	0	177,500	4,548.76	.00	172,951.24	2.6%
641002 Electricity	312,750	0	312,750	229,872.74	.00	82,877.26	73.5%
641004 Heating Fuel	0	0	0	167.52	.00	-167.52	.0%
642000 Postage	0	0	0	.00	.00	.00	.0%
650030 Operating Capital	516,000	0	516,000	207,684.00	57,489.00	250,827.00	51.4%
TOTAL Facilities	1,874,151	0	1,874,151	770,709.08	69,530.15	1,033,911.77	44.8%
1016 worker's Compensation							
900001 Transfer Out	719,025	0	719,025	.00	.00	719,025.00	.0%
TOTAL Worker's Compensation	719,025	0	719,025	.00	.00	719,025.00	.0%
1017 Fringe Benefits & Salary Incre							
617000 Health Insurance	3,921,869	0	3,921,869	2,054,874.91	.00	1,866,994.09	52.4%
617001 FICA/Medicare	939,327	0	939,327	564,529.26	.00	374,797.74	60.1%
617004 MSRS Retirement	2,086,753	0	2,086,753	1,147,977.73	.00	938,775.27	55.0%
617005 ICMA Retirement	290,966	0	290,966	207,868.63	.00	83,097.37	71.4%
617008 Cafeteria Plan	218,800	0	218,800	91,320.62	.00	127,479.38	41.7%
617010 Health Reimbursement Account	450,000	0	450,000	109,686.35	.00	340,313.65	24.4%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
617015 Unemployment	40,000	0	40,000	5,545.39	.00	34,454.61	13.9%
618000 Salary Reserves	265,000	100,000	365,000	34,105.30	100,000.00	230,894.70	36.7%
TOTAL Fringe Benefits & Salary Incre	8,212,715	100,000	8,312,715	4,215,908.19	100,000.00	3,996,806.81	51.9%
1018 Emergency Reserve							
670000 Emergency Reserve	550,000	0	550,000	.00	.00	550,000.00	.0%
TOTAL Emergency Reserve	550,000	0	550,000	.00	.00	550,000.00	.0%
1019 Debt Service							
660000 Debt Service - Principal	7,771,975	0	7,771,975	7,359,294.62	.00	412,680.38	94.7%
661000 Debt Service - Interest	2,000,837	0	2,000,837	1,071,527.32	.00	929,309.68	53.6%
TOTAL Debt Service	9,772,812	0	9,772,812	8,430,821.94	.00	1,341,990.06	86.3%
1021 Fire & EMS Transport							
611000 Regular Salaries	4,939,295	0	4,939,295	2,786,033.66	.00	2,153,261.34	56.4%
611002 Acting Rank	16,000	0	16,000	9,417.50	.00	6,582.50	58.9%
613000 OT - Regular	80,000	0	80,000	.00	.00	80,000.00	.0%
613001 OT - Vacation Replacement	12,000	0	12,000	1,287.78	.00	10,712.22	10.7%
613002 OT - Sick Replace LT	42,000	0	42,000	30,056.02	.00	11,943.98	71.6%
613003 OT - Sick Replace ST	160,000	0	160,000	111,048.94	.00	48,951.06	69.4%
613004 OT - Mandatory Training	25,000	0	25,000	32,725.48	.00	-7,725.48	130.9%
613005 OT - Outside Jobs	0	0	0	2,039.97	.00	-2,039.97	.0%
613008 OT - Extra Assignments	84,992	0	84,992	39,051.85	.00	45,940.15	45.9%
613010 OT - Vacancies/Retirement	18,000	0	18,000	106,779.46	.00	-88,779.46	593.2%
613011 OT - Work Related Injuries	23,000	0	23,000	47,059.53	.00	-24,059.53	204.6%
613012 OT - Meetings	7,000	0	7,000	141.89	.00	6,858.11	2.0%
613013 OT - Funeral Leave	5,000	0	5,000	1,153.89	.00	3,846.11	23.1%
613014 OT - Multiple Alarms	5,000	0	5,000	6,177.80	.00	-1,177.80	123.6%
614002 Holiday Pay	245,000	0	245,000	147,808.18	.00	97,191.82	60.3%
614006 EMS Ambulance Pay	133,000	0	133,000	70,373.50	.00	62,626.50	52.9%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
615000 Uniform Allowance	39,680	0	39,680	14,542.74	.00	25,137.26	36.7%
615100 Protective Clothing	48,000	19,185	67,185	22,710.70	11,889.58	32,584.32	51.5%
616000 Physicals	4,000	0	4,000	.00	.00	4,000.00	.0%
616001 Safety Compliance	10,000	0	10,000	1,322.00	12,014.40	-3,336.40	133.4%
620000 Advertising	500	0	500	.00	.00	500.00	.0%
628000 PS - Gen/Professional	75,000	0	75,000	23,804.13	.00	51,195.87	31.7%
628013 Uniform Clean/Laundry	200	0	200	.00	.00	200.00	.0%
628019 Building Repairs	4,500	4,603	9,103	7,349.27	2,581.35	-827.88	109.1%
628020 Vehicle Repairs	85,000	5,941	90,941	20,620.56	36,372.81	33,947.65	62.7%
628021 Equipment Repairs	15,000	240	15,240	6,243.32	.00	8,996.68	41.0%
628023 Radio Equipment Repairs	2,500	0	2,500	.00	1,589.04	910.96	63.6%
628026 Maintenance Contractx	21,350	0	21,350	.00	4,662.25	16,687.75	21.8%
628047 PS-Public Relations	500	0	500	.00	.00	500.00	.0%
628049 EMS Vehicle Repairs	10,000	0	10,000	5,731.69	.00	4,268.31	57.3%
629000 Professional Development	95,000	0	95,000	32,010.39	1,050.00	61,939.61	34.8%
631000 Reports, Printing, & Binding	500	0	500	.00	.00	500.00	.0%
632000 Dues & Subscriptions	26,950	0	26,950	32,233.30	.00	-5,283.30	119.6%
633000 Office Supplies	4,000	0	4,000	2,733.24	.00	1,266.76	68.3%
633006 Fire Prevention Supplies	5,500	0	5,500	3,488.74	1,211.14	800.12	85.5%
633007 Maintenance Supplies	7,000	0	7,000	4,082.75	.00	2,917.25	58.3%
633009 FIRE Training Supplies	4,500	0	4,500	233.10	5,679.84	-1,412.94	131.4%
633011 Medical Supplies	85,000	5,059	90,059	23,821.83	9,959.59	56,277.19	37.5%
633023 Small Tools	15,000	0	15,000	5,216.98	.00	9,783.02	34.8%
633027 Other Sup - Other	6,500	149	6,649	552.88	.00	6,096.01	8.3%
633029 MV Sup - Tires/Tube/Chain	9,000	0	9,000	8,224.70	4,707.50	-3,932.20	143.7%
633030 MV Sup - Fuel	0	0	0	.00	.00	.00	.0%
633050 EMS Program Exp	1,500	2,400	3,900	.00	2,400.00	1,500.00	61.5%
640000 Telephones/Cell Stipends	6,000	0	6,000	2,509.20	.00	3,490.80	41.8%
641000 Water/Sewer	0	0	0	.00	.00	.00	.0%
641001 Natural Gas	0	0	0	.00	.00	.00	.0%
641002 Electricity	0	0	0	.00	.00	.00	.0%
641003 Bottled Gas	1,500	0	1,500	829.57	.00	670.43	55.3%
641005 Diesel	0	0	0	.00	.00	.00	.0%
642000 Postage	500	0	500	34.03	.00	465.97	6.8%
650010 Capital Reserve	250,000	0	250,000	.00	.00	250,000.00	.0%
653030 EMS Communication Equipment	4,000	6,510	10,510	1,041.21	6,509.79	2,958.79	71.8%
654000 Computer Software	1,000	0	1,000	8.25	.00	991.75	.8%
656407 AMBULANCE PURCHASE	0	0	0	50,000.00	4,884.00	-54,884.00	.0%
TOTAL Fire & EMS Transport	6,634,967	44,086	6,679,053	3,660,500.03	105,511.29	2,913,041.33	56.4%

1022 Police

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
611000 Regular Salaries	4,757,211	0	4,757,211	2,619,032.27	.00	2,138,178.73	55.1%
612001 Temp Assistance	400	0	400	.00	.00	400.00	.0%
613000 OT - Regular	78,882	0	78,882	55,911.30	.00	22,970.70	70.9%
613001 OT - Vacation Replacement	56,938	0	56,938	56,829.21	.00	108.79	99.8%
613002 OT - Sick Replace LT	55,011	0	55,011	8,284.11	.00	46,726.89	15.1%
613003 OT - Sick Replace ST	0	0	0	19,054.21	.00	-19,054.21	.0%
613004 OT - Mandatory Training	3,000	0	3,000	1,104.16	.00	1,895.84	36.8%
613005 OT - Outside Jobs	0	0	0	1,754.33	.00	-1,754.33	.0%
613006 OT - Court	18,000	0	18,000	8,467.90	.00	9,532.10	47.0%
613008 OT - Extra Assignments	0	0	0	1,619.60	.00	-1,619.60	.0%
613035 OT-Special Events	20,000	0	20,000	2,257.50	.00	17,742.50	11.3%
614000 Extra Pay - On Call	20,980	0	20,980	13,262.18	.00	7,717.82	63.2%
614002 Holiday Pay	209,000	0	209,000	137,897.31	.00	71,102.69	66.0%
614003 Longevity Bonus	500	0	500	.00	.00	500.00	.0%
614004 Educational Incentive	2,500	0	2,500	22,458.00	.00	-19,958.00	898.3%
614005 Sick Leave Incentive	8,000	0	8,000	15,896.32	.00	-7,896.32	198.7%
615000 Uniform Allowance	38,500	0	38,500	26,477.11	.00	12,022.89	68.8%
616000 Physicals	3,000	0	3,000	1,207.00	.00	1,793.00	40.2%
616001 Safety Compliance	4,000	0	4,000	.00	.00	4,000.00	.0%
628000 PS - Gen/Professional	9,000	0	9,000	7,681.70	3,525.00	-2,206.70	124.5%
628004 Testing	2,700	0	2,700	.00	.00	2,700.00	.0%
628006 Animal Control	42,230	5,634	47,864	22,965.18	27,317.84	-2,418.60	105.1%
628013 Uniform Clean/Laundry	26,000	0	26,000	15,130.50	10,826.50	43.00	99.8%
628019 Building Repairs	500	0	500	.00	.00	500.00	.0%
628020 Vehicle Repairs	0	0	0	.00	1,384.19	-1,384.19	.0%
628021 Equipment Repairs	4,200	0	4,200	2,026.50	.00	2,173.50	48.3%
628026 Maintenance Contractx	5,000	0	5,000	1,356.90	3,185.00	458.10	90.8%
629000 Professional Development	54,500	0	54,500	44,556.38	22,587.50	-12,643.88	123.2%
631000 Reports, Printing, & Binding	1,500	0	1,500	2,862.71	.00	-1,362.71	190.8%
632000 Dues & Subscriptions	14,300	0	14,300	13,080.00	.00	1,220.00	91.5%
633000 Office Supplies	3,000	0	3,000	271.08	.00	2,728.92	9.0%
633001 Operating Supplies	28,000	2,659	30,659	11,807.41	657.00	18,194.10	40.7%
633029 MV Sup - Tires/Tube/Chain	18,000	0	18,000	5,914.28	.00	12,085.72	32.9%
633030 MV Sup - Fuel	0	0	0	1,043.06	.00	-1,043.06	.0%
640000 Telephones/Cell Stipends	31,800	0	31,800	16,618.90	.00	15,181.10	52.3%
642000 Postage	1,000	0	1,000	28.05	.00	971.95	2.8%
TOTAL Police	5,517,652	8,293	5,525,945	3,136,855.16	69,483.03	2,319,606.74	58.0%

10221061 Fire - Sal Fringe

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
611000 Regular Salaries	0	0	0	.00	.00	.00	.0%
TOTAL Fire - Sal Fringe	0	0	0	.00	.00	.00	.0%
1025 Information Technology							
611000 Regular Salaries	309,215	0	309,215	174,292.34	.00	134,922.66	56.4%
628000 PS - Gen/Professional	77,000	22,431	99,431	51,707.11	30,651.15	17,073.09	82.8%
628021 Equipment Repairs	4,000	1,411	5,411	916.00	1,411.27	3,084.00	43.0%
629000 Professional Development	12,000	0	12,000	111.51	.00	11,888.49	.9%
632000 Dues & Subscriptions	2,000	0	2,000	44.49	.00	1,955.51	2.2%
633001 Operating Supplies	4,000	316	4,316	988.62	315.63	3,011.38	30.2%
633005 Computer Hardware	45,000	25,548	70,548	19,849.60	25,548.19	25,150.40	64.4%
640000 Telephones/Cell Stipends	4,000	0	4,000	2,246.94	.00	1,753.06	56.2%
640002 Network	60,000	2,932	62,932	27,907.13	3,053.16	31,971.59	49.2%
640012 Network Billable & Reimbursemen	0	0	0	-330.70	6,647.96	-6,317.26	.0%
644004 Rental - Photocopiers	34,000	1,871	35,871	8,872.97	17,924.29	9,073.74	74.7%
654000 Computer Software	15,000	25,469	40,469	27,213.80	57,489.81	-44,234.58	209.3%
654001 Software Licensing	473,000	18,939	491,939	441,522.08	25,984.72	24,432.12	95.0%
TOTAL Information Technology	1,039,215	98,917	1,138,132	755,341.89	169,026.18	213,764.20	81.2%
1030 Recreation and Sports Tourism							
611000 Regular Salaries	447,906	0	447,906	257,991.43	.00	189,914.57	57.6%
612007 Sal. - Recreation Part-Time	35,000	0	35,000	32,076.73	.00	2,923.27	91.6%
613000 OT - Regular	2,000	0	2,000	391.50	.00	1,608.50	19.6%
614003 Longevity Bonus	300	0	300	300.00	.00	.00	100.0%
614015 Earned Paid Leave	500	0	500	152.00	.00	348.00	30.4%
615000 Uniform Allowance	0	0	0	.00	.00	.00	.0%
628000 PS - Gen/Professional	25,000	0	25,000	24,737.56	.00	262.44	99.0%
628019 Building Repairs	0	0	0	.00	.00	.00	.0%
628020 Vehicle Repairs	0	0	0	.00	.00	.00	.0%
628021 Equipment Repairs	5,000	0	5,000	730.49	.00	4,269.51	14.6%
628026 Maintenance Contractx	7,000	0	7,000	.00	.00	7,000.00	.0%
628950 Community Programs	22,000	0	22,000	8,961.58	1,780.00	11,258.42	48.8%
629000 Professional Development	2,500	0	2,500	269.04	.00	2,230.96	10.8%
629001 Travel - Mileage Reimbursement	250	0	250	.00	.00	250.00	.0%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
632000 Dues & Subscriptions	3,560	0	3,560	2,029.54	.00	1,530.46	57.0%
633000 Office Supplies	4,000	0	4,000	938.57	.00	3,061.43	23.5%
633001 Operating Supplies	11,000	0	11,000	.00	.00	11,000.00	.0%
633003 Janitorial Supplies	7,000	0	7,000	1,983.10	.00	5,016.90	28.3%
633007 Maintenance Supplies	14,000	0	14,000	3,650.00	.00	10,350.00	26.1%
633011 Medical Supplies	500	0	500	189.00	.00	311.00	37.8%
633029 MV Sup - Tires/Tube/Chain	0	0	0	.00	.00	.00	.0%
633030 MV Sup - Fuel	0	0	0	.00	.00	.00	.0%
640000 Telephones/Cell stipends	3,000	0	3,000	1,090.86	.00	1,909.14	36.4%
641000 Water/Sewer	0	0	0	.00	.00	.00	.0%
641001 Natural Gas	0	0	0	.00	.00	.00	.0%
641002 Electricity	0	0	0	-25.00	.00	25.00	.0%
642000 Postage	350	0	350	.00	.00	350.00	.0%
TOTAL Recreation and Sports Tourism	590,866	0	590,866	335,466.40	1,780.00	253,619.60	57.1%
1032 Health and Social Serv Assist							
628028 Electrical	30,000	0	30,000	19,060.22	.00	10,939.78	63.5%
628029 Medical	3,200	0	3,200	2,441.07	.00	758.93	76.3%
628030 Burial	25,000	0	25,000	4,450.00	.00	20,550.00	17.8%
628031 Fuel	1,000	0	1,000	1,513.71	.00	-513.71	151.4%
628032 Provisions	50,000	0	50,000	9,146.58	.00	40,853.42	18.3%
628033 Rent	750,000	0	750,000	436,901.98	.00	313,098.02	58.3%
628034 Other	42,000	0	42,000	18,440.34	.00	23,559.66	43.9%
TOTAL Health and Social Serv Assist	901,200	0	901,200	491,953.90	.00	409,246.10	54.6%
1042 Public Works							
611000 Regular salaries	3,524,738	0	3,524,738	2,033,155.30	.00	1,491,582.70	57.7%
613000 OT - Regular	65,000	0	65,000	54,369.17	.00	10,630.83	83.6%
613015 OT - Winter Road Maintenance	215,000	0	215,000	129,989.24	.00	85,010.76	60.5%
613016 OT - Fleet Services	1,000	0	1,000	.00	.00	1,000.00	.0%
613019 OT - Sand Removal	1,500	0	1,500	33.44	.00	1,466.56	2.2%
614003 Longevity Bonus	400	0	400	.00	.00	400.00	.0%
614004 Educational Incentive	0	0	0	.00	.00	.00	.0%
614005 Sick Leave Incentive	10,300	0	10,300	5,549.44	.00	4,750.56	53.9%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
615000 Uniform Allowance	52,000	0	52,000	24,606.96	.00	27,393.04	47.3%
616001 Safety Compliance	10,200	0	10,200	2,191.00	.00	8,009.00	21.5%
628000 PS - Gen/Professional	270,000	105,552	375,552	258,684.95	62,836.50	54,030.20	85.6%
628005 Water Quality Monitoring	0	129	129	.00	129.45	.00	100.0%
628007 Contracted Snow Removal	9,000	2,200	11,200	.00	.00	11,200.00	.0%
628010 Tree Removal	30,000	10,454	40,454	3,800.00	11,753.75	24,900.00	38.4%
628012 Centerline Striping	271,400	0	271,400	103,817.80	57,363.10	110,219.10	59.4%
628014 Solid Waste Disposal	0	0	0	.00	.00	.00	.0%
628019 Building Repairs	115,000	2,425	117,425	11,487.48	3,692.00	102,245.52	12.9%
628020 Vehicle Repairs	245,000	0	245,000	34,145.34	.00	210,854.66	13.9%
628021 Equipment Repairs	30,000	0	30,000	11,009.16	10,967.72	8,023.12	73.3%
628023 Radio Equipment Repairs	0	0	0	1,617.96	.00	-1,617.96	.0%
628024 Street Light Repairs	20,000	0	20,000	6,443.86	.00	13,556.14	32.2%
628025 Traffic Signal Maintenance	20,000	0	20,000	6,340.42	.00	13,659.58	31.7%
629000 Professional Development	22,000	2,210	24,210	5,307.68	2,650.00	16,252.32	32.9%
629001 Travel - Mileage Reimbursement	3,950	0	3,950	.00	.00	3,950.00	.0%
629002 Travel - Seminar Costs	0	0	0	.00	.00	.00	.0%
631000 Reports, Printing, & Binding	2,000	0	2,000	209.45	.00	1,790.55	10.5%
632000 Dues & Subscriptions	23,500	0	23,500	8,935.25	.00	14,564.75	38.0%
633000 Office Supplies	2,500	0	2,500	660.46	.00	1,839.54	26.4%
633001 Operating Supplies	2,000	0	2,000	42.48	.00	1,957.52	2.1%
633007 Maintenance Supplies	52,500	465	52,965	40,067.65	2,867.75	10,029.60	81.1%
633010 Welding Supplies	15,000	0	15,000	13,456.69	1,893.42	-350.11	102.3%
633013 Traffic Paint	5,000	0	5,000	180.30	.00	4,819.70	3.6%
633014 Sign Material	40,000	12,048	52,048	5,961.69	7,255.02	38,831.56	25.4%
633015 Pre-Mix Asphalt	200,000	12,972	212,972	187,305.19	7,193.40	18,473.35	91.3%
633016 Culvert/Basin Supplies	75,000	2,806	77,806	48,940.90	171.23	28,693.95	63.1%
633017 Bridge/Fence Supplies	6,000	2,651	8,651	1,956.00	.00	6,694.80	22.6%
633018 Loam/Seed	14,000	0	14,000	5,921.98	.00	8,078.02	42.3%
633019 Calcium Chloride	8,000	0	8,000	8,913.67	.00	-913.67	111.4%
633020 Road Salt	350,000	50,800	400,800	182,765.90	117,234.10	100,799.74	74.9%
633021 Safety Equipment	25,000	0	25,000	25,829.95	.00	-829.95	103.3%
633023 Small Tools	27,000	0	27,000	25,474.76	1,273.95	251.29	99.1%
633024 Gravel	110,000	31,945	141,945	45,149.40	40,484.87	56,310.98	60.3%
633025 Other Sup - MV Repair	130,000	2,975	132,975	108,492.02	10,460.82	14,021.82	89.5%
633026 Other Sup - Equipment Repl	80,000	1,802	81,802	21,606.76	4,458.62	55,736.74	31.9%
633029 MV Sup - Tires/Tube/Chain	70,000	0	70,000	33,635.88	46,176.06	-9,811.94	114.0%
633030 MV Sup - Fuel	0	51,341	51,341	20.00	3,416.57	47,903.99	6.7%
633031 MV Sup - Plow/Grader Blades	35,000	0	35,000	21,064.95	.00	13,935.05	60.2%
633032 MV Sup - Other	50,000	0	50,000	33,848.79	5,038.64	11,112.57	77.8%
633035 Parks/Open Space Supplies	75,000	15,272	90,272	14,067.11	15,272.00	60,932.89	32.5%
640000 Telephones/Cell Stipends	14,748	0	14,748	11,510.86	.00	3,237.14	78.1%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
641000 Water/Sewer	0	0	0	.00	.00	.00	.0%
641002 Electricity	0	0	0	.00	.00	.00	.0%
641004 Heating Fuel	0	0	0	.00	.00	.00	.0%
642000 Postage	200	0	200	101.92	.00	98.08	51.0%
643000 Leachate Hauling	20,000	0	20,000	4,254.85	.00	15,745.15	21.3%
650030 Operating Capital	0	0	0	6,952.00	62,166.34	-69,118.34	.0%
655200 Guard Rail Replacement	20,000	25,073	45,073	4,271.00	36,510.00	4,292.00	90.5%
655405 St Imp-Crack Seal	0	442	442	401.17	.00	41.06	90.7%
TOTAL Public Works	6,368,936	333,562	6,702,498	3,554,548.23	511,265.31	2,636,683.96	60.7%
1043 Solid Waste Disposal							
620000 Advertising	1,000	0	1,000	.00	.00	1,000.00	.0%
628014 Solid Waste Disposal	516,500	0	516,500	271,195.66	.00	245,304.34	52.5%
628015 Solid Waste Collection	720,000	0	720,000	436,368.56	3,607.85	280,023.59	61.1%
628053 Recycling Disposal	91,000	0	91,000	22,538.65	2,816.00	65,645.35	27.9%
628054 Recycling collection	288,000	0	288,000	199,763.54	.00	88,236.46	69.4%
TOTAL Solid Waste Disposal	1,616,500	0	1,616,500	929,866.41	6,423.85	680,209.74	57.9%
1045 County Tax							
628908 County Taxes	3,117,240	0	3,117,240	3,117,240.00	.00	.00	100.0%
TOTAL County Tax	3,117,240	0	3,117,240	3,117,240.00	.00	.00	100.0%
1046 PW School Maint & Custodial							
611000 Regular Salaries	0	0	0	397,749.31	.00	-397,749.31	.0%
613000 OT - Regular	0	0	0	57,448.91	.00	-57,448.91	.0%
628019 Building Repairs	0	0	0	671,362.81	556,733.45	-1,228,096.26	.0%
628020 Vehicle Repairs	0	0	0	13.09	.00	-13.09	.0%
628021 Equipment Repairs	0	0	0	11,442.94	.00	-11,442.94	.0%
633007 Maintenance Supplies	0	0	0	69,455.80	41,041.56	-110,497.36	.0%
633029 MV Sup - Tires/Tube/Chain	0	0	0	149.99	.00	-149.99	.0%

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
641000 Water/Sewer	0	0	0	40,283.21	.00	-40,283.21	.0%
641002 Electricity	0	0	0	481,948.47	.00	-481,948.47	.0%
641004 Heating Fuel	0	0	0	88,004.90	.00	-88,004.90	.0%
TOTAL PW School Maint & Custodial	0	0	0	1,817,859.43	597,775.01	-2,415,634.44	.0%
1049 Auburn Art in the Park							
628917 Arts in the Park	25,000	0	25,000	28,750.00	.00	-3,750.00	115.0%
TOTAL Auburn Art in the Park	25,000	0	25,000	28,750.00	.00	-3,750.00	115.0%
1050 Public Library							
611000 Regular Salaries	0	0	0	468.48	.00	-468.48	.0%
617001 FICA/Medicare	0	0	0	249.87	.00	-249.87	.0%
628900 Public Library	1,199,897	0	1,199,897	699,939.94	.00	499,957.06	58.3%
TOTAL Public Library	1,199,897	0	1,199,897	700,658.29	.00	499,238.71	58.4%
1051 Transfer to TIF							
900001 Transfer Out	3,049,803	0	3,049,803	467,400.41	.00	2,582,402.59	15.3%
TOTAL Transfer to TIF	3,049,803	0	3,049,803	467,400.41	.00	2,582,402.59	15.3%
1052 Water & Sewer							
643002 Public Fire Protection Fee	840,280	0	840,280	585,902.46	.00	254,377.54	69.7%
TOTAL Water & Sewer	840,280	0	840,280	585,902.46	.00	254,377.54	69.7%
1053 Tax Sharing							

CITY OF AUBURN
EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
628909 Tax Sharing	260,000	0	260,000	.00	.00	260,000.00	.0%
TOTAL Tax Sharing	260,000	0	260,000	.00	.00	260,000.00	.0%
1054 Auburn-Lewiston Airport							
628911 Aub-Lew Airport	205,000	0	205,000	203,271.66	.00	1,728.34	99.2%
TOTAL Auburn-Lewiston Airport	205,000	0	205,000	203,271.66	.00	1,728.34	99.2%
1056 LA Transit Committee							
628913 Lew-Aub Transit	458,502	0	458,502	.00	.00	458,502.00	.0%
TOTAL LA Transit Committee	458,502	0	458,502	.00	.00	458,502.00	.0%
1057 LA-911							
611000 Regular Salaries	0	0	0	1,795.91	.00	-1,795.91	.0%
613000 OT - Regular	0	0	0	-22.91	.00	22.91	.0%
617001 FICA/Medicare	0	0	0	377.18	.00	-377.18	.0%
628914 Lew-Aub 911	1,380,000	0	1,380,000	689,997.86	.00	690,002.14	50.0%
TOTAL LA-911	1,380,000	0	1,380,000	692,148.04	.00	687,851.96	50.2%
1070 Education							
600000 Expenditures	62,123,472	0	62,123,472	28,395,610.07	.00	33,727,861.93	45.7%
TOTAL Education	62,123,472	0	62,123,472	28,395,610.07	.00	33,727,861.93	45.7%
TOTAL General Fund	121,825,947	652,268	122,478,215	64,968,090.65	1,923,569.66	55,586,554.41	54.6%
TOTAL EXPENSES	121,825,947	652,268	122,478,215	64,968,090.65	1,923,569.66	55,586,554.41	
GRAND TOTAL	121,825,947	652,268	122,478,215	64,968,090.65	1,923,569.66	55,586,554.41	54.6%

Norway Savings Bank Arena

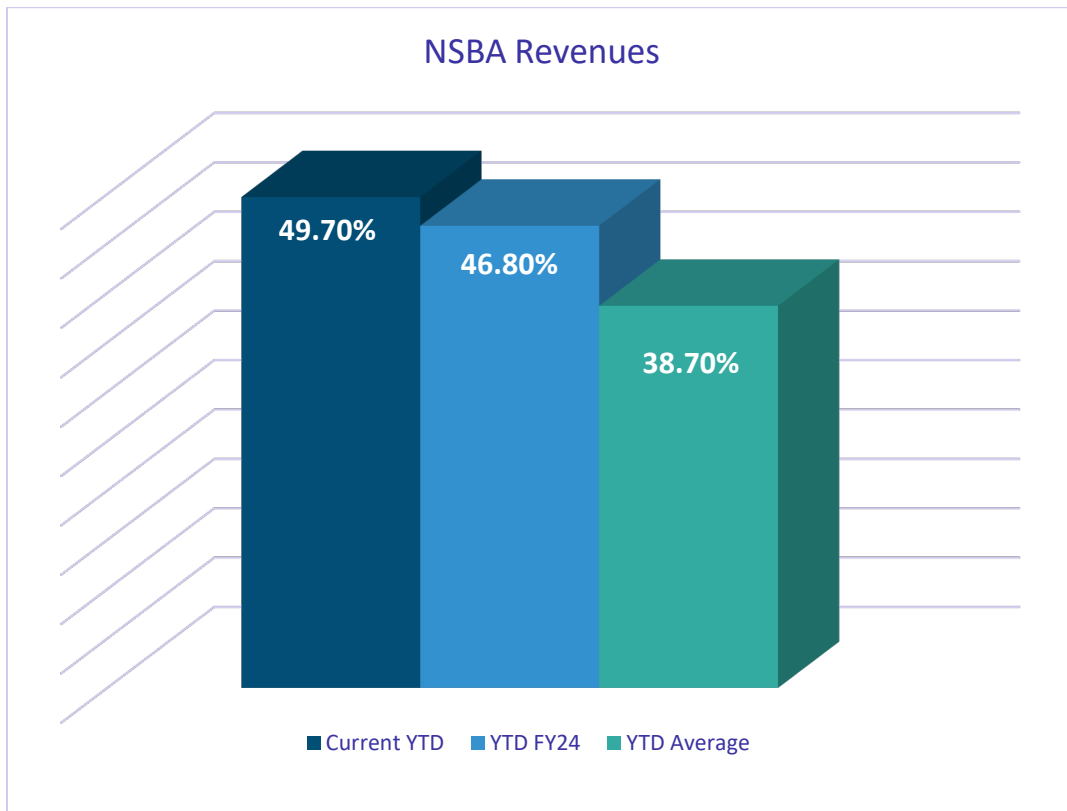
for the Period Ended January 31, 2025

As of January 2025, Norway Arena had an operating loss fiscal YTD of (\$15,264). With the rink replacement project now complete and ice time being booked up, it is expected that this will become a gain by next period's report.

Revenues:

The operating revenues for Norway Arena through January 2025 are \$546,654 or 49.7% of the budget as compared to 46.8% of actual revenues through January 2024. This revenue comes from concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating, and ice rentals.

*Graph reflects current YTD with comparison to prior YTD and YTD average of prior 3 years percentage.



CITY OF AUBURN
NSBA REVENUES - JANUARY 2025

FROM 2025 01 TO 2025 07

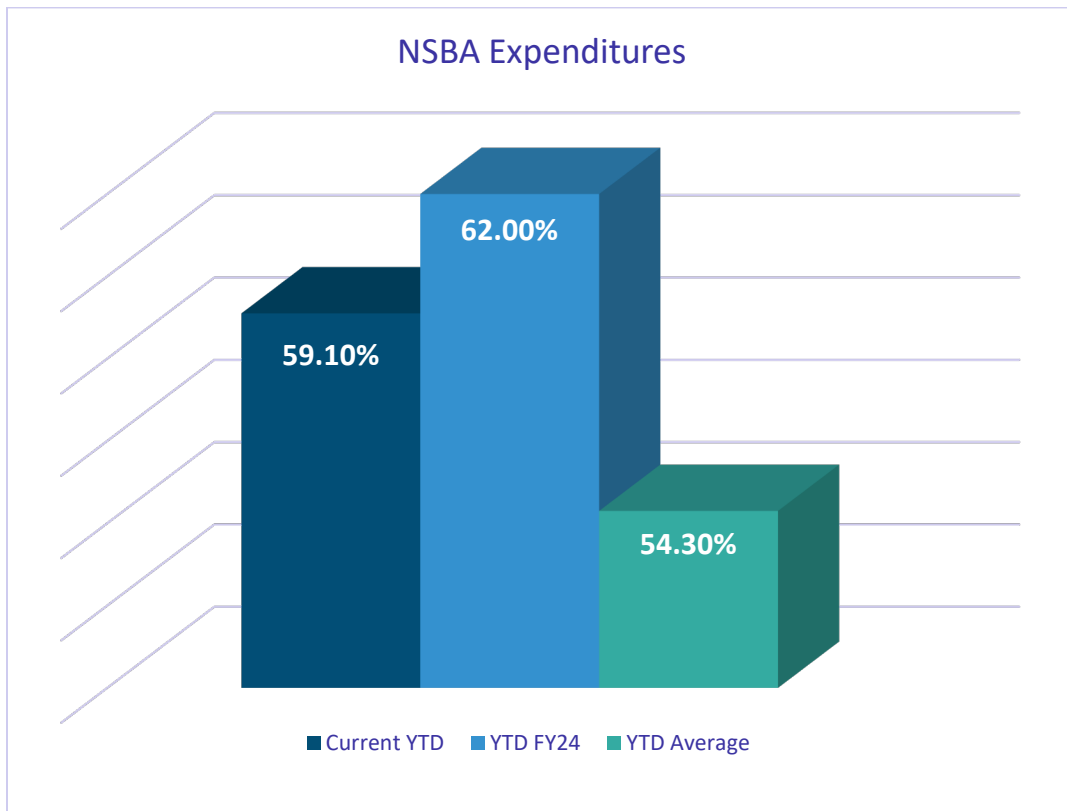
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6200 Norway Savings Bank Arena							
6200 Norway Savings Bank Arena							
4201 Ice Rental-Gladiators	-280,000	0	-280,000	-195,667.17	.00	-84,332.83	69.9%
4202 Ice Rental-Edward Little	-22,500	0	-22,500	-9,185.00	.00	-13,315.00	40.8%
4203 Ice Rental-Red Hornets	-18,500	0	-18,500	-7,352.50	.00	-11,147.50	39.7%
4205 Ice Rental-St Doms (B & G)	-35,000	0	-35,000	-5,500.00	.00	-29,500.00	15.7%
4206 Ice Rental-Poland/Gray NG	-18,500	0	-18,500	-6,865.00	.00	-11,635.00	37.1%
4207 Ice Rental-CMCC	-22,500	0	-22,500	.00	.00	-22,500.00	.0%
4208 Ice Rental-SMMHL	-2,000	0	-2,000	-1,530.00	.00	-470.00	76.5%
4209 Ice Rental-Adult Leagues	-162,000	0	-162,000	-86,084.18	.00	-75,915.82	53.1%
4210 Ice Rental-Twin City Thunder	-33,800	0	-33,800	-14,955.02	.00	-18,844.98	44.2%
4211 Ticket Revenue	-28,600	0	-28,600	-8,154.34	.00	-20,445.66	28.5%
4212 Ice Rental-Twin City Thunders	0	0	0	.00	.00	.00	.0%
4215 Freestyle-Figure Skating	-7,500	0	-7,500	-1,570.00	.00	-5,930.00	20.9%
4220 Camps/Clinics	-45,000	0	-45,000	-8,240.00	.00	-36,760.00	18.3%
4221 Tournaments	-75,000	0	-75,000	-15,479.86	.00	-59,520.14	20.6%
4223 Private Rentals	-30,000	0	-30,000	-8,870.00	.00	-21,130.00	29.6%
4224 Public Skate	-25,000	0	-25,000	-9,841.00	.00	-15,159.00	39.4%
4225 Shiny Hockey	-4,000	0	-4,000	-330.00	.00	-3,670.00	8.3%
4240 Programs	-20,000	0	-20,000	-9,000.00	.00	-11,000.00	45.0%
4250 Non Ice & Facility Rent	-40,000	0	-40,000	-20,541.25	.00	-19,458.75	51.4%
4252 Skate Rentals	-3,000	0	-3,000	-3,515.00	.00	515.00	117.2%
4260 Concessions	-21,000	0	-21,000	.00	.00	-21,000.00	.0%
4261 Pepsi Vending Machines	-3,000	0	-3,000	-670.73	.00	-2,329.27	22.4%
4263 Vending Food	0	0	0	-396.88	.00	396.88	.0%
4265 Pro Shop	-7,000	0	-7,000	-2,925.00	.00	-4,075.00	41.8%
4270 Sponsorships	-195,000	0	-195,000	-129,981.26	.00	-65,018.74	66.7%
TOTAL Norway Savings Bank Arena	-1,098,900	0	-1,098,900	-546,654.19	.00	-552,245.81	49.7%
TOTAL Norway Savings Bank Arena	-1,098,900	0	-1,098,900	-546,654.19	.00	-552,245.81	49.7%
TOTAL REVENUES	-1,098,900	0	-1,098,900	-546,654.19	.00	-552,245.81	
GRAND TOTAL	-1,098,900	0	-1,098,900	-546,654.19	.00	-552,245.81	49.7%

Expenditures:

The operating expenses for Norway Arena through January 2025 were \$561,918 or 59.1% of the budget as compared to 62.0% of actual expenditures through January 2024. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

- Insurance premiums have exceeded the budgeted amount for the year by 39.4%. Unlike previous years, we will have the updated contracted amount for the upcoming year before budget finalization and not continue to run at a deficit in this line moving forward.

*Graph reflects current YTD with comparison to prior YTD and YTD average of prior 3 years percentage.



CITY OF AUBURN
NSBA EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6200 Norway Savings Bank Arena							
6200 Norway Savings Bank Arena							
611000 Regular Salaries	311,032	0	311,032	201,560.24	.00	109,471.76	64.8%
612000 Part Time	60,000	0	60,000	35,825.84	.00	24,174.16	59.7%
612008 Programs	10,000	0	10,000	1,626.03	.00	8,373.97	16.3%
613030 Police Time	0	0	0	-2,533.30	.00	2,533.30	.0%
614015 Earned Paid Leave	0	0	0	.00	.00	.00	.0%
615000 Uniform Allowance	0	0	0	.00	.00	.00	.0%
620000 Advertising	2,000	0	2,000	.00	.00	2,000.00	.0%
628000 PS - Gen/Professional	12,000	0	12,000	.00	.00	12,000.00	.0%
628003 Drug Testing	400	0	400	.00	.00	400.00	.0%
628014 Solid Waste Disposal	600	0	600	425.33	.00	174.67	70.9%
628019 Building Repairs	50,000	0	50,000	9,359.66	.00	40,640.34	18.7%
628020 Vehicle Repairs	4,000	0	4,000	5,669.20	.00	-1,669.20	141.7%
628021 Equipment Repairs	4,000	0	4,000	4,058.05	.00	-58.05	101.5%
628026 Maintenance Contractx	0	0	0	.00	.00	.00	.0%
628051 Cleaning Services	20,000	0	20,000	12,065.00	7,935.00	.00	100.0%
628070 Security	4,900	0	4,900	.00	.00	4,900.00	.0%
629000 Professional Development	5,000	0	5,000	.00	5,000.00	.00	100.0%
632000 Dues & Subscriptions	7,412	0	7,412	12,142.75	.00	-4,730.75	163.8%
633000 Office Supplies	2,000	0	2,000	.00	.00	2,000.00	.0%
633001 Operating Supplies	70,000	1,473	71,473	35,740.83	1,473.30	34,259.17	52.1%
633002 Other Sup - Operating Field	3,000	0	3,000	24.00	.00	2,976.00	.8%
633021 Safety Equipment	4,000	0	4,000	2,326.49	.00	1,673.51	58.2%
633030 MV Sup - Fuel	0	0	0	.00	.00	.00	.0%
640000 Telephones/Cell Stipends	5,000	0	5,000	1,789.42	.00	3,210.58	35.8%
640001 cable	2,500	0	2,500	1,978.81	.00	521.19	79.2%
641000 Water/Sewer	46,000	0	46,000	33,128.34	.00	12,871.66	72.0%
641001 Natural Gas	42,153	0	42,153	1,662.86	.00	40,490.14	3.9%
641002 Electricity	220,000	0	220,000	155,371.36	.00	64,628.64	70.6%
641003 Bottled Gas	5,000	0	5,000	4,417.71	.00	582.29	88.4%
642000 Postage	150	0	150	.00	.00	150.00	.0%
645000 Insurance Premiums	43,223	0	43,223	42,129.00	.00	1,094.00	97.5%
650000 Capital Outlay	40,000	0	40,000	3,150.68	.00	36,849.32	7.9%
TOTAL Norway Savings Bank Arena	974,370	1,473	975,843	561,918.30	14,408.30	399,516.70	59.1%
TOTAL Norway Savings Bank Arena	974,370	1,473	975,843	561,918.30	14,408.30	399,516.70	59.1%
TOTAL EXPENSES	974,370	1,473	975,843	561,918.30	14,408.30	399,516.70	
GRAND TOTAL	974,370	1,473	975,843	561,918.30	14,408.30	399,516.70	59.1%

Ingersoll Turf Facility

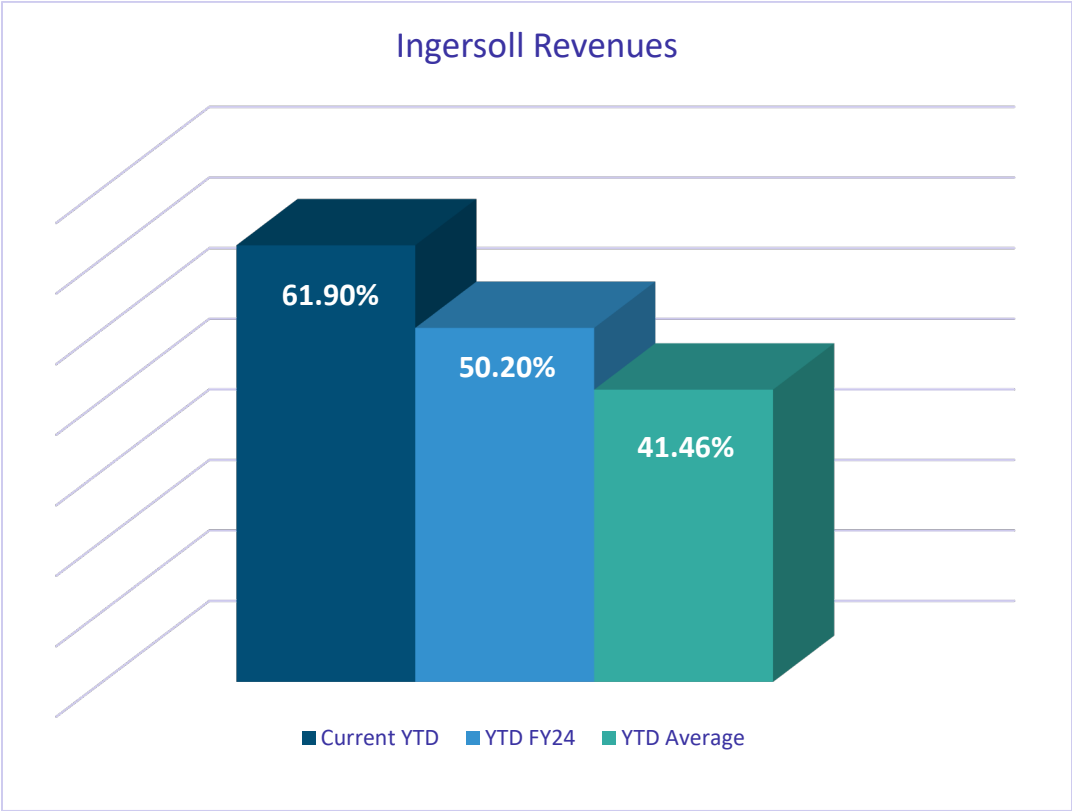
for the Period Ended January 31, 2025

As of January 2025, Ingersoll had an operating gain YTD of \$109,427. Of note, revenue to expenditure comparison is disproportionate as some expenditures are listed under the Recreation department budget, and regular salaries under Public Works.

Revenues:

The operating revenues for Ingersoll through January 2025 are \$136,087 or 61.9% of the budget as compared to 50.2% of actual revenues through January 2024. This revenue comes from sponsorships, programs, rental income, and batting cages.

*Graph reflects current YTD with comparison to prior YTD and YTD average of prior 3 years percentage.



CITY OF AUBURN
INGERSOLL REVENUES - JANUARY 2025

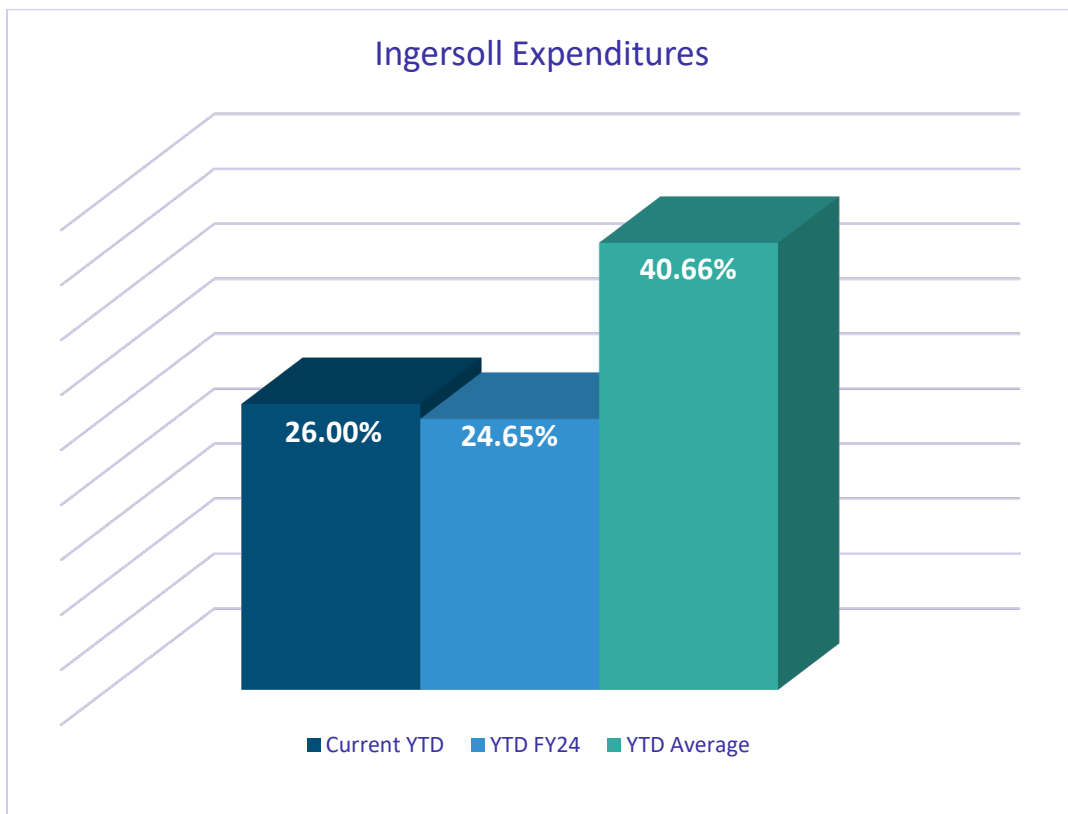
FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6100 Ingersoll Turf Facility							
6100 Ingersoll Turf Facility							
420070 Sponsorships-Special Events	-20,000	0	-20,000	-8,000.00	.00	-12,000.00	40.0%
420800 PROGRAM REVENUES	-18,000	0	-18,000	-15,110.00	.00	-2,890.00	83.9%
420903 Programs	-42,000	0	-42,000	-10,565.00	.00	-31,435.00	25.2%
422000 Investment Income	0	0	0	-2,677.12	.00	2,677.12	.0%
429010 Rental Income	-140,000	0	-140,000	-99,735.25	.00	-40,264.75	71.2%
TOTAL Ingersoll Turf Facility	-220,000	0	-220,000	-136,087.37	.00	-83,912.63	61.9%
TOTAL Ingersoll Turf Facility	-220,000	0	-220,000	-136,087.37	.00	-83,912.63	61.9%
TOTAL REVENUES	-220,000	0	-220,000	-136,087.37	.00	-83,912.63	
GRAND TOTAL	-220,000	0	-220,000	-136,087.37	.00	-83,912.63	61.9%

Expenditures:

The operating expenses for Ingersoll through January 2025 were \$26,660 or 26.0% of the budget as compared to 24.65% of actual expenditures through January 2024. These expenses include supplies, repairs, capital purchases and maintenance.

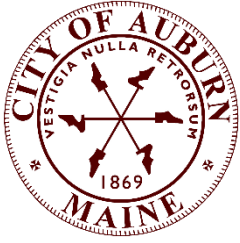
*Graph reflects current YTD with comparison to prior YTD and YTD average of prior 3 years percentage.



CITY OF AUBURN
INGERSOLL EXPENDITURES - JANUARY 2025

FROM 2025 01 TO 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6100 Ingersoll Turf Facility							
6100 Ingersoll Turf Facility							
611000 Regular Salaries	40,000	0	40,000	.00	.00	40,000.00	.0%
612000 Part Time	25,000	0	25,000	16,020.23	.00	8,979.77	64.1%
620000 Advertising	500	0	500	.00	.00	500.00	.0%
628000 PS - Gen/Professional	5,300	0	5,300	551.78	.00	4,748.22	10.4%
628019 Building Repairs	20,000	0	20,000	258.48	2,602.00	17,139.52	14.3%
629000 Professional Development	500	0	500	.00	.00	500.00	.0%
629001 Travel - Mileage Reimbursement	200	0	200	.00	.00	200.00	.0%
632000 Dues & Subscriptions	500	0	500	.00	.00	500.00	.0%
633000 Office Supplies	500	0	500	.00	.00	500.00	.0%
633003 Janitorial Supplies	2,000	0	2,000	1,000.34	.00	999.66	50.0%
633033 Tax Acquired Property Exp	16,300	0	16,300	8,478.49	.00	7,821.51	52.0%
640000 Telephones/Cell Stipends	1,400	0	1,400	351.06	.00	1,048.94	25.1%
641005 Diesel	300	0	300	.00	.00	300.00	.0%
642000 Postage	50	0	50	.00	.00	50.00	.0%
650000 Capital Outlay	0	0	0	.00	.00	.00	.0%
651069 Rec Programming/Facility Study	0	0	0	.00	.00	.00	.0%
TOTAL Ingersoll Turf Facility	112,550	0	112,550	26,660.38	2,602.00	83,287.62	26.0%
TOTAL Ingersoll Turf Facility	112,550	0	112,550	26,660.38	2,602.00	83,287.62	26.0%
TOTAL EXPENSES	112,550	0	112,550	26,660.38	2,602.00	83,287.62	
GRAND TOTAL	112,550	0	112,550	26,660.38	2,602.00	83,287.62	26.0%



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: February 18, 2025

Subject: Executive Session

Information: Executive Session pursuant to 1 M.R.S.A. Section 405(6) (D) to discuss contract negotiations.

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.