

Town of Freeport, Maine



**Fiscal Year 2017
Municipal Budget**

Cover Photo Courtesy Town Staff

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TOWN OF FREEPORT, MAINE FISCAL YEAR 2017 MUNICIPAL BUDGET

TOWN COUNCILORS

Council Chair
Council Vice-Chair
Councilor
Councilor
Councilor
Councilor
Councilor

Melanie Sachs, Elected At-Large
Scott Gleeson, District 1
William Rixon, Elected At-Large
James Hendricks, Elected At-Large
Kristina Egan, District 3
Lee Arris, District 4
Sarah Tracy, District 2

Council Secretary

Sharon Coffin

TOWN OFFICIALS

Town Manager
Cable Television Director
Codes Enforcement Officer
Finance Director
Fire and Rescue Chief
General Assistance Director
Harbormaster
Human Resources Director
Library Director
Planning Director
Police Chief
Town Engineer, Public Works, and Solid Waste Director
Town Assessor
Town Clerk and Registrar of Voters
Winslow Park Manager

Peter Joseph
Rick Simard
Fred Reeder
Jessica Maloy
Darrel Fournier
Johanna Hanselman
Jay Pinkham
Judy Hawley
Arlene Arris
Donna Larson
Jerry Schofield
Al Presgraves
Robert Konczal
Christine Wolfe
Neil Lyman

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
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**Town of Freeport
Maine**

For the Fiscal Year Beginning

July 1, 2015

Executive Director

**TOWN OF FREEPORT, MAINE
MUNICIPAL BUDGET FY 2017
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The Town of Freeport-A Brief History and Community Overview

The Town of Freeport was “set off” from North Yarmouth in 1789, as at that time it had enough people to establish its own church. While Freeport was settled in the late seventeenth century, population growth accelerated in the eighteenth century, as the deep indentations of the peninsulas caused there to be much attractive waterfront property. In addition, before the rail came to Freeport in 1849, the sea was a major method of transportation in Freeport and Casco Bay. The waterfront is still an active and vibrant part of Freeport; where ships were once built there is a large marina and where there was a fish packing plant in the 1830s now stands the Harraseeket Yacht Club.¹



Shown is the depot for the Maine Central Railroad. The building was constructed in 1911 and later relocated to Boothbay.

Photo Courtesy of the Freeport Historical Society

Today, Freeport continues to serve as a retail and commercial hub of Southern Midcoast Maine. In 1911, Leon Leonwood Bean began making the now famous “Bean Boots” of rubber sole and leather upper materials. Costing just \$3.50 per pair, these were first tailored to hunters, but became so popular they are still in production and commonly worn today.² In fact, shoe manufacturing was a large portion of Freeport’s business from the late 1800s through the mid-

1960s; at the height of Freeport’s manufacturing era, the Town was home to eight shoe factories which employed more than 1,000 workers. During that time, Freeport’s downtown included several grocery, clothing, and shoe stores as well as a bank, restaurants, a movie theater, a bowling alley, gas stations, and many other shops.³

While things have changed since the 1800s, Freeport continues to have a vibrant downtown which attracts millions of tourists each summer and many thriving businesses. There has been residential growth outside the downtown, but has not been immune to the national economic downturn. For example, at the height of residential growth in 2005, the Town issued 85 building permits for either new and/or replacement dwelling units. Fiscal year 2010 was the Town’s lowest permitting year over the past decade, with only 28 permits. Staff has seen that number begin to rebound with 55 permits for new and/or replacement dwelling units in fiscal years 2013 and 2014 and jumping to 64 permits in fiscal year 2015; this surpasses our historical average of 53.86 permits per year.

In April of 2009, Berenson Associates in partnership with L.L. Bean, opened a 550 car parking garage and 118,000 sq ft of new retail and restaurant space. It also includes the six screen Nordica Theatre which has 700 seats along with the newest high-definition 3-D technology. The original Nordica Theatre on Bow Street, hosted Freeporters for many years with a night at the movies. It’s predecessor, Mortimer’s Photoplay Theatre showed silent movies, musical performances, and other acts as early as 1933.⁴ The development of the Nordica Theatre today has continued to see increase occupancy since its opening, and since April, 2014, the complex has been 100 percent occupied. While information regarding lease rates is not public information, Berenson Associates reports that lease rates have been

¹ (Freeport Historical Society 1996, Introduction Page)

² (Freeport Historical Society 1996, Page 48)

³ (Bonney 2009)

⁴ (Freeport Historical Society, www.freeporthistoricalsociety.org)



competitive with local rates. The total project including the parking garage and retail space cost approximately \$45 million. The Town has entered into a TIF credit enhancement agreement with the developer to assist with a maximum of \$17.5 million over 20 years toward the public parking garage portion of the development.

*The new six screen Nordica Theatre boasts 700 seats and HD 3-D technology.
Photo Courtesy of Town Staff*

New commercial construction remains slow with once again only two new permits being issued in fiscal year 2015; the historical average is six per year. In FY 2015, L.L. Bean finished construction and opened their new Paddling Center on Marietta Lane. The 5,000 square foot building is used as part of the company's Outdoor Discovery program, and provides a comfortable place for patrons to learn about kayaking and canoeing before testing out their skills and equipment in nearby Maquoit Bay. In addition, as of May 1, 2015, construction is complete on the new Freeport Medical Center on Durham Road, which will be the home for a local family medicine/primary care practice, as well as a new NorDx Labs location, and an osteopathic practice. The building adds 6,700 square feet of commercial/medical office space in town, and was fully occupied with tenants before construction began, demonstrating the high demand for commercial space in Freeport.



*Shown is the construction of the new Freeport Medical Center.
Photo Courtesy of Freeport Economic Development Corp.*

Vacancy rates also suggest increasing demand for commercial space in Freeport. While the town-wide vacancy rate destabilized during the economic recession (2007-2013), it has remained steady and consistent since the first quarter of 2014.

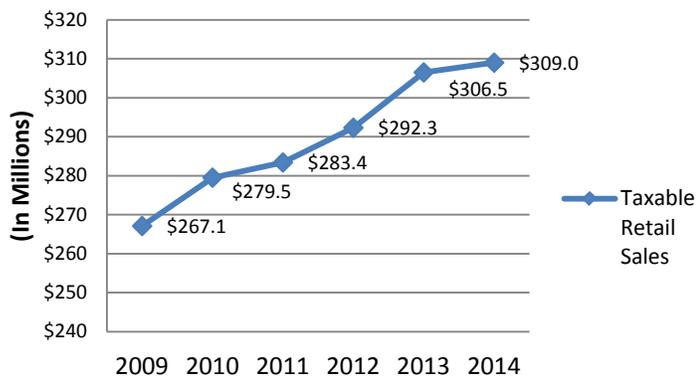
Town-wide Commercial Vacancy Rate: Last 12 months

YEAR		RATE
2014	3 rd Qtr	10.6
	4 th Qtr	10.5
2015	1 st Qtr	10.5
	2 nd Qtr	10.4

Source: Freeport Economic Development Corp.

Freeport is the premiere retail shopping destination in Maine, and retail business remains strong and continues to grow. After hitting a low point in 2009, Freeport has experienced five straight years of continuous retail sales growth:

Freeport: Total Annual Retail Sales (2009-2014)



Source: State of Maine, Department of Revenue Services

The most current list of the Town's top ten tax payers, their valuation, and tax in dollars and then as a percentage of the total tax levy is listed below.

Town of Freeport						
Top Ten Taxpayers Breakdown						
As of April 1, 2015						
#	Taxpayer	Real Estate	Personal Prop.	Total Valuation	Tax	% of levy
1	BEAN L L INC	151,362,100	47,424,207	198,786,307	3,339,610	13.63
2	BERENSON ASSOCIATES INC	34,200,400	-	34,200,400	574,567	2.34
3	HARRA SEEKET INN INC	8,099,300	595,791	8,695,091	146,078	0.60
4	W/S FREEPORT BB LLC	7,952,800	-	7,952,800	133,607	0.55
5	DOVER PROPERTIES LLC	7,873,100	385,057	8,258,157	138,737	0.57
6	CENTRAL MAINE POWER CO	7,424,600	-	7,424,600	124,733	0.51
7	HOLDEN BLOCK REALTY TRUST	7,035,300	-	7,035,300	118,193	0.48
8	FREEPORT GROUP LLC	5,966,500	-	5,966,500	100,237	0.41
9	SHULPORT LLC ET AL	5,754,000	-	5,754,000	96,667	0.39
10	CAMPLIN/MARINO PROPERTIES	5,273,600	-	5,273,600	88,596	0.36
Total valuation of Top Ten				\$ 289,346,755		
Total taxes of Top Ten @16.80 per thousand				\$ 4,861,025		
Total Town taxable valuation				\$1,458,660,900		
Percentage of valuation carried by Top Ten				19.8%		

Source: Town of Freeport Assessing Data

Current Statistics

Per the 2013 Census, the Town's population was 7,879 with the median age being 45.0 years old. The total number of housing units is 3,690 and of those, 2,467 were owner-occupied. The number of people graduating college or higher is 2,086 or 45.6 percent of the total; this is higher than the national average of 29.1 percent. Freeport's median income in 2013 dollars was \$67,382 versus the national average of \$52,176 per year. The work force in Freeport is relatively skilled as well, with 51.7 percent of people in the work force being in management, business, science, and arts occupations while the national average is just 36.2 percent.⁵

Town of Freeport Statistics			
Source: U.S. Census Bureau-Fact Sheet-American FactFinder			
	Freeport Amount	Freeport Percentage	National Average
Total Population	7,879	N/A	N/A
Median Age	45.0	N/A	37.30
Average Household Size	2.5	N/A	2.64
Total Housing Units	3,690	N/A	115,610,216
Owner-occupied Housing Units	2,467	76.90%	64.90%
Renter-occupied Housing Units	742	23.10%	35.10%
Vacant Housing Units	481	N/A	N/A
High School Graduate or Higher (Population 25 and Over)	4,893	94.30%	86.30%
Bachelor's Degree or Higher	2,086	45.60%	29.10%
In Labor Force (Population 16 Years and Over)	4,356	69.50%	63.80%
Mean Travel Time to Work in Minutes (Workers 16 Years and Older)	20.4	N/A	25.70
Median Household Income in 2013 Dollars	\$ 67,382	N/A	\$ 52,176
Mean Household Income in 2013 Dollars	\$ 87,086	N/A	\$ 74,657
Per Capita Income	\$ 36,275	N/A	\$ 27,884
Management, business, science, and arts occupations	2,212	51.70%	36.20%
Service Occupations	466	10.90%	18.30%
Sales and Office Occupations	1,066	24.90%	24.40%
Natural Resources, Construction, and Maintenance Occupations	301	7.00%	9.00%
Production, Transportation, and Material Moving Occupations	234	5.50%	12.10%

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Bonney, E. "Taking Freeport, Maine From a Dying Shoe Manufacturing Town to a Vibrant Village Retail Center That is Now the Number One Tourist Attraction in Maine." Paper presented at Planning Conference-Monhegan Sun-Connecticut, Connecticut, 11 05, 2009.

Freeport Historical Society, . *Images of America-Freeport*. Dover, NH: Arcadia Publishing, 1996. (accessed June 27, 2012).

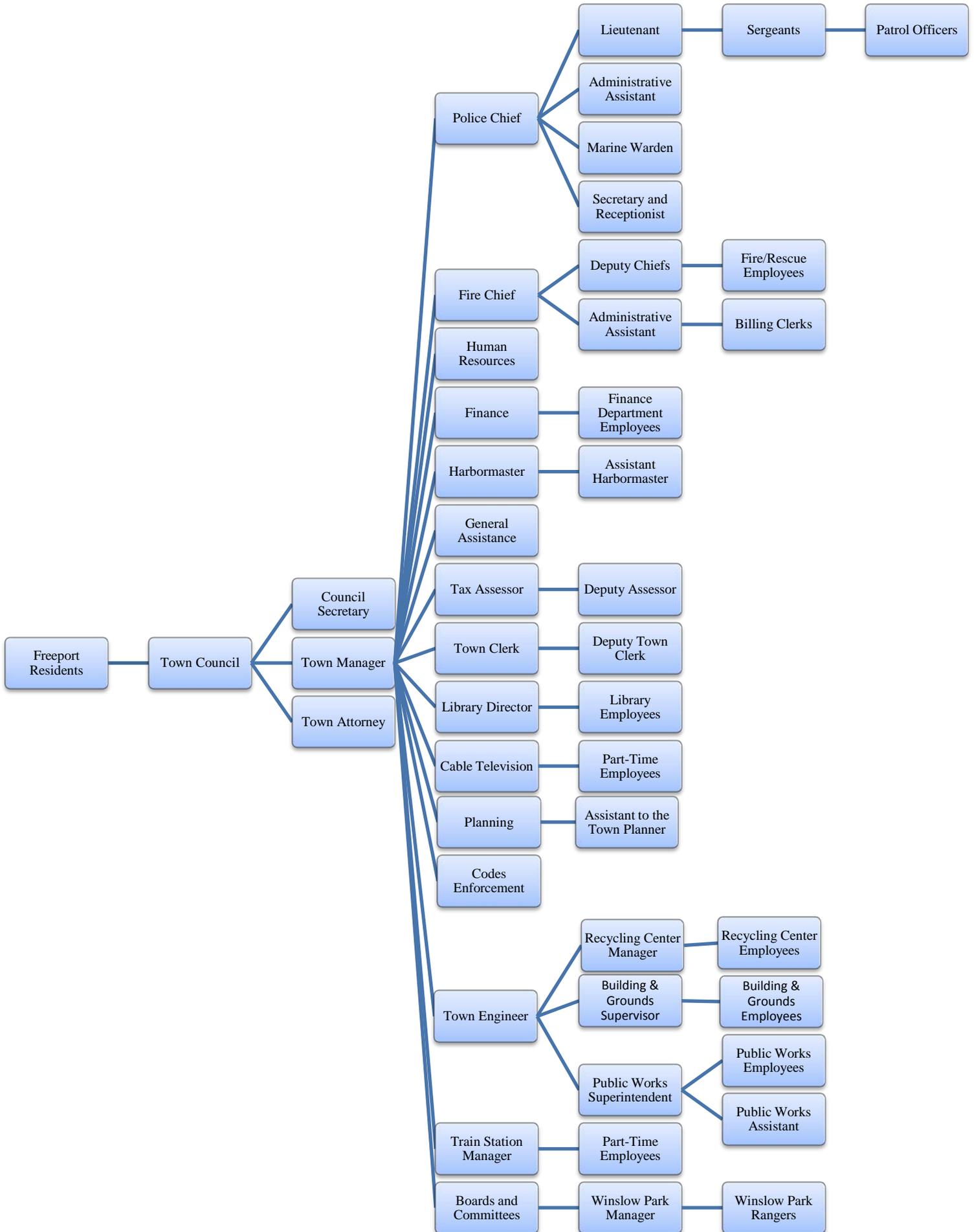
U.S. Census Bureau. "U.S. Census Bureau American FactFinder." www.factfinder.census.gov.

⁵ (U.S. Census Bureau)

Form of Government

The Town was given a Charter in 1976, and went from a selectman/town meeting form of government to a Council/Manager form. The Town is very fortunate, and has only had three managers since the change 35 years ago; one of those managers remained in Freeport for 30 years. The Town has seven councilors, with four coming from one of each of the Town's four voting districts and three being elected "at large" from throughout the community. Each year, the Council elects a Chairperson, and while the Chairperson presides over the meetings, all councilors have the same legislative authority. The Council's role is to set policy, and the Town Manager ensures that these policies are implemented and followed. The Town currently employs approximately 70 full-time employees and 75+ part-time and seasonal employees throughout the year. A town-wide organization chart is located on the following page, and detailed staffing levels by department are located on the following page.

Town of Freeport Organizational Chart FY 2017



**Town of Freeport
Historic Staffing Levels-Five-Year Comparison**

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	
						Full-Time	Part-Time
Town Manager	1.00	1.50	1.00	1.00	1.00	1.00	
Finance Department	4.12	4.20	4.33	4.32	5.00	5.00	
Assessing	2.00	2.00	2.00	2.00	2.00	2.00	
Town Clerk	1.80	1.80	1.75	1.75	1.93	1.93	
General Administration	1.15	1.15	1.15	1.15	1.15	1.00	0.15
Train Station	N/A	2.07	1.80	2.11	2.11		2.11
Police Department*	14.00	13.20	16.00	17.00	17.00	15.00	2.00
Marine Warden/Special Enforcement	1.00	1.00	1.00	1.00	1.00	1.00	
Fire Department	6.30	8.30	8.30	9.76	9.76	3.00	6.76
Rescue Department	5.20	5.20	5.20	5.16	5.16	3.00	2.16
Police Reception**	0.75	1.00	0.80	0.90	0.90	0.50	0.40
General Assistance	1.00	1.00	1.00	1.00	1.00	1.00	
Public Works	11.00	10.50	11.67	11.68	11.85	11.85	
Solid Waste and Recycling	2.80	2.80	2.80	2.80	2.80	2.80	
Town Engineer	1.00	1.00	1.00	1.00	1.00	1.00	
Community Library	7.80	8.80	9.30	9.30	9.30	7.50	1.80
Planning and Codes	3.00	3.00	3.00	3.00	3.00	3.00	
Coastal Waters Commission/Harbormaster	1.15	1.15	1.15	1.24	1.24	1.00	0.24
Cable Television	1.30	1.30	1.30	1.51	1.51	1.00	0.51
Municipal Building Maintenance	1.60	1.60	1.60	1.60	1.50	2.00	1.20
Winslow Park	4.50	4.50	4.75	4.50	4.50	1.00	3.50
Non-Emergency Transport	11.00	11.00	11.00	11.00	11.00	3.50	7.50
Totals	83.47	88.07	91.90	94.78	95.71	69.08	28.33

****It is notable that the police reception line does not include the dispatch services received from Brunswick.**

Please note that staffing levels indicated are shown in a full-time equivalent (FTE) which does not take into account the actual number of employees, but rather the total employee hours budgeted for that department and how many full-time employees that would equal.



Budget-in-Brief-Town of Freeport
July 1, 2016-June 30, 2017

Town of Freeport All Funds Subject to Appropriation Projected Fund Balance

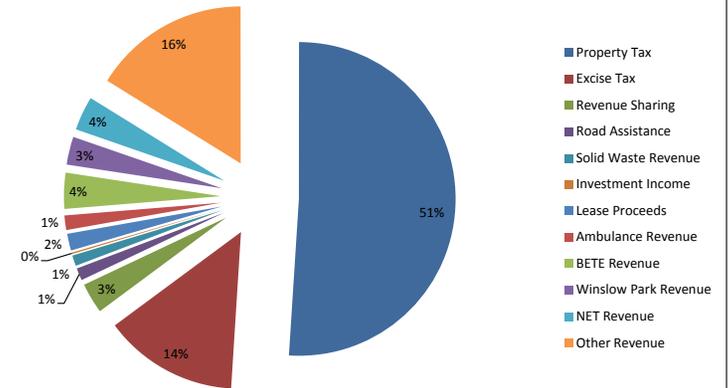
	General Fund	Winslow Park	Destination TIF Fund	NET Fund	Capital Projects Fund	Total All Funds Subject to Appropriation
06/30/2016 Unaudited Fund Balance	5,966,286	501,926	301,806	113,557	3,917,222	10,800,797
Revenues						
Taxes	24,241,372		287,980			24,529,352
Licenses, Permits, and Fees	310,050					310,050
Intergovernmental	1,085,600					1,085,600
Charges for Service	172,150	292,711		355,000		819,861
Fees and Fines	140,650					140,650
Unclassified	157,000					157,000
Investment Earnings	16,000					16,000
Total Revenues	26,122,822	292,711	287,980	355,000	-	27,058,513
Expenditures						
General Government	1,879,142					1,879,142
Public Safety	2,293,050			355,000		2,648,050
Public Works	2,255,021					2,255,021
Community Services	850,575	292,711				1,143,286
Education	16,610,407					16,610,407
Insurance and Fringe Benefits	1,773,000					1,773,000
Unclassified	1,228,624		171,000			1,399,624
Capital Outlay	-				1,693,600	1,693,600
Debt Service	173,003					173,003
Total Expenditures	27,062,822	292,711	171,000	355,000	1,693,600	29,575,133
Other Financing Sources/(Uses)	940,000			-	1,693,600	2,633,600
Change in Fund Balance	-	-	116,980	-	-	116,980
06/30/2017 Projected Ending Fund Balance	5,966,286	501,926	418,786	113,557	3,917,222	10,917,777

The **Destination Freeport Tax-Increment Financing District** includes the downtown Village area, and generates \$280,000 in annual tax revenue to support economic development and downtown infrastructure projects. During FY 2016, the fund will support economic development via the Freeport Economic Development Corporation in the amount of \$95,000, improve downtown sidewalks, replace sidewalk ramp detectable panels in the downtown and funds from the Destination Freeport TIF will ensure that the downtown is clean and litter-free.

The **Winslow Park Special Revenue Fund** includes \$292,000 in annual park entrance and camping fees. The Park has just completed a large-scale erosion control and subsequent staircase reconstruction project in order that the Park will be as beautiful as it is today for decades to come. The FY 2017 budget is a maintenance budget. The Park's website and campground reservations can be found at www.freeportmaine.com under the Winslow Park link.

The **Non-Emergency Transport Fund** allows residents who do not have an emergency but need transportation to a doctor's appointment or medical procedure to be transported via Freeport ambulance. The fund historically generated approximately \$570,000 in income annually, but with the loss of a local hospital this number is expected to decline. The fund is supported by insurance company payments for the service and revenue generated by emergency billing services for other towns.

Total Revenue by Type-All Funds FY 2017 Budget



The **General Fund** - Total Budget \$ 9,461,341

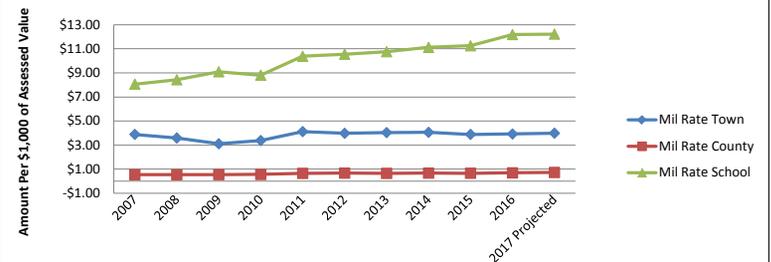
Highlights: seven-cent tax increase

On the Town's median value \$258,700 home, this increase will be approximately \$18.10 per year in cost for municipal services. Municipal services are projected to cost the average taxpayer \$1,032 annually

This budget includes all police, fire, rescue, public works, overlay paving, general assistance, library, community cable television, voter services, recycling, general debt service, and most other basic services provided by the Town.

The **Capital Projects Fund** includes just over \$1.5 million in non-routine purchases or infrastructure improvements costing more than \$5,000. The plan is funded by the Town's reserve funds and includes such items as reconstruction of South Freeport Village Road, Communications upgrade for Public Safety, South Freeport Village Road Overlay project, computer upgrades, among many other items. The five-year capital program was adopted on April 12th, 2016, and the first-year appropriation will be made on June 7th, 2016. This full budget can be viewed online at www.freeportmaine.com under the finance department budget section.

Property Tax Levy History





To: Honorable Town Councilors
From: Peter Joseph, Town Manager
 Jessica Maloy, Finance Director
Re: FY 2017 Operating Budgets Transmittal Letter
Date: April 28, 2016

We are pleased to present the FY 2016-2017 budgets for the Town of Freeport's general operating fund, Winslow Park fund, non-emergency transport fund, and the capital and Destination Freeport tax increment financing funds. FY 2017 continues to bring several challenges including low interest earnings. Once again, for FY17, there are no major staff proposals that have a large impact to the operating budget.

While we do not have a final valuation report from the Town's assessor, nor final tax requirement figures from RSU #5 nor is the Town's budget final, we do have preliminary tax figures from all three taxing bodies:

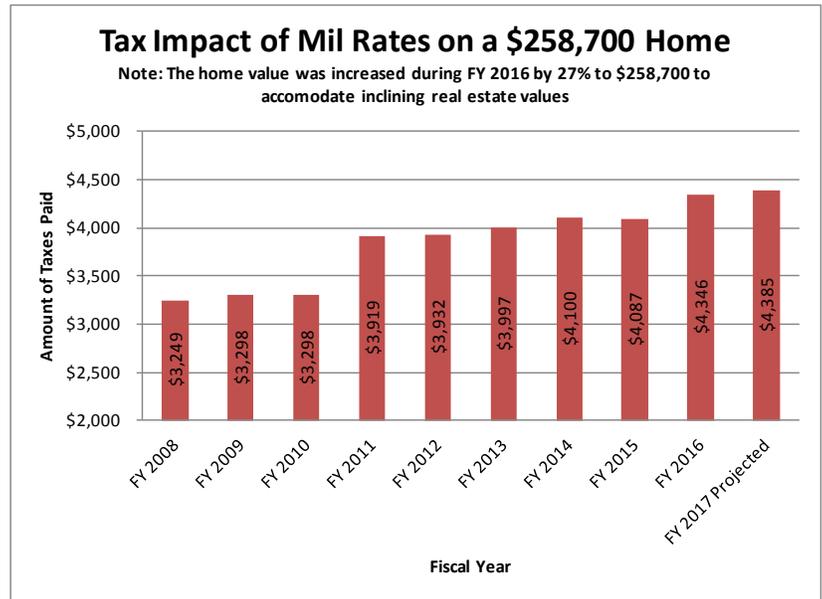
Town of Freeport Proposed Tax Changes FY 2017						
Entity	FY 2016 Tax Amount	FY 2017 Projected Tax Amount	Projected Mil Rate Impact	\$ Levy Increase	% Levy Increase	
Cumberland County	\$ 941,811	\$ 991,074	\$ 0.0340	\$ 49,263	5.23%	
RSU #5	\$ 16,548,807	\$ 16,610,407	\$ 0.0425	\$ 61,600	0.37%	
Town of Freeport	\$ 5,048,107	\$ 5,148,591	\$ 0.0693	\$ 100,484	1.99%	
Total Tax	\$ 22,538,725	\$ 22,750,072	\$ 0.1458	\$ 211,347	0.94%	
Mil Rate Impact	0.000145757	\$0.15 per \$1,000 of value				

The current millage rate, or property tax rate per \$1,000 of assessed valuation, is \$16.80; the Town is proposing a seven cent-per-thousand dollar of valuation increase. The RSU #5 Board of Directors is proposing a four and a quarter cent-per-thousand dollar of valuation increase, and the Cumberland County tax levy (which has been finalized) increase will include almost a three and a half cent increase. While that is a total of fifteen cents-per-thousand dollars of valuation, the Town's portion only represents seven cents, or a two percent tax increase from FY 2016.

It is important to include an historic picture of the Town's tax rate so the reader can see the historic trends in the rate. Please note that during 2007, the Town conducted a full-scale revaluation; the mil rate dropped from \$17.90 to \$12.50. In FY 2011, the Town's assessor recognized that values had declined due to the real estate

recession, and reduced all values for real property by 15 percent. The Town, RSU, and County all had the same service-level needs, and when the valuations declined, the mil rate increased to compensate for the lower values. This is the reason the mil rate increased from \$12.75 to \$15.15 between FY 2010 and FY 2011.

Ten-Year Mil Rate History		Impact on	
Fiscal Year	Mil Rate	\$258,700 Home	
FY 2006	\$ 17.90	\$	4,631
FY 2007	\$ 12.50	\$	3,234
FY 2008	\$ 12.56	\$	3,249
FY 2009	\$ 12.75	\$	3,298
FY 2010	\$ 12.75	\$	3,298
FY 2011	\$ 15.15	\$	3,919
FY 2012	\$ 15.20	\$	3,932
FY 2013	\$ 15.45	\$	3,997
FY 2014	\$ 15.85	\$	4,100
FY 2015	\$ 15.80	\$	4,087
FY 2016	\$ 16.80	\$	4,346
FY 2017 Projected	\$ 16.95	\$	4,385



While the main focus is on the general fund for budgeting purposes, as it has the only impact on the Town’s tax mil rate, the Town budgets for the general fund, NET enterprise fund, Winslow Park and Destination Freeport Tax Increment Financing District special revenue funds in addition to the capital projects fund. Their summaries are included in this transmittal letter with major factors in the budget process including legislative changes, large expenditures, fund balance projections, and Council priorities.

Once again, this has been a particularly challenging process, for the general fund in particular; the Council’s budgetary goal for 2016 was as follows:

- Prioritize, evaluate and control expenditures with responsible budgeting to minimize the impact on taxpayers and strive to maintain a stable tax rate, while continuing to provide the highest quality of services possible within the resources available.

While the past few budget years have been difficult, and this year was no exception, the FY 2017 budget does reflect a \$109,084 increase in operating expenses and a decrease in the Use of Fund Balance of \$125,000. These are offset; however, by a \$120,000 increase in Non-Property Tax Revenue, leaving the Town with a \$100,484 property tax increase, or two percent.

One large challenge for the Town is the loss of State revenue sharing. Revenue sharing is comprised of sales and income taxes received from all over the State, and at its height in FY 2008, the Town received almost \$700,000 in revenue sharing. The FY 2017 projection is \$315,000.

The Town, in recent years has budgeted \$675,000, transfer in from fund balance to offset the tax rate. In an effort to reduce the dependence on the use of fund balance we are only requesting a \$550,000 transfer in from fund balance, with the intent to continue to decrease this over the next few years.

The new items and changes in the FY 2017 budget are shown below. Employee wage and step increases total approximately \$69,000; employees are proposed to receive a 1.93 percent increase during FY 2017. This is the average of the surrounding towns’ wage increases, and has historically been the method of computing

wage increases for Freeport town employees. Health insurance and other employee benefits have increased over \$125,000. Maine Employee Health Trust rates increased 9% from CY 2015 and staff is budgeting for another 7% increase for CY 2017. Maine State Retirement System rates have increased for the employer from 8.9% to 9.1% and for the employee by .50%. These expenditure increases are offset by a \$100,000 increase in Excise Tax along with certain other revenue changes in the general fund for FY 2017. For example, the cable television franchise fees are subsidizing the Cable Television Department by \$85,000 during FY 2017; the FY 2016 was only funded at \$75,000. FY 2017 also budgets for an additional \$50,000 in BE-TE Reimbursement. The Town has historically taken a conservative approach to budgeting for State Revenues, and though that is still the current practice, there has been reporting changes effective in FY 2016 that warrant a slight increase in this budgeted value.

The non-emergency transport fund has historically had a declining fund balance, and during the FY 2013 budget discussions, Fire and Rescue Department staff had the creative idea of generating additional revenue to support the program by successfully bidding on other Towns' emergency rescue billing contracts. This was expected to generate \$45,000 in fees, but has been generating more than \$80,000 in fees due to successful bidding on new billing contracts. And while this has assisted in offsetting the salaries and benefits of the clerks in the department who perform the billing, FY 2016 saw the loss of a major supplier of runs. This has had a major impact on the NET Fund and its ability to perform in its current capacity. Staff is in the process of reviewing the impact, but recognizes that the fund's net position will decline during FY 2016 with proposed changes to service in FY 2017.

Please see the next pages for more details on each of the funds to be appropriated.

The General Fund

While the FY 2017 tax increase is budgeted at \$100,484 or 1.99 percent, the municipal budget has increased by \$109,084 or 1.17% from FY 2016 to FY 2017. Please see the historic Town of Freeport general fund budgets for the past five fiscal years.

Historic Town of Freeport Municipal Budget Comparison			
Town of Freeport	Budget	\$ Increase	% Increase
FY 2011	\$8,439,961		
FY 2012	\$8,465,864	\$ 25,903	0.31%
FY 2013	\$8,758,553	\$ 292,689	3.46%
FY 2014	\$8,978,235	\$ 219,682	2.51%
FY 2015	\$8,965,659	\$ (12,576)	-0.14%
FY 2016	\$9,352,257	\$ 386,598	4.31%
FY 2017 Proposed	\$9,461,341	\$ 109,084	1.17%
Excluding the County Tax and RSU #5 Tax			

As mentioned above, the FY 2017 general fund budget directive to department heads was to prioritize, evaluate and control expenditures with responsible budgeting to minimize the impact on taxpayers and to strive to maintain a stable tax rate. The impact of the largest budget changes are listed below. Please note that this is not a comprehensive list of all budget changes, but merely a listing of the larger or new items.

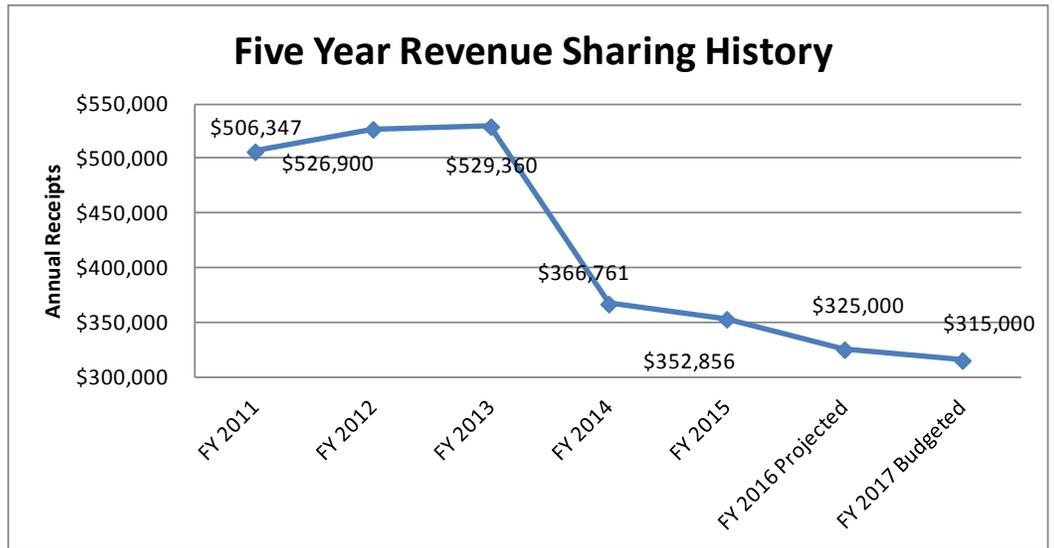
Major Budget Changes-FY 2017 General Fund				
Department	Budget Change	Reason	Budget Impact	Mil Rate Impact
Revenue	Excise Tax increase from FY16	Increasing Actuals	\$ (100,000)	\$ (0.068966)
All	Salary Increases at 1.93 Percent	Annual Increases	\$ 69,000	\$ 0.047586
Employee Benefits	Retirement Increases	Rate Change from 8.9% to 9.1% & Wage Changes	\$ 20,900	\$ 0.014414
Employee Benefits	Employer Tax Increase	Workers Comp Rates	\$ 15,800	\$ 0.010897
Employee Benefits	Health & Dental Insurance	Rate Increase - up 9% from PY with a projected 7% in 01/17	\$ 88,300	\$ 0.060897
Total Major Budget Impacts			\$ 94,000	\$ 0.064828

Historically, the Council's annual goals drive the manager's budget message. In the case of the past few years, one of the goals has been to maintain a stable tax rate. Once again, the manager has presented what is largely a maintenance budget for FY 2017.

State-Level, Market, and Other Significant Impacts on the FY 2017 Budget

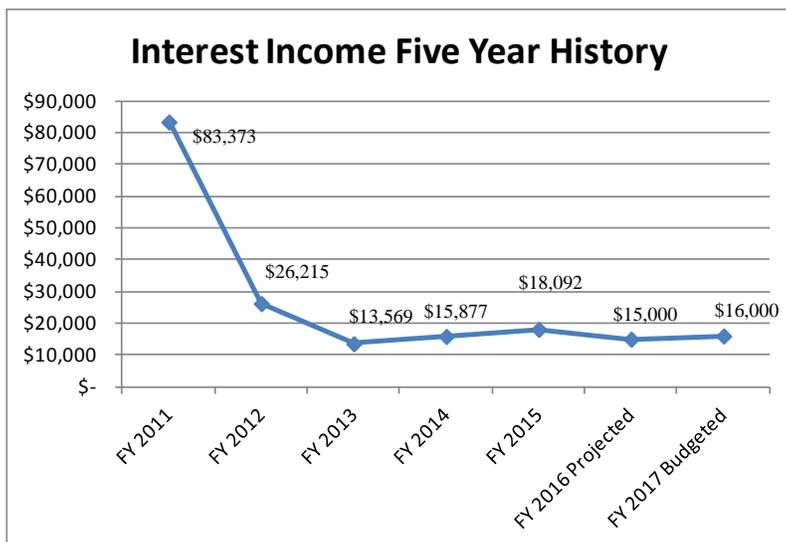
State Revenue Sharing

A large portion of the Town's general fund budget is revenue from the State of Maine, including State revenue sharing. Maine State Statute dictates that Towns are to receive five percent of the sales and income taxes received each year. These taxes are to be collected by the State and distributed based upon a valuation and population formula. Historically, the Town has received approximately \$650,000 annually, but in the past five years, sales and income taxes have declined due to the economic downturn, and in addition, for FY 2014 the State legislature reduced the revenue sharing distribution; Freeport's share declined to \$360,000 and in FY 2017 the budget shows a further reduction to \$315,000. It is notable that since FY 2013 the decrease in State revenue sharing had been absorbed by the Town's annual transfer in from fund balance. During the FY 2017 budget process, staff began reducing that transfer in so as not to begin to rely too much on fund balance. A five year history of State Revenue Sharing is included here for comparison purposes.



Market Factors-Interest Income

In addition to the large declines in State revenues and cuts in welfare, the Town has been projecting significant declines in interest income. During FY 2009, the Town received \$393,000 in interest income; the FY 2013 receipt was \$13,500, the FY 2016 projection is \$15,000, and the FY 2016 budget is \$16,000. This decline is due to the economic downturn; interest rates in low-risk investments such as checking, savings, and certificate of deposit accounts have plummeted over the past five years. The Town's investment policy states that it invests its money (other than reserve and trust funds) in assets that preserve principal, cash-flow, and finally, give return. The Town's operating funds are invested in certificates of deposits and a nightly "sweep" account; the CDs are FDIC-insured and the "sweep" account is collateralized, and the majority of these investments are returning less than one percent of interest-per-year. A chart of the past five years' historic interest income receipts is listed here to illustrate the decline and impact on the general fund.



historic interest income receipts is listed here to illustrate the decline and impact on the general fund.

Summary-the Difference between the Tax Rate and the Budgeted Amount

During budget season each year, staff attempts to differentiate between increases or decreases in budgeted amounts and tax amounts. The table below shows the budget amounts and then tax amounts from each of the three taxing bodies in Freeport (Cumberland County, RSU #5, and the Town of Freeport) so the readers can understand this difference. Property tax revenue accounts for approximately half of the Town's general fund revenue, and as expenditures and revenues fluctuate, the property tax requirement to deliver services changes.

Town of Freeport Budget Recap FY 2016 vs FY 2017									
Taxing Body	Budget Amount				Tax Amount				
	FY 2016	FY 2017	\$ Increase	% Increase	FY 2016	FY 2017	\$ Increase	% Increase	
Cumberland County	\$ 941,811	\$ 991,074	\$ 49,263	5.23%	\$ 941,811	\$ 991,074	\$ 49,263	5.23%	
Regional School Unit #5	\$ 16,548,807	\$ 16,610,407	\$ 61,600	0.37%	\$ 16,548,807	\$ 16,610,407	\$ 61,600	0.37%	
Town of Freeport	\$ 9,352,257	\$ 9,461,341	\$ 109,084	1.17%	\$ 5,048,107	\$ 5,148,591	\$ 100,484	1.99%	
	Total Increase \$ 219,947 0.82%				Total Increase \$ 211,347 0.94%				

THE CAPITAL PROJECTS FUND

In addition to the general fund's operating budget, the Town Council adopted the five-year capital program which is a planning document, and is expected to make the FY 2017 capital appropriations on June 7th at the same time as all other budgets. The FY 2017 capital improvement program is seen in summary here with four years of historic data for comparative purposes. Specific projects and their impact on the operating budget (if applicable) are included in the capital budgeting section of this document.

Capital Improvements Program Five-Year History					
Department	FY 2013	FY 2014	FY 2015	FY2016	FY 2017
Police	\$ 50,000	\$ 25,000	\$ 86,000	\$ 88,000	\$ 155,400
Fire	\$ 77,000	\$ 15,000	\$ 50,000	\$ 750,000	\$ 95,000
Rescue	\$ 174,000	\$ 189,000	\$ 214,000	\$ 196,000	\$ 110,000
Public Works	\$ 471,000	\$ 289,000	\$ 45,000	\$ 295,000	\$ 221,000
Solid Waste	\$ 90,000	\$ 30,000	\$ 12,000	\$ 170,000	\$ 90,000
Comprehensive Town Improvements	\$ 614,900	\$ 245,600	\$ 1,590,000	\$ 681,000	\$ 570,000
Municipal Facilities	\$ 266,000	\$ 143,000	\$ 191,500	\$ 165,500	\$ 241,200
Cable	\$ 16,750	\$ 19,000	\$ 32,000	\$ 3,000	\$ 35,000
Other	\$ 188,000	\$ 101,000	\$ 16,000	\$ 35,000	\$ 5,000
Destination Freeport TIF District	\$ 315,000	\$ 219,500	\$ 202,000	\$ 166,000	\$ 171,000
Total	\$2,262,650	\$1,276,100	\$2,438,500	\$2,549,500	\$1,693,600

The five-year capital program is a listing of all intended projects and equipment purchases during the next five fiscal years. It is not an appropriation; the Town's Charter requires the capital and operating budgets to be adopted at the same time. Those appropriations will occur on June 7th, 2016.

One notable item is the method of funding capital projects; this can be confusing in light of discussions above about tax rate impacts. The Town has spent the past 25 years building reserve funds so its capital needs are largely satisfied by using reserves. The reserve funds are invested per the Town's investment policy in 25 percent equity funds and 75 percent fixed income instruments. Each year, the Council adopts the capital budget for the upcoming fiscal year, and that appropriation directs staff to transfer funds from the reserves into the capital projects fund for these upcoming projects. The Freeport Town Council has historically directed staff to produce "minimal tax increase" budgets, and this is one method of accomplishing that goal. The Town staff uses the balances as of the prior financial statements in order to "benchmark" whether or not there are sufficient funds to complete the upcoming projects, and informal unaudited fund balances to indicate the balances to the Council for budget deliberations. The December 31st, 2015 unaudited balances are shown to the right.

Town of Freeport Reserve Funds	
Draft Reserve Balances 12/31/2015	
For Funds Used in the Capital Planning Process	
Police	\$ 388,721
Fire	\$ 503,126
Rescue	\$ 561,976
Public Works	\$ 578,875
Solid Waste	\$ 125,782
Comprehensive Town Imp.	\$ 731,784
Municipal Facilities (1)	\$ 1,123,437
Cable	\$ 511,319
Other (2)	\$ 40,949
<p>Note 1: The Municipal Facilities capital improvement plan is taken from both the general administration and building maintenance reserves; these are summed above.</p> <p>Note 2: The "Other" projects are Board and Committee requests and will be taken from the appropriate reserves based upon the project.</p> <p>Note 3: Please note that the reserve balances do not include operating transfers out to the general fund for the FY 2016 budget or FY 2016 funding to reserves.</p>	

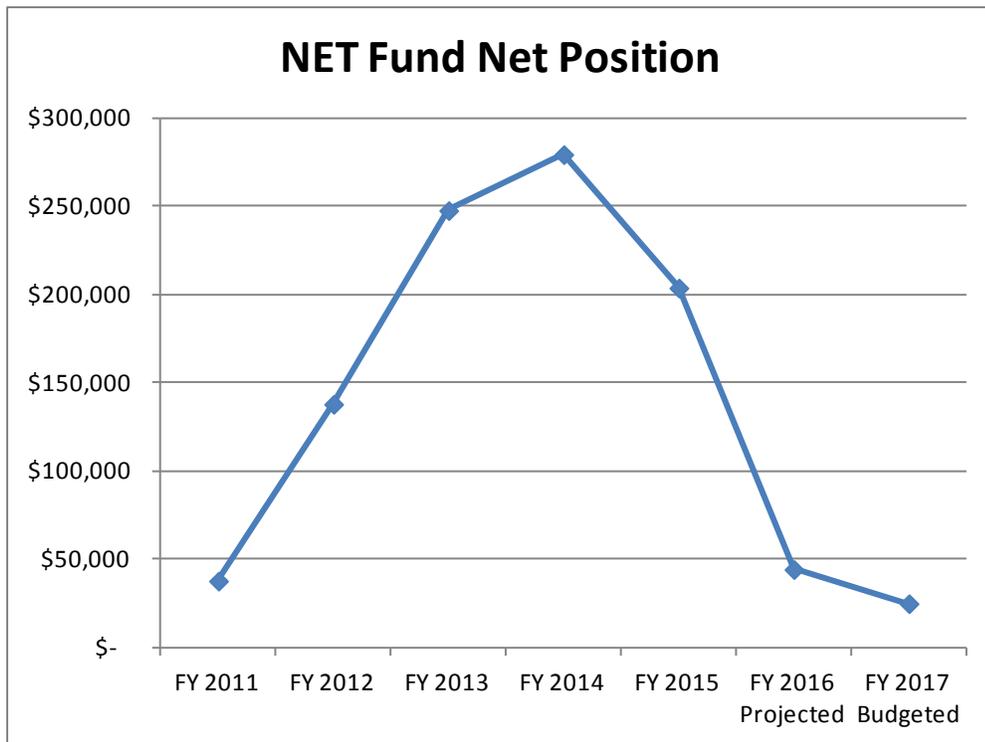
DESTINATION FREEPORT TIF FUND

The Destination Freeport TIF five-year capital program was adopted on April 12th, 2016, and the FY 2017 budget is scheduled to be adopted on June 7th, 2016. Maine State Statutes allow for tax-increment financing districts. Currently, the Town has five active TIF districts, but only one has increment available for infrastructure and economic development expenditures. The Town Council amended the Destination Freeport TIF in 2011 to “capture” more value and generate approximately \$25,000 more increment to support the Nordica Theatre development and support economic development efforts through the Freeport Economic Development Corporation (FEDC). In FY 2012, the Council increased the TIF’s “cap”, or value to which the tax rate is applied to generate an additional \$90,000 in increment to support economic development efforts through the Freeport Economic Development Corporation (FEDC). The FY 2017 budget includes sidewalk improvements and sidewalk ramp detectable panel replacements in the downtown, downtown maintenance, mandatory credit enhancement agreement items, and economic development. These are detailed in the fund’s section of this document.

Destination Freeport Historic Value and Tax Increment			
Fiscal Year	TIF Cap	Mil Rate	TIF Increment
FY 2009	\$ 11,415,100	\$ 12.75	\$ 145,543
FY 2010	\$ 11,415,100	\$ 12.75	\$ 145,543
FY 2011	\$ 11,415,100	\$ 15.15	\$ 172,939
FY 2012	\$ 17,000,000	\$ 15.20	\$ 258,400
FY 2013	\$ 17,000,000	\$ 15.45	\$ 262,650
FY 2014	\$ 17,000,000	\$ 15.85	\$ 269,450
FY 2015	\$ 17,000,000	\$ 15.80	\$ 268,600
FY 2016	\$ 17,000,000	\$ 16.80	\$ 285,600
FY 2017 Projected	\$ 17,000,000	\$ 16.94	\$ 287,980

NON-EMERGENCY TRANSPORT FUND

The Non-Emergency Transport fund is the Town's only enterprise fund; the program has been in operation for over ten years. The firefighter/paramedics are scheduled to perform non-emergency ambulance runs to the local hospitals for patients who are unable to transport themselves to appointments and procedures. The fund gained equity over the past fiscal year; however, during FY 2016, the Town was hit with the unexpected closure of the local hospital where the majority of these runs came from and staff is projecting the fund will take a major hit. The anticipated June 30th, 2016 fund equity is approximately \$40,000; however staff is making operating adjustments to help offset this impact. Historically, the NET fund has transferred monies to the general fund, in order to offset wages paid from the general fund for employees who conduct emergency and non-emergency transports. Staff has budgeted to make a \$50,000 transfer in FY 2017, though this will be a point of discussion during the budget process. The NET fund's historic net position is shown below.



WINSLOW PARK FUND

The Winslow Park was donated by Adelaide Winslow Harb in 1953; one of the stipulations of the donation was that the revenue generated by the park's rental fees stay in a separate fund for accounting purposes. The Winslow Park generates approximately \$280,000 in revenue from park rentals, concessions, and other revenues. The fund maintains a healthy fund balance between \$300,000 and \$550,000 depending upon the required capital projects. During FY 2011 and FY 2012, the Winslow Park Commission spent approximately \$185,000 and undertook a large erosion control project to ensure the long-term health and sustenance of the public beach. The Park is projected to use approximately \$23,000 of its fund balance during FY 2016. The Winslow Park five-year fund balance trend is shown in the adjoining chart. The Park staff's goals and objectives for FY 2017 are included in that fund's section of this document.



SUMMARY OF THE FY 2017 BUDGET

The FY 2017 budget was difficult to prepare, as the State's budget and pass-through revenue are declining each year while costs of doing business increase annually. However, these factors were mitigated by the addition of non-property tax revenue. As the budget stands as proposed, the tax increase is likely to be two percent on the municipal side, or approximately seven cents per \$1,000 of valuation. The total budget as proposed by the County, RSU, and Town combined is 0.82 percent down from last year and the projected tax increase for all three entities is 0.94 percent, or fourteen cents per \$1,000 of value.

Town of Freeport Budget Recap FY 2016 vs FY 2017								
Taxing Body	Budget Amount				Tax Amount			
	FY 2016	FY 2017	\$ Increase	% Increase	FY 2016	FY 2017	\$ Increase	% Increase
Cumberland County	\$ 941,811	\$ 991,074	\$ 49,263	5.23%	\$ 941,811	\$ 991,074	\$ 49,263	5.23%
Regional School Unit #5	\$ 16,548,807	\$ 16,610,407	\$ 61,600	0.37%	\$ 16,548,807	\$ 16,610,407	\$ 61,600	0.37%
Town of Freeport	\$ 9,352,257	\$ 9,461,341	\$ 109,084	1.17%	\$ 5,048,107	\$ 5,148,591	\$ 100,484	1.99%
Total Increase			\$ 219,947	0.82%			\$ 211,347	0.94%

While the upcoming year's budget is the subject of discussion, it is important to estimate where each budgeted fund will end up on June 30th, 2016. Certainly, these figures are subject to change based upon the next two and-a-half months, but the funds' projections are below.

The FY 2016 budget includes projections from the fiscal year ending June 30th, 2016. These projections are as follows:

FY 2016 Fund Balance Projections						
Funds Subject to Appropriation						
	6/30/2015	Projected		6/30/2016	\$ Increase/ (Decrease)	% Increase/ (Decrease)
	Fund Balance	Revenues	Expenditures	Fund Balance		
General Fund-Budgetary Basis	5,805,045	10,305,389	9,637,883	6,472,551	\$ 667,506	11.50%
Destination Freeport TIF Fund	202,206	285,600	186,000	301,806	\$ 99,600	49.26%
NET Fund	203,718	485,000	644,373	44,345	\$ (159,373)	-78.23%
Winslow Park Fund	525,026	288,200	311,300	501,926	\$ (23,100)	-4.40%

It is notable that the general fund's fund balance is projected to increase by \$667,500 during FY 2016. This is a preliminary estimate, and staff has taken a very conservative approach to department expenditures along with some unanticipated revenues. If departments under-spend their budgets (which they are directed to each year), the fund will show a surplus. Per Town policy, any fund balance above the one and-one-half minimum plus five percent allowed amount is either transferred to reserves if balances warrant funding, or can be used to offset taxes or conduct other projects as designated by the Town Council. Staff will report to the Town Council each year on the status of the general fund's fund balance after the financial statements are completed. During FY 2013 and FY 2014, all excess fund balance remained in the fund to offset State revenue sharing reductions. As of June 30th, 2015, the Town was just short of its policy by approximately \$60,000. Accordingly, the next five years of proposed capital budgets have been reviewed and constructed to minimize substantial impact to the reserves as several of the Town's reserves contain lower balances than the benchmarks of the sum of the five-year plan or twenty percent of the 20-year capital improvement plan. Staff will fund the reserves in order to achieve the proper levels if possible this year and will report back to the Council on this effort after the financial statements are completed.

The Destination Freeport TIF fund will receive approximately \$285,000 in increment during FY 2016, and the proposed budget for the fund is \$186,000. It is expected that the fund balance in the Destination Freeport

TIF will increase by that difference of approximately \$100,000 during FY 2016, and the capital program includes \$171,000 in capital improvements in the subsequent year.

The Non-emergency transport fund is projected to lose \$160,000 in net assets during FY 2016, and staff is watching the fund closely. Staff will be working with the department, and watching the fund into FY 2017 for any changes that would cause the fund's net assets to deteriorate further and if necessary, report back to the Council on this.

The Winslow Park fund's fund balance is projected to decrease \$23,000 during FY 2016, and while the Park's budget is balanced for FY 2017, it is likely that the operations will realize an increase in fund balance now that many of the Park's capital projects are complete. This fund has historically generated surpluses each year, but during the past couple of years the Winslow Park Commission has conducted large-scale erosion control and other renovation projects in order to keep the Park beautiful to residents and visitors alike.

We are pleased to begin the official budget process, and encourage any Council questions or comments. We look forward to answering them and conducting an efficient and transparent budget process.

PUBLIC SESSIONS

Each year, department heads assemble in the Town Council chambers to conduct an informal “Q&A” session with any public member who wishes to attend. This is a nice opportunity for residents or business-owners to gain information on the budget in a “low-pressure” setting.

May 11th from 5:00-6:00 PM: public Q&A with department heads in the Council chambers

May 12th from 7:30-8:30 AM: public Q&A with department heads in the Council chambers



To: Peter Joseph, Town Manager
From: Jessica Maloy, Finance Director
Re: Update on the Town's FY 2017 Budget After Adoption
Date: June 22, 2016

As you know, the Council made several changes to the budget after adoption; I would like to summarize these as follows:

List of Changes to the FY 2017 Operating Budget-Adopted			
Item	Reserve	Net Change	Reason
Public Works_Tree Trimming	0403-4070	\$ (4,000)	Budget to Actual
Human Services_Various Lines	0300-xxxx	\$ 250	Adj. based on individual requests
General Assistance_Freeport	0301-6350	\$ (5,000)	Budget to Actual
Transit_Other Wages	0109-1200	\$ (2,500)	Budget to Actual
Coastal Waters_Other Wages	0605-1200	\$ (1,000)	Budget to Actual
Town Manager_Travel	0101-3302	\$ (1,000)	Budget to Actual
Finance Dept_Travel	0102-3302	\$ (500)	Budget to Actual
Finance Dept_Printing	0102-6002	\$ (1,000)	Budget to Actual
Shellfish Commission_Projects	0607-7670	\$ (700)	Adj. based on individual requests
		<u>\$ (15,450)</u>	Net Budget Impact

The approximate tax rate impact of the total budget is an additional \$36.22 to the owner of the average \$258,700 home in Freeport.

	FY16	Projected FY17	\$ Increase	% Increase
Cumberland County	0.69	0.73	0.03	4.91%
Regional School Unit #5	12.18	12.22	0.04	0.32%
Town of Freeport	3.92	3.98	0.06	1.52%
Total Tax	16.80	16.93	0.13	0.79%

The final impacts of all three budgets (Town, County, and RSU #5) are as follows:

Town of Freeport Budget Recap FY 2016 vs FY 2017									
Taxing Body	Budget Amount				Tax Amount				
	FY 2016	FY 2017	\$ Increase	% Increase	FY 2016	FY 2017	\$ Increase	% Increase	
Cumberland County	\$ 941,811	\$ 991,074	\$ 49,263	5.23%	\$ 941,811	\$ 991,074	\$ 49,263	5.23%	
Regional School Unit #5	\$ 16,548,807	\$ 16,610,407	\$ 61,600	0.37%	\$ 16,548,807	\$ 16,610,407	\$ 61,600	0.37%	
Town of Freeport	\$ 9,352,257	\$ 9,447,391	\$ 95,134	1.02%	\$ 5,048,107	\$ 5,134,641	\$ 86,534	1.71%	
Total Increase			\$ 205,997	0.77%	Total Increase			\$ 197,397	0.88%

Town Council Goals and Their Impact on the Budgeting Process

Each December after the November election, the new Town Council sets annual goals. The Town Council periodically reviews these goals to ensure that they are achieved throughout the year. It is notable that while the goals cover a calendar year as that is consistent with the elections of new councilors; the financial items almost always correspond with the upcoming fiscal year. For example, the financial references in the 2016 goals below refer to the FY 2017 budget process. The Council's Calendar Year 2016 annual goals are listed below:

1. Prioritize, evaluate and control expenditures in operating and capital budgets to mitigate the impact on the tax payers and maintain a stable tax rate, while providing the highest quality of services possible within the resources available.
 - Update: The Town Manager has presented to the Town Council what is largely a maintenance budget.
2. Promote intercommunication, information exchange and collaboration on direction and process between Councilors, while conducting town business in an efficient manner, as well as prioritize transparency of decision-making and of Town government operations.
 - Update: This item does not have a specific budget component, but the Town Council has worked very hard to conduct a transparent yet efficient budget process. The budget is conducted over a two-month period, and while that may seem to be a short period of time, the Council has a public hearing, at least one workshop, and two informal sessions with staff in order to ensure that the public and Councilors have proper time to ask as many questions as they may have. In addition, the Town Manager announces that department heads are available for Council or public meetings at any time during the budget process.
3. Continue to promote efforts to engage Freeport residents in decision-making.
 - Update: This item does not have a specific budget component, but the Town Council has worked very hard to disseminate budget information to the residents of Freeport. In addition to the public hearing, the Town of Freeport offers two Q&A Sessions to the public to ask questions that they may have. The Town Manager also announces that department heads are available for Council or public meetings at any time during the budget process.
4. Be active in maintaining a strong relationship with the RSU5 Board and neighboring municipalities.
 - Update: This item does not have a specific budget component, but the Town Council works very hard to discuss the components of the Town's Mil Rate and the subsequent requests by the Town, School, and County. Council also holds an annual meeting with our neighboring communities that are part of the RSU5 to promote and maintain a strong relationship and allow a time for updates and questions or concerns that each governing body is facing.

Town Financial Policies and How They Impact the Budget Process

The Town of Freeport is fortunate enough to have a very progressive and proactive set of policies; these have kept the Town in a strong financial position with a stable tax rate during tough economic times. The Town is very proud to be one of the only municipalities in the State to receive a rating upgrade from AA to AA+ from Standard and Poor's rating agency during its April, 2011 debt refunding rating, with one stated factor from rating analysts being sound fiscal policies. The Town's policies were reaffirmed during the summer of 2014 with a rating upgrade to AAA. That was very exciting!

The Town maintains policies on fund balance, investments, reserves, tax rate stabilization, and tax-increment financing districts (TIFs); these are summarized below and the full policies are listed in Appendix A. In addition, the Town's Charter addresses many financial items, such as the balanced budget. In section 6.03, the Town Charter states that "the total of proposed expenditures shall not exceed the total of the estimated income".

Fund Balance Policy Summary: The Town's Fund Balance Policy was originally passed in 1984, and has most recently been amended in 2011 and 2012 to include the new Government Accounting Standards Board Statement Number 54 (GASB 54) definitions of fund balance and change the amount of minimum fund balance from one month to one and-a-half months of the operating budgets of the general fund, Cumberland County tax levy, and RSU #5 tax levy. The finance director is to report back on the fund balance on an annual basis after the financial statements are complete.

Investment Policy Summary: The Town's Investment Policy was first adopted in 1998 and has most recently been revised in 2012 to make changes to the qualifications to do business with the Town, percentage of fixed income and equities in the reserve funds in addition to the definition of fixed income funds versus individual investments. The policy addresses the general and other co-mingled cash funds, reserves, and trusts, and specifies reporting requirements for each. The general and other co-mingled funds are governed specifically by Maine Statutes, and equity investments are not allowed in this category. The Town employs both a trust advisor and investment advisor as required by law for investing the reserve funds. This additional safekeeping agreement is required in order to ensure that a qualified broker/dealer is conducting the transactions on behalf of the Town. The trust funds are invested in a similar manner, but include different fixed income and equities ratios. The reserves include 25 percent equities, while the trust funds are between 50 and 70 percent, depending upon their purpose.

Tax Rate Stabilization Fund: The Town adopted a tax rate stabilization fund in order to ensure a stable tax rate even during times of economic downturn in 1998, and it was most recently updated in 2011 to tighten the language allowing for the use of the fund for conformance with GASB 54. The tax rate stabilization fund is \$1 million, and up to 50 percent of it may only be used when the sum of the general fund, County, and RSU #5 budgets are requiring a five percent (or higher) budget increase, or a five percent increase is predicted in the Town's property tax mill rate.

Reserve Policy: The Town council passed a Reserve Account Policy in 1996, and it is revised from time-to-time to add a reserve fund. The reserves are listed specifically, and their funding sources are emergency rescue revenue in excess of the amount required to be used to offset operating fund costs, cable television franchise fees in excess of the budgeted annual transfer to offset the operating budget, parking fees, excess fund balance from the general fund, sale of equipment, lease proceeds, balances left in capital accounts, unanticipated revenues, amounts established in the annual operating budget, and interest earned by the investment account.

Tax Increment Financing (TIF) District Policy: The Town implemented its first Tax Increment Financing District Policy in 1998, and its most recent revision was in 2010. The TIF policy guides how a district is identified, the maximum number of years a TIF can extend is identified as 30 years with 20 years of bonds allowed in association with the TIF, no personal property can be included in the TIF, and other qualifications for creating such a district. In the State of Maine, one of the largest tools municipalities have to attract businesses is the credit enhancement agreement (CEA). The CEA is normally an addendum to a TIF document that allows a developer to be reimbursed for a portion of public infrastructure via a property tax rebate. In most circumstances, the developer completes a project that would otherwise not have been possible and proves associated eligible expenses to the Town. The Town collects the property tax increment (above the original assessed value of the parcels in the district) and remits a portion of this to the developer until he is reimbursed for an agreed-upon amount of his infrastructure costs.

Freeport strives to be a business-friendly community by maintaining a detailed and well-documented TIF policy that developers are able to understand and readily follow. During 2010 and 2011, the Town undertook a lengthy strategic planning process regarding the use of tax increment financing districts, and produced a document that streamlines the process from the economic development office, to planning (and the planning board), the Town council, and then finally implementing new tax increment financing districts. The Town and Freeport Economic Development Corporation hired a consultant to facilitate the process, and encouraged much public participation. Since Freeport has so many small and locally-owned businesses, there was much public input.

Recap and Impact on the Budget Process: All of the above policies help to preserve Freeport's financial health by ensuring that the tax rate remains stable, there is adequate fund balance to maintain operations until the first installment is billed and received in November of each year, the reserves are funded and benchmarked, and investments are treated in a consistent way. The Town uses its policies as tools in the budgeting and annual accounting cycle. For example, each year during the budgeting process, staff reports to the council on the funding of the reserve funds. This assists the councilors in making decisions on capital improvement needs. The benchmark is 20 percent of the 20-year capital replacement schedule or the sum of the five-year plan. If the balance is within these parameters, it is considered sufficient unless there is an extraordinarily large and immediate need such as the purchase of a fire truck. In that case, staff reports the benchmarks with a disclaimer regarding that upcoming purchase. The new fund balance policy contains language that the finance director will return to the council annually and give a specific report on the fund balance and upcoming cash needs so the council is prepared to

make decisions on the appropriate expenditure of any fund balance above the minimum amount of one-and-one half months.

The Budget Process-the Schedule, the Funds, and How We Account for Each

Budget Process and Calendar

The Town's fiscal year begins on July 1st of each year, and the budget process begins by the Town Council setting goals during the prior December. The FY 2017 goals as set in January 2016 related to the budget were as follows:

Budget and Taxes

1. Prioritize, evaluate and control expenditures in operating and capital budgets to mitigate the impact on the tax payers and maintain a stable tax rate, while providing the highest quality of services possible within the resources available.

This sets the tone for the Town Manager and department heads, and in the case of FY 2017, staff designed budgets based upon a directive of no major discretionary expenditure increases.

It is notable that during the FY 2017 deliberations process, the department heads continued to have goals and objectives, but many had no (or minimal) impact on the general fund or tax rate. For example, the Assessing Department is conducting a revaluation of properties. This is done in-house with the assistance of an intern and paid for from a reserve account that has been accumulated for the revaluation purpose. The Planning Department is continuing to work very hard with a volunteer committee of citizens on exploring the possibility of solar energy opportunity for the Town's business and residential neighborhoods. The General Assistance Director is working on energy conservation methods for low-income residents and access to public transportation, both through the Federal Community Development Block Grant process.

The Town's budget schedule is unique in that the process is not long in duration, but there are many different ways for the public to address the Council and staff. For example, during the capital budget and planning processes there is a Council workshop in addition to a public hearing. The operating budget schedule is a bit different; the budget is introduced by staff, and there is a public hearing and workshop, but there are also two public sessions (one in the morning and the other in the evening) during which the public can meet with any department head they wish and ask any questions regarding the budget that they may have in an informal setting. There are no television cameras as there are at Council meetings, and the intention is that the setting be more comfortable for residents. In the spirit of an "open door" policy, staff always announces at the beginning of the budget process that staff is available for individual councilor and public member meetings, and introduces how those meetings are made. In addition, there is always public comment at each Council meeting, occasional public questions are addressed during workshops, and the public hearing is always well-attended. It is notable that all Council meetings are televised on cable television in addition to streaming live on the internet and captured on Video-on-Demand for subsequent viewings.

FY 2017 Budget Schedule

		Council Action Required
Thursday, February 25, 2016	Manager Transmits 5-Year Capital Program to Council	None
Tuesday, March 01, 2016	Manager Presents 5-Year Capital Program During Council Meeting	None
Tuesday, March 15, 2016	Council Sets Public Hearing for April 5	Set Public Hearing and Advertise
Tuesday, March 15, 2016	Council Workshop on 5-Year Capital Program	None
Tuesday, April 05, 2016	Public Hearing on Capital Program	None
Tuesday, April 12, 2016	Adoption of the 5-Year Capital Program	Resolution Made by Council
Thursday, April 28, 2016	Manager Transmits Operating, Capital and TIF Budget to Council	None
Tuesday, May 03, 2016	Manager Presents Operating, Capital and TIF Budget	None
Tuesday, April 12, 2016	Council Sets Public Hearing for May 17	Set Public Hearing and Advertise
Wednesday, May 11, 2016	5:00-6:00 PM Department Head Public Informal Q&A Session	None
Thursday, May 12, 2016	7:30-8:30 AM Department Head Public Informal Q&A Session	None
Tuesday, May 17, 2016	Council Workshop on Operating, Capital, and TIF Budgets	None
Tuesday, May 17, 2016	Public Hearing on Operating, Capital, and TIF Budgets	None
Tuesday, June 07, 2016	Target Date for Budget Adoption-Capital, TIF, and Operating Budgets/Appropriation Made	Order Made by Council

Supplemental Appropriations

The Town Council is able to pass supplemental appropriations after the budget is passed by Town Charter Section 6.08 as follows:

Supplemental Appropriations: If during the fiscal year the manager certifies that there are available, for appropriation, revenues in excess of those estimated in the budget, the council by ordinance shall make supplemental appropriations to either reduce the tax commitment, if the tax commitment has not already been made, increase the town's fund balance, or provide for an expenditure for the year up to the amount of such excess. In the instance of a supplemental appropriation for an expenditure, a two-thirds vote of the council shall be required.

Staff does not expect the Town Council to make any supplemental appropriations during the FY 2017 budgeting process. However, from time-to-time staff does present supplemental appropriations when these come from reserve or capital projects funds. An example of this is when the Town receives a grant, and must approve a match. Staff does not budget these items as in the case the grant is not approved the match should not be expended.

Description of the Town's Funds and Basis of Budgeting

The five funds for which the Council passes a budget are the general, Destination Freeport TIF, Winslow Park, Non-emergency Transport, and capital projects funds. The Town's budgeting method is consistent with the modified accrual basis of accounting. The Town budgets its revenue when it is measurable and available, and expenditures during the period when the liability is incurred, as it would be under accrual-basis accounting. However, the Town does not budget for depreciation expense except in the Non-emergency Transport enterprise fund. Debt service and certain compensated absences are budgeted only when the payments will actually be made.

General Fund: The general fund serves as the Town's operating fund; it is used to account for all activities that are not required to be accounted for in a separate fund.

Destination Freeport Tax Increment Financing (TIF) Fund: The Destination TIF Fund was created in 1999 to improve the infrastructure in the downtown area. The increase in value above the assessor's valuation at the time the TIF was granted by the State Department of Economic and Community Development (DECD) generates "property tax increment". This increment is placed in a special revenue fund, and used according to the TIF plan as approved by the DECD. This includes infrastructure improvements, economic development, and a \$20,000 annual payment to the development of the Nordica Theatre for a ten-year period, expiring in FY2022.

Winslow Park Fund: In 1953, the Town resident Adelaide Winslow Harb gifted the Winslow Park land, cottage, and farmhouse for the purpose of creating a public park. Winslow Park's Harb Cottage is a very popular summer rental property as it is right on the ocean and surrounded by beautiful grounds. The rental income and associated expenses are accounted for in a special revenue fund.

Non-Emergency Transport Fund: The Town maintains a non-emergency transport program; citizens are able to call the Town's fire department and make an appointment for transport to non-emergency hospital appointments. In most cases, their insurance pays for the service. These payments and related expenses are accounted for in the NET fund. This program is accounted for in an enterprise fund, which means that the fund is accounted for on a full-accrual basis. The depreciation expense and accumulated depreciation are accounted for on the fund level, as would be debt (if applicable) and other accruals and deferrals. While the Town budgets the depreciation expense, the balance sheet items such as accumulated depreciation are shown on the balance sheet and not subject to the appropriation process.

Capital Fund: The Town Council adopts a five-year capital plan each year, and passes the first year of this plan as its capital budget. The capital budget cycle is a calendar year, as opposed to all other funds, which are budgeted on a fiscal year from July 1-June 30 of each year. The capital fund accounts are all segregated by project and department, as passed by the Town council. The balances do not lapse into an "unassigned" type of fund balance, but rather remain on the books for three years or until the project is completed. (Town Charter Section 6.09)

While the five funds described above are subject to appropriation by the Town Council, the Town has funds that are not budgeted, but subject to policy or outside trust arrangements. These are as follows:

RSU #5 Assessments: This is the pass-through property tax that is levied by the Regional School Unit and required to be billed by the Town. This fund is not budgeted as all other funds because it is simply a pass-through tax levy.

Reserve Funds: The reserve funds are not budgeted because they are solely for use on capital projects and these are approved during the capital budgeting process or throughout the year by council.

Grant Funds: These are not a part of the budgeting process, as they are approved individually when the grant is received by the council.

TIF Funds (Other than the Destination Freeport TIF): Tax Increment Financing District Funds are appropriated separately by a credit enhancement agreement by the council when the TIF is established (or amended if applicable), or when the Town uses TIF funds for capital projects, the Council approves these as part of the capital budget.

Lease Funds: These funds are not budgeted because the council approves the leases when they are negotiated and approves any transfers from these funds during the budget process.

Trust Funds: The Town has several trust funds, and all are governed by trust agreements. The council does not budget these funds because staff must follow the trust agreements regarding income and allowed expenses.

Town of Freeport Funds and Basis of Accounting				
Fund	Fund Category	Fund Type	Budgeted	Basis of Accounting
General Fund	Governmental	General	Yes	Modified Accrual
Winslow Park Fund	Governmental	Special Revenue	Yes	Modified Accrual
Non-Emergency Transport Fund	Proprietary	Enterprise	Yes	Full Accrual
Capital Projects Fund	Governmental	Capital Projects	Yes	Modified Accrual
RSU #5 Assessments Fund	Governmental	Special Revenue	No	Modified Accrual
Reserves Fund	Governmental	Special Revenue	No	Modified Accrual
Grants Fund	Governmental	Special Revenue	No	Modified Accrual
TIF Funds	Governmental	Special Revenue	Destination Freeport Only	Modified Accrual
Lease Fund	Governmental	Special Revenue	No	Modified Accrual
Trust Funds	Governmental	Permanent	No	Modified Accrual

In addition to a description of the funds, it is important to see the relationship between funds and their fund balances. An unaudited fund balance projection is listed on the next page for all funds subject to appropriation.

Town of Freeport All Funds Subject to Appropriation Projected Fund Balance

	General Fund	Winslow Park	Destination TIF Fund	NET Fund	Capital Projects Fund	Total All Funds Subject to Appropriation
06/30/2015 Unaudited Fund Balance	5,231,425	490,428	97,304	197,857	3,215,333	9,232,347
Revenues						
Taxes	24,197,187		281,350			24,478,537
Licenses, Permits, and Fees	240,550					240,550
Intergovernmental	1,067,500					1,067,500
Charges for Service	200,900	288,200		615,050		1,104,150
Fees and Fines	100,400					100,400
Unclassified	43,500				10,000	53,500
Investment Earnings	15,000					15,000
Total Revenues	25,865,037	288,200	281,350	615,050	10,000	27,059,637
Expenditures						
General Government	1,662,641					1,662,641
Public Safety	2,455,433			565,050		3,020,483
Public Works	2,237,430					2,237,430
Community Services	868,995	288,200				1,157,195
Education	16,799,319					16,799,319
Insurance and Fringe Benefits	1,691,200					1,691,200
Unclassified	1,200,361		227,000			1,427,361
Capital Outlay	-				2,311,500	2,311,500
Debt Service	179,658					179,658
Total Expenditures	27,095,037	288,200	227,000	565,050	2,311,500	30,486,787
Other Financing Sources/(Uses)	1,230,000			(50,000)	2,301,500	3,481,500
Change in Fund Balance	-	-	54,350	-	-	54,350
06/30/2016 Projected Ending Fund Balance	5,231,425	490,428	151,654	197,857	3,215,333	9,286,697

It is notable that the Destination Freeport TIF's fund balance will likely change by approximately \$54,000 or approximately 55.9 percent during FY 2016. The Destination Freeport TIF fund is allowed to be used both for economic development and infrastructure in the downtown TIF district. Each year, the capital budget for the TIF fluctuates, and the FY 2016 plan is almost \$20,000 less than the FY 2014 plan. That will allow the Town to rebuild some of the TIF fund's fund balance.

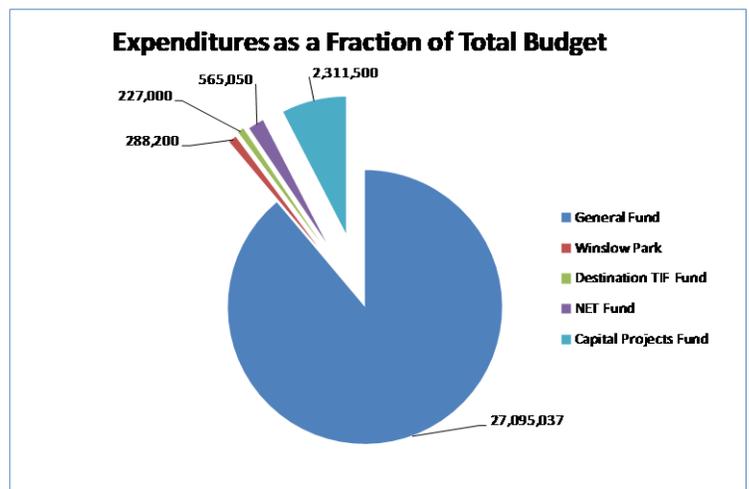
While all funds' detailed revenue and expenditures and historic and budgeted fund balances are shown in each fund section, the total of all appropriated funds is listed here to show an overview of the size of the Town's budgets in addition to the changes in fund balance. During certain years such as FY 2012, there is a large change in the end-of-year fund balance. This is mainly due to large capital programs. The Town does not ever intend to hold funds in the capital fund at the end of the project (in most cases), as the funds are held in reserves and only transferred into the capital fund as they are appropriated by the Town Council. While the table below shows the

overall fund balance fluctuations and gives a good sense of the size of the budget as a whole, the funds themselves will be a better indicator of the fluctuation in fund balances due to the capital fund's effect on the schedule. The general fund is the Town's largest fund, and it listed here individually; the table below that shows the entire amount appropriated by the Town Council by fund for FY 2016.

**Town of Freeport
Summary of Revenues and Expenditures-General Fund**

	Actual FY 2011	Actual FY 2012	Restated FY 2013	Actual FY 2014	Projected FY 2015	Budget FY 2016	Increase (Decrease)	% Change
Beginning Fund Balance	\$ 6,326,427	\$ 5,669,077	\$ 5,000,475	\$ 5,421,160	\$ 5,298,117	\$ 5,231,425		
Revenues								
Taxes	\$ 20,536,591	\$ 20,471,248	\$ 21,331,266	\$ 21,937,371	\$ 22,673,930	\$ 24,197,187	\$ 1,523,257	6.72%
Licenses, Permits, and Fees	\$ 251,944	\$ 304,607	\$ 271,689	\$ 274,869	\$ 241,852	\$ 240,550	\$ (1,302)	-0.54%
Intergovernmental	\$ 1,214,556	\$ 1,273,455	\$ 1,315,887	\$ 1,150,300	\$ 1,156,246	\$ 1,067,500	\$ (88,746)	-7.68%
Charges for Service	\$ 222,467	\$ 225,224	\$ 215,889	\$ 232,849	\$ 206,300	\$ 200,900	\$ (5,400)	-2.62%
Fees and Fines	\$ 106,577	\$ 96,935	\$ 106,786	\$ 112,014	\$ 105,700	\$ 100,400	\$ (5,300)	-5.01%
Unclassified	\$ 78,599	\$ 7,959	\$ 288,087	\$ 40,357	\$ 127,525	\$ 43,500	\$ (84,025)	-65.89%
Investment Earnings	\$ 83,373	\$ 26,215	\$ 13,569	\$ 15,877	\$ 15,000	\$ 15,000	\$ -	0.00%
Total Revenues	\$ 22,494,107	\$ 22,405,643	\$ 23,543,173	\$ 23,763,637	\$ 24,526,553	\$ 25,865,037	\$ 1,338,484	5.46%
Expenditures								
General Government	\$ 1,355,455	\$ 1,408,316	\$ 1,462,363	\$ 1,391,628	\$ 1,485,905	\$ 1,662,641	\$ 176,736	11.89%
Public Safety	\$ 1,966,313	\$ 2,045,275	\$ 2,284,924	\$ 2,352,331	\$ 2,473,275	\$ 2,455,433	\$ (17,842)	-0.72%
Public Works	\$ 1,906,075	\$ 1,913,850	\$ 1,828,000	\$ 2,305,614	\$ 2,285,050	\$ 2,237,430	\$ (47,620)	-2.08%
Community Services	\$ 596,513	\$ 594,090	\$ 616,314	\$ 763,365	\$ 873,092	\$ 868,995	\$ (4,097)	-0.47%
Education	\$ 13,104,454	\$ 13,275,403	\$ 13,631,935	\$ 14,291,054	\$ 15,076,758	\$ 16,799,319	\$ 1,722,561	11.43%
Insurance and Fringe Benefits	\$ 1,263,898	\$ 1,389,619	\$ 1,393,393	\$ 1,323,625	\$ 1,519,980	\$ 1,691,200	\$ 171,220	11.26%
Unclassified	\$ 1,157,050	\$ 1,048,576	\$ 1,054,265	\$ 1,073,311	\$ 1,084,323	\$ 1,200,361	\$ 116,038	10.70%
Debt Service	\$ 700,714	\$ 593,159	\$ 493,208	\$ 293,220	\$ 184,862	\$ 179,658	\$ (5,204)	-2.82%
Total Expenditures	\$ 22,050,472	\$ 22,268,288	\$ 22,764,402	\$ 23,794,148	\$ 24,983,245	\$ 27,095,037	\$ 2,111,792	8.45%
Other Financing Sources/(Uses)	\$ (1,100,985)	\$ (1,153,434)	\$ (358,086)	\$ (92,532)	\$ 390,000	\$ 1,230,000	\$ 840,000	215.38%
Change in Fund Balance	\$ (657,350)	\$ (1,016,079)	\$ 420,685	\$ (123,043)	\$ (66,692)	\$ -	\$ (66,692)	100.00%
Ending Fund Balance	\$ 5,669,077	\$ 4,652,998	\$ 5,421,160	\$ 5,298,117	\$ 5,231,425	\$ 5,231,425	\$ -	0.00%

It is notable that the expenditures in the general fund include the \$15 million payment to RSU #5. These payments are shown in the general fund. It is also notable that the staff and Town Council made a conscious effort to reduce the size of the capital plan in order to allow reserve balances to rebuild after a couple of years of large capital appropriations, and it is likely after the large plan in FY 2015, and large scheduled plan in FY 2016, the FY 2017 budget will be reduced.

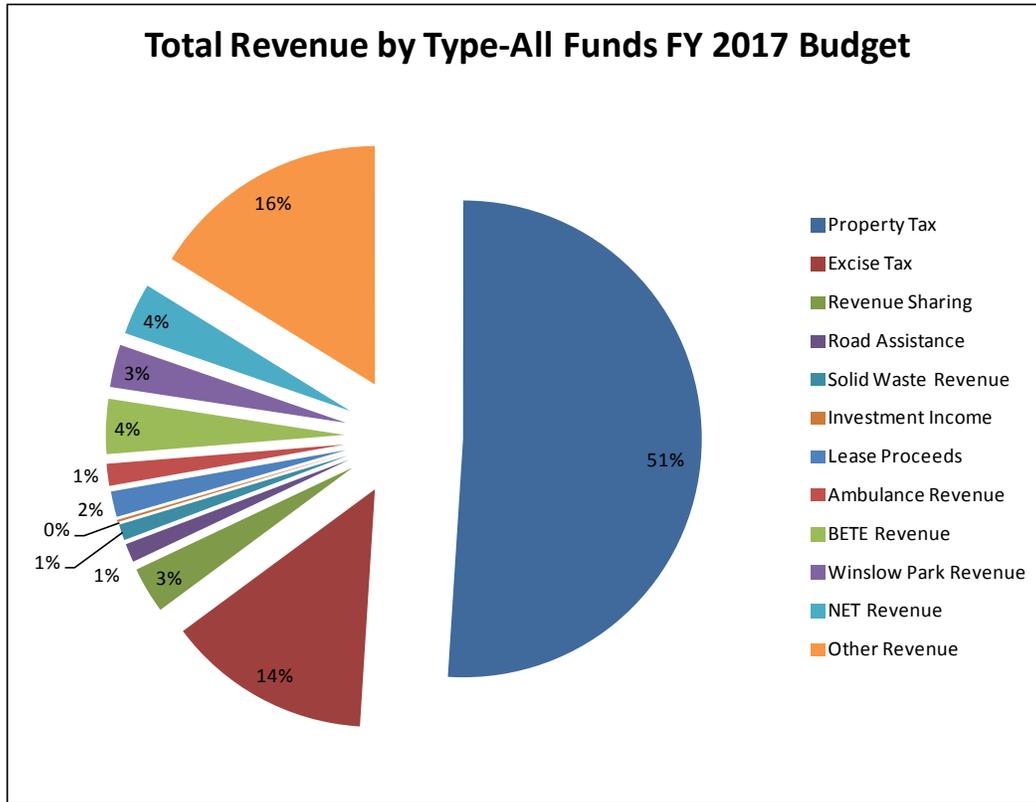


Total All Funds Historic and Budgeted Fund Balances

	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Restated	FY 2014 Audited	FY 2015 Projected	FY 2016 Budgeted
Beginning Balance	\$ 9,218,249	\$ 9,305,193	\$ 8,182,907	\$ 9,181,977	\$ 8,028,991	\$ 8,130,638	\$ 8,775,243	\$ 8,621,422
Revenue-General Fund	\$ 25,384,739	\$ 22,079,890	\$ 22,494,107	\$ 22,405,643	\$ 23,543,173	\$ 23,763,637	\$ 24,526,553	\$ 25,865,037
Revenue-Capital Fund	\$ 168,342	\$ 393,165	\$ -	\$ 800,852	\$ 376,722	\$ 114,766	\$ 511,500	\$ 10,000
Revenue-Winslow Park Fund	\$ 260,891	\$ 248,422	\$ 288,068	\$ 278,834	\$ 273,639	\$ 284,006	\$ 274,998	\$ 288,200
Revenue-TIF Fund	\$ 145,543	\$ 145,543	\$ 172,939	\$ 258,400	\$ 262,650	\$ 269,450	\$ 268,600	\$ 281,350
Revenue-NET Fund	\$ 510,196	\$ 429,254	\$ 451,067	\$ 556,022	\$ 631,889	\$ 571,385	\$ 586,430	\$ 615,050
Expenditures-General Fund	\$ 24,410,374	\$ 21,717,335	\$ 22,050,472	\$ 22,268,287	\$ 22,764,402	\$ 23,794,148	\$ 24,983,245	\$ 27,095,037
Expenditures-Capital Fund	\$ 2,291,423	\$ 1,197,231	\$ 1,302,170	\$ 4,151,716	\$ 2,012,099	\$ 976,839	\$ 2,236,500	\$ 2,311,500
Expenditures-Winslow Park Fund	\$ 187,300	\$ 213,337	\$ 378,766	\$ 297,163	\$ 226,061	\$ 224,526	\$ 261,330	\$ 288,200
Expenditures-TIF Fund	\$ 138,817	\$ 189,695	\$ 201,037	\$ 213,610	\$ 335,737	\$ 323,637	\$ 288,000	\$ 227,000
Expenses-NET Fund	\$ 411,071	\$ 447,865	\$ 468,231	\$ 496,487	\$ 522,216	\$ 558,903	\$ 617,827	\$ 565,050
Other Sources/(Uses)	\$ 1,056,218	\$ (653,097)	\$ 1,993,565	\$ 2,322,001	\$ 874,089	\$ 1,519,414	\$ 2,065,000	\$ 3,481,500
Ending Balance	\$ 9,305,193	\$ 8,182,907	\$ 9,181,977	\$ 8,376,466	\$ 8,130,638	\$ 8,775,243	\$ 8,621,422	\$ 8,675,772
Change in Fund Balance	\$ 86,944	\$ (1,122,286)	\$ 999,070	\$ (805,511)	\$ 101,647	\$ 644,605	\$ (153,821)	\$ 54,350

Town Revenues-Sources and Historic Data

The Town of Freeport has numerous general fund sources of revenue; 11 of the major sources are listed below with ten years of historic information wherever possible and practical.

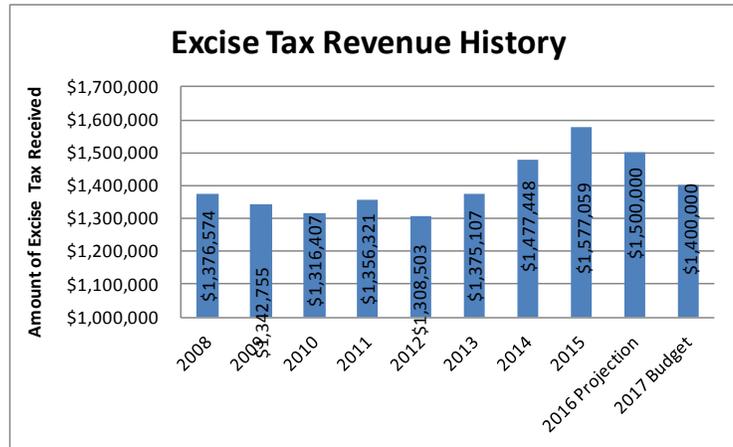


PROPERTY TAXES Maine State Statute Title 36 allows municipalities to levy property taxes on real and personal property each year as it is assessed on April 1st. Historically, approximately 50 percent of the Town's general fund budget is funded by property taxes. These are taxes levied on businesses and residents of the Town that pay for essential programs and services for the Town, Cumberland County, and Regional School Unit #5. The Town Council has control over the Town's general fund tax levy, but the County and RSU taxes are sent



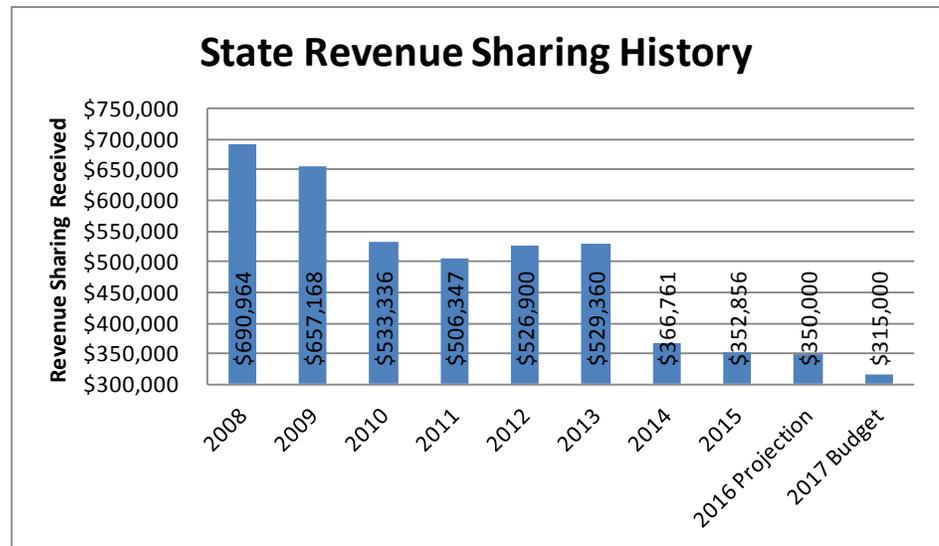
to the Town tax assessor and he must levy those exact amounts. The Town's general fund levy is approximately 25 percent of the total tax levy. The Town's proposed FY 2017 property tax levy is approximately \$3.99 per \$1,000 of assessed value. The last ten years of property tax levies is shown above by Town, School, and County.

MOTOR VEHICLE EXCISE TAX Maine State Statute Title 36 Chapter 111 allows municipalities to levy and collect motor vehicle excise tax each year from residents of the Town who operate a motor vehicle on a public way. The excise tax is based upon the original manufacturer’s suggested retail price of the vehicle, and depreciates for a six-year period. Excise tax stays with the Town, and is used for road maintenance and paving. The last ten years of vehicle excise tax is shown to the right. The FY 2017 estimate is \$1.4 million, although this is a conservative estimate.



STATE REVENUE SHARING Maine State Statute Title 30-A Chapter 223 defines the State Revenue Sharing. The State collects all sales and income taxes in the State of Maine, and the intent of the revenue sharing was to remit 5% of these funds back to the Towns based upon their population and valuation in order to offset the property tax levy. However, during tough economic times, the Maine State Legislature removes funds from the municipal revenue sharing

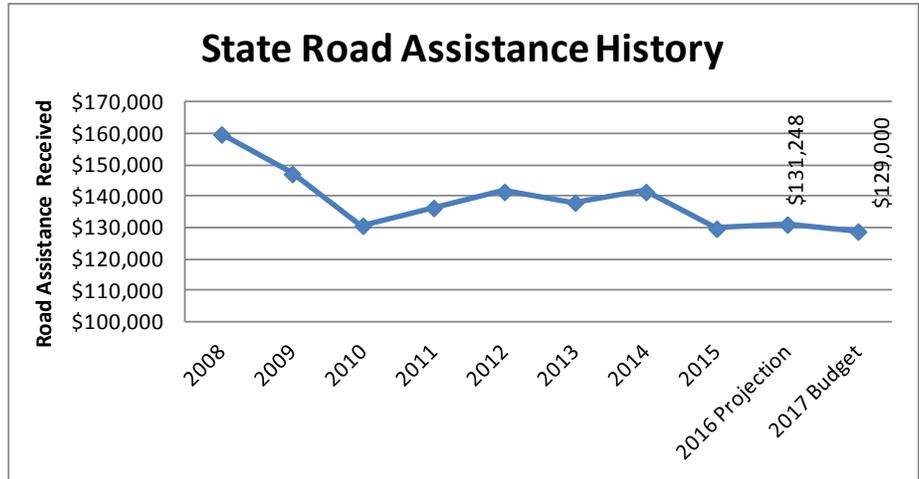
fund in order to assist with State budget-balancing. In addition, there are two types of revenue sharing; in 2009, the Legislature revised the Statute to more clearly define which revenue sharing was to be remitted to all towns, and which was to be remitted to only those towns with a “disproportionate tax burdens” or higher-



than-average mil rates. The goal is to remit 80% of all revenue sharing collected to all municipalities, and 20% remitted to these “disproportionate tax burden” towns, as they are almost always service-center communities. Revenue sharing fluctuates greatly due to this in addition to the natural fluctuation relating to sales and income tax collected. The last ten years of revenue sharing collected from the State of Maine are listed above. The reader can see that there have been many historic legislative reductions in revenue sharing.

STATE ROAD ASSISTANCE Maine State Statute Title 23 Chapter 19 Subchapter 6 defines

State road assistance to municipalities, and this is based upon the number of lane miles of State roads maintained by each Town. Local Road Assistance Program (LRAP) funds are distributed quarterly. Funds are distributed based upon the type of road (rural, urban, and major vs minor collectors) in addition to a specified amount for winter and



summer maintenance. Each year, the LRAP fund must be nine percent of the total State Highway Fund allocation to the Department of Transportation. As these funds fluctuate, the State Commissioner of Transportation must adjust the amount of reimbursement to meet the size of the fund. The Town’s annual receipts are approximately \$129,000, and these funds are required to be used to maintain State roads located within the Town.

SOLID WASTE RECYCLED MATERIAL The Town operates the Transfer Station and Landfill where residents can bring their trash and recyclables. To help cover some of the costs of

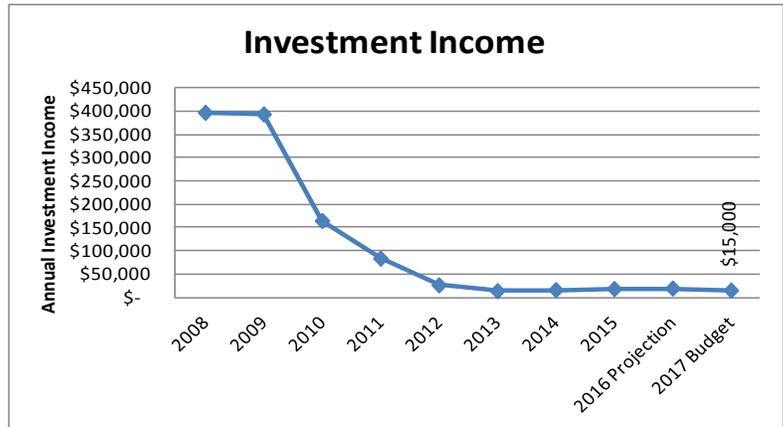
running the facility, residents are charged fees for what they dispose of at the Transfer Station. Recycling is one way residents can reduce costs since recycling costs less than waste disposal. Because there is no revenue for the Town from the recyclables collected in the ecomaine Silver Bullets, residents are encouraged to bring their corrugated cardboard, mixed paper and #2 natural HDPE (plastic) to the Transfer Station where it is baled and



sold, generating revenue for the Town. The combination of the revenue from the sale of recyclables and the user fees collected resulted in the annual revenue of approximately \$125,000 for FY 2016.

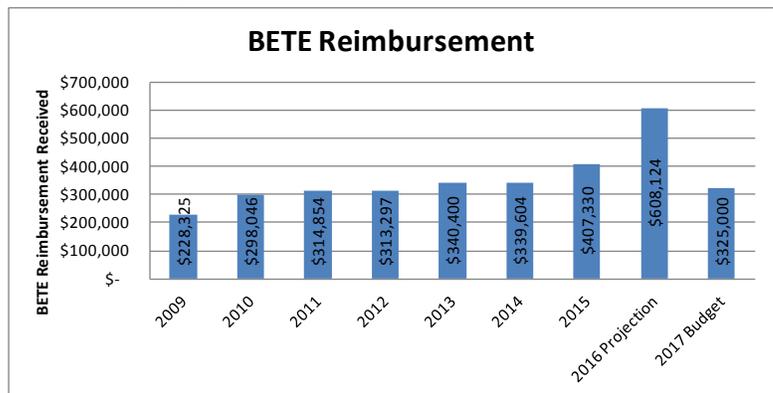
LEASE PROCEEDS Until approximately 1996, the Town’s library was located next door to L.L. Bean on Main Street, when it moved to its current location on Library Drive outside of the Downtown area. Once the new library was constructed, the Town began renting out the former Bartol Library building. The current tenant is clothier Abercrombie and Fitch, and the annual rent is approximately \$350,000. The Town Council, during the annual budget process, votes to transfer \$175,000 into the general fund to offset operations during the year. The remaining \$175,000 is transferred to reserves for capital projects.

INVESTMENT INCOME The proceeds from the Town’s bank and investment accounts other than reserves and trusts is shown in the general fund. The annual income has varied greatly from almost \$400,000, to less than \$25,000 due to market fluctuations, balances in the accounts, and cash-flow needs over the years. A ten-year history is shown here.

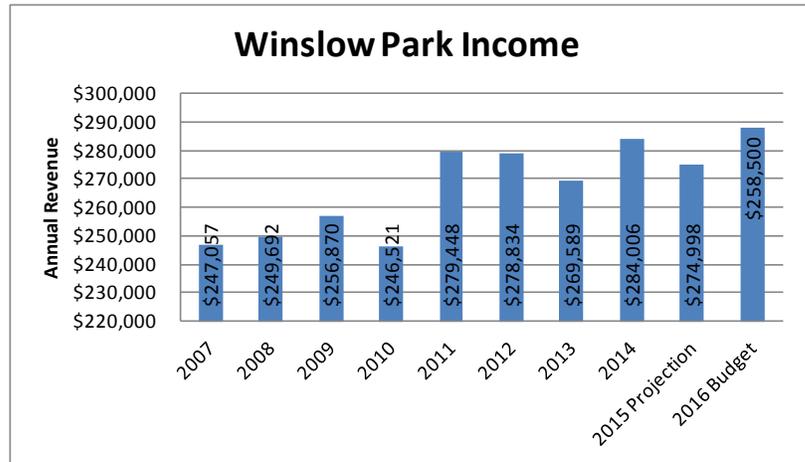


AMBULANCE REVENUE The Town collects approximately \$210,000 in emergency ambulance revenue each year. \$105,000 of this is transferred to the general fund to pay for the salaries of the rescue employees, medical supplies, and other overhead associated with operating an emergency rescue service. The remaining funds are kept in the reserve funds for rescue replacement.

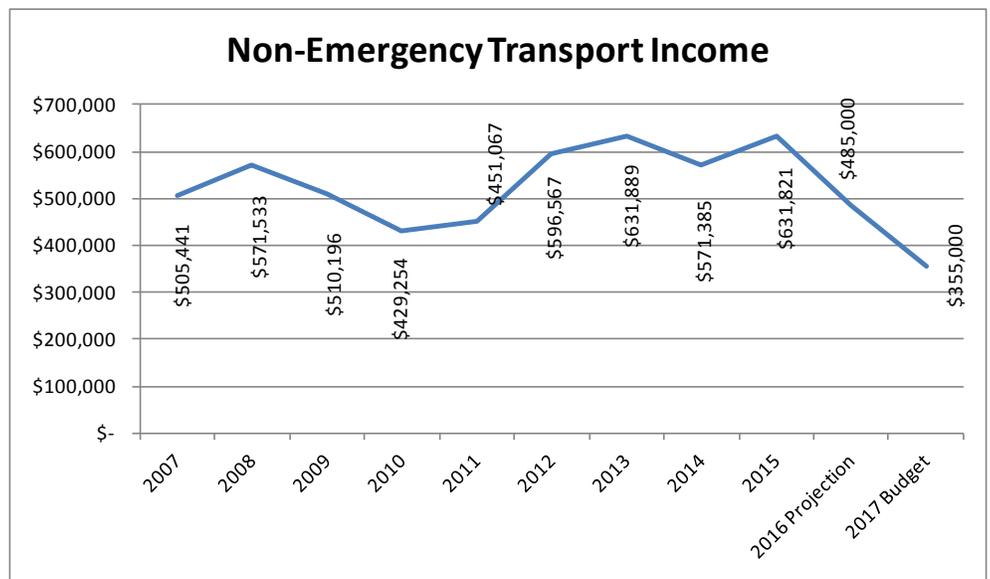
BUSINESS EQUIPMENT TAX EXEMPTION REIMBURSEMENT Maine State Statute Title 36 Chapter 105 describes the Business Equipment Tax Exemption (BETE) program. This program allows businesses with qualifying equipment to apply for and receive a tax exemption for their equipment. The State recognizes that personal property tax can be significant for municipalities, as it is normally taxed at the same rate as real estate. For six years, the State is reimbursing the Towns on a sliding scale from 100 percent reimbursement in 2008 (FY 2009) to 50 percent in FY 2014 and beyond. The BETE reimbursement is very difficult to predict from one year to the next, as equipment is placed in service, old equipment is removed from service, and equipment depreciates each year in addition to the State reimbursement declining each year. The Town has been receiving approximately \$300,000 in BETE reimbursement each year, and the figures from 2009-current are listed.

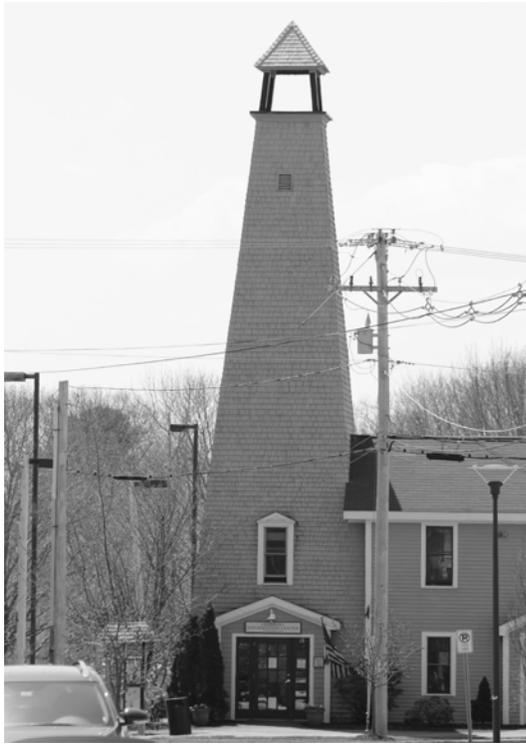


WINSLOW PARK REVENUE Each year, approximately 25,000 people visit the Winslow Park beach, playground, and campground, which generates approximately \$280,000 in annual revenue to support operations and capital projects at the Park. This is comprised of gate fees for people visiting the beach and playground, soda and refreshment fees, and camping fees. The ten-year history of the Park’s revenue is listed in the chart to the side; the Park’s popularity has increased over the past years, as can be seen by the approximate number of daily visitors per year. This figure was 18,150 in calendar year 2010 and has increased to 25,316 during 2015.



NON-EMERGENCY TRANSPORT REVENUE The non-emergency transport fund is the Town’s only enterprise fund. The fund was created more than ten years ago, and serves community members who may need transportation from their homes (or assisted living facility) to the hospital for medical care or non-emergency appointments. These customers call the scheduling clerk, and an ambulance transports them to-and-from their appointments. The majority of the customers have insurance or Medicare that pays for these mandatory appointments and procedures, and a small minority do not have insurance and pay for their own services. In addition, the income figures include billing services for the Cities of Biddeford and Saco, for which the Town bid in 2012 and began billing for on July 1, 2012. The estimate of revenue for the billing service is approximately \$85,000 annually. The past ten years of NET revenue is listed here.





THE GENERAL FUND



Photos Courtesy Town Staff

The General Fund-The Town's Operating Fund

The Town's general fund is the largest operating fund in the budget, and accounts for most of the day-to-day expenditures that occur town-wide. The general fund is used to account for all activities that are not required to be accounted for elsewhere in separate funds. The revenue reported in the general fund is either designated by State law as required to fund a general fund activity (for example, road maintenance) or not required to be reported in another fund (for example, interest income). A summary of the general fund's budget is listed in the table below with a historic comparison below that. The general fund departments are described in detail with performance measures and goals and objectives in the subsequent pages.

Town of Freeport Summary of Revenues and Expenditures-General Fund									
	Actual FY 2012	Restated FY 2011	Actual FY 2014	Actual FY 2015	Projected FY 2016	Budget FY 2017	Increase (Decrease)	% Change	
Beginning Fund Balance	\$ 5,669,077	\$ 4,652,998	\$ 5,421,160	\$ 5,298,117	\$ 5,298,779	\$ 5,966,286			
Revenues									
Taxes	\$ 20,471,248	\$ 21,331,266	\$ 21,937,371	\$ 22,708,938	\$ 24,205,025	\$ 24,241,372	\$ 36,347		0.15%
Licenses, Permits, and Fees	\$ 304,607	\$ 271,689	\$ 274,869	\$ 288,463	\$ 352,257	\$ 310,050	\$ (42,207)		-11.98%
Intergovernmental	\$ 1,273,455	\$ 1,315,887	\$ 1,150,300	\$ 1,212,588	\$ 1,342,049	\$ 1,085,600	\$ (256,449)		-19.11%
Charges for Service	\$ 225,224	\$ 215,889	\$ 232,849	\$ 226,014	\$ 212,658	\$ 172,150	\$ (40,508)		-19.05%
Fees and Fines	\$ 96,935	\$ 106,786	\$ 112,014	\$ 121,943	\$ 141,707	\$ 140,650	\$ (1,057)		-0.75%
Unclassified	\$ 7,959	\$ 288,087	\$ 40,357	\$ 201,920	\$ 205,500	\$ 157,000	\$ (48,500)		-23.60%
Investment Earnings	\$ 26,215	\$ 13,569	\$ 15,877	\$ 18,092	\$ 15,000	\$ 16,000	\$ 1,000		6.67%
Total Revenues	\$ 22,405,643	\$ 23,543,173	\$ 23,763,637	\$ 24,777,958	\$ 26,474,196	\$ 26,122,822	\$ (351,374)		-1.33%
Expenditures									
General Government	\$ 1,408,316	\$ 1,462,363	\$ 1,391,628	\$ 1,425,446	\$ 1,708,451	\$ 1,879,142	\$ 170,691		9.99%
Public Safety	\$ 2,045,275	\$ 2,284,924	\$ 2,352,331	\$ 2,329,045	\$ 2,149,384	\$ 2,293,050	\$ 143,666		6.68%
Public Works	\$ 1,913,850	\$ 1,828,000	\$ 2,305,614	\$ 2,208,961	\$ 2,019,467	\$ 2,255,021	\$ 235,554		11.66%
Community Services	\$ 594,090	\$ 616,314	\$ 763,365	\$ 760,478	\$ 758,469	\$ 850,575	\$ 92,106		12.14%
Education	\$ 13,275,403	\$ 13,631,935	\$ 14,291,054	\$ 15,076,758	\$ 16,548,807	\$ 16,610,407	\$ 61,600		0.37%
Insurance and Fringe Benefits	\$ 1,389,619	\$ 1,393,393	\$ 1,323,625	\$ 1,401,289	\$ 1,635,503	\$ 1,773,000	\$ 137,497		8.41%
Unclassified	\$ 1,048,576	\$ 1,054,265	\$ 1,073,311	\$ 1,100,456	\$ 1,186,951	\$ 1,228,624	\$ 41,673		3.51%
Debt Service	\$ 593,159	\$ 493,208	\$ 293,220	\$ 184,863	\$ 179,657	\$ 173,003	\$ (6,654)		-3.70%
Total Expenditures	\$ 22,268,288	\$ 22,764,402	\$ 23,794,148	\$ 24,487,296	\$ 26,186,689	\$ 27,062,822	\$ 876,133		3.35%
Other Financing Sources/(Uses)	\$ (1,153,434)	\$ (358,086)	\$ (92,532)	\$ (290,000)	\$ 380,000	\$ 940,000	\$ 560,000		147.37%
Change in Fund Balance	\$ (1,016,079)	\$ 420,685	\$ (123,043)	\$ 662	\$ 667,507	\$ -	\$ 667,507		100.00%
Ending Fund Balance	\$ 4,652,998	\$ 5,073,683	\$ 5,298,117	\$ 5,298,779	\$ 5,966,286	\$ 5,966,286	\$ -		0.00%

General Fund									
	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Restated	FY 2014 Audited	FY 2015 Audited	FY 2016 Projected	FY 2017 Budgeted	
Beginning Balance	\$ 6,574,246	\$ 6,326,428	\$ 5,669,078	\$ 5,000,475	\$ 5,421,160	\$ 5,298,117	\$ 5,298,779	\$ 5,966,286	
Revenue	\$ 22,079,890	\$ 22,494,107	\$ 22,405,643	\$ 23,543,173	\$ 23,763,637	\$ 24,777,958	\$ 26,474,196	\$ 26,122,822	
Expenditures	\$ 21,717,335	\$ 22,050,472	\$ 22,268,287	\$ 22,764,402	\$ 23,794,148	\$ 24,487,296	\$ 26,186,689	\$ 27,062,822	
Other Sources/(Uses)	\$ (610,373)	\$ (1,100,985)	\$ (1,153,434)	\$ (358,086)	\$ (92,532)	\$ (290,000)	\$ 380,000	\$ 940,000	
Ending Balance	\$ 6,326,428	\$ 5,669,078	\$ 4,653,000	\$ 5,421,160	\$ 5,298,117	\$ 5,298,779	\$ 5,966,286	\$ 5,966,286	
Change in Fund Balance	\$ (247,818)	\$ (657,350)	\$ (1,016,078)	\$ 420,685	\$ (123,043)	\$ 662	\$ 667,507	\$ -	

General Government

Town Council and Town Manager

Council Overview

The Town Council's main function is to enact legislation for the Town and ensure that it is implemented by the Town Manager. There are seven councilors in Freeport; four are elected from specific districts and three are elected at-large. Each councilor is elected for a three-year term.

Town Manager

Department Overview All department heads report to the Town Manager. The Town Manager's function is to insure adherence to the Town charter and ordinances, and set policies and guidelines for staff, and act as a liaison between the Town Council and departments. The Town Council's goals and objectives set the guidelines for the Town Manager's annual priorities. That is the reason the Council and Manager are listed together here.

Major Accomplishments for FY 2015 and FY 2016

One of the Town Council's 2015 (FY 2016) goals was to minimize the impact of the budget on the property tax rate. The Council is proud to have achieved this goal on the municipal side, as the tax increase was three cents on the mil rate; the municipal mil rate increased from \$3.89 to \$3.92 per \$1,000 of assessed value between FY 2015 and FY 2016.

One of the consistent goals of the Town Council has been to improve communication with the residents of the Town of Freeport which resulted in the completion of a Town Strategic Communications Plan in FY2013. One of the components of the plan had been to provide an electronic town newsletter (the Municipal Bulletin) which includes a Town Manager report along with items of interest (such as town programs, news alerts) to the citizens. This publication is produced bimonthly through the General Assistance office. The Municipal Bulletin now has a subscriber list of well over 500 people. The Town Council also hold annual District Workshops. These meetings are held in each of the Town's voting districts and provide residents with an opportunity to meet their Town Councilor more informally and discuss issues related to their specific district.



*Town Council holds a volunteer recognition
barbecue at Winslow Park
Photo Courtesy Town Staff*

Annually the Town also holds a volunteer recognition barbecue to show appreciation of the commitment and contribution to the Town of Freeport by its volunteers.

FY 2017 Goals and Objectives

Each December after the November election, the new council sits decides on the next calendar year's goals and objectives. The Town Council's 2016 (FY 2017) goals are as follows:

- Prioritize, evaluate and control expenditures in operating and capital budgets to mitigate the impact on the tax payers and maintain a stable tax rate, while providing the highest quality of services possible within the resources available.
- Continue to promote efforts to engage Freeport residents in decision-making.
- Increase communication and strengthen the working relationship between the Town Council and the RSU5 Board.
- Operate cohesively as a group, promote intercommunication, information exchange, and collaboration on direction and process between Councilors while conducting Town business in an efficient manner and promoting transparency of Town government.

Performance Measures

	Council Goal:	Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Town Council/Town Manager	Prioritize transparency of decision making and of Town government operations	Items of Business Considered	167	187	216	181	214
		Number of Council Meetings Held	22	25	25	26	23
	Promote intercommunication & information exchange between Councilors and Residents	Number of Council Work Sessions Held	16	19	11	15	9

Budget

Town Council	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	9,415	9,415	8,900	8,900	8,900
Contracted Services	85,981	85,981	111,100	86,579	113,300
Special Projects					
Supplies	1,025	1,025	1,500	1,500	1,500
Total	96,421	96,421	121,500	96,979	123,700

Town Manager	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	100,232	103,356	105,000	103,900	106,800
Contracted Services	3,427	689	5,500	2,420	5,500
Special Projects					
Supplies	-	194	1,000	1,000	1,000
Total	103,659	104,239	111,500	107,320	113,300

Finance and Assessing

Department Overview The Finance Department employs five employees. The department is responsible for all property and excise tax collection for approximately 4,500 real property and 500 personal property accounts and approximately 8,500 automobiles annually, weekly payroll for the Town's 75 full-time and 100 part-time employees, payment of all of the Town's bi-weekly invoices and billing for any receivables, creating the annual budget document, preparing the financial statements and working with the Town's audit firm on the annual audit field work, assisting the departments in monitoring their budgets and reconciling all bank accounts and investing the Town's funds in accordance with the State statute and applicable policies.

The purpose of the Assessing Department is to equally distribute the property tax burden to owners according to the approximate market value of their taxable property. To this end, the office annually inspects hundreds of properties; the Assessor's goal is to inspect approximately the same number of parcels each year. The Assessor's job is not to create value, but to observe and approximate the existing value. The Assessing Department employs the Town's Assessor and his deputy Assessor. Both are Certified Maine Assessors, and both employees work on valuing real and personal property in Freeport. The Town has approximately 4,500 real and 500 personal property accounts; the Assessing Department ensures that all are valued accurately, including assessing additions, deletions, and changes as of April 1st each year as required by Maine State Statute. In addition, it is the Assessor's duty to educate the public about the various State exemption programs for example, for primary residences (Homestead Exemption) or Veterans' exemptions. These programs give a bit of relief to the different homeowners in an effort to keep property taxes affordable. They are set by State Statute, and the amounts of the exemptions are consistent for each town Statewide. It is the Assessor's duty to ensure fair and equal property assessments throughout the Town when the property tax levy is committed to the tax collector each year.

Major Accomplishments for FY 2015 and FY 2016

Over the past two fiscal years, the Finance Department has been very busy training and working with the State Department of Motor Vehicle to begin offering plates to our Residents. Beginning in November of 2015 the Finance Department was able to begin processing new registrations. This allows Residents to complete all paperwork associated with a new vehicle here at the Town Hall, rather than coming to Town Hall to pay their excise tax and then heading out to a local DMV Office to obtain their plates. For a few more minutes here, we have saved our Residents an invaluable amount of time by not having to go to DMV. The Finance Department has also undergone major renovations in FY 2016. The work stations for the Counter Clerks were raised to be standing stations, allowing staff to be more ergonomic and reducing the susceptibility to injury. In addition we have also added two ADA Compliant drawers allowing greater flexibility where appropriate.

In FY 2016, the Finance Department transitioned all staff to an electronic pay system. All employees are now paid through direct deposit, saving the Town time and money in its weekly processing.

During FY 2016, the Assessing Department continued to monitor Maine's real estate market conditions, since as the reader may recall, the real estate market had been in a state of flux for a number of years. The market remains robust, with values continuing to climb.

The Assessing Department completed a quadrennial “Market Update” of all property values. The Department performs such a revaluation every four years in order to maintain relative equity in valuation and avoid shocking shifts in tax burden. The project included visiting parcels to verify all building property data, re-photograph all primary structures, study of recent sales in Town, revising valuation tables, recalculating and testing new values, and applying this new revised model to the tax levy for FY 2015.

FY 2017 Goals and Objectives

The Finance Department is very excited about the Town’s fifth GFOA Distinguished Budget Award submission. While the Town won the award last year, there are always reviewer comments during the first (and subsequent) years, and staff enjoyed responding to those comments and making the document better. The department continues to work very hard on this document, and is hoping for a FY 2017 win.

The Finance Department, under the supervision of a new Finance Director, will continue to work on operational efficiencies and streamlines. The Department has been working on converting our processes to a more electronic means and will continue to do so throughout FY 2017.

During FY 2017, the Assessing Department will continue to monitor the Maine’s real estate market conditions closely, since the real estate market is still subject to great variation and fluctuation. Since Freeport is currently experiencing an upswing in construction, sales, and other real estate activity FY 2017 will be monitored for any necessary Market Updates with the possibility of a minor upward revision of values for FY2017.

Performance Measures

Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Finance Department	Prioritize, evaluate and control expenditures in operating and capital budgets to maintain a stable tax rate	Accounts Payable Checks Issued	3,545	3,569	3,483	3,454	3,372
		Vehicle Registrations Completed	8,245	8,246	8,503	8,416	8,509
		Tax Bills Issued	4,815	4,818	4,836	4,911	4,917
Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Assessing Department	Prioritize transparency of decision making and of Town government operations	Parcel Count	4,391	4,394	4,409	4,428	4,450
		Abate ments	41	30	28	32	33
		Supple mental Bills	7	3	3	0	2

Budget

Finance	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	234,035	245,383	256,000	240,000	265,600
Contracted Services	102,559	34,362	110,400	109,531	113,800
Special Projects					
Supplies	6,390	6,674	7,750	6,210	7,750
Total	342,983	286,419	374,150	355,741	387,150

Assessing	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	125,010	129,528	134,300	132,200	136,000
Contracted Services	23,532	19,514	30,000	22,290	30,360
Special Projects					
Supplies	1,284	596	1,700	1,200	1,600
Total	149,826	149,639	166,000	155,690	167,960

Town Clerk and Elections

Department Overview

The Freeport Town Clerk's office supervises all federal, state, and local elections as well as processing all victualer's, animal, shellfish, hunting and fishing licenses, and maintains all vital statistic records (births, deaths, and marriages) for the Town of Freeport. The department employs the Clerk and a Deputy Clerk.

Major Accomplishments for FY 2015 and FY 2016

The Clerk's office has nearly completed archival restoration of all Vitals which includes an electronic index for easy reference. The Department anticipates a completion date of June 2016.

FY 2015 saw the departure of Town Clerk, Tracey Stevens and while it's hard to say goodbye, the staff and community have welcomed the new Town Clerk, Christine Wolfe. Christine has since settled in and become proficient with all the processes specific to Freeport, creating a seamless transition for the residents.

Additionally a dog database was established for Freeport's ongoing and growing population of dog registrations. The registration process is quick, efficient, and accurate and replaces an outdated, time consuming way of registering dogs. The new program only cost the town \$400.00! Most dog data systems, run anywhere from \$1,500.00 to \$4,000.00 in addition to a monthly maintenance fee.

FY 2017 Goals and Objectives

The Clerk's office will be working with the website coordinator in order to make accessible all forms and documents on their page on the Town's website at www.freeportmaine.com. In this age of technology, customers would often rather visit the website than call or visit the office; the Clerks are attempting to gain and maintain an up-to-date website where new and fresh frequently asked questions and documents can be housed.

The Clerk's office is also working on creating an electronic index for all Victualer data that will make it easier to search when a customer comes in. Currently this is maintained in Microsoft Word. This can be difficult to search and find the record. The new indexing in Excel will allow for multiple sorting capabilities to assist in finding the record with minimal wait times for patrons. It is anticipated that this project, along with the preservation of vital records, should be completed in the next couple of years.

The Clerk's office will also be working on the Town Council minutes that are in dire need of repair and restoration. This is an expensive undertaking, but is important in retaining the Town's history. It is anticipated that this project should be completed in the next couple of years.

Performance Measures

Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Town Clerk	Prioritize transparency of decision making and of Town government operations	Victualers Licenses Issued	95	93	88	89	85
		Liquor Licenses Issued	22	20	24	24	24
		Dogs Licensed	1,287	1,317	1,417	1,424	1,475
		Shellfish Licenses Issued	155	155	148	150	150

Budget

Town Clerk And Elections	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	87,122	89,497	99,000	89,800	100,000
Contracted Services	7,980	7,747	10,950	9,073	12,300
Special Projects					
Supplies	2,504	381	600	650	800
Total	97,605	97,625	110,550	99,523	113,100

Freeport Train Station and Visitors Center Department Overview

The Freeport Train Station and Visitors Center is a face of Freeport. The staff greets the riders arriving from Boston and points north as they arrive in Freeport and assists them in their stay here. The department employs one director who works approximately 30 hours-per-week, and three part-time people that work approximately 15 hours-per-week each.



*Train Station Platform
Photo Courtesy Town Staff*

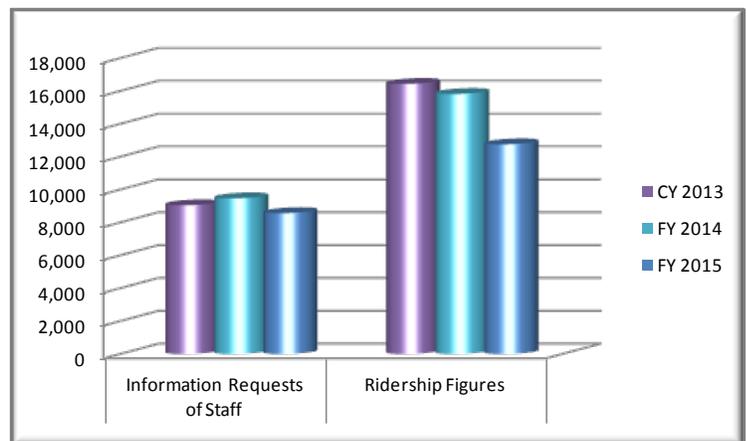
Major Accomplishments for FY 2015 and FY 2016

The Freeport Train Station opened in November of 2012, and since that time, has seen declining ridership as shown in the table below.

In addition, the number of inquiries from riders and citizens stopping by the Center is also below, and that figure decreased from 2014. This is primarily due to the winter weather that caused numerous delays and cancellations for riders. Staff fully expects this to rebound in the future.

The Center staff enhanced Amtrak traveler experience by providing information and travel booking assistance, and assisting the local merchants association Freeport USA and the Greater Freeport Chamber of Commerce in publicizing Freeport events.

The Center Manager worked with public works and had large benches and a bicycle rack installed. Now, passengers can leave their bicycles at the platform safely while they ride the Downeaster.



FY 2017 Goals and Objectives

The Train Station Department's mission for FY 2016 is to continue the enhancement of passenger and visitor experience. The staff will be training and furthering its cooperation with the Freeport USA and Chamber groups on advertising local events. The Center currently has a \$3,000 revenue budget from the sale of advertising on its building walls.

As readers may recall, the Town had budgeted for the inclusion of a METRO Bus Line run in FY 2016. This is a pilot program and the METRO board, staff and community members are working on planning and outreach for this exciting new service. Though this contract and pilot program were initiated in FY 2016, it is really in FY 2017 where we will begin the runs and see the true impact of having a bus line offer service through the Town of Freeport. Staff is excited to assist residents and travelers alike discover all that Freeport has to offer. These funds are budgeted in the METRO line item in the new Transit department 0109 (formerly Train Station).

The Center Manager will be working with the Freeport Village Improvement organization to continue the maintenance of flower tubs they have installed on the platform. This beautifies the area, and makes a great first impression for the Town.

Performance Measures

	Council Goal:	Performance Measure:	CY 2011	CY 2012	CY 2013	FY 2014	FY 2015
Train Station and Visitors Center	Be active in maintaining a strong relationship with neighboring municipalities	Information Requests of Staff	N/A	N/A	9,047	9,466	8,570
		Ridership Figures	N/A	N/A	16,433	15,820	12,757

It is notable that the Train Station and Visitors Center figures were listed on a calendar year for 2013 and once the Town had more months of data they converted to a fiscal year basis. The Train Station and Visitors Center opened in November of 2012; the Town is currently presenting the Center's first three years of data.

Budget

Train Station	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel		39,289	47,500	41,900	47,100
Contracted Services		36,023	34,550	21,650	26,150
Special Projects	6,691				
Supplies		8,259	7,000	6,000	7,000
Total	6,691	83,572	89,050	69,550	80,250

Codes and Planning

Department Overview

The Codes Office is responsible for ensuring that residential and commercial development meets federal, state and local regulations. The Planning Department primary purpose is to provide technical support to citizen Planners in developing visions for the future and strategies to achieve the visions. The Planning Department also writes grants for important projects, identifies ways to reduce energy consumption, participates in regional transportation planning, works closely with the Freeport Economic Development Corporation on expanding Freeport's economic base, and assists other departments and staff on a wide variety of projects. The Planning Department consists of the Planner and Assistant to the Planner and the Codes Department simply consists of the Codes Enforcement Officer.

Major Accomplishments for FY 2015 and FY 2016

New residential construction in Freeport was ramped up in FY 2015 with 62 units permitted, and single family houses at 46 permits. This however was a significant increase from FY 2011 and the department's top permitting year since 2006. It was another slow year for new commercial growth, which could in part be due to the low vacancy rates in the retail area of Freeport Village during FY 2015 and into the early part of FY 2016.

The Planning Department and the planning board have been busy implementing the many and diverse recommendations of the Comprehensive Plan. The Project Review Board reviewed and approved a variety of projects.

On the community development side, the Planning Department initiated a phase 2 Solarize Freeport Project that combined individuals' purchasing power to lower the cost of solar. Information about Solarize was also shared with many communities around the state. The Town continues to look for a business investor to purchase solar panels for town buildings as part of a "purchase power agreement". Renewal energy resources come with significant tax incentives, accelerated depreciation schedules, rebates, and renewable energy credits. With "purchase power agreements" the investor sector gets the benefit of the incentives and then sells the panels to the town when the incentives expire at a lower cost. This is a win-win situation. The concept is new, but businesses and the government are being educated on the possibilities.

To help lower income families with the rising cost of energy prices, using Community Development Block Grant funds, the town worked with The Opportunity Alliance to fully insulate homes that participated in last year's energy assessment and air sealing program. The goal is to lower energy costs for these homeowners as much as by 50%.

The Planning Department has also been working on some public lands projects. The town was awarded a technical assistance grant from the National Park Service to study and make recommendations on the town lands in the Hedgehog Mountain area. That plan is near completion and the technical assistance was extended to Florida Lake. By October 2016, the town should have recommendations for improvements in that area. An extensive public process was also undertaken to determine how to best reuse the skating pond at Leon Gorman Park. Currently, a natural play area is being designed for consideration by the Town. The "Friends of Leon Gorman Park" has now grown to a group of over forty households. That group has participated in spring and fall clean-ups that are sponsored by the Town.

FY 2017 Goals and Objectives

Staff will continue to explore options to continue the growth of renewable energy resources for town buildings, residents and businesses. Reducing business and residential energy cost is viewed as a way to stimulate the local economy. The less money spent on foreign fuel, the better the chance that money will be spent locally. The town also strives to be a better steward of publicly owned lands. Planning for the conversion our streetlights to LED fixtures is a high priority. Installation is hoped to start in FY 18. Installing solar panel on the public works garage and the shed at the transfer station are also high priorities.

Finalizing the plan and securing funding for converting the skating pond to playground and wildflower garden and repairing the bridges in the park is another priority. The Department will also continue working with the Conservation Commission to better maintain our open spaces. Some behind the scene staff time helps the Commission get more work done with volunteers. There are currently volunteer efforts happening at Florida Lake and Hedgehog.

The Project Review Board continues to review commercial and residential development proposals to ensure high quality construction and adherence to regulations. The Board has been reviewing the ordinance that they administer and making recommendation on how they can be improved. Ordinances are always being reviewed to be sure that they effectively serve their intended purposes. The Town is always looking for ways to streamline and improve the permitting process without lowering standards.

There are many different projects underway and planned for the year. All are intended to keep Freeport a great place to live, work and play.

Performance Measures

Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Codes Enforcement and Planning Departments	Prioritize transparency of decision making and of Town government operations	Single Family Units	21	30	45	44	46
		Duplex Units	2	0	0	2	4
		Multi Family Units	7	25	3	0	4
		Mobile Homes	5	1	1	4	7
		Accessory Apartments	2	3	2	1	1
		New Commercial Construction	13	8	4	4	2
		Total Units	37	59	51	51	62

Budget

Codes Enforcement	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	74,897	75,011	76,000	74,000	72,600
Contracted Services	3,201	2,431	3,830	2,598	2,810
Special Projects					
Supplies	979	397	700	500	700
Total	79,077	77,839	80,530	77,098	76,110

Planning	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	125,271	127,157	134,800	129,275	137,200
Contracted Services	3,083	7,554	15,375	13,911	16,308
Special Projects					
Supplies	293	739	700	700	700
Total	128,647	135,450	150,875	143,886	154,208

Health and Welfare

General Assistance and Agency Support

Department Overview

The State of Maine Statute requires all towns to have a General Assistance program which is a last resort for people who are poor or indigent. The program is funded through the Town's general fund, and half of the welfare expenditures are reimbursed by the State of Maine. The welfare department is staffed by the General Assistance administrator, and while she administers General Assistance for the Towns of Freeport and neighboring Yarmouth and administers heating assistance and medicine through two trust funds, the General Assistance administrator also does many other duties such as website posting and maintenance and special projects for the Town manager as directed.

Major Accomplishments for FY 2015 and FY 2016

Each year the General Assistance Director joins the Fire/Rescue and Library Departments for the annual appeal to the heating fund; during the FY 2016 appeal, the Town raised approximately \$9,000 for the heating assistance fund.

In conjunction with the Town Planner, the General Assistance Director applied for and received Community Development Block Grant funds for the second phase of the Town's Energy Conservation Project. The second phase aims to assist low-moderate income households in implementing recommendations (energy audit/assessment) of phase one of the energy conservation program. To date four of the households which have had energy audits/assessments completed during the first phase of the program have been approved for the second phase and substantial funding has been provided to complete insulation, weatherization, home repairs, and other energy related work as deemed necessary..

The General Assistance Director implemented a new Emergency Rental Assistance Program. The Emergency Rental Assistance Fund is a collaboration between the Freeport Housing Trust (FHT) and the Town of Freeport to help prevent lower income renters from becoming homeless when a documented, non-preventable emergency has caused the applicant's housing situation to be in jeopardy and all other assistance programs have been exhausted. FHT donated \$12,000 to establish this Fund to be administered by the Freeport General Assistance Office and was done as a trial basis and was reviewed mid-year. Five households facing evictions were assisted through this program and the FHT will continue to contribute to this fund.

The Department educated General Assistance clients about the importance of watching their fuel tanks and by working with clients was able to virtually eliminate additional costs for emergency deliveries and priming furnaces.

FY 2017 Goals

The Department will continue to ensure eligible households which completed energy assessments take advantage of the second phase of the program or are connected with other organizations/programs which can provide financial assistance/incentives to make homes more energy efficient and owners more self-sufficient.

The General Assistance Department will continue to assist in implementation of the two new programs which received Community Development Block Grant funds; one for assistance with

additional home energy efficiency projects and the other for assistance with accessing public transportation through a pilot program (bus service from Freeport to Portland)

The Department will continue to build upon goals achieved in FY 2016 which are designed to assist households in making short and long term changes that can reduce some of their energy costs and costs of other essential household needs. This is an ongoing goal of the department, as the Town's General Assistance Director sees different and new clients on a daily basis.

Performance Measures

Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
General Assistance	Be active in maintaining a strong relationship with neighboring municipalities	Number of Heating Assistance Vouchers Issued	74	127	124	130	120
		Number of Clients Seen	107	87	72	89	90
		Number of People Assisted with Gould Trust Fund	48	54	35	40	40

Budget

General Assistance	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	68,438	69,617	72,400	70,000	73,700
Contracted Services	226	365	640	365	540
Special Projects	16,549	16,965	30,000	13,000	30,000
Supplies	104	206	200	250	300
Total	85,317	87,153	103,240	83,615	104,540

Human Services Agencies	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Regional Transportation	500	500	500	500	500
Home Health	1,000	1,000	1,000	1,000	1,000
Agency on Aging	500	500	500	500	500
Freeport Community Services	21,000	21,000	21,000	21,000	21,000
Family Crisis Center	500	500	500	500	500
Freeport Dental Care	1,800	-	1,800	1,800	1,800
Freeport Child Care	4,000	-	-	-	-
Freeport Edlers Assoc	5,000	-	5,000	5,000	5,000
American Red Cross	500	500	500	500	500
Port Teen Center	7,500	7,500	7,500	7,500	7,500
Total	42,300	31,500	38,300	38,300	38,300

The Human Services Agencies budget represents the Town Council's donations to entities that support Freeport families in all types of services from heating assistance to teen after-school programming.

Freeport Community Library

Department Overview

The Freeport Community Library is a department of the Town, and serves all residents who wish to use its services. The library houses over 55,000 volumes, and throughout the course of the year, lends approximately 120,000 books. While the Town does not have a formal counter, staff estimates that during FY 2016 and FY 2017, the library is expected to receive 100,000 visitors per year.

Major Accomplishments for FY 2015 and FY 2016

Starting our second full year of Minerva, we are seeing steady circulation in the interlibrary loan system. In January 2016 we received 605 items from other Minerva libraries for our patrons and 621 items in February. As our patrons have gotten more comfortable and savvy navigating the system, they have been pleasantly surprised with how easy it is. They're enjoying having access to so much.

The Library's Armchair Travel series proved to be one of our best adult programs of the year. On the four Mondays in March, library patrons who had traveled outside the US in the previous year brought wonderful photos and stories for all to enjoy. Each program had more than 75 people in attendance. This year patrons have been able to enjoy visual trips through Italy, Africa, Iceland, and Turkey!

Our first outdoor concert featuring "Pan Fried Steel" was a huge success. What a sight it was watching whole families, totaling over 100 people, clapping and dancing the evening away.

We successfully hosted two events in conjunction with the Camden Conference this year. Our evening devoted to village life in Tanzania saw 55 attendees, and our showing of the documentary "Stealing Africa: Why Poverty?" brought in 30 of our patrons.



*Edible Book Fair
Photo Courtesy Town Staff*

The success of our Summer Reading Program is in the numbers! Over 475 children participated in reading and enjoying the accompanying events throughout the summer. The Children's Room also hosted Lego Club once a month with 20-25 children participating each session. We had our first Lego Derby, with 30 kids building and racing their cars down tracks

FY 2017 Goals and Objectives

Now that the Library is fully connected to the Minerva system, we need to make sure that all our patrons learn how to take advantage of all that this system offers.

We are exploring ways to increase educational opportunities for our patrons surrounding technology.

We have plans to introduce an Adult Summer Reading Program to challenge our patrons to read different genres— and have fun along the way!

Lego Club will start again in the fall, and we're hoping to make the Lego Derby an annual event.

Performance Measures

Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Freeport Community Library	Maintain stable tax rate, while providing the highest quality of services possible within the resources available	Number of Children's Programs Conducted	600	495	209	194	95
		Number of Children Attending the Children's Programs	6,500	5,500	2,404	2,582	2,027
		Children's Summer Reading Program	N/A	N/A	350	450	400
		Interlibrary Loans Received from Other Libraries	250	245	536	814	3,615

Budget

Freeport Community Library	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	293,012	317,139	339,500	316,000	329,800
Contracted Services	33,113	40,497	54,640	39,198	55,770
Special Projects					
Supplies	58,302	56,303	60,560	59,610	61,060
Total	384,428	413,938	454,700	414,808	446,630

Unassigned Category of Appropriations

Community Cable Television

Department Overview

The Cable Television Director is in charge of ensuring that all Town Council meetings are televised and then indexed and placed on the Town's website video-on-demand program. In addition, the Cable Television Director televises meetings from "off-site" locations such as the community center and the library. The department consists of the director and part-time employees who film events and complete other special projects.

Major Accomplishments for FY 2015 and FY 2016

During FY 2015 The Cable Television Department saw the installation and addition of a 70" High Definition flay panel TV monitor for visual presentations. A portable HD projector and screen was added providing a sharper, brighter display and greater connectivity with newer computers and tablets. The cost for both projects was \$12,000.

During FY 2016 a new camera switcher was ordered, which will merge several pieces of equipment to a one-touch screen monitor. This switcher will also be ready to accept HD signals, once the analog to HD changer begins. The cost for this project was \$21,000.

Audio monitoring equipment was purchased for the remote TV site located at the Freeport Community Center. This provides greater control of the audio signal being recorded and sent to Cable TV Channel 3 and our video on demand site. The cost for this equipment was \$4,900.

FY 2017 Goals and Objectives

The Department will continue planning for the major change over to HD Television which will provide a much improved picture and audio quality. The Cable Television Department has been cablecasting many local events and is always pursuing a better television for the citizens of Freeport.

Performance Measures

Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Community Cable Television	Promote intercommunication & information exchange between Councilors and Residents;	Number of Meetings Produced	51	52	67	61	49
	Transparency of decision making and of Town government operations	Number of Meetings Posted on Video-on-Demand	45	46	59	48	49

It is notable that the “Average Number of Hours Viewed per Month on VOD” declined from FY 2011 to FY 2012; this was expected as people became more familiar with the VOD system and more meetings are indexed. This enables people to find their desired section with the click of a mouse instead of having to search through many portions of a meeting.

Budget

Cable TV	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	59,786	50,831	62,000	62,650	67,700
Contracted Services	5,046	8,490	8,840	6,640	8,690
Special Projects	4,788	9,576	4,800	4,800	4,800
Supplies	2,934	2,951	3,000	2,500	3,000
Total	72,554	71,847	78,640	76,590	84,190

Protection and Enforcement

Police Department

Department Overview

The Police Department currently employs one chief, one lieutenant, two sergeants, one detective, one school resource officer, one shellfish warden, six patrol officers, three reserve officers, one full-time receptionist (shared with the rescue billing staff), and an administrative assistant. The law enforcement officers work ten-hour shifts, and the clerical staff works a regular five-day work week.



Photo Courtesy Town Staff

Major Accomplishments for FY 2015 and FY 2016

During the FY 2015 period, the police department received grant funds from the Bureau of Highway safety to conduct a variety of programs to promote occupant safety and safer highways. The department used these funds to conduct a series of speed enforcement or seat belt compliance details.

The police department received other funds to prevent underage drinking. The department used these funds to conduct compliance checks at retail stores and restaurants to assure they are properly checking ID's and not selling to underage individuals. Other portions of the funds are used for educational purposes.

K9 Cassie and her handler, Officer Matthew Moorhouse, completed the certification process for drug searches on 25 April 2016. The certification covers the following drugs: Crack, Cocaine, Heroin, Methamphetamine, and Ecstasy.

The Crime Reduction Unit (CRU) formed with current patrol officers, has not been active for the second half of FY 2016 due to scheduling concerns. The purpose of the CRU is to identify recurring crimes of a specific type or in a specific place, and focus prevention or enforcement efforts on those crimes

FY 2017 Goals and Objectives

The Department will continue to use grant funds from various resources on the Federal and State Bureaus of Highway Safety to conduct traffic safety programs such as speed enforcement and seatbelt compliance issues.

The Department will continue its underage drinking and business identification verification program to ensure that local establishments will not be selling alcohol to minors.

Performance Measures

Council Goal:		Performance Measure:	CY 2011	CY 2012	CY 2013	CY 2014	CY 2015
Police Department	Maintain stable tax rate, while providing the highest quality of services possible within the resources available	Calls Answered	9,311	10,434	10,293	10,951	9,828
		Number of Arrests	263	276	238	260	315
		Motor Vehicle Accidents	288	278	284	291	247
		Traffic Summonses-Fiscal Year	1,996	2,560	2,724	1,593	2,199

It is notable that due to software constraints, the Police Department can only provide calendar-year statistics for the number of calls answered, number of arrests, and the number of motor vehicle accidents.

Budget

Police	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	942,464	976,650	1,005,700	999,000	1,030,900
Contracted Services	129,974	136,934	134,740	127,963	137,680
Special Projects	31,868	-	-	-	-
Supplies	12,001	10,787	11,400	10,498	11,900
Total	1,116,308	1,124,371	1,151,840	1,137,461	1,180,480

Special Enforcement	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	48,093	34,629	46,050	44,948	49,850
Contracted Services	4,951	4,319	7,320	5,270	7,170
Special Projects					
Supplies	217	261	300	300	300
Total	53,260	39,209	53,670	50,518	57,320

Public Safety Reception	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	29,779	28,598	28,000	25,500	26,300
Contracted Services	16,513	16,569	22,000	20,000	21,000
Special Projects	129,981	131,931	139,113	134,883	144,500
Supplies	590	15	250	-	250
Total	176,863	177,113	189,363	180,383	192,050

It is notable that the “special projects” category in the Public Safety Reception budget is the payments from the Town of Freeport to the Town of Brunswick for consolidated dispatch services.

Fire and Rescue Department

Department Overview

The Fire and Rescue Department are supervised by the fire chief, and include three deputy chiefs (one full-time and two part-time), three captains (all call personnel), and seven lieutenants (all call personnel), and approximately 50 call personnel. This includes firefighters, emergency medical technicians (EMT-B, EMT-I, and EMT-P levels).

Major Accomplishments for FY 2015 and FY 2016

This past year through the capital plan the Department was able to purchase their fourth ambulance from the five-year/six-town ambulance bid package that began in October of 2011. Delivery for this Ambulance is scheduled for March 2016.

Through the capital plan, the Department was also able to replace the 1988 Grumann Fire Engine, referred to as Engine 3. Replacement is scheduled for June/July 2016 with a Pierce Fire Engine, similar to the current Engine 5.

*Memorial Service for 9-11
Photo Courtesy Town Staff*

Recruitment of call members maintains a constant activity of the department. This past year we were able to attract and train six new call members and a dozen new per diem members were trained as Firefighters and EMP/Paramedics to fill scheduled time.

Freeport continues to be designated as a Heart Safe Community by the Maine Cardiovascular Health Council and Maine EMS. One of the leading activities of renewal was the placement of AED's in the school system.

We continue to have successful Public Education Open Houses. This past year was expanded to be a Public Safety and Community event in the fall during fire prevention week. The event exposes participants to a variety of Health, Wellness, and Fire Safety.

FY 2017 Goals and Objectives

During FY 2017 the capital program includes a communication upgrade for Public Safety, including Police, Fire, & Rescue. All three Departments were joined into one project to improve the reliability and coverage for all agencies. The proposed advancement is to move from tower antennas to hardware at the antenna sites.

The Department is also looking to replace its Thermal Image Cameras carried on the fire apparatus based on technology advancements. This upgrade allows for the Department to detect gas leaks as well as enhanced imaging in smoke and darkness.

The Department will continue to actively seek methods to cultivate and retain a call force of residents and seek ways to provide emergency services to the community effectively.



Performance Measures

Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Fire and Rescue Departments	Maintain stable tax rate, while providing the highest quality of services possible within the resources available	Structure Fire Responses	36	24	27	28	24
		Patients Transported	715	783	767	860	923
		Emergency Bills Issued	715	783	767	860	923

Budget

Fire	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	398,247	338,792	414,900	348,120	396,500
Contracted Services	64,489	64,009	68,555	62,224	68,500
Special Projects					
Supplies	22,285	29,905	32,650	29,874	32,250
Total	485,020	432,706	516,105	440,219	497,250

Rescue	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	246,255	265,491	302,000	273,000	280,800
Contracted Services	45,899	52,829	49,505	34,201	47,700
Special Projects					
Supplies	29,006	37,749	37,450	33,602	37,450
Total	321,160	356,069	388,955	340,803	365,950

Public Works/Solid Waste

Public Works Department

Department Overview

The Public Works Department is comprised of a superintendent, crew leader, eight equipment operators, one mechanic and a half-time assistant.

The Public Works Department takes responsibility for all infrastructure improvements on Town roads (drainage and paving), snow plowing and sand/calcium chloride application, tree maintenance, ditching, and supervising any large-scale projects that are contracted to outside companies. Normally, the Town staff completes all road reconstruction work, and the foundation of the roadways. The paving is contracted to an outside company and supervised by the Public Works Department.

Major Accomplishments for FY 2015 and FY 2016

The Public Works Department reconstructed approximately 2,250 feet of Torrey Hill Range Road during the summer of 2014. This project was approved in FY 2014 through the capital plan. The Public Works Department completed all of the road grading and drainage construction, which left only the paving for local contractors. This project included some road re-alignment and other safety improvements. Final preparation work and paving was performed in September 2015.

The Department also completed the major work on the reconstruction of 2.49 miles of Wardtown Road (Route 125, from the end of Griffin Road to the intersection with Grant and Lunt Roads) with the addition of three foot paved shoulders. This capital project was funded in FY 2015 with a total budget of \$1.3 million, including a grant from the Maine Department of Transportation through the Municipal Partnership Initiative program in the amount of \$500,000. This road project improved the safety of the road, as well as greatly improving the base and surface condition of the road that had been in very poor condition.

The Department also reconstructed most of Litchfield Road in 2015/16 and reconstructed a short section of Park Street in South Freeport that was in particularly poor condition. The replacement of the road drainage systems in South Freeport village on Main Street, Middle Street, and Park Street was started in 2015, in anticipation of the reconstruction of those roads in FY 2017.



*Intersection of Middle St. & Main St.
Photo Courtesy Town Staff*

FY 2017 Goals and Objectives

The Town generally defers the installation of the surface pavement layer on road reconstruction projects until the following calendar year, and that is the case for Wardtown Road and Litchfield Road. This practice allows the road to experience a winter of freezing conditions, so that the final pavement installation will provide a smooth surface that will better accommodate future winter effects.

In FY 2017, the Department plans to complete the replacement of the road drainage systems in South Freeport village on Main Street, Middle Street, and Park Street that was started in 2015, and begin the reconstruction of those roads. Another planned project is a structural pavement overlay of South Freeport

Road between Smelt Brook Drive and Dunning Boatyard near Porter's Landing Road. This project depends on funding from the regional transportation agency PACTS.

Two new sidewalk projects are also planned for construction in FY 2017. One project will extend a new sidewalk being built by RSU 5 from where their project will end at the playing fields on Snow Road, along Snow Road to Justin's Way, and along Justin's Way to the existing sidewalk. This project will be built by the Public Works Department, and will result in a continuous sidewalk from the High School to the existing sidewalk on Justin's Way that connects to Main Street and other sidewalks in the Village. The other project will be built by a contractor with funding through the Maine DOT, from the end of the existing sidewalk on South Street to the existing sidewalk on West Street, providing a continuous sidewalk route for these currently "dead-end" sidewalks.

The final goal of the Department is to update our road management system and our drainage infrastructure management process at the end of the 2016 construction season. This information is used for selecting both maintenance paving overlay projects (under the operating budget) and capital construction projects, resulting in the most effective use of the Town's limited funds.

Performance Measures

Council Goal:		Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Public Works Roads Program	Maintain stable tax rate, while providing the highest quality of services possible within the resources available	Inches of Snow Plowed	101	54	97	91	117
		Yards of Road Salt Used	1,500	1,350	1,702	1,920	1,579
		Yards of Sand Used	1,700	800	908	1,573	1,227
		Gallons of Liquid Calcium Chloride Applied	2,800	7,400	4,150	9,603	11,632

Budget

Public Works General	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	564,454	583,238	604,000	559,000	619,980
Contracted Services	170,686	198,327	161,950	154,350	166,650
Special Projects					
Supplies	23,207	23,753	25,500	23,700	26,200
Total	758,348	805,318	791,450	737,050	812,830

Public Works Summer Roads	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel					
Contracted Services	12,575	9,835	-	-	-
Special Projects	632,219	437,326	466,600	420,000	466,600
Supplies	117,137	130,579	129,900	127,400	132,900
Total	761,930	577,740	596,500	547,400	599,500

Public Works Winter Roads	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel					
Contracted Services					
Special Projects					
Supplies	154,880	169,937	169,000	113,000	169,000
Total	154,880	169,937	169,000	113,000	169,000

Public Works Tree & Park	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel					
Contracted Services	7,926	3,980	12,000	5,000	12,000
Special Projects					
Supplies	1,606	2,208	3,500	3,800	3,500
Total	9,532	6,188	15,500	8,800	15,500

Town Engineer	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	94,206	95,927	97,500	96,400	92,600
Contracted Services	1,973	1,261	3,400	1,257	2,800
Special Projects	25,257	18,402	20,400	20,400	20,400
Supplies	225	163	300	200	300
Total	121,661	115,754	121,600	118,257	116,100

HRF Fields Maintenance	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel					
Contracted Services	110,048	125,962	117,880	105,580	117,391
Special Projects					
Supplies					
Total	110,048	125,962	117,880	105,580	117,391

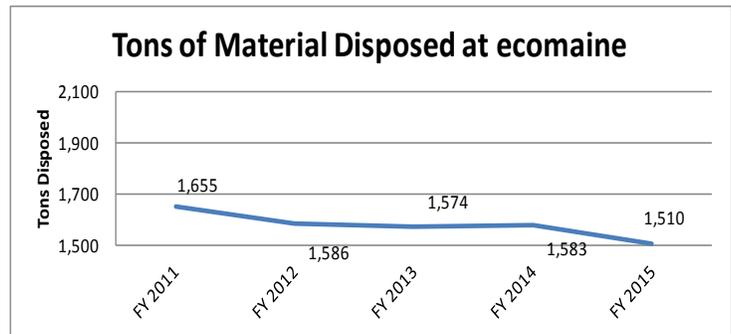
Solid Waste and Recycling Center

Department Overview

The Solid Waste/Recycling Department consists of the facility manger, two full-time, and several part-time employees under the supervision of the Town engineer. The primary role of the department is the operation of the recycling center/transfer station on Hedgehog Mountain Road, and the operation of three satellite recycling locations. The Town's recycling center generates revenue from the sale of corrugated cardboard, mixed paper, metal, and HDPE containers. The single-sort recycling material is delivered to ecomaine recycling center in Portland for no fee (only subject to the market volatility), thereby in most cases reducing the cost of waste disposal Townwide.

Major Accomplishments for FY 2015 and FY 2016

With financial assistance from the Recycling Committee, three local schools were able to begin a pilot program to separate food scraps from the cafeteria waste. The students at the schools continue to learn lessons about waste reduction and the benefits of composting. The schools have seen the results of their efforts as they have received finished compost for use in their gardens made with their food scraps! These schools have now taken over the funding of the service provided by We Compost It. The food scrap collection begun at the Recycling Center continues to grow with roughly 250 lbs of food scraps diverted from the waste stream and instead, transformed into compost, a valuable soil amendment.



The food scrap collection begun at the Recycling Center continues to grow with roughly 250 lbs of food scraps diverted from the waste stream and instead, transformed into compost, a valuable soil amendment.

To celebrate Earth Day 2015, seven Earth Machine Compost Bins were given away to residents who have never composted before. Giving compost bins away to residents is just one way the Town is able to encourage people to compost at home and thereby reduce the volume of waste going to ecomaine.

Improvements to the ever popular Swap Shop have continued this year with the installation of a new metal roof. By keeping the rain out, more items with some life still left in them will be able to find a new home.

FY 2017 Goals and Objectives

The ongoing goal of the Recycling Center is to reduce waste generation and to increase recycling. This is a long-term trend that is likely to continue as the food scrap collection program is better known, and as more residents utilize backyard composters.

A major objective for the Solid Waste and Recycling site is the final closure of the demolition debris landfill. This landfill closure project has been approved by the Maine DEP, and it will reduce the potential contamination of groundwater, reducing the Town's potential obligation for increased monitoring or remedial action costs in the future.

Performance Measures

Council Goal	Performance Measure:	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	
Solid Waste Department	Tons of Material Recycled in Silver Bullets	432	457	443	496	503	
	Tons of Material Disposed at ecomaine	1,655	1,586	1,574	1,583	1,510	
	Maintain stable tax rate, while providing the highest quality of services possible within the resources available	Percent of Waste Recycled	29	30	33	33	36
		Tons Recycled by Pinetree	N/A	N/A	123	130	164
		Tons of Recyclables Brought to the Recycling Center	N/A	211	206	184	178
		Visits to the Recycling Center for Household Clean-Up Week	450	505	664	733	711
		Tons of Electronic/Universal Waste Recycled	30	19	22	21	20

It is notable that the amount recycled by hauler Pine Tree Waste is included; many residents have this outside contractor collect their trash and recycling (this is not a service the Town provides), and Pine Tree reports their recycling figures back to the Town.

Budget

Solid Waste/Recycling	2014 Actual	2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
Personnel	103,990	110,643	117,600	113,700	119,000
Contracted Services	274,221	293,877	303,900	272,200	301,700
Special Projects					
Supplies	11,004	3,543	4,000	3,480	4,000
Total	389,215	408,062	425,500	389,380	424,700



*Soldier's Monument
In Honor of Our Soldiers and Sailors
Photo Courtesy Town Staff*

THE WINSLOW PARK FUND



*Photo Courtesy
Panoramio.com*

The Winslow Park Special Revenue Fund

Department Overview

Since Adelaide Winslow Harb donated the Park in 1953, the Town has been operating the Park, and as the donation stipulates, placing all revenues generated into a special revenue fund. The Park generates approximately \$285,000 in annual camping and entrance fees, and average expenditures are approximately \$250,000 annually. This excess of revenues over expenditures has made it possible for the Winslow Park Commission to conduct a \$235,000 erosion control project during FY 2011 and FY 2012. This will help preserve the beach for many future visitors to the Park and campground. The Park employs a manager, who lives at the Park year-round and approximately 15 summer gatehouse keepers and groundspeople. The annual payroll and benefits for employees has historically been approximately \$140,000, and the remaining \$110,000 goes into grounds maintenance, utilities, and other requirements of maintaining a large waterfront Park, campground, and playground.

Major Accomplishments for FY 2015 and FY 2016

The past year has seen continued work on preserving and upgrading the campground, waterfront and older buildings.

Work on the old farmhouse continues and will for some time. During the last year the interior of the barn area was completely finished up with a new storage loft completed, walls rebuilt and insulated and the eventual new office/old loft was stripped, reinsulated, re-floored and rewired. The entire house was recently lifted to replace rot and redo drainage along the north side as well.

Harb cottage is under construction and will see an updated bath and finished laundry area for the 2016 rental season. The final older set of stairs providing access to the water on the north end of the campground was completed in the fall which means that all of our water access stairs are new within the last five years. The stone pier started showing issues going into the last camping season. Help was brought in to completely take down and rebuild all of the perimeter walls and reinforce the end section to ensure safe and usable access.

The boat ramp was recently repaved and the edge reinforced with concrete to provide easier and safer boat launching.

The Park staff also worked hard on brush clearing along overgrown trails and improving the ground surface of campsites that have historically had water problems.

FY 2017 Goals and Objectives

Major goals for the upcoming year are well into planning mode and many have already been started. Park staff will make a big push to improve drainage throughout our inland camping area where old and undersized drain pipes have become broken or clogged over the years.

A push to remove the vast majority of the old logs currently used as parking barriers will begin shortly. These will be replaced with a mix of rail fencing in the picnic area, large boulders in no parking areas, and more attractive parking barriers along the main road.

The park staff also has the ongoing task of continuing to clean up our wooded areas which have seen significant blow down damage over the years due to the size of the pine trees and the very sandy soil. This will include brush and log clearing and eventually bringing in more trees that will better weather both the soils and the winds.

Performance Measures

Council Goal:		Performance Measure:	Calendar Year				
Winslow Park	Be active in maintaining a strong relationship with neighboring municipalities		2011	2012	2013	2014	2015
		Family Season Passes	435	460	484	484	499
		Daily Visitors	23,900	23,994	23,292	24,762	25,316

In addition to the items above, the Winslow Park staff hosts a summer concert series including eight music concerts during the months of July and August, hosts the Camp Seaside that is organized and sponsored by the Recreation Department of RSU #5, hosts all Freeport Community Education running races, hosts the Close to the Coast race, donates a one week stay at Harb Cottage to the Freeport Community Services for the auction, donates one weekend to the Wolfe’s Neck Farm for their auction, donates season passes to the Freeport Community Services and YMCA for the needy families with children, hosts three free weeks of camping for Freeport residents, hosts the Lobsterman Triathlon that attracts 1,000 people to the Park, and participates in the Maine Healthy Beaches program which requires weekly water testing. The Park is open year-round, and while there is a small fee of \$3 for non-residents and \$2 for Freeport residents, the Park is free during the off-season for walking and sight-seeing.

Budget

The Park's historic fund balance is shown from FY 2010 through the June 30th, 2017 budget in addition to a more detailed revenue and expenditure report. It is notable that during the FY 2011 and 2012 fiscal years, the Park underwent a large-scale (approximately \$240,000) erosion control project. This is the reason for the decline in fund balance during those two fiscal years.

Winslow Park

	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Audited	FY 2014 Audited	FY 2015 Audited	FY 2016 Projected	FY 2017 Budgeted
Beginning Balance	\$ 443,643	\$ 478,728	\$ 388,030	\$ 369,701	\$ 417,279	\$ 476,759	\$ 525,025	\$ 501,925
Revenue	\$ 248,422	\$ 288,068	\$ 278,834	\$ 273,639	\$ 284,006	\$ 279,828	\$ 288,200	\$ 292,711
Expenditures	\$ 213,337	\$ 378,766	\$ 297,163	\$ 226,061	\$ 224,526	\$ 231,562	\$ 311,300	\$ 292,711
Other Sources/(Uses)								
Ending Balance	\$ 478,728	\$ 388,030	\$ 369,701	\$ 417,279	\$ 476,759	\$ 525,025	\$ 501,925	\$ 501,925
Change in Fund Balance	\$ 35,085	\$ (90,698)	\$ (18,329)	\$ 47,578	\$ 59,480	\$ 48,266	\$ (23,100)	\$ -

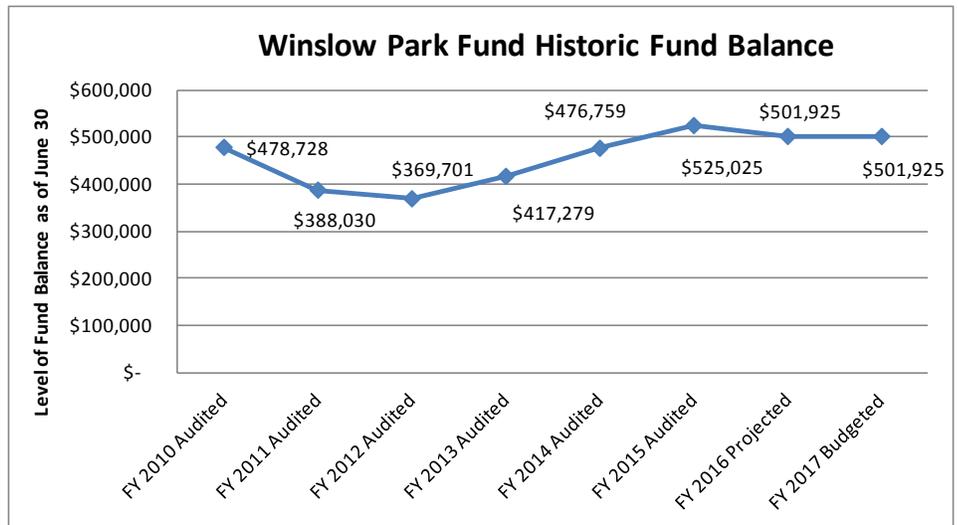
Town of Freeport

Summary of Revenues and Expenditures-Winslow Park Fund

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Projected FY 2016	Budget FY 2017	Increase (Decrease)	% Change
Beginning Fund Balance	\$ 388,031	\$ 369,702	\$ 417,280	\$ 476,760	\$ 525,026	\$ 501,926	-\$23,100	-4.40%
Revenues								
Taxes								
Licenses, Permits, and Fees	\$ 278,834	\$ 273,639	\$ 284,006	\$ 279,828	\$ 288,200	\$ 292,711	\$4,511	1.57%
Intergovernmental								
Charges for Service								
Fees and Fines								
Unclassified								
Investment Earnings								
Total Revenues	\$ 278,834	\$ 273,639	\$ 284,006	\$ 279,828	\$ 288,200	\$ 292,711	\$4,511	1.57%
Expenditures								
General Government								
Public Safety								
Public Works								
Community Services	\$ 297,163	\$ 226,061	\$ 224,526	\$ 231,562	\$ 311,300	\$ 292,711	-\$18,589	-5.97%
Education								
Insurance and Fringe Benefits								
Unclassified								
Debt Service								
Total Expenditures	\$ 297,163	\$ 226,061	\$ 224,526	\$ 231,562	\$ 311,300	\$ 292,711	-\$18,589	-5.97%
Other Financing Sources/(Uses)								
Change in Fund Balance	\$ (18,329)	\$ 47,578	\$ 59,480	\$ 48,266	\$ (23,100)	\$ -		
Ending Fund Balance	\$ 369,702	\$ 417,280	\$ 476,760	\$ 525,026	\$ 501,926	\$ 501,926	\$0	0.00%

As seen in the above table, the Winslow Park fund’s fund balance has historically increased annually, and declines are normally attributable to a large-scale capital project such as the erosion control project or bathroom renovations as in during FY 2012. The projected decline in the FY 2016 fund balance is due to the major renovations being undertaken at the farmhouse and Harb Cottage. The chart below is a graphic representation of the ending fund balances shown above. Below is the FY 2017 budget as passed by the Town council, and above is a basic revenue and expenditure worksheet showing the changes in fund balance from FY 2010-FY 2017 budget.

While the table above shows the FY 2012-FY 2017 actual (or budget) figures and fund balance computations, the table to the right shows the fund balance computations for the Fund since FY 2008. The natural increase in fund balance due to the inherent profitability in the Winslow Park operations is shown until the erosion control project began in FY 2011. During FY



2012, the Winslow Park commission approved \$40,000 for bathroom and shower renovations and another \$9,000 for farmhouse painting. The FY 2013 – FY 2015 fund balances continued increasing again due to the large erosion control and bathroom renovation projects being complete. It is likely that FY 2016 will show a decrease in fund balance due to the farmhouse and Harb Cottage Renovation being undertaken.

Winslow Park	2014 Actual	2015 Actual	2016 Projection	2017 Budget
Personnel	131,349	113,645	156,100	143,011
Contracted Services	61,791	63,777	75,200	69,400
Special Projects	14,992	32,292	57,000	57,000
Supplies	16,391	20,649	23,000	23,300
Total	224,523	230,362	311,300	292,711

DESTINATION FREEPORT TAX INCREMENT FINANCING DISTRICT FUND



Photo Courtesy Town Staff

The Destination Freeport TIF Special Revenue Fund

Fund Overview

The Destination Freeport Tax Increment Financing Fund was created in 1999 to improve infrastructure in the downtown commercial area of Freeport. The Village was experiencing a large increase in lodging accommodations, and the Town felt it necessary to enhance the infrastructure and facilities in the downtown area. The idea was that Freeport was becoming a destination in Maine, as opposed to a daytime shopping location. People were now coming from all over the country to visit Freeport and stay overnight. The original TIF agreement with the State's Department of Economic and Community Development was a ten-year agreement. Since that time, however, the TIF has been extended twice, and the new expiration year is 2029. The TIF "cap", or the amount of property value to be "captured" and placed into the TIF account has increased to \$17 million annually. This is currently generating \$285,600 in annual increment, or TIF property tax revenue.

Major Accomplishments for FY 2015 and FY 2016

Over the past three years, the TIF funds have mainly been used for sidewalk improvements in Main Street and surrounding eligible streets in the downtown area, including replacement of the sidewalk detectable panels. However, in 2014 an interesting development in the Destination Freeport TIF district is that the Town Council shifted its contribution to the Town's economic development agencies (Chamber of Commerce and Freeport Economic Development Corporation) from the general fund (for FEDC) to the TIF fund. This is an eligible expense, and the Council felt it was more appropriate to expend funds on economic development from the TIF district fund. In FY 2015, the Maintenance Contract expired for the Downtown Area. Staff incorporated the cost of maintenance as part of its General Operations under Buildings & Grounds Maintenance (0107).

FY 2017 Goals and Objectives

The TIF fund is not a "department" as there are in other funds, so goals and objectives will be listed as the projects to be completed. The fund will be funding economic development during FY 2017 in addition to sidewalk construction from Elm St. to Snow St to co-ordinate with the RSU#5's project on Snow Street as well as from Bow Street to Mechanic Street and Main Street-East side. In addition, the Town Engineer plans on replacing eight sidewalk ramp detectable panels in the downtown with TIF increment during FY 2017. The Freeport Arts and Cultural Alliance (FACA) came before Council and requested an appropriation of \$10,000 towards the planning of an Arts and Cultural Center in Downtown Freeport. This was approved by Council and is noted for FY 2017 appropriation.

Performance Measures

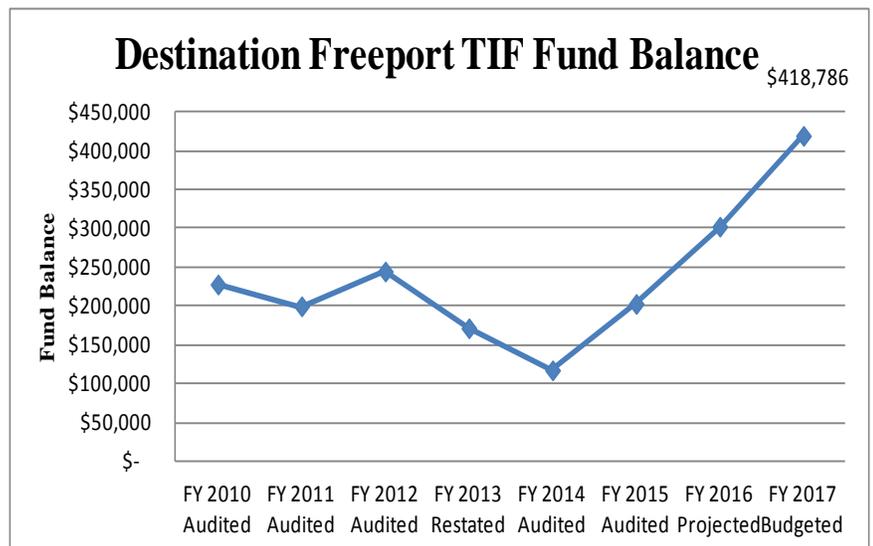
While the Destination Freeport TIF fund increment is used each year to improve the downtown area and promote economic development Town wide, it would not be appropriate to list performance measures for the TIF fund. The fund does not have any dedicated employees, and the economic development agencies supported by the fund are not Town entities. Both the Freeport Economic Development Corporation and Chamber of Commerce work closely with the Town staff but they are distinct entities. The FEDC is reported as a discrete component unit of the Town for financial statement presentation, but its governing board is distinctly separate from the Town Council.

Budget

The Destination Freeport five year TIF program budget was adopted by the Town Council on April 12th, 2016, and the budget is scheduled to be adopted on June 7th, 2016. The budget includes sidewalk improvements, economic development contributions, and a \$20,000 credit enhancement payment to the developer of the Nordica Theatre project, along with a \$10,000 planning project for an Arts and Cultural Center in Downtown. The TIF fund's fund balance would not be benchmarked as other special revenue funds, as it routinely contains capital projects of different sizes. A fund balance comparison from FY 2010-FY 2017 budgeted is included here for reference, but the fluctuation is always due to the size of the capital projects in the fund. It is notable that the FY 2017 budget includes a budgeted increase in fund balance of \$116,000; this is due in part to the small capital improvements plan in the fund relative to the tax increment for the upcoming year.

Destination Freeport TIF Fund										
	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Restated	FY 2014 Audited	FY 2015 Audited	FY 2016 Projected	FY 2017 Budgeted		
Beginning Balance	\$ 271,438	\$ 227,286	\$ 199,188	\$ 243,978	\$ 170,891	\$ 116,704	\$ 202,206	\$ 301,806		
Revenue	\$ 145,543	\$ 172,939	\$ 258,400	\$ 262,650	\$ 269,450	\$ 268,600	\$ 285,600	\$ 287,980		
Expenditures	\$ 189,695	\$ 201,037	\$ 213,610	\$ 335,737	\$ 323,637	\$ 183,098	\$ 186,000	\$ 171,000		
Other Sources/(Uses)										
Ending Balance	\$ 227,286	\$ 199,188	\$ 243,978	\$ 170,891	\$ 116,704	\$ 202,206	\$ 301,806	\$ 418,786		
Change in Fund Balance	\$ (44,152)	\$ (28,098)	\$ 44,790	\$ (73,087)	\$ (54,187)	\$ 85,502	\$ 99,600	\$ 116,980		

The Destination Freeport TIF District's historic fund balance is shown at the right; the District generates approximately \$280,000 annually and those funds are spent on downtown infrastructure and economic development projects ranging from sidewalks, paving, snow and sand removal equipment, and the Freeport Economic Development Corporation economic development nonprofit agency.



**Town of Freeport
Summary of Revenues and Expenditures-Destination Freeport TIF Fund**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Projected FY 2016	Budget FY 2017	Increase (Decrease)	% Change
Beginning Fund Balance	\$ 199,188	\$ 243,978	\$ 170,891	\$ 116,704	\$ 202,206	\$ 301,806	\$99,600	49.26%
Revenues								
Taxes	\$ 258,400	\$ 262,650	\$ 269,450	\$ 268,600	\$ 285,600	\$ 287,980	\$2,380	0.83%
Licenses, Permits, and Fees								
Intergovernmental								
Charges for Service								
Fees and Fines								
Unclassified								
Investment Earnings								
Total Revenues	\$ 258,400	\$ 262,650	\$ 269,450	\$ 268,600	\$ 285,600	\$ 287,980	\$2,380	0.83%
Expenditures								
General Government								
Public Safety								
Public Works								
Community Services								
Education								
Insurance and Fringe Benefits								
Unclassified	\$ 213,610	\$ 335,737	\$ 323,637	\$ 183,098	\$ 186,000	\$ 171,000	-\$15,000	-8.06%
Debt Service								
Total Expenditures	\$ 213,610	\$ 335,737	\$ 323,637	\$ 183,098	\$ 186,000	\$ 171,000	-\$15,000	-8.06%
Other Financing Sources/(Uses)								
Change in Fund Balance	\$ 44,790	(73,087)	(54,187)	85,502	99,600	116,980	\$17,380	
Ending Fund Balance	\$ 243,978	\$ 170,891	\$ 116,704	\$ 202,206	\$ 301,806	\$ 418,786	\$116,980	38.76%

The next table below shows the Destination Freeport's FY 2016 capital budget for a reference point in addition to the FY 2017-FY 2021 adopted five year program (planning document). While the appropriation for the budget has not yet been done, the intention is that the first year of the five-year program document becomes the appropriation and budget for the fiscal year.

	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
FY 2017			
Sidewalk Improvements - Main St East side, Bow St to Mechanic St	40,000	40,000	
Sidewalk Improvements - Elm St. to Snow St. (50% TIF/50% Grant Funds)	130,000	30,000	
Sidewalk ramp detectable panel replacement (8)	6,000	6,000	
FACA Cultural Plan Initiative	-	10,000	
Freeport Economic Development Corporation	95,000	95,000	
Total FY 2017	271,000	181,000	-

**DESTINATION TIF VILLAGE IMPROVEMENTS
FY 2017 BUDGET and FIVE-YEAR CAPITAL PROGRAM**

FY 2016 Adopted	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>
<u>FY 2016</u>			
1 Sidewalk Improvements - Snow St. to Justin's Way	65,000	65,000	65,000
2 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	6,000
3 Freeport Economic Development Corporation	95,000	95,000	95,000
Total FY 2016	166,000	166,000	166,000
 FY 2017-2021 Proposed			
	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved</u>	<u>Appropriated</u>
<u>FY 2017</u>			
1 Sidewalk Improvements - Main St East side, Bow St to Mechanic St	40,000	40,000	
2 Sidewalk Improvements - Elm St. to Snow St. (50% TIF/50% Grant Funds)	130,000	30,000	
3 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	
4 FACA Cultural Plan Initiative	-	10,000	
5 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2017	271,000	181,000	-
 <u>FY 2018</u>			
1 Sidewalk Improvements-Brick Repairs	25,000	25,000	
2 Sidewalk Improvements - Main Street east, Part of Mill Street to Bow Street	50,000	50,000	
3 Sidewalk Improvements - Bow Street, from Main Street east for 100'	22,000	22,000	
4 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	
5 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2018	198,000	198,000	-
 <u>FY 2019</u>			
1 Sidewalk Improvements - Main St, East side, West St. to Town Hall Dr	35,000	35,000	
2 Sidewalk-Main St West St to Holbrook St	84,000	84,000	
3 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	
4 Sidewalk Plow (shared with PWR)	90,000	90,000	
5 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2019	310,000	310,000	-
 <u>FY 2020</u>			
1 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	
2 Sidewalk Improvements - Brick Repairs	45,000	45,000	
3 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2020	146,000	146,000	-
 <u>FY 2021</u>			
1 Sidewalk Improvements - Brick Repairs	45,000	45,000	
2 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2021	140,000	140,000	-
 <u>TIF Funds Available:</u>			
Unobligated Balance 6/30/15	\$ 116,704		
Property Taxes Raised FY16	\$ 307,980		
FY 2016 Projects	\$ (71,000)		
Economic Development	\$ (95,000)		
Funds Committed for Theater Payment - Contract thru FY22	\$ (20,000)		
Funds Committed for Maintenance Contract-Now Town Maintained	\$ -		
Available 07/01/2016	\$ 238,684		

NON-EMERGENCY TRANSPORT FUND



Photo Courtesy Town Staff

The Nonemergency Transport Enterprise Fund

Fund Overview

The Non-Emergency Transport Fund (NET) was established more than ten years ago in order to fill a need among residents to provide transport services to the hospital for non-emergency services such as dialysis or other medical appointments. The NET fund shares employees with the regular emergency rescue service, but the rescue service is accounted for in the general fund, and the non-emergency transport program is accounted for on the full-accrual basis in an enterprise fund.

Major Accomplishments for FY 2015 and FY 2016

During FY 2014, the Fire and Rescue Department was the successful bidder in nearby New Gloucester's request for proposals for billing service. New Gloucester currently has approximately 550 bills and the Town's NET fund will receive \$20 per bill generating an additional \$11,000 for the fund. Two contracts were renewed in FY15 for an additional three years with both Biddeford and Saco.

The Fire and Rescue Department implemented a new staffing template in FY 2016. It allowed for four (4) cross trained fire rescue personnel to be available at the station 24 hours a day to answer all calls for service, fire rescue and transports. This had been a goal since the inception of the NET fund in 2000. Throughout the year staff worked on making this the most efficient and effective model possible to be compliant with the service needs of the community and local areas as well as keeping costs down.

FY 2017 Goals and Objectives

Unfortunately FY 2016 saw the loss of Parkview Hospital. And while these transport services have helped to keep the burden of taxpayer costs down and minimized fiscal impacts to the Town and taxpayers, the Department is now in a situation where it is reevaluating its current design and restructuring to meet current demand levels.

The Fire and Rescue Department is now working with the Town Manager and Finance Department to monitor the NET program throughout the year in order to ensure that the net assets maintain or increase throughout the Fiscal Year.

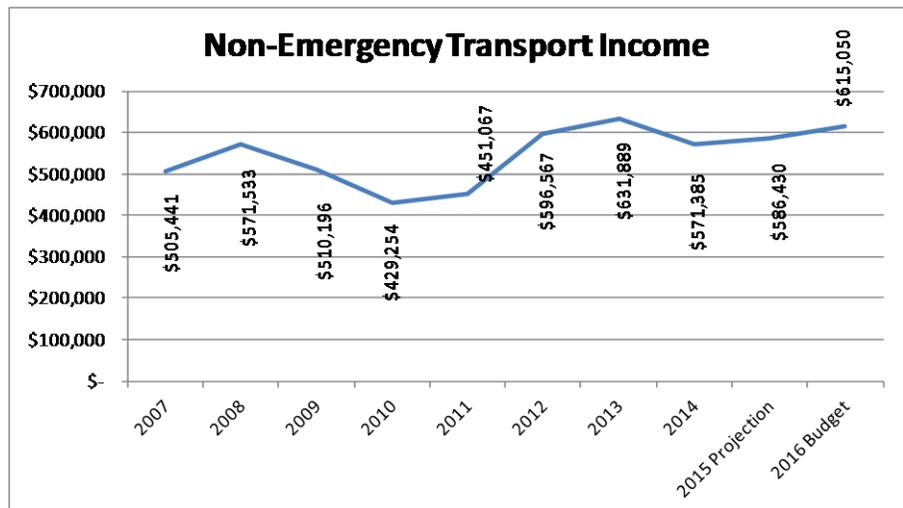
Performance Measures

	Council Goal:	Performance Measure:	2011	2012	2013	2014	2015
Non-Emergency Transport	Be active in maintaining a strong relationship with neighboring municipalities	Non-Emergency Patients Transported	1,170	1,164	1,314	1,122	1,136
		Billing Service Billed Runs	2,252	7,120	7,656	9,290	6,477

Budget

NET Program	2013 Actual	2015 Actual	FY 2016 Projection	FY 2017 Budget
Personnel	500,297	578,255	588,400	242,250
Contracted Services	36,150	47,933	29,250	35,750
Special Projects	9,179	14,530	14,200	14,500
Supplies	13,273	16,639	12,523	12,500
Transfer to General Fund	45,000	50,000	-	50,000
Total	603,899	707,357	644,373	355,000

As mentioned above, it is notable that historically, the NET fund has transferred between \$45,000 - \$50,000 to the general fund to offset wages that are paid from the general fund for employees who work both emergency and non-emergency duties. In FY 2011 however, staff stopped the transfers in order to maintain positive net assets in the NET fund. Staff included the \$45,000 transfer for the FY 2014



budget and increased this figure for FY 2015 and FY 2016 to \$50,000 as the cost of personnel and other supplies paid from the general fund for use in both emergency and non-emergency programs has increased.

NET Fund									
	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Restated	FY 2014 Audited	FY 2015 Audited	FY 2016 Projected	FY 2017 Budgeted	
Beginning Balance	\$ 118,582	\$ 54,971	\$ 37,807	\$ 137,887	\$ 247,560	\$ 279,254	\$ 203,718	\$ 44,345	
Revenue	\$ 429,254	\$ 451,067	\$ 556,022	\$ 631,889	\$ 571,385	\$ 631,822	\$ 485,000	\$ 355,000	
Expenditures	\$ 447,865	\$ 468,231	\$ 496,487	\$ 522,216	\$ 558,903	\$ 657,358	\$ 644,373	\$ 355,000	
Other Sources/(Uses)	\$ (45,000)	\$ -	\$ 40,545	\$ -	\$ 19,212	\$ (50,000)	\$ -	\$ -	
Ending Balance	\$ 54,971	\$ 37,807	\$ 137,887	\$ 247,560	\$ 279,254	\$ 203,718	\$ 44,345	\$ 44,345	
Change in Fund Balance	\$ (63,611)	\$ (17,164)	\$ 100,080	\$ 109,673	\$ 31,694	\$ (75,536)	\$ (159,373)	\$ -	

Town of Freeport
Summary of Revenues and Expenses - Nonemergency Transport Fund

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Projected FY 2016	Budget FY 2017	Increase (Decrease)	% Change
Beginning Net Assets	\$ 37,811	\$ 97,346	\$ 247,564	\$ 279,258	\$ 272,930	\$ 113,557	\$ (159,373)	-58.39%
Revenues								
Taxes								
Licenses, Permits, and Fees								
Intergovernmental								
Charges for Service	\$ 556,022	\$ 631,889	\$ 571,385	\$ 631,822	\$ 485,000	\$ 355,000	\$ (130,000)	-26.80%
Fees and Fines								
Unclassified								
Investment Earnings								
Total Revenues	\$ 556,022	\$ 631,889	\$ 571,385	\$ 631,822	\$ 485,000	\$ 355,000	\$ (130,000)	-26.80%
Expenditures								
General Government								
Public Safety	\$ 496,487	\$ 522,216	\$ 558,903	\$ 657,358	\$ 644,373	\$ 355,000	\$ (289,373)	-44.91%
Public Works								
Community Services								
Education								
Insurance and Fringe Benefits								
Unclassified								
Debt Service								
Total Expenditures	\$ 496,487	\$ 522,216	\$ 558,903	\$ 657,358	\$ 644,373	\$ 355,000	\$ (289,373)	-44.91%
Other Financing Sources/(Uses)	\$ -	\$ 40,545	\$ 19,212	\$ 19,208	\$ -	\$ -		
Change in Net Assets	\$ 59,535	\$ 150,218	\$ 31,694	\$ (6,328)	\$ (159,373)	\$ -		
Ending Net Assets	\$ 97,346	\$ 247,564	\$ 279,258	\$ 272,930	\$ 113,557	\$ 113,557	\$ -	

THE CAPITAL PROJECTS FUND



*This is a photo of the Town's Plow Truck #5. It is scheduled to be replaced through the FY 2017 capital plan and appropriation.
Photo Courtesy Town Staff*

The Capital Projects Fund

Fund Overview

The capital projects fund is reserved for items that are non-routine and will cost the Town more than \$5,000 in expenditure. The Town has historically adopted an annual capital budget as part of a five-year capital improvements plan and a 20-year replacement schedule. The capital fund is funded most often through transfers from the reserve funds. The historic and projected fund balance is shown on the tables below.

Town of Freeport						
Summary of Revenues and Expenditures - Capital Projects Fund						
	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Projected FY 2016	Budget FY 2017
Beginning Fund Balance	\$ 2,887,874	\$ 2,631,560	\$ 2,228,358	\$ 2,959,019	\$ 3,917,222	\$ 3,917,222
Revenues						
Taxes						
Licenses, Permits, and Fees						
Intergovernmental						
Charges for Service						
Fees and Fines						
Unclassified	\$ 800,852	\$ 376,722	\$ 114,766	\$ 1,620	\$ -	\$ -
Investment Earnings						
Total Revenues	\$ 800,852	\$ 376,722	\$ 114,766	\$ 1,620	\$ -	\$ -
Expenditures						
General Government						
Public Safety						
Public Works						
Community Services						
Education						
Insurance and Fringe Benefits						
Unclassified						
Capital Outlay	\$ 4,151,716	\$ 2,012,099	\$ 976,839	\$ 1,426,917	\$ 2,549,500	\$ 1,693,600
Debt Service						
Total Expenditures	\$ 4,151,716	\$ 2,012,099	\$ 976,839	\$ 1,426,917	\$ 2,549,500	\$ 1,693,600
Other Financing Sources/(Uses)	\$ 3,094,550	\$ 1,232,175	\$ 1,592,734	\$ 2,383,500	\$ 2,549,500	\$ 1,693,600
Change in Fund Balance	\$ (256,314)	\$ (403,202)	\$ 730,661	\$ 958,203	\$ -	\$ -
Ending Fund Balance	\$ 2,631,560	\$ 2,228,358	\$ 2,959,019	\$ 3,917,222	\$ 3,917,222	\$ 3,917,222

Capital Projects Fund									
	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Restated	FY 2014 Audited	FY 2015 Audited	FY 2016 Projected	FY 2017 Budgeted	
Beginning Balance	\$ 1,897,284	\$ 1,095,494	\$ 2,887,874	\$ 2,971,900	\$ 2,568,698	\$ 3,299,359	\$ 4,257,562	\$ 4,257,562	
Revenue	\$ 393,165	\$ -	\$ 800,852	\$ 376,722	\$ 114,766	\$ 1,620	\$ -	\$ -	
Expenditures	\$ 1,197,231	\$ 1,302,170	\$ 4,151,716	\$ 2,012,099	\$ 976,839	\$ 1,426,917	\$ 2,549,500	\$ 1,693,600	
Other Sources/(Uses)	\$ 2,276	\$ 3,094,550	\$ 3,434,890	\$ 1,232,175	\$ 1,592,734	\$ 2,383,500	\$ 2,549,500	\$ 1,693,600	
Ending Balance	\$ 1,095,494	\$ 2,887,874	\$ 2,971,900	\$ 2,568,698	\$ 3,299,359	\$ 4,257,562	\$ 4,257,562	\$ 4,257,562	
Change in Fund Balance	\$ (801,790)	\$ 1,792,380	\$ 84,026	\$ (403,202)	\$ 730,661	\$ 958,203	\$ -	\$ -	

Note that during the FY 2013 budgeting process the Town converted its capital budgeting schedule from a calendar year to a fiscal year basis. All FY 2012 figures are projected instead of budgeted (as in the case of all other funds) because the plan includes a calendar year 2011 budget and a subsequent FY 2013 budget. There is no calendar or fiscal year 2012 capital budget.

The Town has a sophisticated and well-planned set of reserve funds and methods of funding and benchmarking these funds. The reserve funds were established approximately 20 years ago, and are currently funded through transfers from the cellular telephone tower leases throughout Town by \$175,000 annually. The old Town library building which is currently leased to retailer Abercrombie and Fitch also transfers an additional \$175,000 annually. In addition, any amount above the minimum fund balance that exists as of the end of the fiscal year may be transferred to the reserves after the Town Council is notified of the amount and has a chance to discuss all options for the funds. The Town Council established an energy reserve, and each year half of all energy savings are to be transferred to that reserve fund. In addition, the Town’s investment policy dictates that the reserve funds are to be invested 75 percent in fixed income and 25 percent in equity funds. The income from these funds is directed back to the fund, and allocated based upon the percentages of total of each reserve fund. The reserve funds are benchmarked to ensure that each fund is adequately funded in order to complete improvements and replacements as scheduled; the benchmark guidelines are the sum of the five-year plan or 20 percent of the 20-year replacement schedule. Reserve benchmarks are always trailing by one year, as staff uses the audited reserve balances for benchmarking purposes. For example, the 6/30/2015 reserve balances’ benchmarks are the sum of the FY 2017-FY 2021 five-year and FY 2017-FY 2036 replacement schedule. The reason for this is that the financial statements for FY 2015 are released in December (or soon thereafter) of 2015; the FY 2017 capital budgeting season begins in March and April of 2016. In addition, historically, the capital plan has been completed on an annual basis. However, a strict reading of the Town’s Charter required this to change to run concurrently with the operating budget. Benchmarks are listed below and compared with the FY 2017 adopted capital budget:

Town of Freeport Reserve Funds Draft Reserve Balances 12/31/2015 For Funds Used in the Capital Planning Process	
Police	388,721
Fire	503,126
Rescue	561,976
Public Works	578,875
Solid Waste	125,782
Comprehensive Town Improvements	731,784
Municipal Facilities	1,123,437
Library	-
Cable	511,319
Other	40,949

Major Projects from the Last Five Years

The CY 2011 and FY 2016 capital budgets were among the largest in recent years, as the preceding budgets were smaller than normal due to tough economic times. The five-year capital plan history is listed below with some highlighted projects from those years. The FY 2017 program is relatively small in comparison at just over \$1.4 million.

Capital Projects Fund-Historic Budgets for Comparison to FY 2017							
Department	CY 2010	CY 2011	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
Police		\$ 85,000	\$ 50,000	\$ 25,000	\$ 86,000	\$ 88,000	155,400
Fire	\$ 39,000	\$ 14,000	\$ 77,000	\$ 15,000	\$ 50,000	\$ 750,000	95,000
Rescue		\$ 205,000	\$ 174,000	\$ 189,000	\$ 214,000	\$ 196,000	110,000
Public Works		\$ 170,000	\$ 471,000	\$ 276,500	\$ 45,000	\$ 223,000	221,000
Solid Waste		\$ 95,000	\$ 90,000	\$ 30,000	\$ 12,000	\$ 170,000	0
Comprehensive Town Improvements	\$ 97,500	\$1,308,565	\$ 614,900	\$ 235,600	\$ 1,590,000	\$ 681,000	570,000
Municipal Facilities	\$ 95,000	\$ 385,000	\$ 266,000	\$ 84,000	\$ 191,500	\$ 165,500	221,200
Library							
Cable	\$ 14,000	\$ 84,000	\$ 16,750	\$ 19,000	\$ 36,000	\$ 3,000	35,000
Other	\$ 6,000	\$ 29,000	\$ 188,000	\$ 71,000	\$ 16,000	\$ 25,000	5,000
Total	\$ 251,500	\$2,375,565	\$1,947,650	\$ 945,100	\$ 2,240,500	\$2,301,500	\$1,412,600

Among the large projects in recent years are the reconstruction of portions of the Flying Point Road in 2011 and 2012; The Town appropriated \$695,000 in 2011 for this project, and the State of Maine Department of Transportation contributed an additional \$174,000. In 2009, the Town appropriated \$31,000 for a Portland Area Comprehensive Transportation System (PACTS) project to overlay the portion of Bow Street from Main Street to Dennison Avenue. The total project cost was approximately \$120,000. East and Park Streets were partially reconstructed; each project was allocated \$150,000. In addition, the PACTS (Portland Area Comprehensive Transportation System) organization will be completing a pavement preservation project that will install a 1.5 inch overlay over the existing surface. These funds were allocated in 2011, but the project is on the State DOT's 2012-2013 paving schedule. The FY 2014 capital improvement plan was relatively small in comparison at \$945,000 versus almost \$2 million for FY 2013 and \$2.2 million for FY 2015. The program included a smaller number of smaller-sized projects. The FY 2015 program included the \$1.3 million reconstruction of the Wardtown Road, or Route 125. The program included 2.49 miles of reconstruction work; the State Department of Transportation will be partnering with the Town and contributing \$500,000 to the reconstruction effort. The additional \$800,000 was to come from Town reserves. The project includes three-foot paved shoulders; the cost of that was \$300,000 and all of the funds came from local reserves. The Public Works Department also reconstructed approximately 2,250 feet of Torrey Hill Range Road during the summer of 2014. This project was approved in FY 2014 through the capital plan. This project included some road re-alignment and other safety improvements. Final preparation work and paving was performed in September 2015 and was funded from local reserves.

As part of the new Hunter Road Fields recreation facility, there are required stormwater improvements that were made as part of the Department of Environmental Protection permitting process. The total of this appropriation during FY 2014 was \$59,000, and the total in the FY 2015 budget was \$138,000. These funds were appropriated from Town reserves.

FY 2017 Goals and Objectives

Each project scheduled for FY 2017 has individual goals and objectives, and these are listed with each item in addition to their impact on the operating budget, if applicable.

Performance Measures

The capital projects fund does not have formal performance measures as do the other funds. However, each budgeted item's impact on the operating budget is included in a table in the department. The items are listed by project.

Budget

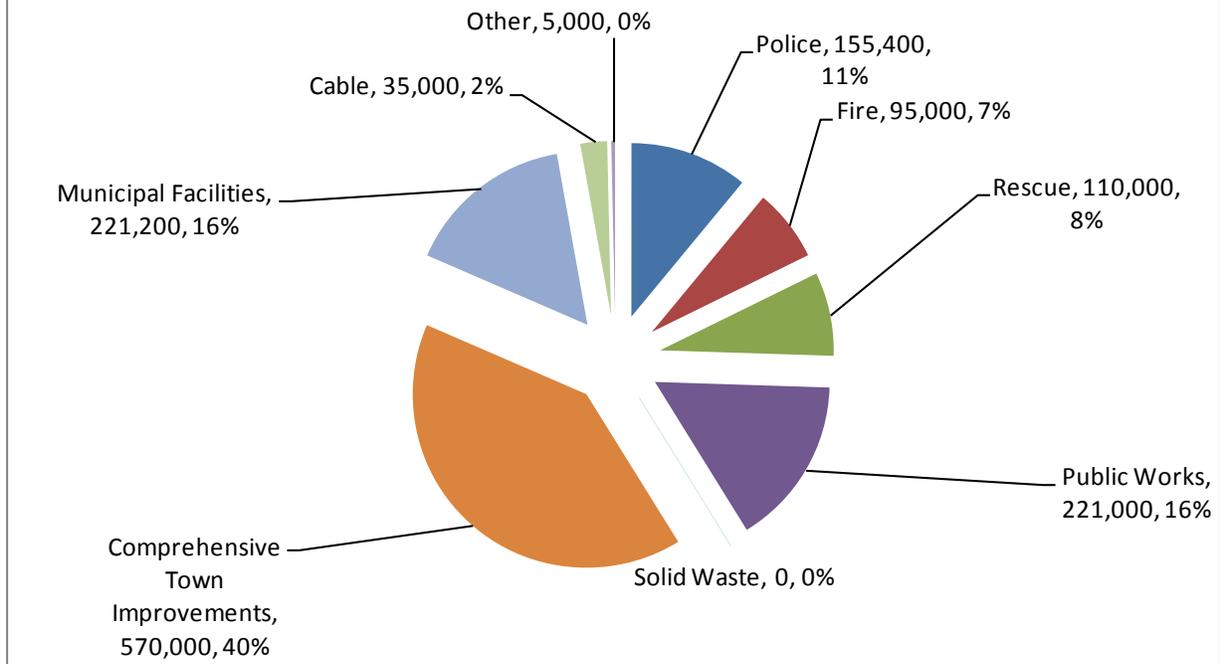
The FY 2017 budget as adopted by the Town Council is listed below in summary, and in detail on the pages that follow.

Town of Freeport Summary of Funding Sources FY 2017 Capital Program

	FY 2016		FY 2017		Funding Source				
	Council	Manager	Council	Council	Fund				
	<u>Approved</u>	<u>Proposed</u>	<u>Approved</u>	<u>Appropriated</u>	<u>Reserve</u>	<u>Bond</u>	<u>Balance</u>	<u>TIF</u>	<u>Other</u>
Police	88,000	152,400	155,400	-	155,400				
Fire	750,000	115,000	95,000	-	95,000				
Rescue	196,000	110,000	110,000	-	110,000				
Public Works	295,000	221,000	221,000	-	221,000				
Solid Waste	170,000	90,000	-	-	-				
Comprehensive Town Imp.	681,000	600,000	570,000	-	570,000				
Municipal Facilities	165,500	258,000	221,200	-	221,200				
Cable	3,000	35,000	35,000	-	35,000				
Other	35,000	-	5,000	-	5,000				
Destination Freeport TIF	166,000	271,000	181,000	-	-			181,000	
Total	2,549,500	1,852,400	1,593,600	-	1,412,600	-	-	181,000	-

The detail of each department's capital plan is listed below; the article number is used as a reference for the Town Council during the deliberation and adoption process. The capital plan is discussed and finally adopted by article. The pie chart below shows each article and its percentage of the total FY 2017 capital budget. This gives the Town Council and public the ability to put each department's request into perspective relative to the other FY 2017 improvements and projects. The tables and charts below show each department's five-year capital plan (FY 2017-FY 2021) plus the amount of each FY 2017 budget in relation to the June 30th, 2015 (or December 31st, 2015 as used as a "draft" balance) reserve balances from which the funds will be transferred for expenditure.

FY 2017 Capital Improvement Program



The pie chart above represents the amount of each capital appropriation by department/program, and the percentage of the total appropriation given to each program. The "Other" category in this instance is the \$5,000 appropriated for the bridge replacement at Florida. The project is detailed further in the Boards and Committees section of this document.

Article 1-Police Department Capital Improvement Plan and Appropriation

The Police Department's FY 2016 appropriation is listed below for the Town Council's point of reference; the FY 2017-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget.

POLICE DEPARTMENT ARTICLE I

	Department	Manager	Council
FY 2016 Adopted	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>

FY 2016

1	New Squad Car and Changeover Equipment	34,000	34,000	34,000
2	New Squad Car and Changeover Equipment	34,000	34,000	34,000
3	PD Redesign	20,000	20,000	20,000
<hr/>				
	Total FY 2016	88,000	88,000	88,000

FY 2017-2021 Proposed

	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved</u>	<u>Appropriated</u>

FY 2017

1	Communications Upgrade-Radios	47,000	47,000	
2	Firearm Replacement	39,400	39,400	
3	Speed Trailer & Signs	10,000	10,000	
4	Replace Chief's Vehicle	22,000	25,000	
5	New Squad Car and Changeover Equipment	34,000	34,000	
<hr/>				
	Total FY 2017	152,400	155,400	-

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget. There will be some savings recognized in vehicle maintenance with the replacement of the Chief's Vehicle and New Squad Car.

FY 2018

1	Update Mobile Data Terminals	37,000	37,000	
2	New Squad Car and Changeover Equipment	35,000	35,000	
3	New Squad Car and Changeover Equipment	35,000	35,000	
4	Audio-Video Camera in Cars	43,000	43,000	
<hr/>				
	Total FY 2018	150,000	150,000	-

FY 2019

1	New Squad Car and Changeover Equipment	35,000	35,000	
<hr/>				
	Total FY 2019	35,000	35,000	-

FY 2020

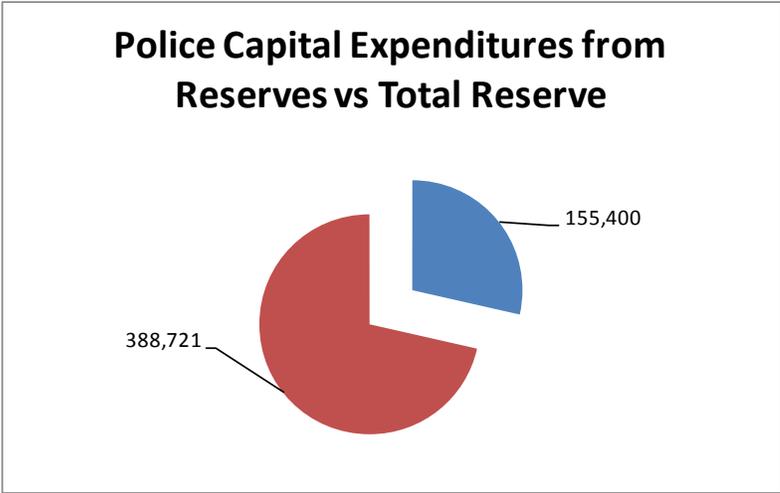
1	New Shellfish Truck and Equipment	35,000	35,000	
2	New Squad Car and Changeover Equipment	35,000	35,000	
3	Replace Radar Units	25,000	25,000	
4	Replace Bullet-Proof Vests	20,000	20,000	
<hr/>				
	Total FY 2020	115,000	115,000	-

FY 2021

1	Special Enforcement Boat & Motor	30,000	30,000	
2	New Squad Car and Changeover Equipment	35,000	35,000	
3	New Squad Car and Changeover Equipment	35,000	35,000	
<hr/>				
	Total FY 2021	100,000	100,000	-

12/31/2015 Reserve Balances	388,721
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The project authorized and subsequently appropriated by the Town Council is the purchase of a new police car and changeover equipment totaling \$34,000. In addition, the department has requested funding of \$25,000 to replace the current 2007 Ford Taurus Chief's Vehicle and \$10,000 for two additional Speed Trailer units and subsequent signs. This was a request from Residents



to help prevent vehicles from speeding in the neighborhoods. There is also the request to replace Department firearms for \$39,400 that was last done in 2008. This will outfit each officer with their own Pistol, Rifle, and Taser, cutting down on the wear and tear that occurs on shared equipment. The Department is also looking to incorporate a Public Safety Communications upgrade that you will see between the Police, Fire, and Rescue Departments. All three Departments have joined together into one project to improve the reliability and coverage for all agencies. Currently our communications systems is reliant on tower antennas. This request is to move to installed hardware at the antenna sites.

Article 2- Fire Department Capital Improvement Plan and Appropriation

The Fire Department's FY 2016 appropriation is listed below for the Town Council's point of reference; the FY 2017-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget.

FIRE DEPARTMENT ARTICLE II

FY 2016 Adopted	Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
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FY 2016

1	Engine 3 & Equipment Replacement	750,000	750,000	750,000
Total FY 2016		750,000	750,000	750,000

FY 2017-2021 Proposed

<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
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FY 2017

1	Thermal Image Camera (4)	60,000	40,000	
2	Communications Upgrade-Radios	55,000	55,000	
Total FY 2017		115,000	95,000	-

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget.

FY 2018

1	Mobile Data Terminals	33,000	33,000	
Total FY 2018		33,000	33,000	-

FY 2019

1	Replace Chief's Vehicle	50,000	50,000	
Total FY 2019		50,000	50,000	-

FY 2020

1	Service Pickup Replacement	60,000	60,000	
2	Traffic Light Preemption System	25,000	25,000	
Total FY 2020		85,000	85,000	-

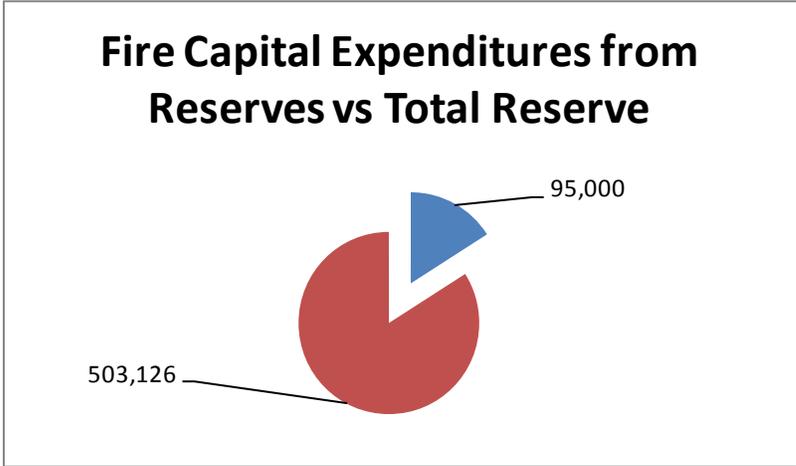
FY 2021

1	2000 International 4900-Tank 2 Replacement	450,000	450,000	
Total FY 2021		450,000	450,000	-

12/31/2015 Reserve Balances	503,126
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The Fire Department is requesting funding to replace four Thermal Image Cameras. This upgrade will allow for the Department to detect gas leaks as well as offer enhanced thermal imaging in situations of smoke and darkness. This upgrade is based on extensive technological advancements from the last purchase of Thermal Imaging Camera back in 2006. The Department is looking to incorporate a Public Safety Communications upgrade that you will see between the Police, Fire, and Rescue Departments.

All three Departments have joined together into one project to improve the reliability and coverage for all agencies. Currently our communications systems is reliant on tower antennas. This request is to move to installed hardware at the antenna sites.



Picture of Engine 3 that was replaced in the FY16 Capital Plan

Photo Courtesy Town Staff

Article 3- Rescue Department Capital Improvement Plan and Appropriation

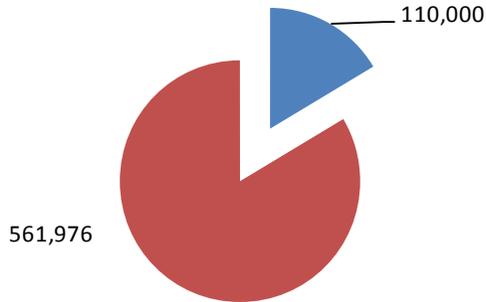
The Rescue Department's FY 2016 appropriation is listed below for the Town Council's point of reference; the FY 2017-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget.

RESCUE UNIT ARTICLE III

FY 2016 Adopted		Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2016</u>				
1	Rescue Replacement (2005) - Rescue 1	196,000	196,000	196,000
	FY 2016	196,000	196,000	196,000
FY 2017-2021 Proposed				
		<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>				
1	Communications Upgrade-Radios	110,000	110,000	
	Total FY 2017	110,000	110,000	-
<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p>FY 2017 Capital Appropriation Impact on Operating Budget</p> <p>There will be no material impact on the operating budget.</p> </div>				
<u>FY 2018</u>				
1	Electronic Run Reporting Software	30,000	30,000	
	FY 2018	30,000	30,000	-
<u>FY 2019</u>				
1	No Capital Purchases Requested At This Time			
	Total FY 2019	-	-	-
<u>FY 2020</u>				
1	Rescue Replacement (2012) - Rescue 5	196,000	196,000	
	FY 2020	196,000	196,000	-
<u>FY 2021</u>				
1	Rescue Replacement (2012) - Rescue 4	196,000	196,000	
	FY 2021	196,000	196,000	-
12/31/2015 Reserve Balances		561,976		

The Rescue Department is looking to incorporate a Public Safety Communications upgrade that you will see between the Police, Fire, and Rescue Departments. All three Departments have joined together into one project to improve the reliability and coverage for all agencies. Currently our communications systems is reliant on tower antennas. This request is to move to installed hardware at the antenna sites.

Rescue Capital Expenditures from Reserves vs Total Reserve



*This is a photo of the Town's new Rescue Unit. It was financed through the FY 2015 capital plan and appropriation.
Photo Courtesy Town Staff*

Article 4- Public Works Department Capital Improvement Plan and Appropriation

The Public Works Department’s FY 2016 appropriation is listed below for the Town Council’s point of reference; the FY 2017-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget.

PUBLIC WORKS ARTICLE IV

	Department	Manager	Council	
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>	
FY 2016 Adopted				
<u>FY 2016</u>				
1	Truck Chassis (Tandem Axle), Plow and Wing (Truck 3)	213,000	213,000	213,000
2	Wood Chipper Refurbish	10,000	10,000	10,000
3	Buildings & Grounds Roadside Mower Attachment			20,000
4	Buildings & Grounds Pickup Truck w/Bed			52,000
	Total FY 2016	213,000	213,000	213,000

FY 2017-2021 Proposed

	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>	
<u>FY 2017</u>				
1	Truck Chassis Replacement (Single Axle), Plow & Wing (Truck 2)	176,000	176,000	
2	3/4 Ton Pick-Up with Plow (Truck 15)	45,000	45,000	
	Total FY 2017	221,000	221,000	-

FY 2017 Capital Appropriation Impact on Operating Budget			
There will be no material impact on the operating budget. There will be some savings recognized in vehicle maintenance with the replacement of Truck 2 & 15.			

<u>FY 2018</u>				
1	Case Front-End Loader	140,000	140,000	
2	Backhoe	100,000	100,000	
	Total FY 2018	240,000	240,000	-

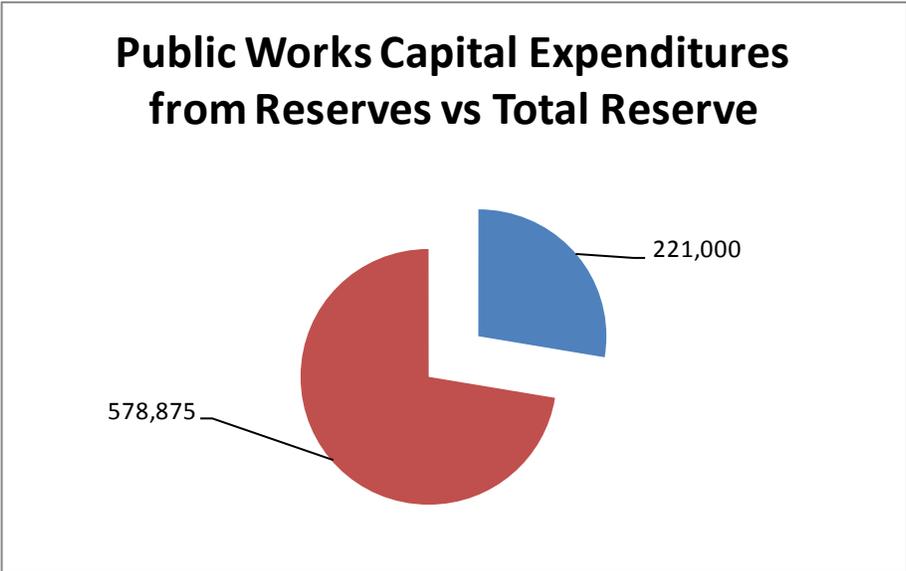
<u>FY 2019</u>				
1	Sidewalk Plow (Shared with TIF)	90,000	90,000	
2	Forklift	25,000	25,000	
	Total FY 2019	115,000	115,000	-

<u>FY 2020</u>				
1	Wood Chipper	40,000	40,000	
2	Truck Chassis Replacement (Single Axle), Plow & Wing (Truck 9)	180,000	180,000	
	Total FY 2020	220,000	220,000	-

<u>FY 2021</u>				
1	Trench Box	15,000	15,000	
2	Bulldozer	100,000	100,000	
3	Air Compressor System	30,000	30,000	
4	Culvert Steamer/Trailer	16,000	16,000	
	Total FY 2021	161,000	161,000	-

12/31/2015 Reserve Balances	578,875
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The Public Works Department will be replacing a 2000 Freightliner truck; with a new dump truck chassis, plow and wing. The new unit requested will have a steel bed which has a longer useful life than the previous beds. The Department is also looking to replace its 2009 Ford F250 ¾ ton pickup truck with plow to a newer model that is Diesel powered versus gas powered along with a crew cab option to ensure safe and efficient transportation of the crew to the job sites.



This is a photo of the Public Works Pickup Truck appropriated to be replaced in the FY 2017 Capital Plan.

Photo Courtesy Town Staff

Article 5- Solid Waste/Recycling Department Capital Improvement Plan and Appropriation

The Solid Waste/Recycling Department’s FY 2016 appropriation is listed below for the Town Council’s point of reference; the FY 2017-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget.

SOLID WASTE/RECYCLING ARTICLE V

	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
FY 2016 Adopted			
<u>FY 2016</u>			
1 Baler #1 Replacement	20,000	20,000	20,000
2 Closure of Remaining Landfill	150,000	150,000	150,000
Total FY 2016	170,000	170,000	170,000

FY 2017-2021 Proposed

	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>			
1 Loader	90,000	-	
Total FY 2017	90,000	-	-

<p>FY 2017 Capital Appropriation Impact on Operating Budget</p> <p>There will be no material impact on the operating budget.</p>

<u>FY 2018</u>			
1 Baler #2 Replacement	20,000	20,000	
2 Loader Refurb	-	15,000	
Total FY 2018	20,000	35,000	

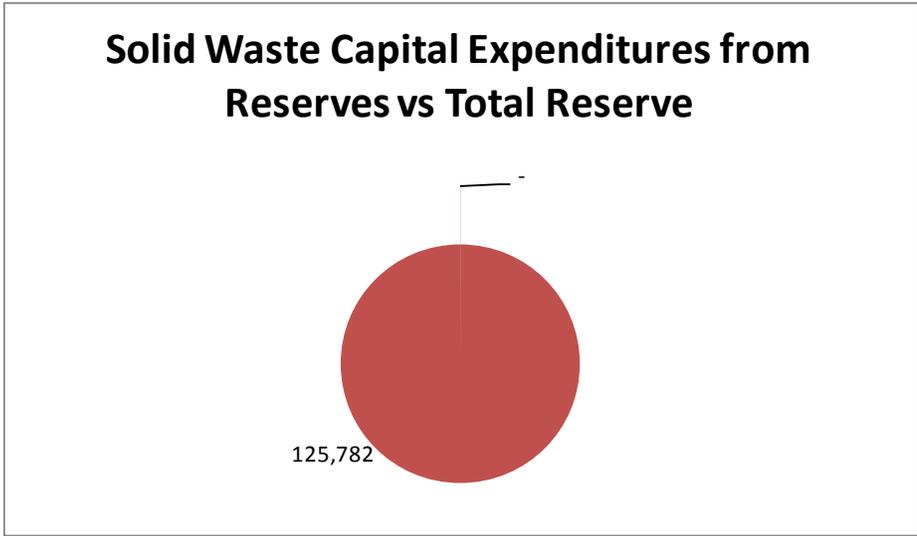
<u>FY 2019</u>			
1 Scales & Computer Upgrades	10,000	10,000	
Total FY 2019	10,000	10,000	

<u>FY 2020</u>			
1 Single Sort Compactor Project	40,000	40,000	
Total FY 2020	40,000	40,000	-

<u>FY 2021</u>			
1 Containers	10,000	10,000	
2 Stake Truck	50,000	50,000	
Total FY 2021	60,000	60,000	-

12/31/2015 Reserve Balances	125,782
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The Solid Waste/Recycling Department's budget included the replacement of the 1996 Case Loader. This loader was transferred to the Recycling Facility in 2004 from Public Works. It is currently experiencing a week transmission. Council determined that it would be best to defer this expenditure to FY 2018 where there is a request to purchase a new loader for Public Works and the old loader can once again be refurbished to meet the needs of the Recycling Facility.



This is a photo of the Recycling Centers 1996 Case Loader that is now appropriated to be replaced in the FY 2018 Capital Plan.

Photo Courtesy Town Staff

Article 6- Comprehensive Town Capital Improvement Plan and Appropriation

The Town's comprehensive Town capital improvement program for FY 2016 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget.

COMPREHENSIVE TOWN IMPROVEMENTS ARTICLE VI

FY 2016 Adopted	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2016</u>			
1 Culvert replacement projects (5)	85,000	85,000	85,000
2 School Street Leon Gorman Park Parking Lot	25,000	25,000	-
3 Parking Lot Conversion for RV's	10,000	10,000	-
4 Litchfield Road Reconstruction	430,000	430,000	430,000
5 South Freeport Village Drainage and Park St Project	135,000	135,000	166,000
Total FY 2016	685,000	685,000	681,000

FY 2017-2021 Proposed

	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>			
1 Paving - "Back" Work Area - Recycling	30,000	-	-
2 South Freeport Road Overlay-Town's Share - PACTS MPI Project	260,000	260,000	
3 South Freeport Village Road Reconstruction	310,000	310,000	
Total FY 2017	600,000	570,000	-

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget.

<u>FY 2018</u>			
1 US Route 1 South Overlay-Town's Share 25% PACTS Project	339,500	339,500	
2 Curtis Road Reconstruction	500,000	500,000	
3 Parking Lot Conversion for RV's	10,000	10,000	
4 Library Parking Lot Paving	60,000	60,000	
Total FY 2018	909,500	909,500	-

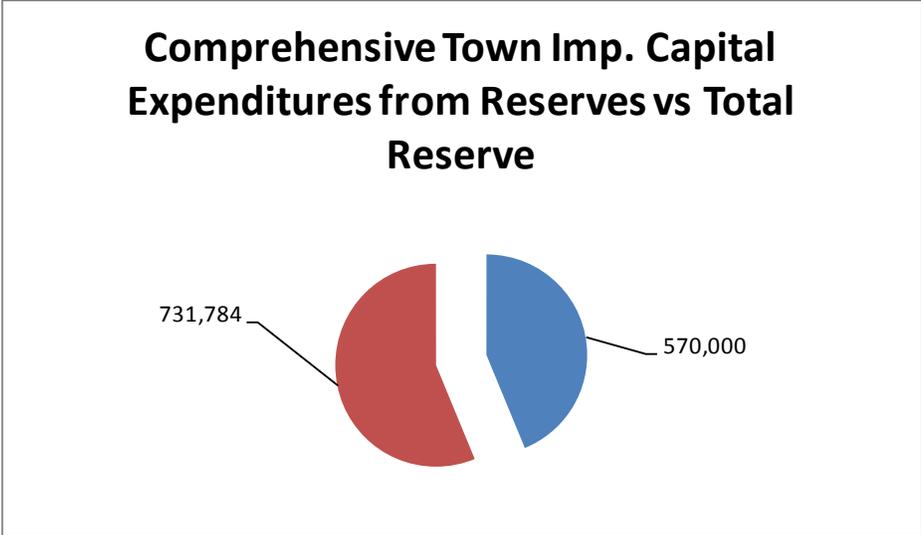
<u>FY 2019</u>			
1 Route 1 South Park-n-Ride Paving	45,000	45,000	
2 Public Works Rear Parking Area Paving	40,000	40,000	
3 Paving - "Back" Work Area - Recycling	-	30,000	
4 Baker Road Reconstruction	400,000	400,000	
Total FY 2019	485,000	515,000	-

<u>FY 2020</u>			
1 Pine Street - S Freeport Rd end for 4200 Feet	320,000	320,000	
2 Grant Road	440,000	440,000	
Total FY 2020	760,000	760,000	-

<u>FY 2021</u>			
1 Lambert Road Paving	260,000	260,000	
Total FY 2021	260,000	260,000	-

12/31/2015 Reserve Balances	731,784
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The primary project in this category is the South Freeport Village Road reconstruction project at an estimated cost of \$310,000 and to provide overlay work on South Freeport Road at a cost of \$260,000. The overlay work on South Freeport Road is the Town's portion of the PACTS MPI project. At this point it is not known if this funding from PACTS is guaranteed. Should the funding not be provided by PACTS the Town can expect to incur an additional \$300,000. It is the plan of the Town Engineer that we will know the status of the funding prior to Council Appropriation on June 7th to better determine if we should proceed with this project..



Article 7- Municipal Facilities Capital Improvement Plan and Appropriation

The Town's municipal facilities capital improvement program for FY 2016 appropriation is listed below for the Town Council's point of reference; the FY 2017-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget..

MUNICIPAL FACILITIES ARTICLE VII

FY 2016 Adopted	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2016</u>			
1 Computer Upgrades -Townwide	21,000	21,000	21,000
2 Flooring-Carpet-Town Hall	25,000	25,000	25,000
3 Library Flooring - Carpet	25,000	25,000	25,000
4 PW Radio Repeater	25,000	25,000	25,000
5 Recondition Floor Drains in Public Works Garage	30,000	30,000	30,000
6 Vehicle Lift Machine Renovation	7,500	7,500	7,500
7 Maintenance Mowing Tractor	9,000	9,000	9,000
8 LED Lighting Outside at Library/Public Works/Town Hall	6,000	6,000	6,000
9 Town Office Improvements - Windows & Heat Pump	12,000	12,000	12,000
10 Revaluation Reserve Fund	10,000	10,000	5,000
Total FY 2016	170,500	170,500	165,500

FY 2017-2021 Proposed

	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>			
1 Computer Upgrades -Townwide	21,000	21,000	
2 Replacement of Building Maintenance Truck - 2004 F150	30,000	30,000	
3 Tri-Town Track & Field Donation	-	100,000	
4 Furniture-Townwide	15,000	15,000	
5 Plow and Sweeper Storage Building	30,000	30,000	
6 Public Computers - Library	25,000	8,200	
7 Windows at Public Safety Building	12,000	12,000	
8 LED Streetlight Conversion	30,000	-	
9 Roof-Highway Building	90,000	-	
10 Revaluation Reserve Fund	5,000	5,000	
Total FY 2017	258,000	221,200	-

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget.

It is notable that normally the plan itself would be placed in this space, but due to the number of lines on the table, staff has included the prior and current years here, and the upcoming four years programs appear after the narrative. This was not ideal, but the plan was too large to place on one page with explanations and maintain a legible size font.

FY 2018

1	Computer Upgrades -Townwide	22,000	22,000	
2	Flooring at Public Safety	20,000	20,000	
3	Dunning Boat Yard Repairs	15,000	15,000	
4	Heating System at the Public Works Building-Renovation	10,000	10,000	
5	Heating System at the Library-Renovation	15,000	15,000	
6	Copiers	25,000	25,000	
7	Tire Storage Building Replacement	15,000	15,000	
8	Insulating in Attic of Public Safety Building	100,000	100,000	
9	Roof-Highway Building	-	90,000	
10	PW Roof - Solar Panels	50,000	50,000	
11	LED Streetlight Conversion	-	30,000	
12	Revaluation Reserve Fund	5,000	5,000	
Total FY 2018		277,000	397,000	-

FY 2019

1	Computer Upgrades -Townwide	22,000	22,000	
2	Roof-Town Hall	80,000	80,000	
3	Public Works Sand Shed Roof Replacement	65,000	65,000	
4	Paint Siding - Town Hall	20,000	20,000	
5	Revaluation Reserve Fund	5,000	5,000	
Total FY 2019		192,000	192,000	-

FY 2020

1	Computer Upgrades -Townwide	22,000	22,000	
2	Copiers	13,000	13,000	
3	Furniture-Townwide	15,000	15,000	
4	Mechanical - Heating System - Town Hall	15,000	15,000	
5	Interior Painting - Townwide	15,000	15,000	
6	Network Phone System Upgrade - Townwide	30,000	30,000	
7	Library Expansion-Teen Room	300,000	300,000	
8	Revaluation Reserve Fund	5,000	5,000	
Total FY 2020		415,000	415,000	-

FY 2021

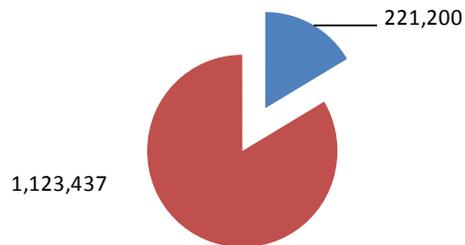
1	Computer Upgrades -Townwide	22,000	22,000	
2	Windows - Town Hall	40,000	40,000	
3	Voting Booths	20,000	20,000	
4	Parcel Map/GIS Update - Townwide	60,000	60,000	
5	Library Flooring - Carpet (2 Main Areas)	50,000	50,000	
6	Revaluation Reserve Fund	5,000	5,000	
Total FY 2021		197,000	197,000	-

12/31/2015 Reserve Balances	1,123,437
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Computer Upgrades-Townwide: During FY 2015, the Town upgraded its server operating systems from 2008 to 2012; this cost approximately \$18,000 for labor and licensing. With this, the Town needs to replace approximately ¼ of all computers on a four-year replacement cycle – (including computer hardware, formatting, and labor for installation). The total request is \$21,000.

Furniture Replacement – Town wide: It has been approximately 5 years since the last funding for upgraded furniture. There are still departments that are using “hand-me-downs” from other departments, and some furniture has been repaired so many times, it can no longer be fixed. This request is for replacement of numerous chairs town wide, shelving, filing cabinets and computer desks. The total request is \$15,000.

Municipal Facilities Capital Expenditures from Reserves vs Total Reserve



Public Computers - Library: The Public Computers at the Library are in need of updating. These computers have a high volume of public use and are subject to greater wear and tear. Staff proposes to replace the eight units and add a ninth unit to the workroom. The total authorized amount by council is \$8,200.

Windows – Public Safety Building: The windows at the Public Safety Building are 22 years old and in dire need of replacement. The current windows are very inefficient and there is regular heat loss that occurs. We are looking at 15 Vinyl Windows- double hung Nor Easter with aluminum receptor. Request includes materials and labor. The total request is \$12,000.

Building Maintenance Truck Replacement: The building maintenance truck is a 2004 Ford F150. This truck had significant repairs done in 2011, and is now starting to have body rust issues. The truck replacement is included in our routine equipment replacement. The total request is \$30,000.

Plow and Sweeper Storage Building: The plan for this structure is to build a “pole barn” with siding on three sides and no doors or interior finishes. The relatively low cost for this structure will result in reduced wear on the stored equipment and improved operational efficiency, as well as provide more space in the garage. The total request is \$30,000.

Revaluation Reserve Fund: Each year, the Town Council places \$10,000 into a capital reserve for the Assessing Department to conduct revaluations. Instead of conducting a full-scale revaluation once every ten years for approximately \$300,000, the assessor does smaller-scale revaluations each year. This allows values to stay more current, and any valuation changes to be

more incremental; having less of an impact on the residents. Based on the balance within the revaluation fund the total request for FY17 is only \$5,000.

Article 8- Community Cable Television Capital Improvement Plan and Appropriation

The Town's Community Cable Television capital improvement program for FY 2016 appropriation is listed below for the Town Council's point of reference; the FY 2017-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget.

CABLE ARTICLE VIII

FY 2016 Adopted	<u>Committee</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved CIP</u>	<u>Council</u> <u>Appropriated</u>
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FY 2016

1	Equipment and other improvements (channel 14)	3,000	3,000	3,000
<hr/>		-	3,000	3,000
Total FY 2016			3,000	3,000

FY 2017-2021 Proposed

<u>Committee</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
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<u>FY 2017</u>			
1	Cable Truck Replacement	25,000	25,000
2	AC Unit Replacement	6,000	6,000
3	Equipment and other improvements (channel 14)	4,000	4,000
<hr/>		35,000	35,000
Total FY 2017			-

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget.

FY 2018

1	Equipment and other improvements (channel 14)	4,000	4,000
<hr/>		4,000	4,000
Total FY 2018			4,000

FY 2019

1	Equipment and other improvements (channel 14)	4,000	4,000
<hr/>		4,000	4,000
Total FY 2019			4,000

FY 2020

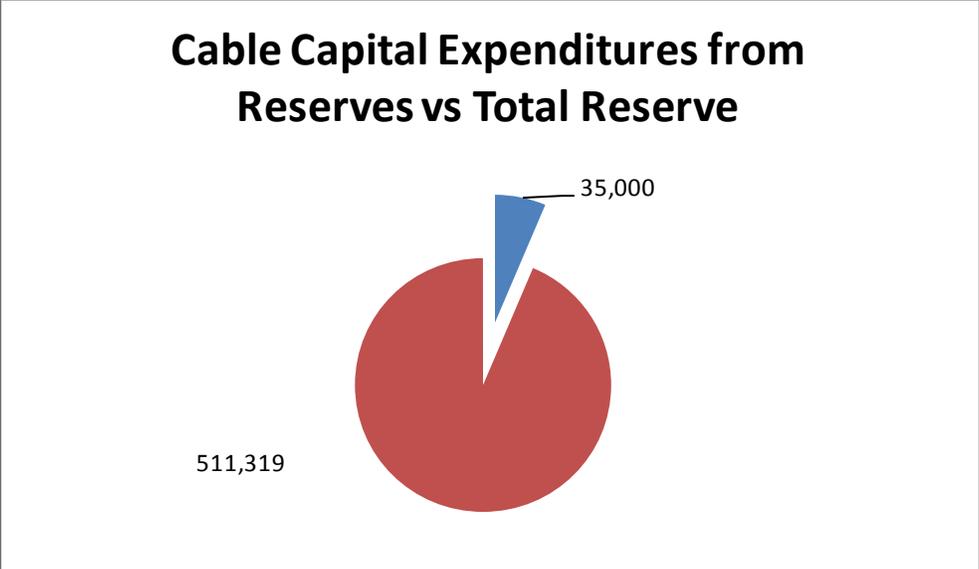
1	Equipment and other improvements (channel 14)	4,000	4,000
<hr/>		4,000	4,000
Total FY 2020			4,000

FY 2021

1	Equipment and other improvements (channel 14)	4,000	4,000
<hr/>		4,000	4,000
Total FY 2021			4,000

12/31/2015 Reserve Balances	511,319
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The Community Cable Television reserve is funded through franchise fees. The Town has a franchise agreement with Comcast cable television company; pursuant to the maximum allowed by federal law, Comcast remits a five-percent franchise fee to the Town on a quarterly basis. The annual receipts total approximately \$85,000 annually. The FY 2017 capital budget includes \$4,000 to replace hard drives, computers and wireless microphones. It is also requested to replace the AC Unit within the Cable Department to ensure proper cooling of related equipment at a budget of \$6,000. The Department is also looking to replace its 2001 Cable Van. This unit has low mileage, but a high number of hours.



Article 9- Boards and Committees Capital Improvement Plan and Appropriation

The Town's Boards and Committees capital improvement program for FY 2016 appropriation is listed below for the Town Council's point of reference; the FY 2017-FY 2021 capital improvements program was adopted on April 12th; the FY 2017 appropriation will be made on June 7th along with all other capital appropriations and the operating budget.

BOARDS, COMMITTEES, COMMUNITY GROUPS AND OTHER REQUESTS ARTICLE IX

FY 2016 Adopted	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2016</u>				
1 Davis Mausoleum Repairs		10,000	10,000	10,000
2 Replace Harbormaster Outboard Motor		25,000	25,000	25,000
Total FY 2016	-	35,000	35,000	35,000

FY 2017-2021 Proposed

	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>				
1 Florida Lake Bridge Replacement	5,000	-	5,000	
Total FY 2017	5,000	-	5,000	-

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no impact on the operating budget.

<u>FY 2018</u>				
Comprehensive Plan/Performance Measures Project	30,000	30,000	30,000	
Total FY 2018	30,000	30,000	30,000	-

<u>FY 2019</u>				
No Capital Purchases Requested At This Time				
Total FY 2019	-	-	-	-

<u>FY 2020</u>				
No Capital Purchases Requested At This Time				
Total FY 2020	-	-	-	-

<u>FY 2021</u>				
No Capital Purchases Requested At This Time				
Total FY 2021	-	-	-	-

12/31/2015 Reserve Balances	40,949
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The Boards, Committees, Community Groups, and Other Requests can vary from year-to-year, and is not as predictable as other capital plans. It is for that reason that staff does not fund or benchmark this reserve as predictably as the others. The FY 2017 capital program includes \$5,000 for a bridge replacement at Florida Lake. It is recommended that the Town replace the bridge out at Florida Lake as it is beginning to become unreliable.



Photo Courtesy Town Staff

The Town's Reserve Funds and Their Relation to the Capital Plan

The Town has had reserve funds since the mid-1980's, and these are a major source of funding for the Town's capital improvements. The reserve policy and practice of transferring general fund money into the reserve began approximately 30 years ago when the Town did not have any reserves, and had to issue bonds to complete all capital projects. This is a cumbersome and expensive process, and the Town Council wanted to ensure the long-term stability of the Town's infrastructure and equipment. The Town Manager wanted to change the municipal government's culture from a standard "use it or lose it" budgeting strategy when unspent funds may be lost in future budget cycles to a more frugal culture. He challenged the department heads that if they only purchased the items they needed and saved operating funds each year, the funds would be transferred into a reserve fund for future capital needs. That "corporate culture" is still in place today, and department heads under-spend whenever possible in order to "save up" for future capital needs in their or other departments.

The reserves are authorized by the Town Council for a specific type of non-routine project or investment. They are invested under a special section of the Town's investment policy, and 25 percent of the investment is authorized to be invested in equity and fixed income funds as allowed by Maine Statute Title 30-A section 5706. The remaining 75 percent must be invested in investments that are very unlikely to lose principal as long as they are held to duration, such as government or agency bonds, certificates of deposits, or other like investments. While the reserve funds have not been audited as of 06/30/2016, the capital plan is completed based upon the prior year audited balances, and the Town uses the 6/30/2015 balances to ensure that all funds are within the benchmarks and guide the FY 2017 spending plan. The guide to benchmarking the reserve funds is a range of the sum of the five-year capital plan and 20 percent of the 20-year replacement plan. As of December 31st, 2015, the balances and benchmarks were as follows, and this guided the 2017 capital plan.

The balances in the reserve funds as of December 31st, 2015 and the appropriate guideline benchmarks are listed in the table to the right. The Finance Director works with the Town Manager and department heads on the 2017 plan based upon the Town's capital needs and the reserve amounts above. It is notable that while the sum of the five-year plan and 20 percent of the 20-year plan are simply guidelines, and from time-to-time, staff analyzes the upcoming department need when there is a particularly costly single item to be replaced, the benchmark provides less guidance as the actual needs of the department or program.

Town of Freeport			
Summary of Funding Sources			
FY 2017 Capital Program			
	Unaudited	06/30/2015 Benchmarks	
	12/31/2015 Reserve Balances	Low Benchmark	High Benchmark
Police	388,721	381,080	552,400
Fire	503,126	733,000	900,200
Rescue	561,976	392,400	532,000
Public Works	578,875	776,200	957,000
Solid Waste	125,782	126,000	220,000
Comprehensive Tow	731,784	1,427,900	3,014,500
Municipal Facilities	1,123,437	616,200	1,339,000
Cable	511,319	Not Benchmarked	
Other	40,949	Not Benchmarked	

The table above shows the Town's outstanding debt service issues in total, and the table below shows debt service issues by responsible entity. The Town's debt is listed on the top and includes principal payments and lists the issues in total, and the bottom table lists both principal and interest payments.

Town of Freeport Debt Service Schedule Year Ended June 30, 2017						
	Balance		Current Year Debt Service			
	June 30, 2016		Principal	Interest	Total	
<u>General Obligation Bonds</u>						
Town issues:						
2001 CIP	302,841	29.5455%	60,568	13,325	73,893	
2001 CIP-Community Center Portion	217,500	75.0000%	37,500	9,750	47,250	
2008 Refunding of 1997 Bonds	150,000		150,000	2,250	152,250	
2009 SRF Bridge Loan \$300,000	90,000		30,000	1,560	31,560	
Total Town Debt	760,341		278,068	26,885	304,953	
School Debt-Town Responsibility						
2001 Middle Sch & CIP	722,159	70.4545%	144,432	31,775	176,207	
Total School Debt-Town Respo	722,159		144,432	31,775	176,207	
RSU Debt-RSU Responsibility						
2001 CIP-Admin Building	72,500	25.0000%	12,500	3,250	15,750	
2002 High School Auditorium & Science Wing	1,535,000		220,000	68,000	288,000	
2007 CIP HVAC	110,000		55,000	2,475	57,475	
Total RSU Debt	1,717,500		287,500	73,725	361,225	
Total	3,200,000		710,000	132,385	842,385	

The Town issues debt as infrequently as possible, and makes a practice of maintaining healthy reserves and a five-year capital plan and 20-year replacement schedule for all capital items. The reserves and capital plan are discussed in the prior section of this document.

Glossary of Frequently Used Terms

Account	A term used to identify an individual asset, liability, expenditure control, revenue control or fund balance.
Accounting System	The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.
Ad Valorem Tax	Taxes that are based upon the value of an object.
Assets	Property owned by a government which has a monetary value.
Assessed Valuation	A valuation set upon real estate or other property by the Town Assessor as a basis for levying taxes.
Bond	A written promise, generally under seal, to pay a specified sum of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.
Bonded Debt	The portion of indebtedness represented by outstanding bonds.
Balanced Budget	A budget in which estimated revenues are equal to expenditures.
Budget	A one year financial document embodying an estimate of proposed revenue and expenditures for the year. The Town is required by State Statute to approve a budget, and the approved budget sets the legal spending limits of the Town. It is the primary means by which most of the expenditures and service levels of the Town are controlled.
Budget Amendment	The legal procedure utilized by the Town staff and Town Council to revise the budget.
Budget Document	The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the Town Council.
Budget Message	A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.
Budget Resolution	The official enactment, by the Town Council to legally authorize Town staff to obligate and expend resources.
Budgetary Control	The control of management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.
Capital Assets	Assets of significant value (over \$5,000) and having a useful life of several years. Capital assets are also called fixed assets.
Capital Budget	A plan of proposed capital outlays and the means of financing them for the current fiscal period.
Capital Outlays	Expenditures which result in the acquisition of, or addition to, fixed assets.
Capital Projects Fund	A fund created to account for financial resources to be used for the acquisition or the construction of major capital facilities of equipment.

CDBG	Community Development Block Grant
CEA	Credit enhancement agreement between a developer and the Town in order to rebate a portion of property taxes in return for a private investment in public infrastructure or for another public purpose
Chart of Accounts	The classification system used by the Town to organize the accounting for various funds.
Contingency	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.
Contractual Services	Services rendered to Town departments and agencies by private firms, individuals, or other governmental agencies. Examples include utilities, insurance, and professional services.
DARE	Drug Abuse Resistance Education
Debt Service Fund	A fund established to finance and account for the accumulations of resources for, and the payment of, general long-term debt principal and interest.
Debt Service Requirements	The amount of revenue which must be provided for a debt service fund so that all principal and interest payments can be made in full and on schedule.
DECD	State of Maine Department of Economic and Community Development
Deficit	(1) The excess of an entity's liabilities over its assets (See Fund Balance). (2) The excess of expenditures or expenses over revenues during a single accounting period.
Department	A major administrative organizational unit of the Town which indicates overall management responsibility for one or more activities.
Depreciation	(1) Expiration in service life of fixed assets, other than wasting assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or the physical or functional cause. (2) The portion of the cost of a fixed asset charged as an expense during a particular period. NOTE: The cost of such asset and each period is charged with part of such cost so that ultimately the entire cost of the asset is charged off as an expense.
Disbursement	Payments for goods and services in cash or by check.
EAV	Equalized Assessed Valuation
ecomaine	ecomaine (intentionally lowercase) is a regional waste disposal and recycling facility owned by several "owner communities" located in Portland, Maine
Enterprise Fund	A fund established to finance and account for operations (1) that are financed and operated in a manner similar to private business enterprises—where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Examples of enterprise funds are those for utilities. The Town accounts for its non-emergency transport program in a full-accrual basis of accounting enterprise fund.
ESDA	Emergency Services Disaster Agency. A disaster preparedness organization whose disaster plan has been state certified and can be utilized by Town departments to mitigate natural or technological disasters.
Estimated Revenue	The amount of projected revenue to be collected during the fiscal year. The amount of revenue budgeted is the amount approved by the Town Board.

Expenditures	If the accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid, including expenses, provision for retirement of debt not reported as a liability of the fund from which retired, and capital outlays. If they are kept on the cash basis, the term covers only actual disbursement for these purposes.
Expenses	Charges incurred, whether paid or unpaid, for operation, maintenance and interest, and other charges which are presumed to benefit the current fiscal period.
FACA	Freeport Arts and Cultural Alliance.
Fiscal Year	A twelve-month period of time to which the annual budget applies and at the end of which a municipality determines its financial position and results of operations. The Town of Freeport has specified July 1 to June 30 as its fiscal year.
Fixed Assets	Assets of a long-term character in which the intent is to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.
FEDC	Freeport Economic Development Corporation-A nonprofit corporation that works with the Town of Freeport on economic and business development
Full Faith and Credit	A pledge of the general taxing power of the government to repay debt obligations (typically used in reference to bonds).
Fund	An independent fiscal and accounting entity with a self-balancing set of account recording cash and/or other resources, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.
Fund Accounts	All accounts necessary to set forth the financial operations and financial conditions of a fund.
Fund Balance	The excess of a fund's assets over its liabilities and reserves. The fund that is available for any legal authorized purposes and which is therefore used to account for all revenue and all activities except those required to be accounted for in another fund. NOTE: The General Fund is used to finance the ordinary operations of a government unit.
GAAP	Generally Accepted Accounting Principals
GASB	Governmental Accounting Standards Board
General Obligation	Bonds for whose payments the full faith and credit of the issuing body are pledged. More commonly, but not necessarily general obligation bonds are considered to be those from taxes and other general revenues.
GFOA	Government Finance Officers Association
Goal	A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given period.
Grant	A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function, but it is sometimes also for general purposes.
Income	This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of an enterprise's activities. As indicated elsewhere, the excess of the TOTAL revenues over the TOTAL expenses of the utility for a particular accounting period is called "net income."
Interfund Transfers	Amount transferred from one fund to another fund

MINERVA	Mapping the Internet Electronic Virtual Archive-the Maine Statewide Inter-library Loan Program including more than 60 different libraries
MPI Program	Municipal Partnership Initiative Program The Maine Department of Transportation has a program whereby they split the cost of large paving projects with municipalities. This saves the State the cost of the Town match, and ensures that paving projects are completed.
NET Fund	Non-Emergency Transport fund-The Town operates a non-emergency transport fund for people that need rescue transportation to appointments or other non-emergency appointments. The fund is reported as an enterprise fund on the Town's financial statements.
Net Position	An equity account reflecting the accumulated earnings of the Town's enterprise funds.
OAV	Original Assessed Valuation-this term is used in TIF discussions to refer to the original valuation of the property in the TIF before any subsequent assessments or tax increases. All taxes received above the OAV are considered TIF increment, and remain in the TIF fund as opposed to the general fund.
Operating Budget	The portion of the budget that pertains to daily operations that provide basic government services.
Ordinance	A formal legislative enactment by the governing board of municipality.
PACTS	Portland Area Comprehensive Transportation System.
Personnel Services	Costs relating compensating Town employees, including salaries, wages, and benefits.
Property Taxes	Property taxes are levied on real property according to the property's valuation and the tax rate.
Reserve	An account used to indicate that a portion of a fund balance is restricted for a specific purpose.
Revenues	Funds that the government receives as income.
RSU	Regional School Unit (Consisting of Freeport and neighboring Pownal and Durham)
SCBA	Self-Contained Breathing Apparatus
Special Revenue Funds	A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.
SRF	State Revolving Loan Fund-a State-operated fund which lends low-interest money to municipalities for qualifying capital improvement projects
Taxes	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.
Tax Commitment	The amount of property taxes to be raised by a municipality. The assessor commits the taxes to the tax collector, who then bills and collects the payments.
TIF	Tax Increment Financing A process by which the equalized assessed value of a property is frozen, improvements made and the additional taxes generated as a result of the increased assessment captured and utilized to repay eligible project costs.

Appendix A-Financial Policies

- 1. Fund Balance Policy**
- 2. Investment Policy**
- 3. Reserve Policy**
- 4. Tax Rate Stabilization Policy**

Town of Freeport

Fund Balance Policy-General Fund

Purpose

A Fund Balance Policy is hereby established to ensure the financial well being of the Town of Freeport to lessen the need for borrowing, to protect the Town's Bond Rating and to provide the funds necessary to meet the Town financial operating obligation.

Definitions

In Statement 54, the Government Accounting Standards Board (GASB) redefined the different levels of fund balance as follows:

Non-Spendable (inherently nonspendable): Non-spendable fund balance includes a portion of net resources that cannot be spent because of their form, and/or because a portion of the net resources cannot be spent because they must be maintained intact.

Restricted (externally enforceable limitations on use): Restricted fund balance includes limitations imposed by credits, grantors, contributors, or laws and regulations of other governments, and/or limitations imposed by law through constitutional provisions or enabling legislation.

Committed (self-imposed limitations set in place prior to the end of the period): Committed fund balance includes a limitation imposed at the highest level of decision-making that requires formal action at the same time to remove.

Assigned (limitation resulting from intended use): Assigned fund balance includes intended use established by the highest level of decision-making, intended use established by the body designated for that purpose, and/or intended use established by official designated for that purpose.

Unassigned (residual net resources): Unassigned fund balance is the total fund balance in the general fund in excess of nonspendable, restricted, committed, and assigned fund balance (i.e., surplus) and/or excess of nonspendable, restricted, and committed fund balance over the total fund balance (i.e., deficit).

For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

Policy

The amount of the Town's Unassigned Fund Balance shall be not less than one and-a-half months of the total of all operating budgets. A report on the fund balance will be directed to the Town council annually after the financial statements are available. If the unassigned fund balance exceeds five percent over the minimum as defined above, the manager and finance director will make a recommendation to the council on the use of the fund balance based upon the Town's policies.

Town of Freeport Investment Policy

The Town of Freeport (“the Town”) is situated along the coast of southern Maine approximately 15 miles north of the City of Portland. Freeport serves as a retail and employment hub for southern Maine. The Town’s governmental system dates back to 1789 when it was Incorporated under the State of Massachusetts (later becoming part of the State of Maine). The Town operates under a Council-Manager form of government, with a seven-member Council. The Town Manager is the Town’s Chief Operating Officer and is appointed by the Council.

The Finance Director is the Town’s Treasurer. Title 30-A, Sections 5706 and 5711 of the Maine Revised Statutes provide that the Treasurer shall invest municipal funds upon direction of the municipal officers. Title 30-A, Section 5719 provides that a municipality has no authority to make any investments other than those permitted by statute.

The following Investment Policy addresses the methods, procedures and practices, which must be exercised to ensure effective and judicious fiscal and investment management of the Town's funds. The purpose of this Investment Policy is to establish the investment scope, objectives, delegation of authority, standards of prudence, reporting requirements, internal controls, eligible investments and transactions, diversification requirements, risk tolerance, and safekeeping and custodial procedures for the investment of the funds of the Town of Freeport.

This Investment Policy has been adopted by the Town Council of the Town of Freeport by resolution on January 17th, 2012 and it replaces any previously dated investment policies, guidelines or lists of authorized investments.

SCOPE

This Policy shall apply to the investment management of the following financial assets under control of the Town: Operating Funds, Reserve Funds, Bond Proceeds and Trust Portfolios. The investment objectives associated with the Reserve and Trust Portfolios are unique. The separate and distinct nature of these funds mandates deviation from some portions of this Policy. At all times, however, investments in the Reserve and Trust Portfolio will be managed in compliance with the Maine Revised Statutes.

Operating funds shall be pooled for investment purposes. The investment income derived from the pooled investment account shall be allocated to the General Fund.

OBJECTIVES

The Town's principal investment objectives are:

- Preservation of capital and protection of investment principal.
- Maintenance of sufficient liquidity to meet anticipated cash flows.
- Attainment of a market value rate of return.
- Diversification to avoid incurring unreasonable market risks.
- Maximization of funds available for investment, while ensuring the most competitive fee structure
- Conformance with all federal, state and local statutes, rules or regulations.

PRUDENCE

The standard of prudence to be used for managing the Town's assets shall be Title 30-A, Section 5718 of the Maine Revised Statutes which in general states that investments shall be made with the judgment and care that persons of prudence, discretion and intelligence, under circumstances then prevailing, exercise in the management of their own affairs, not for speculation but for investment, considering safety, income and maintenance of liquidity.

The Town's investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The Town recognizes that no investment is totally riskless and that the investment activities of the Town are a matter of public record. Accordingly, the Town recognizes that occasional measured losses are inevitable in a diversified portfolio and shall be considered within the context of the overall portfolio's return, provided that adequate diversification has been implemented and that the sale of a security is in the best long-term interest of the Town.

The Finance Director and authorized investment personnel acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that the deviations from expectations are reported in a timely fashion to the Town Manager and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICTS OF INTEREST

Elected officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair or create the appearance of an impairment of their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Town Manager any material financial interests they have in financial institutions that conduct business with the Town and they shall subordinate their personal investment transactions to those of the Town.

DELEGATION OF AUTHORITY

Under the Maine Revised Statutes and the Freeport Town Code, responsibility for the investment of the Town's funds covered by this Investment Policy resides with the Finance Director who is the Town's Treasurer. The Finance Director is responsible for developing Town policy regarding the investment and custody of the Town's investable funds, as well as the Town's internal procedures affecting those funds. The Finance Director shall implement this Policy after it is approved by the Town Council.

The Finance Director has the authority to conduct investment transactions and manage the operation of the investment portfolio. The Finance Director may delegate authority to the Town Manager/Deputy Treasurer and other specifically authorized staff members. A list of persons authorized to conduct investment transactions for the Town is provided as Annex I to this Policy. No person may engage in an investment transaction except as expressly provided under the terms of this Investment Policy.

The Town may engage the support services of outside professionals in regard to its investment program, so long as it can be clearly demonstrated that these services produce a net financial advantage or necessary financial protection of the Town's financial resources.

INTERNAL CONTROLS

The Finance Director shall develop written administrative procedures and internal controls, consistent with this Policy, for the operation of the Town's investment program. Such procedures shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees of the Town. Proper documentation for all investment transactions shall be prepared and maintained for an appropriate amount of time.

AUTHORIZED SECURITIES AND TRANSACTIONS FOR ALL INVESTMENTS OTHER THAN RESERVES AND TRUSTS (RESERVES AND TRUSTS ARE CONSIDERED SEPARATELY IN A LATER SECTION OF THIS DOCUMENT)

All investments of the Town shall be made in accordance with Title 30-A, Sections 5706 through 5719 of the Maine Revised Statutes. Any revisions or extensions of these sections of the Maine Revised Statutes will be assumed to be part of this Investment Policy immediately upon being enacted. The following investments relate only to the operating funds of the Town>

The Town has further restricted the investment of funds to the following types of securities and transactions:

1. U.S. Treasury Obligations: Treasury Bills, Treasury Notes and Treasury Bonds with maturities not exceeding three years from date of trade settlement.
2. Federal Instrumentality Securities: Debentures, discount notes and callable securities, with maturities not exceeding three years from the date of trade settlement, issued by the following only: Federal Home Loan Banks (FHLB), Federal National Mortgage Association (FNMA), Federal Farm Credit Banks (FFCB), Federal Home Loan Mortgage Corporation (FHLMC) and Student Loan Marketing Association (SLMA).
3. Repurchase Agreements: With maturities not to exceed one year collateralized by U.S. Treasury Obligations or Federal Instrumentality Securities listed in items 1 and 2 above with the maturity of the collateral not exceeding 10 years. For the purpose of this section, the term collateral shall mean purchased securities under the terms of the Town's approved Master Repurchase Agreement. The purchased securities shall have an original minimum market value including accrued interest of 102 percent of the dollar value of the transaction and the collateral maintenance level shall be 101 percent. Collateral shall be held in the Town's custodian bank as safekeeping agent, and the market value of the collateral securities shall be marked-to-market daily.

Repurchase Agreements shall be entered into only with dealers who have executed a Town approved Master Repurchase Agreement with the Town and who are recognized as Primary Dealers with the Market Reports Division of the Federal Reserve Bank of New York. Primary Dealers approved as Repurchase Agreement counterparties shall have a short-term credit rating of at least A-1 or the equivalent and a long-term credit rating of at least A or the equivalent. The Finance Director shall maintain a copy of the Town's approved Master Repurchase Agreement along with a list of the broker/dealers who have an executed Master Repurchase Agreement with the Town.
4. Commercial Paper: With maturities not exceeding 270 days from the date of purchase which is rated at least A-1 by Standard and Poor's, P-1 by Moody's or F1 by Fitch at the time of purchase by each service which rates the commercial paper. If the commercial paper issuer has senior debt outstanding, the senior debt must be rated by each service that publishes a rating on the issuer of at least A by Standard and Poor's, A2 by Moody's or A by Fitch.
5. Money Market Mutual Funds: registered under the Investment Company Act of 1940 which (1) are "no-load" (meaning no commission or fee shall be charged on purchases or sales of shares); (2) have a constant daily net asset value per share of \$1.00; (3) limit assets of the fund to U.S. Treasury Obligations, Federal Instrumentality or Agency Securities or repurchase agreements collateralized by such securities; (4) have a maximum stated maturity and weighted average maturity in accordance with Federal Securities Regulation 2a-7; and 5) have a rating of AAA by Standard and Poor's, Aaa by Moody's or AAA/V1+ by Fitch.

6. Time Certificates of Deposit: with maturities not exceeding four years, in state or nationally chartered banks or savings and loans, which are insured by the Federal Deposit Insurance Corporation (FDIC). Certificates of Deposit which exceed the FDIC insured amount may be purchased only from financial institutions which meet the criteria set forth under the following section, "Selection of Banks and Savings and Loans."

7. Funds organized through Maine Interlocal Cooperation that maintain a net asset value of \$1.00, specifically the Maine Cooperative Liquid Assets Security System Trust (Maine CLASS).

It is the intent of the Town that the foregoing list of authorized securities be strictly interpreted. Any deviation from this list must be preapproved by the Town Council in writing.

The Town recognizes that bond proceeds may, from time to time, be subject to the provisions of the Tax Reform Act of 1986, Federal Arbitrage Regulations, as amended. Due to the legal complexities of arbitrage law and the necessary immunization of yield levels to correspond to anticipated cash flow schedules, the reinvestment of such debt issuance may, upon the advice of Bond Counsel or financial advisors, deviate from the maturity limitation provisions of this Policy with written approval of the Town Council.

INVESTMENT DIVERSIFICATION AND LIQUIDITY

It is the intent of the Town to diversify the investments within the portfolio to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions or maturities. Nevertheless, the asset allocation in the portfolio should be flexible depending upon the outlook for the economy, the securities markets, and the Town's anticipated cash flow needs. No more than 50% of the Town's total portfolio shall be invested in commercial paper.

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities. The Town shall maintain at least 10% of its total investment portfolio in instruments maturing in 30 days or less. Unless matched to a specific cash flow requirement, the Town will not invest in securities maturing more than three years from the date of trade settlement.

Bond proceeds are not pooled for investment purposes and shall be excluded from calculations of the diversification and liquidity requirements in this section. Other deviations from the diversification and liquidity requirements in this section can be made only with the advance written authorization of the Town Council.

SELECTION OF FINANCIAL INSTITUTIONS ACTING AS BROKER/DEALERS AND BROKER/DEALERS

The Finance Director shall maintain a list of authorized broker/dealers and financial institutions, which are approved for investment purposes, and it shall be the policy of the Town to purchase securities only from those authorized institutions and firms.

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines

Proof of FINRA (Financial Industry Regulatory Authority) certification (not applicable to certificate of deposit counterparties)

Proof of registration to sell securities in the State of Maine

Certification of having read and understood and agreeing to comply with the Town of Freeport's Investment Policy

Evidence of adequate insurance coverage (FDIC, SIPC, or other appropriate collateral)

Once qualified, financial institutions and broker/dealers shall be required to submit and update all of the above on an annual basis. The investment officer shall review the financial condition and registration of all qualified financial institutions and broker/dealers annually. When selecting broker/dealers, the finance director will give consideration to local or regional financial institutions, as long as they meet the standards set forth in this policy.

Broker/dealers and other financial institutions will be selected by the Finance Director on the basis of their expertise in public cash management and their ability to provide services for the Town's account. Approved broker/dealers and the firms they represent shall be licensed to do business in the State of Maine. When selecting broker/dealers, the Finance Director will give consideration to local or regional financial institutions, as long as they meet the standards set forth in this Policy.

The Town may purchase commercial paper from direct issuers even though they are not on the approved broker/dealer list as long as they meet the criteria outlined in Item 4 of the Authorized Securities and Transactions section of this Policy.

COMPETITIVE TRANSACTIONS

Each investment transaction shall be competitively transacted with broker/dealers who have been authorized by the Town. At least three broker/dealers shall be contacted for each transaction and their bid and offering prices shall be recorded. The purchase of primary market securities is exempt from this requirement.

If the Town is offered a security for which there is no other readily available competitive offering, then the Finance Director will document quotations for comparable or alternative securities.

When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

SELECTION OF BANKS AND SAVINGS AND LOANS

The Finance Director shall maintain a list of authorized banks and savings and loans that are approved to provide investment clearing and other banking services for the Town. To be eligible for authorization, a bank or savings must be a member of the FDIC and must qualify as a depository of public funds in the State of Maine as defined in Title 30-A, Section 5706 of the Maine Revised Statutes. Additionally, Banks shall provide their most recent Consolidated Report of Condition ("Call" report) at the request of the

Town. At minimum, The Town shall conduct an annual evaluation of each bank's creditworthiness to determine whether it should be on the "Qualified Institution" listing.

When selecting banks and savings and loans, the Finance Director will give consideration to local financial institutions, as long as they meet the standards set forth in this Policy.

PORTFOLIO PERFORMANCE

The operating investment and cash management portfolio shall be designed to attain a market value rate of return throughout budgetary and economic cycles, taking into account prevailing market conditions, risk constraints for eligible securities, and cash flow requirements.

REPORTING

Accounting and reporting on the Town's investment portfolio shall conform to Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB) recommended practices. The Finance Director shall prepare at least annually a report of the investments held by the Town, the current market valuation of the investments and performance results. The report shall include a summary of investment earnings during the period. A record shall be maintained by the Town of all bids and offerings for security transactions in order to ensure that the Town receives competitive pricing.

Reports prepared by outside advisors shall be sent to the Town's Finance Director.

POLICY REVISIONS

This Investment Policy shall be reviewed periodically by the Director of Finance and may be amended by the Town Council as conditions warrant.

RESERVE FUND AND TRUST FUND INVESTMENTS

The Town maintains a number of capital reserve accounts for Town future capital needs as outlined in the Town Account Policies. Additionally, the Town maintains various Trust funds in a trustee capacity for Cemetery Perpetual Care, Library Funds, School Scholarship Funds, and Benevolent funds. These funds, due to their nature, are separately invested under a conservative longer-term investment prospective as well as the need to provide income for the intentions of the various trusts.

The primary objective is to ensure that the Town's reserve and trust funds are properly invested in a conservative and balanced portfolio of fixed income and equity investments. (The conservative investment shall be one with a low historical risk of loss of principal which seeks to maintain principal and seeks to generate income.) For reserve funds, interest and dividends received under this policy are to be re-invested in the reserve funds or used for capital expenditures. For trust funds, interest and dividends received under this policy are made available for distribution to the associated trust intentions.

Safekeeping and Investment Management Agreement: The town may enter into an agreement with a financial institution with trust powers authorized to do business in the State of Maine for the safekeeping of the reserve funds, as defined in Section 5801, or trust funds, as defined by section 5653. Services must consist of the safekeeping of the funds, collection of interest and dividends, and any other fiscal service that is normally covered in a safekeeping agreement. Investment of reserve funds or trust funds deposited under a safekeeping agreement may be managed either by the financial institution with which the funds are deposited or by an investment advisor registered with the National Association of Securities Dealers, federal Securities and Exchange Commission or other governmental agency or instrumentality with jurisdiction over investment advisors, to act in such capacity pursuant to an investment advisory agreement providing for investment management and periodic review of portfolio investments. Investment of funds on behalf of the municipality under this section is governed by the rule of prudence, according to Title 18-B, sections 802 to 807 and chapter 9. The contracting parties shall give assurance of proper safeguards that are usual to these contracts and shall furnish insurance protection satisfactory to both parties.

Investment Diversification:

At the discretion of the investment advisor the approximate blend of equities to fixed income investments should be as follows:

	<u>Equities</u>	<u>Fixed Income</u>
Reserve funds	25%	75%
Cemetery Trust Funds	50%	50%
All Other Trust Funds	70%	30%

A change of more than 5% from the policy must be approved by the Town Council. Additionally, no single equity will comprise more than 5% of the total value of the fund. Equity mutual fund investments will not be considered single investments subject to the 5% requirements but should not exceed 20% of the total value of the fund. No single fixed income investment will comprise more than 20% of the total value of the fund, unless fully backed by the federal government or its agencies and instrumentalities. For fixed income investments, reserve funds only: the Town will not invest this portion of reserve funds in such a way as to risk loss of principal. However, the equities portion of the reserve funds may include fixed income mutual funds. The Town Council will review the fixed income/equities percentages annually for the reserve fund investments.

Investment Performance:

The reserve and trust fund investment performance will be reviewed periodically by the finance director. The equity investments will be measured against the S & P index and the fixed income investments will be compared to the appropriate bond index based upon bond maturity length. The goal of the fund will be to maintain over a normal market cycle (5 years) an annual rate of return on a comparable aforementioned index portfolio.

REPORTING

Accounting and reporting on the Town's investment portfolio shall conform to Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB) recommended practices. The Finance Director shall prepare (and post on the Town's website) at least at least quarterly a report of the investments held by the Town, the current market valuation of the investments and performance results. The report shall include a summary of investment earnings during the period.

BIDDING AND RFP PROCESS

After the financial statements are available at the end of the fiscal year, the finance director will report to the council on the advisor/Town working relationship, and may recommend to conduct the RFP process or propose to continue working with the same advisor for subsequent years. That recommendation will be based upon the advisor's working understanding of the Town's policy, municipal law, responsiveness to Town's investment needs throughout the year, and the Government Finance Officers' Association recommended best practice for bidding out investment services.

Reports prepared by outside advisors shall be sent to the Town's Finance Director.

Annex I

Authorized Personnel

The following persons are authorized to transact investment business and wire funds for investment purposes on behalf of the Town of Freeport:

1. Finance Director/Treasurer
2. Town Manager/Deputy Treasurer

Town of Freeport
Reserve Policy

1. Purpose

The Municipality of Freeport is committed to a Reserve Account Policy to ensure the financial well being of the Town. This policy is intended to create a stable financial climate, stabilize the tax rate, lower the Town dependency of bonding, assure the timely replacement of equipment, provide for the upkeep of building and properties, and self fund a number of ongoing expenses.

2. Reserve Establishment and Retention

The following Municipal and School Reserve accounts are hereby established or retained:

- Public Works Department Equipment Replacement
- Rescue Department Equipment Replacement
- Fire Department Equipment Replacement
- Solid Waste / Recycling Department Equipment Replacement
- Cable T.V. Department Equipment Replacement
- Municipal Building Maintenance
- School Department Building Maintenance
- Public Infrastructure Improvements
- Unemployment Compensation
- Traffic and Parking Improvements
- General Administration, Equipment and Projects

3. Funding

The funding of accounts will be reviewed by the Town Council yearly, after completion of the annual audit. Several accounts shall have a defined funding source.

- *Rescue Reserve Department Equipment* - funded by \$35,000 of the Rescue Department Revenues on an annual basis.
- *Cable T.V. Department Equipment Replacement* - funded by \$10,000 of the revenues from the Franchise Agreement on an annual basis.
- *Unemployment Compensation* - funded by the earned interest on the account principal.
- *Traffic and Parking Improvements* - funded by administrative fees and parking leases less \$37,500 for fund balance and expenses.

Funding sources for the other reserve accounts shall include but not be limited to the following.

- Fund Balance in excess of Fund Balance Policy (one-twelfth of the total operating budgets).
- Sale of Equipment and property both real and personal.
- Rebates.
- Lease Proceeds.
- Balances left in capital accounts.
- Unanticipated Revenues.
- Amounts established for Reserves in the annual operating budgets.
- Interest earned on Capital Projects (Bond Issues).

Available funds shall be distributed among accounts on a prorated basis. Should the funds available exceed the total needed to adequately fund all accounts in any year, the excess shall revert to the General Fund Balance. The proceeds in reserve accounts will be invested in accordance with the Town's Investment Policy.

TOWN OF FREEPORT TAX RATE POLICY

Purpose

The Municipality of Freeport is committed to a Tax Rate Policy to ensure the financial well being of the Town. This policy is intended to create a stable financial climate, provide adequate funding for essential Town services, smooth the impact of annual variation in new taxable valuation, and prevent major annual increases in property taxes.

Establishment and Implementation

- Each year the municipal Tax Rate may be adjusted by an amount not to exceed the Consumer Price Index, Urban Consumer, Northeast Region, as measured by the United States Bureau of Labor Statistics for the previous calendar year as reported by the U.S. Department of Labor.
- Revenues generated by new valuation may be used to fund operating budgets, capital reserves or used for tax rate stabilization.
- Once operating budgets, fund balance and reserves are funded in accordance with Town policies, excess funds may be used to lower the current year tax rate, or may be placed in a Tax Rate Stabilization Account to lower future year tax rates.
- During periods of low, new valuation or extraordinary unpredicted increases in costs, up to fifty (50) percent of the Tax Rate Stabilization Account may be used annual to offset the Municipal Tax Rate.
- The need for tax rate stabilization is defined as: a predicted five percent increase in the combination of the Town, RSU, and County budgets, or a predicted five percent increase in the Town's total mil rate.
- Increases in County tax and Voter Approved Debt Service will be in addition to the CPI adjustment.
- Replacement of future loss in State aid for education operating expenses will be in addition to the CPI adjustment.

This policy can be amended by a majority vote of the Town Council.

Effective date of this policy is July 1, 1998.

Date of adoption – May 5, 1998

Amended – February 3, 2004

Date of adoption – February 3, 2004

Date of Amendment-June 21st, 2011

Date of Adoption-June 21st, 2011

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1
bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0100 Town Council							
0100 1001 Prof Salar	5,215.00	5,900.00	5,900.00	5,900.00	5,900.00	5,900.00	.0%
0100 1200 Other Wag	2,665.00	3,000.00	3,000.00	2,770.00	3,000.00	3,000.00	.0%
0100 2800 Assoc Dues	10,469.00	10,700.00	10,700.00	10,541.00	10,700.00	10,800.00	.9%
0100 3300 Emp Train	.00	1,000.00	1,000.00	.00	.00	1,000.00	.0%
0100 3450 Legal Serv	47,222.74	60,000.00	60,000.00	37,095.45	40,000.00	60,000.00	.0%
0100 3460 Audit Fees	23,600.00	25,000.00	25,000.00	23,900.00	23,000.00	25,000.00	.0%
0100 5400 Advertisin	4,756.63	5,000.00	5,000.00	5,160.18	5,000.00	5,000.00	.0%
0100 6000 Supplies	1,458.37	1,500.00	1,500.00	646.46	1,500.00	1,500.00	.0%
0100 7800 Spec Projs	.00	.00	.00	.00	.00	2,000.00	.0%
0100 8104 GPCOG	7,879.00	7,900.00	7,900.00	7,879.00	7,879.00	8,000.00	1.3%
0100 8113 PACTS	.00	1,500.00	1,500.00	.00	.00	1,500.00	.0%
TOTAL Town Council	103,265.74	121,500.00	121,500.00	93,892.09	96,979.00	123,700.00	1.8%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 2
bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0101	Town Manager								
0101	1001	Prof Salar	103,355.76	105,000.00	105,000.00	105,871.61	103,900.00	106,800.00	1.7%
0101	2800	Assoc Dues	158.75	1,000.00	1,000.00	920.00	920.00	1,000.00	.0%
0101	3300	Emp Train	258.85	2,000.00	2,000.00	167.00	500.00	2,000.00	.0%
0101	3302	Empl Trav	228.06	2,000.00	2,000.00	78.51	500.00	1,000.00	-50.0%
0101	5813	Busin Exp	43.63	500.00	500.00	71.71	500.00	500.00	.0%
0101	6000	Supplies	193.70	1,000.00	1,000.00	339.90	1,000.00	1,000.00	.0%
TOTAL Town Manager			104,238.75	111,500.00	111,500.00	107,448.73	107,320.00	112,300.00	.7%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 3
bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE	
0102	Finance								
0102	1001	Prof Salar	245,382.97	256,000.00	256,000.00	238,871.63	240,000.00	265,600.00	3.8%
0102	2800	Assoc Dues	255.00	400.00	400.00	60.00	250.00	400.00	.0%
0102	3300	Emp Train	1,804.98	2,750.00	2,750.00	2,607.20	2,500.00	2,750.00	.0%
0102	3302	Empl Trav	56.71	2,500.00	2,500.00	847.79	1,500.00	2,000.00	-20.0%
0102	3400	Con Servic	.00	250.00	250.00	.00	.00	250.00	.0%
0102	3470	Registry	5,279.00	5,500.00	5,500.00	6,604.00	5,900.00	5,500.00	.0%
0102	3480	Comp Maint	26,105.62	28,000.00	28,000.00	27,988.41	27,988.41	30,000.00	7.1%
0102	4320	Tech Repai	861.00	1,000.00	1,000.00	1,392.42	1,392.42	1,400.00	40.0%
0102	6000	Supplies	2,956.53	3,000.00	3,000.00	2,979.35	3,000.00	3,000.00	.0%
0102	6002	Printing	1,992.68	3,000.00	3,000.00	2,018.98	1,710.33	2,000.00	-33.3%
0102	6003	Tax Bills	1,724.56	1,750.00	1,750.00	336.51	1,500.00	1,750.00	.0%
0102	7800	Winxnet	71,373.02	70,000.00	70,000.00	69,813.60	70,000.00	71,000.00	1.4%
TOTAL Finance			357,792.07	374,150.00	374,150.00	353,519.89	355,741.16	385,650.00	3.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 4
bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0103	Assessing							
0103	1001 Prof Salar	129,527.92	134,300.00	134,300.00	134,776.14	132,200.00	136,000.00	1.3%
0103	2800 Assoc Dues	60.00	360.00	360.00	60.00	100.00	360.00	.0%
0103	3300 Emp Train	1,711.24	2,200.00	2,200.00	1,267.25	1,800.00	2,200.00	.0%
0103	3302 Empl Trav	1,024.70	2,500.00	2,500.00	2,500.16	2,500.00	2,500.00	.0%
0103	3400 Con Servic	3,536.78	10,800.00	10,800.00	2,971.37	4,500.00	10,800.00	.0%
0103	3470 Registry	962.00	1,000.00	1,000.00	947.00	1,000.00	1,000.00	.0%
0103	3480 Comp Maint	8,629.96	8,800.00	8,800.00	8,883.16	8,800.00	9,160.00	4.1%
0103	4320 Tech Repai	.00	500.00	500.00	.00	.00	500.00	.0%
0103	5320 Telephone	240.00	240.00	240.00	240.00	240.00	240.00	.0%
0103	5400 Advertisin	.00	500.00	500.00	452.60	.00	500.00	.0%
0103	6000 Supplies	596.35	1,200.00	1,200.00	1,343.87	1,200.00	1,100.00	-8.3%
0103	6002 Printing	399.60	400.00	400.00	202.88	400.00	400.00	.0%
0103	6008 Mapping	2,950.00	3,200.00	3,200.00	2,950.00	2,950.00	3,200.00	.0%
TOTAL Assessing		149,638.55	166,000.00	166,000.00	156,594.43	155,690.00	167,960.00	1.2%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 5
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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0104 Codes Enforcement							
0104 1001 Prof Salar	75,011.23	76,000.00	76,000.00	75,419.45	74,000.00	72,600.00	-4.5%
0104 2605 Clothing	.00	100.00	100.00	.00	.00	100.00	.0%
0104 2800 Assoc Dues	160.00	180.00	180.00	170.00	170.00	160.00	-11.1%
0104 3300 Emp Train	143.87	150.00	150.00	455.16	227.55	150.00	.0%
0104 3302 Empl Trav	2,126.82	3,500.00	3,500.00	2,257.93	2,200.00	2,500.00	-28.6%
0104 6000 Supplies	396.62	600.00	600.00	343.57	500.00	600.00	.0%
TOTAL Codes Enforcement	77,838.54	80,530.00	80,530.00	78,646.11	77,097.55	76,110.00	-5.5%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0105 Town Clerk And Elections							
0105 1001 Prof Salar	85,588.72	94,000.00	94,000.00	86,200.31	86,000.00	94,000.00	.0%
0105 1005 Ballot Clk	3,664.65	5,000.00	5,000.00	3,481.00	3,800.00	6,000.00	20.0%
0105 1200 Other Wag	243.92	.00	.00	.00	.00	.00	.0%
0105 2800 Assoc Dues	290.00	300.00	300.00	345.00	345.00	400.00	33.3%
0105 3300 Emp Train	1,072.74	1,500.00	1,500.00	1,331.65	1,500.00	1,500.00	.0%
0105 3302 Empl Trav	192.01	350.00	350.00	503.20	350.00	500.00	42.9%
0105 3426 Elect Serv	4,607.60	5,700.00	5,700.00	5,905.92	5,000.00	6,200.00	8.8%
0105 4301 Equip Rpr	.00	800.00	800.00	.00	.00	500.00	-37.5%
0105 5400 Advertisin	823.84	1,000.00	1,000.00	1,268.08	1,100.00	1,200.00	20.0%
0105 6000 Supplies	380.81	600.00	600.00	672.78	650.00	800.00	33.3%
0105 6095 Doc Preser	760.73	1,300.00	1,300.00	841.99	778.19	2,000.00	53.8%
TOTAL Town Clerk And Electio	97,625.02	110,550.00	110,550.00	100,549.93	99,523.19	113,100.00	2.3%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 7
bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0106	General Administration							
0106	1001 Prof Salar	73,351.48	81,000.00	81,000.00	74,246.18	75,000.00	81,000.00	.0%
0106	3302 Empl Trav	646.09	1,000.00	1,000.00	175.52	100.00	1,000.00	.0%
0106	3425 Purch/Bid	.00	500.00	500.00	.00	.00	500.00	.0%
0106	3427 Twn Report	5,340.00	5,500.00	5,500.00	2,300.00	5,500.00	5,750.00	4.5%
0106	4301 Equip Rpr	2,450.36	3,000.00	3,000.00	2,613.75	2,600.00	3,000.00	.0%
0106	4350 Web Maint	5,742.96	5,000.00	5,000.00	5,003.24	5,000.00	5,000.00	.0%
0106	4455 Equip Rntl	480.00	1,200.00	1,200.00	480.00	480.00	840.00	-30.0%
0106	5310 Postage	10,687.05	21,000.00	21,000.00	16,899.84	21,000.00	21,000.00	.0%
0106	5320 Telephone	10,246.19	11,000.00	11,000.00	9,471.02	11,000.00	11,000.00	.0%
0106	6000 Supplies	4,990.36	5,300.00	5,300.00	4,124.05	4,000.00	5,300.00	.0%
0106	6002 Printing	1,205.91	2,500.00	2,500.00	2,110.45	2,500.00	2,500.00	.0%
0106	7300 WAN	16,998.00	24,000.00	24,000.00	13,426.19	16,998.00	19,200.00	-20.0%
0106	8115 MSC Coalit	945.48	1,000.00	1,000.00	945.48	945.48	1,000.00	.0%
TOTAL General Administration		133,083.88	162,000.00	162,000.00	131,795.72	145,123.48	157,090.00	-3.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 8
bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0107 Building & Grounds Maintenance							
0107 1001 Prof Salar	58,039.00	119,800.00	119,800.00	109,326.57	106,400.00	113,300.00	-5.4%
0107 1300 OT Wages	5,679.72	14,000.00	14,000.00	4,886.12	10,000.00	14,000.00	.0%
0107 2605 Clothing	.00	2,100.00	2,100.00	2,163.00	2,163.00	2,100.00	.0%
0107 3300 Emp Train	.00	1,200.00	1,200.00	21.74	50.00	1,200.00	.0%
0107 3485 Cemetery	.00	.00	.00	7,487.49	.00	11,000.00	.0%
0107 3495 Brush Cntl	.00	.00	.00	.00	.00	6,000.00	.0%
0107 4010 Bldg Maite	40,557.91	45,000.00	45,000.00	42,149.42	45,000.00	39,000.00	-13.3%
0107 4021 Rubbish	6,075.13	7,500.00	7,500.00	7,943.07	7,500.00	7,500.00	.0%
0107 4033 Fire Prev	674.58	1,200.00	1,200.00	892.00	892.00	1,200.00	.0%
0107 4038 Veh Maint	957.93	6,000.00	6,000.00	4,806.73	5,000.00	6,000.00	.0%
0107 4040 Grnds Main	3,573.49	14,300.00	14,300.00	15,736.27	14,000.00	8,300.00	-42.0%
0107 6005 Clean Supp	8,098.66	9,000.00	9,000.00	10,587.02	10,000.00	9,000.00	.0%
0107 6202 Elect T	6,388.20	8,000.00	8,000.00	7,702.95	7,000.00	8,040.00	.5%
0107 6203 Elect PW	9,427.43	9,000.00	9,000.00	8,629.70	8,500.00	9,600.00	6.7%
0107 6204 Elect PS	20,407.99	21,000.00	21,000.00	22,187.02	21,000.00	21,000.00	.0%
0107 6212 Water TH	1,731.42	2,500.00	2,500.00	1,552.79	1,800.00	2,000.00	-20.0%
0107 6213 Water PW	3,024.69	4,000.00	4,000.00	2,975.34	3,000.00	3,500.00	-12.5%
0107 6214 Water-PS	2,088.79	2,500.00	2,500.00	2,376.81	2,500.00	2,500.00	.0%
0107 6222 Sewer TH	1,067.92	1,285.00	1,285.00	1,295.91	1,285.00	1,285.00	.0%
0107 6223 Sewer PW	2,646.64	1,800.00	1,800.00	2,555.66	2,000.00	1,800.00	.0%
0107 6224 Sewer PS	2,685.75	2,300.00	2,300.00	3,356.53	2,900.00	2,300.00	.0%
0107 6242 Heat TH	3,969.58	5,500.00	5,500.00	2,586.05	4,000.00	5,500.00	.0%
0107 6243 Heat PW	16,025.24	21,500.00	21,500.00	11,870.70	14,000.00	21,500.00	.0%
0107 6244 Heat PS	23,634.23	30,500.00	30,500.00	10,384.50	15,000.00	30,500.00	.0%
0107 6245 Heat-PS AX	2,861.72	3,850.00	3,850.00	1,321.28	2,000.00	3,850.00	.0%
0107 6260 Veh Fuel	1,569.48	4,500.00	4,500.00	4,184.56	4,500.00	4,500.00	.0%
0107 6360 Comm Ctr	44,251.00	44,251.00	44,251.00	44,251.00	44,251.00	44,499.00	.6%
0107 7500 Flags	475.60	700.00	700.00	770.98	500.00	700.00	.0%
TOTAL Building & Grounds Mai	265,912.10	383,286.00	383,286.00	334,001.21	335,241.00	381,674.00	-.4%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0108 Employee Benefits							
0108 2303 Ret ICMA	87,731.15	105,500.00	105,500.00	87,482.04	96,000.00	106,000.00	.5%
0108 2305 Retir MSRS	191,619.11	227,600.00	227,600.00	235,171.98	230,000.00	248,000.00	9.0%
0108 2407 FICA & Med	294,928.69	323,700.00	323,700.00	301,227.52	330,000.00	325,000.00	.4%
0108 2409 Healt Ins	590,303.11	665,400.00	665,400.00	655,910.65	690,000.00	750,000.00	12.7%
0108 2410 Wkrs Comp	91,789.47	135,800.00	135,800.00	110,034.29	115,000.00	151,600.00	11.6%
0108 2411 Unemp Comp	1,553.00	.00	.00	.00	5,000.00	2,000.00	.0%
0108 2412 Life Ins	1,921.39	3,000.00	3,000.00	2,143.81	2,000.00	3,000.00	.0%
0108 2413 Med Reim	1,977.00	2,400.00	2,400.00	2,029.00	2,400.00	2,400.00	.0%
0108 2415 Wellness	11,436.86	20,000.00	20,000.00	11,690.90	12,500.00	20,000.00	.0%
0108 2416 Dental	30,097.34	32,300.00	32,300.00	30,803.34	32,300.00	36,000.00	11.5%
0108 2419 Med Exams	70.00	1,000.00	1,000.00	514.00	500.00	1,000.00	.0%
0108 2420 Drug Test	568.00	1,000.00	1,000.00	385.00	500.00	1,000.00	.0%
0108 2421 Vac Sick P	.00	71,500.00	71,500.00	38,132.13	23,000.00	25,000.00	-65.0%
TOTAL Employee Benefits	1,303,995.12	1,589,200.00	1,589,200.00	1,475,524.66	1,539,200.00	1,671,000.00	5.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0109	Transit								
0109	1001	Prof Salar	14,481.05	16,200.00	16,200.00	17,080.31	16,200.00	16,500.00	1.9%
0109	1200	Other Wag	23,850.29	30,000.00	30,000.00	23,198.79	25,000.00	27,500.00	-8.3%
0109	3300	Emp Train	915.08	1,000.00	1,000.00	645.04	700.00	1,800.00	80.0%
0109	3302	Empl Trav	42.76	300.00	300.00	.00	.00	300.00	.0%
0109	3400	Con Servic	993.52	8,500.00	8,500.00	2,187.95	2,500.00	1,500.00	-82.4%
0109	3424	METRO	.00	12,000.00	12,000.00	12,000.00	12,000.00	13,400.00	11.7%
0109	4040	Grnds Main	27,270.00	2,500.00	2,500.00	2,302.90	2,500.00	2,500.00	.0%
0109	4301	Equip Rpr	206.34	2,000.00	2,000.00	.00	.00	1,000.00	-50.0%
0109	5320	Telephone	1,348.45	1,000.00	1,000.00	1,111.93	1,200.00	1,200.00	20.0%
0109	6000	Supplies	882.74	3,500.00	3,500.00	995.75	1,200.00	1,500.00	-57.1%
0109	6205	Elect-Tr S	8,259.41	7,000.00	7,000.00	4,355.60	6,000.00	7,000.00	.0%
0109	6215	Water-Tr S	374.73	550.00	550.00	439.44	550.00	550.00	.0%
0109	6225	Sewer Tr S	408.63	600.00	600.00	380.41	600.00	600.00	.0%
0109	6241	Heat-Tr S	2,843.63	3,500.00	3,500.00	1,245.21	1,100.00	3,500.00	.0%
0109	6713	Sm Equip	1,695.00	400.00	400.00	.00	.00	400.00	.0%
TOTAL Transit			83,571.63	89,050.00	89,050.00	65,943.33	69,550.00	79,250.00	-11.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0110	Insurances								
0110	5200	Insurance	97,293.50	102,000.00	102,000.00	96,879.00	96,303.00	102,000.00	.0%
	TOTAL	Insurances	97,293.50	102,000.00	102,000.00	96,879.00	96,303.00	102,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE	
0200	Police								
0200	1001	Prof Salar	811,617.48	855,200.00	855,200.00	849,460.90	848,500.00	879,400.00	2.8%
0200	1200	Other Wag	44,613.03	40,500.00	40,500.00	40,854.06	40,500.00	41,500.00	2.5%
0200	1300	OT Wages	120,419.51	110,000.00	110,000.00	104,661.50	110,000.00	110,000.00	.0%
0200	2441	Recruitmt	654.08	500.00	500.00	.00	500.00	500.00	.0%
0200	2605	Clothing	12,342.31	13,300.00	13,300.00	14,488.42	13,300.00	14,000.00	5.3%
0200	2638	Unif Clean	10,388.00	10,580.00	10,580.00	7,047.35	7,900.00	10,580.00	.0%
0200	2800	Assoc Dues	495.00	660.00	660.00	955.00	955.00	660.00	.0%
0200	3300	Emp Train	8,039.34	8,500.00	8,500.00	5,296.28	5,000.00	8,500.00	.0%
0200	3302	Empl Trav	1,039.97	1,500.00	1,500.00	551.81	1,000.00	1,500.00	.0%
0200	3430	Animal	10,756.30	10,930.00	10,930.00	10,605.79	10,930.00	10,930.00	.0%
0200	4036	Radio Main	1,612.64	1,200.00	1,200.00	544.93	1,200.00	1,200.00	.0%
0200	4038	Veh Maint	29,690.08	23,000.00	23,000.00	33,424.74	25,000.00	23,000.00	.0%
0200	4048	Radar Main	850.00	880.00	880.00	1,677.59	1,677.59	1,120.00	27.3%
0200	4301	Equip Rpr	2,893.89	4,540.00	4,540.00	2,248.60	3,500.00	4,540.00	.0%
0200	4320	Tech Repai	11,889.00	13,600.00	13,600.00	11,745.00	12,000.00	13,600.00	.0%
0200	6000	Supplies	3,323.37	3,400.00	3,400.00	2,151.38	3,000.00	3,400.00	.0%
0200	6002	Printing	2,956.87	2,500.00	2,500.00	2,772.32	1,500.00	2,500.00	.0%
0200	6007	Ammunition	4,507.00	5,500.00	5,500.00	5,998.30	5,998.30	6,000.00	9.1%
0200	6033	Drug Prog	.00	550.00	550.00	147.27	.00	550.00	.0%
0200	6260	Veh Fuel	46,283.14	45,000.00	45,000.00	44,668.86	45,000.00	47,000.00	4.4%
TOTAL Police			1,124,371.01	1,151,840.00	1,151,840.00	1,139,300.10	1,137,460.89	1,180,480.00	2.5%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0201	Special Enforcement								
0201	1001	Prof Salar	33,341.18	43,300.00	43,300.00	44,229.51	43,300.00	47,100.00	8.8%
0201	1200	Other Wag	1,028.62	1,250.00	1,250.00	1,048.12	1,048.12	1,250.00	.0%
0201	1300	OT Wages	259.63	1,500.00	1,500.00	769.19	600.00	1,500.00	.0%
0201	2605	Clothing	560.61	1,500.00	1,500.00	870.48	1,000.00	1,500.00	.0%
0201	2638	Unif Clean	480.00	720.00	720.00	720.00	720.00	720.00	.0%
0201	3300	Emp Train	1,028.28	350.00	350.00	240.11	200.00	350.00	.0%
0201	3302	Empl Trav	11.25	50.00	50.00	92.88	100.00	100.00	100.0%
0201	4038	Veh Maint	277.15	1,700.00	1,700.00	290.01	250.00	1,500.00	-11.8%
0201	4045	Boat Maint	1,961.44	3,000.00	3,000.00	1,646.67	3,000.00	3,000.00	.0%
0201	6000	Supplies	260.65	300.00	300.00	224.93	300.00	300.00	.0%
TOTAL Special Enforcement			39,208.81	53,670.00	53,670.00	50,131.90	50,518.12	57,320.00	6.8%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE	
0202	Fire								
0202	1001	Prof Salar	156,145.17	181,900.00	181,900.00	140,964.74	160,000.00	173,500.00	-4.6%
0202	1190	Call Pay	173,888.67	225,000.00	225,000.00	191,917.79	180,000.00	215,000.00	-4.4%
0202	1300	OT Wages	8,678.58	8,000.00	8,000.00	7,487.21	8,000.00	8,000.00	.0%
0202	1500	Stipends	80.00	.00	.00	120.00	120.00	.00	.0%
0202	2419	Med Exams	.00	1,000.00	1,000.00	728.00	462.00	1,000.00	.0%
0202	2485	Vac & Immu	98.95	1,000.00	1,000.00	.00	.00	1,000.00	.0%
0202	2605	Clothing	4,416.51	3,500.00	3,500.00	7,527.16	7,000.00	4,000.00	14.3%
0202	2800	Assoc Dues	890.95	1,500.00	1,500.00	652.40	800.00	1,000.00	-33.3%
0202	3300	Emp Train	6,532.17	11,000.00	11,000.00	6,983.83	6,500.00	11,000.00	.0%
0202	4036	Radio Main	6,259.32	5,000.00	5,000.00	4,570.26	4,500.00	5,000.00	.0%
0202	4038	Veh Maint	20,043.79	20,000.00	20,000.00	28,049.09	20,000.00	20,000.00	.0%
0202	4049	Alarm Main	2,151.12	2,500.00	2,500.00	80.73	1,000.00	2,500.00	.0%
0202	4301	Equip Rpr	5,678.02	4,555.00	4,555.00	5,387.41	4,555.00	5,000.00	9.8%
0202	4320	Tech Repai	153.79	1,500.00	1,500.00	782.40	607.40	1,000.00	-33.3%
0202	5320	Telephone	3,925.13	3,800.00	3,800.00	3,673.41	3,800.00	3,800.00	.0%
0202	5420	Pub Educ	3,886.69	3,200.00	3,200.00	1,592.29	3,000.00	3,200.00	.0%
0202	6000	Supplies	3,124.59	3,600.00	3,600.00	4,105.42	3,900.00	4,000.00	11.1%
0202	6005	Clean Supp	380.08	800.00	800.00	139.67	400.00	500.00	-37.5%
0202	6010	Fire Supl	4,939.88	3,750.00	3,750.00	5,884.00	1,500.00	3,750.00	.0%
0202	6045	Protec Eq	20,517.18	18,500.00	18,500.00	18,500.00	18,500.00	18,500.00	.0%
0202	6260	Veh Fuel	9,972.13	10,000.00	10,000.00	9,266.00	10,000.00	10,000.00	.0%
0202	6712	Tools	543.65	500.00	500.00	646.76	574.44	500.00	.0%
0202	7300	Equip	400.00	5,500.00	5,500.00	2,850.46	5,000.00	5,000.00	-9.1%
TOTAL Fire		432,706.37	516,105.00	516,105.00	441,909.03	440,218.84	497,250.00	-3.7%	

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0203	Rescue							
0203	1001	Prof Salar	161,620.05	210,000.00	210,000.00	157,691.15	165,000.00	163,800.00 -22.0%
0203	1190	Call Pay	73,355.01	72,000.00	72,000.00	97,064.67	80,000.00	95,000.00 31.9%
0203	1300	OT Wages	30,516.04	20,000.00	20,000.00	29,531.33	28,000.00	22,000.00 10.0%
0203	2419	Med Exams	435.00	800.00	800.00	834.80	834.80	800.00 .0%
0203	2485	Vac & Immu	140.80	450.00	450.00	124.00	150.00	450.00 .0%
0203	2800	Assoc Dues	3,992.00	4,000.00	4,000.00	3,310.50	3,216.00	4,000.00 .0%
0203	3300	Emp Train	7,915.08	11,500.00	11,500.00	9,822.48	8,000.00	9,000.00 -21.7%
0203	3401	Intcpt Ser	250.00	.00	.00	.00	.00	.00 .0%
0203	4036	Radio Main	280.77	2,450.00	2,450.00	1,540.65	1,000.00	1,950.00 -20.4%
0203	4038	Veh Maint	20,812.35	7,500.00	7,500.00	6,662.61	7,000.00	7,500.00 .0%
0203	4301	Equip Rpr	3,274.04	4,855.00	4,855.00	2,530.25	3,500.00	4,500.00 -7.3%
0203	4320	Tech Repai	3,102.45	4,950.00	4,950.00	4,846.93	3,500.00	4,000.00 -19.2%
0203	5320	Telephone	5,988.05	3,000.00	3,000.00	5,271.76	5,000.00	5,500.00 83.3%
0203	6000	Supplies	3,537.88	2,500.00	2,500.00	2,900.07	2,572.27	2,500.00 .0%
0203	6002	Printing	.00	500.00	500.00	.00	.00	500.00 .0%
0203	6005	Clean Supp	127.95	300.00	300.00	121.04	130.00	300.00 .0%
0203	6009	Med Suppl	28,692.32	25,900.00	25,900.00	26,511.47	25,900.00	25,900.00 .0%
0203	6045	Protec Eq	5,324.87	8,000.00	8,000.00	4,737.48	5,000.00	8,000.00 .0%
0203	6260	Veh Fuel	6,638.24	10,000.00	10,000.00	1,993.63	2,000.00	10,000.00 .0%
0203	6712	Tools	66.02	250.00	250.00	.00	.00	250.00 .0%
TOTAL Rescue			356,068.92	388,955.00	388,955.00	355,494.82	340,803.07	365,950.00 -5.9%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0204 Public Safety Reception							
0204 1001 Prof Salar	23,199.94	17,500.00	17,500.00	17,421.04	17,500.00	17,800.00	1.7%
0204 1200 Other Wag	5,217.44	10,000.00	10,000.00	7,513.77	8,000.00	8,000.00	-20.0%
0204 1300 OT Wages	180.42	500.00	500.00	.00	.00	500.00	.0%
0204 4301 Equip Rpr	5,525.37	7,000.00	7,000.00	5,871.52	6,000.00	7,000.00	.0%
0204 5320 Telephone	11,043.73	15,000.00	15,000.00	16,425.41	14,000.00	14,000.00	-6.7%
0204 6000 Supplies	15.33	250.00	250.00	.00	.00	250.00	.0%
0204 7800 Dispatch	131,931.24	139,113.00	139,113.00	134,882.16	134,883.00	144,500.00	3.9%
TOTAL Public Safety Receptio	177,113.47	189,363.00	189,363.00	182,113.90	180,383.00	192,050.00	1.4%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0206	Public Utilities							
0206	6208 Elect-St L	46,415.96	45,000.00	45,000.00	47,157.27	43,000.00	48,000.00	6.7%
0206	6218 Hydrants	153,152.52	160,000.00	160,000.00	157,349.95	148,000.00	156,000.00	-2.5%
	TOTAL Public Utilities	199,568.48	205,000.00	205,000.00	204,507.22	191,000.00	204,000.00	-.5%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0300	Human Services Agencies							
0300	8600 Regional T	500.00	500.00	500.00	500.00	500.00	.00	-100.0%
0300	8601 Home H	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	500.00	-50.0%
0300	8602 Aging	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8606 FCS	21,000.00	21,000.00	21,000.00	21,000.00	21,000.00	21,000.00	.0%
0300	8607 Family Cri	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8608 F Dental	.00	1,800.00	1,800.00	1,412.00	1,800.00	1,800.00	.0%
0300	8613 Elders	.00	5,000.00	5,000.00	5,000.00	5,000.00	6,000.00	20.0%
0300	8614 Red Cross	500.00	500.00	500.00	500.00	500.00	.00	-100.0%
0300	8616 Port Teen	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	8,250.00	10.0%
TOTAL Human Services Agencie		31,500.00	38,300.00	38,300.00	37,912.00	38,300.00	38,550.00	.7%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0301	General Assistance								
0301	1001	Prof Salar	69,616.53	72,400.00	72,400.00	71,145.53	70,000.00	73,700.00	1.8%
0301	2800	Assoc Dues	30.00	40.00	40.00	.00	30.00	40.00	.0%
0301	3300	Emp Train	135.00	200.00	200.00	.00	135.00	200.00	.0%
0301	3302	Empl Trav	200.31	400.00	400.00	172.94	200.00	300.00	-25.0%
0301	6000	Supplies	206.21	200.00	200.00	250.13	250.00	300.00	50.0%
0301	6350	Assis-Free	14,946.66	30,000.00	30,000.00	9,222.71	12,000.00	25,000.00	-16.7%
0301	6351	Assist Ya	2,018.53	.00	.00	2,017.99	1,000.00	.00	.0%
TOTAL General Assistance			87,153.24	103,240.00	103,240.00	82,809.30	83,615.00	99,540.00	-3.6%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0400	Public Works General							
0400	1001 Prof Salar	512,292.59	534,000.00	534,000.00	536,839.68	527,000.00	549,980.00	3.0%
0400	1300 OT Wages	70,945.27	70,000.00	70,000.00	41,228.10	32,000.00	70,000.00	.0%
0400	2605 Clothing	9,443.98	9,250.00	9,250.00	8,987.77	9,250.00	9,250.00	.0%
0400	3300 Emp Train	3,336.88	3,700.00	3,700.00	4,066.65	3,700.00	3,700.00	.0%
0400	3435 Engineering	1,422.49	5,700.00	5,700.00	5,542.58	4,000.00	5,700.00	.0%
0400	4036 Radio Main	1,112.23	1,100.00	1,100.00	1,284.20	1,100.00	1,100.00	.0%
0400	4038 Veh Maint	59,761.02	53,000.00	53,000.00	49,180.13	53,000.00	55,000.00	3.8%
0400	4455 Equip Rntl	6,247.00	4,000.00	4,000.00	3,555.25	1,000.00	5,000.00	25.0%
0400	5320 Telephone	2,286.45	2,000.00	2,000.00	2,549.44	2,300.00	2,300.00	15.0%
0400	6000 Supplies	2,061.64	2,000.00	2,000.00	1,870.84	2,000.00	2,000.00	.0%
0400	6260 Veh Fuel	108,099.03	75,000.00	75,000.00	74,975.45	75,000.00	75,000.00	.0%
0400	6708 Tires	10,624.67	11,000.00	11,000.00	11,154.16	11,000.00	11,000.00	.0%
0400	6712 Tools	1,038.21	1,000.00	1,000.00	989.99	1,000.00	1,000.00	.0%
0400	6713 Sm Equip	4,291.87	5,000.00	5,000.00	2,840.34	3,000.00	5,000.00	.0%
0400	6714 Signs	5,736.21	6,500.00	6,500.00	6,858.21	6,700.00	7,200.00	10.8%
0400	6717 Str Mark	6,618.03	8,200.00	8,200.00	4,750.29	5,000.00	9,600.00	17.1%
	TOTAL Public Works General	805,317.57	791,450.00	791,450.00	756,673.08	737,050.00	812,830.00	2.7%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0401 Public Works Summer Roads							
0401 3485 Cemetery	4,528.65	.00	.00	.00	.00	.00	.0%
0401 3495 Brush Cntl	5,305.95	.00	.00	.00	.00	.00	.0%
0401 6713 Sm Equip	2,468.81	2,500.00	2,500.00	2,881.18	2,500.00	2,500.00	.0%
0401 6740 Rd Stripng	30,727.53	28,000.00	28,000.00	21,744.26	28,000.00	31,000.00	10.7%
0401 6750 Pav Matrls	38,561.59	34,900.00	34,900.00	34,701.69	34,900.00	34,900.00	.0%
0401 6755 Culverts	5,000.00	5,000.00	5,000.00	4,753.98	5,000.00	5,000.00	.0%
0401 6760 Gravel	30,437.85	30,000.00	30,000.00	29,912.09	30,000.00	30,000.00	.0%
0401 6780 Guard Rail	585.08	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	.0%
0401 6785 Traf light	7,332.42	6,500.00	6,500.00	6,209.30	6,500.00	6,500.00	.0%
0401 7200 Hot Top Rd	423,555.05	425,000.00	425,000.00	360,839.85	400,000.00	425,000.00	.0%
0401 7210 Drainage P	10,065.71	10,000.00	10,000.00	9,938.68	10,000.00	10,000.00	.0%
0401 7220 Ledge	.00	1,500.00	1,500.00	996.00	.00	1,500.00	.0%
0401 7230 Catch Basi	14,000.00	14,000.00	14,000.00	12,598.60	14,000.00	14,000.00	.0%
0401 7240 Sidewalks	1,466.00	4,000.00	4,000.00	4,166.40	1,500.00	4,000.00	.0%
0401 7250 Hot Top St	3,705.20	30,100.00	30,100.00	30,054.06	10,000.00	30,100.00	.0%
TOTAL Public Works Summer Ro	577,739.84	596,500.00	596,500.00	523,796.09	547,400.00	599,500.00	.5%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0402	Public Works Winter Roads							
0402	6760 Gravel	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	.0%
0402	6765 Salt	131,294.10	132,000.00	132,000.00	87,439.24	85,000.00	132,000.00	.0%
0402	6770 Surface Tr	18,000.00	18,000.00	18,000.00	7,117.13	9,000.00	18,000.00	.0%
0402	6775 Chains Bla	13,642.81	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	.0%
TOTAL Public Works Winter Ro		169,936.91	169,000.00	169,000.00	113,556.37	113,000.00	169,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0403	Public Works	Tree & Park							
0403	4070	Tree Prun	3,979.62	12,000.00	12,000.00	11,919.59	5,000.00	8,000.00	-33.3%
0403	6370	Bow St Pk	1,708.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	.0%
0403	6910	Trees	500.00	2,000.00	2,000.00	2,600.00	2,300.00	2,000.00	.0%
TOTAL Public Works Tree & Pa			6,187.62	15,500.00	15,500.00	16,019.59	8,800.00	11,500.00	-25.8%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0404 Solid Waste/Recycling							
0404 1001 Prof Salar	104,853.70	108,600.00	108,600.00	109,862.19	110,000.00	110,000.00	1.3%
0404 1200 Other Wag	3,202.17	6,000.00	6,000.00	3,042.15	2,500.00	6,000.00	.0%
0404 1300 OT Wages	2,586.91	3,000.00	3,000.00	1,848.44	1,200.00	3,000.00	.0%
0404 2605 Clothing	.00	.00	.00	.00	.00	1,200.00	.0%
0404 3300 Emp Train	158.71	1,500.00	1,500.00	60.00	200.00	1,500.00	.0%
0404 3302 Empl Trav	1,042.62	1,500.00	1,500.00	357.39	1,000.00	1,500.00	.0%
0404 3465 Water Test	5,558.00	6,000.00	6,000.00	4,714.00	6,000.00	6,000.00	.0%
0404 3475 Leachate	16,960.00	13,000.00	13,000.00	21,251.00	16,000.00	15,000.00	15.4%
0404 3480 Comp Maint	1,395.67	1,500.00	1,500.00	1,349.95	1,500.00	1,500.00	.0%
0404 3500 Tipping Fe	106,496.83	100,000.00	100,000.00	105,929.32	100,000.00	100,000.00	.0%
0404 3505 Hauling	68,324.17	69,500.00	69,500.00	70,575.68	69,500.00	69,500.00	.0%
0404 3530 Demo Tip	37,314.01	68,000.00	68,000.00	40,663.26	40,000.00	64,000.00	-5.9%
0404 3535 Clean Week	14,672.23	10,000.00	10,000.00	8,530.34	10,000.00	10,000.00	.0%
0404 4038 Veh Maint	13,866.69	7,000.00	7,000.00	3,116.98	4,000.00	7,000.00	.0%
0404 4040 Grnds Main	1,600.00	.00	.00	.00	.00	.00	.0%
0404 4050 Litter Con	6,618.78	5,000.00	5,000.00	-506.25	5,000.00	5,000.00	.0%
0404 5320 Telephone	830.74	2,600.00	2,600.00	939.28	1,200.00	1,200.00	-53.8%
0404 5420 Pub Educ	2,532.63	3,000.00	3,000.00	2,575.66	2,500.00	3,000.00	.0%
0404 6000 Supplies	10,097.67	9,000.00	9,000.00	12,573.29	10,000.00	9,000.00	.0%
0404 6200 Elect	3,383.73	4,300.00	4,300.00	3,809.26	3,500.00	4,300.00	.0%
0404 6240 Heat Fuel	2,961.60	3,000.00	3,000.00	1,829.86	2,500.00	3,000.00	.0%
0404 6260 Veh Fuel	2,595.50	2,000.00	2,000.00	1,847.52	1,800.00	2,000.00	.0%
0404 6900 Other Supp	1,010.00	1,000.00	1,000.00	980.00	980.00	1,000.00	.0%
TOTAL Solid Waste/Recycling	408,062.36	425,500.00	425,500.00	395,349.32	389,380.00	424,700.00	-.2%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0405	Town Engineer								
0405	1001	Prof Salar	95,927.17	97,500.00	97,500.00	98,299.19	96,400.00	92,600.00	-5.0%
0405	3300	Emp Train	788.00	2,400.00	2,400.00	1,312.00	857.00	1,800.00	-25.0%
0405	3302	Empl Trav	473.29	1,000.00	1,000.00	289.28	400.00	1,000.00	.0%
0405	6000	Supplies	163.11	300.00	300.00	45.07	200.00	300.00	.0%
0405	6720	Stormwater	18,402.05	20,400.00	20,400.00	14,779.98	20,400.00	20,400.00	.0%
TOTAL Town Engineer			115,753.62	121,600.00	121,600.00	114,725.52	118,257.00	116,100.00	-4.5%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0406 HRF Fields Maintenance							
0406 3490 Grounds	83,902.00	85,580.00	85,580.00	85,580.00	85,580.00	87,291.00	2.0%
0406 4010 Bldg Maite	9,653.60	.00	.00	.00	.00	.00	.0%
0406 6200 Elect	1,436.85	1,300.00	1,300.00	950.22	1,000.00	1,600.00	23.1%
0406 6210 Water	17,479.68	12,000.00	12,000.00	9,716.27	10,800.00	12,000.00	.0%
0406 6240 Heat Fuel	.00	1,000.00	1,000.00	384.69	200.00	500.00	-50.0%
0406 6741 Striping	.00	3,000.00	3,000.00	4,170.00	.00	6,000.00	100.0%
0406 7680 Pest Contl	10,000.00	10,000.00	10,000.00	10,000.00	5,000.00	5,000.00	-50.0%
0406 9200 Contingncy	3,490.00	5,000.00	5,000.00	2,108.24	3,000.00	5,000.00	.0%
TOTAL HRF Fields Maintenance	125,962.13	117,880.00	117,880.00	112,909.42	105,580.00	117,391.00	-.4%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE		
0500	Freeport Community Library								
0500	1001	Prof Salar	317,138.58	339,500.00	339,500.00	318,582.39	316,000.00	329,800.00	-2.9%
0500	2800	Assoc Dues	255.00	620.00	620.00	227.00	150.00	620.00	.0%
0500	3300	Emp Train	84.11	2,000.00	2,000.00	1,302.60	1,300.00	2,000.00	.0%
0500	3302	Empl Trav	597.88	1,500.00	1,500.00	663.40	600.00	1,500.00	.0%
0500	3480	Comp Maint	2,877.62	4,000.00	4,000.00	4,673.35	4,298.35	4,500.00	12.5%
0500	4301	Equip Rpr	1,995.29	2,000.00	2,000.00	1,758.14	1,200.00	2,000.00	.0%
0500	4320	Tech Repai	2,078.37	3,000.00	3,000.00	6,397.29	2,000.00	3,000.00	.0%
0500	5320	Telephone	3,399.09	3,800.00	3,800.00	3,356.32	3,300.00	4,200.00	10.5%
0500	6000	Supplies	5,239.83	5,750.00	5,750.00	6,220.12	4,800.00	5,750.00	.0%
0500	6200	Elect	12,295.15	15,000.00	15,000.00	12,097.37	13,500.00	15,000.00	.0%
0500	6210	Water	2,406.80	2,200.00	2,200.00	2,177.57	2,200.00	2,200.00	.0%
0500	6220	Sewer	628.71	520.00	520.00	647.12	650.00	750.00	44.2%
0500	6240	Heat Fuel	13,879.13	20,000.00	20,000.00	8,412.68	10,000.00	20,000.00	.0%
0500	6400	Books	38,405.87	39,310.00	39,310.00	42,945.34	39,310.00	39,810.00	1.3%
0500	6450	Nonprint	12,656.86	15,500.00	15,500.00	16,193.48	15,500.00	15,500.00	.0%
TOTAL Freeport Community Lib			413,938.29	454,700.00	454,700.00	425,654.17	414,808.35	446,630.00	-1.8%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0600	Bustins Island							
0600	8250 Bustins Is	178,705.69	180,000.00	180,000.00	176,090.90	176,090.90	189,000.00	5.0%
	TOTAL Bustins Island	178,705.69	180,000.00	180,000.00	176,090.90	176,090.90	189,000.00	5.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0601	Promotions								
0601	8200	Memorial	.00	500.00	500.00	535.00	500.00	500.00	.0%
0601	8204	July 4th	.00	2,000.00	2,000.00	1,600.00	2,000.00	2,000.00	.0%
0601	8206	Recognitio	1,371.01	1,500.00	1,500.00	1,132.81	1,500.00	1,500.00	.0%
0601	8210	Mis/Oth	1,837.31	2,000.00	2,000.00	1,385.99	2,000.00	2,000.00	.0%
0601	8215	Chamber	675.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.0%
0601	8225	H Decor	257.52	200.00	200.00	153.44	153.44	200.00	.0%
TOTAL Promotions			4,140.84	7,200.00	7,200.00	5,807.24	7,153.44	7,200.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE	
0602	Planning								
0602	1001	Prof Salar	125,006.69	132,600.00	132,600.00	128,179.02	127,000.00	135,000.00	1.8%
0602	1200	Other Wag	2,150.00	2,200.00	2,200.00	2,275.00	2,275.00	2,200.00	.0%
0602	2800	Assoc Dues	483.00	500.00	500.00	483.00	483.00	500.00	.0%
0602	3000	Purc Prof	3,250.00	4,000.00	4,000.00	3,971.62	2,500.00	4,000.00	.0%
0602	3300	Emp Train	1,752.18	1,800.00	1,800.00	1,748.71	1,720.00	1,800.00	.0%
0602	3302	Empl Trav	1,301.98	1,300.00	1,300.00	1,566.03	800.00	1,300.00	.0%
0602	4301	Equip Rpr	767.00	75.00	75.00	767.00	708.00	708.00	844.0%
0602	4360	Bd Studies	.00	7,700.00	7,700.00	1,360.00	7,700.00	8,000.00	3.9%
0602	6000	Supplies	739.31	700.00	700.00	478.66	700.00	700.00	.0%
TOTAL Planning			135,450.16	150,875.00	150,875.00	140,829.04	143,886.00	154,208.00	2.2%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 31
bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0604 Board Of Appeals							
0604 1200 Other Wag	600.00	850.00	850.00	900.00	850.00	850.00	.0%
TOTAL Board Of Appeals	600.00	850.00	850.00	900.00	850.00	850.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0605 Coastal Waters Commision							
0605 1001 Prof Salar	41,839.95	43,700.00	43,700.00	41,716.05	42,000.00	46,300.00	5.9%
0605 1200 Other Wag	2,727.63	7,000.00	7,000.00	4,201.88	4,000.00	6,000.00	-14.3%
0605 2605 Clothing	.00	500.00	500.00	.00	.00	500.00	.0%
0605 3300 Emp Train	650.00	650.00	650.00	675.00	675.00	700.00	7.7%
0605 3302 Empl Trav	346.96	600.00	600.00	209.30	300.00	600.00	.0%
0605 4010 Bldg Maint	42.39	700.00	700.00	1,394.00	700.00	700.00	.0%
0605 4045 Boat Maint	1,990.89	2,500.00	2,500.00	5,928.58	2,000.00	2,500.00	.0%
0605 4060 Floats	3,514.00	4,500.00	4,500.00	4,951.50	4,951.50	4,500.00	.0%
0605 4065 Channel	239.21	650.00	650.00	661.00	661.00	650.00	.0%
0605 5320 Telephone	629.42	1,400.00	1,400.00	583.20	1,000.00	1,000.00	-28.6%
0605 6000 Supplies	1,633.57	750.00	750.00	1,012.73	750.00	750.00	.0%
0605 6045 Protec Eq	70.57	2,000.00	2,000.00	60.93	200.00	2,000.00	.0%
0605 6200 Elect	479.33	750.00	750.00	351.06	750.00	750.00	.0%
0605 6210 Water	194.96	240.00	240.00	332.29	240.00	240.00	.0%
0605 6260 Veh Fuel	2,178.49	2,600.00	2,600.00	2,347.33	2,600.00	2,600.00	.0%
0605 7650 Wharf	.00	1,100.00	1,100.00	856.78	1,100.00	1,100.00	.0%
TOTAL Coastal Waters Commisi	56,537.37	69,640.00	69,640.00	65,281.63	61,927.50	70,890.00	1.8%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0606	Conservation Commission								
0606	2800	Assoc Dues	.00	175.00	175.00	.00	.00	175.00	.0%
0606	3400	Con Servic	1,125.00	1,500.00	1,500.00	1,099.55	1,125.00	1,500.00	.0%
0606	5420	Pub Educ	.00	.00	.00	.00	.00	3,500.00	.0%
0606	6000	Supplies	117.88	300.00	300.00	300.84	300.00	300.00	.0%
TOTAL Conservation Commissio			1,242.88	1,975.00	1,975.00	1,400.39	1,425.00	5,475.00	177.2%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0607	Shellfish Commission							
0607	1200 Other Wag	4,800.00	.00	.00	.00	.00	.00	.0%
0607	2800 Assoc Dues	.00	.00	.00	.00	.00	1,500.00	.0%
0607	5400 Advertisin	345.50	.00	.00	.00	.00	.00	.0%
0607	6000 Supplies	2,440.23	2,100.00	2,100.00	1,307.59	1,100.00	5,000.00	138.1%
0607	7670 Survy Flat	.00	2,000.00	2,000.00	2,500.00	2,500.00	2,500.00	25.0%
TOTAL Shellfish Commission		7,585.73	4,100.00	4,100.00	3,807.59	3,600.00	9,000.00	119.5%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0608	Misc. & Contingency							
0608	7680 Pest Contl	.00	2,500.00	2,500.00	.00	.00	2,500.00	.0%
0608	8260 Snowmob Cl	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	.0%
0608	9100 Transfer	675,000.00	.00	.00	675,000.00	.00	.00	.0%
0608	9200 Contingncy	18,707.60	20,000.00	20,000.00	30,557.22	18,000.00	20,000.00	.0%
TOTAL Misc. & Contingency		694,757.60	23,550.00	23,550.00	706,607.22	19,050.00	23,550.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0609	Cable TV								
0609	1001	Prof Salar	32,634.82	50,000.00	50,000.00	49,631.53	48,650.00	50,900.00	1.8%
0609	1200	Other Wag	18,195.75	12,000.00	12,000.00	16,109.99	14,000.00	16,800.00	40.0%
0609	3300	Emp Train	88.08	650.00	650.00	1,157.68	650.00	700.00	7.7%
0609	3302	Empl Trav	315.82	750.00	750.00	655.32	750.00	750.00	.0%
0609	4038	Veh Maint	639.09	1,000.00	1,000.00	1,124.50	1,000.00	500.00	-50.0%
0609	4301	Equip Rpr	1,658.74	1,500.00	1,500.00	1,235.95	1,500.00	1,500.00	.0%
0609	5320	Telephone	240.00	240.00	240.00	.00	240.00	240.00	.0%
0609	6000	Supplies	2,950.83	3,000.00	3,000.00	1,442.60	2,500.00	3,000.00	.0%
0609	6260	Veh Fuel	269.08	200.00	200.00	499.92	500.00	500.00	150.0%
0609	7300	Equip	5,279.15	4,500.00	4,500.00	949.88	2,000.00	4,500.00	.0%
0609	7800	Stream	9,576.00	4,800.00	4,800.00	.00	4,800.00	4,800.00	.0%
TOTAL Cable TV			71,847.36	78,640.00	78,640.00	72,807.37	76,590.00	84,190.00	7.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0612	Traffic And Parking							
0612	1001 Prof Salar	1,003.80	1,200.00	1,200.00	1,011.51	1,000.00	1,200.00	.0%
0612	3400 Con Servic	914.92	1,200.00	1,200.00	.00	500.00	1,200.00	.0%
TOTAL Traffic And Parking		1,918.72	2,400.00	2,400.00	1,011.51	1,500.00	2,400.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0800	Debt Service							
0800	8310 Principal	149,545.55	149,546.00	149,546.00	149,545.55	149,545.55	148,068.00	-1.0%
0800	8320 Interest	35,317.10	30,112.00	30,112.00	30,111.29	30,111.29	24,935.00	-17.2%
TOTAL Debt Service		184,862.65	179,658.00	179,658.00	179,656.84	179,656.84	173,003.00	-3.7%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0900	County Tax								
0900	8300	County Tax	879,073.00	941,811.00	941,811.00	941,811.00	941,811.00	991,074.00	5.2%
	TOTAL	County Tax	879,073.00	941,811.00	941,811.00	941,811.00	941,811.00	991,074.00	5.2%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund			2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0950	Abatements								
0950	9050	Abatements	23,968.64	25,000.00	25,000.00	40,856.53	50,000.00	25,000.00	.0%
	TOTAL	Abatements	23,968.64	25,000.00	25,000.00	40,856.53	50,000.00	25,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
REV	Revenues Town General Fund							
REV	1200 Prop Tax	-5,955,434.00	-5,989,918.00	-5,989,918.00	-6,316,616.94	-5,989,918.00	-6,125,715.00	2.3%
REV	2502 Excise Tax	-1,577,059.39	-1,300,000.00	-1,300,000.00	-1,708,721.33	-1,495,000.00	-1,400,000.00	7.7%
REV	2503 MV Agent	-24,299.00	-20,000.00	-20,000.00	-24,825.33	-20,000.00	-20,000.00	.0%
REV	2504 Boat Excis	-23,043.20	-20,000.00	-20,000.00	-25,498.90	-20,000.00	-20,000.00	.0%
REV	2505 Boat Reg T	-1,333.00	-1,300.00	-1,300.00	-1,344.00	-1,300.00	-1,300.00	.0%
REV	2507 Penl & Int	-51,010.76	-65,000.00	-65,000.00	-131,655.11	-130,000.00	-50,000.00	-23.1%
REV	3110 State Rev	-352,855.53	-325,000.00	-325,000.00	-359,623.46	-325,000.00	-315,000.00	-3.1%
REV	3111 Homestead	-137,501.00	-142,000.00	-142,000.00	-104,873.00	-142,000.00	-135,000.00	-4.9%
REV	3112 BETE	-407,330.00	-325,000.00	-325,000.00	-608,200.00	-608,124.00	-375,000.00	15.4%
REV	3115 Veterans	-4,754.00	-5,000.00	-5,000.00	.00	-5,000.00	-5,000.00	.0%
REV	3116 Tree Growt	-66,348.69	-65,000.00	-65,000.00	-66,720.38	-66,720.38	-65,000.00	.0%
REV	3117 GA Freept	-7,761.88	-5,000.00	-5,000.00	-5,507.14	-5,000.00	-5,000.00	.0%
REV	3118 GA Yarm	-11,000.00	-10,000.00	-10,000.00	-12,000.00	-10,000.00	-10,000.00	.0%
REV	3120 State Park	-6,349.09	-2,500.00	-2,500.00	-4,526.62	-4,526.62	-2,500.00	.0%
REV	3150 St Snowmob	-1,509.36	-1,200.00	-1,200.00	-1,562.32	-1,562.32	-1,300.00	8.3%
REV	3160 Road Assis	-129,912.00	-129,000.00	-129,000.00	-131,248.00	-131,248.00	-129,000.00	.0%
REV	3163 Rescue P&D	-16,256.00	-16,500.00	-16,500.00	-16,568.00	-16,568.00	-16,500.00	.0%
REV	3164 SR Officer	-27,624.48	-28,800.00	-28,800.00	-29,113.20	-28,800.00	-28,800.00	.0%
REV	3165 Sch Lease	-12,500.00	-12,500.00	-12,500.00	-12,500.00	-12,500.00	-12,500.00	.0%
REV	3170 FEMA/MEMA	-30,885.71	.00	.00	.00	.00	.00	.0%
REV	3210 Copies PD	-2,038.50	-1,000.00	-1,000.00	-2,080.00	-2,100.00	-1,000.00	.0%
REV	3211 Copies Twn	-515.50	-750.00	-750.00	-608.67	-750.00	-500.00	-33.3%
REV	3212 Veh Maint	-4,620.00	-5,000.00	-5,000.00	-4,728.00	-5,000.00	-4,500.00	-10.0%
REV	3213 Engineerin	-4,280.00	-4,000.00	-4,000.00	-7,770.00	-4,000.00	-2,000.00	-50.0%
REV	3215 Cert Copy	-6,127.40	-6,000.00	-6,000.00	-5,478.30	-6,000.00	-6,000.00	.0%
REV	3218 Notary Fee	-1,635.50	-1,200.00	-1,200.00	-1,700.00	-1,500.00	-1,200.00	.0%
REV	3244 PB Adm Fee	-6,053.05	-4,000.00	-4,000.00	-14,451.00	-11,500.00	-5,000.00	25.0%
REV	3245 PB General	-9,177.07	-4,000.00	-4,000.00	-14,804.00	-13,000.00	-5,000.00	25.0%
REV	3246 PB Other	.00	.00	.00	-25.00	-25.00	.00	.0%
REV	3250 Appeals Bd	-895.00	-500.00	-500.00	-880.00	-1,000.00	-500.00	.0%
REV	3255 CATV Fees	-55,000.00	-75,000.00	-75,000.00	-75,000.00	-75,000.00	-85,000.00	13.3%
REV	3260 Rescue Chg	-155,000.00	-155,000.00	-155,000.00	-156,430.05	-155,000.00	-155,000.00	.0%
REV	3261 HRF Fees	-2,500.00	-3,500.00	-3,500.00	-4,800.00	-3,600.00	-3,500.00	.0%
REV	3262 Lease Rev	.00	-25,000.00	-25,000.00	.00	-25,000.00	-25,000.00	.0%
REV	3265 MuPkg Lot	-37,500.00	-37,500.00	-37,500.00	-37,500.00	-37,500.00	-37,500.00	.0%
REV	3266 Rent-TS	-2,273.62	-1,900.00	-1,900.00	-2,417.52	-2,417.52	-2,000.00	5.3%
REV	3267 FD Ins Fee	-1,705.00	-5,000.00	-5,000.00	-990.00	-5,000.00	-1,000.00	-80.0%
REV	3268 Police Evt	.00	-1,000.00	-1,000.00	.00	-1,000.00	.00	-100.0%
REV	3269 Bartol Lse	-175,000.00	-175,000.00	-175,000.00	-175,000.00	-175,000.00	-175,000.00	.0%
REV	3301 Moorings	-70,630.20	-70,000.00	-70,000.00	-73,768.36	-70,000.00	-70,000.00	.0%
REV	3303 Wharf Fees	-13.00	.00	.00	-102.00	-102.00	.00	.0%
REV	3304 Victualers	-11,940.00	-10,000.00	-10,000.00	-12,330.00	-10,000.00	-10,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17010 FY 2017 General Fund Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE	
REV	3305	St Opening	-8,629.05	-5,000.00	-5,000.00	-5,505.68	-5,000.00	-5,000.00	.0%
REV	3306	Agent Fee	-619.75	-700.00	-700.00	-524.25	-700.00	-600.00	-14.3%
REV	3307	Dog Lic	-10,797.00	-5,000.00	-5,000.00	-15,418.50	-5,300.00	-5,000.00	.0%
REV	3308	Marriage L	-2,532.20	-1,600.00	-1,600.00	-2,860.00	-2,200.00	-1,600.00	.0%
REV	3309	Peddlr Lic	-2,775.00	-1,000.00	-1,000.00	-720.00	-1,000.00	-1,000.00	.0%
REV	3310	Food Truck	-500.00	.00	.00	-530.00	-30.00	.00	.0%
REV	3311	Burial	-1,068.00	.00	.00	-1,164.00	-904.00	.00	.0%
REV	3312	Clerk Oth	-5,877.75	-2,500.00	-2,500.00	-5,194.75	-3,100.00	-2,500.00	.0%
REV	3315	Passports	-200.00	.00	.00	.00	.00	.00	.0%
REV	3316	Alarm Perm	-35,590.00	-30,000.00	-30,000.00	-36,426.50	-36,000.00	-35,000.00	16.7%
REV	3320	Bldg Fees	-72,434.22	-60,000.00	-60,000.00	-93,566.60	-80,500.00	-65,000.00	8.3%
REV	3321	Plumb Fees	-29,227.70	-15,000.00	-15,000.00	-32,350.75	-29,000.00	-20,000.00	33.3%
REV	3322	Sign Perm	-5,291.00	-7,000.00	-7,000.00	-7,260.00	-7,000.00	-5,000.00	-28.6%
REV	3323	Elect Perm	-16,701.43	-10,000.00	-10,000.00	-15,393.84	-15,000.00	-10,000.00	.0%
REV	3324	Contct Lic	-1,980.00	-750.00	-750.00	-2,340.00	-2,200.00	-1,000.00	33.3%
REV	3325	Temp Activ	-50.00	.00	.00	-870.00	-260.00	.00	.0%
REV	3330	Sfish Lic	-13,009.00	-12,500.00	-12,500.00	-12,683.00	-12,500.00	-12,500.00	.0%
REV	3340	Gun Perm	-466.00	-350.00	-350.00	-180.00	-350.00	-350.00	.0%
REV	3342	Brush	.00	.00	.00	-194.00	-194.00	.00	.0%
REV	3345	SWResident	-139,963.80	-110,000.00	-110,000.00	-118,228.02	-125,000.00	-110,000.00	.0%
REV	3346	Hauler Per	-1,100.00	-2,200.00	-2,200.00	-1,650.00	-2,200.00	-2,200.00	.0%
REV	3347	SW Recy Co	-21,025.50	-30,000.00	-30,000.00	-30,806.65	-30,000.00	-25,000.00	-16.7%
REV	3350	Towing Lic	.00	.00	.00	-100.00	-100.00	.00	.0%
REV	3354	Garb Cards	-1,434.00	-500.00	-500.00	-1,525.00	-1,105.00	-750.00	50.0%
REV	3405	Pkg Fines	-104,605.79	-85,000.00	-85,000.00	-83,880.52	-85,000.00	-85,000.00	.0%
REV	3411	CO Fines	.00	-1,000.00	-1,000.00	.00	.00	-250.00	-75.0%
REV	3420	Lib Fines	-13,361.61	-11,000.00	-11,000.00	-13,551.26	-11,000.00	-11,000.00	.0%
REV	3434	Animal Fee	-700.00	-400.00	-400.00	-1,620.00	-1,400.00	-400.00	.0%
REV	3445	Fls Alarm	-3,275.00	-3,000.00	-3,000.00	-4,405.00	-4,500.00	-3,500.00	16.7%
REV	3506	TS Utility	-364.60	-2,500.00	-2,500.00	-4,084.42	-4,084.42	-2,500.00	.0%
REV	3507	TS Advert	-3,900.00	-3,000.00	-3,000.00	-1,500.00	-1,500.00	-3,000.00	.0%
REV	3510	Unant Misc	-178,620.41	-5,000.00	-5,000.00	-92,555.16	-55,500.00	-7,000.00	40.0%
REV	3550	Int Invest	-18,092.15	-15,000.00	-15,000.00	-24,695.90	-15,000.00	-16,000.00	6.7%
REV	9900	Use FB	.00	-675,000.00	-675,000.00	.00	.00	-550,000.00	-18.5%
REV	9995	Tranf Oth	.00	-150,000.00	-150,000.00	-150,000.00	-150,000.00	-150,000.00	.0%
TOTAL Revenues Town General		-10,085,861.89	-10,294,068.00	-10,294,068.00	-10,913,750.43	-10,305,389.26	-10,438,465.00	1.4%	
TOTAL General Fund		-327.71	.00	.00	-629,226.24	-667,505.93	.00	.0%	
TOTAL REVENUE		-10,085,861.89	-10,294,068.00	-10,294,068.00	-10,913,750.43	-10,305,389.26	-10,438,465.00	.0%	
TOTAL EXPENSE		10,085,534.18	10,294,068.00	10,294,068.00	10,284,524.19	9,637,883.33	10,438,465.00	.0%	
GRAND TOTAL		-327.71	.00	.00	-629,226.24	-667,505.93	.00	.0%	

** END OF REPORT - Generated by Jessica Maloy **

Adoption 4/12/2016
Public Hearing 4/5/2016
Workshop 3/15/2016
Proposed 3/1/2016

**ADOPTED
CAPITAL IMPROVEMENTS
PROGRAM**

FY 2017-FY 2021

FREEPORT, MAINE

**Town of Freeport
Summary of Funding Sources
FY 2017 Capital Program**

	FY 2016	FY 2017			Funding Source					Unaudited	06/30/2015 Benchmarks	
	<u>Council Approved</u>	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>	<u>Reserve</u>	<u>Bond</u>	<u>Fund Balance</u>	<u>TIF</u>	<u>Other</u>	12/31/2015 Reserve Balances	Low Benchmark	High Benchmark
Police	88,000	152,400	155,400	155,400	155,400					388,721	381,080	552,400
Fire	750,000	115,000	95,000	95,000	95,000					503,126	733,000	900,200
Rescue	196,000	110,000	110,000	110,000	110,000					561,976	392,400	532,000
Public Works	295,000	221,000	221,000	221,000	221,000					578,875	776,200	957,000
Solid Waste	170,000	90,000	-	-	-					125,782	126,000	220,000
Comprehensive Town Imp.	681,000	600,000	570,000	570,000	570,000					731,784	1,427,900	3,014,500
Municipal Facilities (1)	165,500	258,000	221,200	221,200	221,200					1,123,437	616,200	1,339,000
Cable	3,000	35,000	35,000	35,000	35,000					511,319		Not Benchmarked
Other (2)	35,000	-	5,000	5,000	5,000					40,949		Not Benchmarked
Destination Freeport TIF	166,000	271,000	181,000	181,000	-			181,000				
Total	2,549,500	1,852,400	1,593,600	1,593,600	1,412,600	-	-	181,000	-			

Town Legal Debt Limit

2014 State Valuation \$1,335,900,000

Limitation % 15%

Debt Limit 200,385,000

Town Debt Outstanding

	<u>6/30/2016</u>	<u>6/30/2015</u>	<u>6/30/2014</u>	<u>6/30/2013</u>	<u>6/30/2012</u>
Town and School	3,200,000	3,915,000	4,630,000	5,345,000	6,309,656

Note 1: The Municipal Facilities CIP is taken from both the general administration and building maintenance reserves; these are summed above.

Note 2: The "Other" projects are Board and Committee requests, and will be taken from the appropriate reserves based upon the project.

Note 3: Please note that the reserve balances do not include operating transfers out to the general fund for the FY 2016 budget or FY 2016 funding to reserves.

**POLICE DEPARTMENT
ARTICLE I**

	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
FY 2016 Adopted			
<u>FY 2016</u>			
1 New Squad Car and Changeover Equipment	34,000	34,000	34,000
2 New Squad Car and Changeover Equipment	34,000	34,000	34,000
3 PD Redesign	20,000	20,000	20,000
Total FY 2016	88,000	88,000	88,000

FY 2017-2021 Proposed

	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
<u>FY 2017</u>			
1 Communications Upgrade-Radios	47,000	47,000	47,000
2 Firearm Replacement	39,400	39,400	39,400
3 Speed Trailer & Signs	10,000	10,000	10,000
4 Replace Chief's Vehicle	22,000	25,000	25,000
5 New Squad Car and Changeover Equipment	34,000	34,000	34,000
Total FY 2017	152,400	155,400	155,400

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget. There will be some savings recognized in vehicle maintenance with the replacement of the Chief's Vehicle and New Squad Car.

<u>FY 2018</u>			
1 Update Mobile Data Terminals	37,000	37,000	
2 New Squad Car and Changeover Equipment	35,000	35,000	
3 New Squad Car and Changeover Equipment	35,000	35,000	
4 Audio-Video Camera in Cars	43,000	43,000	
Total FY 2018	150,000	150,000	-

<u>FY 2019</u>			
1 New Squad Car and Changeover Equipment	35,000	35,000	
Total FY 2019	35,000	35,000	-

<u>FY 2020</u>			
1 New Shellfish Truck and Equipment	35,000	35,000	
2 New Squad Car and Changeover Equipment	35,000	35,000	
3 Replace Radar Units	25,000	25,000	
4 Replace Bullet-Proof Vests	20,000	20,000	
Total FY 2020	115,000	115,000	-

<u>FY 2021</u>			
1 Special Enforcement Boat & Motor	30,000	30,000	
2 New Squad Car and Changeover Equipment	35,000	35,000	
3 New Squad Car and Changeover Equipment	35,000	35,000	
Total FY 2021	100,000	100,000	-

12/31/2015 Reserve Balances	388,721
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**FIRE DEPARTMENT
ARTICLE II**

FY 2016 Adopted	<u>Department Proposed</u>	<u>Manager Proposed</u>	<u>Council Adopted</u>
<u>FY 2016</u>			
1 Engine 3 & Equipment Replacement	750,000	750,000	750,000
Total FY 2016	750,000	750,000	750,000

FY 2017-2021 Proposed

	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>			
1 Thermal Image Camera (4)	60,000	40,000	40,000
2 Communications Upgrade-Radios	55,000	55,000	55,000
Total FY 2017	115,000	95,000	95,000

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget.

<u>FY 2018</u>			
1 Mobile Data Terminals	33,000	33,000	
Total FY 2018	33,000	33,000	-

<u>FY 2019</u>			
1 Replace Chief's Vehicle	50,000	50,000	
Total FY 2019	50,000	50,000	-

<u>FY 2020</u>			
1 Service Pickup Replacement	60,000	60,000	
2 Traffic Light Preemption System	25,000	25,000	
Total FY 2020	85,000	85,000	-

<u>FY 2021</u>			
1 2000 International 4900-Tank 2 Replacement	450,000	450,000	
Total FY 2021	450,000	450,000	-

12/31/2015 Reserve Balances	503,126
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**RESCUE UNIT
ARTICLE III**

FY 2016 Adopted		Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2016</u>				
1	Rescue Replacement (2005) - Rescue 1	196,000	196,000	196,000
<hr/>				
	FY 2016	196,000	196,000	196,000

FY 2017-2021 Proposed

		<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>				
1	Communications Upgrade-Radios	110,000	110,000	110,000
<hr/>				
	Total FY 2017	110,000	110,000	110,000

<p>FY 2017 Capital Appropriation Impact on Operating Budget</p> <p>There will be no material impact on the operating budget.</p>

<u>FY 2018</u>				
1	Electronic Run Reporting Software	30,000	30,000	
<hr/>				
	FY 2018	30,000	30,000	-

<u>FY 2019</u>				
1	No Capital Purchases Requested At This Time			
<hr/>				
	Total FY 2019	-	-	-

<u>FY 2020</u>				
1	Rescue Replacement (2012) - Rescue 5	196,000	196,000	
<hr/>				
	FY 2020	196,000	196,000	-

<u>FY 2021</u>				
1	Rescue Replacement (2012) - Rescue 4	196,000	196,000	
<hr/>				
	FY 2021	196,000	196,000	-

12/31/2015 Reserve Balances	561,976
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**PUBLIC WORKS
ARTICLE IV**

FY 2016 Adopted

	Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2016</u>			
1	Truck Chassis (Tandem Axle), Plow and Wing (Truck 3)	213,000	213,000
2	Wood Chipper Refurbish	10,000	10,000
3	Buildings & Grounds Roadside Mower Attachment		20,000
4	Buildings & Grounds Pickup Truck w/Bed		52,000
Total FY 2016		213,000	213,000

FY 2017-2021 Proposed

	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>			
1	Truck Chassis Replacement (Single Axle), Plow & Wing (Truck 2)	176,000	176,000
2	3/4 Ton Pick-Up with Plow (Truck 15)	45,000	45,000
Total FY 2017		221,000	221,000

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget. There will be some savings recognized in vehicle maintenance with the replacement of Truck 2 & 15.

FY 2018

1	Case Front-End Loader	140,000	140,000
2	Backhoe	100,000	100,000
Total FY 2018		240,000	240,000

FY 2019

1	Sidewalk Plow (Shared with TIF)	90,000	90,000
2	Forklift	25,000	25,000
Total FY 2019		115,000	115,000

FY 2020

1	Wood Chipper	40,000	40,000
2	Truck Chassis Replacement (Single Axle), Plow & Wing (Truck 9)	180,000	180,000
Total FY 2020		220,000	220,000

FY 2021

1	Trench Box	15,000	15,000
2	Bulldozer	100,000	100,000
3	Air Compressor System	30,000	30,000
4	Culvert Steamer/Trailer	16,000	16,000
Total FY 2021		161,000	161,000

12/31/2015 Reserve Balances	578,875
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**SOLID WASTE/RECYCLING
ARTICLE V**

FY 2016 Adopted		Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2016</u>				
1	Baler #1 Replacement	20,000	20,000	20,000
2	Closure of Remaining Landfill	150,000	150,000	150,000
Total FY 2016		170,000	170,000	170,000

FY 2017-2021 Proposed

		<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>				
1	Loader	90,000	-	-
Total FY 2017		90,000	-	-

<p>FY 2017 Capital Appropriation Impact on Operating Budget</p> <p>There will be no material impact on the operating budget.</p>

<u>FY 2018</u>				
1	Baler #2 Replacement	20,000	20,000	
2	Loader Refurb	-	15,000	
Total FY 2018		20,000	35,000	

<u>FY 2019</u>				
1	Scales & Computer Upgrades	10,000	10,000	
Total FY 2019		10,000	10,000	

<u>FY 2020</u>				
1	Single Sort Compactor Project	40,000	40,000	
Total FY 2020		40,000	40,000	-

<u>FY 2021</u>				
1	Containers	10,000	10,000	
2	Stake Truck	50,000	50,000	
Total FY 2021		60,000	60,000	-

12/31/2015 Reserve Balances	125,782
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**COMPREHENSIVE TOWN IMPROVEMENTS
ARTICLE VI**

FY 2016 Adopted

	Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2016</u>			
1 Culvert replacement projects (5)	85,000	85,000	85,000
2 School Street Leon Gorman Park Parking Lot	25,000	25,000	-
3 Parking Lot Conversion for RV's	10,000	10,000	-
4 Litchfield Road Reconstruction	430,000	430,000	430,000
5 South Freeport Village Drainage and Park St Project	135,000	135,000	166,000
Total FY 2016	685,000	685,000	681,000

FY 2017-2021 Proposed

	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>			
1 Paving - "Back" Work Area - Recycling	30,000	-	-
2 South Freeport Road Overlay-Town's Share - PACTS MPI Project	260,000	260,000	260,000
3 South Freeport Village Road Reconstruction	310,000	310,000	310,000
Total FY 2017	600,000	570,000	570,000

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget.

FY 2018

1 US Route 1 South Overlay-Town's Share 25% PACTS Project	339,500	339,500	
2 Curtis Road Reconstruction	500,000	500,000	
3 Parking Lot Conversion for RV's	10,000	10,000	
4 Library Parking Lot Paving	60,000	60,000	
Total FY 2018	909,500	909,500	-

FY 2019

1 Route 1 South Park-n-Ride Paving	45,000	45,000	
2 Public Works Rear Parking Area Paving	40,000	40,000	
3 Paving - "Back" Work Area - Recycling	-	30,000	
4 Baker Road Reconstruction	400,000	400,000	
Total FY 2019	485,000	515,000	-

FY 2020

1 Pine Street - S Freeport Rd end for 4200 Feet	320,000	320,000	
2 Grant Road	440,000	440,000	
Total FY 2020	760,000	760,000	-

FY 2021

1 Lambert Road Paving	260,000	260,000	
Total FY 2021	260,000	260,000	-

12/31/2015 Reserve Balances

731,784

**MUNICIPAL FACILITIES
ARTICLE VII**

FY 2016 Adopted

	Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2016</u>			
1	21,000	21,000	21,000
2	25,000	25,000	25,000
3	25,000	25,000	25,000
4	25,000	25,000	25,000
5	30,000	30,000	30,000
6	7,500	7,500	7,500
7	9,000	9,000	9,000
8	6,000	6,000	6,000
9	12,000	12,000	12,000
10	10,000	10,000	5,000
Total FY 2016	170,500	170,500	165,500

FY 2017-2021 Proposed

	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>			
1	21,000	21,000	21,000
2	30,000	30,000	30,000
3	-	100,000	100,000
4	15,000	15,000	15,000
5	30,000	30,000	30,000
6	25,000	8,200	8,200
7	12,000	12,000	12,000
8	30,000	-	-
9	90,000	-	-
10	5,000	5,000	5,000
Total FY 2017	258,000	221,200	221,200

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no material impact on the operating budget.

FY 2018

1	22,000	22,000	
2	20,000	20,000	
3	15,000	15,000	
4	10,000	10,000	
5	15,000	15,000	
6	25,000	25,000	
7	15,000	15,000	
8	100,000	100,000	
9	-	90,000	
10	50,000	50,000	
11	-	30,000	
12	5,000	5,000	
Total FY 2018	277,000	397,000	-

FY 2019

1	22,000	22,000	
2	80,000	80,000	
3	65,000	65,000	
4	20,000	20,000	
5	5,000	5,000	
Total FY 2019	192,000	192,000	-

FY 2020

1	22,000	22,000	
2	13,000	13,000	
3	15,000	15,000	
4	15,000	15,000	
5	15,000	15,000	
6	30,000	30,000	
7	300,000	300,000	
8	5,000	5,000	
Total FY 2020	415,000	415,000	-

FY 2021

1	22,000	22,000	
2	40,000	40,000	
3	20,000	20,000	
4	60,000	60,000	
5	50,000	50,000	
6	5,000	5,000	
Total FY 2021	197,000	197,000	-

12/31/2015 Reserve Balances	1,123,437
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**CABLE
ARTICLE VIII**

FY 2016 Adopted	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2016</u>				
1 Equipment and other improvements (channel 14)		3,000	3,000	3,000
Total FY 2016	-	3,000	3,000	3,000

FY 2017-2021 Proposed

	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>				
1 Cable Truck Replacement	25,000	25,000	25,000	25,000
2 AC Unit Replacement	6,000	6,000	6,000	6,000
3 Equipment and other improvements (channel 14)	4,000	4,000	4,000	4,000
Total FY 2017	35,000	35,000	35,000	35,000

<p>FY 2017 Capital Appropriation Impact on Operating Budget</p> <p style="text-align: center; margin-top: 20px;">There will be no material impact on the operating budget.</p>

<u>FY 2018</u>				
1 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2018	4,000	4,000	4,000	

<u>FY 2019</u>				
1 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2019	4,000	4,000	4,000	

<u>FY 2020</u>				
1 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2020	4,000	4,000	4,000	

<u>FY 2021</u>				
1 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2021	4,000	4,000	4,000	

12/31/2015 Reserve Balances 511,319

**BOARDS, COMMITTEES,
COMMUNITY GROUPS AND OTHER REQUESTS
ARTICLE IX**

FY 2016 Adopted

	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
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FY 2016

1 Davis Mausoleum Repairs		10,000	10,000	10,000
2 Replace Harbormaster Outboard Motor		25,000	25,000	25,000
Total FY 2016	-	35,000	35,000	35,000

FY 2017-2021 Proposed

	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2017</u>				
1 Florida Lake Bridge Replacement	5,000	-	5,000	5,000
Total FY 2017	5,000	-	5,000	5,000

FY 2017 Capital Appropriation Impact on Operating Budget

There will be no impact on the operating budget.

FY 2018

Comprehensive Plan/Performance Measures Project		30,000	30,000	30,000
Total FY 2018		30,000	30,000	-

FY 2019

No Capital Purchases Requested At This Time

Total FY 2019		-	-	-
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FY 2020

No Capital Purchases Requested At This Time

Total FY 2020		-	-	-
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FY 2021

No Capital Purchases Requested At This Time

Total FY 2021		-	-	-
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12/31/2015 Reserve Balances				40,949
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**DESTINATION TIF VILLAGE IMPROVEMENTS
FY 2017 BUDGET and FIVE-YEAR CAPITAL PROGRAM**

FY 2016 Adopted

	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>
<u>FY 2016</u>			
1 Sidewalk Improvements - Snow St. to Justin's Way	65,000	65,000	65,000
2 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	6,000
3 Freeport Economic Development Corporation	95,000	95,000	95,000
Total FY 2016	166,000	166,000	166,000

FY 2017-2021 Proposed

	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved</u>	<u>Appropriated</u>
<u>FY 2017</u>			
1 Sidewalk Improvements - Main St East side, Bow St to Mechanic St	40,000	40,000	40,000
2 Sidewalk Improvements - Elm St. to Snow St. (50% TIF/50% Grant Funds)	130,000	30,000	30,000
3 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	6,000
4 FACA Cultural Plan Initiative	-	10,000	10,000
5 Freeport Economic Development Corporation	95,000	95,000	95,000
Total FY 2017	271,000	181,000	181,000

FY 2018

1 Sidewalk Improvements-Brick Repairs	25,000	25,000	
2 Sidewalk Improvements - Main Street east, Part of Mill Street to Bow Street	50,000	50,000	
3 Sidewalk Improvements - Bow Street, from Main Street east for 100'	22,000	22,000	
4 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	
5 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2018	198,000	198,000	-

FY 2019

1 Sidewalk Improvements - Main St, East side, West St. to Town Hall Dr	35,000	35,000	
2 Sidewalk-Main St West St to Holbrook St	84,000	84,000	
3 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	
4 Sidewalk Plow (shared with PWR)	90,000	90,000	
5 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2019	310,000	310,000	-

FY 2020

1 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	
2 Sidewalk Improvements - Brick Repairs	45,000	45,000	
3 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2020	146,000	146,000	-

FY 2021

1 Sidewalk Improvements - Brick Repairs	45,000	45,000	
2 Freeport Economic Development Corporation	95,000	95,000	
Total FY 2021	140,000	140,000	-

TIF Funds Available:

Unobligated Balance 6/30/15	\$ 116,704
Property Taxes Raised FY16	\$ 307,980
FY 2016 Projects	\$ (71,000)
Economic Development	\$ (95,000)
Funds Committed for Theater Payment - Contract thru FY22	\$ (20,000)
Funds Committed for Maintenance Contract-Now Town Maintained	\$ -
Available 07/01/2016	\$ 238,684

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1
bgnyrpts

PROJECTION: 17029 FY 2017 NET FUND Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

NET Program	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0990 NET							
0990 1001 Prof Salar	70,875.23	80,600.00	80,600.00	109,905.46	135,500.00	100,000.00	24.1%
0990 1200 Other Wag	378,013.97	300,000.00	300,000.00	358,244.87	325,000.00	43,050.00	-85.7%
0990 1300 OT Wages	32,371.56	25,000.00	25,000.00	38,721.13	35,000.00	.00	-100.0%
0990 2303 Ret ICMA	2,467.40	.00	.00	2,467.40	.00	2,700.00	.0%
0990 2305 Retir MSRS	4,376.10	8,000.00	8,000.00	4,718.20	8,000.00	5,200.00	-35.0%
0990 2407 FICA & Med	37,066.39	30,000.00	30,000.00	35,838.37	30,000.00	30,000.00	.0%
0990 2409 Healt Ins	28,338.12	34,000.00	34,000.00	29,919.96	34,000.00	39,500.00	16.2%
0990 2410 Wkrs Comp	23,520.03	20,000.00	20,000.00	24,868.01	20,000.00	20,500.00	2.5%
0990 2416 Dental	1,226.10	900.00	900.00	1,226.10	900.00	1,300.00	44.4%
0990 2419 Med Exams	.00	250.00	250.00	.00	250.00	250.00	.0%
0990 2421 Emp Sick P	655.13	.00	.00	3,872.66	.00	.00	.0%
0990 2605 Clothing	930.55	3,400.00	3,400.00	68.95	.00	2,000.00	-41.2%
0990 3300 Emp Train	2,048.56	1,500.00	1,500.00	1,078.68	1,000.00	1,000.00	-33.3%
0990 4038 Veh Maint	10,011.02	9,000.00	9,000.00	32.46	3,000.00	5,000.00	-44.4%
0990 4320 Tech Repai	740.00	1,500.00	1,500.00	4,413.96	1,500.00	1,000.00	-33.3%
0990 5310 Postage	8,094.67	1,200.00	1,200.00	7,839.63	8,000.00	8,000.00	566.7%
0990 5320 Telephone	8,041.08	7,200.00	7,200.00	2,291.00	3,500.00	3,500.00	-51.4%
0990 6000 Supplies	3,699.93	2,500.00	2,500.00	3,065.47	2,523.31	2,500.00	.0%
0990 6009 Med Suppl	12,938.65	10,000.00	10,000.00	4,401.40	10,000.00	10,000.00	.0%
0990 6260 Veh Fuel	17,412.30	15,000.00	15,000.00	11,600.78	12,000.00	15,000.00	.0%
0990 7900 Cap Outlay	14,530.06	15,000.00	15,000.00	14,134.66	14,200.00	14,500.00	-3.3%
0990 9996 Transfer	50,000.00	50,000.00	50,000.00	50,000.00	.00	50,000.00	.0%
TOTAL NET	707,356.85	615,050.00	615,050.00	708,709.15	644,373.31	355,000.00	-42.3%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 2
bgnyrpts

PROJECTION: 17029 FY 2017 NET FUND Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

NET Program	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
REV29 NET Program Revenues							
REV29 3275 NET Charge	-538,142.93	-530,050.00	-530,050.00	-300,483.73	-400,000.00	-280,000.00	-47.2%
REV29 3280 Parkview	-1,867.43	.00	.00	.00	.00	.00	.0%
REV29 3285 Billing Sv	-91,811.26	-85,000.00	-85,000.00	-90,688.32	-85,000.00	-75,000.00	-11.8%
TOTAL NET Program Revenues	-631,821.62	-615,050.00	-615,050.00	-391,172.05	-485,000.00	-355,000.00	-42.3%
TOTAL NET Program	75,535.23	.00	.00	317,537.10	159,373.31	.00	.0%
TOTAL REVENUE	-631,821.62	-615,050.00	-615,050.00	-391,172.05	-485,000.00	-355,000.00	.0%
TOTAL EXPENSE	707,356.85	615,050.00	615,050.00	708,709.15	644,373.31	355,000.00	.0%
GRAND TOTAL	75,535.23	.00	.00	317,537.10	159,373.31	.00	.0%

** END OF REPORT - Generated by Jessica Maloy **

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1
bgnyrpts

PROJECTION: 17025 FY 2017 Winslow Park Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

Winslow Park	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0550 Winslow Park							
0550 1001 Prof Salar	60,545.32	36,500.00	36,500.00	57,036.77	57,100.00	42,300.00	15.9%
0550 1200 Other Wag	32,351.85	75,000.00	75,000.00	28,593.26	75,000.00	75,000.00	.0%
0550 2303 Ret ICMA	3,495.96	4,000.00	4,000.00	3,554.93	4,000.00	4,300.00	7.5%
0550 2407 FICA & Med	7,006.21	8,600.00	8,600.00	6,384.30	8,600.00	9,000.00	4.7%
0550 2409 Healt Ins	7,419.36	7,900.00	7,900.00	7,419.36	7,900.00	8,400.00	6.3%
0550 2410 Wkrs Comp	2,335.40	3,000.00	3,000.00	2,128.10	3,000.00	3,500.00	16.7%
0550 2416 Dental	490.44	500.00	500.00	490.44	500.00	511.00	2.2%
0550 2910 Admin fees	884.21	2,000.00	2,000.00	1,170.62	2,000.00	2,000.00	.0%
0550 3302 Empl Trav	.00	100.00	100.00	.00	100.00	100.00	.0%
0550 4010 Bldg Maite	5,965.17	5,500.00	5,500.00	6,521.29	5,500.00	5,500.00	.0%
0550 4021 Rubbish	3,656.02	3,500.00	3,500.00	4,000.82	3,500.00	4,000.00	14.3%
0550 4038 Veh Maint	1,264.66	1,800.00	1,800.00	3,456.87	3,000.00	1,800.00	.0%
0550 5200 Insurance	.00	2,500.00	2,500.00	.00	2,500.00	2,500.00	.0%
0550 5310 Postage	257.10	500.00	500.00	327.11	500.00	500.00	.0%
0550 5320 Telephone	2,421.26	3,000.00	3,000.00	2,638.96	3,000.00	3,000.00	.0%
0550 5400 Advertisin	1,247.54	2,000.00	2,000.00	1,779.78	2,000.00	2,000.00	.0%
0550 6000 Supplies	663.89	1,000.00	1,000.00	120.68	1,000.00	1,000.00	.0%
0550 6005 Clean Supp	7,827.89	7,800.00	7,800.00	8,233.94	7,800.00	7,800.00	.0%
0550 6200 Elect	5,294.61	6,000.00	6,000.00	5,369.72	6,000.00	6,000.00	.0%
0550 6220 Sewer	5,027.50	4,500.00	4,500.00	4,582.75	4,500.00	4,500.00	.0%
0550 6250 Propane	2,468.55	2,800.00	2,800.00	1,559.64	2,800.00	2,800.00	.0%
0550 6260 Veh Fuel	4,758.67	6,000.00	6,000.00	4,467.66	6,000.00	6,000.00	.0%
0550 6712 Tools	589.61	1,000.00	1,000.00	770.42	1,000.00	1,000.00	.0%
0550 6760 Gravel	1,789.00	2,000.00	2,000.00	1,244.00	2,000.00	2,000.00	.0%
0550 6900 Other Supp	6,636.99	6,000.00	6,000.00	9,236.14	7,200.00	7,500.00	25.0%
0550 7600 Farm House	1,592.02	1,500.00	1,500.00	425.26	1,500.00	1,500.00	.0%
0550 7610 Plyg Trail	2,494.92	1,500.00	1,500.00	1,548.21	1,500.00	3,000.00	100.0%
0550 7620 Lawn Mower	9,827.34	11,500.00	11,500.00	2,454.70	11,500.00	5,000.00	-56.5%
0550 7630 Table Can	.00	1,000.00	1,000.00	987.00	1,000.00	1,000.00	.0%
0550 7640 Gate House	2,426.61	1,500.00	1,500.00	1,749.18	1,500.00	1,500.00	.0%
0550 7650 Ramp&Wharf	2,477.02	2,000.00	2,000.00	3,200.11	2,100.00	2,000.00	.0%
0550 7800 Spec Projs	3,542.64	7,000.00	7,000.00	6,614.97	7,000.00	7,000.00	.0%
0550 7900 Cap Projs	28,749.44	50,000.00	50,000.00	58,196.56	50,000.00	50,000.00	.0%
0550 9000 Misc	1,208.44	1,000.00	1,000.00	1,685.00	1,000.00	1,000.00	.0%
0550 9200 Contingncy	808.89	1,000.00	1,000.00	1,118.00	1,000.00	1,000.00	.0%
TOTAL Winslow Park	217,524.53	271,500.00	271,500.00	239,066.55	294,600.00	276,011.00	1.7%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 17025 FY 2017 Winslow Park Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

Winslow Park		2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
0551	Harb Cottage							
0551	4010 Bldg Maite	3,571.17	3,000.00	3,000.00	2,700.18	3,000.00	3,000.00	.0%
0551	4040 Grnds Main	370.41	1,000.00	1,000.00	148.00	1,000.00	1,000.00	.0%
0551	5200 Insurance	.00	500.00	500.00	.00	500.00	500.00	.0%
0551	5320 Telephone	564.90	500.00	500.00	578.56	500.00	500.00	.0%
0551	5400 Advertisin	.00	200.00	200.00	.00	200.00	200.00	.0%
0551	6050 Equip	3,141.85	4,000.00	4,000.00	3,393.23	4,000.00	4,000.00	.0%
0551	6200 Elect	969.78	1,000.00	1,000.00	1,051.05	1,000.00	1,000.00	.0%
0551	6260 Veh Fuel	1,139.87	1,500.00	1,500.00	1,119.56	1,500.00	1,500.00	.0%
0551	6910 Trees	.00	500.00	500.00	.00	500.00	500.00	.0%
0551	7650 Ramp&Wharf	1,283.00	1,500.00	1,500.00	350.00	1,500.00	1,500.00	.0%
0551	7660 Cottage	1,536.74	2,000.00	2,000.00	6,335.65	2,000.00	2,000.00	.0%
0551	9000 Misc	260.15	1,000.00	1,000.00	558.86	1,000.00	1,000.00	.0%
	TOTAL Harb Cottage	12,837.87	16,700.00	16,700.00	16,235.09	16,700.00	16,700.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 17025 FY 2017 Winslow Park Original Budget

FOR PERIOD 99

ACCOUNTS FOR:

Winslow Park	2015 ACTUAL	2016 ORIG BUD	2016 REVISED BUD	2016 ACTUAL	2016 PROJECTION	2017 Approved	PCT CHANGE
REV25 Winslow Park							
REV25 1920 Donations	1,200.00	.00	.00	.00	.00	.00	.0%
REV25 3262 Winslow Pk	-268,883.22	-284,700.00	-284,700.00	-283,187.08	-284,700.00	-288,711.00	1.4%
REV25 3510 Unant Misc	-6,377.00	-3,000.00	-3,000.00	.00	-3,000.00	-3,000.00	.0%
REV25 3550 Int Invest	-4,567.95	-500.00	-500.00	-1,673.87	-500.00	-1,000.00	100.0%
TOTAL Winslow Park	-278,628.17	-288,200.00	-288,200.00	-284,860.95	-288,200.00	-292,711.00	1.6%
TOTAL Winslow Park	-48,265.77	.00	.00	-29,559.31	23,100.00	.00	.0%
TOTAL REVENUE	-278,628.17	-288,200.00	-288,200.00	-284,860.95	-288,200.00	-292,711.00	.0%
TOTAL EXPENSE	230,362.40	288,200.00	288,200.00	255,301.64	311,300.00	292,711.00	.0%
GRAND TOTAL	-48,265.77	.00	.00	-29,559.31	23,100.00	.00	.0%

** END OF REPORT - Generated by Jessica Maloy **

**Town of Freeport, Maine
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