



**City Council Workshop & Meeting
Agenda
January 17, 2023
Auburn Hall, Council Chambers**

5:30 P.M. City Council Workshop

- A. Lake Auburn Watershed – Eric Cousens
- B. Council Vision & Goals Update – Phil Crowell
- C. Tax Increment Financing Presentation – Glen Holmes
- D. Executive Session, Labor Negotiations (Fire), pursuant to 1 M.R.S.A. §405(6)(D).
- E. Executive Session, Economic Development, pursuant to 1 M.R.S.A. §405(6)(C) which premature disclosure would prejudice the competitive or bargaining position of the City.

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

Pledge of Allegiance

- I. **Consent Items** - All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
 - 1. **Order 16-01172023***
Re-appointing Karen Scammon as the City Assessor with a term expiration of 01/31/2028.
 - 2. **Order 17-01172023***
Confirming Chief Moen's appointment of Nathaniel Aronson as Constable with Firearm for the Auburn Police Department.
- II. **Minutes** – January 3, 2023 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Library Presentation
 - Business License Denial – 1800 Club, LLC
 - Council Communications (about and to the community)
- IV. **Open Session** – *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*

V. Unfinished Business

1. Order 160-12052022

Allocating up to \$180,000 from the American Rescue Plan Act (ARPA) funds for the purchase of a portable Stage.

2. Ordinance 01-01032023

Amending the Code of Ordinances, Sec. 16-49, Security Systems and Appendix A, Fees and Charges under Emergency Management and Service, removing the renewal requirement and associated fee. Public hearing and second reading.

3. Ordinance 24-12052022

Zoning Map Amendment - Amending a portion of 150 Andrew Drive (Parcel I.D. 347-003) from Agriculture and Resource Protection (AG), and Low-Density Country Residential (LDCR), zoning districts to the Suburban Residential (SR) as recommended by the Planning Board. First Reading.

VI. New Business

1. Order 18-01172023

Directing the Planning Board to provide a recommendation on a zoning text and map amendment prohibiting any future residential structures and animal farms within the portion of the Lake Auburn watershed zoned "Agriculture and Resource Protection".

2. Order 19-01172023

Directing the Planning Board to provide a recommendation for a zoning amendment that will prohibit any future subsurface wastewater disposal within 300' of Lake Auburn.

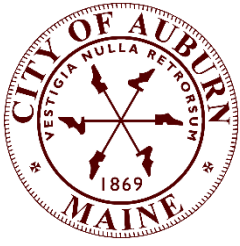
VII. Open Session - *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda*

VIII. Reports (from sub-committees to Council)

- a. Mayor's Report
- b. City Councilors' Reports
- c. City Manager Report
- d. Jill Eastman, Finance Director – December Finance Report

IX. Executive Sessions – None

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

Author: Eric Cousens, Director of Planning and Permitting

Subject: Lake Auburn Workshop –Updates and discussion

Information: In the City’s continuing effort to pursue strong, transparent, easier to understand watershed protection regulations that reduce development potential and hold any developments within the Lake Auburn Watershed to a higher science-based standard for phosphorus control and wastewater disposal there are two new items under consideration tonight in the regular meeting. This workshop will allow staff to give the Council and update, review those proposed Orders and answer questions.

City Budgetary Impacts: None.

Staff Recommended Action:

Discuss Lake Auburn watershed related ordinance changes.

Previous Meetings and History: Many over the last 2 years.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: See attachments (also included for action under new Business).

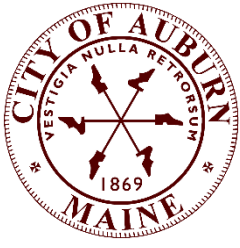
Sec. 60-952. Use and environmental regulations.

- (a) *Agricultural uses.* All uses of land for chicken farms, cattle farms, horse farms, egg farms, piggeries, sheep farms, stables, crop farming and other agricultural purposes shall be subject to the approval of the city water district. Such approval shall be granted upon a showing that such uses will not cause groundwater contamination or contaminate or disturb the normal course of surface water runoff.
- (b) *Residential dwellings in the agriculture and resource protection zoning district.* Notwithstanding subsections 60-145(a)(1), 60-145(b)(18) and 60-146(1)(c), one-family detached dwellings are only permitted in the Lake Auburn Watershed District on parcels containing no less than ten acres, provided that the dwelling is accessory to farming operations and subject to the following restriction: at least 50 percent of the total annual household income of the farm occupants living in the farm residence will be derived from farm uses.
- (c) *Agricultural buffer strip.* Where land adjoining Lake Auburn or its perennial tributaries is tilled for agricultural purposes, an untilled buffer strip 50 feet wide shall be retained between the tilled area and the normal high-water mark. This subsection (c) shall not be interpreted as permitting agricultural tillage in any zoning district in which it is not otherwise permitted.
- (d) *Municipal and manure sludge disposal.* All spreading and disposal of municipal sludge shall be accomplished in conformance with the Rules of Municipal Sludge Utilization on Land, published by the department of environmental protection in September, 1980. All spreading and disposal of manure shall be accomplished in conformance with Maine Guidelines for Manure and Manure Sludge Disposal on Land, published by the Life Sciences and Agriculture Experiment Station and the Cooperative Extension Service, University of Maine at Orono, and the Maine Soil and Water Conservation Commission in July, 1972.
- (e) *Erosion control.* The following provisions shall be observed for the control of erosion in the Lake Auburn Watershed:
 - (1) Any earth cutting, moving or removal activities that will result in erosion or runoff which is likely to increase sedimentation of Lake Auburn, or any tributaries or other water bodies in the watershed are prohibited.
 - (2) Vegetative cover shall not be removed except in a manner which will minimize erosion. Harvesting of trees shall be permitted only after a plan prepared by a qualified forester is submitted to and approved by the water district. Such plan will be approved or disapproved on the basis of its conformance with good watershed management practice for domestic water supplies.
 - (3) Trees may be cleared, provided the cleared areas are covered with other vegetation, for approved construction and landscaping. Where such clearing is extended to the shoreline, a cleared opening or openings not greater than 30 feet in width for every 100 feet of shoreline (measured along the high-water mark) may be created in the strip extending 50 feet inland from the normal high-water mark. For purposes of this section, clearing is the removal of adjacent dominant trees which extend into the canopy and shrubs within ten feet of the shoreline. Where natural vegetation is removed, it shall be replaced with other vegetation which is equally effective in retarding erosion and preserving natural beauty. When the vegetative cover is changed in areas greater than three acres, a plan shall be filed with the city water district indicating the changes so that a record can be maintained of watershed water yields to the system.
- (f) *Private sewage disposal systems.* The following regulations shall be adhered to in the development of private sewage disposal systems in the Lake Auburn Watershed:
 - (1) Subsurface absorption areas shall not be permitted on sites on which the highest seasonal groundwater table, bedrock, or other impervious layer is less than 36 inches below the bottom of the organic horizon. Not less than 24 inches of suitable soil shall be present below the bottom of the

subsurface absorption area. The bottom of such subsurface absorption area shall not be less than 12 inches below the bottom of the organic horizon measured from the lowest point on the subsurface absorption area.

- (2) ~~No subsurface absorption area shall be installed closer than 400 feet w~~Within areas containing soils described as deep, ~~loose~~ and sandy or gravelly and which contain ~~more than 70 percent sand or gravel outwash or stratified drift~~ as shown on table ~~4D (profiles 5 or 6 and some 11) of the State of Maine Subsurface Wastewater Disposal Rules 10-144, Chapter 241.9-3 of the state plumbing code, part II (April 25, 1975),~~ No subsurface absorption area shall be installed closer than 300 feet to the normal high-water mark of ~~Lake Auburn any lake, pond, or year-round or intermittent stream~~. Where the daily sewage flow is or is reasonably likely to be in excess of 2,000 gallons, the system shall be located at least 1,000 feet from the normal high-water mark of any lake, pond or year-round or intermittent stream.
- (3) The city water district shall have the right to inspect any system within the Lake Auburn Watershed District during its construction and operation and may notify the health office, police chief, local plumbing inspector or housing inspector who shall require the abatement of such defects or malfunctions.
- (4) The local plumbing inspector shall furnish a copy of all site investigation reports in the Lake Auburn Watershed District to the city water district.
- (5) Replacement or reconstruction of private residential sewage disposal systems in existence and in use on December 17, 1983 shall not be subject to the requirements of this section but shall be required to comply with the current state plumbing code.

(Ord. of 9-21-2009, § 5.3C; Ord. No. 19-12022019, 12-9-2019)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

Author: Phil Crowell, City Manager

Subject: Council Vision, Goals, and Goal Statements

Information:

On November 8, 2021, the newly elected council members and mayor participated in a retreat to establish a vision and goals for the 2021 – 2023 term. At the January 18, 2022 workshop, staff provided the council with goal statements that were brought in from the Strategic Plan. At the council retreat on November 14, 2022, the council reviewed these goals and staff shared that a written update would be presented in January 2023.

The updated goal sheet will be provided during the presentation.

City Budgetary Impacts: None

Staff Recommended Action: None

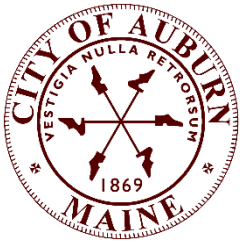
Previous Meetings and History: November 8, 2021 - Council Retreat, January 18, 2022 – Workshop

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

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

Subject: Tax increment Financing (TIF) Process Overview

Information: Staff will review what Tax Increment Financing is, how it works and how Credit Enhancement works with the TIF program.

City Budgetary Impacts: NONE

Staff Recommended Action: NONE

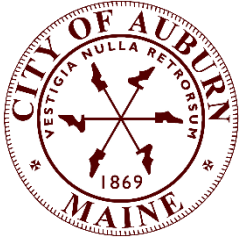
Previous Meetings and History: NONE

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: NONE



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: January 17, 2023

Subject: Executive Session

Information: Contract Negotiations (Fire), pursuant to 1 M.R.S.A. Section 405(6) (D).

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

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

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

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

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

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

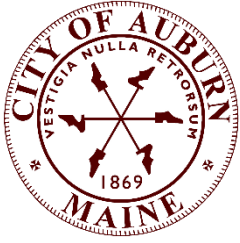
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both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

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

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

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

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



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: January 17, 2023

Subject: Executive Session

Information: Economic development, pursuant to 1 M.R.S.A. Section 405(6) (D). Premature disclosure would prejudice the competitive or bargaining position of the city.

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

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

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
- (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
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B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

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

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

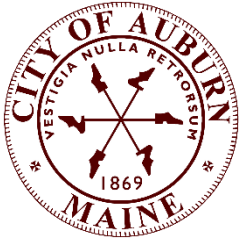
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both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

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

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

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

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

Author: Sue Clements-Dallaire, City Clerk

Subject: RE-appointment of Karen Scammon as City Assessor

Information: The appointment term for Karen Scammon, City Tax Assessor, expires 1/31/2023. The City is required to have a Tax Assessor to do the annual tax commitment and to perform other functions as required by State Statute. Section 2-255 of our City Ordinance states:

“The Tax Assessor shall be appointed by the City Council on the recommendation of the City Manager. The Tax Assessor shall be appointed for a term not to exceed five years.”

City Budgetary Impacts: None

Staff Recommended Action: Consider passage

Previous Meetings and History: None

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Law reference Title 30A §2552(C)

Segment 1: Constitution – Title 33

(3) The name of the person who administered the oath; and

(4) The date when the oath was taken.

B. The clerk shall be sworn to accurately record the votes of town meetings and to discharge faithfully all the other duties of that office, until another clerk is elected and sworn.

C. After the town meeting, the clerk shall immediately issue a warrant directed to a constable containing the names of persons chosen for office who have not been sworn.

(1) The constable shall immediately summon the named persons to appear before the clerk within 7 days from the time of notice to take the oath of office.

(2) The constable shall make a return immediately to the clerk.

(3) The town shall pay the constable a reasonable compensation for these services.

D. The clerk shall record the election or appointment of each official or deputy, including the clerk's own, and the other information specified in paragraph A.

E. A record by the clerk that a person was sworn for a stated town office is sufficient evidence that the person was legally sworn for the office. The entire oath need not be recorded.

**TITLE 30-A
MUNICIPALITIES AND COUNTIES
CHAPTER 121
MEETINGS AND ELECTIONS**

30A § 2551. Warrant for city election; conduct of election

Each city election shall be called by a warrant. The warrant must meet the requirements listed in section 2523. An attested copy shall be posted in a conspicuous, public place in each ward.

30A § 2552. Designation of officials

1. Assessors and assistant assessors. The following provisions apply to assessors and their assistants.

A. Assessors and their assistants shall be chosen annually on the 2nd Monday of March to serve for one year and until others are chosen and qualified in their places, unless the city charter provides otherwise.

B. In addition to the assistant assessors chosen under a city charter, the municipal officers may authorize the assessors to appoint any necessary assistants to serve during the municipal year in which they are appointed.

C. Notwithstanding the provisions of any city charter to the contrary, the city council, by ordinance, may provide for a single assessor whose powers and duties are the same as for towns, and who is appointed for a term not exceeding 5 years.

DIVISION 7. - TAX ASSESSOR

Footnotes:

--- (10) ---

State Law reference— Powers and duties of municipal tax assessors, 36 M.R.S.A. § 701 et seq.

Sec. 2-255. - Appointment; term.

The tax assessor shall be appointed by the city council on the recommendation of the city manager. The tax assessor shall be appointed for a term not to exceed five years.

(Code 1967, §§ 5-1.1, 5-1.2; Ord. No. 12-03212022, 4-4-2022)

Sec. 2-256. - Powers and duties.

- (a) The tax assessor shall be the administrative head of the assessing operations in the finance department and shall, with the approval of the city manager, have power to appoint such assistants as he may require and as shall from time to time be authorized by the city council. The tax assessor will be a direct report to the finance director.
- (b) The tax assessor shall have those powers and perform those duties established by state statute for assessors and boards of assessors.

(Code 1967, § 5-1.3; Ord. No. 08-02022015, 2-17-2015)

Secs. 2-257—2-275. - Reserved.



ORDER 16-01172023

City Council Order

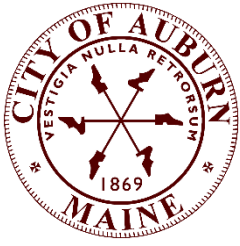
IN CITY COUNCIL

ORDERED, that the City Council hereby re-appoints Karen Scammon as the City Assessor with a term expiration of 01/31/2028.

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

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

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

Order: 17-01172023

Author: Jason D. Moen, Chief of Police

Subject: Confirming Chief Moen's appointment of Nathaniel Aronson as a Constable with firearm for the Auburn Police Department.

Information: The Auburn Police Department requests City Council appointment of Nathaniel Aronson as a Constable with firearm for the City of Auburn.

City Budgetary Impacts: N/A

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

Previous Meetings and History: None

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:

N/A



ORDER 17-01172023

City Council Order

IN CITY COUNCIL

ORDERED, that the City Council hereby confirms Chief Moen's the appointment of Nathaniel Aronson as Constable with firearm/arrest powers for the Auburn Police Department.

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

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

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

Mayor Levesque called the meeting to order at 7:00 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Milks had an excused absence. All other Councilors were present.

7:00 P.M. City Council Meeting

Pledge of Allegiance

- I. Consent Items** – All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
1. **Order 01-01032023***
Confirming Chief Moen’s appointments of Steven Friedrich, William Howard, James Clement, and Joshua Crowell as Constable with Firearm for the Auburn Police Department.
 2. **Order 02-01032023***
Re-appointing Darren Finnegan to the Planning Board, full member, with a term expiration of 1/1/2026.
 3. **Order 03-01032023***
Appointing Paul Jacques to the Planning Board, full member, with a term expiration of 1/1/2026.
 4. **Order 04-01032023***
Re-appointing Stacey LeBlanc to the Planning Board, full member, with a term expiration of 1/1/2026.
 5. **Order 05-01032023***
Appointing David Trask to the Planning Board, full member, with a term expiration of 1/1/2025.
 6. **Order 06-01032023***
Appointing Amanda Guerette to the Planning Board, associate member, with a term expiration of 1/1/2025.
 7. **Order 07-01032023***
Appointing Timothy DeRoche to the Planning Board, associate member, with a term expiration of 1/1/2026.
 8. **Order 08-01032023***
Re-appointing Danelle Martel to the Auburn Housing Authority Board of Trustees, with a term expiration of 10/01/2027.
 9. **Order 09-01032023***

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Re-appointing Jeremiah Bartlett to the Complete Streets Committee, with a term expiration of 1/1/2026.

10. Order 10-01032023*

Appointing Benjamin Weisner to the Age Friendly Community Committee, with a term expiration of 6/1/2023.

11. Order 11-01032023*

Appointing Gerald Samson to the Regulatory Advisory Board, with a term expiration of 6/1/2024.

12. Order 12-01032023*

Appointing Kirk Nadeau to the Airport Board, with a term expiration of 1/1/2026.

13. Order 13-01032023*

Amending the postponement date of order 165-12192022 to February 21, 2022 instead of February 13, 2022.

Motion was made by Councilor Walker and seconded by Councilor Morin for passage of the consent items.

Councilor Whiting asked that Orders 05-01032023, 06-01032023, and 07-01032023 be removed from the consent agenda and placed under new business for discussion.

Passage of the remaining consent items, 6-0.

II. Minutes – December 19, 2022, Regular Council Meeting

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

Passage 6-0.

III. Communications, Presentations and Recognitions

- LA 9-1-1 Presentation
- Presentation of Recreation Non-Profit Groups
 - Auburn Suburban Baseball & Softball
 - Phoenix Karate
 - Auburn Ski Association
 - YMCA
- Council Communications (about and to the community)

Councilor Whiting reported that we should be hearing a fairly big announcement from Museum LA soon.

Councilor Walker reported back on the New Year's Day party that was held at the Senior Community Center.

Councilor Staples reported that he attended the New Year's Auburn event and thanked staff for their efforts.

City Manager Crowell also reported on the New Year's Eve event and thanked everyone that was involved.

Mayor Levesque also commented positively on the New Year's Eve event. He also noted that he is asking staff to put together an order for Council to review and vote on directing the Planning Board to recommend converting the agricultural & resource protection zone within the Lake Auburn Watershed into a city conservation zone.

IV. Open Session – Stephen Beal, Johnson Road commented on the Planning Board appointments that are on the agenda.

V. Unfinished Business - None

VI. New Business

1. Order 14-01032023

Directing the City Manager to acquire the necessary property to optimize a new Engine 2 station and allocating up to \$25,000 from the American Rescue Plan Act (ARPA) funds in support of this initiative.

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

Public comment - No one from the public spoke.

Passage 6-0.

2. Order 15-01032023

Amending Order 22-02072022 to include website redesign and associated costs to the list of projects that were approved in the allocation of ARPA funds.

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

Public comment – No one from the public spoke.

Passage – 6-0.

3. Ordinance 01-01032023

Amending the Code of Ordinances, Sec. 16-49, Security Systems and Appendix A, Fees and Charges under Emergency Management and Service, removing the renewal requirement and associated fee. First Reading.

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

Public comment – No one from the public spoke.

IN COUNCIL REGULAR MEETING JANUARY 3, 2023, VOL. 37 PAGE 4

Passage – 6-0. A roll call vote was taken.

Order 05-01032023

Appointing David Trask to the Planning Board, full member, with a term expiration of 1/1/2025. This item was removed from the Consent Agenda.

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

Public comment – No one from the public spoke.

Motion was made by Councilor Staples and seconded by Councilor Whiting to replace David Trask with Joshua Daigle for this position.

Motion failed 3-4 (there was a tie vote of 3-3 with Councilors Hawes, Morin, and Walker opposed, and in accordance with the City Charter, Article III, Section 3.3, Mayor Levesque voted to break the tie vote and voted in opposition).

Passage of Order 05-01032023 4-2 (Councilors Gerry and Whiting opposed).

Order 06-01032023

Appointing Amanda Guerette to the Planning Board, associate member, with a term expiration of 1/1/2025. This item was removed from the Consent Agenda.

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

Public comment – Stephen Beal, 575 Johnson Road, commented that it would be of interest to the public to know if someone has resigned or reached their term limits.

Motion was made by Councilor Whiting and seconded by Councilor Gerry to replace Amanda Guerette with Stanwood Gray for this position.

Motion failed 3-4 (there was a tie vote of 3-3 with Councilors Hawes, Morin, and Walker opposed, and in accordance with the City Charter, Article III, Section 3.3, Mayor Levesque voted to break the tie vote, and voted in opposition).

Passage of Order 06-01032023 4-3 (there was a tie vote of 3-3 with Councilors Gerry, Whiting, and Staples opposed, and in accordance with the City Charter, Article III, Section 3.3, Mayor Levesque voted to break the tie vote, voting in the affirmative).

Order 07-01032023

Appointing Timothy DeRoche to the Planning Board, associate member, with a term expiration of 1/1/2026. This item was removed from the consent agenda.

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

Public comment – No one from the public spoke.

IN COUNCIL REGULAR MEETING JANUARY 3, 2023, VOL. 37 PAGE 5

Motion was made by Councilor Staples and seconded by Councilor Whiting to replace Timothy DeRoche with Joshua Daigle for this position.

Motion failed 3-4 (there was a tie vote of 3-3 with Councilors Hawes, Morin, and Walker opposed, and in accordance with the City Charter, Article III, Section 3.3, Mayor Levesque voted to break the tie vote, and voted in opposition).

Passage of Order 07-01032023 6-0.

VII. Open Session – No one from the public spoke.

VIII. Reports (from sub-committees to Council)

Mayor Levesque reported on the dual enrollment program for Edward Little High School students.

Councilor Morin reported that he is excited about this project, and he gave special thanks to the Central Maine Community College staff, particularly Andrew Morong, and his team.

Councilor Whiting commented on an experience he had while in high school and stated that it will be great for students to have this opportunity.


Manager Crowell thanked Mr. DeRoche for coming to the meeting tonight and for applying to serve on the Planning Board position. There will be a legal consultation for new Planning Board members that will be held tomorrow night. He also said that moving forward, we will include information in the Appointment Committee minutes when a position is vacant due to a resignation or term expiration. He also provided an update on staffing and hiring of police officers.

IX. Executive Sessions – Legal Matter, pursuant to 1 M.R.S.A. §405(6)(E). This item was taken up during the workshop.

X. Adjournment

Motion was made by Councilor Staples and seconded by Councilor Morin to adjourn. Unanimously approved and the meeting adjourned at 8:09 pm.

A TRUE COPY

ATTEST 

Susan Clements-Dallaire, City Clerk



January 9, 2023

Lisa Cooper
34 Court Street
Auburn, ME 210

Re: The 1800 Club, LLC., 34 Court Street, Auburn, ME 04210

Dear Ms. Cooper,

This letter is to notify you that the applications for a Food Service Establishment License and Special Amusement permit that you submitted have been denied.

Pursuant to Section 14-38 of the City of Auburn code of Ordinances no license or permit shall be issued to any person who is indebted to the city upon any claim, tax or account that is more than 60 days delinquent. Currently, the 1800 Club, LLC. has an outstanding balance of \$3,240 in parking permit fees.

Section 14-26 also states that it is a violation to operate a business without a license.

Section 14-27. Penalty

The violation of any provision of this division shall be punished by a civil penalty, payable to the city, of not less than \$100.00 and not more than \$2,500.00 for each offense, based on the severity of the offense and number of occurrences. Each act of violation and every day upon which any such violation occurs shall constitute a new and separate offence. In addition to such penalty, if the court finds for the city, the city shall recover its costs of suit, including reasonable experts' fees, reasonable attorneys' fees and reasonable and necessary investigative costs.

Please note the City Council shall be notified of the decision to deny these business license applications at their next regularly scheduled meeting, which is scheduled for Tuesday, January 17, 2023.

If you decide to appeal the decision, the process is as follows:

Sec 14-39. Appeal

Except as otherwise provided, appeals shall be made by filing a written notice of appeal with the office of the City Clerk or designee within 30 days of the date of any such denial to the City

City of Auburn, Maine

60 Court Street | Auburn, Maine 04210 | www.auburnmaine.gov | 207.333.6601

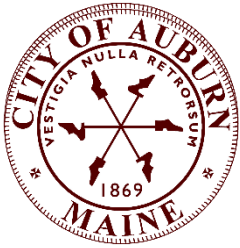
Council in writing, whereupon a hearing will be scheduled, at which time the applicant shall have the right to be heard. It shall be the duty of the City Clerk or designee to notify such applicants who have appealed, of the time and place of the hearing.

If you have any questions with the foregoing, please feel free to contact me at 333-6601 ext. 1126.

Sincerely,

A handwritten signature in cursive script that reads "Susan Clements-Dallaire".

Susan Clements-Dallaire, City Clerk



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 5, 2022

Order: 160-12052022

Author: Brian Wood, Assistant City Manager

Subject: Purchase of a portable stage

Information:

The City of Auburn has historically rented a stage 2 to 4 times a year for various performances and events. With an increase in major events planned over the next several years an investment in a mobile stage, equipment and training would remediate the need to rent a stage and allow for greater flexibility with events.

City Budgetary Impacts:

\$180,000.00

Staff Recommended Action:

Staff recommends supporting this purchase

Previous Meetings and History:

This item was postponed at the 12/5/2022 meeting. It was discussed further at the 1/3/2023 City Council workshop.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments:



ORDER 160-12052022

City Council Order

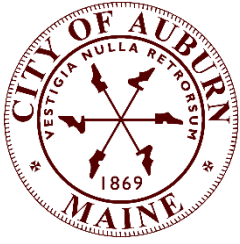
IN CITY COUNCIL

ORDERED, that the Auburn City Council direct the City Manager to purchase a portable stage of similar size and capabilities as has historically been rented. The City of Auburn will allocate up to \$180,000 from the American Rescue Plan Act (ARPA) funds in support of this initiative.

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

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

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

Ordinance: 01-01032023

Author: Phil Crowell, City Manager

Subject: Ordinance Amendment Chapter 16 Emergency Management - Security Systems

Information: The City of Auburn has approximately 650 active security system permits issued. The ordinance requires a \$5.00 annual renewal fee on each system. After reviewing the revenue for the annual renewal and the cost to bill, process, and collect unpaid invoices, staff has determined this fee puts an unneeded impact on system owners and the time allocated by staff for this function could be better used. A renewal application rarely has any changes. The initial purpose for permitting a security system is still important for the proper response to alarms and necessary to bill for false alarms. The need to respond for false alarms continues to be reduced because of the fine structure.

Revenue

Approximately 30 new applications are received annually = \$900.00

Renewal of 650 permits at \$5.00 = \$3,250.00

False Alarms Fines = \$14,000.00

Renewal Expenditures Only

Paper and Postage = \$823.00

Staff Processing = \$1,263.50

City Budgetary Impacts: Revenue reduction of \$3,250.00 for renewals, not including any late fines or collection costs.

Staff Recommended Action: Approve the ordinance amendment.

Previous Meetings and History: Passage of first reading on 1/3/2023

City Manager Comments:

I concur with the recommendation. Signature:

Attachments:

ARTICLE III. SECURITY SYSTEMS

Sec. 16-47. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alarm site means a single premises or location served by an alarm system.

Alarm system means a device or system which transmits a signal intended to summon aid in a robbery, burglary, or personal hostage situation. The term "alarm system" does not include a system installed on a vehicle, personal safety alarm device, or a system designed to alert only the persons within a premises which does not emit a signal visible or audible outside of the premises.

Chief means the chief of police of the city or his authorized representative.

False alarm notification means an alarm notification to the police department when the responding personnel find no evidence of actual or attempted robbery, burglary, or personal hostage.

Local alarm means an alarm system that emits a signal at an alarm site which is audible or visible from the exterior of the alarm site.

(Ord. of 10-1-2007(01), § 2.1)

State law reference(s)—Security system defined, 32 M.R.S.A. § 9403(10).

Sec. 16-48. Permit required.

The owner or person in control of a premise commits an offense if he installs an alarm system or possesses an activated alarm system without first obtaining a permit from the chief. A separate permit is required for each alarm site.

(Ord. of 10-1-2007(01), § 2.2)

Sec. 16-49. Application; false statements; issuance; transferability; permit fees.

- (a) The application for a permit shall contain the following information:
- (1) Name, business address, home address, business telephone number, and home telephone number of the person in whose name the permit is requested;
 - (2) Name, business telephone number, and home telephone number of two persons who are authorized and have agreed to receive notification at any time from responding police personnel to come to the alarm site within 30 minutes after receiving such notification;
 - (3) Classification of the alarm site as residential, commercial or banking institution;
 - (4) Purpose of the alarm (i.e. burglary, robbery);
 - (5) Any other information required by the chief to ensure compliance with all provisions of this article.

-
- (b) The permit holder shall notify the chief of any change in the information contained in the application within five days of such change.
 - (c) If the application complies with all requirements of this article, the chief shall issue a permit upon receipt of a permit fee in the amount provided in the city fee schedule.
 - (d) Any false statement of a material nature made by an applicant for the purpose of obtaining a permit shall be grounds for denial of the issuance of the permit, or cancellation of the permit if it has been issued.
 - (e) A permit is not assignable or transferable to another person.
 - (f) A permit shall be valid ~~until the property ownership is transferred or the system is eliminated. for the period of January 1 through December 31 of the same year issued. However, if a permit is obtained after December 1, the permit shall be valid through December 31 of the next calendar year. Permits expire on December 31. After expiration, a new application must be made.~~
 - (g) ~~Permit renewals for the next calendar year shall start on December 1 of the year of expiration. Renewals may be made on weekdays during normal business hours in person, by telephone, or by mail. A renewal fee in the amount provided in the city fee schedule will be charged if renewal occurs before expiration. There will be an additional charge in the amount provided in the city fee schedule for renewals made after December 31.~~

(Ord. of 10-1-2007(01), § 2.3)

Sec. 16-50. Automatic shutoff required.

In the event that a mechanism sounds an alarm signal for longer than 15 minutes after being activated, the chief of police or his designated representative is authorized to disable the alarm. All costs of the city in disabling such an alarm shall be assessed to the operator of the alarm system and shall be paid to the city within 30 days after the operator has received notice that the said costs have been assessed. Application for a permit under the provisions of this section constitutes a grant of approval by the operator of the alarm system for the city to deactivate the local alarm system under the provisions of this section.

(Ord. of 10-1-2007(01), § 2.4)

Sec. 16-51. Maintenance of system.

The permit holder shall maintain the alarm system in such a manner as to ensure proper operation and to minimize false alarm notifications.

(Ord. of 10-1-2007(01), § 2.5)

Sec. 16-52. Reporting of alarm signals.

- (a) A permit holder commits an offense if he allows alarm signals to be reported through a relaying intermediary that is not licensed to legally provide such service.
- (b) A permit holder or other party commits an offense if they allow an alarm signal to be reported through an automatic dialing system directly to the police department other than through the installed alarm console.

(Ord. of 10-1-2007(01), § 2.6)

Sec. 16-53. Indirect alarm reporting.

A person who is engaged in the business of relaying alarm notifications to the city shall:

- (1) Send notification of an alarm to the city by an individual;
- (2) Keep his business premises locked and secured at all times;
- (3) Allow an inspection of his business premises by authorized agents of the police chief;
- (4) Report alarms only to a telephone number designated by the city;
- (5) Send alarm notifications to the city in a manner and form determined by the city; and
- (6) Maintain sufficient staff to ensure that valid alarms are relayed immediately to the city.

(Ord. of 10-1-2007(01), § 2.7)

Sec. 16-54. Alarm dispatch records.

The chief shall maintain a written record of all alarm notifications, including, but not limited to, the following:

- (1) Name of permit holder;
- (2) Location of alarm site;
- (3) Date and time of alarm notification;
- (4) Name of the responding police officer in charge of response;
- (5) Weather conditions; and
- (6) Whether the notification was a false alarm notification.

(Ord. of 10-1-2007(01), § 2.8)

Sec. 16-55. False alarm notification—Determination.

(a) The chief shall not consider an alarm notification to be false if he determines that the alarm was caused by:

- (1) A natural or manmade disaster;
- (2) Severe weather that causes physical damage to the premises;
- (3) Vandalism;
- (4) Telephone line outage;
- (5) Attempted entry or attempted robbery; or
- (6) Accidental activation by the occupant provided the alarm is immediately reported to the police department.

(b) The determination of the chief in classifying an alarm notification as false or actual is final.

(Ord. of 10-1-2007(01), § 2.9)

Sec. 16-56. Same—Penalty.

- (a) The permit holder shall pay a penalty of \$30.00 beginning with the third and fourth false alarm notification (the first two are at no charge); an additional fee of \$50.00 will be assessed for the fifth and sixth false alarm and all subsequent false alarms will be assessed at \$100.00.
- (b) The time period for alarms will be from the beginning of the permit period.
- (c) The police department shall, on a monthly basis, send to the permit holder, at the address stated on the application, a statement of fees due. The permit holder shall pay such fees within 30 days of the date of the statement and shall be delinquent after such 30-day period.

(Ord. of 10-1-2007(01), § 2.10)

State law reference(s)—False alarms or reports, 17A M.R.S.A. § 509.

Sec. 16-57. Revocation of permit.

The chief shall revoke an alarm permit if he determines that:

- (1) There is a false statement of a material nature in the application for a permit;
- (2) The permit holder has violated any provision of this article; or
- (3) The permit holder is delinquent in payment of fees for false alarm notifications.

(Ord. of 10-1-2007(01), § 2.11)

Sec. 16-58. Appeal from denial of issuance or revocation of permit.

- (a) If the chief denies the issuance of a permit, or suspends a permit, he shall send to the applicant or permit holder by certified mail, return receipt requested, written notice of his action setting forth the reason for such action and advising the applicant or permit holder of the right to an appeal. The applicant or permit holder may appeal the decision of the chief to the city manager by filing with the city manager's office a written request for a hearing, setting forth his objections to the action of the chief, within ten days after receipt of the notice from the chief. The filing of a request for an appeal hearing with the city manager shall stay the action of the chief in denying the issuance of or suspending a permit until a final decision on the appeal is made by the city manager. If a request for an appeal hearing is not made within the ten-day limit, the action of the chief is final.
- (b) The city manager or his designee shall preside at any administrative hearing conducted under the provisions of this section and shall consider evidence offered by any interested person. The formal rules of evidence shall not apply at such hearing. The city manager shall render a written decision setting forth findings of fact and conclusions of law within 30 days after the request for an appeal hearing is filed. Such decision shall affirm, reverse, or modify the action of the chief, and the city manager decision is final.

(Ord. of 10-1-2007(01), § 2.12)

Sec. 16-59. Violations; penalties.

A person commits an offense if he violates by commission or omission (nonregistration of alarm) any provisions of this article that impose upon him a duty or responsibility, other than false alarms. Each day or portion

of a day in which the violation exists or is committed shall constitute a separate offense. Each offense other than false alarms is punishable by a fine in the amount of \$100.00.

Appendix A FEES AND CHARGES¹

Administrative

Notary fee 10.00
Copy fee, per page (8.5 x 11 black and white) 0.10

Animals

Dog license fees:
Unaltered dog—annually 11.00
Spayed/neutered dog—annually 6.00
Late fee after January 31 25.00
Impoundment fee—each 50.00
Additional per day for boarding fee TBD
Dangerous dog registration fee—annually 100.00

Buildings and Building Regulations

Building permit—single-family:
New construction, additions and mobile homes 25.00
Accessory structure 25.00
Renovation < \$4,000.00 25.00
Renovation > \$4,000.00 25.00 base + 5.00 per \$1,000.00 value
Building permit—multi-family:
New construction and additions 30.00 base + 0.30 per sf
Renovations 30.00 base + 5.00 per \$1,000.00 value

¹Editor's note(s)—Ord. No. 35-10182021, adopted November 1, 2021, repealed app. A and enacted a new app. A as set out herein and later amended. Former app. A pertained to similar subject matter and derived from an Ord. adopted May 2, 2011; Ord. No. 12052011-04, adopted December 5, 2011; Ord. No. 02-03052012, adopted March 19, 2012; Ord. No. 58-07152013, adopted July 15, 2013; Ord. No. 12-06152015, adopted July 6, 2015; Ord. No. 13-06152015, adopted July 6, 2015; Ord. No. 02-02222016, adopted March 7, 2016; Ord. No. 01-02242020, adopted March 2, 2020; Ord. No. 07-10192020, adopted November 2, 2020; Ord. No. 17-03012021, adopted March 15, 2021.

Editor's note(s)—All fees in this schedule that are calculated per a unit of time, distance, or other measurement shall be construed to include any portion of such unit. The acronym "TBD" as used herein means "to be determined" and denotes an amount that has not yet been determined by the city council or that may have been determined but not yet included in a supplement to this schedule. The acronym "NA" as used herein means "not applicable" and indicates a fee that is not associated with a particular code section but with the code chapter contents generally.

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Building permit—commercial:

*New construction for agricultural building for the storage of crops, housing of livestock are excluded from the building permit fees. This exclusion does not apply to marijuana.

New construction 30.00 base + 0.35 per sf (per floor)

Renovation 30.00 base + 7.00 per \$1,000.00 value

Foundation only 30.00 base + 5.00 per \$1,000.00 value

New construction of agricultural buildings for the storage of crops or housing of livestock, excluding marijuana 25.00 base + 0.07 per sf

Building permit—swimming pools:

*This includes electrical inspection.

Above ground and in-ground pools 50.00

Building permit—other:

Fences 25.00

..... (6 ft or higher)

Underground storage tanks 50.00

..... (first tank) +

..... 15.00 (additional tanks)

Moving building 100.00

Driveways 25.00

Change of use 40.00

Certificate of occupancy Included in permit

..... (\$260.00 penalty)

Signs 25.00 base + 0.50 per sf

Banners, for seven-day period not to exceed 14 days 250.00

Demolition:

Interior demolition not in conjunction with a construction project 50.00

< 5,000 sf 50.00

> 5,000 sf 250.00

Related fee:

The customary permit fee shall double where work commences prior to the issuance of the appropriate permits.

Building permit fee reimbursement policy:

In the event that the recipient of a building permit does not undertake any of the building activity associated with a given permit, he/she may submit a written request to the director of planning and permitting for the reimbursement is made within six months of the issuance of said permit, and if no work associated with said permit was commenced, 75 percent of the permit fee will be reimbursed. The city shall retain 25 percent of the permit fee to provide compensation for the costs associated with issuance of said permit and to process reimbursement.

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Plumbing fees:

Internal plumbing:

Per fixture (subject to minimum below)9.00

Minimum36.00

Subsurface wastewaterTBD

Nonengineered systems150.00

Field only100.00

Treatment tank only (non-engineered)75.00

Engineered system300.00

Treatment tank only (engineered)120.00

Holding tank150.00

Other system components50.00

Separate laundry disposal field50.00

Seasonal conversion75.00

Variance50.00

Primitive system (including 1 alt wc)150.00

Alternative toilet only75.00

Electrical inspections:

MinimumTBD

Residential32.00

Commercial42.00

Single and multifamily dwellings—per unit (includes service/openings)—each58.00

All temporary services30.00

Services—single phase—panel and meter:

Base fee—up to 100 amps (includes cable hookup)12.00

Plus-per each additional 100 amps or fraction7.00

Plus-per each additional meter7.00

Plus-subpanels—up to 100 amps7.00

Plus-subpanels—each additional 100 amps or fraction10.00

Services—three phase—panels:

Base fee—up to 100 amps (includes cable hookup)30.00

Plus-per each additional 100 amps or fraction7.00

Plus-per each additional meter7.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Plus—subpanels, up to 100 amps10.00
Plus-subpanels—each additional 100 amps or fraction10.00
Wiring openings (total outlets, lights and switches—120 volt):
1—20 openings15.00
21 to 50 openings20.00
51+ openings0.50
..... per opening
Appliances in new locations—120 volts—compactors, dishwashers, disposals, air conditioners, etc.5.00
Appliances in new locations—240 voltsTBD
Ranges, ovens, water heaters, dryers, air conditioners, etc.10.00
Domestic heat:
Electric—per kilowatt3.00
Gas, oil, central air, other12.00
Manufactured dwellings—per unit (includes service equipment)42.00
Circuses, carnivals, fairs, festivals, etc.75.00 flat fee
Transformers, generators and UPS (battery backup)25.00 flat fee
Alarm system (copper or fiber):
Fire, burglar—base fee18.00
Plus—per outlet over first 10 outlets0.50
Other low voltage system (computer, phone, cable, satellite dish, sound, closed circuit television, etc.)—base
fee18.00
Plus—per outlet over 10 outlets0.50
Motors:
< 25 HP12.00
Plus—for each 5 HP or fraction thereof over 25 HP2.00
Signs (one time fee):
Portable, mobile, permanent—each sign25.00
Emergency lighting battery pack unit—each7.00
Water, sewer, gas or wall pump—each10.00
State business licensing inspections—each40.00
Annual industrial electrical permit—does not include new structures or additions250.00
Fire alarm box connection—annually:
DET electronic units400.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Mechanical box connections425.00

Belated electrical permit fee—within one calendar year:

First offense100.00

Second offense200.00

Third offense400.00

Fourth offense800.00

Fifth and subsequent offenses—each1,600.00

Inspections and department call outs after normal business hours-minimum (additional time beyond three hours shall be calculated at time plus one-half for the on call electrician)150.00

Notice of intent to sell, transfer or rent property subject to order:

Violation of section 12-199:

Not less than50.00

Not more than100.00

Businesses and Business Regulations

Lodginghouse, Boardinghouses, rooming houses, hotels, motels, etc.—annually100.00
..... flat fee

Outpatient addiction treatment clinic—annually200.00

Closeout sales (30-A M.R.S.A. § 3781)—maximum of one per business up to 60 days20.00

Massage licenses—annually:

Establishment (more than one therapist)—annually150.00

Therapist—annually, plus cost of background check)150.00

Solicitation permit (issued by police department)0.00 each

Mobile or itinerant vendor permit (door-to-door sales):

One year100.00

Mobile food distribution unit (roving diner):

Twelve months100.00

Vendor use of city property (each three-month period)50.00

Peddlers:

Per event75.00

30-day permit100.00

Agricultural barn sales—each (maximum of one three-day permit per month between the months of April and October)15.00

Garage sales—each (maximum of two three-day permits within six months):

On-line issuance0.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

In office issuance 0.00

Secondhand dealer license—annually 100.00

Pawnbroker license—annually plus actual cost of advertising hearing 100.00

Junkyard/automobile graveyard (no on-line license)—annually plus actual cost of advertising hearing: 100.00

Taxicabs:

Taxicab business license—annually 100.00

Call-out inspection fee (establishment requested outside normal hours)—each, plus inspector's overtime hourly rate 100.00

Re-inspection fee 100.00

Flea market, craft fairs, swap meets, and bazaars:

One day event 0.00

..... application only

Three months 0.00

..... application only

Alcohol beverage establishments:

Class A lounge (liquor)—annually (plus actual cost of advertising hearing) 1,000.00

1,300.00 flat fee

Tavern license—annually:

Up to 2,999 square feet 150.00

250.00 flat fee

Liquor service approval (off-premises catering)—per event 10.00

Food service establishments (plus actual cost of advertising hearing):

Class I (liquor—beer, wine and spirits, and mixed drinks)—annually 500.00

..... flat fee

Class III/IV (liquor—beer and wine)—annually 400.00

..... flat fee

Class IV (liquor—beer)—annually 400.00

..... flat fee

Class on or off premises (no liquor)—annually 200.00

..... flat fee

Bottle club/BYOB—annually 200.00

..... flat fee

Temporary food service establishment—per event—maximum of 30 days 60.00

Off premises retailer—annually 200.00

..... flat fee

Adult amusement devices—each device annually 1,100.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Beano/bingo (EnerGov—no online license)No fee
Carnival, circus, or other traveling amusement—per day150.00
Coin-operated amusement device—annually—per device:
Per unit up to 10 devices0.00
Per unit for 10 or more devices0.00
Jukeboxes—each device—annually0.00
Motion picture theater—per screen—annually0.00
Pool halls—annually per table0.00
Roller skating rinks—annually:
With partial or full kitchen90.00
Dances and dancehalls—per event35.00
Mass gathering permit application fee—determined for each event (EnerGov—no on-line license)N/A
Tattoo (background check required):
Tattoo artist license fee—annually100.00
Tattoo exhibitions or shows—per event250.00
Race trackN/A
Special amusement (background check required)—annually plus cost of advertising hearing125.00
Game of chance (EnerGov—no on-line license):
Six months10.00
Up to three-year blanket approval20.00
Relicensing upon late renewal by any existing licensed business:
30—45 days late50.00
More than 45 days late100.00
Reoccurring 200.00

Emergency Management and Services

Security (alarm) system permit:
Initial issuance30.00
~~Annual renewal fee, if paid on or before December 315.00~~
~~Annual renewal fee, if paid after December 3130.00~~

Environment

Fill permit—original issuance:
Up to 7,000 square feet of fill area25.00
7,001 to 22,500 square feet of fill area35.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Over 22,500 square feet of fill area50.00

Fill permit renewal—annually—if not delinquent0.00

Fire Prevention and Protection

Fire department services:

Reports—per copy10.00

Research—per hour (1 hour minimum)20.00

Old hose—per foot1.00

Coverage of a fire/EMS event—per person-per hour50.00 plus apparatus rate

Accident or fire photos—each—unless otherwise determined by fire chief10.00

Photos printed outside of agency—each—plus actual costs20.00

Environmental reviews—each20.00

Fireworks standby—per hour200.00

Training burns resulting in demolition2,500.00

Fire investigations—per hour100.00

Hazard material incidents:

Cost of response—see apparatus costs—plus cost of materials and supplies used.

Illegal/unauthorized burning response—per hour250.00

Out of control burn response:

Cost of response—see apparatus costs.

Vehicle accidents—per hour250.00

Extrication of patients from vehicle300.00

Spill control and clean-up100.00

Salvage calls—residential:

Labor—per hour150.00

Sump pump—each—per hour50.00

Salvage calls—commercial—per hour500.00

False alarms—received in one calendar year:

Second100.00

Increase in first alarm fee for each subsequent alarm100.00

Fireworks:

Use or possession with intent to use in the city:

First offense (plus costs):

Not less than200.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Not more than 400.00

Second and subsequent offenses (plus costs):

Not less than 300.00 per violation

Not more than 600.00 per violation

Sale or possession with intent to sell in the city:

First offense (plus costs):

Not less than 500.00

Second and subsequent offenses (plus costs):

Not less than 1,000.00 per violation

Apparatus rates: includes normal crew assignment

Engine—per hour 250.00

Aerial device—per hour 350.00

Rescue—per hour 150.00

Boat—per hour 150.00

Command unit 100.00

Forestry/brush truck 150.00

Solid Waste

Solid waste fees shall be as determined annually by the city council based on prior years' financial information.

Streets, Sidewalks and Other Public Places

Display of goods permit—each 0.00

Excavation permits:

Minimum charge—single continuous work area 10.00

Maximum charge—single continuous work area 500.00

Street openings—per square foot:

Newly constructed, reconstructed or repaved street 6.00

Paved streets 5.00

Gravel streets and shoulders 3.00

Construction areas (streets scheduled for full-depth construction) 5.00

Sidewalk openings—per square foot:

Concrete, brick, bituminous 1.50

Other openings:

1.00 for all other materials

Entrance permit—each 20.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Private propertyN/C

Inspection of improvements in developments:

Streets to be accepted by city—as percentage of estimated costs of required public improvements2%

Private streets—as percentage of estimated costs of required public-type improvements2%

Special exceptions—the greater of:

Minimum200.00

Percentage of public type improvements2%

Traffic and Vehicles

Parade or procession permit—each0.00

Parking in city owned parking lot and mechanics row parking garage—monthly45.00

Zoning

Zoning text amendments:

Base fee—each application400.00

Additional for required advertising—each application300.00

Zoning map amendments:

Base fee—each application400.00

Additional for required advertising—each application300.00

Zoning board—appeals, interpretation, variance, conditional use permit, etc.:

Base fee—each application150.00

Additional for required advertising—each application200.00

Site plan review:

Minor projects—interdepartmental/staff review—each application200.00

Major projects and subdivision of existing structures—planning board review/special exceptions:

Base fee—each application500.00

Additional for required advertising200.00

Site plan amendment:

Minor projects—staff approved amendments—each100.00

Major projects—planning board approved—amendments:

Base fee-each application100.00

Additional for required advertising200.00

Subdivision review—new lots and structures:

First three lots750.00

Each additional lot over three100.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Delegated review (in addition to site plan or subdivision fees when required)—includes one or all areas (stormwater, TMP, site law, etc.) 25% of the fee that would be charged by the state department of environmental protection and state department of transportation for the same permits based on state adopted fee schedules at the time of application.

Zoning conformance/rebuild letter—each 50.00

Independent professional review fees TBD

Engineering inspection fees TBD

Required advertising (unless otherwise specifically provided above) 100.00

Other General Information:

- Applicants are responsible for the cost of all public hearing advertisements and background checks required for various licenses. Failure to list that additional expense in the fee schedule shall not eliminate that requirement from the licensing process.
- Applicants are responsible for providing background checks, not older than 3 days prior to submission of application for all licenses that require such checks or, alternatively, applicants may pay \$100.00 to the city with the application to cover the cost of the background check.
- License fees established in this appendix include two routine or pre-operational inspections and one follow-up inspection. When additional inspections are required, the city may charge an additional \$100.00 per inspection to cover the costs of each additional inspection or visit.
- All first time applications must be made in person, unless otherwise specifically stated herein.
- All on-line licenses will receive a 10% discount unless otherwise indicated herein.
- No on-line renewal of liquor licenses, special amusement licenses, or tattoo or massage licenses is permitted.
- Residential construction. A veteran/widow/widower of a veteran or contractor on behalf of a veteran/widow/widower of a veteran seeking to build new construction or to rehabilitate an existing property will have all fees waived/reimbursed at time of permit approval. This applies to owner occupied single family and multifamily units, up to 3 unit structures. This does not apply to state fees administered by the city.
- Commercial construction. A veteran owned business* or subcontractor hired by a veteran owned business*, will be entitled to a 50% fee reduction/reimbursement for new construction or rehabilitation of an existing property at the time of permit approval. This does not apply to state fees administered by the city.
 - * Veterans honorably discharged from federal service, must present DD-214 to economic, and community development office for fees to be waived.
 - ** Veteran owned business as defined by the SBA being a corporation in which 51% of the shares of the company are owned by a veteran.

(Ord. No. 35-10182021, 11-1-2021; Ord. No. 48-12062021, 12-20-2021; Ord. No. 04-02072022, 2-7-2022)



City Council Ordinance

IN CITY COUNCIL

Amending the Code of Ordinances, Sec. 16-49. Security Systems and Appendix A Fees and Charges, Emergency Management and Services

Be it ordained, that the City Council hereby amends the Code of Ordinances, Sec. 16-49. Security Systems as follows:

Sec. 16-49. Application; false statements; issuance; transferability; permit fees.

(a) The application for a permit shall contain the following information:

(1) Name, business address, home address, business telephone number, and home telephone number of the person in whose name the permit is requested;

(2) Name, business telephone number, and home telephone number of two persons who are authorized and have agreed to receive notification at any time from responding police personnel to come to the alarm site within 30 minutes after receiving such notification;

(3) Classification of the alarm site as residential, commercial or banking institution;

(4) Purpose of the alarm (i.e. burglary, robbery);

(5) Any other information required by the chief to ensure compliance with all provisions of this article.

(b) The permit holder shall notify the chief of any change in the information contained in the application within five days of such change.

(c) If the application complies with all requirements of this article, the chief shall issue a permit upon receipt of a permit fee in the amount provided in the city fee schedule.

(d) Any false statement of a material nature made by an applicant for the purpose of obtaining a permit shall be grounds for denial of the issuance of the permit, or cancellation of the permit if it has been issued.

(e) A permit is not assignable or transferable to another person.

(f) A permit shall be valid until the property ownership is transferred or the system is eliminated. ~~for the period of January 1 through December 31 of the same year issued. However, if a permit is obtained after December 1, the permit shall be valid through December 31 of the~~

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

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

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



City Council Ordinance

~~next calendar year. Permits expire on December 31. After expiration, a new application must be made.~~

~~(g) Permit renewals for the next calendar year shall start on December 1 of the year of expiration. Renewals may be made on weekdays during normal business hours in person, by telephone, or by mail. A renewal fee in the amount provided in the city fee schedule will be charged if renewal occurs before expiration. There will be an additional charge in the amount provided in the city fee schedule for renewals made after December 31.~~

(Ord. of 10-1-2007(01), § 2.3)

Appendix A FEES AND CHARGES

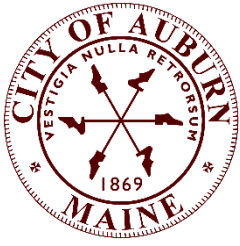
Emergency Management and Services

Security (alarm) system permit:

~~Initial issuance~~ Issuance 30.00

~~Annual renewal fee, if paid on or before December 31~~ \$5.00

~~Annual renewal fee, if paid after December 31~~ \$30.00



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

Ordinance: 24-12052022

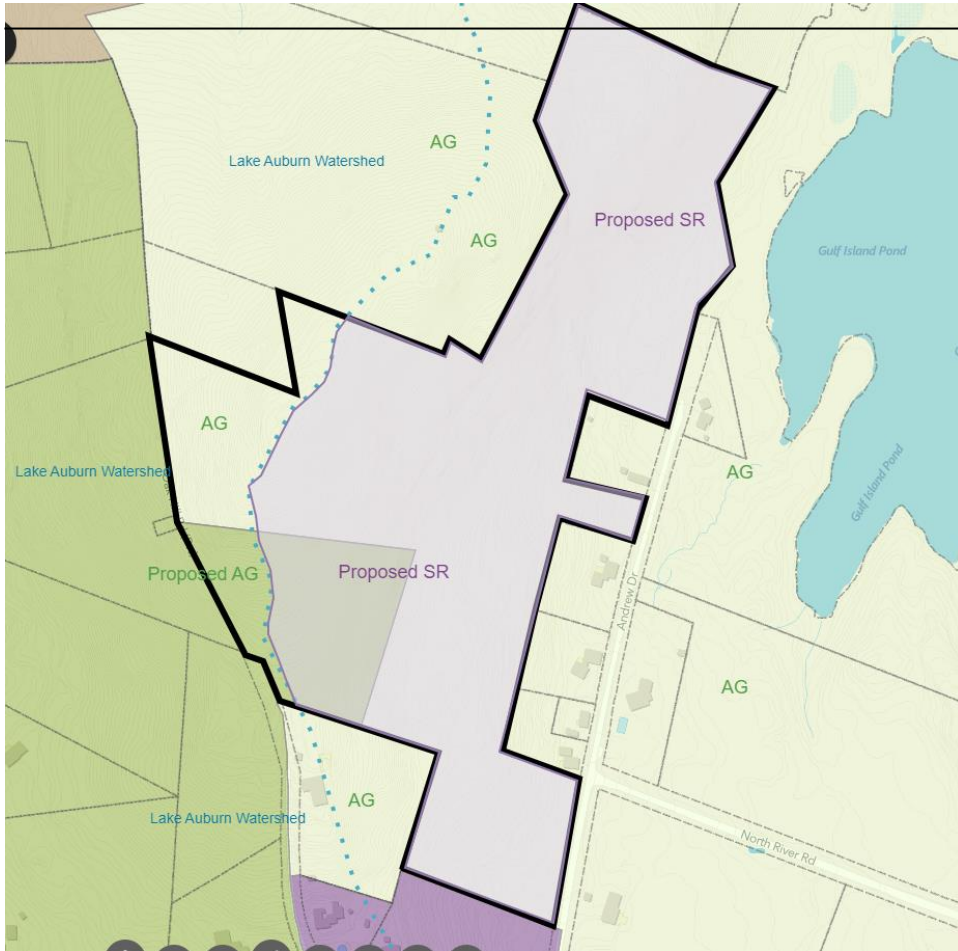
Author: Eric Cousens, Director of Planning and Permitting

Subject: First Reading on a Zone Change Petition for 150 Andrew Drive (Parcel I.D. 347-003)

Information: On January 10, 2023, The Planning Board held a public hearing and vote on a petition submitted to amend the areas outside the Lake Auburn watershed: 33 +/- acres of 38.22 total acres on 150 Andrew Drive (Parcel I.D. 347-003) from Agricultural and Resource Protection (AG), occupying 29.92 +/- acres, and Low-Density Country Residential (LDCR), occupying 3.57 +/- acres, zoning districts to Suburban Residential (SR). The remaining 4.73 +/- acres in the Lake Auburn Watershed District would remain protected through an AG zone designation. The proposal is pursuant to Chapter 60 Article XVII Division 2—Amendment to the Zoning Ordinance or Zoning Map.

The Board made a favorable recommendation to “recommend amending 33.49 acres of 38.22 total areas on 150 Andrew Drive (Parcel I.D. 347-003) from Agriculture and Resource Protection (AG), occupying 29.902 +/- acres, and Low-Density Country Residential (LDCR), occupying 3.57 +/- acres, zoning districts to Suburban Residential (SR). The remaining 4.73 +/- acres in the Lake Auburn Watershed District would remain protected through an AG zone designation as depicted in *figure 1*.”

Figure 1



City Budgetary Impacts:

Staff Recommended Action:

Staff suggests Council hold the first reading and vote to pass proposed map amendment in accordance with the Planning Board’s recommendation to amend 33.49 acres of 38.22 total areas on 150 Andrew Drive (Parcel I.D. 347-003) from Agriculture and Resource Protection (AG), occupying 29.902 +/- acres, and Low-Density Country Residential (LDCR), occupying 3.57 +/- acres, zoning districts to Suburban Residential (SR). The remaining 4.73 +/- acres in the Lake Auburn Watershed District would remain protected through an AG zone designation as depicted in *figure 1*.

Previous Meetings and History:

December 5, 2022 Council meeting and January 10, 2023, Planning Board Meeting

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: January 10, 2023, Planning Board Motion; Staff Report; Petition, Receipt, and Map; Sketch Map and Comp Plan overlay; Division 5-Suburban Residence District; Rural Residential Road Strips excerpt from the 2021 Comprehensive Plan; Slope Overlay Map; Resident submitted topographical map; Resident submitted culvert map



City of Auburn, Maine

Office of Planning & Permitting

Eric Cousens, Director

60 Court Street | Auburn, Maine

04210 www.auburnmaine.gov |

207.333.6601

To: Auburn City Council

From: Auburn Planning Board

RE: Planning Board Recommendation to City Council on Zone Change Petition for 150 Andrew Drive (Parcel I.D. 347-003)

Date: January 10, 2023

This is the report from the Planning Board regarding the above-described map amendments pursuant to Section 60-1496 of the City of Auburn Ordinances. After notice and Public Hearings held on November 15, 2022, the Planning Board forwards this report to the City Council.

Proposal: Petition/ Zone Change Request: Petition to amend the areas outside the Lake Auburn watershed: 33 +/- acres of 38.22 total acres on 150 Andrew Drive (Parcel I.D. 347-003) from Agricultural and Resource Protection (AG), occupying 29.92 +/- acres, and Low-Density Country Residential (LDCR), occupying 3.57 +/- acres, zoning districts to Suburban Residential (SR). The remaining 4.73 +/- acres in the Lake Auburn Watershed District would remain protected through an AG zone designation. The proposal is pursuant to Chapter 60 Article XVII Division 2— Amendment to the Zoning Ordinance or Zoning Map.

Motion: Stacey LeBlanc; Second: Paul Jacques

“I make a motion to recommend amending 33.49 acres of 38.22 total areas on 150 Andrew Drive (Parcel I.D. 347-003) from Agriculture and Resource Protection (AG), occupying 29.902 +/- acres, and Low-Density Country Residential (LDCR), occupying 3.57 +/- acres, zoning districts to Suburban Residential (SR). The remaining 4.73 +/- acres in the Lake Auburn Watershed District would remain protected through an AG zone designation as depicted in *figure 1*.”

Motion passes 5-2-0



City of Auburn, Maine

Office of Planning & Permitting

Eric Cousens, Director

60 Court Street | Auburn, Maine

04210 www.auburnmaine.gov |

207.333.6601

To: Auburn Planning Board

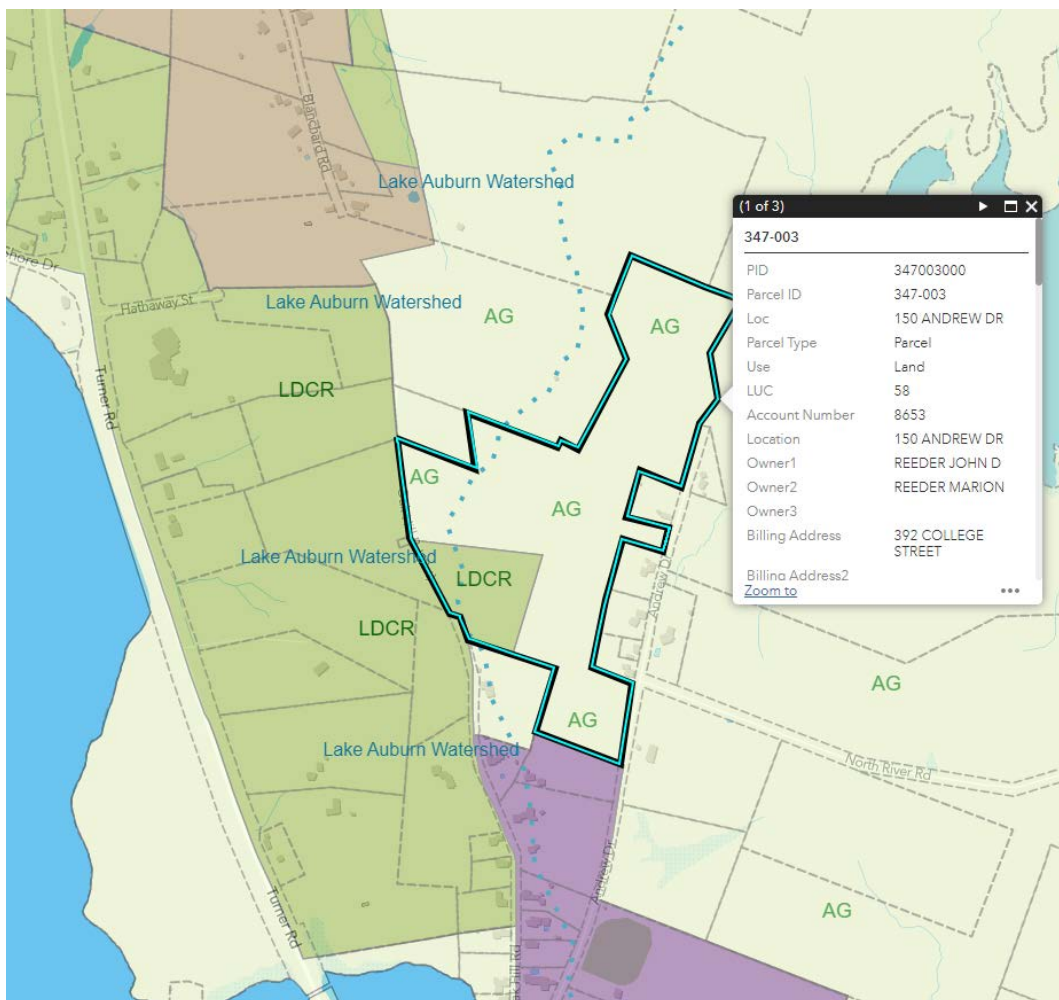
From: Katherine Cook, Planning Coordinator

Re: Zone Change Petition for 150 Andrew Drive (Parcel I.D. 347-003)

Date: January 10, 2023

I. Proposal: Petition/ Zone Change Request:

Petition to amend the areas outside the Lake Auburn watershed: 33 +/- acres of 38.22 total acres on 150 Andrew Drive (Parcel I.D. 347-003) from Agricultural and Resource Protection (AG), occupying 29.92 +/- acres, and Low-Density Country Residential (LDCR), occupying 3.57 +/- acres, zoning districts to Suburban Residential (SR). The remaining 4.73 +/- acres in the Lake Auburn Watershed District would remain protected through an AG zone designation. The proposal is pursuant to Chapter 60 Article XVII Division 2—Amendment to the Zoning Ordinance or Zoning Map.



Materials:

1. January 10, 2023, Staff Report
2. Petition, Receipt and Map
3. Sketch Map with Comp Plan Overlay
4. Division 5 Suburban Residence District
5. Comprehensive Plan Excerpt on Residential Strips

II. Background:

Amendments to the zoning ordinance, including the zoning map, may be initiated by the Planning Board on its own initiative or upon request by the City Council or by a petition signed by not less than 25 registered voters of the city (Ord. of 9-21-2009, Sec. 8.1A)

One of the primary tests of a zone change is its conformance with the Comprehensive Plan.

The 2021 Comprehensive Plan provides two standards and mechanisms to consider if rezoning the parcel is logical. The first Comprehensive Plan supported option to approach this proposal is to rezone the area of the parcel proposed in the petition as an expansion of an existing historic core as referenced in the Comprehensive Plan:

“The Future Land Use Plan shows graphically how the City’s land use policies apply to the land area of the community, and where and how growth and development should and should not be accommodated over the next decade. The Future Land Use Plan is not a zoning map. It is intended to show, in a general sense, the desired pattern of future land use and development. The intention is that this Future Land use Plan will guide near-term revisions to the City’s zoning ordinance and maps to assure that the City’s land use regulations are consistent with the policies set forth in this Comprehensive Plan. In addition, by designating transitional districts, the Future Land Use Plan is designed to guide future zoning changes when the circumstances become appropriate.

This Future Land Use Plan reaffirms the basic objective of land use planning, that development in Auburn should grow out from the historic cores (downtown, Danville, New Auburn, West Auburn, and East Auburn) and from older established neighborhoods. This policy was originally set forth in the City’s first Comprehensive Plan over held a century ago and has continued to guide the City’s land use planning ever since. We continue to believe that growth out from the downtown core and older established neighborhoods provide the most efficient utilization of city services,” (Ch. 2 P. 86).

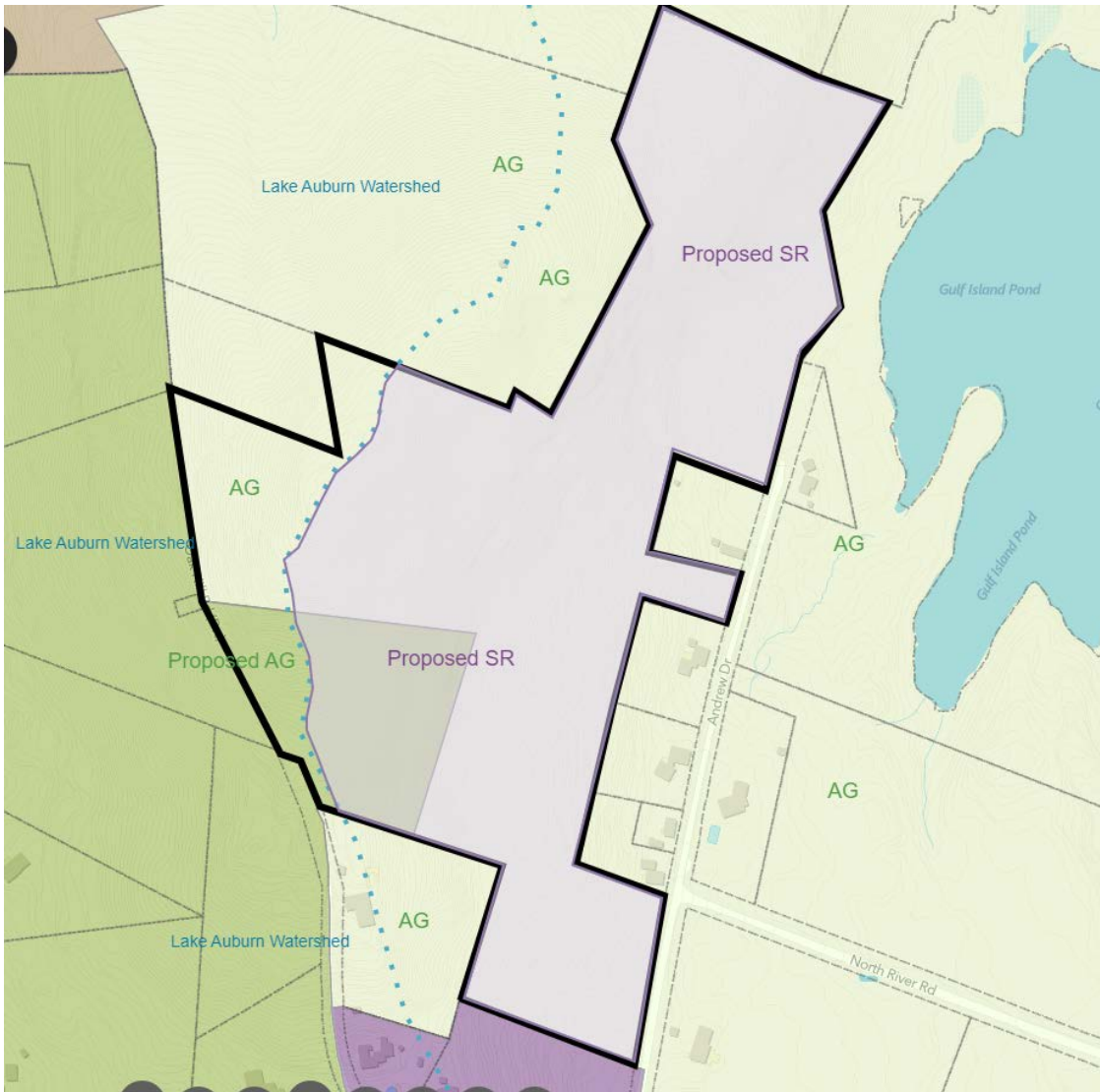


Figure 1—First Comprehensive Plan suggested change—the change requested in the petition.

The second Comprehensive Plan supported mechanism the Board could employ to approach this proposal is to apply residential strip zones. One of these criteria are the existence of an established residential pattern. An established residential pattern means at least six to eight homes per half mile counting both sides of the road. The road meets the criteria with seven homes in a quarter mile. The Comprehensive Plan guides the city to also consider “reserve area adjacency” (maintained as undeveloped for the purpose of a different use in the foreseeable future) and “natural resource adjacency” (areas with significant natural value) as reason to not provide a residential strip zone. Part of the parcel has slopes of over 25%, where a residential strip should not be placed according to the comprehensive plan. Residential strips adjacent to Agriculture and Resource Protection land in Auburn are commonly 450 ft. deep measured from the centerline of the road.

The existing lots on Andrew Drive are approximately 240 ft- 250 ft deep measured from the centerline of the road.

If they opt to pursue the residential strips option, the Board could recommend rezoning 21.06 +/- acres instead of 33.49 +/- acres requested in the petition. This reduced acreage avoids some of the steepest slopes at the southerly edge of the parcel but does include steep slopes as shown on the attached overlay map. 12 +/- acres would remain in AG and 4.66 +/- acres would remain in LDCR as shown on the map below.

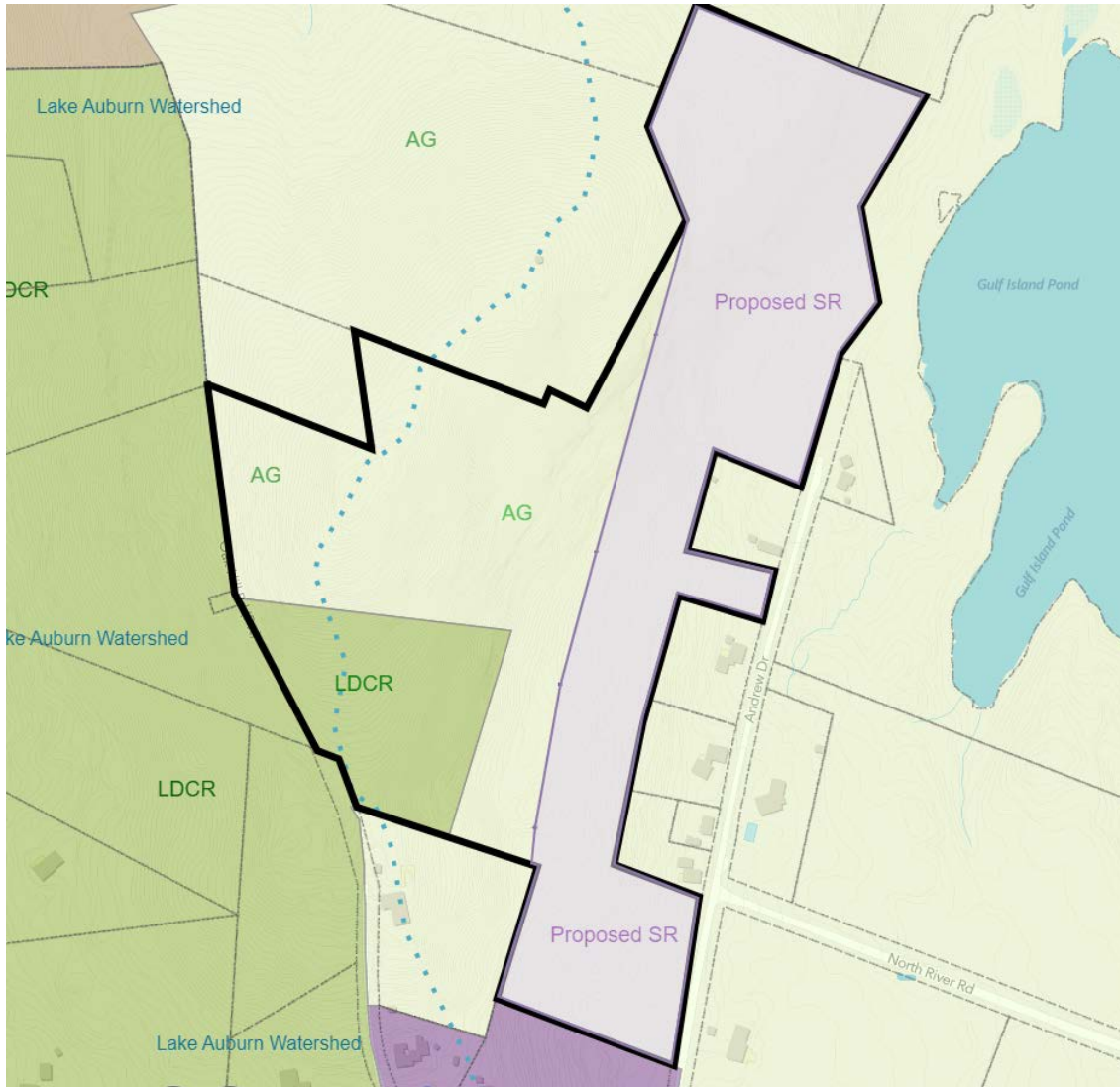


Figure 2—Option for Zone Change reflecting approximately 450' residential strip, supported by 2021 Comprehensive Plan.

Andrew Drive is adjacent to Gulf Island Pond where a public boat launch was proposed by the city in the past. At the time, the proposal was rejected because of safety concerns on Route 4. This summer, considerable safety upgrades have been made on the road addressing the original concerns that prevented the boat launch. As the Board considers rezoning 150 Andrew Drive, they may also consider rezoning the easterly side of the road abutting the river to SR to allow for future public access.

If the Board determines that residential strip zones should be extended on Andrew Drive, they may initiate a zone change in the future to rezone the five remaining parcels on the westerly side

of Andrew Drive from AG to SR and an additional 450 ft. strip from AG to SR on the easterly side of Andrew Drive beginning at Parcel I.D. 337-021, 101 Andrew Drive, or as determined by the Board and Council. If they pursue this, the board may decide to change the portion of the parcel in question currently zoned as LDCR to AG. The purpose of these subsequent changes would be to create a strip zone consistent with the Comprehensive Plan allowing for riverfront access thereby enhancing the neighborhood with waterfront recreational activity. The other purpose the subsequent zone change would be to convert land within the watershed to Agriculture and Resource Protection which is currently in LDCR. Below is a rendering of this future possible zone change.

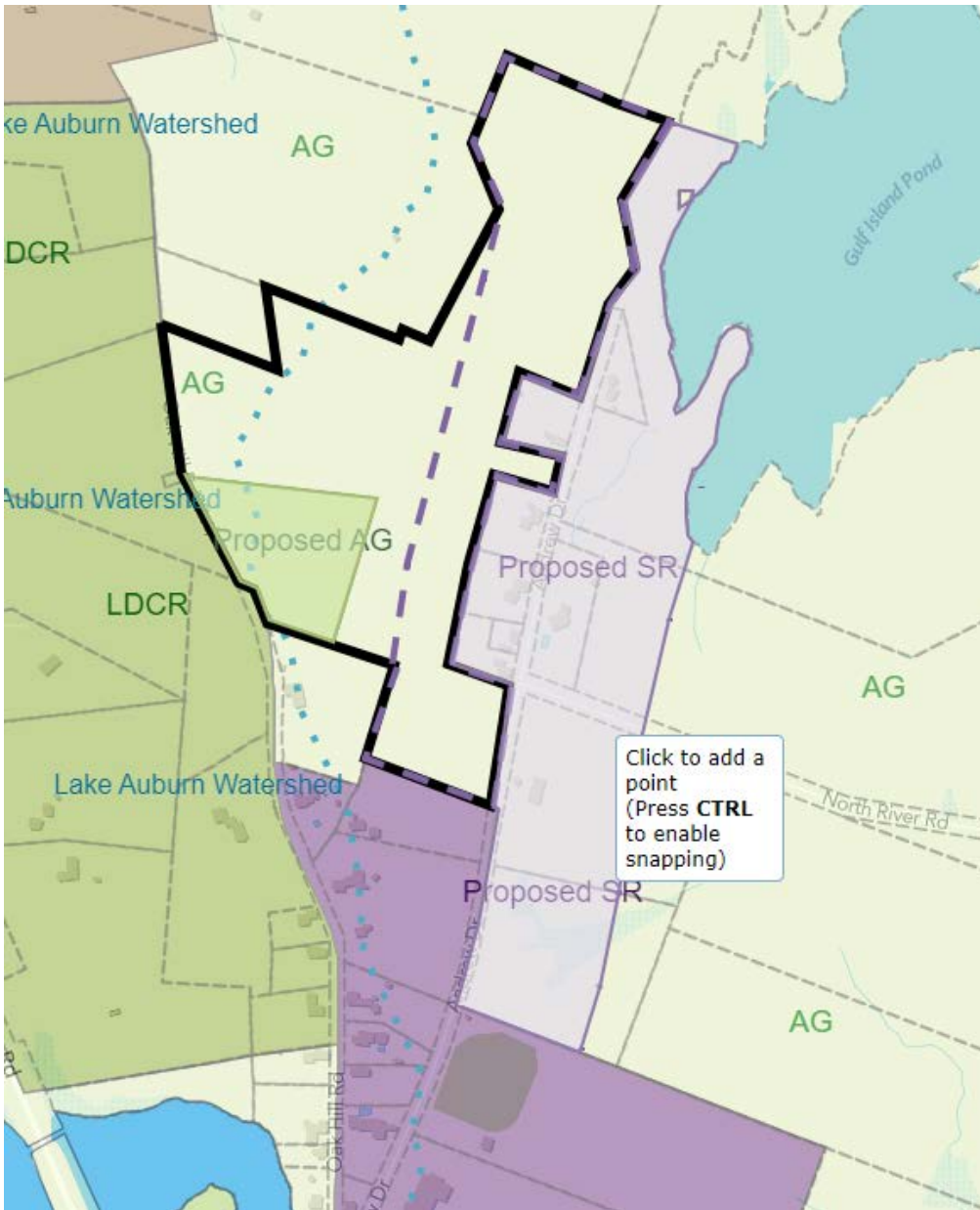


Figure 3—Possible future change; not part of this petition.

The Board could instead opt to change the existing Low-Density Country Residential to Suburban Residential zoning or leave it as LDCR it is now rather than designating it AG.

Planning Board Action:

Staff recommends that the planning board hold a Public Hearing and decide whether it is a better fit to make a motion to change 33.49 +/- acres as petitioned, change 21.06 +/- acres as a residential strip zone, or decide to take another route.

III. Suggested Finding of Fact:

1. The applicant submitted rezoning petitions and signatures, City Zoning maps with Parcels identified, 500' abutters list, and plans on October 3, 2022, thus meeting the time frame and submission standards (Sec. 60-1446).
2. The proposal can be implemented without detriment to city resources.
3. The proposal meets the general future land use plan pattern of development and is consistent with the current comprehensive plan.
4. The zone change will occur outside the Lake Auburn watershed.

IV. Department Review:

N/A

V. Suggested Motion:

- A. I make a motion to recommend amending 33.49 acres of 38.22 total areas on 150 Andrew Drive (Parcel I.D. 347-003) from Agriculture and Resource Protection (AG), occupying 29.902 +/- acres, and Low-Density Country Residential (LDCR), occupying 3.57 +/- acres, zoning districts to Suburban Residential (SR). The remaining 4.73 +/- acres in the Lake Auburn Watershed District would remain protected through an AG zone designation as depicted in *figure 1*.

OR

- B. I make a motion to change 21.06 +/- acres of the 38.22 total acres on 150 Andrew Drive (Parcel I.D. 347-003) from Agriculture and Resource Protection (AG) to Suburban Residential (SR) outside the Lake Auburn watershed, following the map depiction in *figure 2*.

REZONING PETITION

We, the undersigned registered voters of the City of Auburn, do herein petition the City of Auburn to amend the Agricultural/Rural zoning portion of the zoning ordinance on (PID 347-003) to allow for a Zone change of Agriculture & Resource Protection Zone to Suburban Residential to support residential opportunities in an otherwise residential neighborhood along Andrews Drive and Oak Hill Road. The property has not been in agricultural use for the last 30 years. The lot is outside the floodplain. Of the 38.22 total acres, approximately 4.73 acres lies in the Lake Auburn Watershed District and would remain protected. Only the remaining 33.49+/- acres is recommended for a Zone change.

Print Name	City of Auburn Legal Address	Signature
Bridget Shea	126 Sunderland Dr	
Kimberly Jalbert	1100 Stone Rd	
Greg Jalbert	1100 Stone Rd	
Lisa Whitman	15 Par Four Dr	
Heather Hill	116 Cook St. #2	
William Arenalte	377 Beech Hill Rd	
Rorie Kano	53 Andrea Lane	
Tom Supter	29 Viste Dr	
Victoria Langley	89 Vista Dr. Auburn	
Marissa Moreau	217 Third St	
Cott Beube	18 Hillsdale St	
Karen Boucher	203 Hackell Rd	
Brian Boucher	65 Jennifer Dr	
Carrie Whitman	65 Jennifer Dr	
Anthony Forchion	37 Rafael St	
Samy Royer	204 Beech Hill Rd	
Shannon Chalko	250 Summer St Auburn	
Sp Smith	42 E Bates Auburn	
Tom Howaniec	150 Cedarwood Rd	
Barbara Howaniec	134 Nottingham Rd	
Karen Mathieu	9 Amberley Way	
Michael J. Mathieu	9 Amberley Way	
Lana Cassidy	94 Amberley Way	
Green Cassidy	94 Amberley Way	
MARVIE DUBOIS	138 FAIRVIEW AVE	
Jessica Samsom	60 Langdon Ct Aub	
Amy Landry	78 Bnardiff Knoll Aub	

Note * Twenty-five (25) registered Auburn voters' signatures are required on the petition (it is suggested that you get at least 35-40 signatures in case some signatures cannot be read or they are disqualified for some other reason).

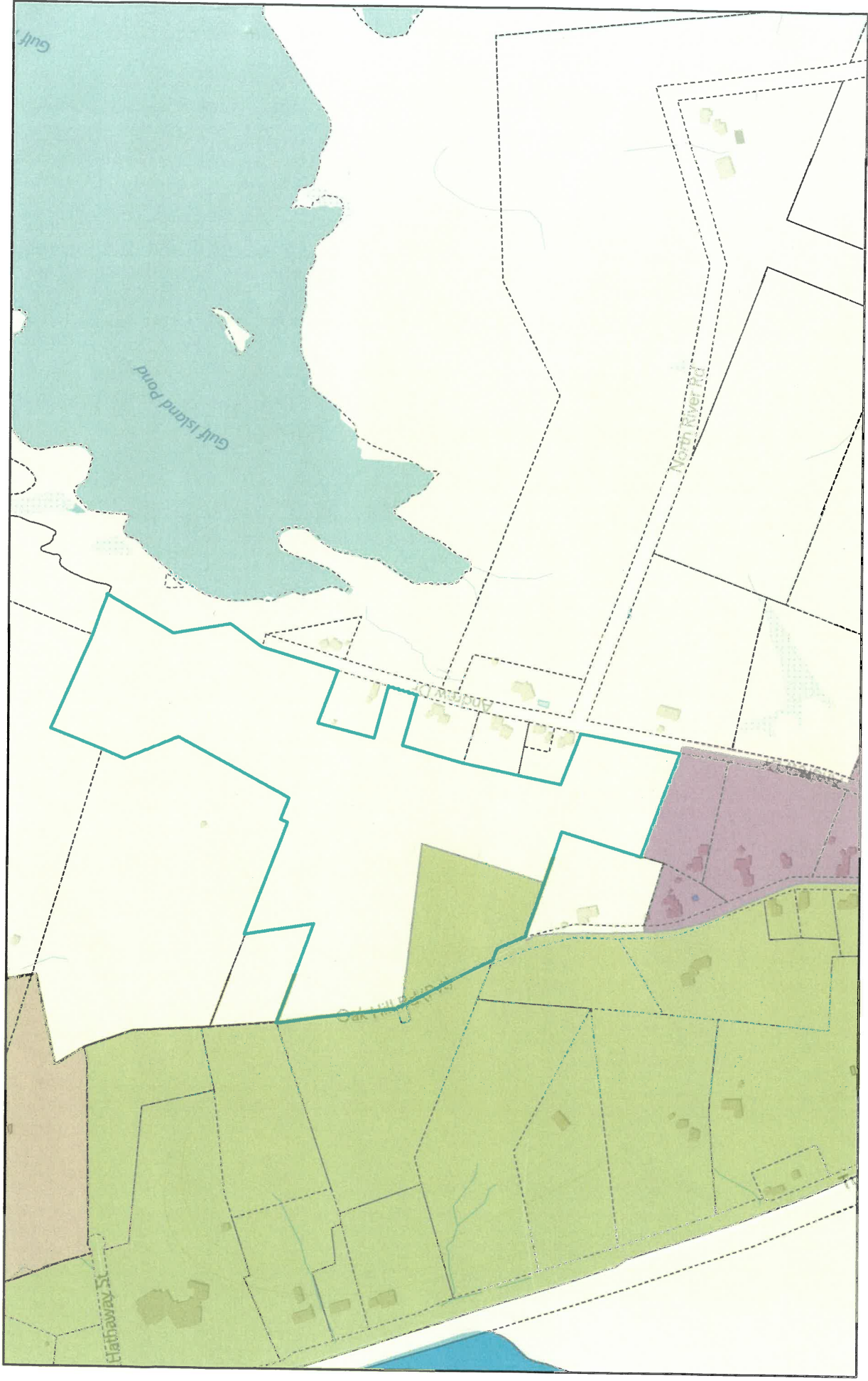
DA

Alexis F. Pepin
10/03/2022

Valid: 26

Invalid: 2

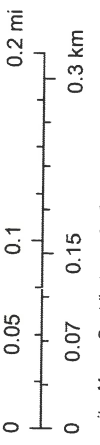
ArcGIS Web Map



9/9/2022, 1:52:27 PM

1:9,028

- Current Parcels _ Public
- Auburn Zoning
- LDCR - Low Density Country Residential
- RR - Rural Residential
- SR - Suburban Residential



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60 Court Street
Auburn, Maine 04210
Tel: (207) 333-6601 ext. 1158
Fax: (207) 333-6625

RECEIPT

BILL TO:
John Reeder

Receipt Number: TRC-018898-03-10-2022

Date: 10/03/2022

Amount

PRIMARY FEES

Invoice Number: 18315

PL: Advertising - ZO/MA

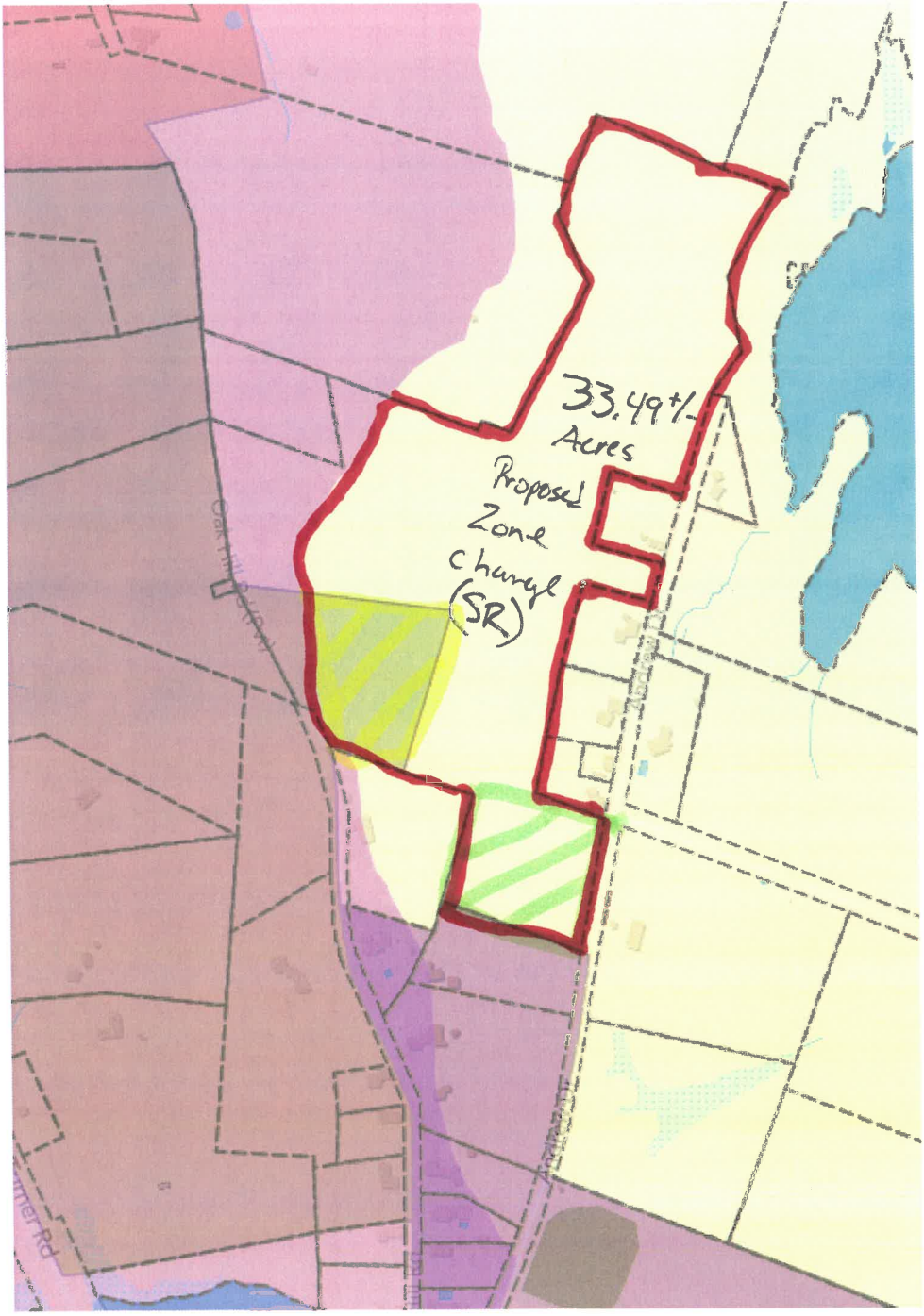
\$300.00

PL: Map Amendment

\$400.00

PAYMENTS RECEIVED

Date	Payment Method	Check Number	Amount Received
10/03/2022	Check	1175	\$700.00
	Total Payment		\$700.00
	Change Due		\$0.00



- Proposed Parcel Zone change
- Growth Area
- Limited growth Area

DIVISION 5. SUBURBAN RESIDENCE DISTRICT

Sec. 60-254. Purpose.

This district is intended to provide for, protect and stabilize low density suburban residential areas and their adjunct public and institutional uses. It is designed to ensure an open character of development through its lot size requirements and through permitting of certain uses, rural in nature, that are compatible with residential uses.

(Ord. of 9-21-2009, § 3.42A)

Sec. 60-255. Use regulations.

(a) *Permitted uses.* The following uses are permitted:

- (1) One-family detached dwellings.
- (2) Two-family dwellings.
- (3) Attached single-family dwellings, provided that they are approved by the planning board as part of a planned residential unit development and subdivision, under the provisions of division 9 of article IV and division 4 of article XVI of this chapter.
- (4) Mobile home parks, subject to the requirements and conditions of section 60-669, mobile home park standards.
- (5) Farming of field crops, row crops, orchards or truck gardens.
- (6) Greenhouses.
- (7) Licensed veterinarians, provided that the lot containing same is of at least three acres.
- (8) Farm, livestock provided that the land area required per animal unit conforms to the definition of farm, livestock contained in section 60-2 and:
 - a. A site plan be submitted to the municipal officer charged with enforcement that contains the information required by section 60-1301.
 - b. Upon request, the municipal officer charged with enforcement may waive the necessity of providing any of the foregoing information which is not relevant to the proposed development.
 - c. In judging whether or not a permit to operate an animal farm will be issued, the municipal officer charged with enforcement shall review and make a decision consistent with the finding requirements of section 60-1304.
- (9) Wayside stands.
- (10) Accessory uses, buildings or structures.
- (11) Lawn maintenance services.
- (12) Municipal uses and buildings.

-
- (b) *Special exception uses.* The following uses are permitted by special exception after approval by the planning board in accordance with division 3 of article XVI of this chapter:
- (1) All uses permitted by special exception in the Rural Residence (RR) District, except those uses allowed by section 60-229(b)(3), (9), (11) and (12).
 - (2) Professional offices may be created within existing single-family residences in existence at the time of adoption of this chapter, provided the following conditions are met:
 - a. Such residences shall have frontage on a major arterial as defined in the city's comprehensive plan.
 - b. Access to parking shall be located on the arterial frontage except for corner lots, in which case access may be located on the secondary roadway frontage.
 - c. In addition to meeting the requirements of article V of this chapter, required parking shall be separated from all lot lines by a buffer of 30 feet in width. Such buffer shall be vegetated in a manner to fully screen parked vehicles from view at the lot lines. A driveway serving such a parking area must be separated from the side lot line by a sight impervious fence of six feet in height or a buffer of ten feet in width meeting the vegetation requirements of this subsection (b)(2)c.
 - d. Signage shall be limited to a single nonilluminated sign with a maximum of 16 square feet of display per side.
 - (3) Adaptive reuse of structures of community significance.

(Ord. of 9-21-2009, § 3.42B; Ord. No. 05-04032017, § 2, 4-24-2017; Ord. No. 11-03012021, §§ 15—17, 3-15-2021)

Sec. 60-256. Dimensional regulations.

All structures in this district, except as noted, shall be subject to the following dimensional regulations:

- (1) *Minimum lot area, width and depth.* No lot shall be created and/or no building shall be erected on a lot containing less than 21,780 square feet, and measuring less than 150 feet in width; and measuring less than 125 feet in depth.
- (2) *Density.* The density of dwelling units shall not exceed an average of two dwellings per acre.
- (3) *Yard requirements.*
 - a. *Rear.* There shall be behind every building a rear yard having a minimum depth of 25 feet or 25 percent of the average depth of lot, whichever is less.
 - b. *Side.* There shall be a minimum distance of five feet between any building and the side property line plus the side yard setback shall be increased one foot for every five feet or part thereof increase in street frontage over 50 feet to a maximum of 15 feet for side yard setback.
 - c. *Front.* There shall be in front of every building a front yard having a minimum depth of 25 feet or 25 percent of the average depth of the lot whichever is less.
- (4) *Height.* The height of all structures shall be limited to 2½ stories or 35 feet in height with the following exceptions: A farm accessory building or structure, church or temple, or windmill may have a maximum height of 65 feet from grade, provided that the front yard, rear yard and each of the side yards shall be increased by one foot for each foot in height in excess of 35 feet.
- (5) *Off-street parking.* Off-street parking spaces shall be provided in accordance with the requirements for specific uses as set forth in article V of this chapter.

(Ord. of 9-21-2009, § 3.42C; Ord. No. 11-03012021, § 18, 3-15-2021)

Secs. 60-257—60-275. Reserved.

shoreland zoning under state law. It establishes water body setback requirements and performance standards and is being updated to reflect current state requirements.

3. RURAL RESIDENTIAL ROAD STRIPS

The city has historically zoned narrow strips of land along some rural roads for low density residential development. These strips represent a compromise between the City's goal of limiting residential development in rural areas, and existing conditions along these rural roads. As part of the development of the Future Land Use Plan (see Chapter 2), the City conducted a comprehensive review of where residential strips should and should not be created based upon the following set of criteria. The considerations outlined below apply sequentially – first to identify where strips are appropriate based on current land use patterns, and then to work through where residential strips are inappropriate based on a variety of considerations.

Consideration #1 – Established Residential Pattern

A residential strip **may be provided** along a rural road where there is an established pattern of residential uses along the road. An established residential pattern means at least 6-8 homes per half mile counting both sides of the road. In general, both sides of a road should have a residential strip unless there is a significant reason not to allow residential development based on the following considerations.

Consideration #2 – Reserve Area Adjacency

A residential strip **should not be provided** along a rural road if the area adjacent to the road is a "reserve area" where the objective is to maintain the land as undeveloped to allow for its conversion to a different use in the foreseeable future. There should be some realistic expectation that something will occur that will change the desired land use for the area in the future.

Consideration #3 – Natural Resource Adjacency

A residential strip **should not be provided** along a rural road if the area adjacent to the road has significant natural resource value. Areas with significant natural value include areas that are zoned Resource Protection or are high value wetlands, 100 Year floodplains, significant wildlife habitats, and areas with steep slopes (>25%).

Consideration #4 – Conservation/Open Space Adjacency

A residential strip **should not be provided** along a rural road where the adjacent land is protected open space, or where there is a reasonable expectation that the land will be preserved as open space in the foreseeable future, and residential development is inconsistent with that open space use.

Consideration #5 -- Ability to Provide Public Services

A residential strip **should not be provided** along a rural road if residential development will tax the City's ability to provide municipal services as indicated by the following:

- The road is a gravel or dirt road
- The road is a poorly maintained paved road that will need to be improved to support residential development along it

Consideration #6 – Water Quality Protection

A residential strip **should not be provided** along rural roads with undeveloped frontage that are in the watershed of Lake Auburn unless such development will not have an adverse impact on the lake's water quality.

The Future Land Use Plan (see Chapter 2) shows the areas where low density residential development is proposed to be allowed along rural roads based on these criteria. These criteria should be used in the future to review the areas designated as residential strips as conditions change, or to review property owner-initiated requests for rezoning.

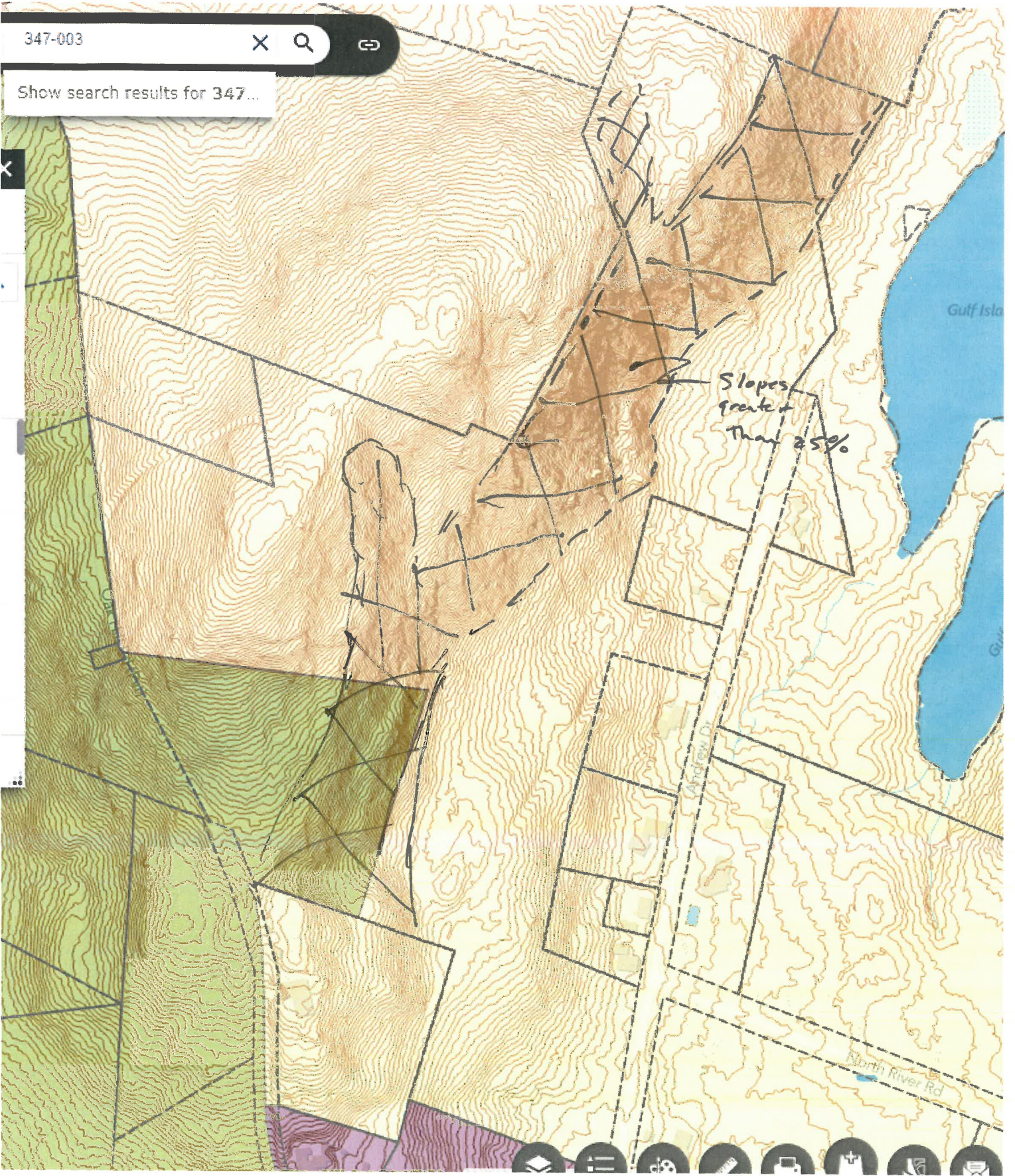
4. NEIGHBORHOOD BUSINESS DISTRICTS

The city has several neighborhood businesses that are located within residential neighborhoods. It is the City's policy to support the retention and improvement of these businesses since they offer a valuable service to the City's residents. It is also the City's policy to encourage the owners of these properties to reinvest in maintaining and improving these buildings. To accomplish these objectives, the Future Land Use Plan (see Chapter 2) designates these properties as Neighborhood Business Districts. The standards for these districts allow the existing nonresidential use to be maintained and improved if it is compatible with the surrounding neighborhood. The standards also allow for replacing an existing use with a new nonresidential use (other than service stations and auto service facilities) if it is appropriate for the neighborhood. The primary objective in creating these districts is to encourage the retention of these neighborhood businesses. If the property includes nonresidential space, whether occupied or not, the property should remain in the Neighborhood Business District to allow re-occupancy

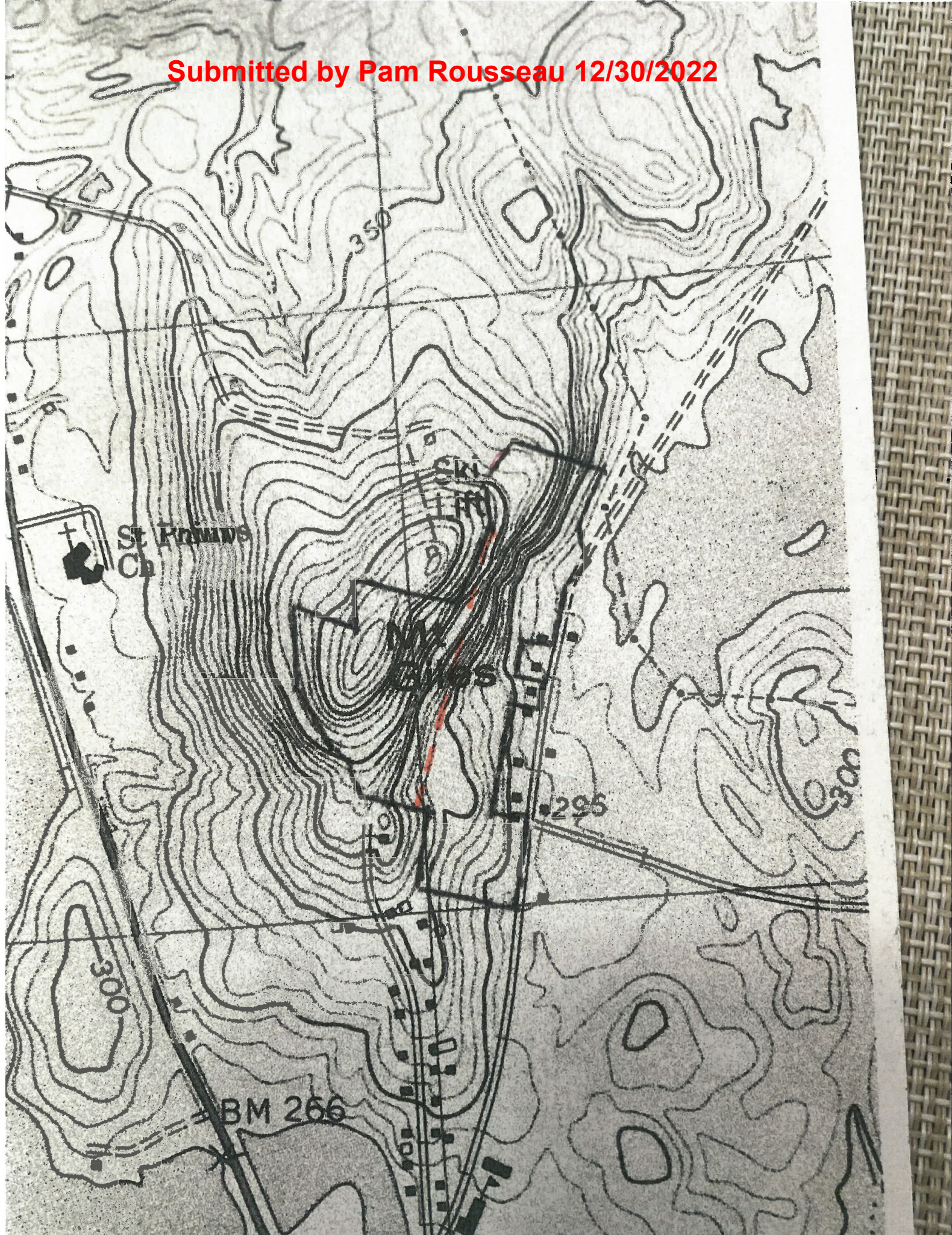
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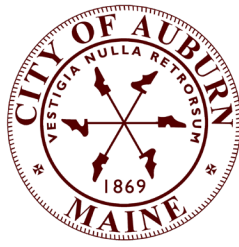
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Submitted by Pam Rousseau 12/30/2022







City Council Ordinance

IN CITY COUNCIL

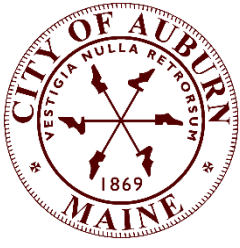
Zoning map amendment changing 33.49 +/- acres of the 38.22 total acres on the 150 Andrew Drive (Parcel I.D. 347-003) from Agriculture and Resource Protection (AG) and Low-Density Country Residential (LDCR) zoning districts to the Suburban Residential (SR) zoning district.

Be it ordained, that the City Council approve the zoning map amendment changing 33.49 +/- acres of the 38.22 total acres on the 150 Andrew Drive (Parcel I.D. 347-003) from Agriculture and Resource Protection (AG), occupying 29.92 +/- acres, and Low-Density Country Residential (LDCR), occupying 3.57 +/- acres, zoning districts to the Suburban Residential (SR). The remaining 4.73 +/- acres in the Lake Auburn Watershed District would remain protected through an AG zone designation as shown on attached map.

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

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

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

Order: 18-01172023

Author: Eric Cousens, Director of Planning and Permitting

Subject: Order for Staff to draft Text and Map amendments for consideration, Public Hearing and recommendation by the Planning Board that will prohibit any future residential structures and animal farms within the portion of the Lake Auburn watershed zoned "Agriculture and Resource Protection." This should be accomplished by creating a new Resource Protection and/or Conservation zoning district with the specific purpose of conservation and protection of natural resources, open spaces and public purposes and use as suggested by the 2010 Comprehensive Plan and the 2021 Comprehensive Plan Update.

Information: Consider the directive in the attached order and vote to forward to Planning Board. With approximately 70% of the land within the Lake Auburn Watershed, within Auburns municipal boundaries, in the Agriculture and Resource Protection zoning District, this change would solidify the housing prohibitions in the AGRP zone and remove a use from the district that experts consider to be a significant threat to water quality, animal farms. In the City's continuing effort to pursue strong, transparent, easier to understand watershed protection regulations that reduce development potential and hold any developments within the Lake Auburn Watershed to a higher science-based standard for phosphorus control and wastewater disposal, this would be a significant guarantee of protection for the Lake Auburn watershed.

City Budgetary Impacts:

Staff Recommended Action:

Staff suggests Council vote to forward the order to the Planning Board.

Previous Meetings and History:

None

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: ORDER



City Council Order

IN CITY COUNCIL

Whereas, The City of Auburn continues to take bold steps in the protection of Lake Auburn.

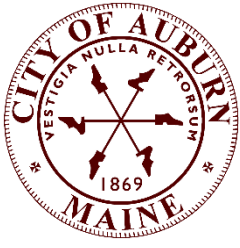
Whereas, The city is pursuing transparent, easier to understand watershed protection regulations that reduce development potential and hold any developments within the Lake Auburn Watershed to a higher science-based standard for phosphorus control and wastewater disposal that has been historically required.

Whereas, Consultant, FB Environmental, hired by the City have recognized the existing prohibitions on housing in the AGRP Zoning District as an effective tool, with no new homes built accessory to farms in the Watershed in over the past 15+ years, LAWPC peer reviews have questioned the approach as still not an absolute prohibition of new homes. Consultant reviews have also identified potential animal farms as a threat to water quality.

Whereas, approximately 70% of the land within the Lake Auburn Watershed, within Auburns municipal boundaries, is in the Agriculture and Resource Protection zoning District.

Whereas, addressing this concern meets the objectives of the City of Auburn to have strong, clear and science-based protections utilizing best practices for development controls, phosphorus treatment and wastewater disposal standards that exceed past practices to protect the water quality of Lake Auburn.

BE IT ORDERED, that the City Council hereby directs Staff to draft ordinance Text and Map amendments for consideration, Public Hearing and recommendation by the Planning Board that will prohibit any future residential structures and animal farms within the portion of the Lake Auburn watershed zoned “Agriculture and Resource Protection.” This should be accomplished by creating a new Resource Protection and/or Conservation zoning district with the specific purpose of conservation and protection of natural resources, open spaces and public purposes and use as suggested by the 2010 Comprehensive Plan and the 2021 Comprehensive Plan Update.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 17, 2023

Order: 19-01172023

Author: John Blais, Deputy Director of Planning and Permitting

Subject: Order for Staff to draft Text amendments for consideration, Public Hearing and recommendation by the Planning Board that will prohibit any new first time Subsurface Wastewater Disposal systems within 300' of Lake Auburn.

Information: Consider the directive in the attached order and vote to forward to Planning Board. In the City's continuing effort to pursue strong, transparent, easier to understand watershed protection regulations that reduce development potential and hold any developments within the Lake Auburn Watershed to a higher science-based standard for phosphorus control and wastewater disposal, this would be an added guarantee of protection for Lake Auburn watershed. Current ordinance prohibits SSWW systems in very well drained coarse soils within 300' of the Lake and tributaries. The draft recommended by Planning board increases that to 400' in specific soils. This proposal would add a prohibition of new SSWW systems within 300' of the Lake, regardless of soil type, and was recommended by peer review consultants hired by the Lake Auburn Watershed Protection Commission and is supported by FB Environmental's 2021 watershed analysis.

City Budgetary Impacts:

Staff Recommended Action:

Staff suggests Council vote to forward the order to the Planning Board.

Previous Meetings and History:

None

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: ORDER, draft ordinance language.

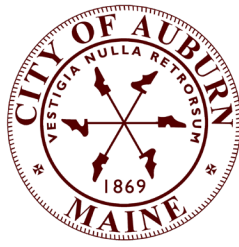
Sec. 60-952. Use and environmental regulations.

- (a) *Agricultural uses.* All uses of land for chicken farms, cattle farms, horse farms, egg farms, piggeries, sheep farms, stables, crop farming and other agricultural purposes shall be subject to the approval of the city water district. Such approval shall be granted upon a showing that such uses will not cause groundwater contamination or contaminate or disturb the normal course of surface water runoff.
- (b) *Residential dwellings in the agriculture and resource protection zoning district.* Notwithstanding subsections 60-145(a)(1), 60-145(b)(18) and 60-146(1)(c), one-family detached dwellings are only permitted in the Lake Auburn Watershed District on parcels containing no less than ten acres, provided that the dwelling is accessory to farming operations and subject to the following restriction: at least 50 percent of the total annual household income of the farm occupants living in the farm residence will be derived from farm uses.
- (c) *Agricultural buffer strip.* Where land adjoining Lake Auburn or its perennial tributaries is tilled for agricultural purposes, an untilled buffer strip 50 feet wide shall be retained between the tilled area and the normal high-water mark. This subsection (c) shall not be interpreted as permitting agricultural tillage in any zoning district in which it is not otherwise permitted.
- (d) *Municipal and manure sludge disposal.* All spreading and disposal of municipal sludge shall be accomplished in conformance with the Rules of Municipal Sludge Utilization on Land, published by the department of environmental protection in September, 1980. All spreading and disposal of manure shall be accomplished in conformance with Maine Guidelines for Manure and Manure Sludge Disposal on Land, published by the Life Sciences and Agriculture Experiment Station and the Cooperative Extension Service, University of Maine at Orono, and the Maine Soil and Water Conservation Commission in July, 1972.
- (e) *Erosion control.* The following provisions shall be observed for the control of erosion in the Lake Auburn Watershed:
 - (1) Any earth cutting, moving or removal activities that will result in erosion or runoff which is likely to increase sedimentation of Lake Auburn, or any tributaries or other water bodies in the watershed are prohibited.
 - (2) Vegetative cover shall not be removed except in a manner which will minimize erosion. Harvesting of trees shall be permitted only after a plan prepared by a qualified forester is submitted to and approved by the water district. Such plan will be approved or disapproved on the basis of its conformance with good watershed management practice for domestic water supplies.
 - (3) Trees may be cleared, provided the cleared areas are covered with other vegetation, for approved construction and landscaping. Where such clearing is extended to the shoreline, a cleared opening or openings not greater than 30 feet in width for every 100 feet of shoreline (measured along the high-water mark) may be created in the strip extending 50 feet inland from the normal high-water mark. For purposes of this section, clearing is the removal of adjacent dominant trees which extend into the canopy and shrubs within ten feet of the shoreline. Where natural vegetation is removed, it shall be replaced with other vegetation which is equally effective in retarding erosion and preserving natural beauty. When the vegetative cover is changed in areas greater than three acres, a plan shall be filed with the city water district indicating the changes so that a record can be maintained of watershed water yields to the system.
- (f) *Private sewage disposal systems.* The following regulations shall be adhered to in the development of private sewage disposal systems in the Lake Auburn Watershed:
 - (1) Subsurface absorption areas shall not be permitted on sites on which the highest seasonal groundwater table, bedrock, or other impervious layer is less than 36 inches below the bottom of the organic horizon. Not less than 24 inches of suitable soil shall be present below the bottom of the

subsurface absorption area. The bottom of such subsurface absorption area shall not be less than 12 inches below the bottom of the organic horizon measured from the lowest point on the subsurface absorption area.

- (2) ~~No subsurface absorption area shall be installed closer than 400 feet w~~Within areas containing soils described as deep, ~~loose~~ and sandy or gravelly and which contain ~~more than 70 percent sand or gravel outwash or stratified drift~~ as shown on table ~~4D (profiles 5 or 6 and some 11) of the State of Maine Subsurface Wastewater Disposal Rules 10-144, Chapter 241.9-3 of the state plumbing code, part II (April 25, 1975), N~~o subsurface absorption area shall be installed closer than 300 feet to the normal high-water mark of ~~Lake Auburn any lake, pond, or year-round or intermittent stream~~. Where the daily sewage flow is or is reasonably likely to be in excess of 2,000 gallons, the system shall be located at least 1,000 feet from the normal high-water mark of any lake, pond or year-round or intermittent stream.
- (3) The city water district shall have the right to inspect any system within the Lake Auburn Watershed District during its construction and operation and may notify the health office, police chief, local plumbing inspector or housing inspector who shall require the abatement of such defects or malfunctions.
- (4) The local plumbing inspector shall furnish a copy of all site investigation reports in the Lake Auburn Watershed District to the city water district.
- (5) Replacement or reconstruction of private residential sewage disposal systems in existence and in use on December 17, 1983 shall not be subject to the requirements of this section but shall be required to comply with the current state plumbing code.

(Ord. of 9-21-2009, § 5.3C; Ord. No. 19-12022019, 12-9-2019)



City Council Order

IN CITY COUNCIL

Whereas, The City of Auburn continues to take bold steps in the protection of Lake Auburn with greater restrictive setbacks of disposal fields.

Whereas, The city is pursuing transparent, easier to understand watershed protection regulations that reduce development impacts to lake water quality hold any developers within the Lake Auburn Watershed to a higher science-based standard for phosphorus, nitrogen and nitrates control through wastewater disposal that has been historically required.

Whereas, Outside Consultants and FB Environmental, hired by the City have recognized the existing ordinance in the Lake Auburn Overlay District as an effective tool, with 300' setbacks for disposal fields with well drained soils in the Watershed over the past 15+ years. Consultant reviews have suggested extended that setback in all soils within the watershed.

Whereas, Approximately 34 existing septic systems exist within 300' of the watershed.

Whereas, addressing this concern meets the objectives of the City of Auburn to have strong, clear and science-based protections utilizing best practices for development controls, phosphorus, nitrogen and nitrates treatment and wastewater disposal standards that exceed past practices to protect the water quality of Lake Auburn.

BE IT ORDERED, that the City Council hereby directs Staff to draft ordinance Text amendment for consideration, Public Hearing and recommendation by the Planning Board that will prohibit any future subsurface wastewater disposal fields within 300' of Lake Auburn.



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street
Auburn, Maine 04210
207.333.6601

TO: Phillip Crowell, City Manager
FROM: Jill Eastman, Finance Director
REF: December 2022 Financial
DATE: Report January 11, 2023

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

The City has completed its sixth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 50.0% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

Revenues

Revenues collected through December 31st, including the school department were \$57,740,456, or 53.94%, of the budget. The municipal revenues including property taxes were \$38,534,334, or 54.68% of the budget which is 2.50% lower than last year during the same period. The accounts listed below are noteworthy.

The current year tax revenue is at 56.39% as compared to 57.08% last year. This is an increase over last year of \$1,024,633.

Excise tax for the month of December is at 52.7%. This is an increase over FY 22, of \$53,236.

State Revenue Sharing at the end of December is 61.99% or \$2,791,878 which is \$122,583 more than last year in December.

Expenditures

City expenditures through December 2022 were \$30,020,593 or 58.5% of the budget. This is 2.24 % less than the same period last year. Noteworthy variances are:



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street
Auburn, Maine 04210
207.333.6601

- A. The main variances are Debt Service is \$594,447 more than FY22, Public Safety Departments are higher than last year by \$182,358 and Public Works is higher than FY 22 by \$196,331. The departments that are under last is primarily due to the reorganization of some of these departments.

Investments

This section contains an investment schedule as of December 31st. Currently the City's funds are earning an average interest rate of 2.35%. I was also notified that Androscoggin Bank will be increasing the interest rate on our investments within the next couple of weeks.

Respectfully submitted,

A handwritten signature in black ink that reads "Jill M. Eastman".

Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND AND WORKERS COMP FUND
AS of December 2022, November 2022, and June 2022

	December 31 2022	November 30 2022	Increase (Decrease)	UNAUDITED JUNE 30 2022
ASSETS				
CASH	\$ 44,481,861	\$ 36,657,863	\$ 7,823,998	\$ 25,056,314
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	1,235,068	1,184,016	51,052	1,461,282
TAXES RECEIVABLE-CURRENT	22,784,200	23,174,917	(390,717)	42,636
DELINQUENT TAXES	460,022	451,375	8,647	395,714
TAX LIENS	688,153	933,058	(244,905)	1,297,627
NET DUE TO/FROM OTHER FUNDS	(16,067,390)	(11,539,778)	(4,527,612)	4,391,622
	<hr/>			
TOTAL ASSETS	\$ 53,581,913	\$ 50,861,451	\$ 2,720,462	\$ 32,645,195
 LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ (257,305)	\$ (129,033)	\$ (128,272)	\$ (824,510)
PAYROLL LIABILITIES	(1,354,924)	3,968,052	(5,322,976)	2,948,844
ACCRUED PAYROLL	4,861,578	-	4,861,578	(263,746)
STATE FEES PAYABLE	(98,075)	-	(98,075)	(183)
ESCROWED AMOUNTS	(41,981)	(41,966)	(15)	(40,426)
DEFERRED REVENUE	(23,780,520)	(24,408,995)	628,475	(1,585,602)
DUE TO OTHER FUNDS	-	-	-	-
	<hr/>			
TOTAL LIABILITIES	\$ (20,671,228)	\$ (20,611,942)	\$ (59,286)	\$ 234,377
FUND BALANCE - UNASSIGNED/ASSIGNED	\$ (29,911,869)	\$ (27,250,694)	\$ (2,661,175)	\$ (29,880,756)
FUND BALANCE - RESTRICTED	(2,309,553)	(2,309,553)		(2,309,553)
FUND BALANCE - NON SPENDABLE	(689,263)	(689,263)	-	(689,263)
	<hr/>			
TOTAL FUND BALANCE	\$ (32,910,685)	\$ (30,249,510)	\$ (2,661,175)	\$ (32,879,572)
	<hr/>			
TOTAL LIABILITIES AND FUND BALANCE	\$ (53,581,913)	\$ (50,861,452)	\$ (2,720,461)	\$ (32,645,195)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH December 31, 2022 VS December 31, 2021

REVENUE SOURCE	FY 2023 BUDGET	ACTUAL REVENUES THRU DEC 2022	% OF BUDGET	FY 2022 BUDGET	ACTUAL REVENUES THRU DEC 2021	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 52,463,320	\$ 29,586,389	56.39%	\$ 50,042,450	\$ 28,561,756	57.08%	\$ 1,024,633
PRIOR YEAR TAX REVENUE	\$ -	\$ 597,851		\$ -	\$ 463,274		\$ 134,577
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 1,770,000	\$ 1,322,921	74.74%	\$ 1,650,000	\$ 1,290,048	78.18%	\$ 32,873
EXCISE	\$ 4,435,000	\$ 2,340,248	52.77%	\$ 4,425,000	\$ 2,287,012	51.68%	\$ 53,236
PENALTIES & INTEREST	\$ 120,000	\$ 42,500	35.42%	\$ 120,000	\$ 59,213	49.34%	\$ (16,714)
TOTAL TAXES	\$ 58,788,320	\$ 33,889,908	57.65%	\$ 56,237,450	\$ 32,661,304	58.08%	\$ 1,228,604
LICENSES AND PERMITS							
BUSINESS	\$ 190,000	\$ 148,945	78.39%	\$ 166,000	\$ 146,146	88.04%	\$ 2,799
NON-BUSINESS	\$ 195,250	\$ 148,037	75.82%	\$ 300,200	\$ 198,549	66.14%	\$ (50,512)
TOTAL LICENSES	\$ 385,250	\$ 296,982	77.09%	\$ 466,200	\$ 344,695	73.94%	\$ (47,713)
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 400,000	\$ 419,774	104.94%	\$ 390,000	\$ 421,592	108.10%	\$ (1,818)
STATE REVENUE SHARING	\$ 4,504,100	\$ 2,791,878	61.99%	\$ 3,150,000	\$ 2,669,295	84.74%	\$ 122,583
WELFARE REIMBURSEMENT	\$ 83,912	\$ 25,825	30.78%	\$ 90,656	\$ 25,852	28.52%	\$ (28)
OTHER STATE AID	\$ 32,000	\$ -	0.00%	\$ 32,000	\$ 12,579	39.31%	\$ (12,579)
CITY OF LEWISTON	\$ 182,000	\$ -	0.00%	\$ 228,384	\$ -	0.00%	\$ -
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 5,202,012	\$ 3,237,477	62.24%	\$ 3,891,040	\$ 3,129,318	80.42%	\$ 108,158
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 361,400	\$ 97,340	26.93%	\$ 184,400	\$ 93,966	50.96%	\$ 3,374
PUBLIC SAFETY	\$ 30,800	\$ 57,323	186.11%	\$ 176,600	\$ 62,288	35.27%	\$ (4,965)
EMS TRANSPORT	\$ 1,350,000	\$ 705,546	52.26%	\$ 1,250,000	\$ 747,858	59.83%	\$ (42,312)
TOTAL CHARGE FOR SERVICES	\$ 1,742,200	\$ 860,209	49.37%	\$ 1,611,000	\$ 904,112	56.12%	\$ (43,903)
FINES							
PARKING TICKETS & MISC FINES	\$ 28,000	\$ 11,336	40.49%	\$ 41,500	\$ 22,384	53.94%	\$ (11,048)
MISCELLANEOUS							
INVESTMENT INCOME	\$ 30,000	\$ 30,500	101.67%	\$ 40,000	\$ 10,313	25.78%	\$ 20,187
RENTS	\$ 75,000	\$ 5,259	7.01%	\$ 125,000	\$ 7,189	5.75%	\$ (1,930)
UNCLASSIFIED	\$ 20,000	\$ 57,174	285.87%	\$ 20,000	\$ 22,205	111.03%	\$ 34,969
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 26,136		\$ -	\$ 24,966		\$ 1,170
SALE OF PROPERTY	\$ 100,000	\$ 778	0.78%	\$ 120,000	\$ 2,936	2.45%	\$ (2,158)
RECREATION PROGRAMS/ARENA							\$ -
MMWAC HOST FEES	\$ 240,000	\$ 116,055	48.36%	\$ 234,000	\$ 116,055	49.60%	\$ -
TRANSFER IN: TIF	\$ 1,140,000	\$ -	0.00%	\$ 1,140,000	\$ -	0.00%	\$ -
TRANSFER IN: Other Funds	\$ 619,000	\$ -	0.00%	\$ 473,925	\$ -	0.00%	\$ -
ENERGY EFFICIENCY							\$ -
SPONSORSHIPS - ECONOMIC DEVELOPMENT	\$ -						\$ -
CDBG	\$ 588,154	\$ -	0.00%	\$ 252,799	\$ -	0.00%	\$ -
UTILITY REIMBURSEMENT	\$ 20,000	\$ 2,521	12.61%	\$ 20,000	\$ 5,824	29.12%	\$ (3,303)
CITY FUND BALANCE CONTRIBUTION	\$ 1,500,000	\$ -	0.00%	\$ 475,000	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 4,332,154	\$ 238,423	5.50%	\$ 2,900,724	\$ 189,488	6.53%	\$ 48,935
TOTAL GENERAL FUND REVENUES	\$ 70,477,936	\$ 38,534,334	54.68%	\$ 65,147,914	\$ 37,251,301	57.18%	\$ 1,283,034
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 34,826,024	\$ 18,952,206	54.42%	\$ 28,900,061	\$ 15,640,250	54.12%	\$ 3,311,956
EDUCATION	\$ 489,465	\$ 236,193	48.26%	\$ 518,821	\$ 382,312	73.69%	\$ (146,119)
SCHOOL FUND BALANCE CONTRIBUTION	\$ 1,251,726	\$ 17,723	1.42%	\$ 879,404	\$ -	0.00%	\$ 17,723
TOTAL SCHOOL	\$ 36,567,215	\$ 19,206,121	52.52%	\$ 30,298,286	\$ 16,022,562	52.88%	\$ 3,183,560
GRAND TOTAL REVENUES	\$ 107,045,151	\$ 57,740,456	53.94%	\$ 91,735,175	\$ 53,273,862	58.07%	\$ 4,466,593

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH December 31, 2022 VS December 31, 2021

DEPARTMENT	FY 2023 BUDGET	EXP THRU DEC 2022	% OF BUDGET	FY 2022 BUDGET	EXP THRU DEC 2021	% OF BUDGET	VARIANCE
ADMINISTRATION							
MAYOR AND COUNCIL	\$ 170,500	\$ 74,675	43.80%	\$ 104,850	\$ 74,125	70.70%	\$ 550
CITY MANAGER	\$ 510,978	\$ 234,364	45.87%	\$ 447,401	\$ 275,892	61.67%	\$ (41,528)
COMMUNICATIONS & ENGAGEMENT	\$ 218,746	\$ 84,928	38.82%	\$ 911,637	\$ 530,465	58.19%	\$ (445,537)
CITY CLERK	\$ 257,506	\$ 142,509	55.34%	\$ 237,474	\$ 118,581	49.93%	\$ 23,928
FINANCIAL SERVICES	\$ 1,138,802	\$ 677,009	59.45%	\$ 810,303	\$ 380,665	46.98%	\$ 296,344
HUMAN RESOURCES	\$ 222,099	\$ 106,786	48.08%	\$ 220,250	\$ 101,835	46.24%	\$ 4,951
INFORMATION TECHNOLOGY	\$ 827,000	\$ 503,088	60.83%				
TOTAL ADMINISTRATION	\$ 3,345,631	\$ 1,823,359	54.50%	\$ 2,731,915	\$ 1,481,563	54.23%	\$ 341,796
COMMUNITY SERVICES							
PLANNING & PERMITTING	\$ 666,629	\$ 370,465	55.57%	\$ 900,583	\$ 390,474	43.36%	\$ (20,009)
ECONOMIC DEVELOPMENT	\$ 286,598	\$ 159,169	55.54%	\$ 108,469	\$ 48,104		\$ 111,065
BUSINESS & COMMUNITY DEVELOPMENT	\$ 671,411	\$ 143,261	21.34%	\$ 512,260	\$ 138,256		\$ 5,005
HEALTH & SOCIAL SERVICES	\$ 119,875	\$ 63,071	52.61%	\$ 119,875	\$ 41,775	34.85%	\$ 21,296
RECREATION & SPORTS TOURISM	\$ 762,440	\$ 322,955	42.36%	\$ 584,056	\$ 284,976	48.79%	\$ 37,979
PUBLIC LIBRARY	\$ 1,084,437	\$ 632,590	58.33%	\$ 1,052,163	\$ 526,082	50.00%	\$ 106,508
TOTAL COMMUNITY SERVICES	\$ 3,591,390	\$ 1,691,511	47.10%	\$ 3,277,406	\$ 1,429,667	43.62%	\$ 261,844
FISCAL SERVICES							
DEBT SERVICE	\$ 8,361,254	\$ 7,549,963	90.30%	\$ 7,734,169	\$ 6,955,516	89.93%	\$ 594,447
CAPITAL INVESTMENT & PURCHASING	\$ 672,473	\$ 305,738	45.46%	\$ 677,872	\$ 435,450	64.24%	\$ (129,712)
WORKERS COMPENSATION	\$ 698,000	\$ 698,000	100.00%	\$ 642,400	\$ 642,400	100.00%	\$ 55,600
WAGES & BENEFITS	\$ 7,876,393	\$ 3,342,325	42.43%	\$ 7,334,932	\$ 3,258,388	44.42%	\$ 83,937
EMERGENCY RESERVE (10108062-670000)	\$ 461,230	\$ -	0.00%	\$ 461,230	\$ -	0.00%	\$ -
TOTAL FISCAL SERVICES	\$ 18,069,350	\$ 11,896,026	65.84%	\$ 16,850,603	\$ 11,291,754	67.01%	\$ 604,272
PUBLIC SAFETY							
FIRE & EMS DEPARTMENT	\$ 5,693,284	\$ 2,850,111	50.06%	\$ 5,446,588	\$ 2,891,401	53.09%	\$ (41,290)
POLICE DEPARTMENT	\$ 4,945,034	\$ 2,417,088	48.88%	\$ 4,343,924	\$ 2,193,440	50.49%	\$ 223,648
TOTAL PUBLIC SAFETY	\$ 10,638,318	\$ 5,267,199	49.51%	\$ 9,790,512	\$ 5,084,841	51.94%	\$ 182,358
PUBLIC WORKS							
PUBLIC WORKS DEPARTMENT	\$ 5,600,109	\$ 2,350,875	41.98%	\$ 5,077,370	\$ 2,273,209	44.77%	\$ 77,666
SOLID WASTE DISPOSAL*	\$ 1,320,000	\$ 533,662	40.43%	\$ 1,089,950	\$ 414,997	38.07%	\$ 118,665
WATER AND SEWER	\$ 792,716	\$ 390,602	49.27%	\$ 792,716	\$ 390,602	49.27%	\$ -
TOTAL PUBLIC WORKS	\$ 7,712,825	\$ 3,275,139	42.46%	\$ 6,960,036	\$ 3,078,808	44.24%	\$ 196,331
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	\$ 205,000	\$ 203,195	99.12%	\$ 177,000	\$ 176,115	99.50%	\$ 27,080
E911 COMMUNICATION CENTER	\$ 1,217,713	\$ 608,856	50.00%	\$ 1,161,479	\$ 580,740	50.00%	\$ 28,116
LATC-PUBLIC TRANSIT	\$ 431,811	\$ -	0.00%	\$ 225,000	\$ -	0.00%	\$ -
LA ARTS	\$ 30,000	\$ 15,000		\$ 10,000	\$ 10,000		
TAX SHARING	\$ 260,000	\$ -	0.00%	\$ 260,000	\$ -	0.00%	\$ -
TOTAL INTERGOVERNMENTAL	\$ 2,144,524	\$ 827,051	38.57%	\$ 1,833,479	\$ 766,855	41.83%	\$ 60,196
COUNTY TAX	\$ 2,761,220	\$ 2,761,220	100.00%	\$ 2,611,080	\$ 2,611,080	100.00%	\$ 150,140
TIF (10108058-580000)	\$ 3,049,803	\$ 2,479,088	81.29%	\$ 3,049,803	\$ 2,867,365	94.02%	\$ (388,277)
OVERLAY	\$ -	\$ -		\$ -	\$ -		\$ -
TOTAL CITY DEPARTMENTS	\$ 51,313,061	\$ 30,020,593	58.50%	\$ 47,104,834	\$ 28,611,933	60.74%	\$ 1,408,660
EDUCATION DEPARTMENT	\$ 55,732,090	\$ 18,654,687	33.47%	\$ 48,341,366	\$ 15,394,746	31.85%	\$ 3,259,941
TOTAL GENERAL FUND EXPENDITURES	\$ 107,045,151	\$ 48,675,280	45.47%	\$ 95,446,200	\$ 44,006,679	46.11%	\$ 4,668,601

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF December 31, 2022**

INVESTMENT		FUND	BALANCE December 31, 2022	BALANCE November 30, 2022	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	\$ 11,152,077.10	\$ 11,144,532.85	0.80%
ANDROSCOGGIN BANK	502	SR-TIF	\$ 1,053,327.40	\$ 1,053,223.52	0.80%
ANDROSCOGGIN BANK	836	GENERAL FUND	\$ 11,454,665.75	\$ 11,392,463.31	0.80%
ANDROSCOGGIN BANK	801	WORKERS COMP	\$ 52,730.58	\$ 52,694.79	0.80%
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	\$ 340,939.18	\$ 340,707.64	0.80%
ANDROSCOGGIN BANK	414	INGERSOLL TURF FACILITY	\$ 227,647.01	\$ 227,492.44	0.80%
ANDROSCOGGIN BANK	0888	ELHS FUNDRAISING	\$ 468,231.00	\$ 467,163.15	0.80%
ANDROSCOGGIN BANK		ELHS CONSTRUCTION	\$ 952,071.29	\$ 564,686.75	0.80%
ANDROSCOGGIN BANK	0627	ST LOUIS BELLS FUNDRAISING	\$ 15,426.95	\$ 15,416.49	0.80%
NOMURA 1		ELHS Bond Proceeds	\$ -	\$ -	0.15%
NOMURA 2		ELHS Bond Proceeds	\$ 47,504,562.00	\$ 51,859,388.00	2.08%
Northern Capital Securities	CD	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.25%
Northern Capital Securities	CD	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	3.95%
Northern Capital Securities	CD	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	3.95%
Northern Capital Securities	CD	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.50%
Northern Capital Securities	CD	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.40%
Northern Capital Securities	CD	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.60%
Northern Capital Securities	CD	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.85%
Northern Capital Securities	CD	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	4.70%
GRAND TOTAL			\$ 75,221,678.26	\$ 79,117,768.94	2.35%

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2022 - June 30, 2023
Report as of December 31, 2022

	Beginning	December 2022					Ending
	Balance 12/1/2022	New Charges	Payments	Refunds	Adjustments	Write-Offs	Balance 12/31/2022
Bluecross	\$ 9,404.17	\$ 11,633.60	\$ (4,031.87)		\$ (11,117.31)		\$ 5,888.59
Intercept	\$ 200.00	\$ 300.00	\$ (100.00)		\$ 200.00		\$ 600.00
Medicare	\$ 116,486.49	\$ 190,431.40	\$ (47,655.34)		\$ (107,303.61)		\$ 151,958.94
Medicaid	\$ 72,417.65	\$ 51,541.80	\$ (35,664.87)		\$ (15,958.18)		\$ 72,336.40
Other/Commercial	\$ 78,303.43	\$ 28,491.40	\$ (19,437.43)		\$ (15,324.16)		\$ 72,033.24
	\$ 154,176.40	\$ 18,295.40	\$ (8,668.17)		\$ (2,760.76)	\$ (22,741.42)	\$ 138,301.45
Worker's Comp	\$ -	\$ 1,720.60	\$ (2,898.92)		\$ 1,178.32		\$ -
TOTAL	\$ 430,988.14	\$ 302,414.20	\$ (118,456.60)	\$ -	\$ (151,085.70)	\$ (22,741.42)	\$ 441,118.62

EMS BILLING
BREAKDOWN -TOTAL CHARGES
July 1, 2022 - June 30, 2023
Report as of December 31, 2022

	July 2022	August 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Totals	% of Total
Bluecross	\$ 2,477.35	\$ 13,307.40	\$ 13,596.80	\$ 13,635.40	\$ 10,192.40	\$ 11,633.60	\$ 64,842.95	3.66%
Intercept	\$ 100.00	\$ -	\$ 100.00	\$ 200.00	\$ 200.00	\$ 300.00	\$ 900.00	0.05%
Medicare	\$ 155,398.20	\$ 205,712.40	\$ 155,567.20	\$ 163,526.80	\$ 154,190.50	\$ 190,431.40	\$ 1,024,826.50	57.85%
Medicaid	\$ 61,000.80	\$ 82,386.60	\$ 63,625.60	\$ 50,457.40	\$ 68,679.75	\$ 51,541.80	\$ 377,691.95	21.32%
Other/Commercial	\$ 38,520.45	\$ 50,549.60	\$ 28,756.00	\$ 21,232.20	\$ 18,577.60	\$ 28,491.40	\$ 186,127.25	10.51%
Patient	\$ 8,120.20	\$ 12,558.80	\$ 18,008.60	\$ 32,205.60	\$ 18,078.20	\$ 18,295.40	\$ 107,266.80	6.06%
Worker's Comp	\$ 1,803.40	\$ 3,664.60	\$ -	\$ 827.00	\$ 1,805.20	\$ 1,720.60	\$ 9,820.80	0.55%
TOTAL	\$ 267,420.40	\$ 368,179.40	\$ 279,654.20	\$ 282,084.40	\$ 271,723.65	\$ 302,414.20	\$ 1,771,476.25	100.00%

EMS BILLING
BREAKDOWN -TOTAL COUNT
July 1, 2022 - June 30, 2023
Report as of December 31, 2022

	July 2022	August 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Totals	% of Total
Bluecross	3	13	14	14	11	12	67	3.45%
Intercept	1	0	1	2	2	3	9	0.46%
Medicare	170	231	170	180	170	205	1126	57.98%
Medicaid	65	88	69	55	77	57	411	21.16%
Other/Commercial	43	54	30	23	21	33	204	10.50%
Patient	10	13	19	34	20	18	114	5.87%
Worker's Comp	2	4		1	2	2	11	0.57%
TOTAL	294	403	303	309	303	330	1942	100.00%

**EMS BILLING
AGING REPORT
July 1, 2022 to June 30, 2023
Report as of December 31, 2022**

	Current		31-60		61-90		91-120		121+ days		Totals	
Bluecross	\$ 6,569.95	112%	\$ 182.12	3%	\$ 77.09	1%	\$ -	0%	\$ (940.57)	-16%	\$ 5,888.59	1.33%
Intercept	\$ 300.00	50%	\$ 300.00	50%	\$ -	0%	\$ -	0%	\$ -	0%	\$ 600.00	0.14%
Medicare	\$ 121,739.40	80%	\$ 13,824.20	9%	\$ 6,707.80	4%	\$ 6,743.80	4%	\$ 2,943.74	2%	\$ 151,958.94	34.45%
Medicaid	\$ 28,428.66	39%	\$ 16,209.13	22%	\$ 9,075.50	13%	\$ 12,391.69	17%	\$ 6,231.42	9%	\$ 72,336.40	16.40%
Other/Commercial	\$ 25,837.48	36%	\$ 12,196.25	17%	\$ 9,452.93	13%	\$ 7,910.23	11%	\$ 16,636.35	23%	\$ 72,033.24	16.33%
Patient	\$ 45,512.66	33%	\$ 28,013.72	20%	\$ 28,914.26	21%	\$ 19,891.07	14%	\$ 15,969.74	12%	\$ 138,301.45	31.35%
Worker's Comp											\$ -	0.00%
TOTAL	\$ 228,388.15		\$ 70,725.42		\$ 54,227.58		\$ 46,936.79		\$ 40,840.68		\$ 441,118.62	
	52%		16%		12%		11%		9%		100%	100.00%

CITY OF AUBURN
SPECIAL REVENUE FUNDS REVENUE AND EXPENDITURES
As of December 31, 2022

	1902 Riverwatch	1910 Community Service	1914 Oak Hill Cemeteries	1915 Fire Training Building	1917 Wellness Grant	1928 Vending	1929 Fire Prevention	1931 Donations	2003 Byrne JAG	2005 MDOT	2008 Homeland Security	2010 State Drug Money	2011 PD Capital Reserve	2013 OUI Grant	2014 Speed Grant	2016 Pedestrian Safety
Fund Balance 7/1/22	\$ 517,052.67	\$ 6,919.98	\$ 34,914.39	\$ 1,421.68	\$ 3,039.35	\$ -	\$ 4,796.03	\$ 169.19	\$ 2,808.57	\$ 79,868.61	\$ (153,799.68)	\$ 4,289.65	\$ 23,595.00	\$ 4,356.29	\$ 5,520.52	\$ 409.11
Revenues FY23	\$ 38,413.25	\$ 699.00	\$ 1,211.20		\$ 3,795.00	\$ 100.00				\$ 200,100.00	\$ 101,027.87	\$ 45.00	\$ 7,327.50		\$ 3,193.29	\$ 1,053.34
Expenditures FY23	\$ 145,743.00	\$ 950.00	\$ 386.10		\$ 2,304.72	\$ 499.75		\$ 382.50		\$ 358,742.20	\$ 20,610.71	\$ 1,867.53	\$ -		\$ 3,414.26	\$ 917.14
Fund Balance 11/30/2022	\$ 409,722.92	\$ 6,668.98	\$ 35,739.49	\$ 1,421.68	\$ 4,529.63	\$ (399.75)	\$ 4,796.03	\$ (213.31)	\$ 2,808.57	\$ (78,773.59)	\$ (73,382.52)	\$ 2,467.12	\$ 30,922.50	\$ 4,356.29	\$ 5,299.55	\$ 545.31

	2018 Nat Opioid Settlement	2019 Law Enforcement Training	2020 CDBG	2025 Community Cords	2026 State Grant Non-GA Heat Asst	2030 Parking	2034 EDUL Underage Drink	2037 Bulletproof Vests	2040 Great Falls TV	2041 Blanche Stevens	2043 DOJ Covid 19 Preventative	2044 Federal Drug Money	2047 American Firefighter Grant	2048 TD Tree Days	2050 Project Lifesaver	2051 Project Canopy
Fund Balance 7/1/22	\$ -	\$ (8,205.29)	\$ 1,069,816.45	\$ 30,822.46	\$ -	\$ 46,171.40	\$ 2,560.00	\$ 8,281.24	\$ 20,536.23	\$ 22,850.45	\$ (930.00)	\$ 92,332.26	\$ (1,695.00)	\$ -	\$ 189.35	\$ (9,519.48)
Revenues FY23	\$ 211,035.72		\$ 447,339.73	\$ 119.34	\$ 31,165.02	\$ 72,384.50		\$ 2,288.40		\$ 3,360.73	\$ 930.00	\$ 15,066.91		\$ 12,000.00		\$ 7,996.88
Expenditures FY23			\$ 650,295.87	\$ 137.00		\$ 83,087.07		\$ 2,909.14		\$ 2,437.50		\$ 3,407.21	\$ 49,569.53	\$ 9,786.95		
Fund Balance 11/30/2022	\$ 211,035.72	\$ (8,205.29)	\$ 866,860.31	\$ 30,804.80	\$ 31,165.02	\$ 35,468.83	\$ 2,560.00	\$ 7,660.50	\$ 20,536.23	\$ 23,773.68	\$ -	\$ 103,991.96	\$ (51,264.53)	\$ 2,213.05	\$ 189.35	\$ (1,522.60)

	2053 St Louis Bells	2054 EMS Transport Capital Reserve	2055 Work4ME- PAL	2059 Distracted Driving	2067 Hometown Heros Banners	2068 Northern Borders Grant	2070 Leadercast	2077 CTCI Grant	2080 Futsal Court Project	2300 ARPA Grant	2400 NRPA Youth Mentoring	2405 Elmina B Sewall Grant	2500 Parks & Recreation	6200 Ingersoll Turf
Fund Balance 7/1/22	\$ 21,359.27	\$ 170,048.62	\$ 4,911.03	\$ 898.69	\$ 209.00	\$ 178,046.71	\$ (3,500.00)	\$ 1,719.02	\$ 25,353.61	\$ 12,716,078.13	\$ (1,443.69)	\$ 10,000.00	\$ 232,365.87	
Revenues FY23	\$ (169.65)	\$ 175,713.64		\$ 508.14						\$ 271,022.81	\$ 6,829.89		\$ 195,374.73	
Expenditures FY23				\$ 604.26				\$ 481.25		\$ 768,354.31	\$ 9,979.29		\$ 314,531.28	
Fund Balance 11/30/2022	\$ 21,189.62	\$ 345,762.26	\$ 4,911.03	\$ 802.57	\$ 209.00	\$ 178,046.71	\$ (3,500.00)	\$ 1,237.77	\$ 25,353.61	\$ 12,218,746.63	\$ (4,593.09)	\$ 10,000.00	\$ 113,209.32	\$ -

	2600 Tambrands II TIF 6	2600 Mall TIF 9	2600 Downtown TIF 10	2600 Auburn Industrial TIF 12	2600 Auburn Plaza TIF 13	2600 Auburn Plaza II TIF 14	2600 Webster School TIF 16	2600 Hartt Transport TIF 19	2600 62 Spring St TIF 20	2600 Minot Ave TIF 21	2600 48 Hampshire St TIF 22	2600 Auburn Memory Care Facility TIF 23	2600 Millbran TIF 24	2600 Futurguard TIF 25	2600 W Shore Landing TIF 26	Total Special Revenues
Fund Balance 7/1/22	\$ 78,950.70	\$ 806,274.01	\$ 237,684.12	\$ (519,427.49)	\$ 455,494.65	\$ (900,465.25)	\$ (0.03)	\$ (2,663.69)	\$ 1,120.91	\$ 50,241.31	\$ 84,060.95	\$ 33,113.81	\$ 13,914.35	\$ (102,204.06)	\$ -	\$ 15,400,711.98
Revenues FY23	\$ 190,974.78		\$ 865,341.00	\$ 157,316.00	\$ 294,264.43	\$ 448,773.33	\$ 48,589.45	\$ 30,616.50	\$ 56,495.08	\$ 48,218.63	\$ 96,002.45	\$ 113,293.40	\$ 35,248.40	\$ 34,426.44	\$ 59,527.65	\$ 4,289,019.78
Expenditures FY23			\$ 299,441.66	\$ 244,200.00	\$ 69,152.14	\$ 105,461.73	\$ 14,576.84			\$ 12,054.66	\$ 24,000.61	\$ 136,134.34	\$ 17,624.20	\$ 6,034.48		\$ 3,360,079.23
Fund Balance 11/30/2022	\$ 269,925.48	\$ 806,274.01	\$ 803,583.46	\$ (606,311.49)	\$ 680,606.94	\$ (557,153.65)	\$ 34,012.58	\$ 27,952.81	\$ 57,615.99	\$ 86,405.28	\$ 156,062.79	\$ 10,272.87	\$ 31,538.55	\$ (73,812.10)	\$ 59,527.65	\$ 16,329,652.53



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street

Auburn, Maine 04210

207.333.6601

To: Phillip Crowell, City Manager
From: Jill Eastman, Finance Director
Re: Financial Reports for December 31, 2022

Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Ingersoll Turf Facility for revenue and expenditures as of December 31, 2022.

INGERSOLL TURF FACILITY

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of December 31, 2022.

Current Assets:

As of the end of December 2022 the total current assets of Ingersoll Turf Facility were \$257,362. This consisted of cash and cash equivalents.

Noncurrent Assets:

Ingersoll's noncurrent assets are the building, and equipment that was purchased, less depreciation. The total value of the noncurrent assets as of December 31, 2022, were \$61,779.

Liabilities:

Ingersoll had accounts payable of \$105 as of December 31, 2022.

Statement of Activities:

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

The operating revenues for Ingersoll Turf Facility through December 2022 are \$76,802. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through November 2022 were \$21,280. These expenses include program costs and capital purchases. Personal and operating costs are now in the Recreation budget.

As of December 2022, Ingersoll has an operating gain of \$55,522 compared to a net gain in November 2022 of \$34,336.

As of December 31, 2022, Ingersoll has an increase in net assets of \$55,522.

The budget to actual reports for revenue and expenditures, show that the revenue for FY23 compared to FY 22.

Statement of Net Assets
Ingersoll Turf Facility
December 31, 2022
Business-type Activities - Enterprise Fund

	December 31, 2022	November 30, 2022	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 227,492	\$ 227,360	\$ 132
Interfund receivables/payables	\$ 29,870	\$ 9,116	20,754
Accounts receivable	-	-	-
Total current assets	257,362	236,476	20,886
Noncurrent assets:			
Capital assets:			
Buildings	672,279	672,279	-
Equipment	119,673	119,673	-
Land improvements	18,584	18,584	-
Less accumulated depreciation	(748,757)	(748,757)	-
Total noncurrent assets	61,779	61,779	-
Total assets	319,141	298,255	20,886
LIABILITIES			
Accounts payable	\$ 105	\$ 405	(300)
Interfund payable	\$ -	\$ -	-
Total liabilities	105	405	(300)
NET ASSETS			
Invested in capital assets	\$ 61,779	\$ 61,779	\$ -
Unrestricted	\$ 257,257	\$ 236,071	\$ 21,186
Total net assets	\$ 319,036	\$ 297,850	\$ 21,186

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Ingersoll Turf Facility
Business-type Activities - Enterprise Funds
Statement of Activities
December 31, 2022

	Ingersoll Turf Facility
Operating revenues:	
Charges for services	\$ 76,802
Operating expenses:	
Personnel	172
Supplies	5,331
Utilities	
Repairs and maintenance	-
Rent	-
Depreciation	-
Capital expenses	14,136
Other expenses	1,641
Total operating expenses	21,280
Operating gain (loss)	55,522
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	55,522
Transfers out	-
Change in net assets	55,522
Total net assets, July 1	263,514
Total net assets, December 31, 2022	\$ 319,036

CITY OF AUBURN, MAINE
REVENUES - INGERSOLL TURF FACILITY
Through December 31, 2022 compared to December 31, 2021

REVENUE SOURCE	FY 2023 BUDGET	ACTUAL REVENUES THRU DEC 2022	% OF BUDGET	FY 2022 BUDGET	ACTUAL REVENUES THRU DEC 2021	% OF BUDGET
CHARGE FOR SERVICES						
Sponsorship	\$	2,000		\$ 25,000	\$ 5,275	21.10%
Batting Cages	\$	5,322		\$ 16,000	\$ 7,870	49.19%
Programs	\$	18,707		\$ 94,000	\$ 23,775	25.29%
Rental Income	\$	50,297		\$ 138,000	\$ 43,566	31.57%
TOTAL CHARGE FOR SERVICES	\$ -	\$ 76,326		\$ 273,000	\$ 80,486	29.48%
INTEREST ON INVESTMENTS	\$ -	\$ 476		\$ -	\$ 304	
GRAND TOTAL REVENUES	\$ -	\$ 76,802		\$ 273,000	\$ 80,790	29.59%

CITY OF AUBURN, MAINE
EXPENDITURES - INGERSOLL TURF FACILITY Through
December 31, 2022 compared to December 31, 2021

DESCRIPTION	FY 2023 BUDGET	ACTUAL		FY 2022 BUDGET	ACTUAL		Difference
		EXPENDITURES THRU DEC 2022	% OF BUDGET		EXPENDITURES THRU DEC 2021	% OF BUDGET	
Salaries & Benefits	See Recreation B	\$ 172		\$ 133,041	\$ 52,682	39.60%	\$ (52,510)
Purchased Services				\$ 15,750	\$ 1,952	12.39%	\$ (1,952)
Programs		\$ 5,331		\$ 16,300	\$ -	0.00%	\$ 5,331
Supplies		\$ 1,641		\$ 2,500	\$ 5,243	209.72%	\$ (3,602)
Utilities				\$ 24,150	\$ 5,045	20.89%	\$ (5,045)
Insurance Premiums	\$ -			\$ -	\$ -		
Capital Outlay	\$ -	\$ 14,136		\$ -	\$ 3,000		\$ 11,136
	\$ -	\$ 21,280		\$ 191,741	\$ 67,922	35.42%	\$ (46,642)
GRAND TOTAL EXPENDITURES	\$ -	\$ 21,280		\$ 191,741	\$ 67,922	35.42%	\$ (46,642)



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street

Auburn, Maine 04210

207.333.6601

To: Phillip Crowell, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for December 31, 2022

Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Norway Savings Bank Arena for revenue and expenditures as of December 31, 2022.

NORWAY SAVINGS BANK ARENA

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets and shows a comparison to the previous month, in this case, November 30, 2022.

Current Assets:

As of the end of December 2022 the total current assets of Norway Savings Bank Arena were (\$1,315,743). These consisted of cash and cash equivalents of \$281,162, accounts receivable of \$133,331, and an interfund payable of \$1,730,236.

Noncurrent Assets:

Norway's noncurrent assets are equipment that was purchased, less depreciation (depreciation is posted at year end). The total value of the noncurrent assets as of December 31, 2022, was \$147,691.

Liabilities:

Norway Arena had no accounts payable as of December 31, 2022.

Statement of Activities:

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

The operating revenues for Norway Arena through December 2022 are \$421,435. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Norway Arena through December 2022 were \$353,637. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of December 2022, Norway Arena had an operating gain of \$67,798.

As of December 31, 2022 Norway Arena has an increase in net assets of \$67,798.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY23 is \$80,388 more than in FY22 and expenditures in FY23 are \$57,312 more than last year in December.

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

	December 31 2022	November 30 2022	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 281,162	\$ 280,889	\$ 273
Interfund receivables	\$ (1,730,236)	\$ (1,720,627)	\$ (9,609)
Prepaid Rent			\$ -
Accounts receivable	133,331	99,561	\$ 33,770
Total current assets	(1,315,743)	(1,340,177)	24,434
Noncurrent assets:			
Capital assets:			
Buildings	58,223	58,223	-
Equipment	514,999	514,999	-
Land improvements	-	-	-
Less accumulated depreciation	(425,531)	(425,531)	-
Total noncurrent assets	147,691	147,691	-
Total assets	(1,168,052)	(1,192,486)	24,434
LIABILITIES			
Accounts payable	\$ -	\$ -	-
Net OPEB liability	\$ 43,810	\$ 43,810	-
Net pension liability	42,634	42,634	-
Total liabilities	86,444	86,444	-
NET ASSETS			
Invested in capital assets	\$ 147,691	\$ 147,691	-
Unrestricted	\$ (1,402,187)	\$ (1,426,621)	\$ 24,434
Total net assets	\$ (1,254,496)	\$ (1,278,930)	\$ 24,434

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

	Norway Savings Arena
Operating revenues:	
Charges for services	\$ 421,435
Operating expenses:	
Personnel	181,926
Supplies	20,818
Utilities	69,447
Repairs and maintenance	41,393
Insurance Premium	-
Depreciation	
Capital expenses	23,794
Other expenses	16,259
Total operating expenses	353,637
Operating gain (loss)	67,798
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	
Total nonoperating expense	-
Gain (Loss) before transfer	67,798
Transfers out	-
Change in net assets	67,798
Total net assets, July 1	(1,322,294)
Total net assets, December 31, 2022	\$ (1,254,496)

CITY OF AUBURN, MAINE
REVENUES - NORWAY SAVINGS BANK ARENA
Through December 31, 2022 compared to December 31, 2021

REVENUE SOURCE	FY 2023 BUDGET	ACTUAL REVENUES THRU DEC 2022	% OF BUDGET	FY 2022 BUDGET	ACTUAL REVENUES THRU DEC 2021	% OF BUDGET	VARIANCE
CHARGE FOR SERVICES							
Concussions	\$ 16,500		0.00%	\$ 16,500	\$ 9,000	54.55%	\$ (9,000)
Skate Rentals	\$ 6,000		0.00%	\$ 6,000	\$ 425	7.08%	\$ (425)
Pepsi Vending Machines	\$ 2,000	\$ 523	26.15%	\$ 2,000	\$ 494	24.70%	\$ 29
Games Vending Machines	\$ 3,000		0.00%	\$ 3,000	\$ 739	24.63%	\$ (739)
Vending Food	\$ 2,000	\$ 374	18.70%	\$ 2,000	\$ 66	3.30%	\$ 308
Sponsorships	\$ 230,000	\$ 86,382	37.56%	\$ 185,000	\$ 81,034	43.80%	\$ 5,348
Pro Shop	\$ 7,000	\$ 2,340	33.43%	\$ 7,000	\$ 2,754	39.34%	\$ (414)
Programs	\$ 20,000		0.00%	\$ 20,000	-	0.00%	\$ -
Rental Income	\$ 702,000	\$ 273,824	39.01%	\$ 683,500	\$ 221,675	32.43%	\$ 52,149
Camps/Clinics	\$ 50,000	\$ 21,010	42.02%	\$ 50,000	\$ 24,860	49.72%	\$ (3,850)
Tournaments	\$ 50,000	\$ 36,982	73.96%	\$ 50,000	-	0.00%	\$ 36,982
TOTAL CHARGE FOR SERVICES	\$ 1,088,500	\$ 421,435	38.72%	\$ 1,025,000	\$ 341,047	33.27%	\$ 80,388

CITY OF AUBURN, MAINE
EXPENDITURES - NORWAY SAVINGS BANK ARENA
Through December 31, 2022 compared to December 31, 2021

DESCRIPTION	ACTUAL			ACTUAL			VARIANCE
	FY 2023 BUDGET	EXPENDITURES THRU DEC 2022	% OF BUDGET	FY 2022 BUDGET	EXPENDITURES THRU DEC 2021	% OF BUDGET	
Salaries & Benefits	\$ 291,095	\$ 181,926	62.50%	\$ 339,437	\$ 104,595	30.81%	\$ 77,331
Purchased Services	\$ 136,900	\$ 57,652	42.11%	\$ 123,928	\$ 45,200	36.47%	\$ 12,452
Supplies	\$ 76,562	\$ 20,818	27.19%	\$ 79,000	\$ 37,598	47.59%	\$ (16,780)
Utilities	\$ 267,000	\$ 69,447	26.01%	\$ 250,350	\$ 108,932	43.51%	\$ (39,485)
Capital Outlay	\$ 50,000	\$ 23,794	47.59%	\$ 42,500	\$ -	0.00%	\$ 23,794
Rent	\$ -	\$ -		\$ -	\$ -		\$ -
	\$ 821,557	\$ 353,637	43.04%	\$ 835,215	\$ 296,325	35.48%	\$ 57,312
GRAND TOTAL EXPENDITURES	\$ 821,557	\$ 353,637	43.04%	\$ 835,215	\$ 296,325	35.48%	\$ 57,312