



**Special Meeting of the City Council
January 23, 2019
Agenda**

5:00 P.M. Special City Council Meeting

Pledge of Allegiance

I. New Business

1. Resolve 02-01232019

Authorizing the use of the current Senior Citizen Center CIP funds for the demolition work at the Senior Center and to direct the City Manager to move forward with the proposed timeline of the Citizen Advisory Committee meeting, public hearing, and Council vote.

II. Adjournment



City of Auburn, Maine

Economic & Community Development

Michael Chammings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

City Council Information Sheet

Council Meeting Date: January 23, 2019

Author: Michael Chammings, Director of Economic and Community Development

Subject: Senior Center Project

Information: Program Income for the C.D.B.G. program has exceeded projected amounts due to early payoffs. The program income needs to be spent prior to April 30, 2019 to avoid the risk of returning the funds to the federal government. The Senior Center project is a “shovel ready” approvable project that has been planned for over four years and we wish to spend some of the at-risk funds to complete the senior center project.

We will need to amend the consolidated plan and annual action plan described in the Citizen Participation Plan, amending the plan requires:

“substantial amendment must be authorized by the City Council and submitted to the U. S. Department of Housing and Urban Development..... A public notice of the change will be published 30 days before adoption of an amendment by the City Council. An additional public hearing for a program amendment will be held in advance of a City Council vote.”

Proposed timeline with dates:

1. Public Notice of proposed plan amendment (out by Friday Jan 18 for Feb 18 Council meeting)
2. Citizen Advisory Committee meeting and approval (January meeting TBD)
3. Public Hearing at Feb 4 Council meeting
4. City Council votes on amendment at Feb 18 meeting

City Budgetary Impacts: The estimates for the projects have not yet been completed. The use of the at-risk funds would avoid the need to use property tax funds in the future.

Staff Recommended Action: Motion authorizing the use of the current Senior Citizen Center CIP funds for the demolition work at the Senior Center and to direct the City Manager to move forward with the proposed timeline of the Citizen Advisory Committee meeting, public hearing, and Council vote.

Previous Meetings and History:

January 7, 2019 and January 14, 2019 Council Workshops.

The Senior Center project has also been discussed at numerous prior Council meetings and partial funding has been approved in the last two budget cycles.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink, reading "Peter J. Coakley". The signature is written in a cursive style with a large initial "P" and a long horizontal stroke.

Attachments:

Draft Senior Center expansion plans and memo's



City of Auburn, Maine

Community Development

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January 18, 2019

To Auburn City Council:

A CDBG Entitlement grantee, in accordance with the CDBG regulations at 24 CFR 570.902, must have a balance no greater than one and one-half (1.5) times its annual grant remaining in the line-of-credit, 60 days prior to the end of the program year. HUD has a longstanding policy of reducing the future year's grant of a grantee that continues to be untimely.

The City of Auburn was awarded with a CDBG grant in the amount of \$556,643 for FFY2018, 1.5 times that amount is \$834,966. At the start of the program year Auburn's amount of available CDBG funds was \$1,183,835, this includes the FFY2018 grant, carry-over of unspent funds from previous year (\$432k), and the projected program income (\$195k). Auburn's CDBG account is potentially at risk of being considered "untimely" for several reasons:

1. Large amount of carry-over funds from previous year
 - a. Some programs were underutilized in previous years leaving unspent funds (eg. STAR had \$300k in unspent funds from 2017-2018)
2. Program income is higher than expected last year and this year.
 - a. The pick-up in housing sales has meant more deferred loans are being paid off
 - i. 2017-18 projected: \$238k actual: \$350k (\$112k over)
 - ii. 2018-19 projected: \$195k ytd actual: \$206k
3. Budgeted projects that haven't happened this year.
 - a. Chestnut St closure (\$135k)
 - b. Library St development (\$135k)
4. Loan programs being underutilized
 - a. Rehab loan balance has grown to \$482,462
 - i. More than anticipated program income (item 2)
 - ii. Larger rehab projects were put on hold in the fall due to Housing Coordinator vacancy
 - b. STAR Program continues to be underutilized. (\$125k)



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In order to avoid the potential of violating HUD regulations, the Economic and Community Development staff is proposing an amendment to the Consolidated Plan and 2018-2019 Action Plan to reprogram funds. A proposed expansion of the Senior Center in Pettengill Park is a project would meet HUD's eligibility requirements and is considered "shovel ready". This amendment will make \$300,000 of CDBG funds available for the expansion; \$200,000 from the Rehab Loan Pool, \$50,000 from the Library St development, and \$50,000 from the Chestnut St. closure project. The rehab loan pool will still have a remaining balance to cover projected loan requests, and the Library and Chestnut Street projects will likely begin this spring and will be allocated funds for completion in the following grant.

In addition to reprogramming funds, the Economic and Community Development staff recommends loosening eligibility requirements of the STAR Business Loan Program to include the whole city, not just downtown target areas. The target area requirement is not imposed by HUD, it is a local program requirement that can be changed by the Council. Making the program available to more business is anticipated to increase interest and opportunity.

Zachary Lenhart
Community Development Manager



City of Auburn, Maine

Recreation & Sports Facilities Dept.

Marc Gosselin, Director

Sabrina Best, Deputy Director

48 Pettengill Park Road | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

Formatted: Body Text, Indent: Left: 0", Right: 0"

TO: Peter Crichton, City Manager
CC: Phil Crowell, Assistant City Manager
Marc Gosselin, Director of Recreation & Sports Tourism
FROM: Sabrina Best, Recreation Deputy Director
RE: Senior Center Expansion Project
DATE: January 16, 2019

Objective

Information regarding the expansion project for the Senior Center under the proposed timeline for using CDBG funds.

Current Situation

Currently the Recreation Dept. oversees the Senior Center for everyday use, rentals, programs, and collaborations. The space consists of a main room that can hold up to 100 people, 60 comfortably with tables and chairs, an office, restrooms and storage space, and kitchenette (soon to be fully operation kitchen). Programs that utilize the space include; Monday Drop-In for card games and crafts, 1st Auburn Meals and Meetings (twice a month), TOPS Meetings (Weight Loss group), Healing Waters (Fly Fishing program for Veterans), Age Friendly Meetings (twice a month), Local Support Groups that lost a location to meet when St. Mary's shutdown their weight loss program, Holiday Gatherings, Family Rentals, Senior Lunch and Learns, City Staff Trainings, and others.

Senior Groups and Meetings

There are currently three main groups that are targeted for the 50+ age range;

1. 1st Auburn Senior's, meet at Auburn Senior Center, roughly 100 members
2. New Auburn Senior's, meet at Sacred Heart Church in Auburn, roughly 120 members
3. Robin Dow Senior Group, meet in Turner, roughly 65 members

Each group have their own membership dues and Board of Directors and provide their members with various activities; Bingo, Trips, Meetings, Meals, and others. Each group meets twice a month and do not conflict with the others which allows for many participants to be members of more than one group (and occasionally all three). Combined there is roughly 250-300 seniors that are members to these three groups, which are open to non-auburn residents.

Potential Impact

If the project is to move forward the need to shut down the Senior Center or shift programs from roughly Feb 19 – May 1 would have the following impacts:

1. 1st Auburn Senior Meetings would need to relocate for their 3/6, 3/20, 4/3, 4/17 meetings. If they relocate into Hasty Gym we would impact the following groups:
 - Unified Basketball Team Practices with JFM, 3/6, 3/20, 4/3, 4/17
 - HS Early Release Open Gym (20-50 kids) – 3/6, 4/3
 - Youth Open Gym (5-10 families) – 3/20, 4/17
2. Age Friendly Committee Meetings; 3/5, 3/19, 4/2, 4/16
3. TOPS (Weight Loss Meeting): 3/5, 3/12, 3/19, 3/26, 4/2, 4/9, 4/16, 4/23, 4/30
4. Good Food Council of L/A ME Conference: 3/7

Budgetary Impacts

By adding a larger function hall to the Recreation & Sports Facilities inventory list, the following will be impacted in the FY20 Budget: staff for programming, building supervisors, security system, paper and janitorial goods, custodial needs, water, electricity, heat (until), kitchen propane, and others.

Below is total usage amounts for the Senior Center Utilities from January 2018 – December 2018:

Item	Total 2018	Total 2017
Water/Sewer	\$1,800	\$1,000
Until (Heat)	\$2,500	\$500 (partial year)
Electricity	\$2,200	\$1,380

Proposed Programming

If the expansion project is approved and completed with CDBG funding by the proposed timeline, the goal for the Recreation Staff is for the space to become fully programed by the Fall 2019 Brochure (September 2019). This will allow staff to work with the community and collaborative partners over the summer to develop a variety of programs and events that are either directly or indirectly organized by the department.

Below is a list of potential **Senior Specific** program opportunities that can be either Recreation Program, Collaboration, or Third Party offerings;

Fitness Ideas

- Silver Sneakers (Walking Club)
- Hula hooping
- Dancing (Line Dance, Contra Dance, Square Dance, Ballet Barre)
- Golf Simulator
- Balance and Stretching Classes
- Chair Volleyball (with Balloon)

- Senior Zumba
- Tai Chi with former Mayor Jenkins
- Light weight strength training
- Physical Therapy; dealing with aging joints and injuries
- Senior Olympics

Health/Educational Programs (One day workshop and/or series)

- Senior Safety at Home
- Diabetes and Nutrition Education
- Make ahead Monday cooking class (prep, make, and freeze ahead meals)
- Couponing Class
- Croc-Pot and Insta-Pot Cooking
- Basic Health; Blood Pressure, Cholesterol, Heart issues
- Service Animals 101
- Elder Law Seminars
- Mental Health Workshops
- Weather man
- Community Concepts
- Coloring class
- Organization – what to do with all the junk mail, bills, and other papers
- Financial Planning; retirement
- Car Maintenance and Reminders
- Weekly Senior Meals
- Bingo

Entertainment

- Live Music
- Theme Dances; Prom, Roaring 20's Sock Hop, etc.
- Reunion
- Shuffle Board
- Horseshoes
- Senior Pictures; Local Photographer come in a take portraits
- Senior Singles
- Art Show with LA Arts
- Travel Tips; Booking, Travel updates, Airport updates

Senior Programs:

- A computer/copy and scan kiosk
- Internet 101: setting up email addresses, sending pictures, scanning memories, skype, facetime, etc.
- Indoor yard sale
- Craft fair
- Paint night
- Cribbage Club

- Jewelry Making
- Book Club
- VR Glasses (Virtual trips to landmarks, world locations, riding a roller coaster)
- Healing Waters Fly Fishing for Veterans
- Weight Loss Support Groups (Meetings)
- Movie Matinee
- Seasonal Events and Meals
- Scrap Booking
- Cosmetology; Hair, Make-up, Nails
- Café
- Warming and Cooling location

Age Friendly Programs:

- Breakfast with Santa
- Gingerbread house or Christmas cookie decorating
- Professional Magician and Juggling show Jason Tardy (Auburn native)
- Grandparent and Me Classes (Art, Gym, Books, Music, Cooking, Photography)
- Cuddle Time with Humane Society and adoptable pets
- Caring for your Parents/In-Laws 101
- Mentor programs (Kids, Adults)
- Community Meals hosted by the PAL Center
- Veteran Programs
- Bereavement; How to cope with a death (Human and Animals)
- Bereavement; Financial Focus (Wills, taking over the bills, future planning)
- Bingo
- Flower and Planting classes
- Age Friendly Wellness Fair
- Antique Preserving and Show
- Medical Supplies Canteen; Canes, Wheel Chairs, Crutches (In collaboration with Human Services)

Gatherings

- Memorial Services
- Weddings
- Anniversary's
- Birthdays
- Community Meals

Below is a list of potential **Non-Senior Specific** program opportunities that can be either Recreation Program, Collaboration, or Third Party offerings;

- Adult Education Classes
- Rentals (Birthday, Weddings, Family Gatherings, Baby Showers, Bridal Showers, Reunions)
- Job Fair, HS Job Fair
- Project Graduation

- Resume, Job Interviews, Employment related classes
- Tax Prep
- Meeting Space
- Cooking Classes
- Prescription Drop Off
- Summer Camp
- Family Bingo
- Family Dances; Father Daughter Dance, Family Prom Night
- CPR and Safety Trainings
- Auburn's Got Talent Show
- City Gatherings, Trainings, Meetings
- Exercise Classes
- Webinars, Conferences, Workshops, Regional Meetings
- Gaming Events; Cribbage, E Gaming, Board Games, Mind Craft, Forte Night, Cornhole
- Depending on the floor; pickleball, dance practice, youth sports classes for ages 3-5, Karate classes, RAD (Women's self-defense)
- Mommy and Me Time
- AA, DEEP, Opioid educational trainings
- Blood Drives
- Voting Site
- Depending on ceiling height we can have Bounce Houses
- If we got a Liquor License we could do Wine Tasting, Banquets, Draft Night for Rec's Men's Slow Pitch Draft League, Fantasy Drafts, Comedy Nights, Open Mic Nights, Karaoke, Poetry Reading, etc.

City of Auburn

60 Court Street,
Auburn, Maine 04210

**Community
Development
Department**

Memo

To: Michael Chammings
From: A. Hal Barter – Housing Coordinator
Date: 1/3/2019
Re: Proposed Senior Center Renovations

The existing building in question is located at 48 Pettingill Park Road. This building is currently being used as a combined Senior Center and storage for multiple departments to include Parks, Electrical, Police and Public Works. The building is roughly divided in half for the above mentioned uses.

It is being proposed that the (roughly half) portion of the building that is being used for storage be renovated to expand the Senior Center. The renovations will include (but not be limited to);

1. Demolishing the partition wall between the existing Senior Center and storage area and be replaced with a collapsible partition.
2. Electrical work to include new lighting, outlets and roughing in wiring for a new sound system.
3. Constructing new handicapped bathrooms and renovating the existing Sprinkler room into a coat room and a smaller sprinkler / mechanical room.
4. Demolishing the existing storage platform and constructing a new (2 story) enclosed storage area.
5. Installing a new entrance for the expanded area to include vestibules for the new and the existing entrance. There will also be a new service door installed for means of egress.
6. The paved area located at the front of the building will be demolished, re-graded and repaved for handicapped accessibility and drainage.

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

RESOLVE 02-01232019

Authorizing the use of the current Senior Citizen Center CIP funds for the demolition work at the Senior Center and to direct the City Manager to move forward with the proposed timeline of the Citizen Advisory Committee meeting, public hearing, and Council vote.