



City Council Meeting and Workshop

March 21, 2016

Agenda

5:30 P.M. Workshop

- A. Executive Session regarding a real estate matter, pursuant to 1 M.R.S.A §405 (6)(C).
- B. Discussion of City Council Committee Agenda Setting and Workplans

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Walker

Pledge of Allegiance

- I. Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.

1. Order 17-03212016*

Amending Order 14-03072016 which was previously adopted at the 3/7/2016 City Council meeting to reflect the corrected term expiration date for the re-appointment of Robert Bowyer (Planning Board) to 1/1/2019 (previously adopted as 10/1/2019 in error).

2. Order 18-03212016*

Confirming Chief Crowell's appointment of Randall Burnham as Constable without firearm for the Auburn Police Department.

II. Minutes

- March 7, 2016 Regular Council Meeting

III. Communications, Presentations and Recognitions

- Recognition – St. Dominic's Academy Girls Hockey Team State Championship

- IV. Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

- V. Unfinished Business** - None

VI. New Business

1. Resolve 03-03212016

Supporting staffs pursuit of the SAFER (Staffing for Adequet Fire and Emergency Response) Grant.

Auburn City Council Meeting & Workshop

March 21, 2016

3. Ordinance 04-03212016

Amending the ordinance regarding parking standards for junk cars. Public hearing and first reading.

VII. Executive Session

VIII. Reports

Mayor's Report

City Councilors' Reports

City Manager Report

Finance Director, Jill Eastman – February 2016 Monthly Finance Report

IX. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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. Labor contracts
- E. Contemplated litigation
- 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 in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Information Sheet

City of Auburn

Council Meeting Date: 03/21/2016

Subject: Executive Session

Information: Discussion regarding an real estate matter, pursuant to 1 M.R.S.A. Section 405(6)(C).

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

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

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
- (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
- (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
- (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.

This paragraph does not apply to discussion of a budget or budget proposal;

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

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

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

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

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

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

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

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



City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: 3/21/2016

Author: Sue Clements-Dallaire

Subject: Discussion of City Council Committee Agenda Setting and Work plans

Information: This is to discuss recommendations for agenda setting policy for the Council Committees.

Advantages: To provide clear expectations and consistency amongst all Council Committees

Disadvantages: None

City Budgetary Impacts: N/A

Staff Recommended Action: Discussion

Previous Meetings and History: N/A

Attachments:

Below please find my initial recommendations for our agenda-setting policy for the Community and Economic Development Committee. These recommendations are simply meant to get the ball rolling at tomorrow's meeting, and I encourage any party to step forward with other or competing recommendations.

1. All requests for additions to the agenda will be forwarded to each member of the committee for review.
2. A standard form should be used for any staff, citizen, committee member, or councilor who is requesting an item being referred to our committee or added to our agenda.
3. The agenda for a subsequent meeting will be set at the close of the current meeting by a majority vote of the committee.
4. All new requests for additions to the agenda or committee referrals that occur between scheduled meetings will be read into the record at the next meeting and added to our work list.
5. Our work list will be composed of all pending referrals or committee requests that have not yet received action from the committee.
6. Agendas will be created by voting to take up individual items in our work list. Items not yet in the work list must be added to the work list before being added to an agenda.
7. A vote of the council at-large can compel an item to be added to the agenda outside of the above-referenced process.

The committee may also want to consider whether we want to create rules for emergency items deemed to be of time-sensitive importance, and how those might be handled.

Regards,

Grady Burns
City Councilor, At Large
Community and Economic Development Committee, Chair
City of Auburn, ME
207-576-6069



**Council Committee
Agenda
Auburn Hall – Council Chambers**

1. Call to Order and Introductions

- Chairperson calls meeting to order with Council and staff introductions

2. Minutes of previous meetings

- Approve previous meeting minutes.

3. Agenda items listed for review

- See #7. Each meeting the last item on the agenda will be to set the next meeting agenda and confirm date/times. This will cut down on staff time coordinating meetings and agendas. It will give staff 30 days between meetings to gather the necessary information.

4. Committee recommendations

- Following each agenda item we ask that a committee recommendation is stated and voted on by the 3 Councilors present. With a recommendation to bring the item forward staff will work to schedule the item on a future Council Workshop.

5. Staff updates

- Staff will bring forward any updates on other initiatives/projects not on the agenda, as well as, any new items/issues that should be discussed by that committee.

6. Public Comment

7. Next meeting agenda setting

- The committee will establish the agenda for their next meeting before everyone leaves. This will again cut down on staff time.



City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: 3-21-2016 **Order** 17-03212016

Author: Sue Clements-Dallaire

Subject: Amending order 14-03072016 that was previously adopted at the 3/7/2016 Council Meeting

Information: Order 14-03072016 Appointing Board & Committee members was adopted by Council at the 3/7/2016 meeting. It was brought to my attention after that the term expiration date for the re-appointment of Robert Bowyer (Planning Board) was incorrectly noted as 10/01/2019 but should be 01/01/2019. Passage of order 17-03212016 would amend order 14-03072016 to reflect the correct term expiration date.

Advantages: Passage of order 17-03212016 would amend order 14-03072016 to reflect the correct term expiration date.

Disadvantages: None

City Budgetary Impacts: None

Staff Recommended Action: Recommend passage.

Previous Meetings and History: 3/7/2016

Attachments: Order 14-03072016 that was adopted at the 3/7/2016 Council meeting, and Order 17-03212016.

James Pross, Ward One
Robert Stone, Ward Two
Andy Titus, Ward Three
Ernestine Gilbert, Ward Four



Leroy Walker, Ward Five
Grady R. Burns, At Large
David C. Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

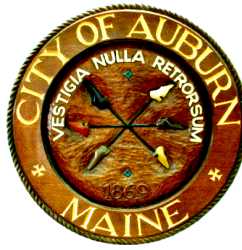
ORDER 14-03072016

ORDERED, that the City Council hereby makes the follow board and committee appointments with term expirations as noted:

Board or Committee	Term Expiration Date	Name of Person Appointed or Reappointed
Planning Board	10/1/2019	Robert Bowyer (re-appointment)
Auburn Water District	3/1/2019	Tizz E.H. Crowley (new appointment)
Auburn Sewerage District	3/1/2019	Heidi McCarthy (re-appointment)
Ethics Committee (full member)	1/1/2019	Leonard Kimble (new appointment)
Ethics Committee (alternate)	1/1/2019	Marc Bernier (new appointment)
Ethics Committee (alternate)	1/1/2019	Robert Sevigny (new appointment)
Conservation Commission	6/1/2017	Charles Lafean (new appointment)
Community Development Block Grant (CDBG) Loan Committee	10/1/2016	Nikki Chabot (new appointment)
Board of Assessment Review	10/01/2019	Robert Hayes (new appointment)
Board of Assessment Review	10/01/2019	Larry Pelletier (new appointment)
Board of Assessment Review (alternate)	10/01/2017	Tizz E.H. Crowley

Passage on 3/7/2016 7-0.

James Pross, Ward One
Robert Stone, Ward Two
Andy Titus, Ward Three
Ernestine Gilbert, Ward Four



Leroy Walker, Ward Five
Grady R. Burns, At Large
David C. Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 17-03212016

ORDERED, that the City Council hereby amends Order 14-03072016 which was previously adopted at the 3/7/2016 City Council meeting to reflect the corrected term expiration date for the re-appointment of Robert Bowyer (Planning Board) to 1/1/2019 (previously adopted as 10/1/2019 in error).

Board or Committee	Term Expiration Date	Name of Person Appointed or Reappointed
Planning Board	10/1/2019 01/01/2019	Robert Bowyer (re-appointment)



City Council Information Sheet

City of Auburn

Council Meeting Date: March 21, 2016

Order 18-03212016*

Author: Phillip L. Crowell, Jr., Chief of Police

Subject: Confirm Chief Crowell's appointment of a Constable Process Server without firearm for the Auburn Police Department.

Information: Chief of Police Crowell requests that the Auburn City Council appoint a civilian (Randall Burnham) to serve documents in the City of Auburn. This civilian will act as a Constable Process Server without a firearm.

Advantages: Documents (ie: subpoenas) are time sensitive. Civilians, who have been appointed by the City Council, will serve documents in the City of Auburn.

Disadvantages:

City Budgetary Impacts: N/A

Staff Recommended Action: Appointment of one civilian (Randall Burnham) as a Constable Process Server for the City of Auburn.

Previous Meetings and History: January 5, 2015 and December 21, 2015 – Annually and periodically, requests are made for appointments and re-appointments for the next or current calendar year.

Attachments:

- Memo from Chief



Auburn Police Department



Memorandum

Phillip L. Crowell
Chief of Police

Jason D. Moen
Deputy Chief

Rita P. Beaudry
Executive Assistant

To: Honorable Mayor Jonathan LaBonte and Members of the City Council
From: Phillip L. Crowell, Jr., Chief of Police
Date: March 15, 2016
Re: CONSTABLE 2016

We request the following named person be appointed to serve documents as a Constable in the City of Auburn for 2016:

Randall Burnham	Constable Process Server	Without Firearm	Appointment
-----------------	-------------------------------------	-----------------	-------------

James Pross, Ward One
Robert Stone, Ward Two
Andy Titus, Ward Three
Ernestine Gilbert, Ward Four



Leroy Walker, Ward Five
Grady R. Burns, At Large
David C. Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 18-03212016

ORDERED, that the City Council hereby appoint Randall Burnham, as a Constable Process Server without firearm in the City of Auburn. Mr. Burnham is not an agent or employee of the city or entitled to hold himself out as such, and is not authorized to carry a firearm in the performance of his duties, and his authority to act as a constable is limited to private employment as a process server.

IN COUNCIL REGULAR MEETING MARCH 7, 2016 VOL. 34 PAGE 217

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

I. Consent Items

1. Order 09-03072016*

Approving the temporary sign request for Park Avenue Elementary Schools April Festival.

2. Order 10-03072016*

Approving the temporary sign request for the Maine Home Show.

3. Order 11-03072016*

Approving the temporary sign request for the Kora Shrine Circus.

4. Order 12-03072016*

Approving the temporary sign request for the Auburn Business Association.

5. Order 13-03072016*

Accepting the transfer of \$1,857.00 forfeiture assets in U.S. currency to the Auburn Police Department (Superior Court Criminal Action Docket No. CR-15-309 Mustafa Abdi).

Motion was made by Councilor Walker and seconded by Councilor Titus to accept the consent items as presented. Passage 6-0-1 (Councilor Burns was not present for this vote).

II. Minutes - February 22, 2016 Regular Council Meeting

Motion was made by Councilor Walker and seconded by Councilor Pross accepting the minutes of the February 22, 2016 City Council meeting. Passage 7-0.

III. Communications, Presentations and Recognitions

The Mayor gave recognition to the Edward Little High School Girls Indoor Track Team for their State Championship victory and to the Edward Little High School Boys Alpine Ski Team for also winning the State Championship. The coaches and members of the teams were present.

IV. Open Session – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*. No one from the public spoke.

Mary LaFontaine, Western Avenue – opened by commenting that she loves this community and chooses to live here and we are doing some really great things. She noted that she sat in the Ward 3 Council seat for 4 years and understands the work and understands that decisions that are made are not easy decisions to make and when decisions are made to fund or not fund a program or department, it comes with a cost. She asked that Councilors approach their decisions in a couple of ways. Approach decisions as a whole community,

seek out opinions, fact, data, and historical perspective. Don't listen to just one group. Consider the greater community and future of this community. The business community needs support from both cities. When she moved to L-A in 1988, she saw it as one community. She lives in Auburn, works in Lewiston, and shops, dines, and recreates in both. While many decisions they make are for Auburn specifically, many decisions will be about the greater community. She asked that they consider why decisions were made previously, and honor consistency and dependability. She spoke about property valuations and the work of the Growth Council. She commented that we now have a different leader at the Growth Council and there is good work going on. She spoke about the impact on businesses and the community if Auburn were to defund the Growth Council and asked that they honor the commitment that was made, do complete research, talk to a variety of people before a decision is made.

Alan Hahnel, Chairman of the Board of Lewiston Auburn Economic Growth Council. He wanted to express his concern that Auburn is looking to move backwards in terms of Economic Development in the Lewiston – Auburn Community. He mentioned the topic of rescinding the \$50,000 for the Rail Study. He added that there are rumors that Auburn wants to defund LAEGC, and the message is that Auburn does not care about Economic Development and that perception is not good for the community.

Lincoln Jeffers, Economic Development Director in Lewiston, stated that as a rule, he tries to not speak at Auburn Council meetings but with rumor that Auburn is looking to defund the Lewiston Auburn Economic Growth Council, it compelled him to speak. He spoke in support of the LAEGC and John Holden and the work that is being done. He noted that he agreed with the comments Mary LaFontaine made.

Stephanie Gelinis, Lewiston resident – stated that she believes this is not just an Auburn discussion, as the dialogue that is occurring has ramifications that go well beyond Auburn and Lewiston and beyond. The LA Metro Chamber released a strong support statement for LAEGC stating that they should be allowed to continue doing the important work they are doing. She noted that LAEGC was the first resource she accessed when she started her business years ago and that is where she refers others. She added that now is not the time to withdraw from LAEGC and now is the time for Lewiston and Auburn to support joint efforts.

Gabrielle Russell, a downtown resident of Lewiston and owns a building on Lisbon Street - noted that she grew up in Auburn and works in Auburn. She expressed her strong support for the work that LAEGC is doing now. She reached out to John Holden when she was looking for a tenant for her Lisbon Street building. He responded right away and within 2 weeks she had a lease agreement. She added that she also worked with LAEGC to get a small business loan and noted that she couldn't have made it happen without John Holden and the staff at LAEGC.

Carl Shalene, commented that we need to understand that what is good for Lewiston is good for Auburn and what is good for Auburn is good for Lewiston. He spoke in support of LAEGC adding that Lewiston and Auburn are better together and we need the Growth Council.

V. **Unfinished Business**

1. Ordinance 02-02222016

Adopting the amendments to Chapter 20-Housing Code. Public hearing and second reading.

Motion was made by Councilor Titus and seconded by Councilor Walker to adopt the amendments to Chapter 20-Housing Code which would include the amendments made at the 2/22/2016 Council meeting.

Public hearing – no one from the public spoke.

Passage 6-1 (Councilor Pross opposed). A roll call vote was taken.

2. Ordinance 03-02222016

Adopting the amendments to Chapter 44 – Solid Waste. Public hearing and second reading.

Motion was made by Councilor Titus and seconded by Councilor Gilbert to adopt the amendments to Chapter 44 – Solid Waste.

Public hearing:

Larry Pelletier, 129 Second Street asked who will be responsible for enforcing this.

A gentleman that did not identify himself spoke asking who is responsible if tenants do not put their trash out in the trash cans and he went on to talk about enforcement of this proposed ordinance amendment.

Dan Herrick, 470 Hatch Road – asked where this proposal originated adding that he has never heard a complaint about trash strewn across city streets. He also asked who would be responsible for enforcing this.

Motion failed 3-4 (Councilors Walker, Young, Stone, and Titus opposed). A roll call vote was taken.

VI. New Business

3. Ordinance 04-03072016

Adopting amendments for a Form Based Code and Zoning Map for portions of Downtown Auburn and New Auburn. The Form Based Code Text Amendment will replace Article IV, Division 14, Central Business District, Sec. 60-546, amend related sections of the Zoning Ordinance and create 5 new Form Based Code Districts (T-4.1, T-4.2, T-5.1, T-5.2 and T-6). Public hearing and first reading.

The notification on this hearing was sent to property owners within the affected area and 100 feet around the area affected but it was determined afterwards that the ordinance states that notification has to go out to owners within and 500 feet around the affected area. Because of that, this item will be postponed and will be going before the

Planning Board for a further public hearing. An update on this item was provided but action will be postponed until after giving full and proper notice.

Public comment – Chris Branch of Sebago Technics, was representing the Hilton Garden. He spoke in support of the Form Based Code and feels that the area that the Hilton Garden is in would be better fit by being in the T-6 instead of the T-5.2 classification.

Adam Lee, Main St – stated that he commends highly the Form Based Code and encouraged expansion on the T-6 classification in the downtown area.

4. Order 14-03072016

Appointing Board and Committee members as nominated by the Appointment Committee.

Council may enter into executive session pursuant to 1 M.R.S.A. §405 (6)(A).

Motion was made by Councilor Burns and seconded by Councilor Walker to appoint Board and Committee members as nominated by the Appointment Committee. Passage 7-0.

5. Order 15-03072016

Approving to discontinue the use of Fund Balance to balance the General Fund budget over the next 2 fiscal years, FY 17 and FY 18 as recommended by the Finance Director.

Motion was made by Councilor Titus and seconded by Councilor Stone to approve to discontinue the use of Fund Balance to balance the General Fund budget over the next 2 fiscal years, FY17 and FY18 as recommended by the Finance Director.

Public comment – no one from the public spoke.

Passage 7-0.

VII. Executive Session

Discussion on a poverty abatement case # 2879-16 pursuant to (36 M.R.S.A § 841) with possible action to follow.

Motion was made by Councilor Burns and seconded by Councilor Titus to enter into executive session to discuss a poverty abatement, pursuant to (36 M.R.S.A § 841) with possible action to follow. Passage 7-0, time in 8:12 PM.

Council was declared out of executive session at 8:32 PM.

Motion was made by Councilor Burns and seconded by Councilor Walker to approve the poverty abatement, case #2879-16 in the amount of \$456.00. Passage 7-0.

Discussion on a real estate matter, pursuant to 1 M.R.S.A. §405 (6)(C).

IN COUNCIL REGULAR MEETING MARCH 7, 2016 VOL. 34 PAGE 221

Motion was made by Councilor Pross and seconded by Councilor Burns to enter into executive session to discuss a real estate matter, pursuant to 1 M.R.S.A. §405 (6)(C). Passage 7-0, time in 8:34 PM.

Council was declared out of executive session at 9:17 PM.

VIII. Reports

Mayor's Report – Mayor LaBonte wanted to clarify a comment that was made during open session that Auburn is viewed poorly in regards to economic and business development. He stated that nothing is further from the truth. He spends a lot of time interacting and working with businesses and investors in the State. Auburn and Lewiston-Auburn are seen as a place for opportunity. People see Auburn as a place that is wide open for business and there is a lot in the pipeline.

Councilor Young – reported that last week was a busy week. One meeting cancelled, and one gave just a couple hours notice of another meeting. He was unable to attend due to such short notice. He noted that last weekend he visited two out of three caucuses. He was a guest at one and participated at the other. Pictures can be found on Flickr.

Councilor Walker - working with Tizz Crowley on the Denny Sullivan celebration. He encouraged people to check out the City website and Great Falls TV to find out what is happening.

City Manager – noted that next Monday will be first CIP presentation. It will be in draft form, and he is looking for feedback from Council and the public. He also noted that the Council Committee meetings are ongoing.

IX. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

No one from the public spoke.

X. Adjournment

Motion was made by Councilor Walker and seconded by Councilor Stone to adjourn. All were in favor, the meeting adjourned at 9:23 PM.

A True Copy.

ATTEST Susan Clements-Dallaire
Susan Clements-Dallaire, City Clerk



City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: March 21, 2016

Resolve 03-03212016

Author: Fire Chief Frank Roma

Subject: FY 15 Staffing for Adequate Fire and Response (SAFER) Grant

Information: The AFD desires to make application for a SAFER Grant during the FY 15 grant cycle through FEMA. This grant would cover salary and benefits for four (4) firefighter/paramedics for a period of two years.

Advantages: Award of this grant will allow for us to increase assigned staffing on Engine 2 in New Auburn to four. Engine 2 operates in a mixed rural and urban environment and is often alone for extended periods of time before additional resources are able to arrive and assist. Award of this grant will help to increase firefighter safety, company efficiency and provide a higher level of service to the community.

Disadvantages: NONE

City Budgetary Impacts: Costs for PPE, uniforms and pre-employment physicals will be borne by the city. Approximately \$4,500.00 per FF.

Staff Recommended Action: Approve submission of request for FY 15 SAFER Grant for four (4) Firefighter/Paramedics by the AFD.

Previous Meetings and History: City Council approved submission of a SAFER Grant request in FY 14 for four (4) Firefighter/Paramedics. Grant request was not successful. Presented at the 3/7/2016 Council workshop.

Attachments: Program description.

AUBURN FIRE DEPARTMENT



550 Minot Avenue
Auburn ME 04210

3-7-16

City Council,

The SAFER Grant application period opened on February 22, 2016 and will close on March 25, 2016. The AFD applied for this Grant last year. We were not successful in our application. It is our desire to make application again during this current cycle. The grant application period is quite laborious and lengthy. As such, we seek approval to move forward in making this grant request in a timely manner.

The Staffing for Adequate Fire and Emergency Response Grants (SAFER) was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720). This grant is funded through FEMA.

The grant would provide 100% (no city match) funding for four (4) firefighter/paramedics for a period of two years. This would include salary and benefits. Costs for PPE, uniforms and pre employment physicals would be borne by the city.

If successful in being awarded the grant, and should council choose to accept the grant if so awarded, we would have a defined period to make the hires.

When do we expect that departments will begin to be notified about success and or failure of grant requests?

- Projected Award Start Date(s): June 1, 2016 (estimate)
- Projected Award End Date(s): September 30, 2016 (estimate)

How long after notification if successful, do we have to accept the grant and fill the positions?

- Grantees must either accept or decline their award no later than 30 days from the award notification date.
- A default 180-day recruitment period begins when an application is approved for award under this category.
- The two year period of performance automatically starts after the 180-day recruitment period, regardless of whether the grantee has successfully hired the requested firefighters.

I anticipate that at the conclusion of the grant funding period for those that were hired through the grant, we will have vacancies created through attrition that would provide for us to utilize these fully trained and equipped firefighters and retain them. However, we are not under an obligation or requirement to retain them.

Thank you,

Frank Roma
Fire Chief

James Pross, Ward One
Robert Stone, Ward Two
Andy Titus, Ward Three
Ernestine Gilbert, Ward Four



Leroy Walker, Ward Five
Grady R. Burns, At Large
David C. Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

RESOLVE 03-03212016

RESOLVED, that the City Council hereby support the application of the Auburn Fire Department for a FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Grant for four (4) Firefighter/Paramedics. The grant would provide full salary and benefits for a period of two years with no obligation to maintain the funded positions upon the conclusion of the two year funding period.



City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: March 21, 2016

Ordinance 04-03212016

Author: Eric Cousens, Deputy Director, Economic Development and Planning

Subject: Text Amendment to Zoning Ordinance Regarding Junk Cars

Information: The Planning and Development Office worked with the Office of Community Development on a series of City Code and Zoning Ordinance text amendments related to issues of property maintenance. This specific text amendment addresses junk cars. The proposed amendment to the zoning ordinance would eliminate the ambiguous wording of “inoperable” and “unlicensed” terms and replace them with “uninspected” and “unregistered”, which is easier to verify and consistent with the State automobile-graveyard law. The change will help the enforcement process. The goal of this text amendment is to improve the appearance of neighborhoods by removing junk vehicles and help to create a more attractive and desirable place to live.

Advantages: Adopting the proposed text amendment will make it easier for Code Enforcement officers to enforce junk cars regulations by removing ambiguous language that could be challenged. Removing junk cars will help improve the appearance of individual properties, the surrounding neighborhoods and Auburn in general.

Disadvantages: Removing unsightly junk cars may be perceived by violators as government intrusion on individual property rights.

City Budgetary Impacts: No direct budgetary impacts. Removing junk cars may actually slightly improve property values over time.

Staff Recommended Action: The Staff and Planning Board recommend approval of the text amendment.

Previous Meetings and History: This text amendment and other proposed code violation changes were presented to the City Council at a February 8, 2016 workshop. The Planning Board held a public hearing on March 8, 2016.

Attachments:

1. Planning Board Report on the Text Amendment from their March 8, 2016 meeting and public hearing.
2. Draft Text Amendment
3. Draft Ordinance 04-03212016



City of Auburn, Maine

Office of Planning & Development
www.auburnmaine.gov | 60 Court Street
Auburn, Maine 04210
207.333.6601

To: Mayor LaBonte and Auburn City Council

From: Douglas M. Greene, AICP, RLA; City Planner

Date: March 17, 2016

RE: Planning Board Report on a Text Amendment to Article V (Parking) Relating to Junk Vehicles

The Planning Board is required to review and make recommendations to the City Council on text amendments to the Auburn Zoning Ordinance. At their March 8, 2016 meeting, a public hearing was held to present changes to Article V, Parking, that proposed changes to off-street parking standards of the zoning ordinances relating to controlling “junk” vehicles on residential properties. The proposed amendments to the zoning ordinance would eliminate the ambiguous wording of “inoperable” and “unlicensed” terms and replace them with “uninspected” and “unregistered”, which is easier to verify and consistent with the State automobile-graveyard law.

BACKGROUND:

The Planning and Development Office worked with the Office of Community Development on a series of City Code and Zoning Ordinance text amendments related to issues of property maintenance. The goal of this text amendment is to improve the appearance of neighborhoods by removing junk vehicles and thereby, create a more attractive and desirable place to live. The changes would also help to improve the enforcement process.

MARCH 8th MEETING SUMMARY:

The Staff presented the text amendment to the Planning Board on March 8, 2016. There were no questions from the Planning Board. The public hearing portion of the agenda item was opened and no one from the public was present or commented. The Planning Board voted unanimously 7-0 to forward a favorable recommendation of the text amendment to the City Council.

RECOMMENDATION TO CITY COUNCIL:

The Auburn Planning Board recommends the City Council adopt the proposed text amendment to Article V, Parking, Section 60-607, General provisions and Design Standards as shown in the attached draft.

C: Eric Cousens, Deputy Director, Planning and Development
File

Sec. 60-607. - General provisions and design standards.

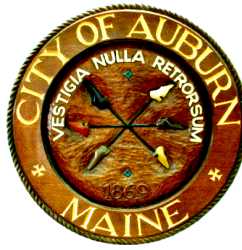
Development of the parking and loading spaces required by this section is subject to the following general provisions and design standards:

- (1) There shall be provided, at the time of erection of any main building or structure or development of a site in its permitted use, the minimum number of off-street parking and loading spaces specified in the following subsections, within or without a structure. In calculating the spaces, any fractions shall be rounded to the nearest whole number.
- (2) Each individual parking space shall consist of an effective area of nine feet by 18 feet in dimension and shall be accessible to a public way, except for residential uses in Multifamily Urban Districts (MFU) containing five or more dwelling units. Such uses may develop tandem parking spaces but shall be limited to not more than two vehicles in depth.
- (3) Loading spaces shall have the following dimensions:
 - a. Buildings having a gross floor area of 10,000 square feet or less: 25-foot length, 20-foot width;
 - b. Buildings having a gross floor area of greater than 10,000 square feet: 50-foot length, ten-foot width. Each loading space shall have a vertical clearance of at least 14 feet. Required loading spaces shall not be counted as meeting part of the parking space requirements.
- (4) Interior driveways and ingress and egress points serving parking areas shall be at least 20 feet in width to allow safe and expeditious movement of vehicles. Ingress and egress points shall be separated wherever possible and so signed. Ingress and egress points for one-way vehicular movement only, may be reduced to not less than 14 feet for angle parking areas or 12 feet for perpendicular parking areas.
- (5) The required parking and/or loading spaces shall be provided on the same lot as the principal use, building or structure they are required to serve. For buildings other than dwellings, parking spaces may be located not more than 300 feet there from should practical difficulties prevent their provision on the same lot.
- (6) No required parking area or driveways servicing same shall be used for the sale, repair, dismantling or servicing of any vehicle, equipment, material, supplies or merchandise.
- (7) ~~In-On~~ any residential ~~district property or in any residential district~~, outdoor off-street parking may include the parking or storage of not more than one ~~inoperable-unregistered or uninspected~~ motor vehicle per lot. If ~~also-unlicensed a vehicle is both unregistered and uninspected~~, the vehicle must be stored within a building.
- (8) In any residential district, off-street parking may include not more than one commercial vehicle per lot.
- (9) In any residential district, no portion of the front yard space, other than the driveway, shall be utilized for off-street parking.
- (10) Any parking or loading space serving a business or industrial use which abuts the side or rear lot line of a lot in a residential district or use shall be screened from said lot by a tight evergreen shrub hedge or similar landscaping, a fence, a solid wall or a combination of two or more of the foregoing. The screen landscaping, wall or fence shall be at least six feet high and may be extended no closer than 15 feet from the street line.
- (11) Exterior lighting provided in any parking or loading area shall be arranged and shielded so that it is deflected away from adjacent properties used for residential purposes and from any public highway.
- (12) All uses containing over five parking and/or loading spaces shall either contain such spaces within structures or be subject to the following requirements:

- a. All access drives, parking, loading and service spaces shall be graded and surfaced with a solid paving material that is impermeable to water and so as to be dust free and properly drained. Materials which satisfy this criteria include but are not limited to: bituminous pavement, concrete, geotextiles and brick or cobblestone or other paving block provided that it is mortared.
 - b. Parking and loading spaces shall be suitably marked by painted lines or other appropriate markings.
 - c. A substantial bumper of concrete, masonry, steel or heavy timber or a curb of similar material or an earthen berm shall be placed at the head of each parking or loading stall that abuts a structure, rear or side setback or property line, sidewalk, street right-of-way, or landscaped area to prevent vehicles from rolling into such areas.
 - d. Where, in nonresidential districts, parking is planned to occupy a portion of the required front yard area, parking shall not be placed nearer than ten feet from the street right-of-way line. The area between the parking area and the street right-of-way line shall be landscaped.
- (13) Parking and loading spaces shall be so arranged as not to require backing of vehicles onto any public street. No loading platforms or receiving doors shall be located on the street side of any retail store or other commercial building unless such platforms or receiving doors be located not less than 60 feet from the sideline of any street right-of-way lines.
- (14) No portion of any entrance or exit driveway serving a residential use or building shall be closer than 50 feet from the nearest public street intersection unless prevented by dimensional or physical difficulties. No portion of any entrance or exit driveway serving a commercial or industrial use of building shall be closer than 100 feet from the nearest public street intersection unless prevented by dimensional or physical difficulties.
- (15) On lots where one entrance and exit driveway or curb-cut is constructed, the curb-cut shall not exceed 32 feet in width. Where two or more driveways or curb-cuts are constructed, the curb cuts shall not exceed 20 feet in width. For automotive service stations, the curb cut widths may be increased to 32 feet for each driveway or access, but shall not exceed two driveways. These widths may be increased up to a maximum of 44 feet on arterial roads if required by the city engineering department or the state department of transportation.
- (16) A parking lot cluster containing more than 80 stalls shall contain landscaped areas within the perimeter of the overall lot, in the form of landscaped perimeter and islands.
- (17) For those developments subject to site plan review (division 2 of article XVI of this chapter) the relaxation of the requirements of this section shall be reviewed by the planning board.
- (18) Required off-street parking in the Auburn Downtown Action Plan for Tomorrow area for lots which cannot provide their own parking because of location, lot size or existing development may be substituted by parking facilities which, in the public's interest may be provided for by the municipality or private parking resources. No such public or private off-street parking shall be considered as a substitute unless located within 1,000 feet of the principal building or use as measured along lines of public access.
- (19) In calculating the required number of off-street parking spaces, the gross leasable area shall be used.

(Ord. of 9-21-2009, § 4.1A)

James Pross, Ward One
Robert Stone, Ward Two
Andy Titus, Ward Three
Ernestine Gilbert, Ward Four



Leroy Walker, Ward Five
Grady R. Burns, At Large
David C. Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDINANCE **04-03212016**

Be it ordained by the Auburn City Council, that the Auburn Zoning Ordinance, Article V, Parking, Section 60-607, General Provisions and Design Standards be amended as shown on the attached draft dated March 17, 2016.

James Pross, Ward One
Robert Stone, Ward Two
Andy Titus, Ward Three
Ernestine Gilbert, Ward Four



Leroy Walker, Ward Five
Grady R. Burns, At Large
David C. Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDINANCE **04-03212016**

Be it ordained by the Auburn City Council, that the Auburn Zoning Ordinance, Article V, Parking, Section 60-607, General Provisions and Design Standards be amended as shown on the attached draft dated March 17, 2016.

Sec. 60-607. - General provisions and design standards.

Development of the parking and loading spaces required by this section is subject to the following general provisions and design standards:

- (1) There shall be provided, at the time of erection of any main building or structure or development of a site in its permitted use, the minimum number of off-street parking and loading spaces specified in the following subsections, within or without a structure. In calculating the spaces, any fractions shall be rounded to the nearest whole number.
- (2) Each individual parking space shall consist of an effective area of nine feet by 18 feet in dimension and shall be accessible to a public way, except for residential uses in Multifamily Urban Districts (MFU) containing five or more dwelling units. Such uses may develop tandem parking spaces but shall be limited to not more than two vehicles in depth.
- (3) Loading spaces shall have the following dimensions:
 - a. Buildings having a gross floor area of 10,000 square feet or less: 25-foot length, 20-foot width;
 - b. Buildings having a gross floor area of greater than 10,000 square feet: 50-foot length, ten-foot width. Each loading space shall have a vertical clearance of at least 14 feet. Required loading spaces shall not be counted as meeting part of the parking space requirements.
- (4) Interior driveways and ingress and egress points serving parking areas shall be at least 20 feet in width to allow safe and expeditious movement of vehicles. Ingress and egress points shall be separated wherever possible and so signed. Ingress and egress points for one-way vehicular movement only, may be reduced to not less than 14 feet for angle parking areas or 12 feet for perpendicular parking areas.
- (5) The required parking and/or loading spaces shall be provided on the same lot as the principal use, building or structure they are required to serve. For buildings other than dwellings, parking spaces may be located not more than 300 feet there from should practical difficulties prevent their provision on the same lot.
- (6) No required parking area or driveways servicing same shall be used for the sale, repair, dismantling or servicing of any vehicle, equipment, material, supplies or merchandise.
- (7) In On any residential districtproperty or in any residential district, outdoor off-street parking may include the parking or storage of not more than one inoperable unregistered or uninspected motor vehicle per lot. If also unlicensed a vehicle is both unregistered and uninspected, the vehicle must be stored within a building.
- (8) In any residential district, off-street parking may include not more than one commercial vehicle per lot.
- (9) In any residential district, no portion of the front yard space, other than the driveway, shall be utilized for off-street parking.
- (10) Any parking or loading space serving a business or industrial use which abuts the side or rear lot line of a lot in a residential district or use shall be screened from said lot by a tight evergreen shrub hedge or similar landscaping, a fence, a solid wall or a combination of two or more of the foregoing. The screen landscaping, wall or fence shall be at least six feet high and may be extended no closer than 15 feet from the street line.
- (11) Exterior lighting provided in any parking or loading area shall be arranged and shielded so that it is deflected away from adjacent properties used for residential purposes and from any public highway.
- (12) All uses containing over five parking and/or loading spaces shall either contain such spaces within structures or be subject to the following requirements:

- a. All access drives, parking, loading and service spaces shall be graded and surfaced with a solid paving material that is impermeable to water and so as to be dust free and properly drained. Materials which satisfy this criteria include but are not limited to: bituminous pavement, concrete, geotextiles and brick or cobblestone or other paving block provided that it is mortared.
 - b. Parking and loading spaces shall be suitably marked by painted lines or other appropriate markings.
 - c. A substantial bumper of concrete, masonry, steel or heavy timber or a curb of similar material or an earthen berm shall be placed at the head of each parking or loading stall that abuts a structure, rear or side setback or property line, sidewalk, street right-of-way, or landscaped area to prevent vehicles from rolling into such areas.
 - d. Where, in nonresidential districts, parking is planned to occupy a portion of the required front yard area, parking shall not be placed nearer than ten feet from the street right-of-way line. The area between the parking area and the street right-of-way line shall be landscaped.
- (13) Parking and loading spaces shall be so arranged as not to require backing of vehicles onto any public street. No loading platforms or receiving doors shall be located on the street side of any retail store or other commercial building unless such platforms or receiving doors be located not less than 60 feet from the sideline of any street right-of-way lines.
- (14) No portion of any entrance or exit driveway serving a residential use or building shall be closer than 50 feet from the nearest public street intersection unless prevented by dimensional or physical difficulties. No portion of any entrance or exit driveway serving a commercial or industrial use of building shall be closer than 100 feet from the nearest public street intersection unless prevented by dimensional or physical difficulties.
- (15) On lots where one entrance and exit driveway or curb-cut is constructed, the curb-cut shall not exceed 32 feet in width. Where two or more driveways or curb-cuts are constructed, the curb cuts shall not exceed 20 feet in width. For automotive service stations, the curb cut widths may be increased to 32 feet for each driveway or access, but shall not exceed two driveways. These widths may be increased up to a maximum of 44 feet on arterial roads if required by the city engineering department or the state department of transportation.
- (16) A parking lot cluster containing more than 80 stalls shall contain landscaped areas within the perimeter of the overall lot, in the form of landscaped perimeter and islands.
- (17) For those developments subject to site plan review (division 2 of article XVI of this chapter) the relaxation of the requirements of this section shall be reviewed by the planning board.
- (18) Required off-street parking in the Auburn Downtown Action Plan for Tomorrow area for lots which cannot provide their own parking because of location, lot size or existing development may be substituted by parking facilities which, in the public's interest may be provided for by the municipality or private parking resources. No such public or private off-street parking shall be considered as a substitute unless located within 1,000 feet of the principal building or use as measured along lines of public access.
- (19) In calculating the required number of off-street parking spaces, the gross leasable area shall be used.

(Ord. of 9-21-2009, § 4.1A)

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



TO: Howard Kroll, City Manager
FROM: Jill Eastman, Finance Director
REF: February 2016 Financial Report
DATE: March 9, 2016

The following is a discussion regarding the significant variances found in the City's February 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 eighth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 66.7% 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 February 29th, including the school department were \$46,245,854 or 59.63%, of the budget. The municipal revenues including property taxes were \$33,210,304, or 60.46% of the budget which is more than the same period last year by 1.28%. The accounts listed below are noteworthy.

- A. The current year tax revenue is at 59.15% , the second payment is due March 15th .
- B. Excise tax for the month of February is at 72.17%. This is a \$143,093 increase from FY 15. Our excise revenues for FY16 are 5.5% above projections as of February 29, 2016.
- C. State Revenue Sharing at the end of February is 71.58% or \$1,057,740. This is 13.34% or \$97,046 increase from last February.
- D. Fines are ahead of last year at this time by \$1,794.

Expenditures

City expenditures through February 2016 were \$25,034,762 or 65.04%, of the budget. This is a 8.56% decrease for the same period last year. Noteworthy variances are:

- A. The operating departments are all in line with where they should be at this time. Several line items are paid quarterly, semi-annually or annually thus creating the appearance of being over budget. I have and will continue to monitor each department's expenditures throughout the fiscal year.
- B. The TIF transfer has not been made yet this year which is the major variance compared to last year at this time.

Investments

This section contains an investment schedule as of February 29th. Currently the City's funds are earning an average interest rate of .47%.

Respectfully submitted,

A handwritten signature in black ink, reading "Jill M Eastman". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND
AS of February 2016, January 2016, and June 2015

	UNAUDITED February 29 2016	UNAUDITED January 31 2015	Increase (Decrease)	AUDITED JUNE 30 2015
ASSETS				
CASH	\$ 13,047,392	\$ 18,453,463	\$ (5,406,071)	\$ 11,951,131
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	2,212,052	2,360,696	(148,643)	2,429,419
TAXES RECEIVABLE-CURRENT	16,033,363	19,034,683	(3,001,320)	37,898
DELINQUENT TAXES	615,829	619,781	(3,952)	571,005
TAX LIENS	629,083	648,397	(19,314)	1,721,395
NET DUE TO/FROM OTHER FUNDS	1,654,757	2,595,970	(941,213)	266,370
TOTAL ASSETS	\$ 34,192,477	\$ 43,712,989	\$ (9,520,513)	\$ 16,977,218
LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ (17,373)	\$ (32,477)	\$ 15,104	\$ (1,935,471)
PAYROLL LIABILITIES	(467,884)	(643,151)	175,267	-
ACCRUED PAYROLL	36,805	36,805	-	(2,329,832)
STATE FEES PAYABLE	(27,082)	(54,242)	27,160	-
ESCROWED AMOUNTS	(9,847)	(23,309)	13,463	(6,039)
DEFERRED REVENUE	(17,256,434)	(20,280,943)	3,024,508	(1,860,686)
TOTAL LIABILITIES	\$ (17,741,816)	\$ (20,997,318)	\$ 3,255,502	\$ (6,132,028)
FUND BALANCE - UNASSIGNED	\$ (15,359,709)	\$ (21,624,719)	\$ 6,265,010	\$ (8,018,394)
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	776,017	776,017	-	
FUND BALANCE - RESTRICTED	(1,866,970)	(1,866,970)	-	(2,826,796)
TOTAL FUND BALANCE	\$ (16,450,662)	\$ (22,715,672)	\$ 6,265,010	\$ (10,845,190)
TOTAL LIABILITIES AND FUND BALANCE	\$ (34,192,477)	\$ (43,712,989)	\$ 9,520,512	\$ (16,977,218)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH February 29, 2016 VS February 28, 2015

REVENUE SOURCE	FY 2016 BUDGET	ACTUAL REVENUES THRU FEB 2016	% OF BUDGET	FY 2015 BUDGET	ACTUAL REVENUES THRU FEB 2015	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 44,021,283	\$ 26,037,457	59.15%	\$ 43,055,996	\$ 25,543,076	59.33%	\$ 494,381
PRIOR YEAR TAX REVENUE	\$ -	\$ 863,420		\$ -	\$ 808,148		\$ 55,272
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 505,000	\$ 258,527	51.19%	\$ 495,000	\$ 383,752	77.53%	\$ (125,225)
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -		\$ -
EXCISE	\$ 3,350,000	\$ 2,417,724	72.17%	\$ 3,185,000	\$ 2,274,631	71.42%	\$ 143,093
PENALTIES & INTEREST	\$ 150,000	\$ 81,055	54.04%	\$ 145,000	\$ 82,393	56.82%	\$ (1,338)
TOTAL TAXES	\$ 48,026,283	\$ 29,658,184	61.75%	\$ 46,880,996	\$ 29,092,000	62.05%	\$ 566,184
LICENSES AND PERMITS							
BUSINESS	\$ 48,300	\$ 37,791	78.24%	\$ 48,300	\$ 40,713	84.29%	\$ (2,923)
NON-BUSINESS	\$ 356,800	\$ 243,778	68.32%	\$ 339,300	\$ 260,979	76.92%	\$ (17,201)
TOTAL LICENSES	\$ 405,100	\$ 281,569	69.51%	\$ 387,600	\$ 301,692	77.84%	\$ (20,123)
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 440,000	\$ 401,596	91.27%	\$ 440,000	\$ 397,504	90.34%	\$ 4,092
STATE REVENUE SHARING	\$ 1,477,641	\$ 1,057,740	71.58%	\$ 1,649,470	\$ 960,694	58.24%	\$ 97,046
WELFARE REIMBURSEMENT	\$ 70,000	\$ 34,052	48.65%	\$ 70,000	\$ 29,763	42.52%	\$ 4,289
OTHER STATE AID	\$ 22,000	\$ 3,555	16.16%	\$ 22,000	\$ 3,356	15.25%	\$ 199
CITY OF LEWISTON	\$ 155,000	\$ 5,040	3.25%	\$ 155,000	\$ -	0.00%	\$ 5,040
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 2,164,641	\$ 1,501,982	69.39%	\$ 2,336,470	\$ 1,391,317	59.55%	\$ 110,665
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 133,040	\$ 91,419	68.72%	\$ 132,040	\$ 103,303	78.24%	\$ (11,884)
PUBLIC SAFETY	\$ 239,138	\$ 65,671	27.46%	\$ 485,703	\$ 268,703	55.32%	\$ (203,032)
EMS TRANSPORT	\$ 1,250,000	\$ 666,675	53.33%	\$ 987,551	\$ 245,525	24.86%	\$ 421,150
TOTAL CHARGE FOR SERVICES	\$ 1,622,178	\$ 823,765	50.78%	\$ 1,605,294	\$ 617,531	38.47%	\$ 206,234
FINES							
PARKING TICKETS & MISC FINES	\$ 60,000	\$ 42,304	70.51%	\$ 26,000	\$ 40,510	155.81%	\$ 1,794
MISCELLANEOUS							
INVESTMENT INCOME	\$ 5,000	\$ 11,351	227.02%	\$ 10,000	\$ 2,177	21.77%	\$ 9,174
INTEREST-BOND PROCEEDS	\$ 2,000	\$ -	0.00%	\$ 2,000	\$ -	0.00%	\$ -
RENTS	\$ 18,000	\$ 152,687	848.26%	\$ 122,000	\$ -	0.00%	\$ 152,687
UNCLASSIFIED	\$ 20,000	\$ 30,990	154.95%	\$ 20,000	\$ 9,820	49.10%	\$ 21,170
SALE OF RECYCLABLES	\$ -	\$ -		\$ -	\$ -		\$ -
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 34,369		\$ -	\$ 30,948		\$ 3,421
SALE OF PROPERTY	\$ 20,000	\$ 501,494	2507.47%	\$ 20,000	\$ 2,333	11.67%	\$ 499,161
RECREATION PROGRAMS/ARENA	\$ -	\$ -		\$ -	\$ -		\$ -
MMWAC HOST FEES	\$ 210,000	\$ 140,437	66.87%	\$ 206,000	\$ 139,906	67.92%	\$ 531
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -
TRANSFER IN: TIF	\$ 545,000	\$ -	0.00%	\$ 500,000	\$ -	0.00%	\$ -
TRANSFER IN: POLICE	\$ 45,000	\$ -	0.00%	\$ 20,000	\$ -	0.00%	\$ -
TRANSFER IN: PARKING PROGRAM	\$ -	\$ -		\$ 55,000	\$ -	0.00%	\$ -
TRANSFER IN: PD DRUG MONEY	\$ -	\$ -		\$ 45,000	\$ -	0.00%	\$ -
TRANSFER IN: REC SPEC REVENUE	\$ 42,718	\$ -	0.00%	\$ 41,720	\$ -	0.00%	\$ -
TRANSFER IN: SPECIAL REVENUE	\$ -	\$ -		\$ 290,000	\$ 304,999	105.17%	\$ (304,999)
ENERGY EFFICIENCY	\$ -	\$ 3,600		\$ -	\$ -		\$ 3,600
CDBG	\$ 58,000	\$ 18,524	31.94%	\$ 58,000	\$ 18,585	32.04%	\$ (61)
UTILITY REIMBURSEMENT	\$ 37,500	\$ 9,049	24.13%	\$ 37,500	\$ 11,219	29.92%	\$ (2,170)
CITY FUND BALANCE CONTRIBUTION	\$ 1,650,000	\$ -	0.00%	\$ 1,350,000	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 2,653,218	\$ 902,500	34.02%	\$ 2,777,220	\$ 519,987	18.72%	\$ 382,513
TOTAL GENERAL FUND REVENUES	\$ 54,931,420	\$ 33,210,304	60.46%	\$ 54,013,580	\$ 31,963,037	59.18%	\$ 1,247,267
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 20,854,672	\$ 12,603,140	60.43%	\$ 20,411,239	\$ 12,258,651	60.06%	\$ 344,489
EDUCATION	\$ 856,607	\$ 432,410	50.48%	\$ 774,572	\$ 415,572	53.65%	\$ 16,838
SCHOOL FUND BALANCE CONTRIBUTION	\$ 906,882	\$ -	0.00%	\$ 906,882	\$ -	0.00%	\$ -
TOTAL SCHOOL	\$ 22,618,161	\$ 13,035,551	57.63%	\$ 22,092,693	\$ 12,674,223	57.37%	\$ 361,327
GRAND TOTAL REVENUES	\$ 77,549,581	\$ 46,245,854	59.63%	\$ 76,106,273	\$ 44,637,260	58.65%	\$ 1,608,594

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH February 29, 2016 VS February 28, 2015

DEPARTMENT	FY 2016 BUDGET	Unaudited EXP THRU FEB 2016	% OF BUDGET	FY 2015 BUDGET	Unaudited EXP THRU FEB 2015	% OF BUDGET	VARIANCE
ADMINISTRATION							
MAYOR AND COUNCIL	\$ 77,366	\$ 68,920	89.08%	\$ 78,532	\$ 47,680	60.71%	\$ 21,240
CITY MANAGER	\$ 269,340	\$ 179,514	66.65%	\$ 280,750	\$ 160,339	57.11%	\$ 19,175
ECONOMIC DEVELOPMENT	\$ 361,080	\$ 273,987	75.88%	\$ 359,500	\$ 240,512	66.90%	\$ 33,475
CITY CLERK	\$ 165,053	\$ 113,116	68.53%	\$ 164,593	\$ 115,900	70.42%	\$ (2,784)
FINANCIAL SERVICES	\$ 619,855	\$ 409,598	66.08%	\$ 605,135	\$ 380,052	62.80%	\$ 29,546
HUMAN RESOURCES	\$ 143,526	\$ 95,741	66.71%	\$ 139,578	\$ 88,246	63.22%	\$ 7,495
INFORMATION TECHNOLOGY	\$ 390,190	\$ 302,278	77.47%	\$ 413,829	\$ 284,305	68.70%	\$ 17,973
LEGAL SERVICES	\$ 65,000	\$ 40,551	62.39%	\$ 65,000	\$ 42,151	64.85%	\$ (1,600)
TOTAL ADMINISTRATION	\$ 2,091,410	\$ 1,483,706	70.94%	\$ 2,106,917	\$ 1,359,185	64.51%	\$ 124,521
COMMUNITY SERVICES							
PLANNING & PERMITTING	\$ 906,631	\$ 642,490	70.87%	\$ 902,494	\$ 544,281	60.31%	\$ 98,209
HEALTH & SOCIAL SERVICES	\$ 184,711	\$ 96,232	52.10%	\$ 192,954	\$ 112,200	58.15%	\$ (15,968)
RECREATION & SPECIAL EVENTS*	\$ 338,871	\$ 196,200	57.90%	\$ -	\$ -		\$ 196,200
PUBLIC LIBRARY	\$ 979,516	\$ 650,495	66.41%	\$ 960,692	\$ 705,894	73.48%	\$ (55,399)
TOTAL COMMUNITY SERVICES	\$ 2,409,729	\$ 1,585,417	65.79%	\$ 2,056,140	\$ 1,362,375	66.26%	\$ 223,042
FISCAL SERVICES							
DEBT SERVICE	\$ 6,324,864	\$ 5,792,676	91.59%	\$ 6,263,936	\$ 5,774,574	92.19%	\$ 18,102
FACILITIES	\$ 653,080	\$ 477,388	73.10%	\$ 698,335	\$ 446,610	63.95%	\$ 30,778
WORKERS COMPENSATION	\$ 496,536	\$ -	0.00%	\$ 468,081	\$ -	0.00%	\$ -
WAGES & BENEFITS	\$ 5,171,309	\$ 3,194,407	61.77%	\$ 4,737,117	\$ 3,177,392	67.07%	\$ 17,015
EMERGENCY RESERVE (10108062-670000)	\$ 375,289	\$ -	0.00%	\$ 375,289	\$ -	0.00%	\$ -
TOTAL FISCAL SERVICES	\$ 13,021,078	\$ 9,464,471	72.69%	\$ 12,542,758	\$ 9,398,576	74.93%	\$ 65,895
PUBLIC SAFETY							
FIRE DEPARTMENT	\$ 4,099,634	\$ 2,893,631	70.58%	\$ 4,057,633	\$ 2,941,211	72.49%	\$ (47,580)
FIRE EMS	\$ 549,801	\$ 267,078	48.58%	\$ 635,468	\$ 235,410	37.05%	\$ 31,668
POLICE DEPARTMENT	\$ 3,870,995	\$ 2,465,683	63.70%	\$ 3,738,108	\$ 2,473,094	66.16%	\$ (7,411)
TOTAL PUBLIC SAFETY	\$ 8,520,430	\$ 5,626,392	66.03%	\$ 8,431,209	\$ 5,649,715	67.01%	\$ (23,323)
PUBLIC WORKS							
PUBLIC SERVICES DEPARTMENT	\$ 4,525,898	\$ 2,840,204	62.75%	\$ 5,806,379	\$ 3,948,649	68.01%	\$ (1,108,445)
SOLID WASTE DISPOSAL*	\$ 927,278	\$ 532,869	57.47%	\$ -	\$ -		\$ 532,869
WATER AND SEWER	\$ 599,013	\$ 452,385	75.52%	\$ 599,013	\$ 452,385	75.52%	\$ -
TOTAL PUBLIC WORKS	\$ 6,052,189	\$ 3,825,458	63.21%	\$ 6,405,392	\$ 4,401,034	68.71%	\$ (575,576)
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	\$ 105,000	\$ 105,000	100.00%	\$ 105,000	\$ 78,750	75.00%	\$ 26,250
E911 COMMUNICATION CENTER	\$ 1,069,122	\$ 571,740	53.48%	\$ 1,067,249	\$ 787,020	73.74%	\$ (215,280)
LATC-PUBLIC TRANSIT	\$ 209,244	\$ 209,244	100.00%	\$ 235,373	\$ 158,533	67.35%	\$ 50,711
LA ARTS	\$ -	\$ -		\$ 17,000	\$ -	0.00%	\$ -
TAX SHARING	\$ 270,000	\$ 21,066	7.80%	\$ 270,000	\$ 29,040	10.76%	\$ (7,974)
TOTAL INTERGOVERNMENTAL	\$ 1,653,366	\$ 907,050	54.86%	\$ 1,694,622	\$ 1,053,343	62.16%	\$ (146,293)
COUNTY TAX	\$ 2,142,268	\$ 2,142,268	100.00%	\$ 2,046,880	\$ 2,046,879	100.00%	\$ 95,389
TIF (10108058-580000)	\$ 2,599,914	\$ -	0.00%	\$ 2,584,032	\$ 2,599,913	100.61%	\$ (2,599,913)
OVERLAY	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -
TOTAL CITY DEPARTMENTS	\$ 38,490,384	\$ 25,034,762	65.04%	\$ 37,867,950	\$ 27,871,020	73.60%	\$ (2,836,258)
EDUCATION DEPARTMENT	\$ 39,062,197	\$ 15,695,992	40.18%	\$ 38,241,323	\$ 18,934,986	49.51%	\$ (3,238,994)
TOTAL GENERAL FUND EXPENDITURES	\$ 77,552,581	\$ 40,730,754	52.52%	\$ 76,109,273	\$ 46,806,006	61.50%	\$ (6,075,252)

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF February 29, 2016**

INVESTMENT		FUND	BALANCE January 31, 2016	BALANCE January 31, 2016	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	\$ 4,259,942.89	\$ 4,258,589.38	0.40%
ANDROSCOGGIN BANK	502	SR-TIF	\$ 1,002,318.88	\$ 1,002,000.44	0.40%
ANDROSCOGGIN BANK	836	GENERAL FUND	\$ 3,051,870.12	\$ 5,050,266.20	0.40%
ANDROSCOGGIN BANK	801	WORKERS COMP	\$ 50,072.62	\$ 50,056.74	0.40%
ANDROSCOGGIN BANK	748	UNEMPLOYMENT	\$ 50,072.61	\$ 50,056.73	0.40%
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	\$ 130,189.00	\$ 130,147.65	0.40%
NORTHERN CAPITAL	02155	CAPITAL PROJECTS	\$ 750,000.00	\$ 750,000.00	0.45%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	0.50%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	0.85%
GRAND TOTAL			\$ 10,294,466.12	\$ 12,291,117.14	0.47%

EMS BILLING
BREAKDOWN -TOTAL CHARGES
July 1, 2015 - June 30, 2016
Report as of February 29, 2016

	July 2015	August 2015	Sept 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2015	Adjustment	Totals	% of Total
No Insurance Information				\$ 9,878.80	\$ 9,378.20	\$ 7,920.00	\$ 15,706.00	\$ 10,867.40	\$ (42,207.80)	\$ 11,542.60	0.79%
Bluecross	\$ 4,447.40	\$ 9,313.20	\$ 16,358.80	\$ 7,914.80	\$ 8,336.80	\$ 9,136.40	\$ 5,167.40	\$ 9,445.60	\$ 13,785.20	\$ 83,905.60	5.72%
Intercept	\$ 200.00	\$ 400.00	\$ 500.00	\$ 400.00	\$ 300.00	\$ 200.00	\$ 100.00	\$ 400.00	\$ 100.00	\$ 2,600.00	0.18%
Medicare	\$ 76,994.00	\$ 81,754.00	\$ 95,440.20	\$ 83,724.40	\$ 75,419.20	\$ 105,424.20	\$ 85,563.40	\$ 75,211.60	\$ 13,282.80	\$ 692,813.80	47.20%
Medicaid	\$ 32,852.00	\$ 29,305.00	\$ 39,741.60	\$ 26,231.20	\$ 23,081.80	\$ 27,212.00	\$ 26,440.00	\$ 33,075.20	\$ 9,636.80	\$ 247,575.60	16.87%
Other/Commercial	\$ 36,705.40	\$ 31,800.40	\$ 41,227.00	\$ 33,338.80	\$ 25,727.60	\$ 24,983.40	\$ 33,851.80	\$ 32,748.60	\$ 59,917.20	\$ 320,300.20	21.82%
Patient	\$ 30,593.00	\$ 32,031.80	\$ 16,754.40	\$ 26,109.20	\$ 14,667.80	\$ 21,797.80	\$ 8,812.00	\$ 12,714.80	\$ (57,722.80)	\$ 105,758.00	7.21%
Worker's Comp									\$ 3,208.60	\$ 3,208.60	0.22%
TOTAL	\$ 181,791.80	\$ 184,604.40	\$ 210,022.00	\$ 187,597.20	\$ 156,911.40	\$ 196,673.80	\$ 175,640.60	\$ 174,463.20	\$ (0.00)	\$ 1,467,704.40	100.00%

EMS BILLING
BREAKDOWN -TOTAL COUNT
July 1, 2015 - June 30, 2016
Report as of February 29, 2016

	July 2015	August 2015	Sept 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2015	Feb 2015	Adjustment	Totals	% of Total
No Insurance Information				12	12	10	19	13		66	3.56%
Bluecross	5	11	20	9	10	11	6	11		83	4.47%
Intercept	2	4	5	4	3	2	1	4		25	1.35%
Medicare	91	98	122	109	96	131	108	91		846	45.58%
Medicaid	40	35	52	34	29	37	33	43		303	16.33%
Other/Commercial	44	39	55	42	31	33	40	45		329	17.73%
Patient	37	39	21	32	20	29	11	15		204	10.99%
Worker's Comp										0	0.00%
TOTAL	219	226	275	242	201	253	218	222	0	1856	100.00%

TOTAL REVENUE COLLECTED AS OF 2/29/16 \$666,675

TOTAL EXPENDITURES AS OF 2/29/16 \$267,078

**EMS BILLING
AGING REPORT
July 1, 2015 to June 30, 2016
Report as of February 29, 2016**

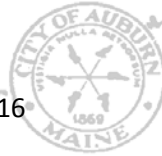
	Current		31-60		61-90		91-120		121+ days		Totals				
Bluecross	\$	9,498.22	76%	\$	986.36	8%	\$	-	0%	\$	1,140.13	9%	\$	12,567.11	2.31%
Intercept	\$	300.00	100%	\$	-	0%	\$	-		\$	-		\$	300.00	0.06%
Medicare	\$	46,179.80	89%	\$	3,243.71	6%	\$	682.20	1%	\$	1,997.25	4%	\$	52,102.96	9.59%
Medicaid	\$	20,518.35	84%	\$	2,189.13	9%	\$	176.46	1%	\$	1,548.29	6%	\$	24,433.54	4.50%
Other/Commercial	\$	41,977.08	64%	\$	8,818.37	14%	\$	1,725.09	3%	\$	10,299.54	16%	\$	65,228.62	12.01%
Patient	\$	42,062.35	11%	\$	24,903.07	6%	\$	36,642.40	9%	\$	256,947.77	66%	\$	388,574.37	71.53%
Worker's Comp	\$	-		\$	-		\$	-		\$	-		\$	-	0.00%
TOTAL	\$	160,535.80		\$	40,140.64		\$	39,226.15		\$	271,932.98		\$	543,206.60	
		30%			7%			7%			50%			100%	100.00%

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Howard Kroll, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for February 29, 2016



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 February 29, 2016.

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, January 31, 2016.

Current Assets:

As of the end of February 2016 the total current assets of Norway Savings Bank Arena were (\$141,675). These consisted of cash and cash equivalents of \$91,281, accounts receivable of \$136,851 and an interfund payable of \$369,807, which means that Norway owes the General Fund \$369,807 at the end of February.

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 February 29, 2016 was \$215,947.

Liabilities:

Norway Arena had accounts payable of \$41,210 as of February 29, 2016.

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 February 2016 are \$756,548. 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 February 2016 were \$788,665. These expenses include personnel costs, supplies, utilities, repairs, rent, capital purchases and maintenance.

As of February 2016 Norway Arena has an operating loss of \$32,117 compared to the February 2015 operating loss of \$115,732 a decrease in the operating loss for the fiscal year of \$83,615.

As of February 29, 2016 Norway Arena has a decrease in net assets of \$32,117.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY16 is \$19,497 more than in FY15 and expenditures in FY16 are \$108,325 less than last year in February.

CITY OF AUBURN, MAINE
Statement of Net Assets
Norway Savings Bank Arena
February 29, 2016
Business-type Activities - Enterprise Fund

	February 29, 2016	January 31, 2016	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 91,281	\$ 91,281	\$ -
Interfund receivables/payables	(369,807)	(405,453)	35,646
Prepaid Rent	-	42,207	(42,207)
Accounts receivable	136,851	146,010	(9,159)
Total current assets	(141,675)	(125,955)	(15,720)
Noncurrent assets:			
Capital assets:			
Buildings	38,905	38,905	-
Equipment	285,813	285,813	-
Land improvements	-	-	-
Less accumulated depreciation	(108,771)	(108,771)	-
Total noncurrent assets	215,947	215,947	-
Total assets	74,272	89,992	(15,720)
LIABILITIES			
Accounts payable	\$ 41,210	\$ 43,880	\$ (2,670)
Total liabilities	41,210	43,880	(2,670)
NET ASSETS			
Invested in capital assets	\$ 215,947	\$ 215,947	\$ -
Unrestricted	\$ (182,885)	\$ (169,835)	\$ (13,050)
Total net assets	\$ 33,062	\$ 46,112	\$ (13,050)

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
February 29, 2016

	Norway Savings Arena
Operating revenues:	
Charges for services	\$ 756,548
Operating expenses:	
Personnel	229,138
Supplies	20,218
Utilities	145,908
Repairs and maintenance	12,002
Rent	337,656
Depreciation	-
Capital expenses	1,600
Other expenses	42,143
Total operating expenses	788,665
Operating gain (loss)	(32,117)
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	(32,117)
Transfers out	-
Change in net assets	(32,117)
Total net assets, July 1	65,179
Total net assets, February 29, 2016	\$ 33,062

CITY OF AUBURN, MAINE
REVENUES - NORWAY SAVINGS BANK ARENA
Through February 29, 2016 compared to February 29, 2015

REVENUE SOURCE	FY 2016 BUDGET	ACTUAL REVENUES THRU FEB 2016	% OF BUDGET	FY 2015 BUDGET	ACTUAL REVENUES THRU FEB 2015	% OF BUDGET	VARIANCE
CHARGE FOR SERVICES							
Concussions	\$ 30,000	\$ 5,625	18.75%	\$ 30,000	\$ 5,887	19.62%	\$ (262)
Sign Advertisements	\$ 230,000	\$ 140,348	61.02%	\$ 233,225	\$ 136,008	58.32%	\$ 4,340
Pro Shop	\$ 8,500	\$ 5,052	59.44%	\$ 8,500	\$ 4,904	57.69%	\$ 148
Programs	\$ 280,000	\$ 228,743	81.69%	\$ 172,450	\$ 179,498	104.09%	\$ 49,245
Rental Income	\$ 398,500	\$ 351,489	88.20%	\$ 753,260	\$ 392,109	52.05%	\$ (40,620)
Tournaments	\$ 50,000	\$ 25,291	50.58%	\$ 24,500	\$ 18,645	76.10%	\$ 6,646
TOTAL CHARGE FOR SERVICES	\$ 997,000	\$ 756,548	75.88%	\$ 1,221,935	\$ 737,051	60.32%	\$ 19,497
INTEREST ON INVESTMENTS	\$ -			\$ -			
GRAND TOTAL REVENUES	\$ 997,000	\$ 756,548	75.88%	\$ 1,221,935	\$ 737,051	60.32%	\$ 19,497

CITY OF AUBURN, MAINE
EXPENDITURES - NORWAY SAVINGS BANK ARENA
Through January 31, 2016 compared to January 31, 2015

DESCRIPTION	ACTUAL			ACTUAL			VARIANCE
	FY 2016 BUDGET	EXPENDITURES THRU JAN 2016	% OF BUDGET	FY 2015 BUDGET	EXPENDITURES THRU JAN 2015	% OF BUDGET	
Salaries & Benefits	\$ 311,000	\$ 229,138	73.68%	\$ 318,446	\$ 212,197	66.64%	\$ 16,941
Purchased Services	\$ 96,150	\$ 54,196	56.37%	\$ 67,800	\$ 82,404	121.54%	\$ (28,208)
Supplies	\$ 17,500	\$ 18,167	103.81%	\$ 9,000	\$ 37,240	413.78%	\$ (19,073)
Utilities	\$ 200,200	\$ 145,908	72.88%	\$ 204,846	\$ 139,269	67.99%	\$ 6,639
Capital Outlay	\$ 57,000	\$ 1,600	2.81%	\$ 80,000	\$ 1,810	2.26%	\$ (210)
Rent	\$ 507,000	\$ 295,449	58.27%	\$ 528,408	\$ 379,863	71.89%	\$ (84,414)
	\$ 1,188,850	\$ 744,458	62.62%	\$ 1,208,500	\$ 852,783	70.57%	\$ (108,325)
GRAND TOTAL EXPENDITURES	\$ 1,188,850	\$ 744,458	62.62%	\$ 1,208,500	\$ 852,783	70.57%	\$ (108,325)

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Howard Kroll, City Manager
From: Jill Eastman, Finance Director
Re: Financial Reports for February 29, 2016



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 February 29, 2016. Ingersoll opened in October 2015 and I have not given you any reports to date. After 5 months of operation Ingersoll is operating in the black as you will see from the attached report and narrative below.

INGERSOLL TURF FACILITY

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of February 29, 2016.

Current Assets:

As of the end of February 2016 the total current assets of Ingersoll Turf Facility were \$42,157. These consisted an interfund receivable of \$42,157, which means that the General Fund owes Ingersoll \$42,157 at the end of February.

Noncurrent Assets:

Ingersoll'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 February 29, 2016 was \$20,915.

Liabilities:

Ingersoll had no liabilities as of February 29, 2016.

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 February 2016 are \$105,361. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through February 2016 were \$42,289. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of February 2016 Ingersoll has an operating gain of \$63,072.

As of February 29, 2016 Norway Arena has an increase in net assets of \$63,072.

The budget to actual reports for revenue and expenditures, show that the revenue for FY16 , after 5 months is 49.02% of the budget and expenditures are at 23.67% of budget.

CITY OF AUBURN, MAINE
Statement of Net Assets
Ingersoll Turf Facility
February 29, 2016
Business-type Activities - Enterprise Fund

	February 29 2016
ASSETS	
Current assets:	
Cash and cash equivalents	\$ -
Interfund receivables/payables	42,157
Accounts receivable	
Total current assets	42,157
Noncurrent assets:	
Capital assets:	
Buildings	-
Equipment	20,915
Land improvements	-
Less accumulated depreciation	-
Total noncurrent assets	20,915
Total assets	63,072
LIABILITIES	
Accounts payable	\$ -
Total liabilities	-
NET ASSETS	
Invested in capital assets	\$ 20,915
Unrestricted	\$ 42,157
Total net assets	\$ 63,072

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Ingersoll Turf Facility
Business-type Activities - Enterprise Funds
Statement of Activities
February 29, 2016

	Ingersoll Turf Facility
Operating revenues:	
Charges for services	\$ 105,361
Operating expenses:	
Personnel	29,029
Supplies	3,469
Utilities	8,076
Repairs and maintenance	-
Rent	-
Depreciation	-
Capital expenses	-
Other expenses	1,715
Total operating expenses	42,289
Operating gain (loss)	63,072
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	63,072
Transfers out	-
Change in net assets	63,072
Total net assets, July 1	-
Total net assets, February 29, 2016	\$ 63,072

CITY OF AUBURN, MAINE
REVENUES - INGERSOLL TURF FACILITY
Through February 29, 2016

REVENUE SOURCE	FY 2016 BUDGET	ACTUAL REVENUES THRU FEB 2016	% OF BUDGET
CHARGE FOR SERVICES			
Sponsorship	\$ 15,000	\$ 7,040	46.93%
Programs	\$ 8,640	\$ 40,303	466.47%
Rental Income	\$ 191,300	\$ 58,018	30.33%
TOTAL CHARGE FOR SERVICES	\$ 214,940	\$ 105,361	49.02%
INTEREST ON INVESTMENTS	\$ -		
GRAND TOTAL REVENUES	\$ 214,940	\$ 105,361	49.02%

CITY OF AUBURN, MAINE
EXPENDITURES - INGERSOLL TURF FACILITY
Through February 29, 2016

DESCRIPTION	ACTUAL		
	FY 2016 BUDGET	EXPENDITURES THRU FEB 2016	% OF BUDGET
Salaries & Benefits	\$ 102,719	\$ 29,029	28.26%
Purchased Services	\$ 20,250	\$ 1,715	8.47%
Supplies	\$ 6,750	\$ 3,469	51.39%
Utilities	\$ 44,320	\$ 8,076	18.22%
Insurance Premiums	\$ 4,600	\$ -	0.00%
Capital Outlay	\$ -	\$ -	
	\$ 178,639	\$ 42,289	23.67%
GRAND TOTAL EXPENDITURES	\$ 178,639	\$ 42,289	23.67%