



City Council Workshop
April 9, 2020
Agenda

This City Council workshop will be conducted remotely using “Zoom.” The meeting will be broadcast as usual on Great Falls TV (cable channel 1302) and on the City of Auburn [YouTube](#) channel.

5:30 P.M. City Council Workshop

- A. Manager’s FY21 Proposed CIP Presentation
- A. Department Budget Presentations
 - a. City Clerk
 - b. City Manager
 - c. County Tax
 - d. Debt Service
 - e. Emergency Reserve
 - f. Economic and Community Development
 - g. Facilities
 - h. Finance
- B. Executive Sessions
 - a. Union Negotiations, pursuant to 1 M.R.S.A. Sec. 405(6)(D)
 - b. Personnel Matter, pursuant to 1 M.R.S.A. Sec. 405(6)(A)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 9, 2020

Author: Peter J, Crichton, City Manager

Subject: City Manager's FY21 Proposed Capital Improvement Plan

Information: The City Manager will present an overview of the FY21 Proposed Capital Improvement Plan with a more detailed explanation when the Departments Directors present their budgets. The request from the City's Department Directors totaled nearly \$16 million based on the needs of the department and the city. The City Manager is recommending an appropriation of \$8.5 million for the city's capital improvement program with an additional \$1 million for the Auburn School Department. The presentation will show the correlation between the City's Strategic Plan and the FY21 Proposed Capital Improvement Plan. With the pandemic that we are dealing with the City Manager's primary responsibility is to ensure the continuity of operations of the City and that city government with the support of the Assistant City Manager and Department Directors is able to function effectively and be in a position to succeed when the virus passes.

City Budgetary Impacts: To be determined.

Staff Recommended Action: Presentation on the FY21 Proposed CIP followed by discussion.

City Manager Comments:

A handwritten signature in blue ink that reads "Peter J. Crichton".

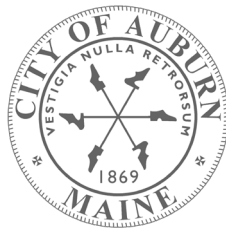
I concur with the recommendation. Signature:

Attachments:

FY21 Proposed CIP Presentation

Manager's Proposed CIP

Peter J. Crichton



BUDGET FY21
City of Auburn Municipal Budget

Long Term Goals

Our focus: Making Auburn one of the best small cities in America!

Our strategic planning process identified recommendations that will help us accomplish this goal. In no particular order, these include:

Long-term Goals

- Protect and enjoy natural resources
- Protect all bodies of water
- Downtown Management District/Great Falls
- Define and promote industry clusters
- Public service and infrastructure needs

Long-term Goals

- Neighborhood definition, rehabilitation and beautification
- Prioritize transportation & connectivity
- Image of schools & value of education

Long-term Goals

- Pedestrian Environment
- Communications Plan
- Arts, history, culture, recreation & entertainment

Bond Rating & Debt Analysis

Bond Rating = Aa3

Outstanding Debt

FY07-08.....	\$70,885,562
FY19-20.....	\$56,905,945

FY21 CIP Requested & Debt Retirement

City Department Request	\$15,517,200
School Department Request	\$1,394,000
Manager's City Recommendation	\$8,500,000
School Recommendation	\$1,000,000
FY21 Debt Retirement	\$9,500,000

Protect and Enjoy Natural Resources

Union Street Park/Chestnut Street Park Upgrades:

\$ 75,000 Bonding

The Downtown

New Auburn Village Ctr. Revitalization: \$100,000 TIF

Great Falls Plaza Redevelopment...\$100,000 Bonding

Downtown Parking/Walkability...\$270,000 TIF/CDBG

Festival Plaza Fountain System Removal...\$25,000 Bond

Public Service & Infrastructure Needs

Security Access Control...\$150,000 Bonding

Public Safety Facility Study...\$200,000 Unallocated

Parking Enforcement Software...\$30,000 Bonding

Police Vehicle Replacement...\$212,000 Bonding

Public Service & Infrastructure Needs

Lewiston-Auburn 911 Study...\$25,000 Unallocated

Police Motorcycle...\$18,000 Bonding

Cruiser Camera System Replacement...\$130,000 Bonding

Boys & Girls Club Roof Replacement...\$105,000 CDBG

Assessing Electric Vehicle...\$ 25,000 Bonding

Public Service & Infrastructure Needs

Fire Truck (\$550,000 in FY20)...\$100,000 Bonding

Fire Hose Replacement...\$20,000 Bonding

Extrication Equipment Replacement...\$50,000 Bonding

Ambulance Replacement...\$263,000 EMS Capital Reserve

Cardiac Monitors...\$30,000 EMS Capital Reserve

Public Service & Infrastructure Needs

Reconstruction...\$2,140,000 Bonding

Reclamation...\$1,200,000 Bonding

Major Drainage...\$500,000 Bonding

MDOT Match...\$900,000 Bonding

Resurfacing...\$1,000,000 Bonding

Public Service & Infrastructure Needs

Replace 7-yard plow trucks...\$215,000 Bonding

Replace 12-yard plow trucks...\$244,000 Bonding

Replace 1-Ton Trucks...\$120,000 Bonding

Replace Bucket Truck...\$175,000 Bonding

Sidewalk Plow Equipment...\$16,000 Bonding

Pipe Camera...\$13,000 Bonding

Public Service & Infrastructure Needs

Skid Steer Sweeper Attachment...\$9,000 Bonding

Senior Center Phase III...\$75,000 Bonding

City Clerk Records Restoration...\$20,000 Unallocated

Neighborhoods

Dangerous Building Demolition...\$100,000 Bonding

Building Acquisition...\$100,000 Bonding

Prioritize Transportation & Connectivity

Auburn-Lew. Airport (Foam Gen.)...\$50,000 Bonding

AL Airport (Recon. Parking Apron)...\$400,000 Bonding

Rail Study (Funding feasibility for rail)...\$50,000 Bonding

Prioritize Transportation & Connectivity

Minot Ave/South Goff St. Redevelopment...\$125,000 TIF

Bus Replacement...\$50,000 Bonding

[Engineering Projects and Downtown Parking & Walkability
also under Public Services & Infrastructure strategy]

Schools & Education

Capital Improvement...\$1,000,000 Bonding

Pedestrian Environment

[Downtown Parking & Walkability
included with Downtown strategy]

Communications Plan

No funding in the CIP; Staff reorganization with minimal fiscal impact to the operating budget

Arts, History, Culture, Recreation, Environment

Pettengill Field Renovations...\$100,000 Bonding

Ingersoll Mezzanine Viewing Area...\$66,000 Fund Bal.

RO Water Treatment System...\$35,000 Bonding

Portable Stage...\$75,000 Bonding

Thank You!

Budget Workshops with Department Directors beginning tonight and on April 13 & 16, followed by Council budget discussions on April 27 & May 4 with CIP adoption on May 18.

BUDGETFY21
City of Auburn Municipal Budget



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 09, 2020

Author: Sue Clements-Dallaire, City Clerk

Subject: FY 21 Budget Presentations

Information: There will be a brief presentation of the proposed FY 21 operations and Capital Improvement Plan budgets on the following departments:

- a. City Clerk
 - b. City Manager
 - c. County Tax
 - d. Debt Service
 - e. Emergency Reserve
 - f. Economic and Community Development
 - g. Facilities
 - h. Finance
-

City Budgetary Impacts: To be determined.

Staff Recommended Action: After presentation, staff will be available for questions and discussion.

Previous Meetings and History: Annual review and discussion.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Cudde".

Attachments:



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 9, 2020

Subject: Executive Session

Information: Union negotiations, pursuant to 1 M.R.S.A. Section 405(6) (D).

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

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

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

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

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

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

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

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

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

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

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



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: April 9, 2020

Subject: Executive Session

Information: To discuss a personnel matter, pursuant to 1 M.R.S.A. Section 405(6) (A).

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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:

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- (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;

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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.