



**City Council Workshop & Meeting
November 21, 2016
Agenda**

5:30 P.M. Workshop

- A. Hampshire Street Project (45 minutes)
- B. FERC Project Updates (45minutes)
- C. Community Gardens Update

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Burns

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 84-11212016***
Confirm Chief Crowell's appointment of Joshua S. King as a Constable with firearm for the Auburn Police Department.
- II. **Minutes**
 - November 7, 2016 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Norway Savings Bank Arena Update – Marc Gosselin
- 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**
 - 1. **Ordinance 11-11072016**
Amending Chapter 60 Zoning, Section 60-1 Definitions, Section 60-499 General Business Use Regulations and Section 60-525 General Business II Use Regulations to modify the light industrial use group to allow for industrial uses whose main process includes fabrication and not limit the use to the assembly of prefabricated parts if certain conditions are met. Second Reading.
- VI. **New Business**
 - 2. **Order 85-11212016**

Approving the Liquor License and Special Amusement Permit for Sapphire Entertainment. Public hearing.

3. Order 86-11212016

Adopting the proposed EMS policy.

4. Order 87-11212016

Accepting the Cultural Plan as presented by LA Arts.

5. Order 88-11212016

Accepting Cascades Drive as a city street.

VII. Executive Session

- Discussion regarding economic development, pursuant to 1 M.R.S.A. §405(6)(C).
- Discussion regarding economic development, pursuant to 1 M.R.S.A. §405(6)(C).
- Discussion regarding a personnel matter (the City Manager Search), pursuant to 1 M.R.S.A. §405(6)(A).

VIII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – October 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation 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 of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: November 21, 2016

Author: Dan Goyette, PE – Public Services Director

Subject: Update on the Hampshire Street Reconstruction Project

Information: An initial public meeting was held on September 8th during which landscaping, lighting and pedestrian improvements were presented. There was a strong sentiment during the meeting that the upscale lighting plan was the preference and the rest of the plan was very well received. Following this meeting, plans were advanced and cost estimates were prepared. The cost estimates indicate that the current funding of \$1,312,000 (\$500,000 City Capital Improvement Plan (CIP), \$500,000 State MDOT, and \$312,000 CDBG) will be approximately \$150,000 short. Cost saving measures are being reviewed that will not change the final product but may reduce costs such as lining the existing storm drain rather than replacing it. A second public meeting is scheduled for November 30, 2016. We are asking that you approve up to \$150,000 in additional funding for the project and that the money be taken out of the yet approved 2018 CIP for sidewalk construction.

Advantages: This will guarantee that the project is constructed to the neighborhoods desires and all of the amenities be constructed.

Disadvantages: The project scope may need to be reduced or another attempt at additional funding will need to be presented at a future meeting.

City Budgetary Impacts: Historically, the City has allocated \$500,000 a year in the CIP for sidewalk construction. This approval would use some of that money for this project.

Staff Recommended Action: Staff recommends approval.

Previous Meetings and History:

Attachments:

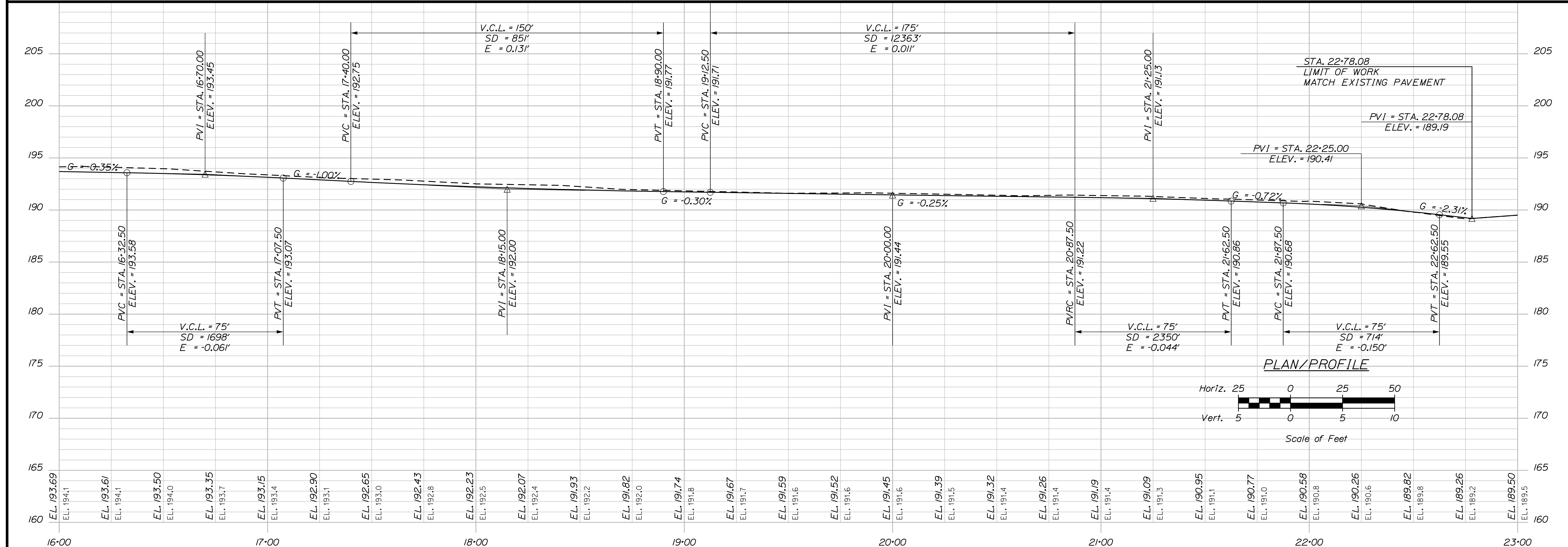
1. Cost Estimate
2. Lighting Plans
3. Photo Simulations
4. Landscaping Plans

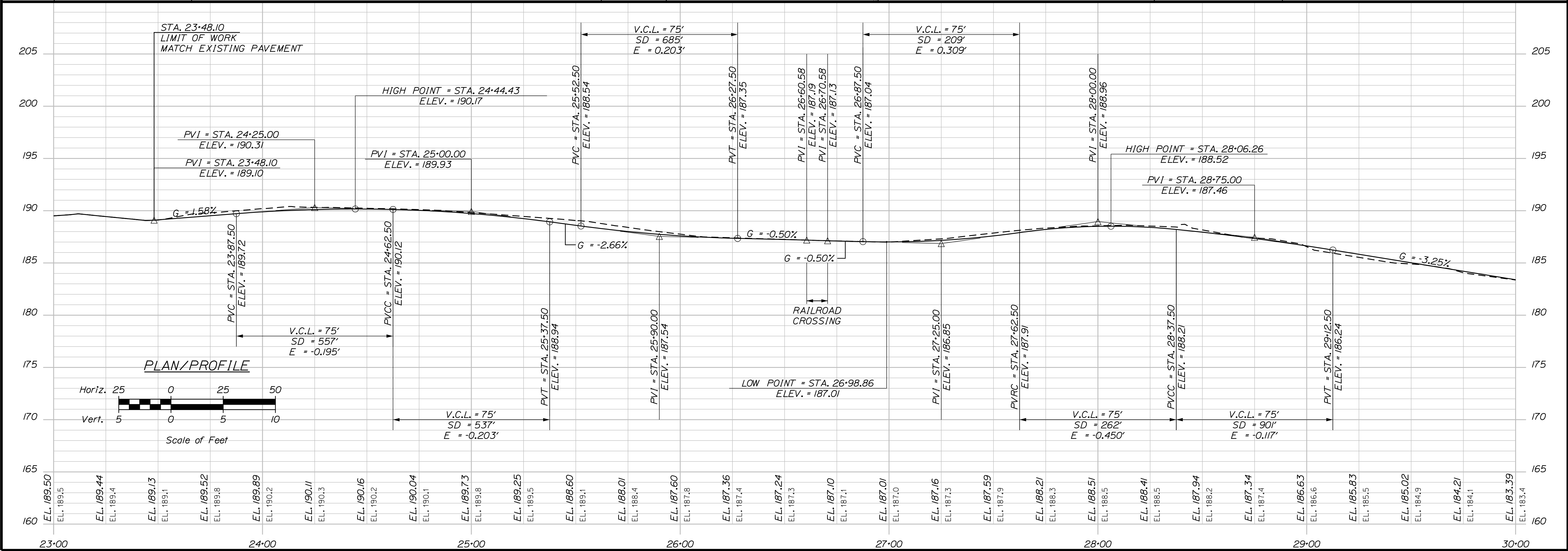
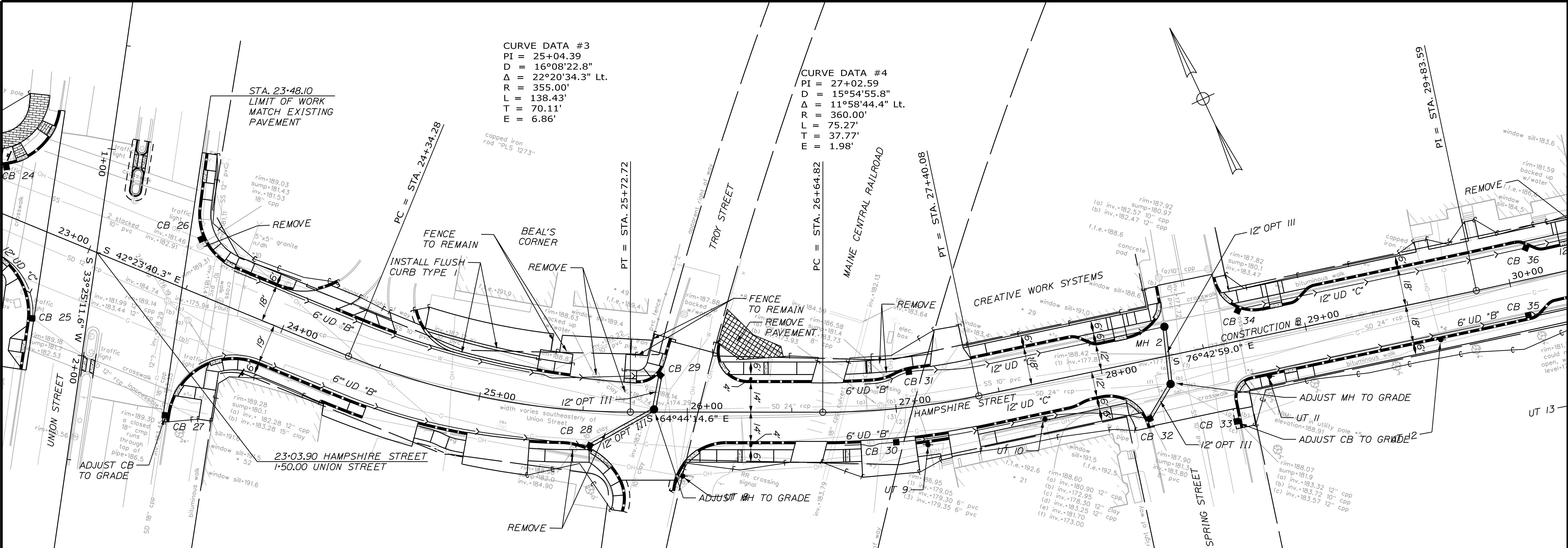
Job Number: 3049
Project Location: Hampshire Street, Auburn Maine
 Comments: Preliminary Construction Estimate
 Date: 11/17/2016

Calculated By: JW
 Checked By: DE

- Notes:
1. Construction costs based on 50% plans dated 06/16/2016. Work assumes curb installation, full depth construction, 4" HMA 3" ABCG & 18" ASCG in full depth construction areas, new catch basins & manholes and new underdrain in curb areas.
 2. Costs exclude ROW, Inspection, Engineering and Permitting costs.

Preliminary Estimate - Hampshire Street					
Item	Item Description	Unit	Unit Price	Quantity	Amount
201.23	REMOVING SINGLE TREE TOP ONLY	EA	\$ 750.00	3	\$ 2,250.00
201.24	REMOVING STUMP	EA	\$ 250.00	3	\$ 750.00
202.15	REM MANHOLE OR CATCH BASIN	EA	\$ 300.00	26	\$ 7,800.00
203.20	COMMON EXCAVATION	CY	\$ 10.00	7410	\$ 74,100.00
304.09	AGGREGATE BASE COURSE-CRUSHED	CY	\$ 25.00	750	\$ 18,750.00
304.10	AGGREGATE SUBBASE COURSE - GRAVEL	CY	\$ 20.00	5500	\$ 110,000.00
403.208	HOT MIX ASPHALT 12.5 MM HMA SURFACE	T	\$ 80.00	650	\$ 52,000.00
403.209	HOT MIX ASPHALT 9.5 MM (INCIDENTALS)	T	\$ 120.00	320	\$ 38,400.00
403.213	HOT MIX ASPHALT 12.5 MM BASE	T	\$ 78.00	1100	\$ 85,800.00
409.15	BITUMINOUS TACK COAT - APPLIED	G	\$ 3.00	450	\$ 1,350.00
602.30	CONCRETE FLOWABLE FILL	CY	\$ 200.00	250	\$ 50,000.00
603.159	12" CULVERT PIPE OPTION III	LF	\$ 50.00	38	\$ 1,900.00
604.072	CATCH BASIN TYPE A1-C	EA	\$ 3,100.00	15	\$ 46,500.00
604.092	CATCH BASIN TYPE B1-C	EA	\$ 3,100.00	20	\$ 62,000.00
604.15	MANHOLE	EA	\$ 3,500.00	11	\$ 38,500.00
604.18	ADJUST CB TO GRADE	EA	\$ 500.00	8	\$ 4,000.00
605.09	6" UNDERDRAIN TYPE B	LF	\$ 20.00	630	\$ 12,600.00
605.11	12" UNDERDRAIN TYPE C	LF	\$ 35.00	3740	\$ 130,900.00
608.26	CURB RAMP DETECTABLE WARNING FIELD	SF	\$ 50.00	694	\$ 34,700.00
609.11	VERTICAL CURB TYPE 1	LF	\$ 25.00	2005	\$ 50,125.00
609.12	VERTICAL CURB TYPE 1 - CIRCULAR	LF	\$ 32.00	625	\$ 20,000.00
609.234	TERMINAL CURB TYPE 1 4 FOOT	EA	\$ 130.00	39	\$ 5,070.00
609.2341	TERMINAL CURB TYPE 1 4 FOOT-CIRCULAR	EA	\$ 160.00	43	\$ 6,880.00
609.238	TERMINAL CURB TYPE 1 8 FOOT	EA	\$ 260.00	48	\$ 12,480.00
609.2381	TERMINAL CURB TYPE 1 8 FOOT-CIRCULAR	EA	\$ 300.00	35	\$ 10,500.00
615.07	LOAM	CY	\$ 45.00	155	\$ 6,975.00
618.13	SEEDING METHOD NUMBER 1 - PLAN QUANTITY	UN	\$ 50.00	14	\$ 700.00
619.1201	MULCH - PLAN QUANTITY	UN	\$ 50.00	14	\$ 700.00
627.733	4" WHITE OR YELLOW PAINTED PAVEMENT MARKING LINE	LF	\$ 0.30	8550	\$ 2,565.00
627.75	WHITE OR YELLOW PAVEMENT & CURB MARKINGS	SF	\$ 1.50	4850	\$ 7,275.00
639.18	FIELD OFFICE TYPE A	EA	\$ 12,000.00	1	\$ 12,000.00
652.36	WORK ZONE TRAFFIC CONTROL	LS	\$ 40,000.00	1	\$ 40,000.00
659.10	MOBILIZATION	LS	\$ 80,500.00	1	\$ 80,500.00
				Highway	\$ 1,028,070.00
				Lighting	\$ 375,000.00
				Landscaping	\$ 42,350.00
				Benches and Signs	\$ 16,500.00
				Total	\$ 1,461,920.00
				SAY	\$ 1,462,000.00





CITY OF AUBURN
60 COURT STREET
AUBURN, MAINE 04210

PROJ. MANAGER	BY	DATE
DESIGN-DETAILED	JSW	11/6
CHECKED-REVIEWED		11/6
DESIGNED-DETAILED		
DESIGNED-DETAILED		
REVISIONS 1		
REVISIONS 2		
REVISIONS 3		
REVISIONS 4		
FIELD CHANGES		

AUBURN
HAMPSHIRE STREET
PLAN & PROFILE

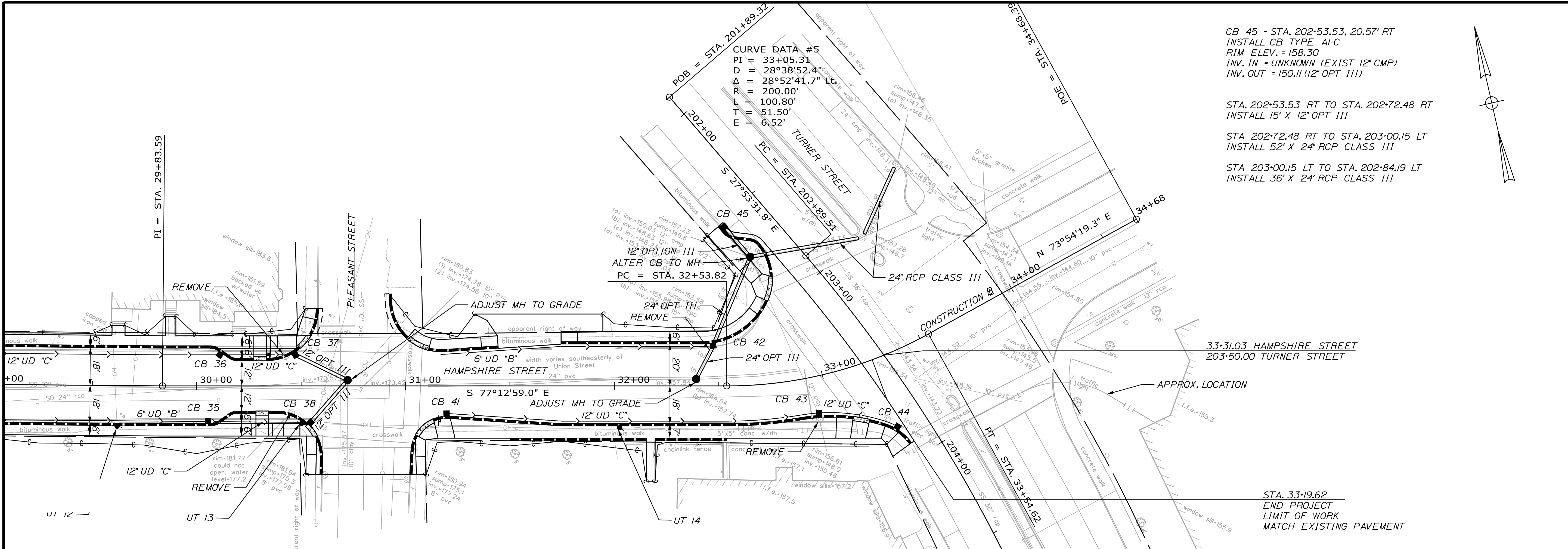
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6
OF 58

Date: 11/4/2016

Username: jwinchenbach

Division: HIGHWAY

Filename: ...\\00\\Highway\\007_HDPlan4.dgn





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Auburn, Maine 04210

**HAMPSHIRE STREET
LANDSCAPE IMPROVEMENT PROJECT**
Hampshire Street
Auburn, Maine

Date:
AUGUST 17, 2016

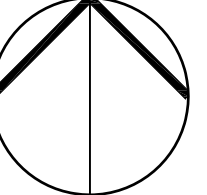
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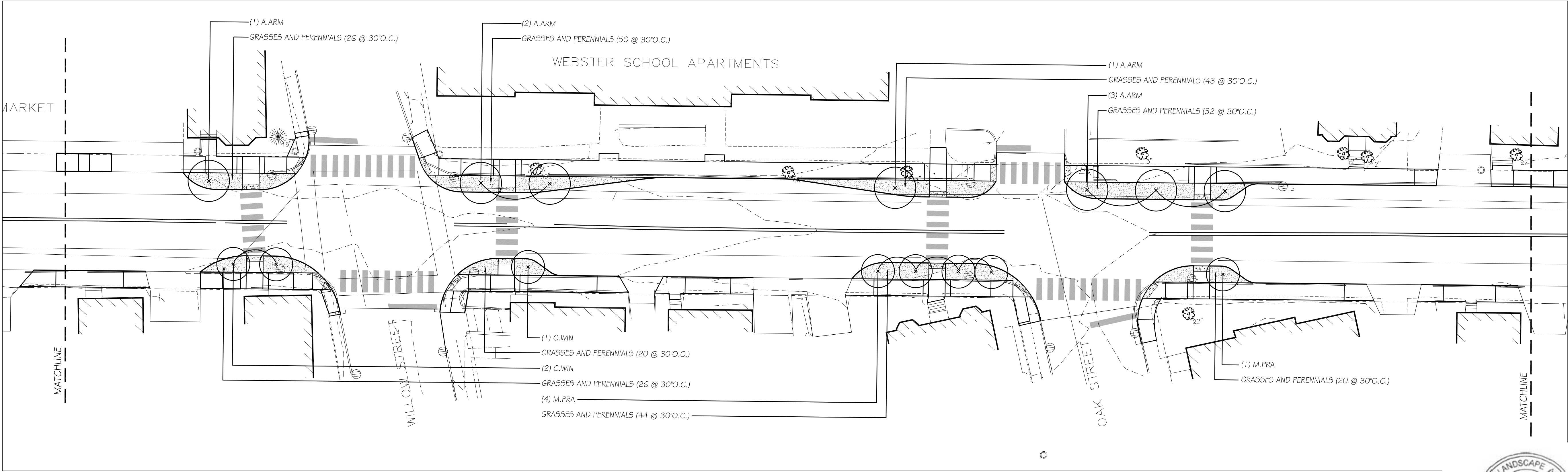
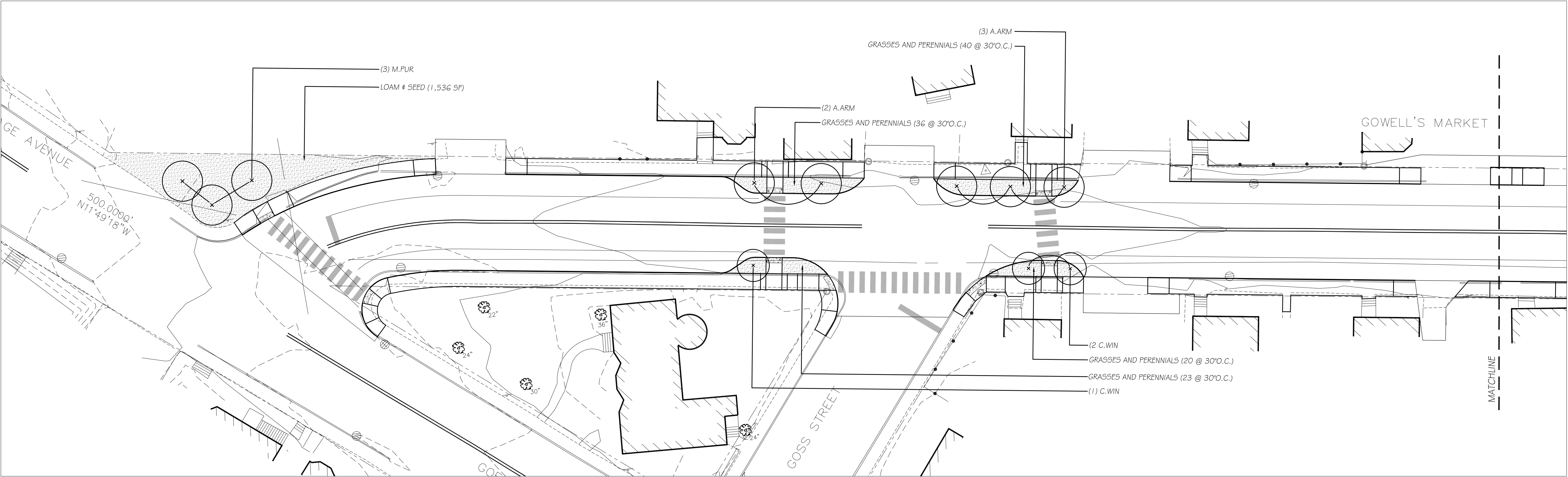
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Title:
**PROJECT
AREA PLAN**

Scale: 1"=80'
0 40 80 160 ft.

North:

Sheet No.:
L1



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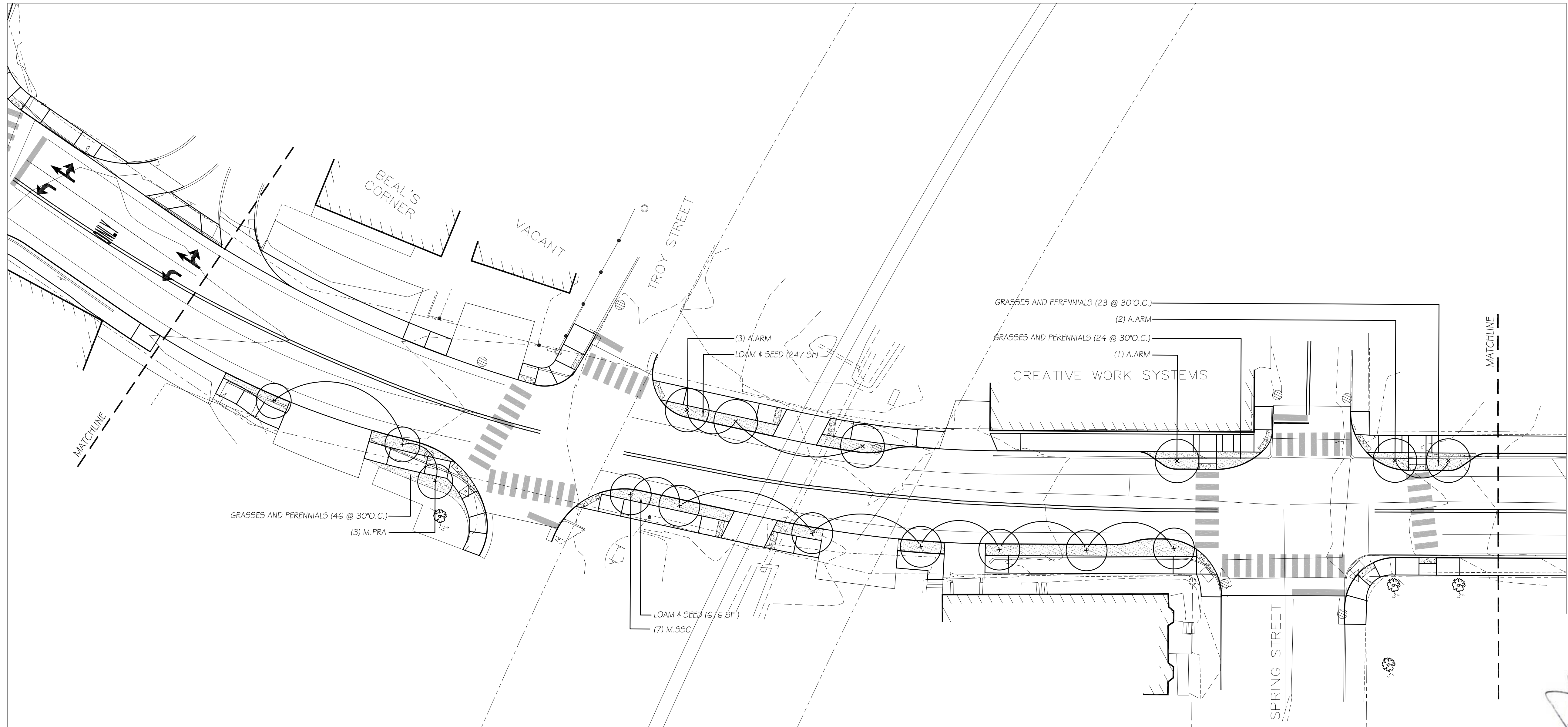
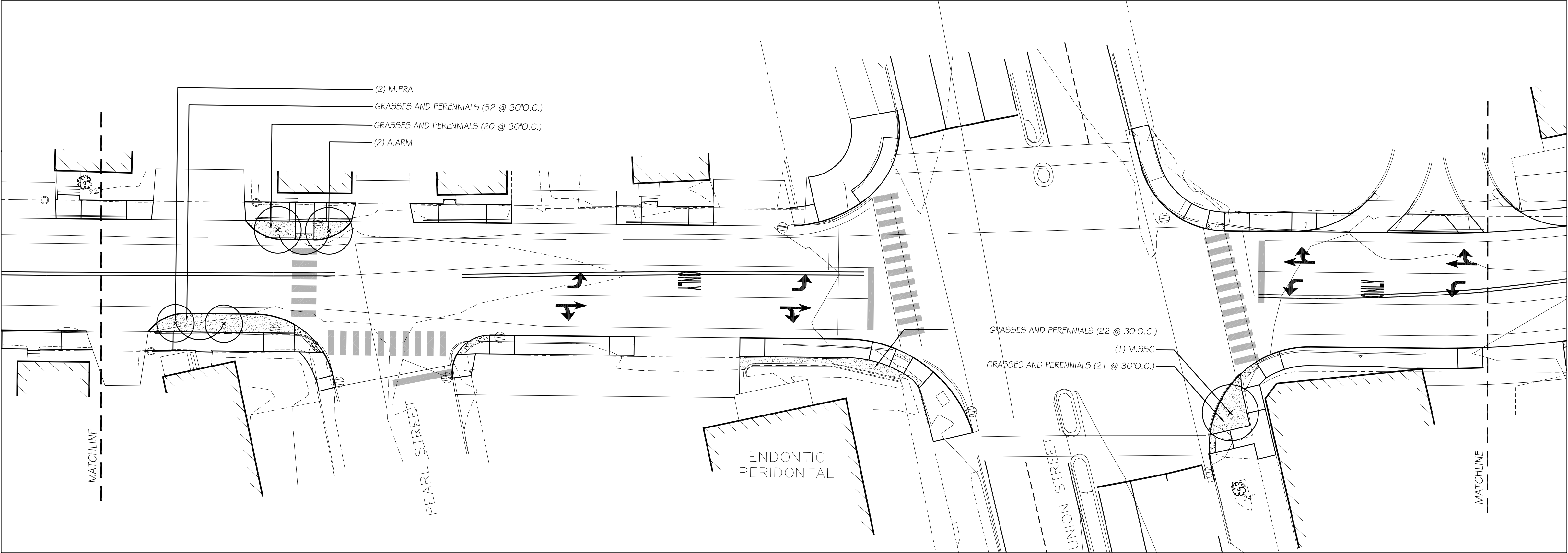
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0 5 10 20 40 ft.

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**HAMPSHIRE STREET
LANDSCAPE IMPROVEMENT PROJECT**

Hampshire Street
Auburn, Maine

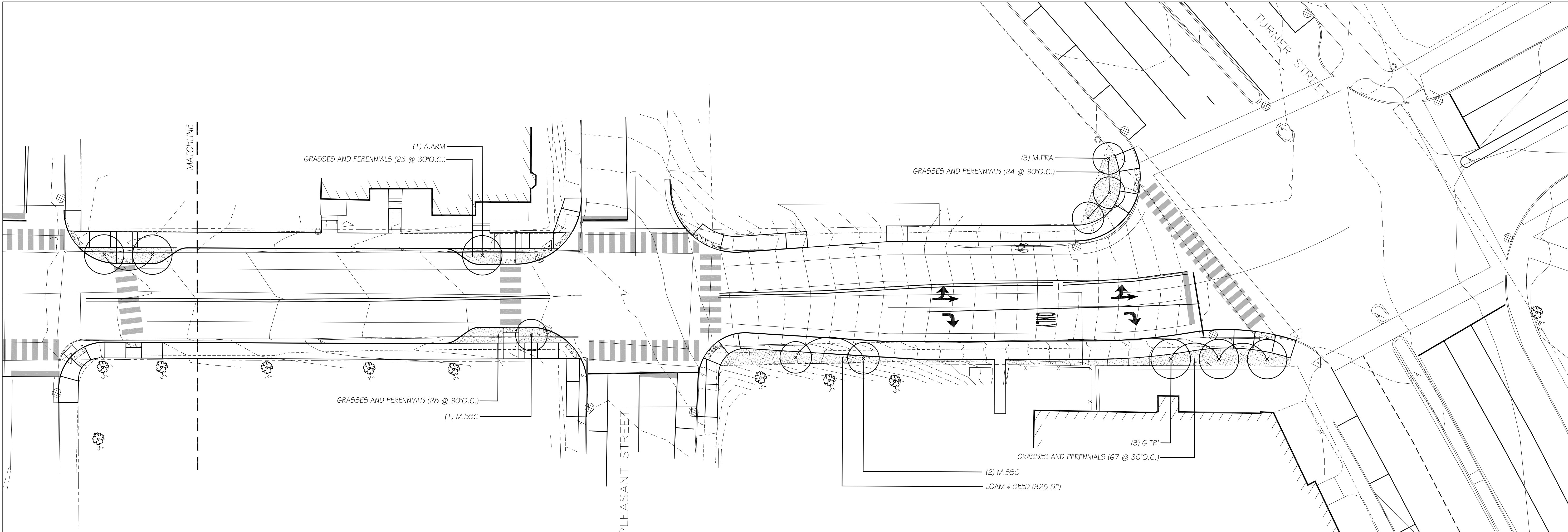
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Sheet No.: **L3**



GENERAL PLANTING NOTES

1. CALL DIG-SAFE (1-888-344-7233) PRIOR TO BEGINNING WORK. THE LANDSCAPE CONTRACTOR IS ADVISED OF THE PRESENCE OF UNDERGROUND UTILITIES AND SHALL VERIFY THE EXISTENCE AND LOCATION OF SAME BEFORE COMMENCING AND DIGGING OPERATIONS. THE LANDSCAPE CONTRACTOR SHALL REPLACE OR REPAIR UTILITIES PAVING, WALKS, CURBING, ETC. DAMAGED IN PERFORMANCE OF THIS JOB AT NO ADDITIONAL COST TO OWNER.
2. CONTRACTOR SHALL THOROUGHLY FAMILIARIZE HIMSELF WITH ALL SITE CONDITIONS PRIOR TO CONSTRUCTION BIDDING.
3. DO NOT SCALE FROM DRAWINGS. ANY OMISSIONS IN DIMENSIONING SHALL BE REPORTED IMMEDIATELY TO THE LANDSCAPE ARCHITECT. ANY DISCREPANCIES BETWEEN DRAWINGS, DETAILS, NOTES AND SPECS SHALL BE IMMEDIATELY REPORTED TO THE LANDSCAPE ARCHITECT FOR FURTHER DIRECTION AND RESOLUTION BEFORE ANY ADDITIONAL WORK PROCEEDS.
4. PROVIDE SMOOTH TRANSITION WHERE NEW WORK MEETS EXISTING CONDITIONS.
5. ALL PLANTING AREAS TO BE ROTOTILLED TO A MINIMUM DEPTH OF 6 INCHES – IN AREAS WITH EXISTING TREES THE SOIL SHALL BE TURNED OVER BY HAND TO MINIMIZE ROOT DISTURBANCE.
6. APPLY A MINIMUM OF 3 INCHES OF COMPOST INTO THE SOIL TO PROVIDE A UNIFORM MIX.
7. APPLY 5-10-5 FERTILIZER TO NEW PLANTINGS AT A RATE SET BY MANUFACTURE.
8. ALL PLANT MATERIAL INSTALLED SHALL MEET THE SPECIFICATIONS OF "AMERICAN STANDARDS FOR NURSERY STOCK BY THE AMERICAN ASSOCIATION OF NURSERYMEN" LATEST EDITION.
9. ALL PLANT MATERIAL SHALL BE FREE FROM INSECTS AND DISEASE.
10. ALL PLANTING SHALL BE DONE IN ACCORDANCE WITH ACCEPTABLE HORTICULTURAL PRACTICES. THIS IS TO INCLUDE PROPER PLANTING MIX, PLANT BED AND TREE PIT PREPARATION, PRUNING, STAKING OR GUYING, WRAPPING, SPRAYING, FERTILIZATION, PLANTING AND ADEQUATE MAINTENANCE UNTIL ACCEPTANCE FROM THE OWNER.
11. ALL GRASS, OTHER VEGETATION AND DEBRIS SHALL BE REMOVED FROM ALL PLANTING AREAS PRIOR TO PLANTING.
12. ALL PLANT MATERIAL SHALL BE INSPECTED BY THE LANDSCAPE ARCHITECT OR OWNER REPRESENTATIVE.
13. EXISTING TREES AND SHRUBS TO BE PRESERVED SHALL BE PROTECTED DURING CONSTRUCTION AND SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
14. ALL SHRUB BEDS AND TREE PITS SHALL BE MULCHED WITH 3" CLEAN SHREDDED BLACK MULCH (DO NOT EXCEED 3" DEPTH).
15. ANY DEVIATION FROM THE LANDSCAPE PLAN, INCLUDING PLANT LOCATION, SELECTION, SIZE, QUANTITY, OR CONDITION SHALL BE REVIEWED AND APPROVED BY THE OWNER AND LANDSCAPE ARCHITECT PRIOR TO INSTALLATION ON SITE.
16. WHERE INDICATED ON PLAN, PLANTING SOIL MIXTURE FOR GROUND COVER AND PERENNIAL BED AREAS SHALL CONSIST OF FOUR PARTS TOPSOIL, TWO PARTS SPHAGNUM PEAT MOSS, AND ONE PART HORTICULTURAL PERLITE BY VOLUME. PEAT MOSS MAY BE SUBSTITUTED WITH WELL-ROTTED OR DEHYDRATED MANURE OR COMPOST. ROTOTILL BEDS TO A DEPTH OF 8 INCHES. PERENNIAL BEDS SHALL BE MULCHED TO A MINIMUM DEPTH OF 2 INCHES.
17. DAMAGE TO EXISTING SITE IMPROVEMENTS DURING INSTALLATION OF LANDSCAPE MATERIAL SHALL BE THE RESPONSIBILITY OF THE LANDSCAPE CONTRACTOR.

PLANTING SCHEDULE

KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE	NOTES
TREES					
A.ARM	21	ACER RUBRUM 'ARMSTRONG'	'ARMSTRONG' RED MAPLE	2" CAL.	STRONG CENTRAL LEADER
C.WIN	6	CRATAEGUS VIRIDIS 'WINTER KING'	WINTER KING HAWTHORN	1.5" CAL.	STRONG CENTRAL LEADER
G.TRI	3	GLEDITSIA TRIACANTHOS INERMIS	THORNLESS HONEYLOCUST	2" CAL.	STRONG CENTRAL LEADER
M.S5C	11	MALUS 'SPRING SNOW'	'SPRING SNOW' CRABAPPLE	1.5" CAL.	STRONG CENTRAL LEADER
M.PRA	10	MALUS 'PRAIRIEFIRE'	'PRAIRIEFIRE' CRABAPPLE	1.5" CAL.	STRONG CENTRAL LEADER
M.PUR	3	MALUS 'PURPLE PRINCE'	'PURPLE PRINCE' CRABAPPLE	1.5" CAL.	STRONG CENTRAL LEADER
PERENNIALS & GRASSES (TBD)					
	942			1 QUART	SPACING: 30" O.C.

*MUSASHINO COLUMNAR ZELKOVA (ZELKOVA SERRATA 'MUSASHINO') - ALTERNATE FOR ACER RUBRUM 'ARMSTRONG'
*LOAM AND SEEDED AREAS ALT: PERENNIALS & GRASSES = 435 TOTAL PLANTS

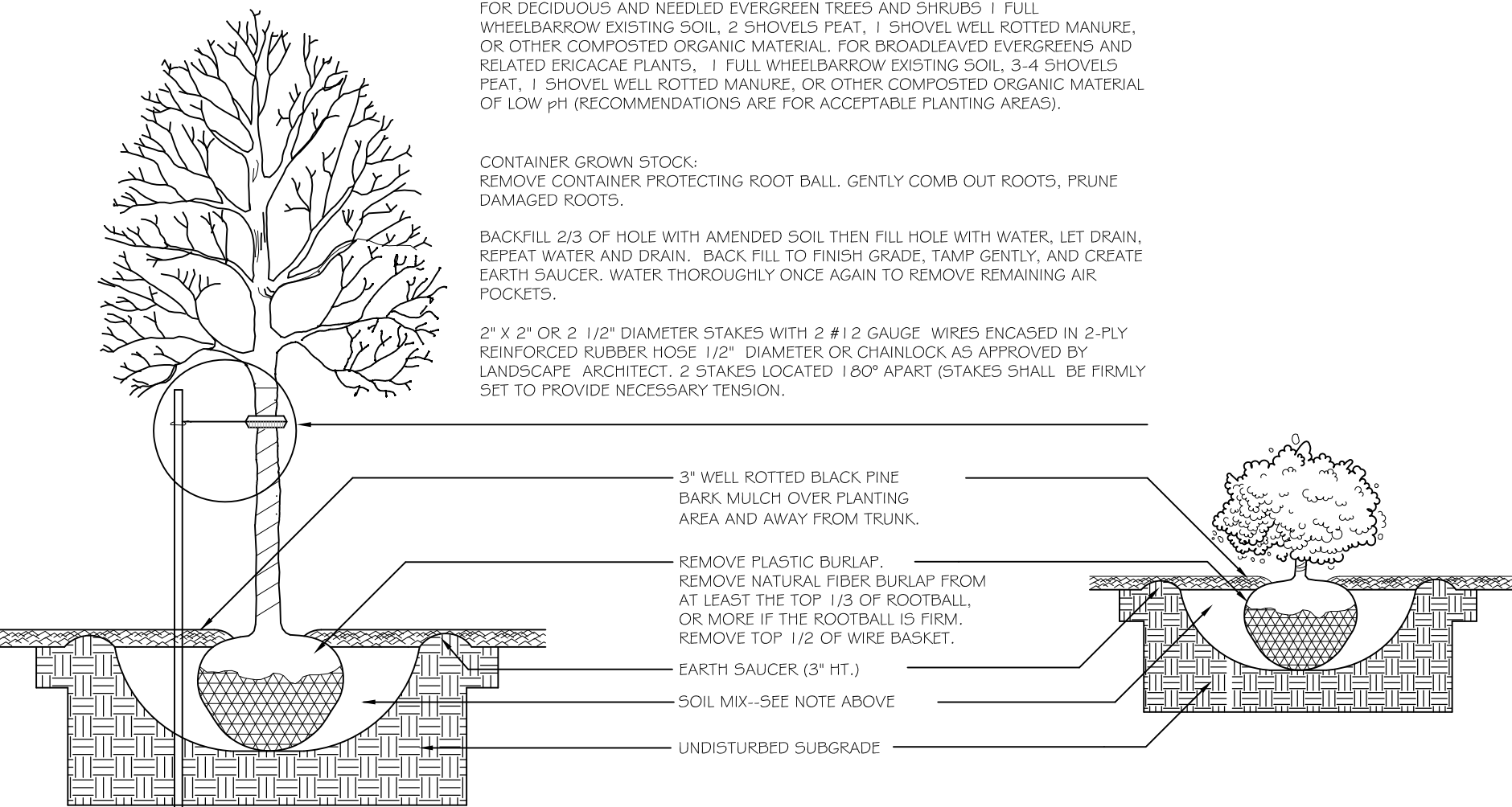
NOTES:
DIG HOLE AT LEAST 2 TIMES THE WIDTH OF ROOT BALL AND AS DEEP AS THE ROOT BALL (NO DEEPER). SET ROOT BALL CENTERED, WITH TOP AT GROUND LEVEL OR SLIGHTLY HIGHER. CORRECT HOLE DEPTH AS NEEDED.

FOR DECIDUOUS AND NEEDLED EVERGREEN TREES AND SHRUBS: 1 FULL WHEELBARROW EXISTING SOIL, 2 SHOVELS PEAT, 1 SHOVEL WELL ROTTED MANURE, OR OTHER COMPOSTED ORGANIC MATERIAL. FOR BROADLEAVED EVERGREENS AND RELATED ERICACEAE PLANTS: 1 FULL WHEELBARROW EXISTING SOIL, 3-4 SHOVELS PEAT, 1 SHOVEL WELL ROTTED MANURE, OR OTHER COMPOSTED ORGANIC MATERIAL OF LOW pH (RECOMMENDATIONS ARE FOR ACCEPTABLE PLANTING AREAS).

CONTAINER GROWN STOCK:
REMOVE CONTAINER PROTECTING ROOT BALL. GENTLY COMB OUT ROOTS, PRUNE DAMAGED ROOTS.

BACKFILL 2/3 OF HOLE WITH AMENDED SOIL THEN FILL HOLE WITH WATER. LET DRAIN, REPEAT WATER AND DRAIN. BACK FILL TO FINISH GRADE, TAMP GENTLY, AND CREATE EARTH SAUCER. WATER THOROUGHLY ONCE AGAIN TO REMOVE REMAINING AIR POCKETS.

2" X 2" OR 2 1/2" DIAMETER STAKES WITH 2 #12 GAUGE. WIRES ENCASED IN 2-PLY REINFORCED RUBBER HOSE 1/2" DIAMETER OR CHAINLOCK AS APPROVED BY LANDSCAPE ARCHITECT. 2 STAKES LOCATED 160" APART (STAKES SHALL BE FIRMLY SET TO PROVIDE NECESSARY TENSION).



1 TREE AND SHRUB INSTALLATION
NOT TO SCALE

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Hampshire Street

Date:
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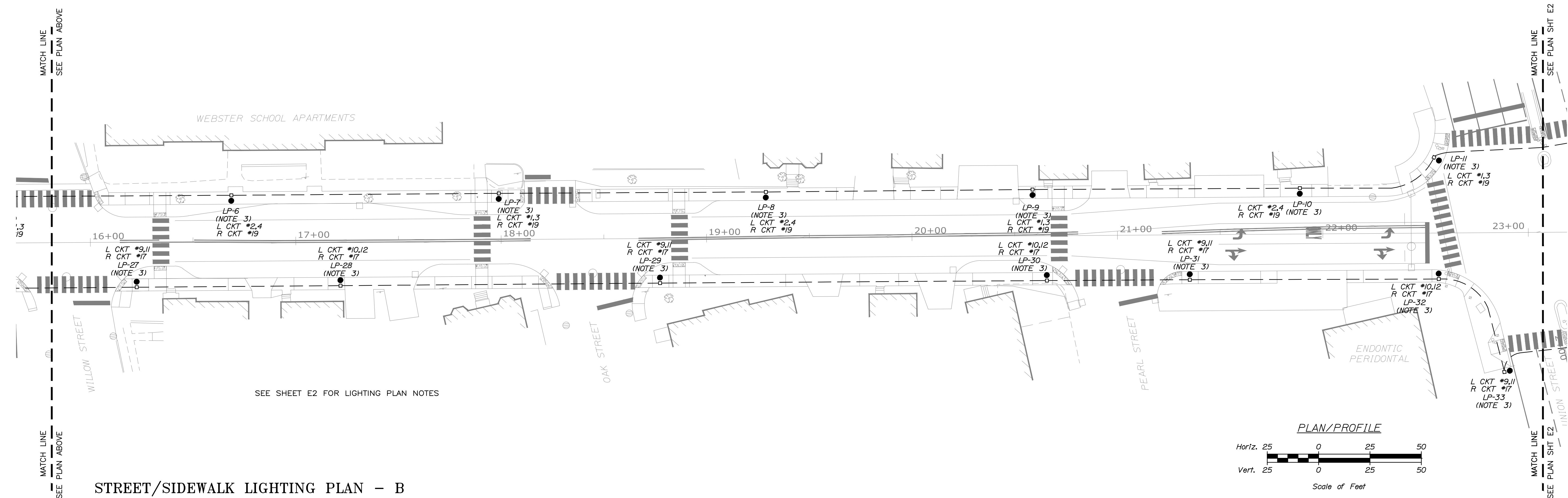
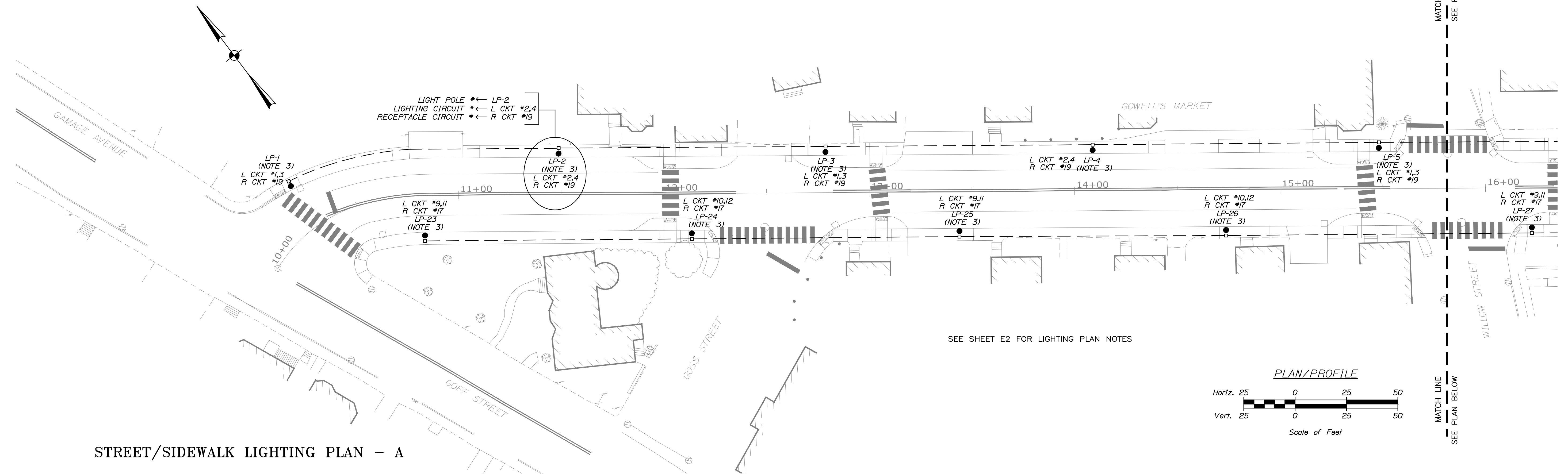
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Title:
SITE PLAN

Scale: 1"=20'
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North:
Sheet No.:
L4





PRELIMINARY - NOT FOR CONSTRUCTION

E1	SHEET NUMBER
AUBURN HAMPSHIRE STREET STREET/SIDEWALK LTG.	- 1
PROJ. MANAGER	BY DATE
DESIGN-DETAILED	LEB 07/15/16
CHECKED-REVIEWED	
DESIGN2-DETAILED2	
DESIGN3-DETAILED3	
REVISIONS 1	revision 1
REVISIONS 2	revision 2
REVISIONS 3	revision 3
REVISIONS 4	revision 4
FIELD CHANGES	field changes
DATE 07/15/16	
P.E. NUMBER 7928	SIGNATURE
\$PROJECTNUMBER\$	STATE OF MAINE DEPARTMENT OF TRANSPORTATION
\$PINNUMBER\$	WIN

LAWRENCE E. BARTLETT
 No. 7928
 PROFESSIONAL ENGINEER
 STATE OF MAINE

Laurence E. Bartlett
 SIGNATURE
 P.E. NUMBER 7928
 DATE 07/15/16

PROJ. MANAGER	BY	DATE
DESIGN-DETAILED	LEB	07/15/16
CHECKED-REVIEWED		
DESIGN2-DETAILED2		
DESIGN3-DETAILED3		
REVISIONS 1		
REVISIONS 2		
REVISIONS 3		
REVISIONS 4		
FIELD CHANGES		
FIELD CHANGES		
FIELD CHANGES		

AUBURN HAMPSHIRE STREET STREET/SIDEWALK LTG. - 1
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SHEET NUMBER

E1

OF

Date: \$date\$

Username: \$user\$

Division: \$wkgroup\$

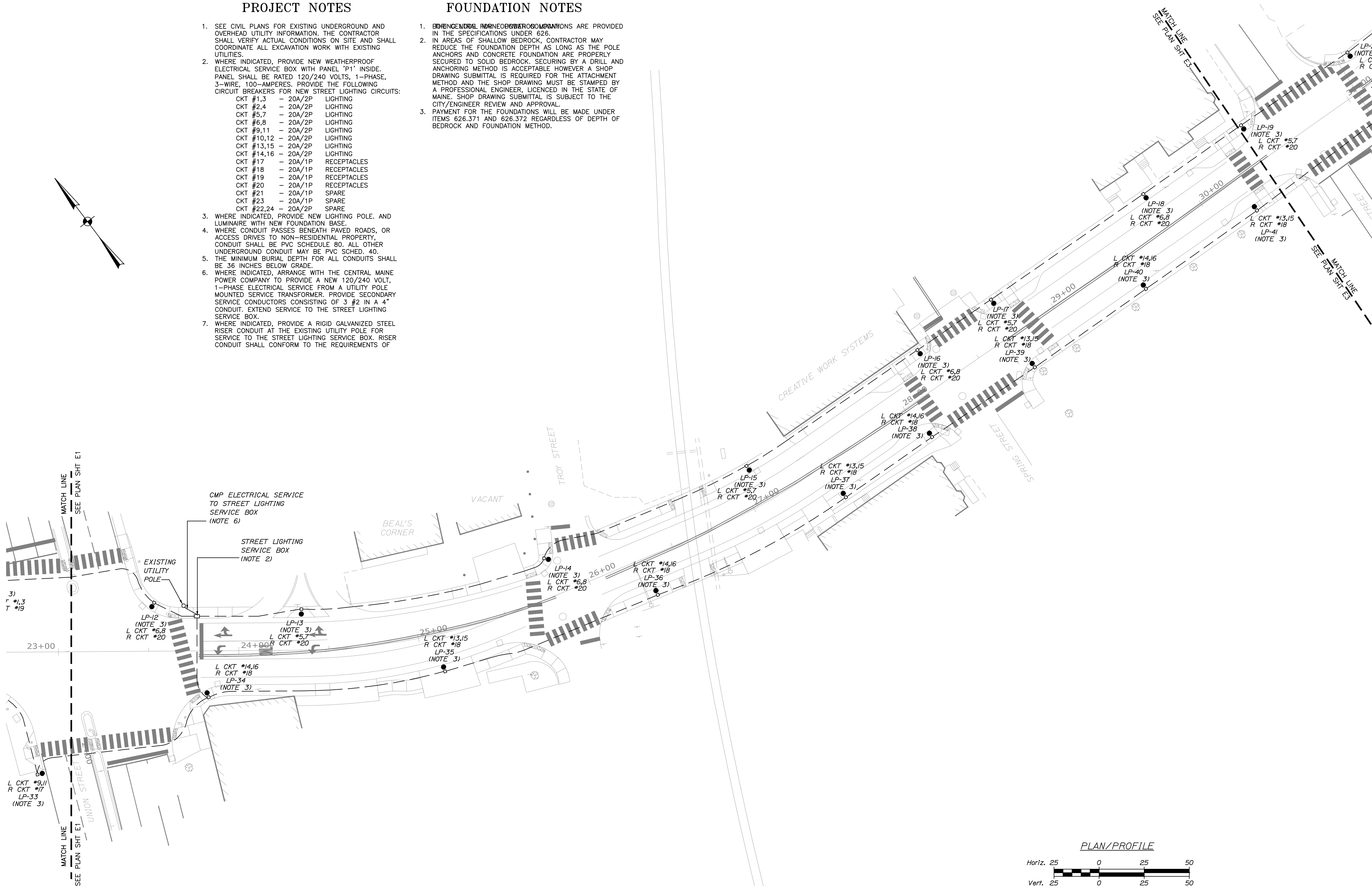
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PROJECT NOTES

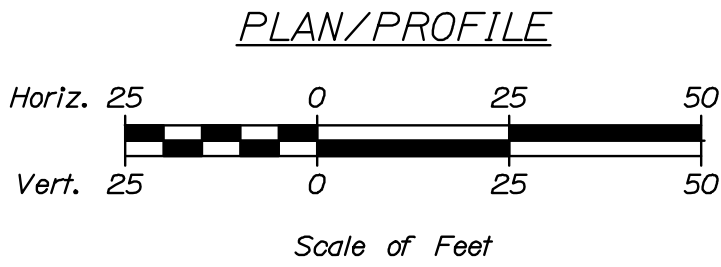
- SEE CIVIL PLANS FOR EXISTING UNDERGROUND AND OVERHEAD UTILITY INFORMATION. THE CONTRACTOR SHALL VERIFY ACTUAL CONDITIONS ON SITE AND SHALL COORDINATE ALL EXCAVATION WORK WITH EXISTING UTILITIES.
- WHERE INDICATED, PROVIDE NEW WEATHERPROOF ELECTRICAL SERVICE BOX WITH PANEL 'P1' INSIDE. PANEL SHALL BE RATED 120/240 VOLTS, 1-PHASE, 3-WIRE, 100-AMPERES. PROVIDE THE FOLLOWING CIRCUIT BREAKERS FOR NEW STREET LIGHTING CIRCUITS:
 - CKT #1,3 - 20A/2P LIGHTING
 - CKT #2,4 - 20A/2P LIGHTING
 - CKT #5,7 - 20A/2P LIGHTING
 - CKT #6,8 - 20A/2P LIGHTING
 - CKT #9,11 - 20A/2P LIGHTING
 - CKT #10,12 - 20A/2P LIGHTING
 - CKT #13,15 - 20A/2P LIGHTING
 - CKT #14,16 - 20A/2P LIGHTING
 - CKT #17 - 20A/1P RECEPTACLES
 - CKT #18 - 20A/1P RECEPTACLES
 - CKT #19 - 20A/1P RECEPTACLES
 - CKT #20 - 20A/1P RECEPTACLES
 - CKT #21 - 20A/1P SPARE
 - CKT #23 - 20A/1P SPARE
 - CKT #22,24 - 20A/2P SPARE
- WHERE INDICATED, PROVIDE NEW LIGHTING POLE AND LUMINAIRE WITH NEW FOUNDATION BASE.
- WHERE CONDUIT PASSES BENEATH PAVED ROADS, OR ACCESS DRIVES TO NON-RESIDENTIAL PROPERTY, CONDUIT SHALL BE PVC SCHEDULE 80. ALL OTHER UNDERGROUND CONDUIT MAY BE PVC SCHED. 40.
- THE MINIMUM BURIAL DEPTH FOR ALL CONDUITS SHALL BE 36 INCHES BELOW GRADE.
- WHERE INDICATED, ARRANGE WITH THE CENTRAL MAINE POWER COMPANY TO PROVIDE A NEW 120/240 VOLT, 1-PHASE ELECTRICAL SERVICE FROM A UTILITY POLE MOUNTED SERVICE TRANSFORMER. PROVIDE SECONDARY SERVICE CONDUCTORS CONSISTING OF 3 #2 IN A 4" CONDUIT. EXTEND SERVICE TO THE STREET LIGHTING SERVICE BOX.
- WHERE INDICATED, PROVIDE A RIGID GALVANIZED STEEL RISER CONDUIT AT THE EXISTING UTILITY POLE FOR SERVICE TO THE STREET LIGHTING SERVICE BOX. RISER CONDUIT SHALL CONFORM TO THE REQUIREMENTS OF

FOUNDATION NOTES

- EXISTING FOUNDATION INFORMATION IS PROVIDED IN THE SPECIFICATIONS UNDER 626.
- IN AREAS OF SHALLOW BEDROCK, CONTRACTOR MAY REDUCE THE FOUNDATION DEPTH AS LONG AS THE POLE ANCHORS AND CONCRETE FOUNDATION ARE PROPERLY SECURED TO SOLID BEDROCK. SECURING BY A DRILL AND ANCHORING METHOD IS ACCEPTABLE HOWEVER A SHOP DRAWING SUBMITTAL IS REQUIRED FOR THE ATTACHMENT METHOD AND THE SHOP DRAWING MUST BE STAMPED BY A PROFESSIONAL ENGINEER, LICENCED IN THE STATE OF MAINE. SHOP DRAWING SUBMITTAL IS SUBJECT TO THE CITY/ENGINEER REVIEW AND APPROVAL.
- PAYMENT FOR THE FOUNDATIONS WILL BE MADE UNDER ITEMS 626.371 AND 626.372 REGARDLESS OF DEPTH OF BEDROCK AND FOUNDATION METHOD.



STREET/SIDEWALK LIGHTING PLAN - C



PRELIMINARY - NOT FOR CONSTRUCTION

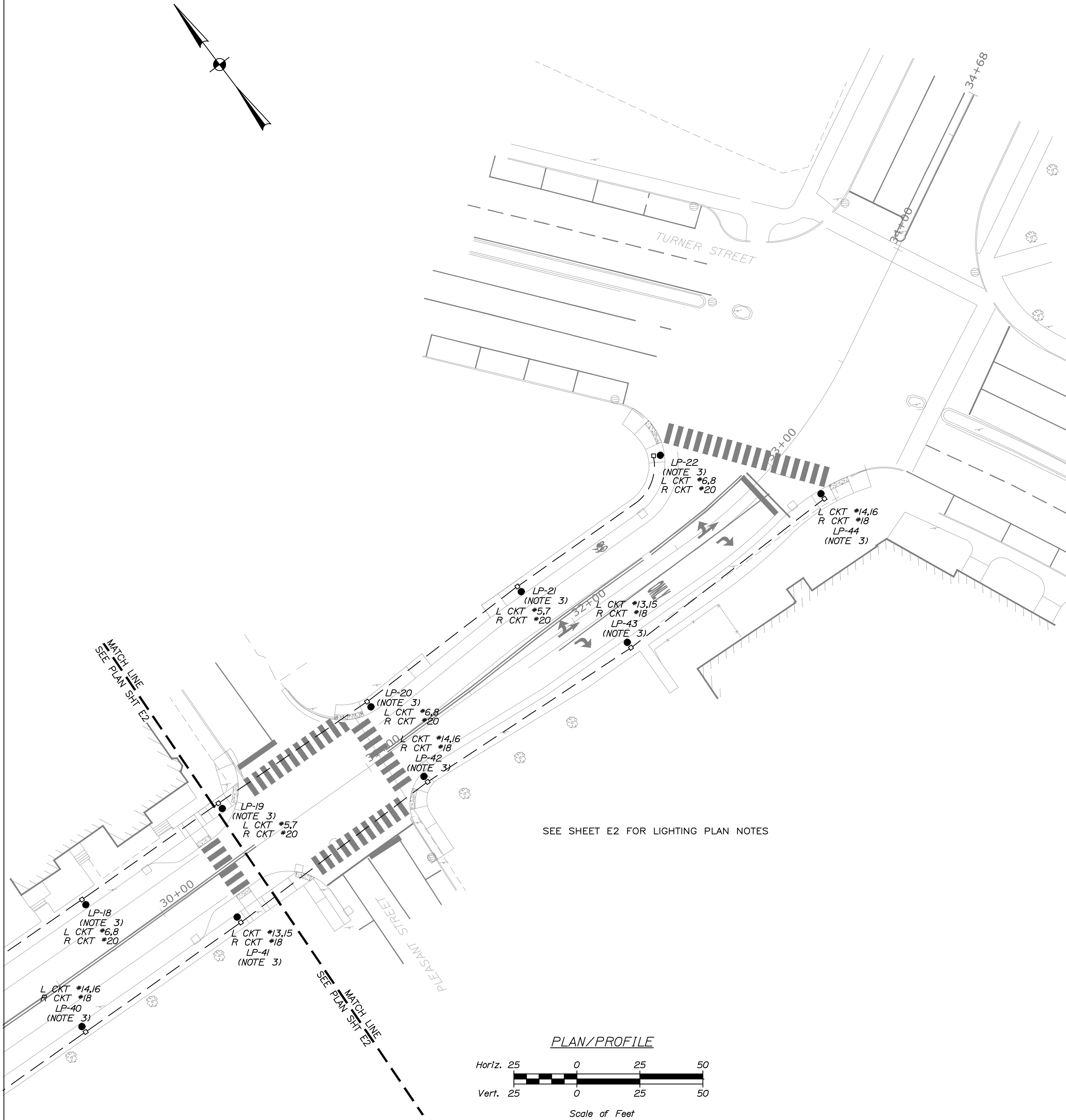
STATE OF MAINE DEPARTMENT OF TRANSPORTATION		\$PROJECTNUMBER\$		WIN \$PINNUMBER\$	
AUBURN HAMPSHIRE STREET STREET/SIDEWALK LTG. - 2		DATE 07/15/16		P.E. NUMBER 7928	
SHEET NUMBER E2 OF		DATE 07/15/16		P.E. NUMBER 7928	
PROJ. MANAGER		BY		DATE	
DESIGN-DETAILED		LEB		07/15/16	
CHECKED-REVIEWED		LEB			
DESIGN-DETAILED2		LEB			
REVISIONS 1		revision 1			
REVISIONS 2		revision 2			
REVISIONS 3		revision 3			
REVISIONS 4		revision 4			
FIELD CHANGES		field changes			
SIGNATURE Lawrence E. Bartlett		DATE 07/15/16		P.E. NUMBER 7928	
PROFESSIONAL ENGINEER MAINE REGISTERED No. 7928					

Filename: \$file\$

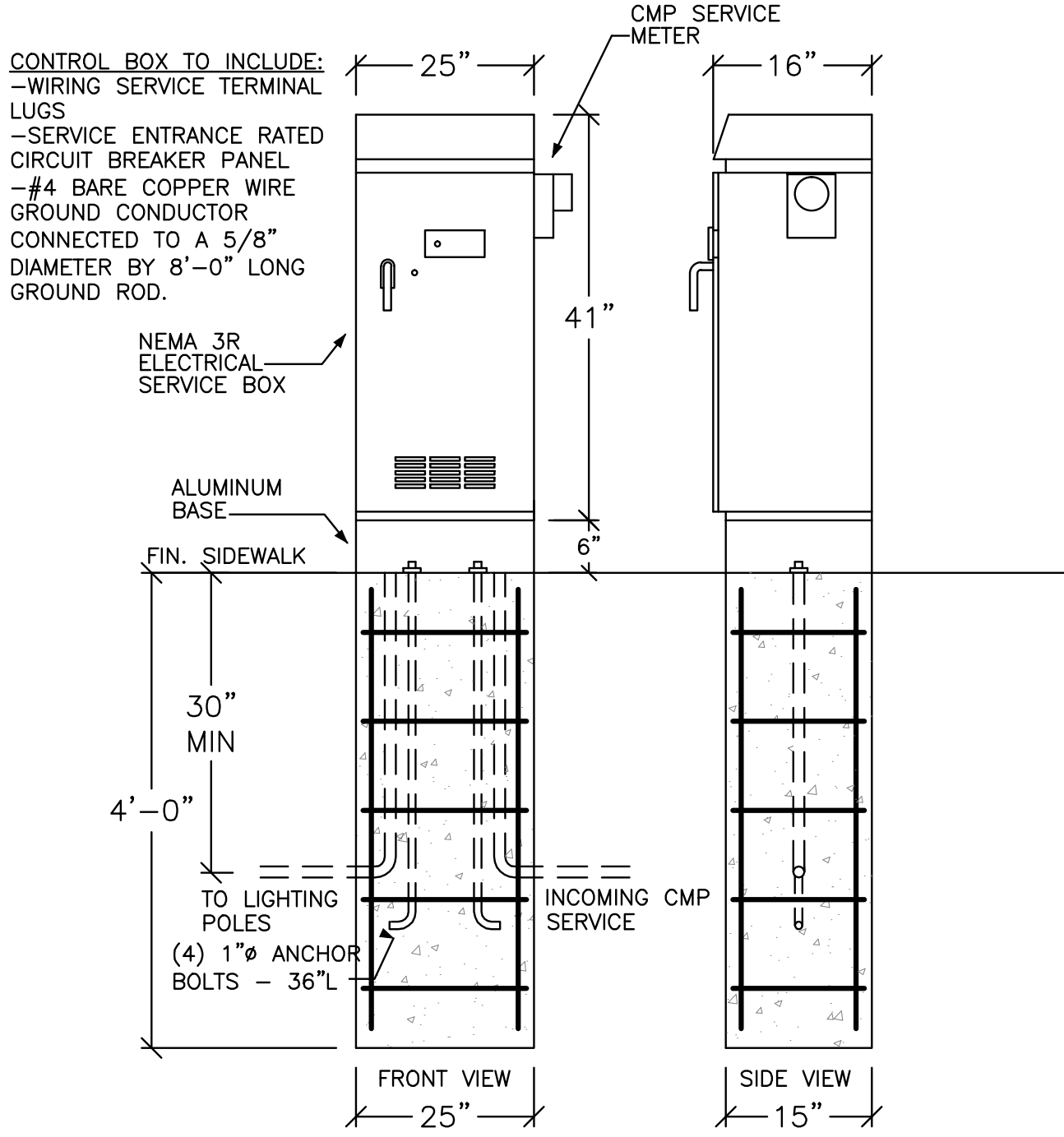
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Date: \$date\$

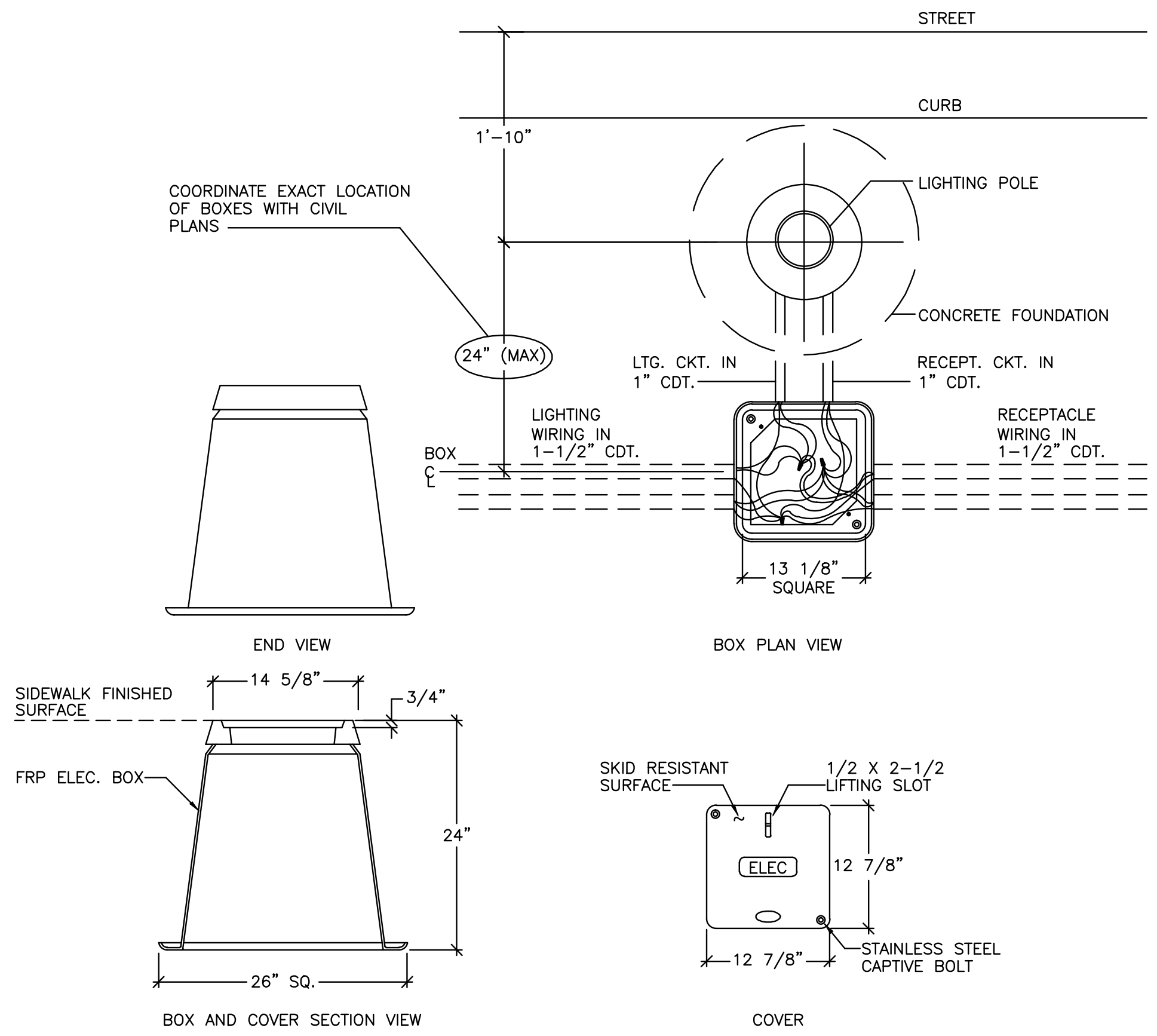


STREET/SIDEWALK LIGHTING PLAN - D

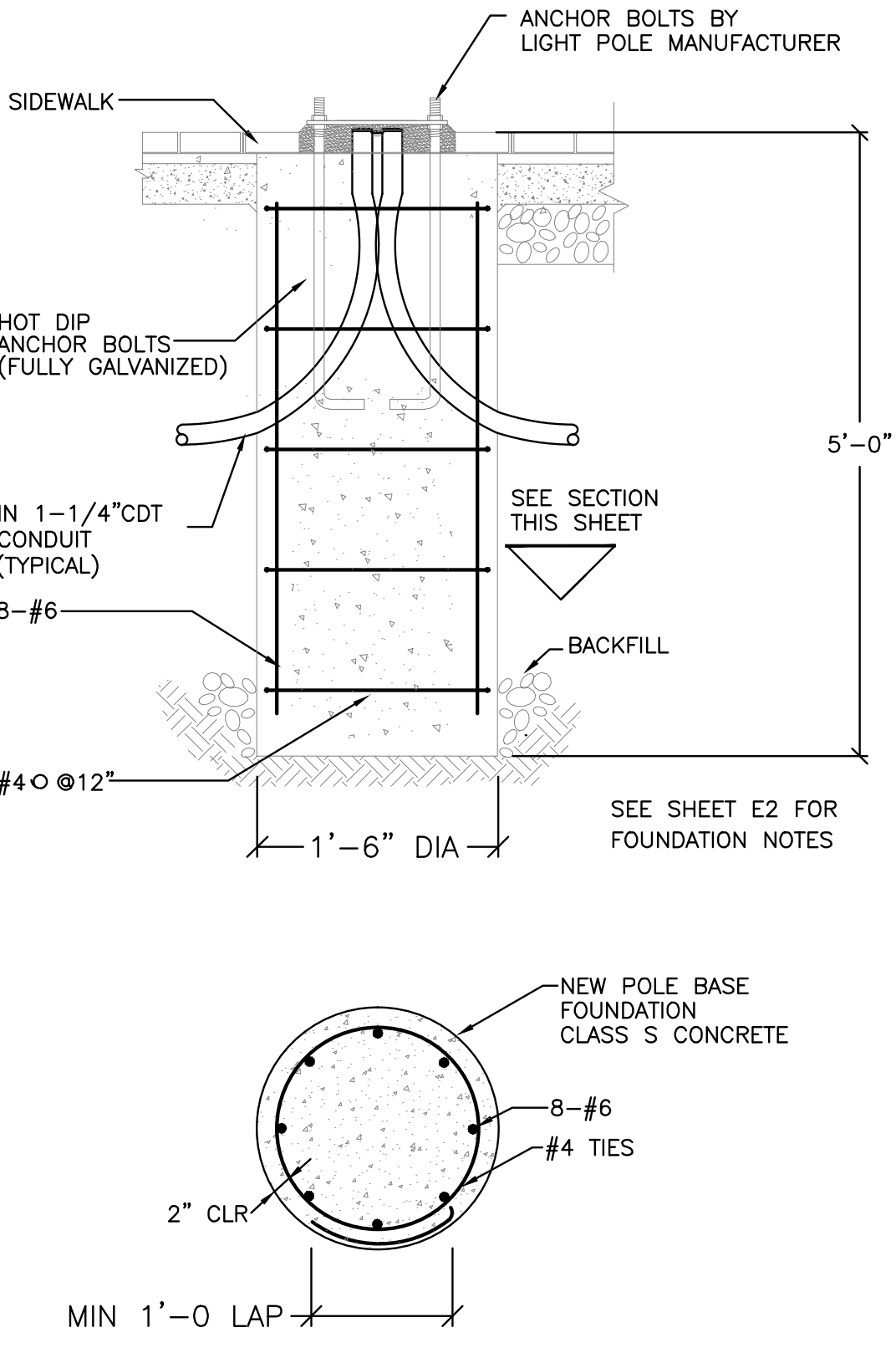


LIGHTING SERVICE CABINET DETAIL
NOT TO SCALE

PRELIMINARY - NOT FOR CONSTRUCTION



LIGHTING WIRING BOX DETAIL
NOT TO SCALE



LIGHTING POLE BASE DETAIL
NOT TO SCALE

STATE OF MAINE DEPARTMENT OF TRANSPORTATION		\$PROJECTNUMBER\$		WIN \$PINNUMBER\$	
PROJ. MANAGER DESIGN-DETAILED CHECKED-REVIEWED DESIGN-DETAILED DESIGN-DETAILED		BY LEB		DATE 07/15/16	
AUBURN HAMPSHIRE STREET		LEB		P.E. NUMBER 7928	
STREET/SIDEWALK LTG. - 3		revision 1		DATE 07/15/16	
SHEET NUMBER E3		revision 2			
OF		revision 3			
		revision 4			
		FIELD CHANGES			

SOUTH GATEWAY - existing



SOUTH GATEWAY - proposed



RAIL CROSSING - existing



RAIL CROSSING - proposed



WEBSTER SCHOOL - existing



WEBSTER SCHOOL - proposed



OAK STREET INTERSECTION - existing



OAK STREET INTERSECTION - proposed



NORTH GATEWAY - existing



NORTH GATEWAY - proposed



**City of Auburn
City Council Information Sheet**

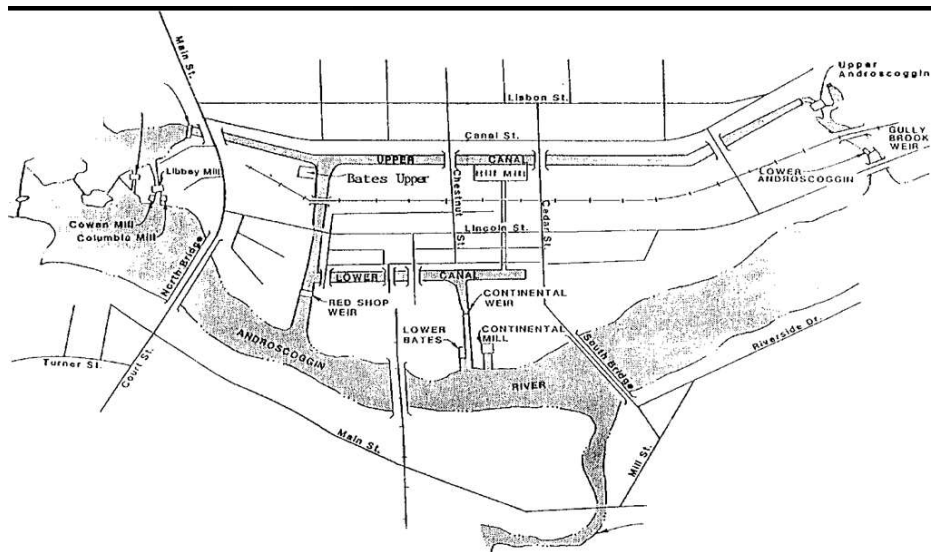
Council Workshop or Meeting Date: 11-21-2016

Author: Sue Clements-Dallaire

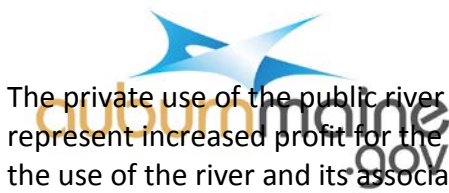
Subject: Lewiston Falls Project FERC No. 2302 - Lewiston Canal License Amendment

Information: Brookfield White Pine Hydro, LLC is applying to the Federal Energy Regulatory Commission for a non-capacity amendment of license for the Lewiston Falls Project. The amendment allows the canals in Lewiston to be removed from Brookfield's license and transferred to the City of Lewiston. The project area under the license would be reduced and the maintenance responsibilities of the canals would be transferred from Brookfield to Lewiston. Lewiston would then be allowed to improve the appearance of the canals and consider

additional opportunities for recreational uses of the canals. Brookfield would still be allowed to generate power as they have been with reduced costs. The City of Auburn is a stakeholder in the license because a portion of the existing project is in Auburn. Auburn also has an interest in the water rights in the canal by contract when flows on the river are between 8280 and 8830CFS.



The existing license was issued in September of 1986 and expires in 2026. Since 1986 the Cities of Auburn and Lewiston have invested millions of dollars in public infrastructure to allow recreation near and on the river within the project area. These improvements include the Auburn Riverwalk, Railroad Park, Bonney Park, Festival Plaza and more. As a result of the investment, recreational usage in the project area has increased substantially and demand continues to grow. The FERC process minimized recreation in 1986 because it was limited. The substantial increase in recreation warrants reconsideration of needs. The Cities also invested approximately \$150,000 in wayfinding signage in recent years and additional wayfinding signage is needed in the project area. The need for signage was identified in the Future Development and Management of Central Maine Power Company's Recreational Facilities, Volume 2: Technical Report in 1987. The Cities have also focused economic development efforts on the riverfront with some success and our comprehensive plans rely heavily on the aesthetic and recreational value of the river in attracting new residents and businesses. We have yet to attract a canoe/kayak or river recreational business to the river on a permanent basis to help residents and visitors access equipment for river recreation.



The private use of the public river for power generation remains unaffected and the reduced expenses represent increased profit for the applicant. It is customary for FERC to require public benefit in exchange for the use of the river and its associated impacts. As a discussion point for the Council we should reiterate how important the river is to the City for economic development, recreation and quality of life and could request some of the following or other desires of the Council:

1. Please provide canal maintenance expense information to be used in determining what additional funds may be available to supplement public investment in the project area. This should include average yearly maintenance and any anticipated capital improvements anticipated in coming years.
2. Allocate funds in the amount of \$150,000 (\$75,000 for each) for the communities of Auburn and Lewiston to continue investment wayfinding signage, trail improvements and to create a history trail with signage that would share the story of our communities, its indigenous people and the role of hydro power. The Cities have a wayfinding signage plan developed by the Androscoggin Land Trust through community input and are currently completing an initial investment of approximately \$150,000 in wayfinding signage; unfunded needs remain within the project area.
3. Support river based economic development: Establish a fund in the amount of \$25,000 that one or both cities can use as a grant or loan incentive to attract a recreational business including rentals and sales of canoe, kayaks and other water related recreational equipment to the riverfront.
4. Support cultural and community events: Sponsor \$10,000 worth of community events and programming held on or near the Androscoggin River, annually. Current examples of events include memorials held at Veteran's Park, the Balloon Festival, Art Walk LA, Dempsey Challenge, the LA Triple Crown and Auburn Riverday.
5. Request that FERC consider the reduction of project area combined with the substantial change in attitudes toward the river, water quality and recreational demand a substantial change in the circumstances under which the license was issued and determine that warrants revisiting the entire license prior to 2026.

Advantages: Potential recreational or economic improvements within the project area.

Disadvantages: None

City Budgetary Impacts: Potential recreational or economic improvements.

Staff Recommended Action: Provide feedback and allow staff to draft comments based on that feedback for the December 2nd deadline to promote the Cities interests in the process.

Previous Meetings and History:

Attachments: License application executive summary, Comprehensive Plan excerpts related to the river, 1987 CMP Recreational Concept Plan Excerpt, 1984 Tax Sharing Agreement, Staff summary memo to Finance and Administration Committee.

Executive Summary

The Project is located on the Androscoggin River in the Cities of Lewiston and Auburn, Maine. The Project is licensed by the Federal Energy Regulatory Commission (FERC No. 2302) and consists of a dam, impoundment, mainstem powerhouse (Monty Station) and portions of the Lewiston Canal system. The Project is owned and operated by Brookfield.

The current license for the Project includes multiple generating facilities: Monty Station powerhouse located on the mainstem of the Androscoggin River, and four generating stations located throughout the Lewiston Canal system: Continental Mill, Hill Mill, Bates Upper and Lower Androscoggin stations. Not included in the current license is the Upper Androscoggin generating station, which is owned by the City of Lewiston (or City) and which is licensed as a separate project (FERC No. 11006) and the Bates Lower station which, after FERC approval, was removed from the Project in 1991. The Licensee is proposing to amend its FERC license to remove the Canal System from the Project, for purposes of conveying the Canal System to the City of Lewiston for potential non-hydropower redevelopment and public use. The proposal will have no impact on the generating or water control capabilities of Monty Station, and the amended Project will continue to operate under the terms of its current FERC license and applicable Water Quality Certification.

The Project was originally comprised of a dam, a canal system, and several canal system generating facilities. In the 1980s, Central Maine Power (CMP) constructed a new powerhouse on the mainstem of the Androscoggin River, near the canal entrance facilities. The new generating station, Monty Station became operational in 1990. In 1991, CMP transferred ownership of one of the Lewiston Canal system generating stations, the Upper Androscoggin station, to the City of Lewiston. That station was subsequently licensed with FERC as a separate project (FERC No. 11006).

Since its construction, Monty Station has been the primary generating facility associated with the Project, and generation at the generating stations within the Canal System has been curtailed over time, and more recently has ceased altogether, although water continues to flow through the Canal System in accordance with FERC license requirements and the Water Quality Certification and under agreement with the City of Lewiston.

The Licensee's proposed action for this amendment application, is to implement the proposed Decommissioning Plan (Appendix A-1) to remove the Canal System from the FERC-licensed Project and convey the Canal System to the City of Lewiston for purposes of non-hydropower redevelopment and public use. The Project would continue to include the Lewiston Falls Project dams on the mainstem, impoundment, Monty Station, Main Gatehouse, and Little Gatehouse. The Project boundary is proposed to be redrawn at the upstream side of the City of Lewiston

Main Street Bridge immediately downstream of the Main Gatehouse intake structure, and would exclude the Canal System.

Once the amendment is approved by FERC, it is the Licensee's intention to convey the property rights for the portions of the Lewiston Canal system and associated water control and generating facilities, which it owns, to the City of Lewiston. The Licensee would continue to control flows into and within the Lewiston Canal system from the automated controls located in the Main Gatehouse and would provide a minimum flow of at least 50 cfs into the Lewiston Canal system at all times, except during periods of maintenance, or in the event of operating emergencies as currently required under separate agreement. In addition, the Licensee would provide periodic canal "refreshment flows" of 300 cfs (including the minimum flow), in accordance with a revised Stagnation Prevention Plan (Appendix B-1). The distribution of water within the Lewiston Canal system itself will be determined by the City, consistent with its redevelopment plans and future needs.

The proposed action would reduce the total installed capacity of the Project from 35.6 MW to 28 MW through removal of the four canal generating facilities from the Project. Generation would continue at the mainstem Project powerhouse, Monty Station, and the overall operation of the Project would remain unchanged. The Licensee would continue to provide the current required total minimum flow of 1,430 cfs, or inflow, whichever is less, from the Project. Of this 1,430 cfs, the City of Lewiston has the rights to the first 150 cfs, which historically was discharged through the Canal System. Under the proposed action, the City would retain its rights to 150 cfs of river flow, of which at least 50 cfs would be discharged through the Canal System at all times, and 1,380 cfs discharged from Monty Station or at the Project dams.

The proposed action would have no effect on the overall operation of the Project. The Project would continue to operate in close coordination with the upstream Gulf Island-Deer Rips Project (FERC No. 2883) and to maximize generation at Monty Station utilizing the upper four feet of the impoundment.

The proposed action would have no effect on Project water quality. Water quality conditions in the Project impoundment and tailwater areas will not change as a result of the removal of the Lewiston Canal System from the Project. Operation of the Project impoundment will remain unchanged, and the impoundment water levels will continue to fluctuate within the top four feet of the impoundment. Water quality in the tailwater area and downstream of the Project will also remain unchanged. The quality of water that passes through Monty Station will continue to reflect the quality of water being released from the upstream Gulf Island-Deer Rips Project. Dissolved oxygen (DO) and temperature conditions of the water entering the Project and being discharged from Monty Station will continue to meet state standards for Class C waters.

Water quality in the Lewiston Canal system will also be unaffected by the proposed action. The Licensee will continue to provide flows as currently required under separate agreement into the Lewiston Canal system for the City of Lewiston and will regulate the water flow through the canals by operating the Bates Weir as requested by the City. This continuous flow of water through the canal system will ensure that the current aesthetic quality of the canal waters is maintained.

The total quantity of water discharged from the Project will remain unchanged under the proposed action. The Project will continue to discharge Androscoggin River flows through Monty Station, with the existing configuration of gates and spillways. The Project will also continue to meet the current minimum flow requirement of 1,430 cfs which, under normal operating conditions, would be expected to be released at least 50 cfs through the Lewiston Canal system and 1,380 cfs from Monty Station or at the dams. There would be no anticipated change in flows or flow duration from the Project as a result of the proposed action.

The proposed action would have no effect on fish, aquatic, wetland or wildlife habitats at the Project. Aquatic habitat will remain unchanged, as operation of the Project, and the resulting impoundment levels and discharge flow regime will remain essentially unchanged. The current minimum flow requirement of 1,430 cfs will continue to be met and will protect existing aquatic habitats downstream of the Project. Project waters downstream of the Lewiston Falls dam will remain available for use by both resident and migratory fish. To the extent that fish may currently utilize the Lewiston Canal system, there is not expected to be any impact to fish or aquatic life use or habitats.

Nor will the proposed action have any effect on wetlands, wildlife or botanical resources at the Project. There will be no effect on wetlands as there are no proposed changes to impoundment elevations and/or fluctuations, and no changes in the flow regime downstream of the Project. There would be no ground disturbance associated with the proposed action, and therefore no resulting impacts to wetlands or wildlife.

Only one listed species, Atlantic salmon, has the potential to occupy Project waters. The Project waters downstream of the Lewiston Falls dam have been designated as critical habitat for Gulf of Maine Distinct Population Segment (GOMDPS) Atlantic salmon. The proposed amendment would have no effect on Atlantic salmon habitat at the Project, as the operation of the Project and resulting downstream flow regime will remain unchanged. Moreover, the amended Lewiston Falls Project would continue to operate in accordance with the Project's Interim Species Protection Plan (ISPP).

No other protected species are specifically known to occur at the Project, or in the Lewiston Canal system. Nonetheless, to the extent any other protected species or habitats may occur at the

Project, the proposed action will have no effect on these species as the operation of the Project will remain essentially unchanged.

The proposed action will have no effect on recreation resources or recreation use of the Project. Existing Project recreation sites and facilities, including the Durham boat launch, the overlook and the trail will remain unchanged and unaffected by the proposed action. All of these sites and facilities will remain within the amended Project boundary and will continue to be operated and maintained under the existing Project license, and in accordance with the FERC-approved recreation plan. There is currently no recreational use of or public access to the Canal System, so removal of the Canal System from the Project will have no impact on existing recreational use. However, the proposed action could have a long term positive effect on recreation use of the Lewiston Canal system as potential redevelopment of the canal system and immediate area by the City of Lewiston could create additional public use and recreational space such as walkways, bridges, parks and other public spaces.

The proposed action would have no effect on historic resources at the Project. The entire Lewiston Canal system is already designated a Historic District, to which some portions of the current FERC-licensed Project are contributing elements. The entire Lewiston Mill and Canal Historic District has been fully researched, documented and listed on the National Register. Ownership and responsibility for various contributing elements and the overall Historic District is dispersed among a number of private owners (including the Licensee) and the City of Lewiston. Under the proposed action, ownership of the Lewiston Canal system will be transferred to the City, and the historic aspects of the Canal System and the entire Historic District will be closely regulated by the City's comprehensive set of historic preservation policies and regulations.

Exhibit A General Project Description

The Project is located on the Androscoggin River in the Cities of Lewiston and Auburn, Maine. The Project was originally comprised of a dam, a canal system, and several canal system generating facilities. In 1985 the Project Licensee (at the time, Central Maine Power and Union Water Power Company) applied for a new Project license, seeking approval from FERC to remove a small generating facility and construct a new powerhouse on the mainstem of the Androscoggin River, near the canal entrance facilities. In response to the application, FERC issued an Environmental Assessment for the proposed Project in August, 1986, and a new license for the Lewiston Falls Project (FERC No. 2302) was issued on September 29, 1986. The new generating station, Monty Station, was constructed and became operational in 1990. In 1991, the Project Licensee proposed, and FERC subsequently approved (February 26, 1991) a partial transfer of license for one of the Lewiston Canal generating stations, the Upper Androscoggin station, to the City of Lewiston. That station was subsequently licensed as a separate project (FERC No. 11006).

Since its construction, the Monty Station powerhouse has been the primary generating facility associated with the Project, and generation within the Canal System has been curtailed over time. In 1998, after FERC approval, the Bates Lower generating facility was removed from the FERC-licensed Project, as the station was uneconomical to operate, and had ceased operation altogether. Since that time, operation of the Canal System generating stations has been curtailed even further, although water continues to flow through the Lewiston Canal system consistent with FERC license requirements, the Water Quality Certification, and under agreement with the City of Lewiston.

Approved 4/19/2011

Natural Resource Policies Goal A.3: Protect the water quality and shoreline of Auburn's rivers to preserve the environmental and economic value of these resources.

ANDROSCOGGIN RIVER

The water quality of the Androscoggin River is not as good as it should be. Its water quality is affected by activities within in the City, within municipalities upstream, and by industries such as NextEra Energy Resources and paper mills. Auburn should continue to work with surrounding communities on efforts to improve the quality of the river.

Objective A.3.1:

The state's water quality classification for the river should be increased from a Class C to a Class B by 2012.

Strategies to achieve this objective:

Strategy A.3.1.a (Also Strategy A.3.2.a):

Support the Maine Department of Environmental Protection (DEP) in its efforts to improve water quality throughout the Androscoggin River Corridor.

Strategy A.3.1.b (Also Strategy A.3.2.b):

Work with the Androscoggin Land Trust and other conservation organizations to purchase land and/or conservation easements along critical portions of the Androscoggin River.

Strategy A.3.1.c (Also Strategy A.3.2.d):

Support and assist organizations such as the Androscoggin River Alliance, the Androscoggin Land Trust, Maine Rivers, and the Atlantic Salmon Federation in their efforts to improve the Androscoggin River and restore fish populations.

Strategy A.3.1.d:

Continue funding efforts to eliminate the remaining Combined Sewer Overflows (CSOs).

Strategy A.3.1.e:

Collaborate with major industries and landowners to develop land/trail management plans to protect the river and establish adjacent recreational areas to enhance public access.

Strategy A.3.1.f:

Continue to limit additional development in the undeveloped portions of the watershed (including most of areas along North River Road and Riverside Drive) by designating these areas Agricultural/Rural in the Future Land Use Plan.

E.1 RECREATION AND CULTURE

Goal E.1: Provide for adequate recreation facilities and open space in Auburn.

Goal E.1: Provide for adequate recreation facilities and open space in Auburn.

Approved 4/19/2011

Strategy E.1.1.a:

Support ongoing funding through the capital improvement program (CIP) to improve existing park and recreation facilities.

Strategy E.1.1.b:

Assess the viability of developing a consolidated sports field complex to replace marginally useful fields throughout the community. If such a complex is determined to be viable, begin the process of acquiring a location and designing a facility.

Objective E.1.2:

Improve access to, and awareness of, recreational amenities along the Androscoggin and Little Androscoggin Rivers.

Strategies to achieve this objective:

Strategy E.1.2.a:

Develop a riverfront access campaign to inform residents and visitors about the recreational opportunities available along both rivers.

Strategy E.1.2.b:

Support the connection of local recreational facilities along the Androscoggin River with riverfront facilities in other communities, such as the Androscoggin Riverlands.

Strategy E.1.2.c:

Identify and develop additional recreational and boat access points along both the Androscoggin and Little Androscoggin Rivers.

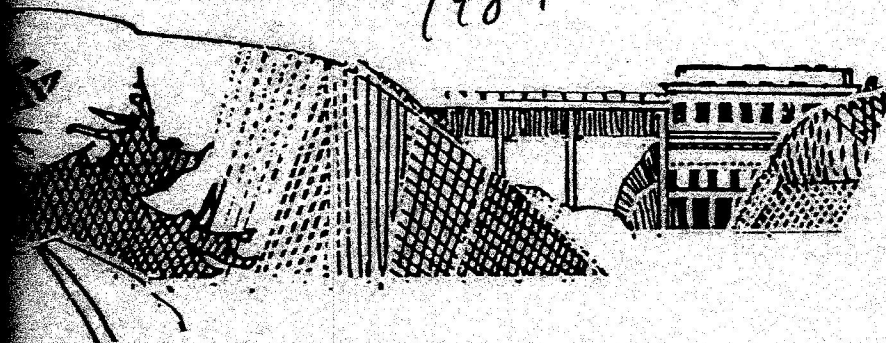
Strategy E.1.2.d:

Improve existing recreational river access points through better trail and park maintenance, increased signage, and adequate lighting.

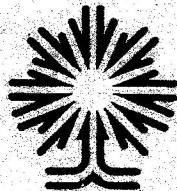
**Concept Plan For The Future
Development And Management Of
Central Maine Power Company's
Recreational Facilities**

**Volume 2:
Technical Report**

1987



**Phase One of a
Corporate Recreational
Facility Plan**



Central Maine Power

SITE NAME: Lewiston Falls (Hydropower) FERC 2302
LOCATION: Androscoggin River, Auburn/Lewiston
SETTING: Urban, scenic features (rock outcropping, island)
RECREATION USES: Limited

RECREATION FACILITIES:

1. Historic house and site (Knight House)

CURRENT PROBLEMS:

1. Lack of recreation facilities

PROPOSED MANAGEMENT FOCUS:

Urban open space and passive recreation (local use)

PRELIMINARY RECOMMENDATIONS:

- MP*
W. C. C. C.
1. Site Improvement
 - a. Interpretive sign (Indians and prehistory, hydropower, urban development)
 - b. Interpretive sign pertaining to the canal system and its preservation
 2. Enhancement of Existing Facilities
 - a. Restore park at construction site
 3. Development of New Facilities
 - a. Develop a boat launch downstream (near sewage treatment plant)
 - b. Assist town in extending the existing river walkway and restoring the foot bridge south of Great Falls (dependent upon public support and assistance)
 - c. Develop West Pitch (consider possible safety problems at this area)
 4. Immediate Needs
none



City of Auburn, Maine

Office of the City Manager

www.auburnmaine.gov | 60 Court Street

Auburn, Maine 04210

207.333.6601

TO: Auburn City Council Finance and Administration Committee
FROM: Eric J. Cousens, Deputy Director of Economic and Community Development
RE: Lewiston Canals Financials and Water Rights
DATE: June 28, 2016

Background Information

The Androscoggin River and Great Falls are at the center of Auburn-Lewiston and a foundation for cooperation and potential conflict between the two local governments. In the early 1980's the City of Lewiston, City of Auburn and Central Maine Power Company filed the initial paper work to build a hydroelectric facility at the Great Falls of the Androscoggin River. Through negotiation it was determined that the cities would withdraw their applications in exchange for CMP moving forward with development of what is now known as the Charles E. Monty Hydro Power Plant (Monty). In exchange for the cities withdrawing their applications, CMP transferred ownership of the Upper A to Lewiston.

In 1984, Lewiston and Auburn entered into a tax sharing agreement where Auburn receives 17.5% of the property taxes paid on the Monty. Auburn also receives 50% of the revenues generated from the surplus flowage (the 555 cfs) at the Upper A. Coterminous with their rights to 50% of surplus flowage revenues, Auburn is responsible for 17.7% of the capital expenses, maintenance, and operational expenses of the Upper A; 17.7% of the cost of the production, distribution, and sale of power; and 17.7% of Lewiston's share of the cost of canal maintenance¹. This arrangement is set to continue until 2034 when the two Cities can choose to extend it.

In early 2013 the Mayor and City staff started a discussion with Lewiston regarding water flowage rights on the Androscoggin River and power generation in the canals as it relates to Lewiston's negotiations with then Next Era Energy, now Brookfield Power, to take ownership of the canals. A copy of a memorandum dated May 28, 2011 from Lincoln Jeffers to the Lewiston Mayor and Council is attached to summarize Lewiston's views regarding the canals, water rights and general flow conditions. Lewiston has water rights to the first 150 cubic feet per second (cfs) of water flow. Brookfield Power has rights for the water flow between 151 cfs and 8,280 cfs. Lewiston has rights to the next 555 cfs; however, they share those rights with Auburn under a 1984 contract. Brookfield has rights to all flowage thereafter. It should be noted that Auburn staff does not agree with all of the information in the memo but it provides a good background for discussion. Specifically, the assumption that river flows only exceed 8280 cubic feet per second (cfs) for an average of 30-45

¹ Memorandum dated May 28, 2011 from Lincoln Jeffers to the Lewiston Mayor and Council



City of Auburn, Maine

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207.333.6601

days per year is incorrect. In the 12 months preceding July of 2014 (when this research was done for discussion at that time), according to USGS flow data there were 61 days exceeding the 8280 cfs flows, in the previous 12 months, 90 days and in the preceding year, 93 days. This is a critical flaw in past analyses of the potential power generation value. A USGS data graph showing flows on the Androscoggin at Auburn (page 10) for the past 12 months is attached and additional data is available but not included in this packet. The 8280 cfs level is identified by a blue line and a 7000 cfs level is identified with a red line. The 7000 cfs level is the level that water, under normal dam operations, will begin to flow over the rubber dam bladders and provide visible water flow over Great Falls (according to Brookfield Power, Thomas Mapletoft). Flows exceeded 7000cfs for an additional 15 days (76 days total) in the past 12 months and 16 additional days (106 days total) the previous year.

Financial

The City has received between \$155,000 and \$168,000 per year in tax revenues from the Monty Hydro facility over the 10 years preceding 2014. The City did receive revenues from power generation in the canals but the generating facilities have not been properly maintained and are no longer operational. It is agreed by the two cities that it would take a substantial investment to repair/replace them but the actual amount and generating potential is disputed. The City still contributes to debt service and maintenance under the 1984 agreements. A copy of the 2013 invoice for debt service and maintenance is attached and the second page shows the breakdown of costs. At a meeting with Lewiston City Administrator Ed Barrett on June 23, 2014, he indicated that Lewiston has little to no ongoing maintenance costs and the invoices should be substantially for debt service since 2011-12. That is clearly not the case based on the invoice and staff worked to understand and correct the issue with Lewiston. To the right is the expense chart for the 12 years preceding 2014. Staff has worked with Lewiston to reduce our expenses for FY 15 and FY 16 to \$24, 594 and \$21,067 (estimated) respectively. Revenues under the agreement are expected to be approximately \$160,000 for FY 16. With a net positive revenue of nearly \$140,000 for FY 16 the arrangement is still positive for the City of Auburn.

Payment to Lewiston for Power Generation Facilities

FY 03	\$	42,071.91
FY 04	\$	37,367.50
FY 05	\$	76,280.07
FY 06	\$	33,984.08
FY 07	\$	49,680.32
FY 08	\$	48,427.13
FY 09	\$	47,173.94
FY 10	\$	45,124.11
FY 11	\$	41,069.96
FY 12	\$	39,601.84
FY 13	\$	39,156.03
FY 14	\$	37,347.06



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207.333.6601

Lewiston has made it clear that they do not want Auburn at the table for negotiations with Brookfield. Recently we have learned that Lewiston now intends retain the water rights associated with the Upper A as part of the deal with Brookfield. This will allow time for a public discussion of how the rights can benefit the community.

AGREEMENT

Rec'd DEC 10 1984

Lewiston Falls Hydro-Electric Project*Dennis L. Leves*
City Clerk, Lewiston, Maine

This Agreement, made this 3rd day of December, 1984, is between the City of Lewiston, Maine ("Lewiston") and the City of Auburn, Maine ("Auburn").

WHEREAS, Lewiston and Auburn wish to work with each other and with Central Maine Power Company ("CMP") to produce hydro-electric power along the Androscoggin River at Lewiston Falls and along the Lewiston canal system;

WHEREAS, 30 MRSA §1951 et seq. permits municipalities to make the most efficient use of their powers by enabling them to cooperate with other municipalities on the basis of mutual advantage; and

WHEREAS, 30 MRSA §4996 et seq. permits two or more communities to provide for orderly development by sharing of their tax base; and

WHEREAS, the Cities of Lewiston and Auburn wish to cooperate and participate jointly in development and production of hydro-electric power on the Androscoggin River; and

WHEREAS, the Cities of Auburn and Lewiston agree to support the development of the Lewiston Falls Hydro-Electric Project as one method of promoting orderly economic development of the area;

NOW, THEREFORE, Lewiston and Auburn agree as follows:

1. Auburn will fully support the settlement contract to be negotiated between Central Maine Power Company ("CMP") and Lewiston ("Project Agreement"). Auburn will officially sign the Project Agreement on or before December 4, 1984.

2. Lewiston will pay to Auburn 17.5% of the property taxes levied on the new CMP power house, the main generating facility and the real property on which they are sited at Lewiston Falls to be built by CMP under the terms of the Project Agreement. If CMP builds a new power house or generating facility in Auburn, Auburn will pay to Lewiston 17.5% of the property taxes levied on said power house, facility and real property. This tax sharing agreement is made for a term of fifty years commencing on the date of the first collection of taxes from CMP on said property and may be extended beyond said fifty year term on the mutual agreement of the parties.

3. Lewiston will assess and collect the taxes in accordance with the provisions of 30 MRSA §4997.

4. Lewiston will pay to Auburn 50% of the revenues derived by Lewiston from the generation of power at the Upper Androscoggin station with "surplus flowage," as defined in the Project Agreement, over the life of CMP's initial Federal Energy Regulatory Commission ("FERC") license for the new power house and main generating facility.

5. Auburn will pay to Lewiston (1) 17.7% of the canal maintenance expenses charged by CMP to Lewiston; (2) 17.7% of the maintenance and operation costs on the Upper Androscoggin station; (3) 17.7% of any capital expenditures made by Lewiston to rehabilitate, upgrade or replace equipment at the Upper Androscoggin facility; (4) 17.7% of all costs associated with the Power Purchase Agreement with CMP or any other agreement for the sale of power from the Upper Androscoggin facility; and (5) 17.7% of any and all costs associated with the production, distribution and sale of power from the Upper Androscoggin facility. Auburn's obligations under this paragraph will be coterminous with Auburn's rights under the preceding paragraph to receive revenues from the Upper Androscoggin facility.

6. Auburn will develop and maintain the West Pitch Park in accord with the terms of the Project Agreement. Auburn will pay all costs necessary to develop the West Pitch Park above the amount contributed by CMP under the terms of the Project Agreement.

7. Beginning on the date of signing of this Agreement, Auburn will pay 50% of Lewiston's costs (including but not limited to legal, engineering and consulting costs) in any regulatory proceeding (including but not limited to Department of Environmental Protection and Federal Energy Regulatory Commission proceedings) associated with obtaining approval of the Project Agreement, licensing the Upper Androscoggin facility, or associated in any way with this Agreement.

8. To the extent of its legal authority, Auburn will assist Lewiston in raising funds to finance construction by CMP of the power house and main generating facility. Auburn will not be obligated to provide more than half of the financing extended to CMP by the two cities. To the extent that Auburn participates in the financing, Auburn will share proportionally in the differential savings pursuant to the Project Agreement.

9. Auburn will comply with all the terms of the Project Agreement between Lewiston, Auburn and Central Maine Power Company.

10. This Agreement will be administered by the City Councils of Lewiston and Auburn.

11. This Agreement shall not be modified except in writing signed by both parties under authority of their respective governing bodies.

Donald P. Beruk
Witness

Laurie B. Lewiston
Lewiston City Administrator
(acting under authority voted
by Lewiston City Council on
December 3, 1984)

John J. Cleveland
Witness

Charles A. Mennen
Auburn City Manager (acting
under authority by the Auburn
City Council December 3, 1984
1984)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: November 21, 2016

Author: Yvette Bouttenot

Subject: Webster Street Community Garden

Members of the Auburn Community Garden Team will make a presentation on activities led by the St. Mary's Nutrition Center as part of the commitment to the City of Auburn to provide planning and oversight for the creation, development and implementation of a community garden at 61 Webster Street in the Union Street neighborhood of Auburn. The garden team has worked together through the period of November 2015 - November 2016 to create Auburn's first community garden. Project outcomes and milestones as well as highlights of the activities that occurred during the project time period will be discussed. Garden team members Charis Heisey, Shelley Kruszewski and Sheri Blumenthal will be attending the Council Workshop to present the activities of this first year.

Advantages: N/A

Disadvantages: N/A

City Budgetary Impacts: N/A

Staff Recommended Action: No action

Previous Meetings and History: 3 City Council workshops and meetings in FY2015

Attachments: Webster Street Community Garden – 2016 End of Season Report

Webster Street Community Garden

2016 End of Season Report



Contents

- Project Overview
- Scope of Work
- Coordination
- Partnership
- Community Engagement
- Key Outcomes
- Milestones
- Success Stories
- Conclusions



Executive Summary

This report provides a summary of the activities led by the St. Mary's Nutrition Center (NC) as part of the commitment to the City of Auburn to provide planning and oversight for the creation, development and implementation of a community garden at 61 Webster Street in the Union Street neighborhood of Auburn during the project period of November 2015 through November 2016.

Included in the report is an overview of the purpose and origins of the project, the coordination and community engagement needed to implement it, as well as key outcomes and milestones.

The first year of the Webster Street Community Garden was a success, exceeding original expectations, and we are very pleased with achievements made over the course of the project period. Feedback from participating gardeners, neighbors, and community partners has been overwhelmingly positive and opportunities to continue and expand beyond this first community garden are promising.



Project Overview

Starting in late fall of 2015, the NC supported the establishment of a community garden at 61 Webster Street, known as the “Webster Street Community Garden,” in the Union Street neighborhood of the City of Auburn. This effort was a continuation of initial research, planning and assessment conducted by the NC on behalf of the City from July 1 2014- June 30 2015, investigating the viability of community gardens in neighborhoods across the City of Auburn.

The purpose of the Webster Street Community Garden was to provide community members opportunities for growing fresh healthy foods, with particular emphasis on those individuals at risk for food-insecurity. The project also served to enhance community interaction and involvement, improve the quality of life of residents, and support the beautification of the neighborhood.

Support and funding for the project was provided by the Community Development Block Grant (CDBG), a grant from the National Parks Service, small foundation grants and in-kind support from the St. Mary’s Nutrition Center.

The work of the NC was done in the context of the Auburn Community Garden Initiative (ACGI), *a collaborative effort including the City of Auburn, St. Mary’s Nutrition Center, the National Park Service River Trails and Conservation Assistance Program, the University of Maine Cooperative Extension, the Androscoggin Land Trust and Auburn residents. The ACGI was created as a means to help develop, strengthen and sustain community gardens throughout Auburn.*

Scope of Work

The Scope of Work involved coordinating the construction, development and implementation of the garden in time for the 2016 growing season and included the following activities: research and design; garden installation and construction; recruitment, hiring, training and oversight of a part-time seasonal Community Garden Coordinator; outreach to and recruitment of community gardeners and volunteers; media and promotion; fundraising; and coordination and leadership development of the ACGI.

Coordination and Collaboration

The strong collaborative model of the ACGI was integral to the success of the project. All members of the ACGI provided advisory support for project design, development and implementation as well as fundraising support. Each member brought distinct strengths and assets to the Initiative and shared an organizational as well as personal commitment to the positive and transformative power of community gardens.

As Lead Coordinator of the ACGI, NC staff convened meetings, assessed priorities and coordinated member committees to achieve goals. The NC served as lead grant writer and fiscal sponsor alongside the City of Auburn. Bridgette Bartlett, ACGI member and Community Garden Educator with the St. Mary's Nutrition Center led the creation and construction of the garden helping to oversee the hiring and training of the Garden Coordinator, and supporting community outreach as well as the development of a garden program. Along with other ACGI members, she provided on-going support to the project over the course of the season.



Reine Mynahan from the Community Development Department of the City of Auburn was a strong project advocate helping to facilitate communication among City Departments, personnel and community partners as well as facilitating key logistical needs at the onset of garden construction. Following her retirement, Yvette Bouttenot has stepped in to the crucial role of coordinating with the city.

Sabrina Best and the Recreation Department facilitated program outreach and provided a mechanism for registration of community members for garden plots. The Public Services Department provided vital support in preparing the land, readying the site for infrastructure development and materials delivery.

Julie Isbill with the National Park Service River Trails and Conservation Assistance Program provided invaluable consultation services. The Parks Service also provided key staff support and partial one-time funding for the Garden Coordinator.

Deb Charest, with the Androscoggin Land Trust, helped spread awareness of the garden to the land trust's base of supporters, sharing the role that community gardens can play in conserving land and providing accessible green spaces. She played a key role getting the Webster St. Garden sign finalized and up in time for the garden's opening ribbon-cutting. Deb's successor at the Land Trust, Shelley Kruszewski, is already a dedicated and involved member of the team.

Coordination and Collaboration cont.

Lynne Holland, representing the University of Maine Cooperative Extension, brought a wealth of knowledge, sharing resources around gardening tips and examples of what other gardens across the state, or beyond, have tried. She also helped connect volunteers through the Master Gardener Program and provided extra seedlings and perennials from plant sales for gardeners.

Cheri Donahue, a Master Gardener as well as an Auburn resident and Community Gardener, joined the team as a super volunteer. She helped with on the ground garden projects, such as donating and assembling the wire for the compost bin, and was also able to share great ideas and expertise at the meetings.

Ken Estes, a resident of Auburn who lives right across the street from the newly formed garden, was instrumental in his determination to improve his neighborhood. From showing up at the city council meeting to speak in support of the garden to countless hours participating in planning meetings and routinely keeping an eye on the garden, Ken's help was integral in the success of the garden's creation and continues to be a vital and present caretaker.

The work of ACGI members was amplified by the on the ground expertise and energy provided by the Community Garden Coordinator. During the winter of 2016 the ACGI recruited and hired a part-time seasonal Garden Coordinator to support the growth and

success of the Webster Street Garden.

Charis Heisey, an Auburn resident, was integral to the creation of the Webster Community Garden, supporting materials procurement, garden construction, and gardener recruitment. Once the season began, Charis was responsible for providing administrative oversight, facilitating communication among and supporting efforts of gardeners, recruiting and overseeing volunteers and volunteer workdays, tracking participation and coordinating all activities necessary to maintain successful and resilient gardens. Charis proved to be an invaluable part of the success of the project. She was incredibly passionate, knowledgeable, attentive and supportive of the gardeners.

Having staff regularly “on the ground” is critical for the success of community garden programs and of particular importance in communities with limited resources; added stressors related to poverty can compound the ability to successfully self-organize. A consistent person helps provide continuity, structure and support even as people pass through the program and helps to ensure the gardens are being maintained. We see great potential for the Community Garden Coordinator to support coordination of additional Auburn community gardens in the future.



Partnership and Support

In addition to strong collaborative engagement through the ACGI and on the ground support from qualified and committed staff, success of the Webster Community Garden would not have been possible without valuable community partnerships. The youth-centered projects of Goodwill Northern New England's Take 2 and the Lewiston Regional Technical Center (LRTC) were responsible for the construction of the raised garden beds and garden tool shed respectively. Students from Edward Little High School helped clean up trash, paint the sheds and fill garden beds with soil. Auburn Police Activities League (PAL) Center, Tedford Housing, and Androscoggin Head Start provided outreach and education about the garden to community members and Auburn PAL offered up their facilities for outreach meetings. Whiting Farm cared for and donated a portion of the seedlings for community gardeners. Area businesses such as Blais Flowers, Reggies Sales and Service, and Jillson Farm also contributed seedling donations. Other seedlings and seeds provided by the NC came from donations from more than ten seed companies including Fedco and Pine Tree Seeds. Hammond Lumber helped support the project by giving us a discounted price on lumber for the shed and garden beds.

"What I loved about having a garden? Fresh veggies, meeting people, helping the community. Taking an empty space and making it into something beautiful, productive, and healthy."



Community Outreach & Engagement

The success and sustainability of community gardens depend on community buy-in and support. Members of the ACGI had shared values around engaging residents of the neighborhood as early as possible in the development and creation of the garden and to forming genuine relationships with community members. As an extension of the outreach work done in the initial research phases of the project, ACGI members continued to canvass and have conversations with the community to gather input and vision.

To best capture this vision and also recruit gardeners, education and outreach meetings were held where people could come and learn about the garden, share their thoughts, and sign up for a garden plot. These meetings were held just around the corner from the Webster Street garden location and the Auburn PAL Center. Additionally, ACGI members created fliers, worked with community organizations to spread the word to clients and used the local newspaper to spread the word. As indicated above, the Recreation Department was vital in spreading the word about the garden using already existing channels to let community members know.



“My family enjoyed time [in the garden] and we definitely want to do it again. The coordinator was a great help and knowledgeable and enjoyed time with us all.”



Community Outreach & Engagement cont.

Prospective gardeners were invited to volunteer work days to help lay mulch, put soil in beds and support the completion of the garden. This engagement helped foster a greater sense of ownership over the garden. Once completed, the ACGI hosted a ribbon cutting event, attended by City officials, funders, community gardeners, Auburn residents, garden supporters and local media. It was a proud day for the ACGI and all those who worked hard to bring the Webster Street Garden to life. Once the garden season was in full swing, Charis provided regular communication and support for gardeners. She held a weekly garden night, where gardeners could come and ask questions and receive support in planting and maintaining their garden. Charis also sent out regular emails, texts and posted fliers. Input on the success and challenges of the garden season were shared with Charis through an end of season survey.



Key Outcomes

The following outcomes refer to those that were projected in the Project Proposal submitted to the City of Auburn in September of 2015 and outlined in the Memorandum of Understanding between the NC and the City of Auburn. In all but one indicator, the project exceeded anticipated outcomes and results were higher than typical for a first-year garden.

Goal: 15-20 households engaged as community gardeners

Outcome: 21 households and 3 organizations: Androscoggin Head Start, Tedford Housing, and Washburn Elementary School.

Goal: 85% of community gardeners successfully completed the growing season

Outcome: 90% of community gardeners successfully completed the growing season

19 out of the 21 households completed the season. One gardener moved out of town and one had a family emergency. Another moved to a nursing home, but she still stayed involved and attended the fall Harvest Potluck and enjoyed the last of her tomatoes!

The remaining three plots were used by community groups/organizations. Only one fully completed the season; this highlights the need to be clearer about expectations and developing a full-season plan with future organizations that want to have a shared garden plot.

Goals:

75% of gardeners report increase in household vegetable consumption

70% of gardeners report that they feel more connected to community and neighbors

80% of gardeners report that they have greater confidence in growing their own food

Outcomes:

Of the 15 gardeners surveyed:

67% reported increase in household vegetable consumption

67% reported an increase in physical activity

73% reported that they feel more connected to community and neighbors

80% reported that they have greater confidence in growing their own food



Key Outcomes cont.

Goal: A minimum of 10 volunteers engaged.

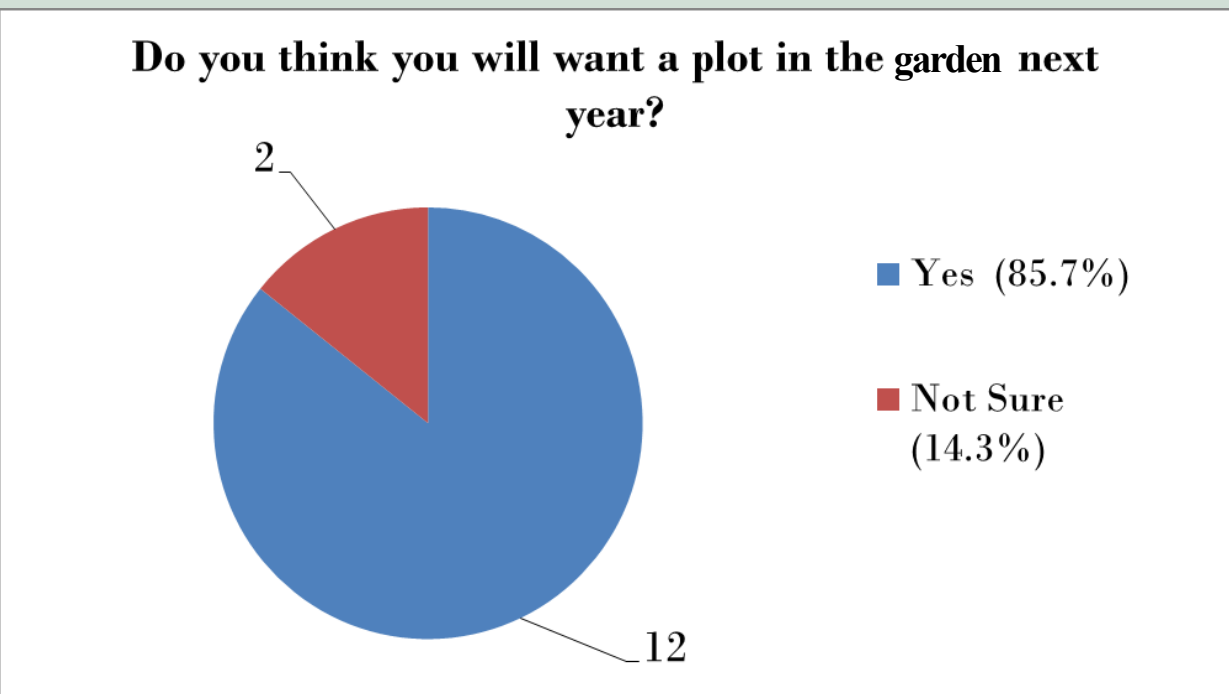
Outcome: Greater than 85 volunteers were engaged, including high school students, at-risk youth, gardeners and their families, neighbors, and community members.

Goal: A minimum of 5 partners involved through volunteering or in-kind support.

Outcome: More than a dozen partners provided volunteer and in-kind support. Organizations involved in the Auburn Community Garden include: St. Mary's Nutrition Center; National Parks Service Rivers, Trails, and Conservation Assistance program; University of Maine Cooperative Extension, City of Auburn, Auburn Recreation Department; Androscoggin Land Trust; Edward Little High School; Goodwill of Northern New England Take 2; Auburn Police Activities League (PAL) Center; Lewiston Regional Technical Center; Tedford Housing; and Androscoggin Head Start.

Goal: Reach neighbors of limited income and at greater risk of food insecurity.

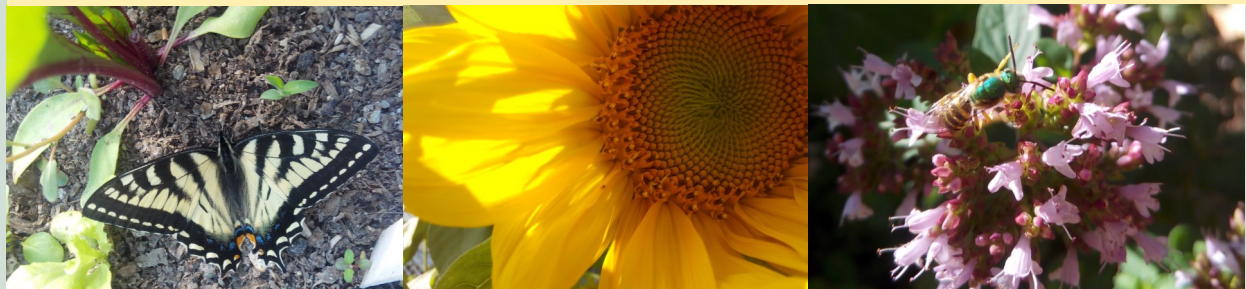
Outcome: A large majority of households (78%) had incomes below 80% of median income, the threshold identified by HUD.



Milestones

Many key milestones were reached throughout the duration of the project and other significant and unexpected ones emerged aiding overall success.

- ⇒ A garden site, 61 Webster Street, was approved by the Auburn City Council and a Memorandum of Understanding committing the site for a minimum of 5 years with a 5-year extension was executed.
- ⇒ The ACGI team recruited, selected and hired a qualified individual to serve as the Garden Coordinator for the 2016 growing season. With just moderate supervision provided by the Nutrition Center, the Garden Coordinator, a downtown Auburn resident, oversaw neighborhood outreach and engagement.
- ⇒ By mid-spring, all 24 garden plots were reserved and in process of being planted; including a handicapped accessible bed at the front of the garden
- ⇒ The project was awarded a grant from Harvard Pilgrim Health Care Foundation and a Fiskars Project Orange Thumb mini-grant, one of just 30 across the country.
- ⇒ All site improvements (grading, fencing, water access, shed construction, signage, bed construction, etc.) were completed by early spring 2016, with each member of the Coordinating Team taking on responsibilities for key tasks and for engaging partners.
- ⇒ The Team held a launch and open house event to celebrate the new garden that was well attended and had good media coverage.
- ⇒ With the steady support of the Coordinator, the community gardeners had a successful first growing season.



Success Stories



"Say somebody raises broccoli and they have a whole field of it, this picture they'd think nothing of it. But me that was the first broccoli I've ever grown. To me it was a masterpiece!"



"My grandson was typically not interested in outdoor things getting him out of his comfort zone at home. [He was always] in front of video games and playing on line too much. [The garden] gave us an opportunity to share special things together that otherwise we wouldn't have done. He was inspired to grow things and it made his attitude better with his Mum. She followed up and promised to make his favorite dish with the broccoli he grew. He was proud when he shared food with his little family he wants his own plot



Continuing the Bounty

The Nutrition Center and members of the ACGI were very pleased with the outcomes of the project and excited by the level of community interest, engagement and partner support that came together for the Webster Street Community Garden. There were many successes had, challenges overcome, lessons learned and partnerships formed. We look forward to working with City Council and staff to determine the next step in supporting expansion of access to community gardens for Auburn residents and neighborhoods.

"I'm so very thankful that this opportunity was made available to the community."



Webster Street Garden
Year 1 Financial Statement
October 2015- November 2016

EXPENSES	CDBG Funding	Other Sources	Total
<i>Garden Construction</i>			
<i>Site development</i>			
Lead Test	0	24.2	24.2
Site grading, hardscaping	0	750	750
Water Access construction/service	904.14	0	904.14
Fence (6ft black vinal-coated chainlink, with 2 gates)	2004.2	4975.8	6980
Signage, bulletin board	0	335	335
Shed construction and delivery (labor in-kind)	1630.28	1077.13	2707.41
<i>Growing Space</i>			
Raised Garden Beds (materials and installation 24 beds)	1593.03	2138.36	3731.39
Raised bed delivery	0	122.02	122.02
Compost/Soil/Mulch and delivery	1125	1120	2245
Seeds/seedlings	0	490.4	490.4
Water Usage	0	147.8	147.8
Compost bins	0	59.38	59.38
Garden Tools and materials	33.46	2010.98	2044.44
Events/Outreach	42.03	120	162.03
<i>Personnel and Volunteer support</i>			
Garden Coordinator	2500	3200	5700
<i>Coordination Services</i>			
Nutrition Center support services	5000	0	5000
<i>Total Expenses</i>	14832.14	16571.07	31403.21

Income sources

Harvard Pilgrim Health Care Foundation grant	5000
National Park Service grant and stipend match	3900
Fiskar's Orange Thumb Grant and garden tools	3500
CDBG allocation	14832
In-kind (time and donations from partners)*	5650
	32882

In-kind support does not include Nutrition Center staff and other Coordinating Team's volunteer hours



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: November 21, 2016

Order: 84-11212016*

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

Subject: Confirm Chief Crowell's appointment of Joshua S. King as a Constable with firearm for the Auburn Police Department.

Information: The Auburn Police Department requests City Council appointment of Joshua S. King as a Constable with a firearm for the City of Auburn.

Advantages:

Disadvantages:

City Budgetary Impacts: n/a

Staff Recommended Action: Motion to confirm Chief Crowell's appointment of Joshua S. King as a Constable with a firearm for the Auburn Police Department.

Previous Meetings and History:

Attachments:

- Memo from the Chief.



Auburn Police Department

Phillip L. Crowell, Jr. | Chief of Police

Jason D. Moen | Deputy Chief of Police

www.AuburnPD.com | 207.333.6650

60 Court Street | Auburn, Maine 04210

MEMORANDUM

Date: November 8, 2016

To: Honorable Mayor Jonathan Labonte and Members of the City Council

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

RE: CONSTABLE

We request that the following named individual be named as a Constable for the Auburn Police Department:

Joshua S. King

with Firearm

New Hire

Police Officer

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 84-11212016

ORDERED, that the City Council hereby names Joshua S. King as a Constable with a firearm for the Auburn Police Department.

IN COUNCIL REGULAR MEETING NOVEMBER 7, 2016 VOL. 34 PAGE 290

Mayor LaBonté called the meeting to order at 7:07 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Burns had an excused absence. All other Councilors were present.

I. Consent Items

1. Order 76-11072016*

Approving the temporary sign request for the Auburn Ski Association.

Motion was made by Councilor Walker and seconded by Councilor Stone for passage of Order 76-11072016. Passage 6-0.

II. Minutes

- October 17, 2016 Regular Council Meeting

Motion was made by Councilor Walker and seconded by Councilor Gilbert to accept the minutes of the October 17, 2016 meeting as presented. Passage 6-0.

III. Communications, Presentations and Recognitions

- Proclamation – Extra Mile Day

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*.

Joe Gray, Sopers Mill Road, thanked staff for doing a great job with the follow up on an issue that was discussed at the last Council meeting.

Bob Spencer, commented on the public meeting that will be held in regards to the Agricultural Zone study. He would like the discussion to include people that are looking to buy property in the South Auburn area, he would also like there to be a time limit set on how long people can speak during the public comment period, and he would like to see someone other than the Mayor run that meeting.

Wayne Souza, Auburn resident – commented on the amount of exhaust caused from the number of vehicles that are driven in the Auburn area.

V. Unfinished Business

1. Ordinance 09-10172016

Amending the zoning map in the area of 1863 Pownal Road. First reading.

Motion was made by Councilor Pross and seconded by Councilor Stone to postpone this item again until the December 5, 2016 meeting. Passage 6-0.

2. Order 72-10172016

Authorizing the Finance Director to appropriate \$40,000 of unallocated bond proceeds for the purpose of funding the necessary technical assistance to complete a study and plan of Auburn's Agricultural and Resource Protection District.

Motion was made by Councilor Pross. There was no second.

Motion was made by Councilor Pross and seconded by Councilor Walker authorizing City Staff to issue an RFP (Request for Proposal) for the purposes of soliciting proposals to complete a study of Auburn's Agricultural and Resource Protection District without the authorization of funding.

Public comment:

Dan Herrick, 470 Hatch Road, said that he wants no part of this study.

Kirsten Walter, St. Mary's Nutritional Center, said that she has spoken to farmers who are supportive of the study if it is looking at the broader picture rather than just looking at the ordinance.

Passage 5-1 (Councilor Stone opposed).

3. Ordinance 10-10172016

Amending Chapter 60, Article XVI, Division 2, Subdivision 1, Sec. 60-1301 (4) to update references to State Stormwater Standards to allow the City to maintain Delegated review Authority. Second reading.

Motion was made by Councilor Pross and seconded by Councilor Walker for passage of Ordinance 10-10172016.

Public comment-no one from the public spoke. Passage 6-0. A roll call vote was taken.

VI. New Business

4. Order 77-11072016

Waiving fees for the annual Sixth Street Congregational Church Fair and Bake Sale.

Motion was made by Councilor Stone and seconded by Councilor Walker for passage of Order 77-11072016.

Public comment-no one from the public spoke. Passage 6-0.

5. Order 78-11072016

Reimbursing St. Dom's Academy for the Flea Market/Craft Fair fees for their annual St. Dom's Holiday Festival held on 11/5/2016.

Motion was made by Councilor Titus and seconded by Councilor Walker for passage of Order 78-11072016.

Public comment-no one from the public spoke. Passage 6-0.

6. Order 79-11072016

Adopting the Program Guidelines for the Storefront Traffic Accelerates Revitalization (Star Program). Public hearing.

IN COUNCIL REGULAR MEETING NOVEMBER 7, 2016 VOL. 34 PAGE 292

Motion was made by Councilor Titus and seconded by Councilor Stone for passage of Order 79-11072016.

Public hearing – no one from the public spoke. Passage 6-0.

7. Order 80-11072016

Adopting the Neighborhood Challenge Grant Guidelines. Public hearing.

Motion was made by Councilor Titus and seconded by Councilor Walker for passage of Order 80-11072016.

Public hearing:

Joe Gray, Sopers Mill Road – commented that he finds it troubling that the grants are in the amounts of \$5,000 and \$10,000 adding that not all projects will equal those amounts. He said he feels that the guidelines are too stiff.

Wayne Souza, Auburn resident stated that he agrees with Mr. Gray's comments.

Motion was made by Councilor Walker and seconded by Councilor Stone to amend by splitting one of the \$5,000 grants into five \$1,000 grants. Passage 6-0.

Passage of Order 80-11072016 as amended, 6-0.

8. Public Hearing – Cooperative Housing Program

Motion was made by Councilor Stone and seconded by Councilor Gilbert to open the public hearing. No one from the public spoke.

9. Public Hearing – Allocation of CDBG funds for the Hampshire Street Reconstruction Project.

Motion was made by Councilor Walker and seconded by Councilor Gilbert to open the public hearing. No one from the public spoke.

Public hearing-Dan Goyette, PS director – provided council with an update on the project.

10. Ordinance 11-11072016

Amending Chapter 60 Zoning, Section 60-1 Definitions, Section 60-499 General Business Use Regulations and Section 60-525 General Business II Use Regulations to modify the light industrial use group to allow for industrial uses whose main process includes fabrication and not limit the use to the assembly of prefabricated parts if certain conditions are met. First Reading and Public hearing.

Motion was made by Councilor Pross and seconded by Councilor Young for passage of Ordinance 11-11072016.

Public hearing – no one from the public spoke. Passage 6-0. A roll call vote was taken.

11. Order 81-11072016

Authorizing the Acting City Manager to sign the contract between the City of Auburn and Community Concepts Financial Corporation (CCFC).

Motion was made by Councilor Titus and seconded by Councilor Walker for passage of Order 81-11072016.

Public comment – no one from the public spoke. Passage 6-0.

12. Order 82-11072016

Amending the original assessed value (OAV) included in the TIF #19 District's application that was found to be incorrect due to a typo (\$1,178,340 instead of the correct OAV of \$1,278,600).

Motion was made by Councilor Stone and seconded by Councilor Walker for passage of Order 82-11072016.

Public comment-no one from the public spoke. Passage 6-0.

13. Order 83-11072016

Authorizing the Acting City Manager to add additional language to the Development Program for TIF #20. Public hearing.

Motion was made by Councilor Walker and seconded by Councilor Pross for passage of Order 83-11072016.

Public hearing – no one from the public spoke. Passage 6-0.

VII. Executive Session - None

VIII. Reports

Mayor's Report – reminded people to go out and vote tomorrow.

Councilor Young – no report

Councilor Pross – no report

Councilor Stone – reported that he has been getting a number of calls regarding drivers that are speeding. He urged the public to slow down and pay attention while you are driving.

Councilor Titus – provided an update on the Androscoggin County Budget.

Councilor Gilbert – reported that there will be a public meeting on the November 17, 2016 for proposed changes to Beech Hill Road. She said she hopes the public will turn out for that meeting.

Councilor Walker – reported that the United New Auburn Association is inviting the public to a Christmas parade in New Auburn on Saturday, December 3, 2016. The Lewiston/Auburn parade is going to be held the week before. Residents are encouraged to attend both parades.

He also reported that the New Auburn bridge is not marked with height requirements- people aren't always comfortable driving across.

City Manager – reminded the public that Friday, November 11th was Veterans Day and City Hall will be closed. Police and Fire will be on duty. He also encouraged the public to vote on Tuesday, November 8th.

Finance Director, Jill Eastman – September 2016 Monthly Finance Report

Motion was made by Councilor Stone and seconded by Councilor Walker to accept and place on file the September 2016 Monthly Finance Report. Passage 6-0.

- 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*.

Joe Gray, Sopers Mill Road, asked if there is going to be a meeting held next week with in regards to the Agricultural Zone item. Acting City Manager, Denis D'Auteuil confirmed that the meeting will take place as planned.

X. Adjournment

Motion was made by Councilor Walker and seconded by Councilor Gilbert to adjourn. All were in favor, the meeting adjourned at 7:58 PM.

A True Copy.

ATTEST 
Susan Clements-Dallaire, City Clerk

The Maine Campground Owners Association

Mission Statement

“MECOA is the premier resource for supporting campground owners and promoting camping in Maine”

Executive Committee

Todd Southwick- *President*, Kokatosi Campground, Raymond Maine

Jim Wakefield - *1st Vice President*, Hemlock Grove Campground, Kennebunkport Maine

Lovia Koscinski - *2nd Vice President*, Riverbend Campground, Leeds Maine

Dan Vincent - *Treasurer*, Family & Friends Campground, Standish Maine

David L. Berg - *Past President*, Red Apple Campground, Kennebunkport Maine

Directors

Michael Baptista, Acres of Wildlife Campground, Steep Falls

Ted Beckner, Crooked River Campground, Casco

Conrad Crepeau, Naples KOA, Naples

John Donovan, Bar Harbor Camping Resorts, Bar Harbor

Bruce Edgecomb, Walnut Grove Campground, Alfred

Jack Day, Business Member, Norway Savings Bank

Mary Hastings, Flat Rock Bridge Family Camping, Lebanon

Tiffany Luczko, Green Valley Campground, Vassalboro

Damaris Smith, Smugglers Den Campground, Southwest Harbor

Heather Thompson, South Arm Campground, Andover

Staff

Kathryn Dyer, Executive Director

Laura Koscinski, Administrative Assistant

Representing 186 private and state parks in the State of Maine. Our benefits include but are not limited to Advocacy (State and Federal Level), Education, and Marketing.

As part of our Marketing program the Maine Campground Owners Association produces the Vacationland RV & Camping Show. In addition we produce the Maine Camping Guide each year, a member only publication. Publication is on line at CampMaine.com (a member only web site) and we print and distribute 160,000 copies annually. Our web site receives over 1 million page views annually and our guide is distributed all over the United States and throughout Canada. The Maine Camping Guide and the CampMaine.com web site are the two top resources people use to find a campground in Maine!

**The Vacationland RV & Camping Show
April 8 & 9, 2017
Norway Savings Bank Arena
Saturday 9:00am – 7:30pm
Sunday 9:00am – 4:00pm**

For the past 12 years we have held the Vacationland RV & Camping Show in Portland Maine. 2017 will be our 13th year of producing the largest RV show Maine has to offer and we are very happy to be coming to Auburn Maine.

Our show will host many of the largest RV dealers in Maine, (Lee's Family Trailer Sales & Service, Windham, Call of the Wild RV, Oxford, Seacoast RV, Saco, Harvey's RV, Bangor to name a few) as well as many of the private campgrounds & RV parks throughout Maine and our neighboring states. Along with these vendors other industry related businesses will join us.

We maintain a large advertising budget specifically set aside for the RV show. Attendance is geared toward the "Camping Enthusiast" and over the past 12 years the average attendance for this two day show is between 4,000 and 5,000 folks. We do however; anticipate an even larger crowd in 2017. As parking has always been an issue in Portland we feel the lack of such has kept attendance down. With the unlimited parking, among the many other attributes the Norway Savings Bank Arena has to offer, we strongly believe our attendance will be greater than 5,000 attendees throughout the weekend.

People are very excited we are moving the show to the Norway Savings Bank Arena. We feel the Arena is centrally located, 30 miles north of Portland so we will continue to draw from Portland and the Southern part of the State while reaching out to a broader Northern and Western market including but not limited to Augusta, Oxford, Farmington, Bangor and more! Easy drive from North and South.

Between all our vendors and show attendees the Auburn area can expect approximately 5,000 – 7,000 people visiting Auburn throughout the weekend of April 8 & 9, 2017. Many of these folks will move on from the show to shop and dine at the local businesses and many of the vendors will be staying overnight in the local hotels.

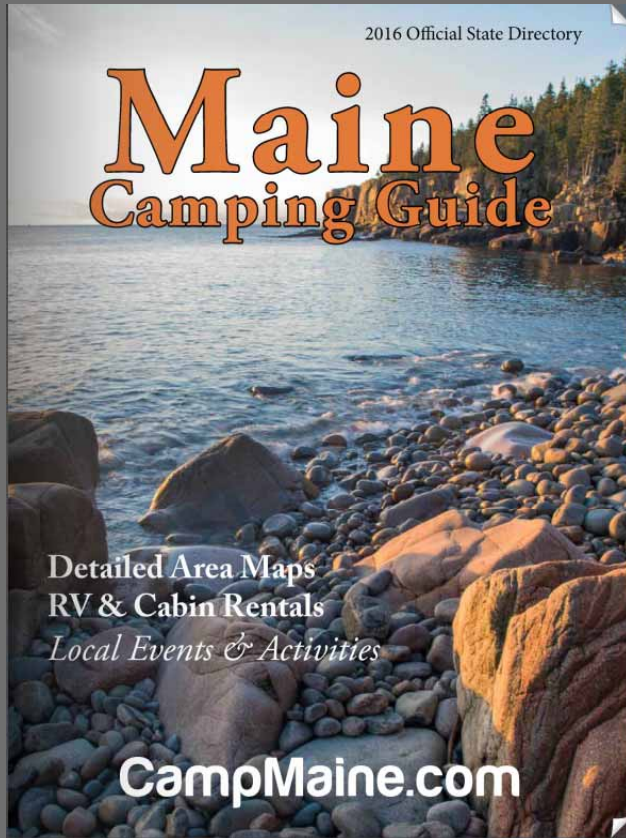
We are very much looking to our new partnership with the City of Auburn/Norway Savings Bank Arena and Marc Gosselin, General Manager. Together we will be very successful.

On behalf of our entire membership, thank you!

Todd Southwick, MECOA President
Kathy Dyer, MECOA Executive Director



VACATIONLAND RV & CAMPING SHOW



Skate hard. Dream big.

- MECOA

- Premier resource for supporting campground owners and promoting camping in Maine
- Represents over 200 of Maine's licensed campgrounds
- Advocacy work includes legislative and agency representation at the state and national level.
- Participation in organizations such as the Maine Hospitality and Tourism Alliance.



Skate hard. Dream big.

- Largest RV and Camping show ever produced under one roof in the state of Maine.
- More than 60 Campgrounds will be represented
- Camping equipment
- Many of Maine's largest RV Dealers
- RV's of all sizes including Class "A" Motor homes
- Exhibits from local businesses

Norway
Savings Bank **Arena**



auburnmaine
gov

Skate hard. Dream big.

- Admission
 - Adults = \$8.00
 - Children 8 and under are FREE
- Receive \$2 discount by bringing in 2 or more non-perishable food items to benefit the Good Shepherd Food Bank
- Hours of Operation
 - Saturday: 9 am to 7:30 pm
 - Sunday: 9 am to 4:00 pm
- Free Unlimited parking on-site



Skate hard. Dream big.



Thank you for your support!



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: November 21, 2016

Ordinance 11-11072016

Author: Eric Cousens, Deputy Director of Economic and Community Development

Subject: First Reading regarding amendments to Chapter 60 Zoning, Section 60-1 Definitions, Section 60-499 General Business Use Regulations and Section 60-525 General Business II Use Regulations to modify the light industrial use group to allow for industrial uses whose main process includes fabrication and not limit the use to the assembly of prefabricated parts if certain conditions are met.

Information: There have been a couple requests over the past few years to open small machine shops in Auburn. In 2013 and again recently there has been an inquiry regarding the possibility of a machine shop in the General Business (GB) zoning district. Attached is a recommendation that we consider amending the ordinance to allow additional flexibility for this use. The Council initiated the process to consider an ordinance amendment on October 3rd. On October 18th Planning Board vetted the draft through a public hearing and provided a unanimous recommendation to the Council to recommend the proposed change be approved. The Council needs to host two public readings, a public hearing and vote on the proposal as required for all ordinance amendments.

Advantages: Flexibility to attract new businesses to Auburn with a review process that ensures compatibility with surrounding properties and uses.

Disadvantages: None known if ordinance ensures compatibility with surrounding areas as it is written to do.

City Budgetary Impacts: May bring additional taxpayers to the city or help occupy existing commercial buildings.

Staff Recommended Action: Host first reading and accept public input. Vote to approve the proposed change at first reading and schedule for public hearing and second reading on November 21st.

Previous Meetings and History: October 3, 2016 Council Meeting and October 18, 2016 Planning Board Meeting.

Attachments: Staff Memo dated September 15, 2016, draft ordinance sections showing an option for amending the ordinance to allow the referenced use and a Planning Board Report recommending approval.



City of Auburn, Maine

Office of Economic and Community Development
60 Court Street, Auburn, Maine 04210
www.auburnmaine.gov 207.333.6601

To: Auburn City Council and Mayor LaBonte

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

Date: October 19, 2016

RE: Planning Board Recommendation on General Business Zone Text Amendment

At its October 18th meeting, the Auburn Planning Board held a public hearing and made a recommendation to the City Council on a text amendment to the General Business (GB) and Minot Avenue General Business (GBII) zoning ordinance. The purpose of the text amendment is to amend the definition of light industry to allow the fabrication and manufacture of parts. Currently, the General Business and Minot Avenue General Business zones allow light industrial use as a special exception but only *“light industrial plants whose main processes involve the assembly of prefabricated parts and which will not create a nuisance of noise, vibration, smoke, odor or appearance.”* Over the last few years, the planning office has been approached by light industrial type businesses looking to locate in Auburn’s General Business zones. These potential businesses have been turned away because their business operation included the manufacture of parts.

The staff was approached again a few months ago by a business owner wanting to locate his light industrial type business on a General Business zone property. The business involves lathes and the manufacturing of small parts which would then be assembled. This type of light industrial use is currently not allowed but instead of locating in another municipality, the business owner was agreeable to wait to see if a text amendment could be approved that would allow the fabrication and manufacture of parts as part of the light industrial development application process in the GB and GB II zones. The staff took the approach that the main issue of concern was whether a development proposal would impact the surround property with possible noise, vibration, smoke, odor or appearance and that the Planning Board would be able to evaluate those impacts in its review as a special exception application. With that in mind, the text amendment seeks to change the definition of light industrial manufacturing to allow the fabrication and manufacturing of parts as long as that process does not produce obnoxious noise, vibration, smoke, odor or appearance that would negatively impact surrounding properties.

At the October 18, 2016 Planning Board meeting, no one from the public spoke for or against the text amendment during the public hearing. A few questions were raised by the Planning Board, “What zone is light industry allowed as a permitted use and would this text amendment take away land from traditional, permitted, commercial uses in the General Business zones? The staff answered that the Industrial zone allows light industry as a permitted use to the first question and to the second question, the staff said that there is an adequate amount of available land in our commercial zones and that they did not feel that this expanded definition of light industrial use would create a shortage of commercial property. The Planning Board voted unanimously 7-0 to forward a recommendation of approval of the text amendment to the City Council.



City of Auburn, Maine

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

To: Michael Chammings, Director of Economic and Community Development

From: Eric J. Cousens, Deputy Director of Economic and Community Development

Re: Suggested Ordinance Amendment Request for Light Industrial/Machine Shop uses in General Business Zoning Districts

Date: September 15, 2016

There have been a couple requests over the past few years to open small machine shops in Auburn. In 2013 and again recently there has been an inquiry regarding the possibility of a machine shop in the General Business (GB) zoning district. Currently light industrial uses in the GB district are limited to businesses that meet the following use category: Light industrial plants whose main processes involve assembly of prefabricated parts and which will not create a nuisance by noise, vibration, smoke, odor or appearance. It is staff's opinion that the main processes involving the assembly of prefabricated parts is not an important distinction over the main processes involving the fabrication of parts, as you would have in a machine shop, as long as the proposed business can operate in a way that does not create a nuisance by noise, vibration, smoke, odor or appearance.

Staff drafted a proposed amendment in 2013 and offered to help the business with a petition to amend the ordinance if they were serious about the location. We generally recommend a petition for a proposal that benefits an individual or company so that they cover some of the expenses of the process and that expense does not fall on the general tax payers. At that time the business decided to stay where they were currently located and did not make a move. There has been a recent inquiry about a similar business that would consider occupying a building in the GB zoning district if the ordinance allowed it. When a business is looking at a property to relocate, the thought of an unfamiliar zoning amendment process prior to a site plan review can be seen as a hurdle that they would rather avoid. This has come up enough times that Staff recommends that the Council consider initiating a change to the ordinance if they are interested in expanding this use into the GB zone to allow for the retention and expansion of our tax base. Machine shops within enclosed buildings can be operated in a way that prevents impacts to abutters. Special exception uses require individual proposals to be reviewed through a public process with the Planning Board to ensure that impacts are avoided. If the Council wishes to have this considered we need a vote to initiate a change that will then go through a public hearing with the Planning Board for

a recommendation and then back to Council for a review and public hearing. If the change passes a proposal for an individual site could be reviewed by the Planning Board.

Staff recommends that we consider this change for the current opportunity and any future requests. Staff also recommends that if we consider the change in the GB district that we also consider a change in the GB II (Minot Avenue) district. The two districts generally include our main arterial corridors, the Manley and Rodman Road area and the mall area. If that is not desirable to the Council we could also consider changing the zoning in the area of the current inquiry as it is near an existing industrial zoned area.

DIVISION 12. - GENERAL BUSINESS DISTRICT

Sec. 60-498. - Purpose.

This district is intended to include commercial uses serving both the city and the region, together with normal accessory uses compatible with a cohesive and attractive shopping and office area.

(Ord. of 9-21-2009, § 3.62A)

Sec. 60-499. - Use regulation.

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

- (1) Residential dwelling uses permitted in the Multifamily Suburban District (MFS) (division 9 of article IV of this chapter).
- (2) Grocery stores and supermarkets.
- (3) Clothing stores.
- (4) Furniture stores.
- (5) Department stores.
- (6) Specialty shops.
- (7) Hotels and motels.
- (8) Funeral homes and mortuaries.
- (9) Child day care centers.
- (10) Medical and dental clinics.
- (11) Wholesale bakeries.
- (12) Retail laundries and dry cleaners, but not plants.
- (13) Banks, business and professional offices.
- (14) Public transportation passenger offices.
- (15) Governmental offices.
- (16) Municipal, civic or public service buildings and other utility facilities.
- (17) Warehouses, wholesale offices, salesrooms and showrooms.
- (18) Restaurants, bars, dining rooms or lunchrooms, but not to include drive-in and carry-out restaurants.
- (19) Halls, private clubs and lodges, bowling alleys, ice and roller skating rinks, indoor theaters and similar places of indoor amusement or recreation.
- (20) Animal hospitals and pet shops, but no kennels.
- (21) Business equipment repair and business services.
- (22) Radio and television studios.
- (23) Printing shops, but not publishing plants.
- (24) Retail, service, office and commercial uses similar to the foregoing.
- (25) Carwashes.

- (26) Accessory uses, building and structures.
- (27) Shelters for abused persons.
- (28) Greenhouses and lawn maintenance services.
- (29) Temporary outdoor places of amusement.
- (30) Churches and temples.
- (b) *Special exception uses.* The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter:
 - (1) Automobile filling stations.
 - (2) Automobile repair and service stations.
 - (3) Automobile and marine sales lots and sales and service agencies.
 - (4) Automobile and marine paint and body repair shops.
 - (5) Hospitals, care homes, boardinghouses and lodgings.
 - (6) Research or philanthropic institutions.
 - (7) Outdoor theaters.
 - (8) Drive-in or carry-out restaurants.
 - (9) Commercial parks.
 - (10) Sales, rental and service agencies for mobile homes, farm equipment, trucks and trailers, and machine equipment.
 - (11) Light industrial plants ~~whose main processes involve assembly of prefabricated parts and~~ which will not create a nuisance by noise, vibration, smoke, odor or appearance.
 - (12) Off-street parking as a commercial or municipal use provided that such parking is limited to occupants of buildings located within 500 feet of such parking area whether or not within the same district. The planning board may impose conditions regarding fencing and screening, drainage, ingress and egress, signs and lighting, and total capacity of the parking area as it deems necessary to protect the character of the neighborhood.
 - (13) Trucking terminals and similar nonprocessing storage and distribution uses, except bulk storage of chemicals, petroleum products and other flammable, explosive or noxious materials.
 - (14) Convenience stores.
 - (15) Research, experimental and testing laboratories.
 - (16) Landscape services.
 - (17) Any new building of 5,000 square feet or more or any existing building which proposes a use permitted under subsection (a) of this section which will occupy an area of 5,000 square feet or more.
 - (18) Automotive towing and storage.
 - (19) Major retail development provided that it meets the conditions noted in section 60-45(g).
 - (20) Outpatient addiction treatment clinics.

(Ord. of 9-21-2009, § 3.62B)

Sec. 60-500. - Dimensional regulations.

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

- (1) *Minimum lot width and depth.* No building used for commercial or office uses shall be constructed on a lot having less than 10,000 square feet minimum lot area and measuring 100 feet in width. No lot shall be less than 100 feet in depth. Buildings used for residential uses shall have the same minimum lot area, width and depth as provided for buildings in the Multifamily Suburban District (MFS), section 60-307(1).
- (2) *Density.* Not more than 30 percent of the total lot area shall be covered by buildings used for commercial or office uses. The density of residential uses shall be the same as that required for buildings in the Multifamily Suburban District (MFS), section 60-30(2).
- (3) *Yard requirements.*
 - a. *Rear.* There shall be behind every building a rear yard having a minimum depth of 35 feet or 35 percent of the average depth of the lot, whichever is less.
 - b. *Side.* There shall be a distance of five feet between any side property line, plus the side yard setback shall be increased one foot for every two feet or part thereof increase in street frontage over 60 feet to a maximum of 25 feet for side yard setback.
 - c. *Front.* There shall be in front of every building a front yard having a minimum depth of 25 feet or 25 percent of the average depth of the lot, whichever is less. No front yard need to be any deeper than the average depth off front yards on the lots next thereto on either side. A vacant lot or a lot occupied by a building with a front yard more than 25 feet shall be considered as having a front yard of 25 feet.
 - d. *Principal buildings.* More than one principal building may be erected on a lot, provided that the building meet all yard setback requirements and are separated by a distance equivalent to the height of the higher building or 30 feet, whichever is greater.
 - e. *Railroad tracks.* Where the principal use requires access to a railroad, the yard requirements are disregarded for the side of the building adjacent to the railroad trackage. The engineering requisites for a safe and properly designed siding and building setback acceptable to the railroad shall take precedence.
 - f. *Open and unbuilt spaces.* Any yard, space or area required to be kept open and unbuilt on may be used, if otherwise lawful for outdoor storage and display of articles, supplies and materials. Such outdoor storage and display shall occupy no more than 20 percent of the lot with display areas not to exceed one-quarter of the total allowable area. Storage and display areas shall be clearly identified on the land in a fixed location. Storage areas shall be screened from the view of an abutting residential district or use and from the street by an evergreen tree line planted in staggered rows having the base of the trees not more than ten feet apart or by a solid fence not less than six feet in height.
- (4) *Height.* No permitted structure shall exceed four stories or 45 feet in height. Religious buildings, municipal buildings or buildings listed by the state historic preservations commis- sion may have a steeple, cupola or tower to a maximum height of 90 feet, if said structure is limited to 15 percent of the footprint of the principal building. In the airport approach zone, Federal Aviation Administration regulations shall apply. Accessory structures, including windmills, that are necessary for the operation of an allowed principal use may exceed the above maximum height requirements, provided that the front yard, rear yard and each of the side yards shall be increased by one foot for each foot in height in excess of the yard required pursuant to this section. In the airport approach zone, Federal Aviation Administration regulations shall apply.
- (5) *Off-street parking.* Off-street parking and loading spaces shall be provided in accordance with the requirements for specific uses as set forth in articles V through XI of this chapter.

(Ord. of 9-21-2009, § 3.62C; Ord. of 3-22-2010)

Secs. 60-501—60-523. - Reserved.

DIVISION 13. - MINOT AVENUE (GBII)

Sec. 60-524. - Purpose.

This district is intended to allow commercial development to locate along the Minot Avenue corridor which is most compatible with local scale business. The corridor is also an arterial which requires that good sound access management design is incorporated into the uses consistent with the access management ordinance.

(Ord. of 9-21-2009, § 3.63A)

Sec. 60-525. - Use regulation.

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

- (1) Residential dwelling uses permitted in the Multifamily Suburban District (MFS) (division 9 of article IV of this chapter).
- (2) Grocery stores and supermarkets.
- (3) Clothing stores.
- (4) Furniture stores.
- (5) Department stores.
- (6) Specialty shops.
- (7) Hotels and motels.
- (8) Funeral homes and mortuaries.
- (9) Child day care centers.
- (10) Medical and dental clinics.
- (11) Retail bakeries.
- (12) Retail laundries and dry cleaners.
- (13) Banks, business and professional offices.
- (14) Public transportation passenger offices.
- (15) Governmental offices.
- (16) Municipal, civic or public service buildings and other utility facilities.
- (17) Restaurants, dining rooms or lunchrooms.
- (18) Bowling alleys, ice and roller skating rinks, indoor theaters and similar places of indoor amusement or recreation.
- (19) Animal hospitals and pet shops, but not kennels.
- (20) Business equipment repair and business services.
- (21) Radio and television studios.
- (22) Printing shops, but not publishing plants.
- (23) Carwashes.

- (24) Accessory uses, buildings and structures.
- (25) Greenhouses.
- (26) Seasonal outdoor places of amusement.
- (27) Churches and temples.
- (28) Shelters for abused persons.
- (b) *Special exception uses.* The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter:
 - (1) Commercial parks.
 - (2) Automobile repair and service stations.
 - (3) Hospitals, care homes, boardinghouses and lodginghouses.
 - (4) Research or philanthropic institutions.
 - (5) Outdoor theaters.
 - (6) Drive-in or carry-out restaurants.
 - (7) Sales, rental and service agencies for farm equipment, trucks and trailers, and construction equipment.
 - (8) Light industrial plants ~~whose main processes involve assembly of prefabricated parts and which support a retail store selling goods made on the premises and~~ will not create a nuisance by noise, vibration, smoke, odor or appearance.
 - (9) Convenience stores.
 - (10) Research, experimental and testing laboratories.
 - (11) Landscape services and lawn maintenance services.
 - (12) Halls, private clubs and lodges.
 - (13) Outpatient addiction treatment clinics.
 - (14) Any new building of 5,000 square feet or more or any existing building which proposes a use permitted under section 60-499(a) which will occupy an area of 5,000 square feet or more.

(Ord. of 9-21-2009, § 3.63B)

Sec. 60-526. - Dimensional regulations.

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

- (1) *Minimum lot width and depth.* No building used for commercial office uses shall be constructed on a lot having less than 10,000 square feet minimum lot area and measuring 100 feet in width. No lot shall be less than 100 feet in depth. Buildings used for residential uses shall have the same minimum lot area, width and depth as provided for buildings in the Multifamily Suburban (MFS) District, section 60-307(1).
- (2) *Density.* Not more than 30 percent of the total lot area shall be covered by buildings used for commercial or office uses. The density of residential uses shall be the same as that required for buildings in the Multifamily Suburban (MFS) District, section 60-307(2).
- (3) *Yard requirements.*
 - a. *Rear.* There shall be behind every building a rear yard having a minimum depth of 35 feet or 35 percent of the average depth of the lot, whichever is less.

- b. *Side.* There shall be a distance of five feet between any building and the side property line, plus the side yard setback shall be increased one foot for every two feet or part thereof increase in street frontage over 60 feet to a maximum of 25 feet for side yard setback.
 - c. *Front.* There shall be in front of every building a front yard having a minimum depth of 25 feet or 25 percent of the average depth of the lot, whichever is less.
 - d. *Principal buildings.* More than one principal building may be erected on a lot, provided that the building meet all yard setback requirements and are separated by a distance equivalent to the height of the higher building or 30 feet, whichever is greater.
 - e. *Outdoor storage.* Any yard, space or area required to be kept open and unbuilt on may be used, if otherwise lawful for outdoor storage and display of articles, supplies and materials, Such outdoor storage and display shall occupy no more than 20 percent of the lot with display areas not to exceed one-quarter of the total allowable area. Storage and display areas shall be clearly identified on the land in a fixed location. Storage areas shall be screened from the view of an abutting residential district or use and from the street by an evergreen tree line planted in staggered rows having the base of the trees not more than ten feet apart or by a solid fence not less than six feet in height.
- (4) *Height.* No permitted structure shall exceed four stories or 45 feet in height, except in the airport approach zone where Federal Aviation Administration regulations shall apply.
 - (5) *Off-street parking.* Off-street parking and loading spaces shall be provided in accordance with the requirements for specific uses as set forth in articles V through XI of this chapter.

(Ord. of 9-21-2009, § 3.63C)

Secs. 60-527—60-545. - Reserved.

Sec. 60-2. - Definitions.

For the purposes of this chapter, the following words and terms as used herein shall have the meanings or limitations of meaning hereby defined, explained or assigned:

Industrial use, heavy, means the use of real estate, building or structure, or any portion thereof, for assembling, fabricating, manufacturing, packaging or processing operations.

Industrial use, light, means the use of real estate, building or structure, or any portion thereof, ~~the main processes of which involve the assembly of prefabricated parts and~~ which will not create a nuisance by noise, smoke, vibration, odor or appearance.

(Ord. of 9-21-2009, § 2.2; Ord. No. 13-09062011-05, 9-6-2011; Ord. No. 12-09062011-04, 9-19-2011; Ord. No. 04-03072016, 5-16-2016)

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 11-11072016

Be it ordained by the Auburn City Council, that Chapter 60, Zoning be amended as follows:

Article IV, DIVISION 13. - GENERAL BUSINESS DISTRICT, Sec. 60-525. - Use regulation, (b) Special exception uses.

The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter:

(8) Light industrial plants which support a retail store selling goods made on the premises and will not create a nuisance by noise, vibration, smoke, odor or appearance.

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 11-11072016

Be it ordained by the Auburn City Council, that Chapter 60, Zoning be amended as follows:

Sec. 60-2. - Definitions.

For the purposes of this chapter, the following words and terms as used herein shall have the meanings or limitations of meaning hereby defined, explained or assigned:

Industrial use, light, means the use of real estate, building or structure, or any portion thereof, for manufacturing or fabrication ~~the main processes of which involve the assembly of prefabricated parts and~~ which will not create a nuisance by noise, smoke, vibration, odor or appearance.

Article IV, DIVISION 12. - GENERAL BUSINESS DISTRICT, Sec. 60-499. - Use regulation, (b) Special exception uses.

The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter:

(11) Light industrial plants ~~whose main processes involve assembly of prefabricated parts and~~ which will not create a nuisance by noise, vibration, smoke, odor or appearance.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: November 21, 2016

Order: 85-11212016

Author: Alison F. Pepin, License Specialist

Subject: Liquor License and Special Amusement request for Sapphire Entertainment, Inc.

Information: Sapphire Entertainment, Inc., located at 150 Center Street has changed ownership. The new owner is applying for a Liquor License (Class A Lounge) and a Special Amusement Permit. Police, Fire, and Code have completed necessary inspections and have granted approval.

Advantages: Will likely attract additional patrons, both local and out of town and help to promote Auburn as a business friendly community and a nice place to visit.

Disadvantages: May have the potential for disorderly conduct.

City Budgetary Impacts: N/A

Staff Recommended Action: Public hearing and recommend passage.

Previous Meetings and History: N/A

Attachments:

Applications

Background check

Public Notice

Order 85-11212016

BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINE.LIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☒ Yes ☐ No

PRESENT LICENSE EXPIRES NEW

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- ☐ RESTAURANT (Class I,II,III,IV)
☐ HOTEL-OPTINONAL FOOD (Class I-A)
☒ CLASS A LOUNGE (Class X)
☐ CLUB (Class V)
☐ TAVERN (Class IV)

- ☐ RESTAURANT/LOUNGE (Class XI)
☐ HOTEL (Class I,II,III,IV)
☐ CLUB-ON PREMISE CATERING (Class I)
☐ GOLF CLUB (Class I,II,III,IV)
☐ OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name:			Business Name (D/B/A)		
Sapphire Entertainment, Inc			Sapphire Entertainment, Inc		
APPLICANT(S) (Sole Proprietor)		DOB:	Physical Location:		
Amanda Cloutier		12/26/1988	150 Center St		
		DOB:	City/Town	State	Zip Code
			Auburn	ME	04210
Address			Mailing Address		
150 Center St			Same		
City/Town	State	Zip Code	City/Town	State	Zip Code
Auburn	ME	04210	Same		
Telephone Number		Fax Number	Business Telephone Number		Fax Number
(207) 458-9551			(207) 899-7215		
Federal I.D. #			Seller Certificate #:		
47-4524598			or Sales Tax #:		
Email Address:			Website:		
Please Print Sapphire Entertainment@yahoo.					

If business is NEW or under new ownership, indicate starting date: June 2016

Requested inspection date: Any Email please Business hours: 8pm - 1am

3. If a premise is a hotel, indicate number of rooms available for transient guests: -

4. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____

5. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

If YES, complete Supplementary Questionnaire

6. Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐

7. If manager is to be employed, give name: Jeremy R Fitts

9. Business records are located at: 150 Center St Auburn ME 04210

10. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐

11. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Jeremy R Fitts	3/23/79	
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
9 Shirley St Lewiston 04240		
25 Colbath Rd Poland ME		

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒

Name: _____ Date of Conviction: _____
Offense: _____ Location: _____
Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes ☐ No ☒ If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES ☐ NO ☒

16. Does/do applicant(s) own the premises? Yes ☐ No ☒ If No give name and address of owner: _____
Denise Littlefield

17. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES ☒ NO ☐ Applied for: Sep 2016

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1 mile Which of the above is nearest? School

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☒ NO ☐

If YES, give details: Person's loans with family

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Auburn Maine on Oct 26, 2016
Town/City, State Date

Amanda Cloutier

Signature of Applicant or Corporate Officer(s)

Amanda Cloutier

Print Name

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

FILING FEE: (must be included on all applications).....	\$ 10.00
Class I Spirituous, Vinous and Malt	\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.	
Class II Spirituous Only	\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III Vinous Only	\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV Malt Liquor Only	\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
CLASS V: Clubs without catering privileges.	
Class X Spirituous, Vinous and Malt – Class A Lounge	\$2,200.00
CLASS X: Class A Lounge	
Class XI Spirituous, Vinous and Malt – Restaurant Lounge	\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.	

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to the Treasurer of Maine. This application must be completed and mailed to Bureau of Alcoholic Beverages and Lottery Operations, Division of Liquor Licensing and Enforcement, 8 State House Station, Augusta ME 04333-0008. Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.



State of Maine
Division of Alcoholic Beverages and
Lottery Operations
Division of Liquor Licensing and Enforcement

Corporate Information Required for
Business Entities Who Are Licensees

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752. Please clearly complete this form in its entirety.

1. Exact legal name: Sapphire Entertainment, Inc
2. Doing Business As, if any: _____
3. Date of filing with Secretary of State: _____ State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Amanda Cloutier	9 Shirley St Lewiston, ME	12/26/1988	pres	100
	88 Patriots Dr Waterville, ME			

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: _____ (list primary officers in the above boxes)

7. Is any principal person involved with the entity a law enforcement official?

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes ☐ No ☒

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

Amanda Cloutier
Signature of Duly Authorized Person

Oct 26 16
Date

Amanda Cloutier
Print Name of Duly Authorized Person

Submit Completed Forms To:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

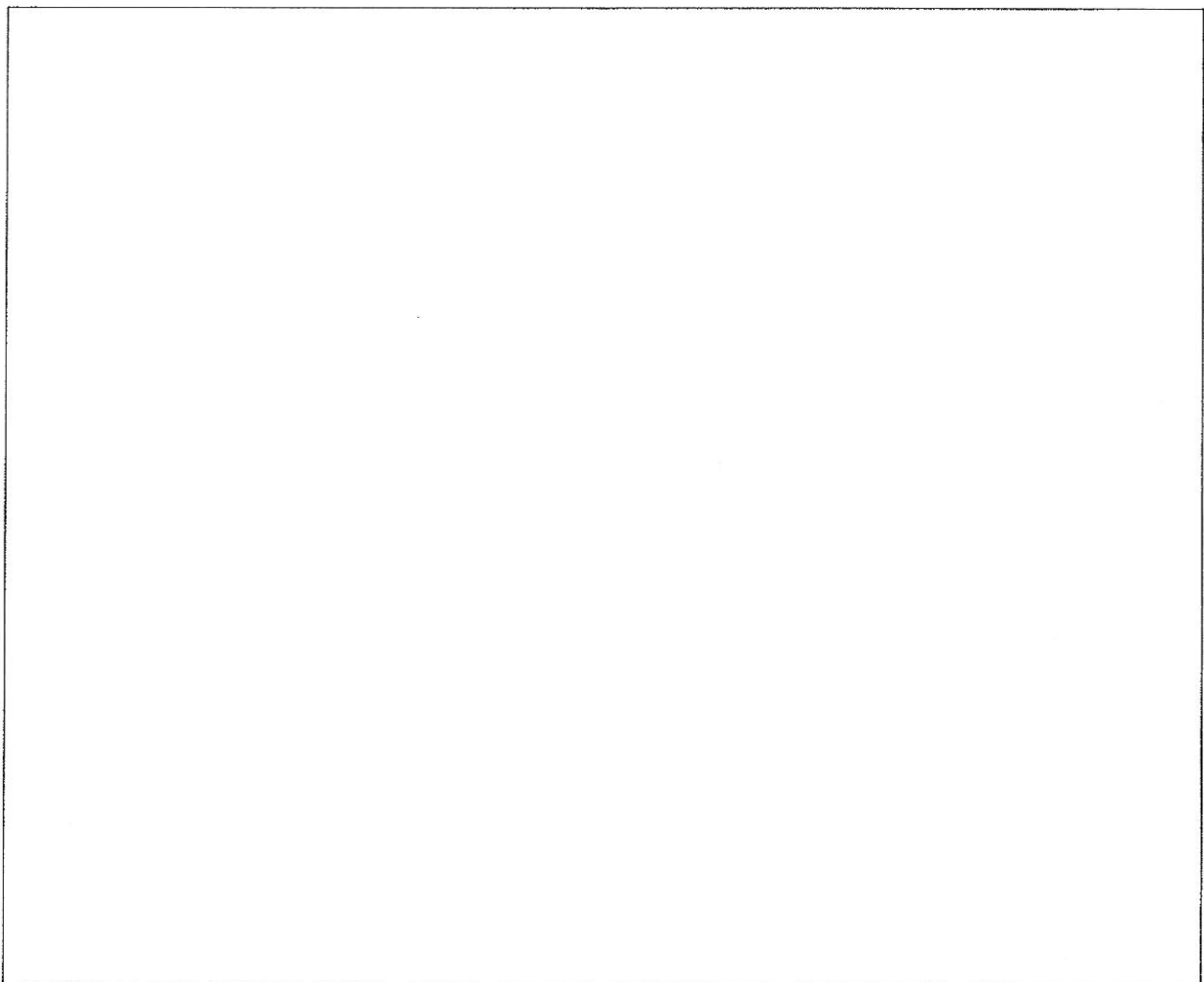
*Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov*

DIVISION USE ONLY
<input type="checkbox"/> Approved
<input type="checkbox"/> Not Approved
BY:

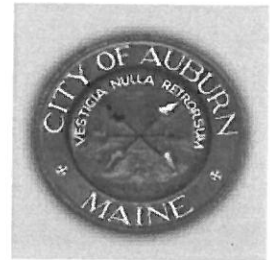
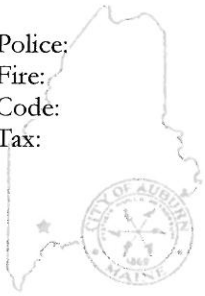
ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, function rooms, decks and all areas that you are requesting approval from the Division for liquor consumption.



Police:
Fire:
Code:
Tax:



City of Auburn
Special Amusement Permit
Application & Re-Application
LICENSE / APPLICATION FEE: \$125.00

DATE OF APPLICATION: 10/12/2016

☐

CLASS A – RESTAURANTS WITH ENTERTAINMENT, WHICH DOES NOT HAVE DANCING

☐

CLASS B – LOUNGES / BARS WITH ENTERTAINMENT, WHICH DOES NOT HAVE DANCING

☐

CLASS C – EITHER RESTAURANTS OR LOUNGES / BARS WITH ENTERTAINMENT, INCLUDING DANCING

☐

CLASS D – FUNCTION HALLS WITH ENTERTAINMENT, INCLUDING DANCING

☒

Class X - Lounge with dancing

RENEWAL APPLICANTS: HAS ANY OR ALL OWNERSHIP CHANGED SINCE
YOUR LAST APPLICATION? YES ☐ NO ☐

BUSINESS NAME: Sapphire Entertainment, Inc

PHYSICAL ADDRESS: 150 Center Street

(IF A NEW BUSINESS, WHAT WAS FORMERLY IN THIS LOCATION: Nightclub)

MAILING ADDRESS: 150 Center Street

BUSINESS TELEPHONE NUMBER: 207-899-7215

OWNER(S): MUST LIST EVERY PERSON OR CORPORATION WHO HAS A FINANCIAL INTEREST IN THE BUSINESS. USE ADDITIONAL PAPER IF NECESSARY.

1. OWNER: Amanda Cloutier
DATE OF BIRTH: 12/26/1988
ADDRESS: 9 Shirley Ave
PRIMARY TELEPHONE NUMBER: 207-458-9551
SECONDARY TELEPHONE NUMBER _____

2. OWNER: _____
DATE OF BIRTH: _____
ADDRESS: _____
PRIMARY TELEPHONE NUMBER: _____
SECONDARY TELEPHONE NUMBER _____

3. OWNER: _____
DATE OF BIRTH: _____
ADDRESS: _____
PRIMARY TELEPHONE NUMBER: _____
SECONDARY TELEPHONE NUMBER _____

HAS THE APPLICANT / PARTNERS AND OR CORPORATION
OFFICERS EVER BEEN ARRESTED, INDICTED OR CONVICTED
OF ANY VIOLATION OF
LAW? NO

IF YES, LIST WHO, THE DATE, THE LOCATION AND THE
OFFENSE(S) CHARGED. _____

DOES THE ISSUANCE OF THIS LICENSE DIRECTLY OR INDIRECTLY BENEFIT ANY CITY EMPLOYEE(S)? ☐ YES ☒ NO

IF YES, LIST THE NAME(S) OF EMPLOYEE(S) AND DEPARTMENT(S): _____

HAVE ANY OF THE APPLICANTS, INCLUDING THE CORPORATION IF APPLICABLE, EVER HELD A BUSINESS LICENSE WITH THE CITY OF AUBURN? ☐ YES ☒ NO

IF YES, PLEASE LIST THE BUSINESS NAME(S) AND LOCATION(S) _____

DESCRIBE IN DETAIL THE KIND AND NATURE OF BUSINESS AND PROPOSED ENTERTAINMENT AND / OR DANCING.

Our Nightclub/eventcenter is working out great
We want to push for more weddings receptions.
charities and fundraisers.

PLEASE CHECK OFF THE DAYS THAT YOU WILL BE OPEN AND FILL IN THE HOURS OF OPERATION.

SUNDAY	<input checked="" type="checkbox"/>	HOURS: _____
MONDAY	<input checked="" type="checkbox"/>	HOURS: _____
TUESDAY	<input checked="" type="checkbox"/>	HOURS: _____
WEDNESDAY	<input checked="" type="checkbox"/>	HOURS: _____
THURSDAY	<input checked="" type="checkbox"/>	HOURS: <u>8pm-1am</u>
FRIDAY	<input checked="" type="checkbox"/>	HOURS: <u>8pm-1am</u>
SATURDAY	<input checked="" type="checkbox"/>	HOURS: <u>8pm-1am.</u>

DESCRIBE IN DETAIL THE ROOM(S) TO BE USED UNDER THE PERMIT. main event room: approximately 5,000-6000 SF
to be used for all events including w/out limitations
dancing receptions related events. Social gatherings.

Pub room: Restaurant, pool tables, gameroom. Social
Gathering and Smaller events.

ATTACH A DIAGRAM OR FLOOR PLAN OF YOUR BUSINESS. ON THE DIAGRAM PLEASE LIST THE FOLLOWING:

1. MAIN ENTRANCE
2. SECONDARY ENTRANCES
3. FIRE ESCAPES
4. FIRE EXTINGUISHERS
5. DESIGNATED SMOKING AREAS
6. LOCATION OF STATIONARY SECURITY PERSONNEL
7. FOOD SERVING OR PREPARATION AREAS
8. THE DIRECTION OF ANY SPEAKERS
9. THE DANCING AREA
10. LOCATIONS WHERE ALCOHOL WILL BE SOLD

ATTACH A TYPED LIST OF ALL EMPLOYEES INCLUDING THE FOLLOWING INFORMATION:

- NAME (TO INCLUDE ALL PREVIOUS NAMES USED)
- DATE OF BIRTH
- ADDRESS
- IF THEY HAVE EVER BEEN EVER BEEN ARRESTED,
INDICTED OR CONVICTED OF ANY VIOLATION OF
LAW? _____

IF YES, LIST THE DATE, THE LOCATION AND THE
OFFENSE(S) CHARGED. _____

HAS THE HAS THE APPLICANT / PARTNERS AND OR CORPORATION OFFICERS EVER HAD A SPECIAL AMUSEMENT LICENSE DENIED OR REVOKED? No

IF YES, LIST THE DATE, THE LOCATION AND DESCRIBE THE CIRCUMSTANCES. _____

**PLEASE BE ADVISED THAT THE APPLICANT OR RE-APPLICANT
MAY BE REQUIRED TO COMPLY WITH THE FOLLOWING
CONDITIONS:**

1. APPLICANT AND OR RE-APPLICANT AGREES TO HAVE TWO COUNTERS OR CLICKERS AT EACH ENTRANCE. ONE WILL BE USED TO DOCUMENT THE PATRONS THAT HAVE ENTERED THE ESTABLISHMENT. THE SECOND WILL BE USED TO DOCUMENT THE PATRONS THAT HAVE EXITED THE ESTABLISHMENT. THIS WILL GIVE THE STAFF AND PUBLIC SAFETY PERSONNEL AN ACCURATE COUNT OF PATRONS IN THE ESTABLISHMENT.
2. APPLICANT AND OR RE-APPLICANT AGREES TO HAVE THE MAXIMUM SEATING AND OR OCCUPANCY CAPACITY CLEARLY LISTED IN EACH ROOM THAT IS OPEN TO THE PUBLIC.

3. APPLICANT AND OR RE-APPLICANT AGREES TO HAVE SECURITY AND OR STAFF STATIONED AT ALL TIMES AT ALL ENTRANCES AND EXISTS USED BY THE PUBLIC.
4. APPLICANT AND OR RE-APPLICANT AGREES TO KEEP THE DESIGNATED SMOKING AREA CLEAN AND HAVE APPROPRIATE RECEPTACLES AVAILABLE FOR THEIR PATRONS.
5. APPLICANT AND OR RE-APPLICANT AGREES TO, IF SO ORDERED BY THE CHIEF OF POLICE, TO HIRE SWORN MEMBERS OF THE AUBURN POLICE DEPARTMENT FOR SECURITY. THE RATE WILL BE AT THE CURRENT CITY OF AUBURN DETAIL RATE. THESE OFFICERS WILL SUPPLEMENT THE EXISTING STAFF OR SECURITY. THE BELOW CHART WILL BE USED AS A GUIDE IN DETERMINING THE NUMBER OF OFFICERS REQUIRED.

Number of Attendees	Number of Police
1--200	2
201--400	4
401--600	6
601+	One supervisor, and one additional officer for each 200 attendees or portion thereof in excess of 601

**SPECIAL AMUSEMENT PERMITS SHALL EXPIRE AT THE SAME
TIME AS A STATE ISSUED LIQUOR LICENSE.**

I / WE HEREBY CERTIFY THAT ALL STATEMENTS MADE IN THE APPLICATION ARE TRUE. I / WE AGREE AND UNDERSTAND THAT ANY MISSTATEMENTS OR OMISSIONS OF MATERIAL FACT HEREIN WILL RESULT IN REFUSAL OF LICENSE OR REVOCATION OF LICENSE IF ONE HAS ALREADY BEEN ISSUED.

IT IS UNDERSTOOD THAT THIS AND ANY APPLICATION(S) SHALL BECOME PUBLIC RECORD AND THE APPLICANT(S) HEREBY WAIVE(S) ANY RIGHTS TO PRIVACY WITH RESPECT THERETO.

I / WE HEREBY AUTHORIZE THE RELEASE OF ANY CRIMINAL HISTORY RECORD TO THE CITY OF AUBURN. I / WE WAIVE ANY RIGHTS TO PRIVACY WITH RESPECT THERETO.

I / WE AGREE TO NOT IMPLEMENT ANY CHANGES OR MODIFICATIONS AFTER RECEIVING APPROVAL OF THE SPECIAL AMUSEMENT PERMIT. (SOME EXAMPLES ARE HOURS OF OPERATION, DAYS OF OPERATION AND THE BUILDING LAYOUT)

ALL REQUESTS FOR MODIFICATION(S) OF THE APPROVED SPECIAL AMUSEMENT PERMIT MUST BE SUBMITTED IN WRITING TO THE CITY OF AUBURN. ANY CHANGES MADE WITHOUT APPROVAL FROM THE CITY OF AUBURN MAY RESULT IN AN IMMEDIATE SUSPENSION OF THE SPECIAL AMUSEMENT PERMIT.

PENALTY: (CITY OF AUBURN ORDINANCE, CHAPTER 14 SECTION 2.23, (8)-(h))

VIOLATION OF ANY PROVISION OF SECTION 2.23. SHALL BE PUNISHED BY A CIVIL PENALTY OF FIVE HUNDRED DOLLARS (\$500.00). EACH ACT OF VIOLATION AND EVERY DAY UPON

WHICH ANY SUCH VIOLATION SHALL OCCUR SHALL CONSTITUTE A SEPARATE OFFENSE. IN ADDITION TO SUCH PENALTY, THE CITY MAY ENJOIN OR ABATE ANY VIOLATION OF SECTION 2.23 BY APPROPRIATE ACTION. IN THE EVENT THAT THE CITY SHALL PREVAIL IN ANY ACTION TO ENFORCE SECTION 2.23, THE CITY SHALL RECOVER ITS COSTS OF SUIT, INCLUDING REASONABLE ATTORNEY FEES.

IT IS UNDERSTOOD THAT I / WE WILL SUBMIT ANY ADDITIONS OR SUBTRACTIONS OF ANY FULL TIME, PART TIME OR VOLUNTEER STAFF MEMBERS WITHIN (7) SEVEN BUSINESS DAYS TO THE CITY OF AUBURN. I / WE AGREE TO SUPPLY THE REQUIRED INFORMATION ON ALL NEW EMPLOYEES. (INFORMATION REQUIRED IS FOUND ON PAGE (4) FOUR IN THIS APPLICATION.)

NAME (PRINTED) Sapphire Entertainment Inc Amanda Clouthier President.

SIGNATURE OF INDIVIDUAL 

IF PARTNERSHIP, BY MEMBERS OF THE PARTNERSHIP.

NAME (PRINTED) _____

SIGNATURE OF INDIVIDUAL _____

NAME (PRINTED) _____

SIGNATURE OF INDIVIDUAL _____

NAME (PRINTED) _____

SIGNATURE OF INDIVIDUAL _____

NAME (PRINTED) _____

SIGNATURE OF INDIVIDUAL _____

NAME (PRINTED) _____

SIGNATURE OF INDIVIDUAL

Arunda Chatterjee, President

ADMINISTRATIVE USE ONLY:

1. APPLICANT AND OR RE-APPLICANT **AGREES TO HAVE TWO COUNTERS OR CLICKERS AT EACH ENTRANCE.** ONE WILL BE USED TO DOCUMENT THE PATRONS THAT HAVE ENTERED THE ESTABLISHMENT. THE SECOND WILL BE USED TO DOCUMENT THE PATRONS THAT HAVE EXITED THE ESTABLISHMENT. THIS WILL GIVE THE STAFF AND PUBLIC SAFETY PERSONNEL AN ACCURATE COUNT OF PATRONS IN THE ESTABLISHMENT.
2. APPLICANT AND OR RE-APPLICANT AGREES TO HAVE THE **MAXIMUM SEATING AND OR OCCUPANCY CAPACITY CLEARLY LISTED IN EACH ROOM THAT IS OPEN TO THE PUBLIC.**
3. APPLICANT AND OR RE-APPLICANT AGREES TO HAVE **SECURITY AND OR STAFF STATIONED AT ALL TIMES AT ALL ENTRANCES AND EXISTS USED BY THE PUBLIC.**
4. APPLICANT AND OR RE-APPLICANT AGREES TO **KEEP THE DESIGNATED SMOKING AREA CLEAN AND HAVE APPROPRIATE RECEPTACLES AVAILABLE FOR THEIR PATRONS.**

5. APPLICANT AND OR RE-APPLICANT AGREES TO, IF SO ORDERED BY THE CHIEF OF POLICE, TO HIRE SWORN MEMBERS OF THE AUBURN POLICE DEPARTMENT FOR SECURITY. THE RATE WILL BE AT THE CURRENT CITY OF AUBURN DETAIL RATE. THESE OFFICERS WILL SUPPLEMENT THE EXISTING STAFF OR SECURITY. THE BELOW CHART WILL BE USED AS A GUIDE IN DETERMINING THE NUMBER OF OFFICERS REQUIRED.

Number of Attendees	Number of Police
1--200	2
201--400	4
401--600	6
601+	One supervisor, and one additional officer for each 200 attendees or portion thereof in excess of 601

Chapter 14-Business Licenses & Permits-Article II Sec.14-34
Certification from City Officials *Before a license is issued the City Clerk shall submit the application for certification to the Code Enforcement Officer, Fire Chief, Chief of Police and City Treasurer. Please allow at least 3 weeks for this process.*



MAINE STATE BUREAU OF IDENTIFICATION
45 Commerce Drive, Suite 1 / STATE HOUSE STATION # 42
AUGUSTA, ME 04333
(207) 624-7240 (VOICE)

AMANDA CLOUTIER
9 SHIRLEY ST
LEWISTON, ME 04240

Transaction Response #: MIQ99D054678

Criminal History Record

Introduction

This criminal history record was produced in response to the following request (Produced on 2016-11-03) :

Inquiries Name(s) **AMANDA M CLOUTIER (1988-12-26)**

NO MATCH WAS FOUND FOR YOUR REQUEST.

CITY OF AUBURN PUBLIC NOTICE

A public hearing will be held on Monday, November 21, 2016 at 7:00 p.m. or as soon as possible thereafter, in the Council Chambers of Auburn Hall, 60 Court Street, to consider the Special Amusement Permit application and Liquor License Application for:

Sapphire Entertainment, Inc

150 Center Street, Auburn, Maine

All interested persons may appear to show cause, if any they may have, why this license should not be granted.

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 85-11212016

ORDERED, that the City Council hereby approves the Liquor License (Class A Lounge) and Special Amusement Permit for Sapphire Entertainment, Inc., located at 150 Center Street.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: 11/21/2016

Order: 86-11212016

Author: Jill M Eastman, Finance Director

Subject: City of Auburn Policy on Emergency Medical Services Billing and Collection

Information: Attached is a policy that addresses the City of Auburn's Emergency Medical Services billing and collections for said services.

Advantages: This policy establishes procedures to bill patients and collect fees for the provisions of emergency medical services and transportation provided by the City.

Disadvantages: N/A

City Budgetary Impacts: N/A

Staff Recommended Action: Passage of policy.

Previous Meetings and History: Finance and Administration Committee meetings of March 10, 2016 and May 12, 2016.

Attachments:

Proposed City of Auburn Policy on Emergency Medical Services Billing and Collection

City of Auburn Policy on Emergency Medical Services Billing and Collection

PURPOSE

To establish a policy to bill patients and collect fees for the provisions of emergency medical services and transportation provided by the City.

POLICY

EMS Billing & Collection

- A. The City recognizes the need to bill for these services to aid in the provision of EMS.
- B. No person requiring emergency medical services and/or transportation shall be denied services due to a lack of insurance or ability to pay levied charges.
- C. The City may, either directly or through any third party billing agency with which it has contracted for billing and/or collections for emergency medical services, make arrangements with patients and/or their financially responsible party for installment payments of bills so long as the City determines that:
 - 1. The financial condition of the patient requires such an arrangement; and
 - 2. The patient and/or financially responsible party has demonstrated a willingness to make good faith efforts towards payment of the bill.
- D. The City shall bill for all EMS services provided unless the City is reimbursed for services by another agency due to disaster declaration.
- E. Any applicable charges for EMS rendered shall be billed directly to the patient or to the patient's third party payer.
- F. The City may, at its option, and shall, where required by law, bill insurers or carriers on a patient's behalf and may accept payment on an assignment basis.
- G. All patients and/or their financially responsible parties, insurers or carriers, will be billed for emergency medical services provided by the City according to the Fee Schedule attached as Appendix A.
 - 1. All patients shall be liable for any co-payment, deductibles and patient responsibility amounts not satisfied by public or private insurance, and the City shall Balance Bill and make reasonable collection efforts for all such balances. The City may bill any applicable coinsurance carriers for such amounts.

2. Exceptions include only those instances where the City or its agent has made a determination that the cost of billing and collecting such co-payments, deductibles and patient responsibility amounts exceeds or is disproportionate to the amounts to be collected as determined by the City's write off policy.

Account Adjustments and Write Offs

- A. The City's billing agency is authorized to consider all cases of financial hardship based on the City's financial assistance hardship guidelines.
- B. Uncollected balances on patients accounts that have been sent to collection and have had no activity shall be deemed uncollectible and may be written off of the City's accounts receivable balances.

PROCEDURES

EMS Billing & Collection

- A. Third party billing agencies must:

- 1) Have in place a compliance program conforming to standards set forth in the Office of Inspector General's Compliance Program Guidance for Third Party Medical Billing Companies, 63 Federal Register 70138, as amended.
 - 2) Deposit funds payable to the City directly into a designated City account, through a lock box or similar arrangement.
 - 3) Not be subject to exclusion from any state or federal health care program.
 - 4) Be bonded and/or insured in amounts satisfactory to the City.
- B. A detailed listing of patients who utilize EMS will be compiled by the Auburn Fire Department. This information will be transmitted to the agency responsible for billing in the form of a patient care report. The information will however be subject to the confidentiality requirements of applicable law. This information will include, at a minimum, the following:
- 1) Name, address, and telephone number of patient.
 - 2) Name, address and claim number of insurance carrier, if applicable.
 - 3) Date, time and EMS chart number.
 - 4) Point of origin and destination.
 - 5) A Center for Medicare & Medicaid Services approved method for mileage billing.
 - 6) Reason for transport/ patient's complaint/ current condition.
 - 7) Itemization and description of services provided and charges.
 - 8) Signature of the patient (when possible) or authorized decision maker.
 - 9) Name of receiving physician.
 - 10) Names, titles, and signatures of ambulance personnel, when possible.
- C. The fee schedule for EMS is attached as Appendix A and may be amended from time to time.
- D. Payments on EMS invoices may be made by mail to the City's third party billing agency, on the City's website, or in person at Auburn City Hall located at 60 Court Street. Auburn, Maine.

Account Adjustments

- A. All patients are to be billed for transport upon receipt of billing information from the fire department.
- B. The City may, either directly or through any third party billing agency with which it has contracted for billing and/or collections for emergency medical services, make arrangements with patients and/or their financially responsible party for installment payments of bills so long as the City determines that:
- 1) The financial condition of the patient requires such an arrangement; and

- 2) The patient and/or financially responsible party has demonstrated a willingness to make good faith efforts towards payment of the bill.

C. The City shall not Balance Bill when prohibited by law.

- 1) Providers must accept the Medicare allowed charge as payment in full and may not bill or collect from the beneficiary any amount other than the unmet Part B deductible and Part B coinsurance amounts.
- 2) For patients covered by Medicaid (Mainecare), the city will accept the payment from Medicaid as payment for services and will not pursue the patient for the remaining balance of the invoice.

Write Off of Uncollectible Accounts

- A. The City authorizes the billing contractor/agent to bulk write off amounts not contractually allowed by Medicare and Medicaid and provide reports to the City of such write offs.
- B. For all commercial insurance and private pay clients; all appropriate charges shall be applied uniformly without regard to ability to pay or probability of payment.
- C. Any account that has aged more than 120 days without activity or payment history shall be referred to the City for review. The billing contractor/agent must include all account documentation that demonstrates timely and efficient billing practices. This should include but not be limited to:
- 1) Account notes
 - 2) Proof of billing statements and date of mailing(s) or electronic contact
 - 3) Summary of amount billed and any current amount received
 - 4) Summary of outstanding balances
 - 5) Evidence of payment plan if applicable

After review the City will transfer uncollected balances to a collection agency designated by the City for continued collection efforts.

APPENDIX A

City of Auburn EMS Transport Rate Schedule as of September 29, 2016:

BLS emergency	\$650.00
ALS emergency	850.00

ALS2 emergency	1,200.00
Loaded mile	14.00

City of Auburn Policy on Emergency Medical Services Billing and Collection

PURPOSE

To establish a policy to bill patients and collect fees for the provisions of emergency medical services and transportation provided by the City.

POLICY

EMS Billing & Collection

- A. The City recognizes the need to bill for these services to aid in the provision of EMS.
- B. No person requiring emergency medical services and/or transportation shall be denied services due to a lack of insurance or ability to pay levied charges.
- C. The City may, either directly or through any third party billing agency with which it has contracted for billing and/or collections for emergency medical services, make arrangements with patients and/or their financially responsible party for installment payments of bills so long as the City determines that:
 - 1. The financial condition of the patient requires such an arrangement; and
 - 2. The patient and/or financially responsible party has demonstrated a willingness to make good faith efforts towards payment of the bill.
- D. The City shall bill for all EMS services provided unless the City is reimbursed for services by another agency due to disaster declaration.
- E. Any applicable charges for EMS rendered shall be billed directly to the patient or to the patient's third party payer.
- F. The City may, at its option, and shall, where required by law, bill insurers or carriers on a patient's behalf and may accept payment on an assignment basis.
- G. All patients and/or their financially responsible parties, insurers or carriers, will be billed for emergency medical services provided by the City according to the Fee Schedule attached as Appendix A.
 - 1. All patients shall be liable for any co-payment, deductibles and patient responsibility amounts not satisfied by public or private insurance, and the City shall Balance Bill and make reasonable collection efforts for all such balances. The City may bill any applicable coinsurance carriers for such amounts.

2. Exceptions include only those instances where the City or its agent has made a determination that the cost of billing and collecting such co-payments, deductibles and patient responsibility amounts exceeds or is disproportionate to the amounts to be collected as determined by the City's write off policy.

Account Adjustments and Write Offs

- A. The City's billing agency is authorized to consider all cases of financial hardship based on the City's financial assistance hardship guidelines.
- B. Uncollected balances on patients accounts that have been sent to collection and/or have had no activity for 270 days shall be deemed uncollectible and may be written off of the City's accounts receivable balances.

PROCEDURES

EMS Billing & Collection

- A. Third party billing agencies must:

- 1) Have in place a compliance program conforming to standards set forth in the Office of Inspector General's Compliance Program Guidance for Third Party Medical Billing Companies, 63 Federal Register 70138, as amended.
 - 2) Deposit funds payable to the City directly into a designated City account, through a lock box or similar arrangement.
 - 3) Not be subject to exclusion from any state or federal health care program.
 - 4) Be bonded and/or insured in amounts satisfactory to the City.
- B. A detailed listing of patients who utilize EMS will be compiled by the Auburn Fire Department. This information will be transmitted to the agency responsible for billing in the form of a patient care report. The information will however be subject to the confidentiality requirements of applicable law. This information will include, at a minimum, the following:
- 1) Name, address, and telephone number of patient.
 - 2) Name, address and claim number of insurance carrier, if applicable.
 - 3) Date, time and EMS chart number.
 - 4) Point of origin and destination.
 - 5) A Center for Medicare & Medicaid Services approved method for mileage billing.
 - 6) Reason for transport/ patient's complaint/ current condition.
 - 7) Itemization and description of services provided and charges.
 - 8) Signature of the patient (when possible) or authorized decision maker.
 - 9) Name of receiving physician.
 - 10) Names, titles, and signatures of ambulance personnel, when possible.
- C. The fee schedule for EMS is attached as Appendix A and may be amended from time to time.
- D. Payments on EMS invoices may be made by mail to the City's third party billing agency, on the City's website, or in person at Auburn City Hall located at 60 Court Street, Auburn, Maine.

Account Adjustments

- A. All patients are to be billed for transport upon receipt of billing information from the fire department.
- B. The City may, either directly or through any third party billing agency with which it has contracted for billing and/or collections for emergency medical services, make arrangements with patients and/or their financially responsible party for installment payments of bills so long as the City determines that:

- 1) The financial condition of the patient requires such an arrangement; and
 - 2) The patient and/or financially responsible party has demonstrated a willingness to make good faith efforts towards payment of the bill.
- C. The City shall not Balance Bill when prohibited by law.
- 1) Providers must accept the Medicare allowed charge as payment in full and may not bill or collect from the beneficiary any amount other than the unmet Part B deductible and Part B coinsurance amounts.
 - 2) For patients covered by Medicaid (Mainecare), the city will accept the payment from Medicaid as payment for services and will not pursue the patient for the remaining balance of the invoice.

Write Off of Uncollectible Accounts

- A. The City authorizes the billing contractor/agent to bulk write off amounts not contractually allowed by Medicare and Medicaid and provide reports to the City of such write offs.
- B. For all commercial insurance and private pay clients; all appropriate charges shall be applied uniformly without regard to ability to pay or probability of payment.
- C. Any account that has aged more than 90 days without activity or payment history shall be referred to the City for review. The billing contractor/agent must include all account documentation that demonstrates timely and efficient billing practices. This should include but not be limited to:
- 1) Account notes
 - 2) Proof of billing statements and date of mailing(s) or electronic contact
 - 3) Summary of amount billed and any current amount received
 - 4) Summary of outstanding balances
 - 5) Evidence of payment plan if applicable

After review the City will transfer uncollected balances to a collection agency designated by the City for continued collection efforts. Either when the collection agency determines that the account is uncollectible or 270 days from last insurance payment with no activity, the account will be determined to be uncollectible and it will be written off.

APPENDIX A

City of Auburn EMS Transport Rate Schedule as of September 29, 2016:

BLS emergency	\$650.00
ALS emergency	850.00
ALS2 emergency	1,200.00
Loaded mile	14.00

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 86-11212016

ORDERED, that the City Council hereby adopts the City of Auburn Policy on Emergency Medical Services Billing and Collection.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: November 21, 2016

Order: 87-11212016

Author: Douglas Greene, AICP, RLA; Urban Development Specialist and Grants Administrator

Subject: Accepting the Cultural Plan as presented by LA Arts

Information: L/A Arts is a non-profit organization that came into being over 35 years ago with a mission to revitalize and re-establish cultural interest and connections in the Lewiston Auburn area. Over the last year, L/A Arts has been working with a consultant and steering committee to develop a 5 year Cultural Plan for Lewiston and Auburn. The plan had a vigorous outreach program to gather significant data and opinions on the future of the arts and culture which is summarized in the plan. The major goals of the plan are to:

- Foster Community Cohesion and Cultural Understanding,
- Amplify Quality of Life with Accessible Lifelong Learning in Arts and Culture,
- Further the Position of Arts and Culture in Local Governments,
- Bolster LA's Creative Capital and Entrepreneurial Activity and
- Utilize Arts and Culture to Enhance LA's Image to Attract and Engage Residents, Tourism and New Investment.

The Cultural Plan also lays out implementation strategies for the short, mid and long term for each goal.

Advantages: Accepting and endorsing the Culture Plan shows that Auburn values arts and culture. The City's endorsement will help bolster L/A Arts in future grant applications.

Disadvantages: Not accepting the Cultural Plan might imply that Auburn doesn't value arts and culture.

City Budgetary Impacts: Adopting the Cultural Plan will not create any budgetary impacts nor are there requests for funding in the plan.

Staff Recommended Action: Staff recommends approval.

Previous Meetings and History: The L/A Art's Cultural Plan was presented at the City Council's November 7th meeting.

Attachments:

1. L/A Arts Cultural Plan Executive Summary
2. L/A Arts Cultural Plan

Executive Summary



Cultural Plan Lewiston Auburn

A Five Year Cultural Plan for Lewiston Auburn

Presented by



Louise Rosen Consulting Director

Tyson Pease Program Manager and Project Coordinator



Development Timeline

Duration: March 2015 - September 2016

Initial Research

Qualitative Data Gathering

- Public Launch Meeting
- Two Community Conversations
- Youth Conversations at Edward Little H.S. and Tree Street

Quantitative Data Gathering

- Public Opinion Survey
- Artisan and Maker Survey
- Cultural Organization and Creative Business Survey

Identifying Priorities

- Priorities and objectives were identified through careful analysis of qualitative and quantitative data.
- Feedback was sought on recommended priorities through a series of two public meetings.

Refining the Draft Blueprint

- Two meetings with the public were held to discuss and improve the recommended draft strategies.

Initial Research Included:

- AVCOG Comprehensive Economic Development Strategy 2015
- Auburn Comprehensive Plan 2010
- New Auburn Master Plan 2009
- Legacy Lewiston Comprehensive Plan 2015
- Lewiston Riverfront Island Masterplan 2010
- Auburn School Department Strategic plan vision and goals
- Lewiston School Department mission, beliefs, vision
- Lewiston Auburn Economic Growth Council Strategic Plan work
- Auburn Public Library mission, goals, programs
- Lewiston Public Library 2009- 2013 strategic plan and programs
- Bates College strategic priorities, mission, and outlook
- Bates Arts Collaborative mission, context, and annual report
- Online research on ACLA; Androscoggin Historical Society; Androscoggin Land Trust; Bates Dance Festival; Bates Museum of Arts; Community Little Theater, creative businesses; Emerge Film Festival, Franco Center; Great Falls Balloon Festival; Great Falls Brewfest; LA Arts; LA Metro Chamber; Museum LA; New England School of Metalworking; secondary education institutions; The Public Theater; UMVA Lewiston Auburn; Young Professionals of the Lewiston Auburn Area

Data Gathering Included:

- Community Conversations at Auburn and Lewiston Public Libraries (qualitative)
- Community Youth Conversations at Edward Little High School and Tree Street Youth (qualitative)
- Online Survey Campaign (quantitative):
 - Public Opinion Survey
 - Creative Business and Cultural Organization Survey
 - Artist and Artisan Survey
 - Total Survey Responses: 591 (~1%) of LA's population

Data Reliability:

CPLA consulting firm Reinholt Consulting, which has extensive experience in data collection and analysis, has applauded the CPLA survey data's high "confidence interval", in part thanks to the demographic similarity between the survey respondents and LA's most recent Census data.



Overarching Priorities & Strategies

Note: Priorities are of equal importance and are NOT ranked.

Foster community cohesion and cultural understanding. A. Create opportunities that build cultural bridges.	<i>With a population rich in ethnic diversity, LA has an opportunity to establish itself as a leader in cultural awareness and inclusivity by promoting and providing opportunities that celebrate LA's unique cultures.</i>
Amplify quality of life with accessible lifelong learning in arts and culture. A. Strengthen and expand arts and cultural education learning experiences in public, private and nonprofit settings.	<i>LA's population is composed of high rates of young people and families, as well as high rates of elderly. Arts and cultural learning experiences have ripple effects including higher student SAT scores, social well-being, and enhanced quality of life.</i>
Further the position of arts and culture in local governments. A. Foster arts and cultural advocacy in local governments. B. Incorporate arts and culture into planning and development of city infrastructure.	<i>Cities around the world recognize the benefits brought by a thriving creative economy and are using arts and cultural assets as tools for community revitalization, development, and as a means of establishing local economic resilience.</i>
Bolster LA's creative capital and entrepreneurial activity. A. Support the development of LA's creative professionals to promote a resilient local economy.	<i>As the community continues to face pressures of shifting economies LA can encourage workforce ingenuity by strengthening and building on its thriving network of artists and creative professionals.</i>
Utilize arts and culture to enhance LA's image to attract and engage residents, tourism and new investment. A. Boost the image of LA cultural resources through coordinated marketing and promotion. B. Cultivate a creative identity and a meaningful sense of place.	<i>As Maine's second largest urban area, LA is poised to position itself as a hub for cultural and creative activity by supporting existing assets and defining new and exciting opportunities for cultural engagement.</i>



Implementing the Plan

WHO WILL LEAD THE PLAN'S IMPLEMENTATION?

L/A Arts will serve as a guide and facilitator for Cultural Plan LA implementation in cooperation with ACLA and the municipalities. More partners from the nonprofit, public and private sectors will be engaged to assist with and support next steps. L/A Arts has been awarded \$50,000 from the National Endowment for the Arts as an "Our Town" grant to launch an initiative titled: Lewiston Auburn - A Place for Makers: Past, Present, and Future. Transformation through Artisan-Based Manufacturing. This project will help kick off Cultural Plan LA implementation with funding slated for makerspaces, popup exhibition and retail spaces, artisan maker professional development, branding and marketing centered on LA's rich history of makers.

HOW WILL PLAN IMPLEMENTATION BE FINANCED?

As a result of completing the Cultural Plan, LA is the only community eligible for a three-year \$75,000 implementation grant from the Maine Arts Commission. This application has been submitted accompanied by letters of support from the mayors of both municipalities and a letter signed by the 19 organizations that participated in the Cultural Planning process. L/A Arts is also leading an active campaign for funding that will match and exceed the amount of the implementation grant, supporting ongoing Cultural Plan implementation.

PLAN IMPLEMENTATION

As lead organization, L/A Arts will strive to connect cultural development to regional development goals. With dedicated partners such as the municipalities, ACLA, Androscoggin Valley Council of Governments (AVCOG), Bates College, Lewiston Auburn Economic Growth Council (LAEGC), Maine College of Art (MECA) and USM's Lewiston-Auburn College, L/A Arts will facilitate the cultural sector's role in broader agendas essential to regional progress and quality of life. As overseer of Cultural Plan LA, L/A Arts will measure and report progress annually.



Forward

It is with great pride, joy, and awe that we present the five-year cultural plan for Lewiston Auburn, Maine. Outlined here are the key strategies, backed by a wealth of new data, and honed over

months of review from a steering committee of over 30 local leaders that set the path toward economic and community-wide revitalization through strategic leverage of LA's arts and cultural assets.

Like any meaningful, heartfelt endeavor, the very development of the plan over the last 12 months has been an essential part of the process. At our final steering committee meeting this summer, one of our local leaders remarked to the cross-sector crowd, “the people in this room right now never got together and talked about how to better LA and now, here we are,” all thanks to the cultural planning process. Because of this work, we not only have a plan that reflects key perspectives from a wide swath of relevant local sectors and perspectives, we’ve sown the seeds of partnership that will be needed to implement the plan’s multifaceted array of strategies over the next five years.

We at LA Arts, the lead coordinating entity behind Cultural Plan LA, have found the process deeply informative and inspiring. Working across sectors has expanded our perspective on creating positive change in LA. It has given us a chance to form new partnerships that will serve the Twin Cities for years to come. And it has helped us hone our ongoing vision as the region’s local arts agency. As a personal aside, our Program Coordinator, Tyson Pease, has been thrilled to lead coordination of the plan’s development over last year, and he looks ahead with great excitement to seeing through the plan’s implementation at LA Arts with partners new and old.

We are indebted to the members of LA’s diverse public who voiced their opinions in over 600 surveys, including almost 30 business representatives and over 90 local artists and artisans. We thank the dozens of community members who participated in our community conversations, the students who shared their unique and valuable perspectives with us. Special thanks go of course to the local leaders who committed their time and energy over the 12-month plan development period to ensure the plan best reflects the array of needs and existing assets in Lewiston Auburn. We extend gratitude to the cities of Lewiston and Auburn, as well as the Maine Arts Commission, all of whom provided significant funding support toward the development of this plan.

The National Endowment for the Arts deserves thanks here as well for their support of downtown development initiatives and collaborations that have arisen out of the plan. The NEA’s Our Town funding will help jumpstart our implementation work.

To say that we here in Lewiston Auburn are ready to make change for the better is an understatement. We’ve been speaking it for years and have begun to see pockets of meaningful progress in recent past. But now it’s time for us to come together in focused, strategic ways, backed by public opinion, to build on our current strengths and reach toward a dream of our community that is both multifaceted and united. It is time to leverage our diverse, artisanal heritage to weave a new future for Lewiston Auburn.

At our final steering committee meeting, a local leader remarked to the diverse crowd, “the people in this room right now never got together and talked about how to better LA and now, here we are,” all thanks to the cultural planning process.

Tyson Pease
Program Coordinator
LA Arts

Josh Vink
Executive Director
LA Arts

PHOTO CREDITS

Thank you to LA Arts, Sun Journal, and Imaginary Moment Photography



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Acknowledgments & Appreciation

Cultural Plan LA was created in collaboration with a Steering Committee and Guidance Committee composed of representatives of the Lewiston Auburn municipalities, creative organizations and with broad community participation from the greater LA area. The concepts and solutions in the plan were shaped by residents and stakeholders. LA Arts is grateful to the community members who volunteered their energy, time, thoughts, ideas, and helped make this plan a reflection of the community. In appreciation of their assistance, advice, and support we would like to thank the municipal representatives, organizations and business represented by the Committees:

Androscoggin Historical Society	L'Hommedieu Law Office, P.A.
Androscoggin Valley Council of Governments	Lewiston-Auburn Economic Growth Council
Auburn City Council	Lewiston City Council
Auburn City Planning	Lewiston Public Library
Auburn Public Library	Lewiston Public Schools
Auburn Public Schools	Linnell, Choate & Webber, LLP
Bates College Harward Center for Community Partnerships	Maine Folque Co-Op
Bates College Museum of Art	Maine Music Society
Bates College Olin Arts Center	Maine's Lakes & Mountains Tourism Council
City of Auburn Economic Development	Maine State Senate
City of Lewiston Director of Economic & Community Development	Museum L-A
Community Little Theater	Outright L-A
Downtown Handmade & Vintage	Pilotage
Emerge Film Festival	The Public Theater
Franco Center	Round Point Movies
Grow L+A	Sofia Fima
Kimball Street Studios	Studio A Architecture
LA Arts	Sun Journal
LA Metro Chamber	Union of Maine Visual Artists LA Chapter
	Wicked Illustrations Studio and Gallery

Executive Summary

Lewiston and Auburn joins leading cities around the world who have recognized cultural planning as a pivotal tool for sustainable community revitalization. Cultural Plan LA outlines five priorities and recommendations for action which, coupled with cross sector partnerships, will enable LA to catalyze its potential as a creative metropolis. Implementation will uphold and fortify existing resources and strategically position the cities to be a magnet for creativity and entrepreneurship.

In 2015 LA Arts was awarded the Maine Arts Commission Creative Communities = Economic Development Phase 1 Grant which calls for the creation of a cultural plan. Additionally, this project was sponsored by The City of Lewiston, the City of Auburn, LA Arts, and Arts and Culture Lewiston Auburn (ACLA). At the outset of the project, in August 2015 an overarching goal was agreed upon: Discover creative strategies that support innovative economic development and increase the value, reach and relevance of Lewiston Auburn arts and cultural assets. Guided by a steering committee and multiple forms of public input this document reflects the preferences and priorities of the community. In April and May 2016 initial drafts were reviewed, discussed and fine-tuned by the steering committee. In June 2016 the finished plan was accepted by LA Arts.

Cultural Plan LA illustrates that the arts bring much more than economic development and quality of life improvements. Arts and culture provide the historic twin cities with positive revelations of their current personality and charm. The arts have the ability to create new cultural understanding between populations. Arts and culture animate places that people are excited to call home, places that attract innovation, creative people, and lead in cultural growth.

PURPOSE

The purpose of Cultural Plan LA is to deliver a clear, realistic, and authentic vision for cultural and creative vitality of LA. The plan identifies opportunities for collaborations and partnerships between sectors that will further the objectives of wider community agendas.

Cultural Plan LA serves as a roadmap for cultural development with strategies established around five priorities that transpired from broad community input. Cultural Plan LA outlines a comprehensive set of objectives, strategies, and action steps designed to bring community ideals to fruition.

CONTEXT

LA's location and urban environment maintains a close connection to natural beauty. The cities are bisected by the Androscoggin River, have downtown scenic waterfalls and are surrounded by working farms, lakes, streams, bogs, forests, and trails. Situated next to the interstate, made accessible by well-maintained road networks and an airport and a railroad positions LA well for attracting businesses and tourism. There is great potential in attracting increased cultural tourism as 65% of Maine's population lives within 30 miles of LA (*Auburn Lewiston Municipal Airport*).

LA is one of Maine's largest and most diverse urban centers with a combined population of 59,647 people, 10% being non-white residents (source: Legacy Lewiston 2015). Contrasting to Maine as a whole LA has a substantial young population. Many attend the colleges, universities, and trade schools in LA. These students are tomorrow's drivers of the creative economy, an economy that LA is striving to cultivate.

LA was originally built on a vibrant mill based economy that employed thousands of immigrants. From 1850-1950s LA was a hub for textile and shoe manufacturing. As manufacturers began relocating first to the south and then overseas the large commercial buildings were left vacant and the main streets department stores moved out of the downtown core. The resulting economic and population decline lasted for many years and greatly affected the communities sense of place. In the early 1990's the City of Lewiston obtained ownership of the empty Bates Mill complex and eventually sold all but Mill #5 to developers. Since then LA has seen a steady resurgence of growth. In 2002 and 2006 LA led the state of Maine in economic development activity (Maine Department of Economic and Community Development). A 2006 KPMG International study measured the cost of maintaining and locating a business; Lewiston ranked first among the New England communities in the study. In 2007 The National Civic League awarded the "All American City Award" to Lewiston. The national competition "recognizes communities whose residents work together to identify and tackle community-wide challenges and achieve measurable, uncommon results." The plethora of arts and cultural offerings in LA attracted the attention of author John Villani who listed the twin cities in his book Top 100 Best Small Art Towns in America: where to Discover Creative Communities, Fresh Air, And Affordable Living. Also notable is twenty-million dollar upgrades in underground fiber optics.

Lisbon Street has seen revitalization with ethnic shops and restaurants opening and the public art installation of Charlie Hewitt's 'Lewiston Rattle'. Major employment sectors in LA are healthcare, financial services, education, warehousing and distribution, telecommunications, and precision manufacturing. The cities house a growing number of artisans and makers who have discovered LA's built infrastructure. The former Hill Mill in Lewiston has a creative cluster of businesses operating including silk screen printers, cabinet makers, and guitar makers. Other craft businesses in LA are galleries, studios, leather goods, fashion design, high-end shoe manufacturing, textile weavers, craft breweries, furniture manufacturing, and others. LA's built environment is ideal for artisans and makers.

In 2002 Auburn revitalized its riverfront by creating a public park and performance space called Festival Plaza along the Androscoggin River. The park includes two water sculptures designed by Ross Miller. This creative development happened with the creation of the scenic Auburn Riverwalk that meanders along the shore front. The walk features flower gardens, art, views of Great Falls and the Lewiston skyline, and it connects to the Lewiston Auburn Walking Bridge and Simard-Payne Park which doubles as a festival site.

Who Will Lead and Monitor Plan Implementation?

LA Arts will serve as a guide and facilitator for Cultural Plan LA implementation in cooperation with ACLA and the municipalities. More partners from the non-profit, public and private sectors will be engaged to assist with and support next steps. LA Arts is being awarded \$50,000 from the NEA Our Town grant to initiate a project titled: Lewiston Auburn - A Place for Makers: Past, Present, and Future. Transformation through

Artisan-Based Manufacturing. This project will initiate Cultural Plan LA implementation with funding slated for makerspaces, popup stores, artisan maker professional development, branding and marketing centered on LA's rich history of makers. LA Arts will apply for the Creative Communities = Economic Development Phase 2 grant as well as other grants to help fund aspects of the plan.

As lead organization LA Arts will strive to connect cultural development to regional development goals. With dedicated partners like ACLA, Androscoggin Valley Council of Governments (AVCOG), Bates College, Lewiston Auburn Economic Growth Council (LAEGC), Maine College of Art (MECA), and the municipalities LA Arts will facilitate the cultural sector's role in broader agendas essential to regional progress and quality of life. As overseer of Cultural Plan LA they will measure and report progress annually.

WHY LA ARTS?

LA Arts is a non-profit organization founded in 1973 with the vision of enriching the lives of people in the community by sponsoring the partnerships, programming and experiences of the arts in all forms. In the 1990's, recognizing the role LA Arts played in advancing cultural development, the municipalities of Lewiston and Auburn Designated LA Arts as the Local Art Agency serving the LA area (*Legacy Lewiston 2015*).

Inspire and engage a vibrant community through arts and culture.

The mission of LA Arts

Over time, LA Arts has evolved from a local arts agency providing arts and cultural programming and established itself as a key player in community development across the LA area through promotion and advocacy for LA's arts and cultural assets.

LA Arts facilitates collaboration across various sectors of the community through engagement with community leaders, the local business community, and other arts and cultural organizations in order to raise awareness and expand opportunities for participation in the arts. LA Arts works to integrate creative assets into the fabric of the community thereby cementing the role of arts and culture as integral components to a thriving community and resilient economy.



Arts & Culture Lewiston Auburn (ACLA)

In 2013, in an effort to stimulate collaborative economic and cultural development, LA Arts initiated the bringing together of local arts and cultural institutions to coalesce around a common goal, thereby establishing Arts and Culture Lewiston Auburn (ACLA). ACLA operates as an independent committee whose mission is to “strengthen and support the arts and culture in the Lewiston/Auburn area and to further economic and cultural development in the region” (ACLA).

In the competitive world of grant funding, community partnerships are often times not only encouraged, but required as a means of demonstrating broad support and collaboration around a project. With this in mind, now is an ideal time for ACLA to kindle their momentum with Cultural Plan LA.

ACLA is made up of representatives from the following entities:

- Androscoggin Historical Society
- Artwalk Lewiston Auburn
- Atrium Art Gallery at USM LAC
- Auburn Community Concert Band
- Auburn Public Library, Bates Arts Collaborative
- Bates Dance Festival
- Bates Museum of Art
- Community Little Theater
- Emerge Film Festival
- Franco-American Collection at USM LAC
- Franco Center
- LA Arts
- Lewiston Public Library
- Maine Music Society
- Midcoast Symphony Orchestra
- Museum L-A
- The Public Theatre, and Youth Orchestra of Lewiston-Auburn

Why Cultural Plan? Why Now?

Advances in technology over the past decade enabled development of new and low-cost methods for tracking and measuring the economic impact arts and culture have on local economies. Today,

arts and culture, often referred to as the creative economy, are broadly recognized as viable tools for economic development. Communities now have access to a growing body of data to support planning initiatives aimed at cultivating the creative economy.

Both Lewiston and Auburn recently completed Comprehensive Plans recognizing arts and culture as necessary components to social well-being, community building, and continued revitalization and creative economic growth.

To remain competitive in an innovative global market, cities need to provide an adequate environment that attracts creative capital. Characteristics of competitive environments include arts and cultural resources, entertainment options, aesthetic streetscapes and walkways, community interaction, educational assets, and recreational amenities. Cultural planning can help communities address opportunities for development that span and enhance important public agendas:

Community Building: Cultural events, places, and public artwork give the community a sense of place, pride in history, new ways to meet, new ways to understand each other, and breaks down stigmas, social isolation and other social barriers.

Downtown Revitalization: Cultural districts and creative clusters support building reuse. Culture breeds creative thinking, problem solving, and new businesses. Public art, venues, events, and street performers attract tourism and commerce.

Economic Development: Culture appeals to travelers, creates tourism and exposes the city to potential new residents. Culture attracts creative people, businesses, and employers. Current innovative economic development strategies include: arts oriented incubators, branding, cluster based development, creating cultural districts, cultural planning, cultural public venues, events, live/work projects, neighborhood revitalization, promotion of assets, public art, and urban design and reuse.

Lifelong Learning: Culture creates opportunities for people of all ages and socio-economic statuses to experience and learn creative thinking and new ideas.

Public Health: Culture enhances therapies through artistic experience, self-expression, promotes self-discovery, and helping people see the world through a different lens.

Public Safety: Culture creates pride in place, positive outdoor venues and public meeting places that residents feel ownership over. Culture alters the lives of at risk populations through education and positive community interaction. Culture reduces social isolation that distances community life.

Now is an important time to gather the creative potential that LA holds and focus it to create an identity that reflects LA's history, present, and future. This collaborative effort will increase awareness of the importance of the arts in economic development and its role in increasing quality of life and social well-being

Methodology

The cultural planning process is a valuable exercise for any community. By bringing together sometimes seemingly disparate sectors of a community, cultural planning helps to establish collaboration and leadership around common goals of revitalization and community building. As with similar planning activities, the cultural planning is a powerful process in and of itself that can promote unity and reciprocity across community sectors.

The priorities, objectives, and strategies laid out in Cultural Plan LA were generated through a series of equally important steps over the course of approximately 10 months. Each step built upon the foundation of information provided by the community at the prior phase. Consultations and conversations focused on five key stages of assessment:

Initial Research

Initial research included examining existing plans to ensure Cultural Plan LA builds on and links to the current LA goals, visions, and agendas. The following documents were studied:

AVCOG Comprehensive Economic Development Strategy
2015

Auburn Comprehensive Plan 2010

New Auburn Master Plan 2009

Legacy Lewiston Comprehensive Plan 2015

Lewiston Riverfront Island Masterplan 2010

Cultural Plan Lewiston Auburn 1996

Auburn School Department Strategic plan vision and goals

Lewiston School Department mission, beliefs, vision

Lewiston Auburn Economic Growth Council Strategic Plan
work

Auburn Public Library mission, goals, programs

Lewiston Public Library 2009- 2013 strategic plan and
programs

Bates College strategic priorities, mission, and outlook

Bates Arts Collaborative mission, context, and annual
report

Online research scans on ACLA; Androscoggin Historical Society; Androscoggin Land Trust; Bates Dance Festival; Bates Museum of Arts; Community Little Theater, creative businesses; Emerge Film Festival, Franco Center; Great Falls Balloon Festival; Great Falls Brew Fest; LA Arts; LA Metro Chamber; Museum LA; New England School of Metalworking; secondary education institutions; The Public Theater; UMVA Lewiston Auburn; Young Professionals of the Lewiston Auburn Area.

Within the research there is a common thread that supports the development culture to further goals of attracting innovation and creating a high quality of place.

- 2010 Auburn Comprehensive Plan Cultural Recreation Vision: Provide a rich diversity of cultural amenities with a focus in multi-use community space and the promotion of arts and festivals.
- 2015 Androscoggin Valley Council of Governments Comprehensive Economic Development Strategy. Economic Drivers: Entrepreneurship and Innovation. The creative economy, entrepreneurship and innovation drive our quality of place.
- Lewiston Auburn Economic Growth Council Vision: A community that embraces, attracts, and fosters a well-trained, educated, and engaged citizenry, with skills of all types to meet our current and future economic demands. A community that fosters entrepreneurship, innovation, and the continued formation of Maine's most desirable place to live, learn and work.
- Legacy Lewiston Comprehensive Plan 2015 Vision: Building on the City's rich heritage, the vision for Lewiston is to generate new vitality and innovation within its urban core and neighborhoods.
- 2010 Riverfront Island Master Plan Vision: a common vision has emerged for Riverfront Island as an urban, recreation-oriented destination that serves as a cultural center and destination for the Lewiston-Auburn community and for the broader region.

DATA COLLECTION

Qualitative: Community Voices

LA Arts hosted a launch steering committee meeting and four Community Conversations with key stakeholders including artists and cultural organizations, business leaders and municipal representatives, youth at the Tree Street after school program, and students at Edward Little High School. The conversations identified community perspectives on LA's cultural strengths and the realities that need to be addressed. The community shared visions of the future of LA including

what they would like to see developed and improved and who should be involved. Insights were also collected during discussions at steering and guidance committee meetings. Consultations targeted a widespread array of opinions from different stakeholders in the community. What follows is a summary of strengths, realities, and aspirations that emerged from these dialogues.

Strengths

Population. LA is home to a diverse tapestry of people. Participants expressed that there is a strong entrepreneurial spirit in the community. LA filled with passionate people and Yankee ingenuity. A connectivity between generations exists. LA is a safe community, it is friendly and fun loving. It is a good place to raise a family.

Natural Beauty & Location. LA is a unique city as it is surrounded by forests, farmlands, parks, bogs, lakes, rivers and streams. Mount Apatite in Auburn has trail networks and mineral mining. Thorncraig Bird sanctuary is the largest in New England. Downtown Lewiston has a riverfront island carved out by the canal network. Auburn has a scenic downtown Riverwalk. Both cities share views of Great Falls, heritage trails and a walking bridge that spans the Androscoggin River. LA's geographic location is accessible by interstate, railroad, and by airplane. It serves as the regional economic and cultural center.

Affordability. LA housing and commercial infrastructure is affordable compared to other cities. There is a lack of gentrification which is attractive to artisans and entrepreneurs looking for affordable spaces to work and to live.

Cultural Institutions. LA has many cultural venues offering an array of opportunities for visitors and residents including theaters, performance halls, libraries, museums, and festivals. Lewiston is home to the Basilica of Saints Peter and Paul, New England's second largest church. Bates College is the oldest college in New England and offers the public an art museum and performances in music, dance, and drama.

Historic Value. LA has rich stories to share of immigrations, productivity, decline, and renaissance. Historic infrastructure from the textile era, churches, and other structures still adorn the streetscapes. This historic industrial feel is attractive to creative types.

Realities

Information Break-Down. Participants expressed that the twin cities need to agree on a brand and a vision. The community needs to advocate more for culture. There is a need to increase cultural tourism and great potential to do so. Existing cultural assets need more collaborative marketing and more promotion strategies.

Need to Educate on Value of Arts. A large portion of the

general population does not realize the arts are a valuable economic driver and community building tool.

Negative Image. Participants agreed that there is widespread self-deprecation and lack of community pride. It is notable that newcomers have positive views of the cities.

Cultural Dissonance. There is strong concern that sub

groups are marginalized. There is a need for education and celebration of cultural diversity that will help build new understanding.

Accessibility. Participants expressed that there is a need to increase accessibility by increasing information about cultural events and finding ways to break down other barriers such as social and financial

concerns.

Downtowns. Many comments stemmed from a concern about downtown infrastructure. People feel that LA needs better lighting, an improved riverfront, opening up the canals for public use, more downtown building reuse, more public art on both sides, increased walkability, and more trees.

Aspirations

Place-making and Public Art. The importance of creating a stronger sense of place and pride in place was heavily emphasized at all the meetings. Aspirations included increasing public art along trails and in the downtowns. Creatively lighting the walking bridge and other landmarks. Celebrating the history of the area by finishing the heritage trail. Celebrate old and new through public art. Revitalizing the downtown by developing the canals. Planting food forests in parks. Connect river trails, parks, walking bridge, and waterfronts into a complete walk with art along the trail to connect the cities and attract tourism.

Cross Sector Collaborations. Participants felt strongly about increasing collaborations between the sectors. Suggestions included: a cultural representative on both city councils. A unified brand that highlights arts and culture and is adopted as a primary marketing tool by LAEGC, LA Metro Chamber, and both cities. All local arts and cultural resources integrated with the schools. Arts integrated into non arts businesses. Celebrations of student artists in the community.

Arts Education. The benefits of arts education are

strongly valued. It was expressed in multiple ways that there is a need to connect the k-12 students to the local arts and cultural scene. There is also a need for professional development opportunities for artisans and aspiring artists.

Branding. It was made clear that LA needs a positive messaging system; a brand that unifies the cities and highlights its creative sector. A brand that has the power to attract creative capital and rekindle the innovative history of LA.

Events. Participants want more visibility of existing events to attract people from surrounding communities and to attract locals who do not usually attend. Increased cultural opportunities in the winter and summer months. More events in parks and plazas such as outdoor music, film, arts and crafts vendors. A multicultural festival, a festival to connect artists to patrons, and multi-generational activities celebrating diverse cultures. The participants want to see more events offered during the day to make it accessible for seniors, teens, and families.



Quantitative: Surveys

The consultant team designed and issued three customized surveys tailored to address the unique values and priorities identified through community meetings discussed above. The surveys were constructed to draw feedback from three distinct populations: the general public; artists and makers; and creative businesses and cultural organizations. The LA Public Opinion Survey focused on the value, reach, and relevance of arts and culture in LA while the Artist and Maker Survey, and the Creative Businesses and Cultural Organization surveys were designed to assess needs, challenges, and perspectives of LA's creative professionals and businesses.

With a comprehensive distribution network established by the steering committee, surveys were made available online and in paper form across the LA community. The steering committee worked to ensure broad representation making surveys easily accessible for hard to reach populations including those the elderly, people with disabilities, new immigrants, refugees, and others target populations. Surveys were promoted through an extensive marketing campaign led by LA using local press outlets, social media, flyers, business cards with survey links, and e-blasts through the steering committee networks, and phone calls to creative businesses and organizations. Hard copy surveys were made available at Auburn City Hall, Auburn Public Library, Gritty's Pub, Lewiston City Hall, Lewiston Public Library, Forage Market, Grant's Bakery, Tree Street and Wicked Illustrations Studio and Gallery. In total, over six hundred responses were gathered in the ninety-day period: 472 public opinion surveys, 91 artisan and maker surveys, and 28 creative businesses and organizations surveys. In addition to this at the end of each community conversation participants filled out a questionnaire to further explore their perceptions of LA cultural resources.

IDENTIFYING PRIORITIES

Priorities and objectives were identified through careful analysis of qualitative and quantitative data. The recommended priorities were vetted with LA Arts, the Guidance Committee and Steering Committee. All participants of the launch meeting and four community conversations meetings were invited to attend the public forums to review the data findings and priority recommendations. Community feedback was sought after and integrated into the plan framework to help ensure the priorities reflect the needs and aspirations of LA.

Refining the Draft Plan

This entailed discovering new ways to address LA's issues, build on existing strengths, capture opportunities, and work toward aspirations. Potential strategies were presented, reviewed and developed with the Guidance Committee and Steering Committee at four public meetings.

LA Arts, Heritage, & Cultural Vision

CULTURAL PLAN LA'S IMPLEMENTATION WILL CONTRIBUTE TO THE FOLLOWING:

1. Increased awareness of LA creative resources and recognition of the economic and quality of life enhancements provided by arts and cultural resources.
2. As one of Maine's largest communities, LA is poised to position itself as a hub for cultural and creative activity by supporting existing assets and defining new and exciting opportunities for cultural engagement.
3. As the community continues to face pressures of shifting economies LA can respond by encouraging workforce ingenuity and by strengthening and building on its thriving network of makers, artisans and creative professionals.
4. LA's population is currently composed of high rates of young people and families, as well as high rates of elderly. Increased arts and cultural learning experiences initiate ripple effects including higher student SAT scores, social well-being, and enhanced quality of life.
5. LA municipal leaders recognize the benefits brought by a thriving creative economy and use arts and cultural assets as tools for community revitalization, development, and as a means of establishing local economic resilience. Municipal planning and development decisions are immersed in cultural and creative aspects producing a metropolis that has engaging and inviting spaces throughout the community.
6. LA's population rich in ethnic diversity, poising LA to establish itself as a leader in cultural awareness and inclusivity by promoting and providing opportunities that celebrate LA's unique cultures.
7. Culture is woven into the social, environmental, and economic life.

Guiding Principles

LA Arts cultural and heritage development is grounded in these shared beliefs:

- ✓ Arts, culture and heritage are essential elements in the vitality of the region.
- ✓ Accessible and affordable offerings should be available to all residents and visitors.
- ✓ Cultural and heritage offerings should reflect and be relevant to LA residents of all ages, backgrounds and all socio-economic levels.
- ✓ Collaboration and communication within the cultural, business, and municipal sectors is essential.
- ✓ Arts and cultural learning experiences should be available to all.

LA Public Opinion Survey Data

The LA Public Opinion Survey was conducted with the aim of establishing a detailed analysis of the preferences, values, and behaviors of the general public in and around LA as they relate to LA's arts and cultural offerings. The survey was designed to provide insight on the public's perception of arts and culture in the LA area and to better understand the challenges and opportunities faced by the LA community.

Survey methodology incorporated strategies for promotion and distribution to assure a representative sample of respondents (see Methodology for details) that reflects the general population in terms of demographics. Results are based on a total of 476

responses achieving a margin of error of 5% overall. At least 70% of survey questions had to be completed for a survey to be counted. Questions about respondent's income, employment, ethnicity, and address contained the most missing data and therefore have a slightly higher margin of error. All questions were completed by at least 70% of the 476 total respondents.

DEMOGRAPHICS

Location: LA residents make up the majority of respondents with 47% from Lewiston, 32% from Auburn, and 21% from other Maine towns reaching as far north as Rumford, and as far south as Biddeford.

Age: Individuals age 24 and below account for the smallest portion of respondents with only 6% falling into this age group. 28% of respondents were age 25 – 44; 40% were age 45 – 64 making this the largest age demographic; and the remaining 26% were age 65 and above.

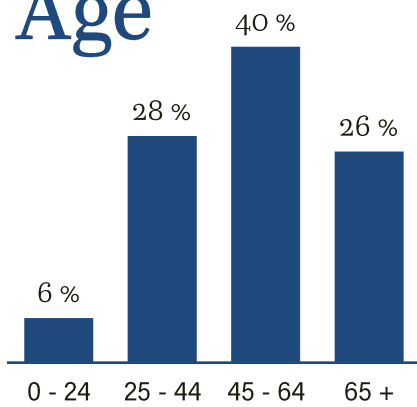
Lewiston respondents tended to be younger (44% of Lewiston respondents were under 45 years of age as compared to 34% of total respondents) and were more likely to have children under the age of 18 living at home than those coming from other towns. At the same time, only 27% of Auburn residents were under age 45 with those age 45-64 accounting for 53% of Auburn respondents, and those age 65 and above making up the remaining 20%.

Income & Employment: Income data should be regarded with a slightly higher margin of error as only 72% (343) of respondents provided information about their annual income. Of those responding, 21% earned an annual income of less than \$29,999 or less; 35% earned \$30,000 - \$59,000; 24% earned \$60,000 - \$89,000; and 17% earned \$90,000 or more. The remaining 3% indicated that they were full-time students.

Results indicate that 68% of respondents were employed. Of those employed, 14% (9% of all respondents) were self-employed and 12% (8% of all respondents) were employed part-time rather than full-time. Retirees account for a quarter of all respondents and students make up another 4%. 2% of respondents were unemployed.

Ethnicity: 93% of respondents identified as white/Caucasian; 3% as black/African American; and 2% as mixed race/multiple. The remaining 3% of respondents identified as either Hispanic or Latino origin, native American/Alaskan native, or Franco-American, each accounting for about 1% of respondents.

Age

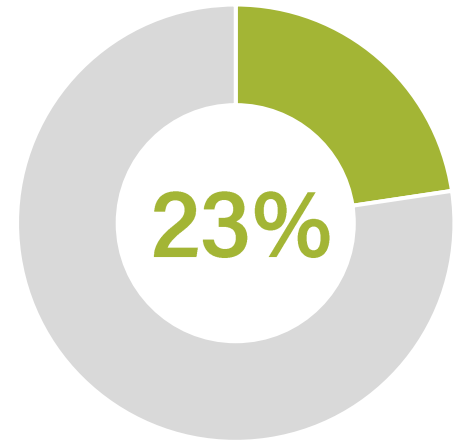


476 Total Respondents

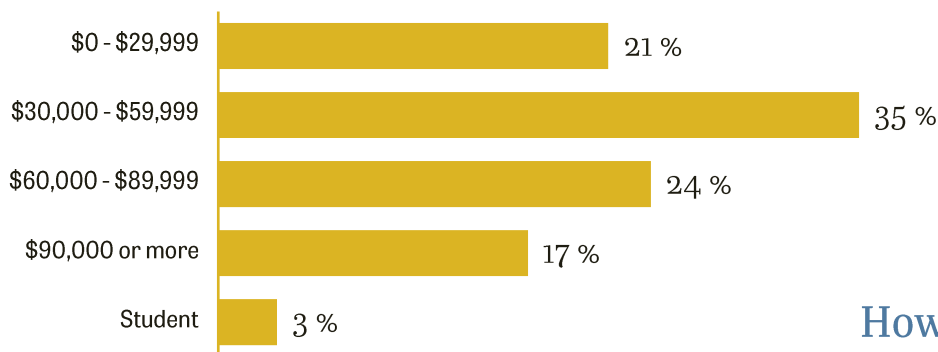
Gender

Male 48 %
Female 49 %

Repondent's with school age children living at home



Annual Income



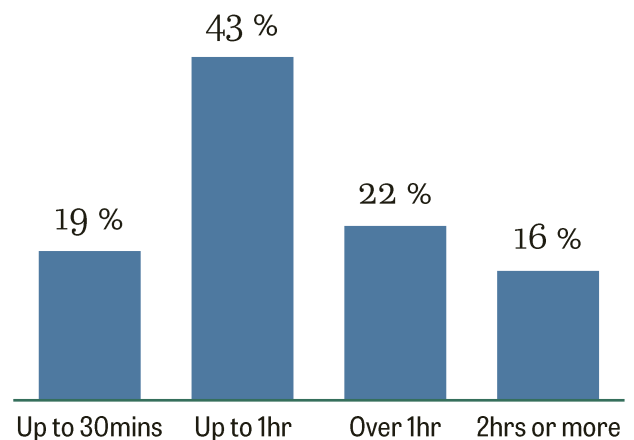
How far will you travel for arts & cultural offerings?

Where are respondents from?

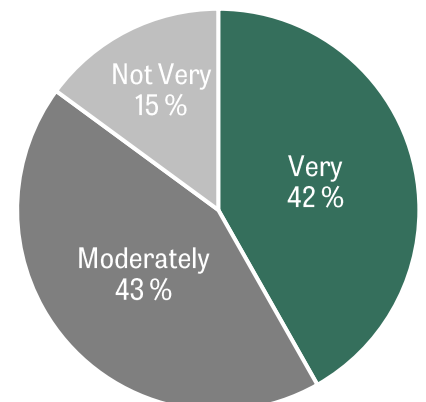
Outside LA 21 %

Lewiston 47 %

Auburn 32 %

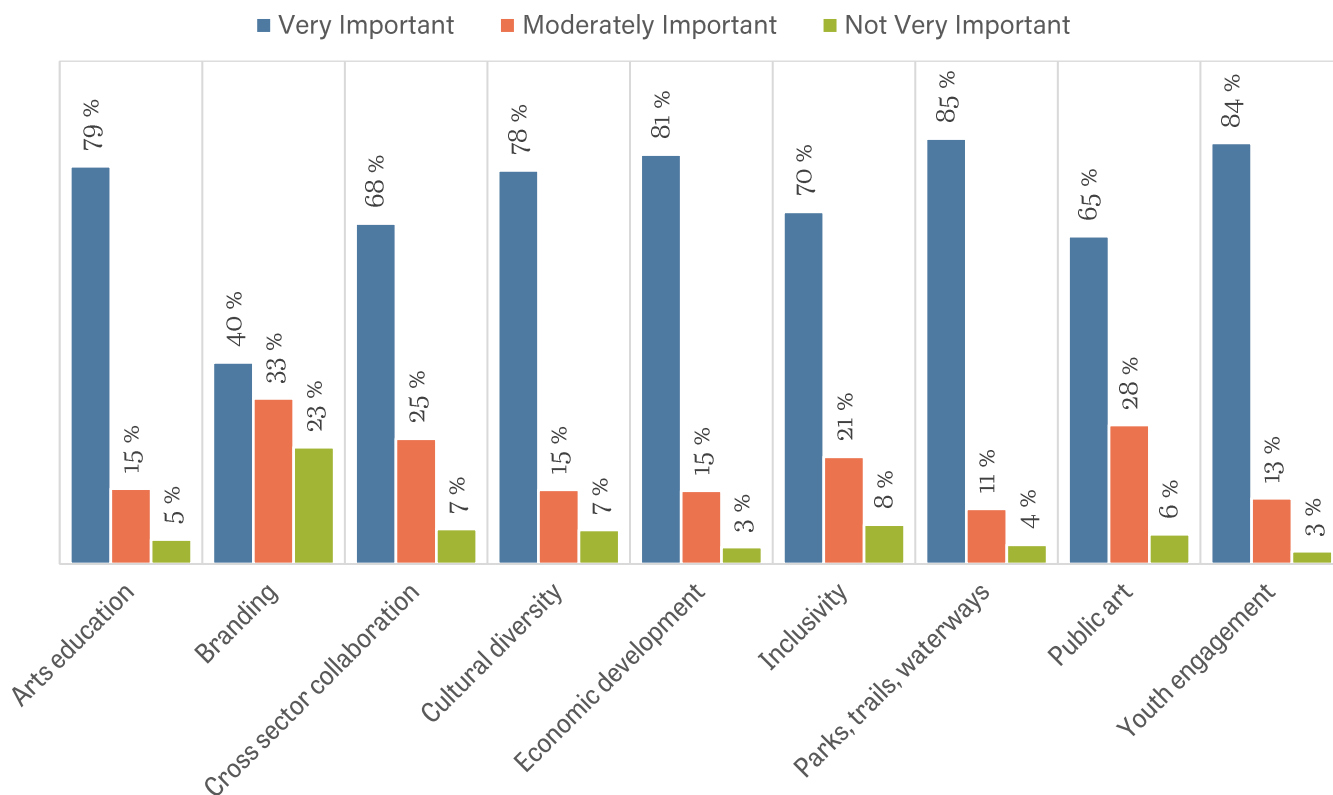


How aware are you of information about arts & cultural offerings?



VALUES & PRIORITIES

The role of arts and culture in the LA Area



Respondents were asked a series of questions designed to shed light on the public's priorities and aspirations and the role arts and culture might play in furthering community goals. When asked about what role arts and culture should play in the LA community, *contribute to quality of life* and *contribute to the positive image of our community* earned the greatest support from respondents with 73% of respondents indicating that they strongly agree and another 23% indicating that they agree that these should be products of arts and culture in LA. Respondents also showed overwhelming support for the following items with fewer than 10% of respondents expressing disagreement or neutrality:

Encourage & increase collaboration – 62% Strongly Agree, 32% Agree

Add to economic vitality – 60% strongly agree, 34% Agree

Attract talent to the workforce & community – 60% strongly agree, 33% agree

Promote opportunities to visitors & tourists – 59% Strongly Agree, 34% Agree

LOOKING TO THE FUTURE

In order to gauge the relevance of priorities identified through the launch meeting and community conversations with the general public, respondents were asked how important each priority is to the future of the LA community.

Branding scored significantly lower than other items with 55% of respondents identifying branding as being not

very or moderately importantly. In addition, branding was the only item left blank by a number of respondents. All other priorities were identified as either very or extremely important by at least 60% of respondents.

Parks, trails, & waterways, *youth engagement*, and *economic development* were the highest ranking priorities and were very or extremely important to at least 80% of respondents.

Over three quarters of respondents feel that *arts education* and *economic development* are very or extremely important.

Support for arts & cultural initiatives

Survey results demonstrate strong support for many initiatives proposed to respondents. *Community arts center* was the most widely supported initiated with 84% of respondents indicating that they would be in favor of this initiative. Other popular initiatives were *co-making space*, with 82% of respondents in favor, and *multicultural festival*, with 78%.

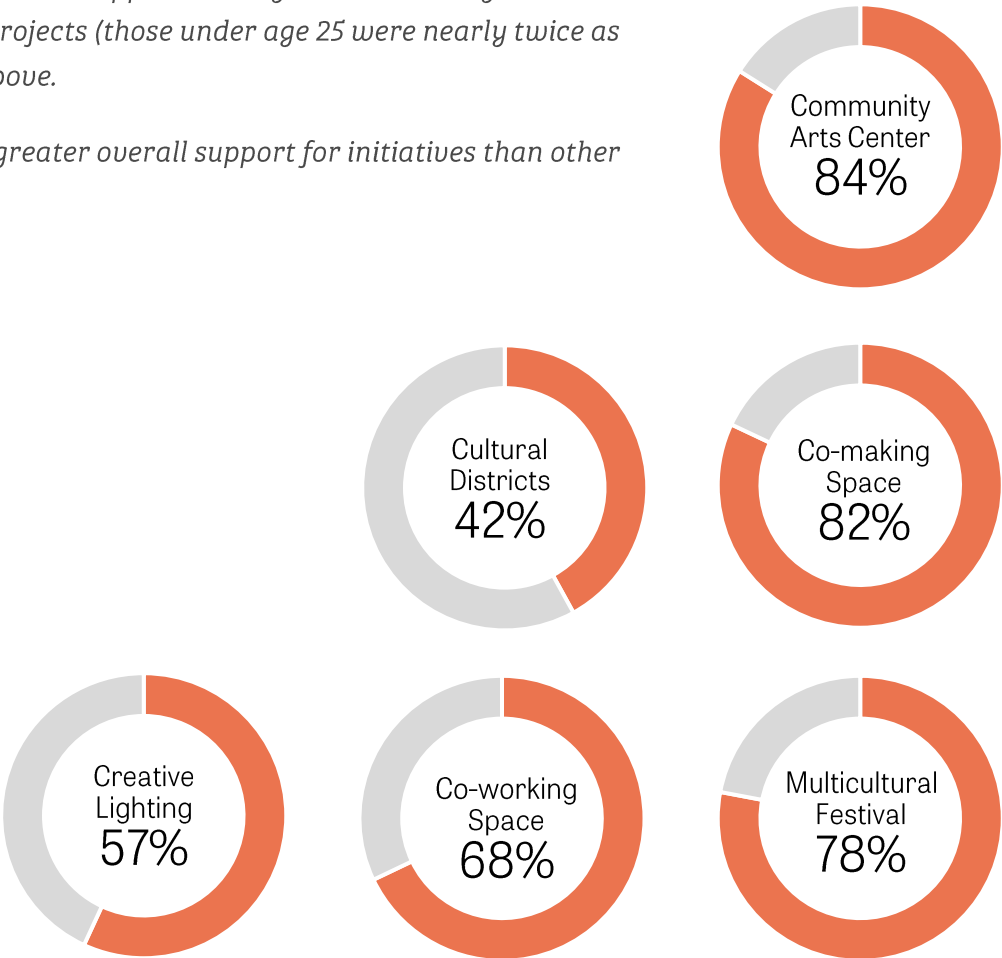
69% of respondents said they would be in favor of municipal support for these initiatives.

Support for initiatives varied little across economic, geographic, and social demographics. Despite correlations mentioned below, data changed little across demographic groups.

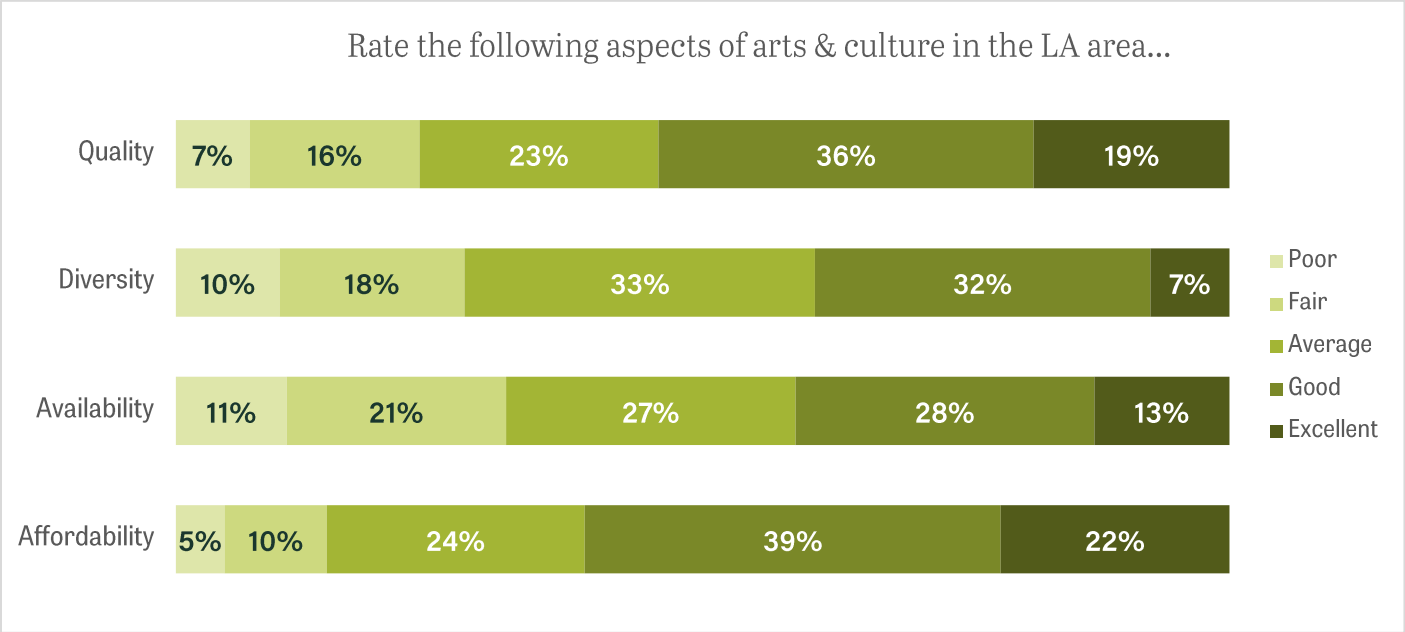
Those living outside the LA municipalities tended to express greater support for all initiatives but Creative Lighting Projects.

Respondents under the age of 45 were approximately 20% more likely to show support for Creative Lighting Projects (those under age 25 were nearly twice as likely) than those age 45 and above.

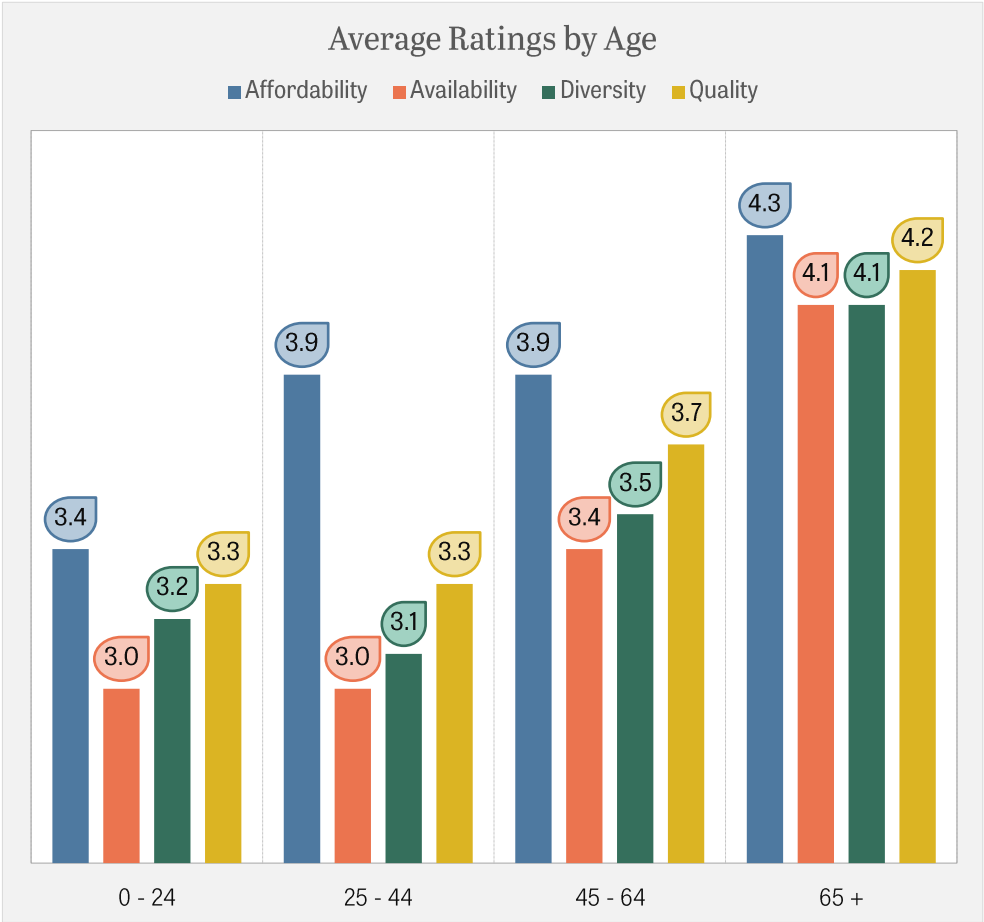
Respondents age 25 – 44 show greater overall support for initiatives than other age demographics.



Perspectives on LA arts & cultural offerings



Respondents were asked to offer perspective on how LA arts and cultural offerings stack up against similar communities in regards to quality, diversity, availability, and affordability. Data shows that quality and affordability were rated more favorably overall than diversity and availability. Furthermore, while quality and affordability earned 55% and 61% above average ratings respectively, approximately 41% of respondents found the availability of offerings to be above average and only 39% feel offerings are above average in their diversity.



Average Ratings by Age of Respondent

There is a clear correlation between respondents age and average rating. This holds true across all four aspects of arts and cultural offerings with respondents age 44 and below expressing far lower opinions of LA arts and cultural offerings than those age 65 and above. Ratings varied greatest for availability and diversity.

It is worth noting that older respondents showed far higher rates of participation in arts and cultural offerings than younger respondents and might therefore have more experience to base such ratings on.

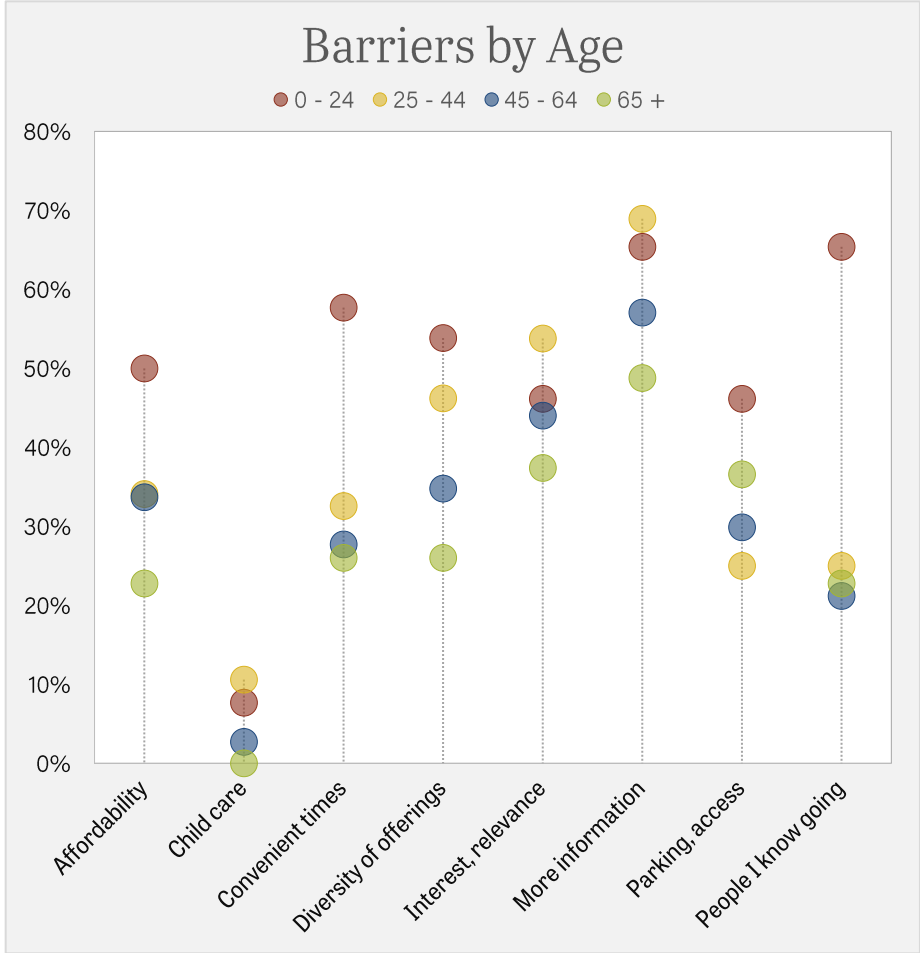
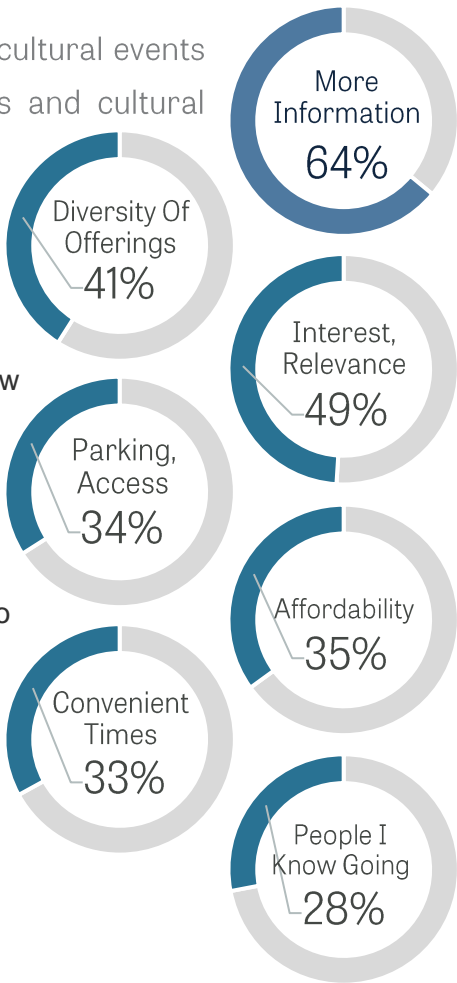
Barriers to participation

Respondents were asked what would allow them to attend arts and cultural events more often. The most common barrier to participation in LA arts and cultural offerings was a lack of information. 64% of respondents indicate that having more information about events would help them attend events more often.

20%
of respondents with school-age children at home identified child care as a barrier.

While only 5% of respondents identified the availability of child care as something that would allow them to attend events more often, unlike others barriers listed, child care is only relevant to those respondents with school-age children living at home accounting for 23% of total respondents. Of those respondents with school-age children at home, 20% indicate that they would be more likely to attend events if affordable child care was available.

25% of Lewiston respondents with school-age children at home say they would attend events more often if affordable child care was available compared to 15% Auburn respondents and only 7% of those with school-age children living outside of LA.



RESPONDING TO THE NEEDS OF VARYING AGE DEMOGRAPHICS

The Lewiston Auburn population is interesting in that it has high rates of elderly, as well as high rates of youth. Like the rest of Maine, the LA community faces the growing challenge of an aging population with the rate of people age 65 and over exceeding the national average by nearly seventeen percent in Auburn (15.2% of population), and nineteen percent in Lewiston (15.5% of population). Interestingly, Lewiston is also home to large number of families with young children. Children under age 5 representing over 7% of Lewiston’s population, exceeding the national average by eleven percent and the State average by a whopping

thirty-eight percent. Though this age demographic is less significant in Auburn, with children under five accounting for about 6% of the total population, it still exceeds the State average by seventeen percent. Additionally, the rate of people under the age of eighteen is about seven percent higher than the state average in both Lewiston and Auburn. Exploring correlations across specific barriers and respondents age and applying that knowledge in program development and marketing can help increase access for all ages.

Respondents age 24 and below showed greater sensitivity to all barriers except for more *interesting & relevant events*. Results indicate that those in this and below are more likely to attend an event if they know other's that are attending. 65% of respondents in this age group identified *more people I know going* as a barrier putting the prevalence on par with *more information*.

Respondents age 25 – 44 were hindered more by a lack *of interesting & relevant events* than any other age demographic.

Retirees, who account for a quarter of all respondents, were impacted by *parking and accessibility* far more than respondents as a whole with 50% of retirees indicating that they would attend events more often if there was better parking and accessibility.

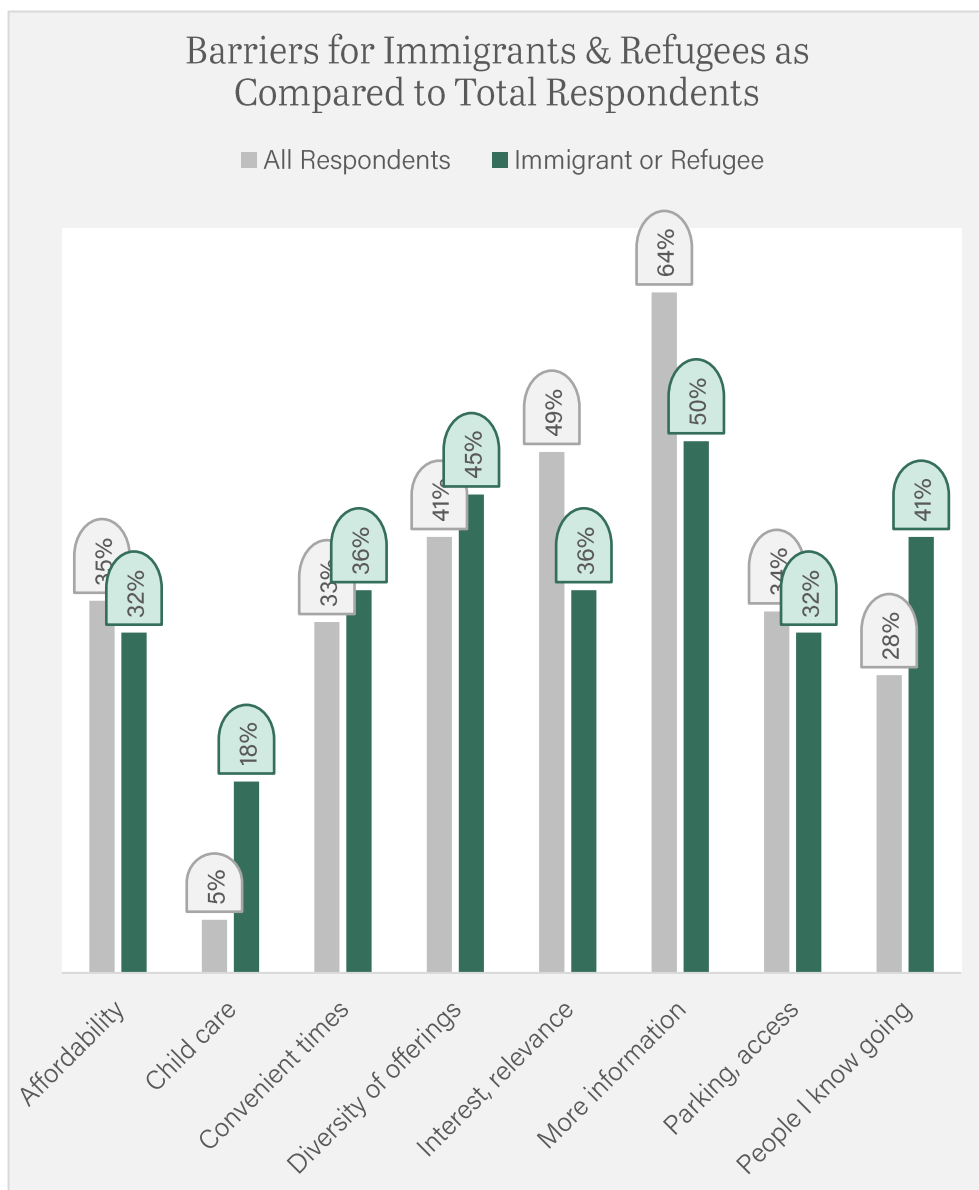
BARRIERS FOR LA'S IMMIGRANTS AND REFUGEES

LA is home to one of Maine's largest populations of immigrants and refugees. Reducing barriers for those that have immigrated to the LA area from another country is an essential part of bridging cultural divides.

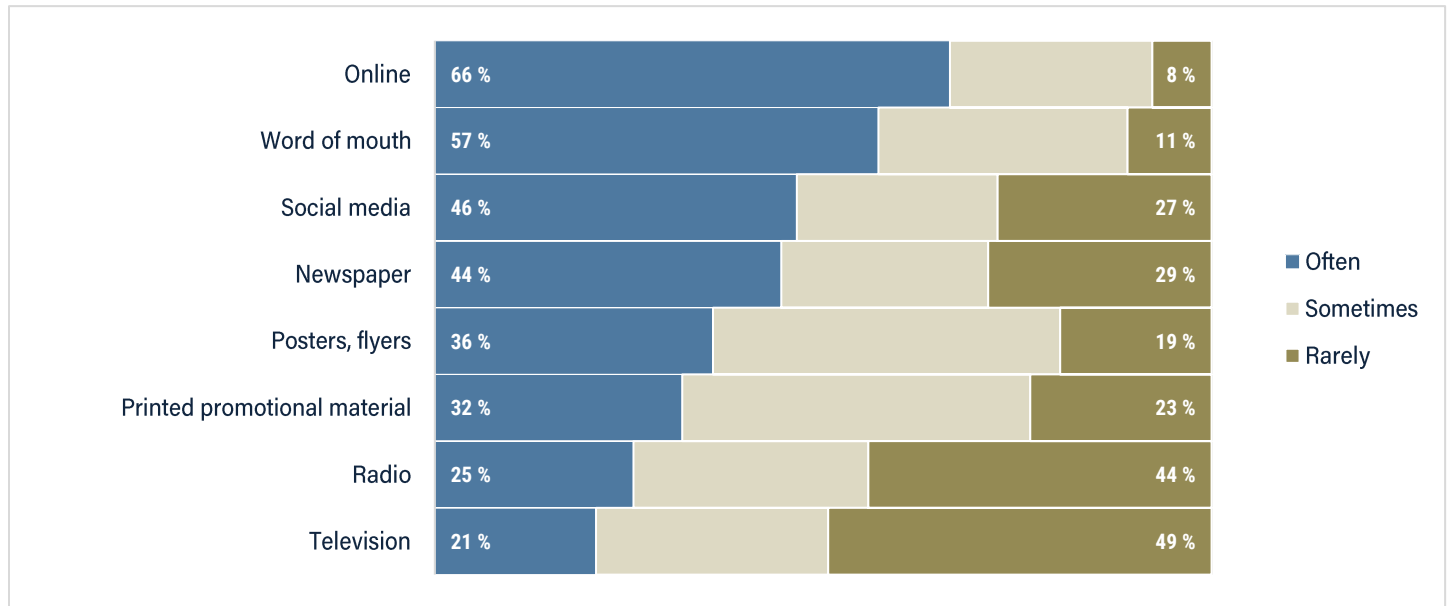
Data shows that the availability of affordable child care is more likely to impact those that came to LA as an immigrant or refugee than respondents overall with 18% of immigrants and refugees indicating that child care poses a barrier compared to 5% for respondents overall.

Furthermore, in looking at only those respondents with school-age children at home, this number rises to 30%.

Like younger respondents, immigrants and refugees are also more likely to attend an event if somebody they know is attending.



Where do people go for information on arts & cultural offerings?

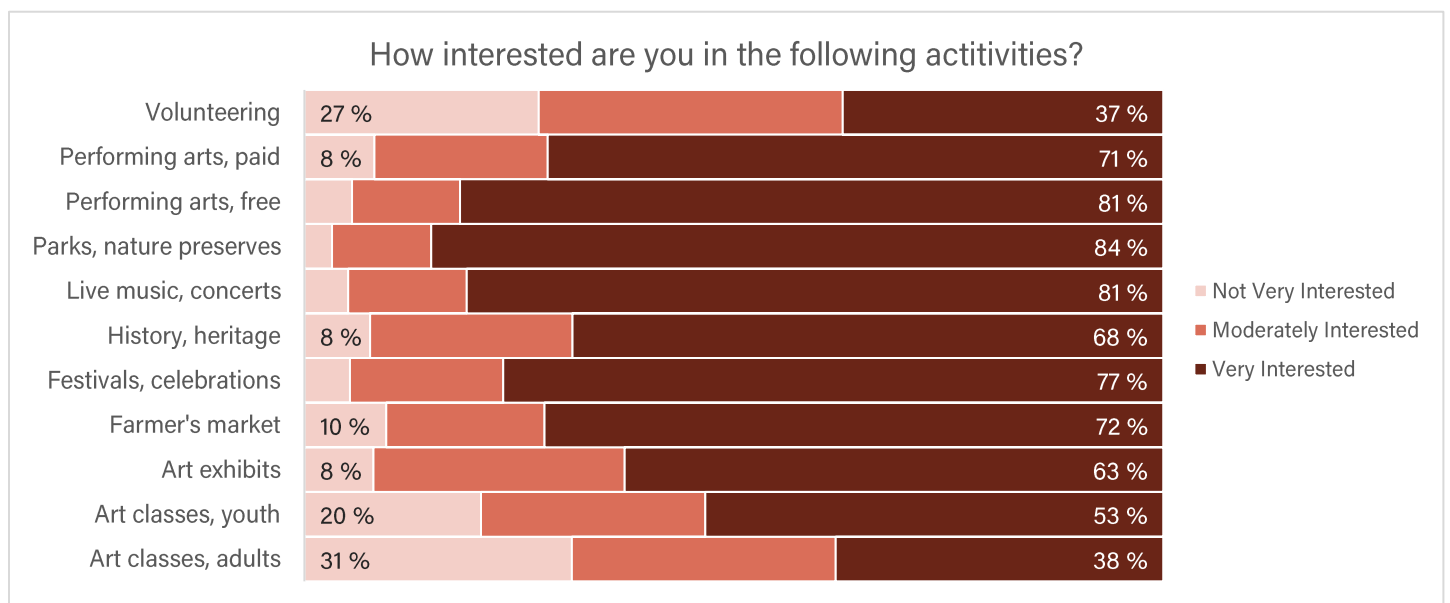


With a lack of information coming out as the most prevalent barrier to respondent's participation in arts and cultural offerings in the LA area, it is important to understand where people turn for information. *Online* was identified as the most common source of information on arts and cultural offerings with 66% of respondents relying on online resources (not including social media) for information often, nearly half of those (47%) turn to online resources *almost always*.

Newspapers came out as the most commonly turned to form of printed media with 44% of respondents looking to newspapers often, half of which (22% of all respondents) almost always turn to newspapers for information on arts and cultural offerings.

Respondents' age impacts where they turn to for information, with those age 65 and above relying far more on newspapers for information on arts and cultural offerings than other information outlets.

Interests & Participation



Results demonstrate a high level of both interest and participation in parks & nature preserves with 85% of respondents indicating that they are very interested in this type of activity, more than any other activity included in the survey. Other popular activities include *free performing arts events*, *live music & concerts*, *farmer's markets*, and *festivals & celebrations*, all of which at least 75% of respondents indicated a high level of interest (respondents were very or extremely interested).

Respondents age 25 - 44 were more likely to be drawn to art classes including those for adults and youth, with average interest and participation both exceeding the overall average by at least 10%. In fact, young adults (those under the age of 45) were 150% more likely to have participated in art classes for adults than those age 45 and over. While those in this age demographic show greater overall interest in activities included in the survey.

Results indicate that those 65 and above are far more likely to participate in arts and cultural activities than their younger counterparts. Older respondents show higher rates of participation in live music & concerts than any other activity included in the survey with performing arts events (paid) coming in a near second (parks & nature preserves had the highest participation among all other respondents).

Expanding Access & Enhancing Experiences for All

BUILDING CULTURAL BRIDGES

The Lewiston Auburn area benefits from an increasingly diverse population with a vibrant mix of cultures and lifestyles. Celebrating the cultures that exist within the Lewiston Auburn community will help to further cultural understanding and build community cohesion.

Data from the public opinion survey indicate that over three quarters (78%) of the LA community feel that cultural diversity is very important to the future of Lewiston Auburn. Furthermore, 88% feel that arts and culture should play a role in promoting the areas diverse cultures and 82% feel that public art should do the same.

Arts and culture can be a powerful tool in celebrating and promoting a community's unique cultures and diverse populations. Public opinion data tells us that a multi-cultural festival would be welcome by the LA community, with 80% of respondents saying that they would be in support of a multi-cultural festival in LA. With performing arts and live performances scoring high among arts and cultural activities, we can conclude that combining this type of activity with a multi-cultural festival would be an effective means of encouraging participation in an event celebrating cultural diversity.

LA Artist Survey

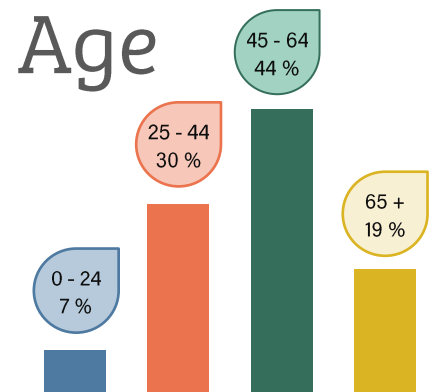
The LA Artist and Maker survey was designed to capture feedback from LA's artists and creative professionals. Questions aimed at better understanding the challenges faced by LA artists and to learn what might help LA artists and makers thrive in their local community. Artists from LA and the surrounding towns responded to the survey. While results from the artist and maker survey offer insight into the priorities and needs of LA artists, further inventory and assessment of LA's artists and makers would enable further support for LA's creative professionals.

DEMOGRAPHICS

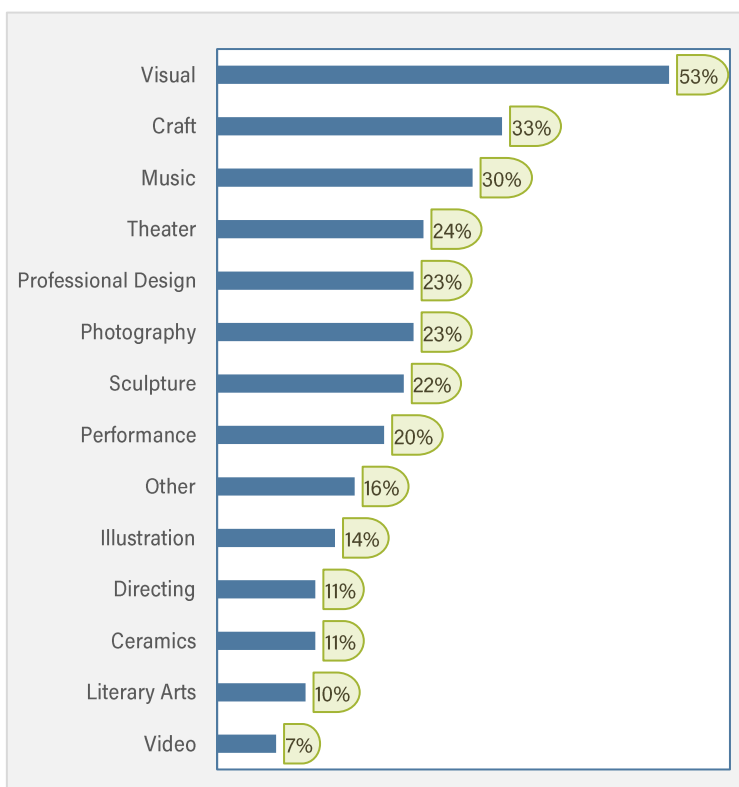
Responding artists offer a demographic profile to that of the general population of the LA area in regards to age. The age breakdown of those responding to the artist and maker server is nearly identical to data provided by the public opinion survey with a slight increase in respondents age 45 – 44 and a decrease in respondents age 65 and above.

The educational attainment of responding artist was significantly higher than that of the LA community with over half of all respondents having earned a bachelor's degree or higher compared to 15.7% in Lewiston and 24.9% in Auburn (American Community Survey, 2014).

Responding artists were less ethnically diverse than the community in which they reside with fewer than 7% indicating non-white/Caucasian ethnicity, over half of which identified as Native American/Alaska Native (American Community Survey, 2014).



ARTISTIC DISCIPLINES



LA artists represent a broad range of arts based disciplines with many respondents practicing in a multi-disciplinary manner with about three quarters of responding artists practicing two or more disciplines. Of the 76% that identified at least two fields of art, about 80% indicated work across three or more disciplines, and 40% referenced five artistic disciplines or more.

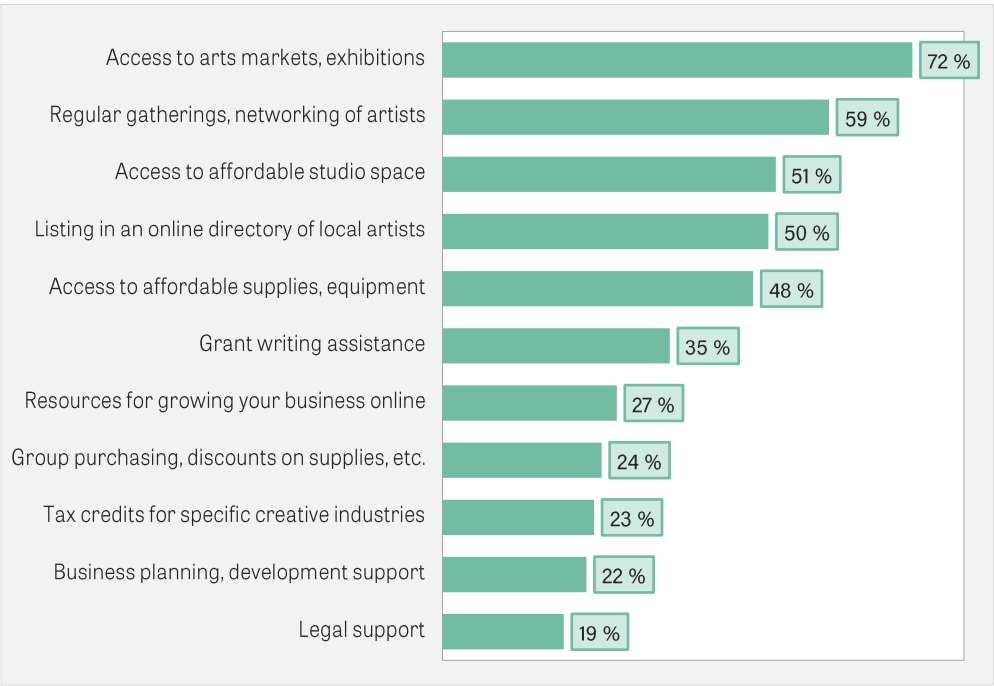
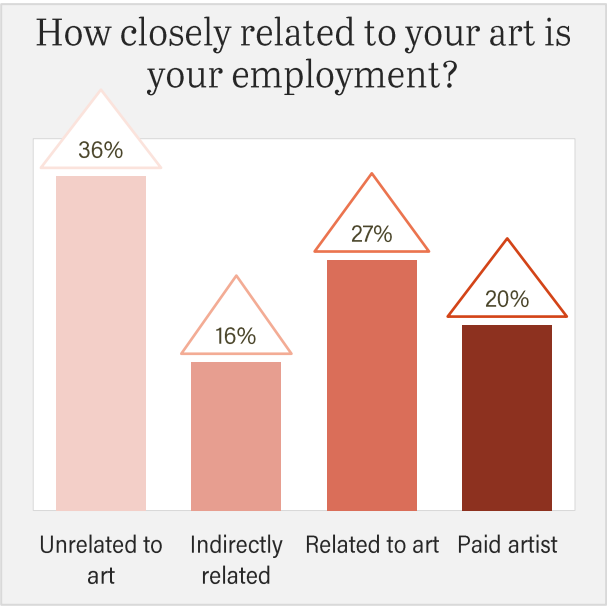
At least half of all responding artists work in some form of visual arts making it the most common arts discipline identified. This is surprising considering the broad scope of what visual arts might include. Craft and music were also commonly occurring fields of artistry. It should be noted that the three disciplines with the highest concentrations of activity, visual arts, craft, and music, were all listed in the survey as at least 3 or more related fields. This is also true for other disciplines including professional design.

HOW DO LA ARTISTS MAKE EARN A LIVING?

Approximately 14% of responding artists earn 100% of their income through their art and about 75% of responding artists indicate that they supplement their income through other employment. Approximately 36% of responding artists supplement their income through employment that is unrelated to their art compared to 27% whose supplemental employment is related to their art and another 16% for whom it is indirectly related.

WHAT DO ARTISTS NEED?

Data from the LA artist and maker survey demonstrates a need among artists and creative types for access to markets or exhibitions. In other words, artists are looking for more ways to sell their art.



Data shows that at artists rely heavily on local sales, and sales within the state of Maine to support their arts base business. 80% of responding artists sell art in the local community of which and about 20% rely solely on local sales. In addition, about 30% of those that sell art in Maine rely solely on Statewide sales to support their work as an artist.

Half of all responding artists feel they would benefit from an online directory of local artists. It should be noted that an online directory could also offer access to new markets for

sales considering fewer than 30% of responding artists make use of online tools to sell their art.

60% or all responding artists say they are in need of access to affordable studio space. When asked how significant of a need space presents to their arts based business, about half of all responding artists indicated that space presented a pressing need.

Self-Taught or Professionally Trained?

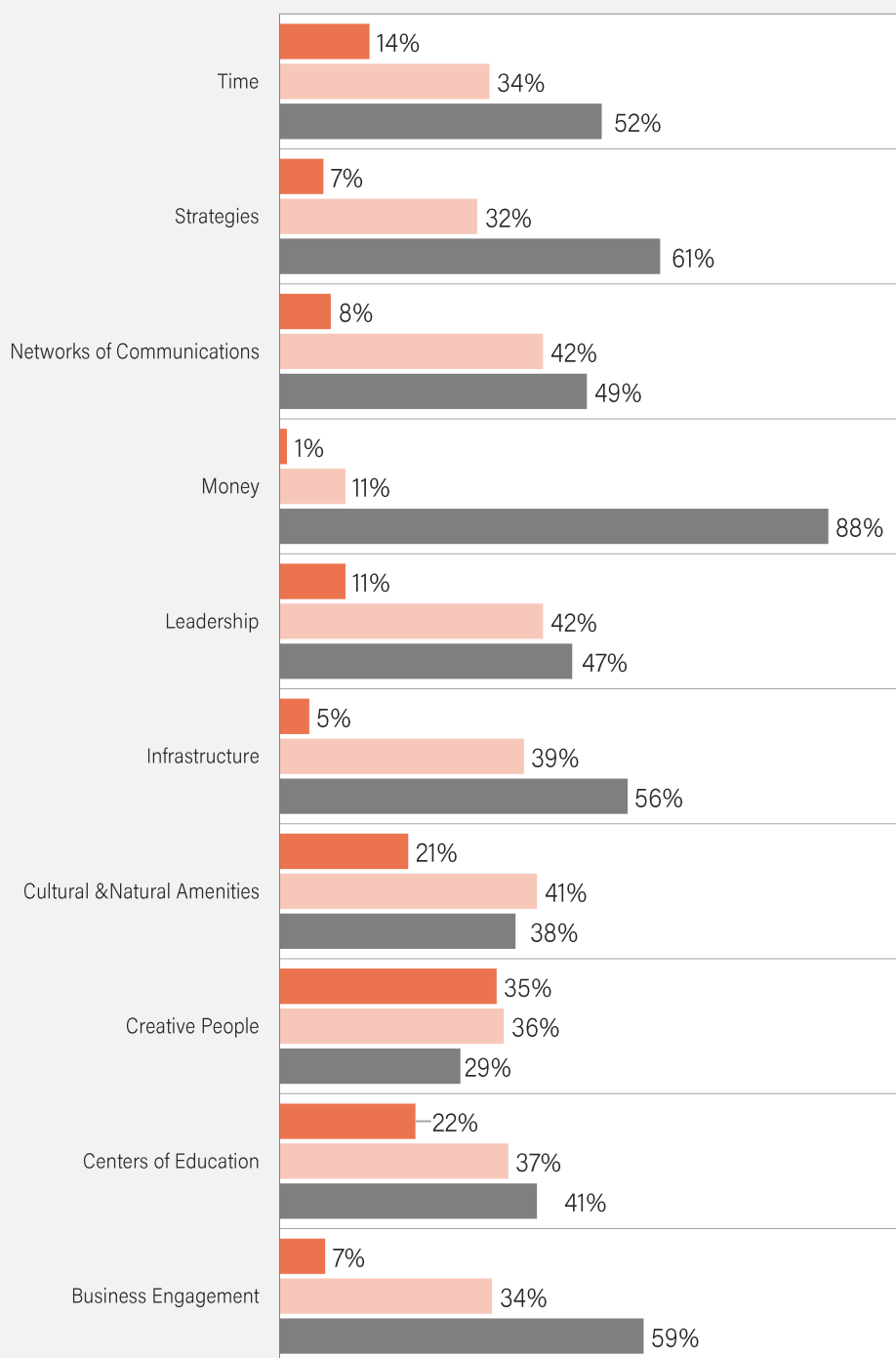
Artists are split fairly evenly between those that were self-taught, and those that were professionally trained. Slightly more artists identified as self-taught.

Building Blocks of a Thriving Creative Community

In 2005, at the request of New England Foundation for the Arts and the Maine Arts Commission, a research team from the Center for Business & Economic Research at Maine's Muskie School of Public Service published *The Creative Economy in Maine*. The report provides a detailed analysis of Maine's creative economy and identifies 10 key building blocks that are essential to a thriving creative economy.

To what extent are these Building Blocks available in LA?

Very Available Moderately Available Not Very Available



WHAT DO ARTIST'S THINK ABOUT THE BUILDING BLOCKS IN LA?

In an effort to gauge the availability of these building blocks in the LA community, the LA Artist and Maker survey asked artists to what extent those building blocks are available in LA. The results offer valuable insight into LA's strengths as a creative community and sheds light on area's for growth.

Money, including philanthropists, grant opportunities, and other funding sources came out with the lowest rate of availability with 88% of responding artists feeling Money was not very available in the LA community.

All 10 building blocks were more likely to be identified as either Moderately or Not Very available than Very Available.

Creative People was the most likely to be perceived as Very Available, with 36% of responding artists saying creative people are Very Available in LA.

Strategies, Business Engagement, and Infrastructure all had very low rates of availability with fewer than 10% of respondents feeling these things are Very Available in the LA community.

LA Cultural Priorities

AMPLIFY QUALITY OF LIFE WITH ACCESSIBLE LIFELONG LEARNING IN ARTS AND CULTURE.

Strengthen and expand arts and cultural education learning experiences in public, private and non-profit settings.

LA's population is composed of high rates of young people and families, as well as high rates of elderly. Arts and cultural learning experiences have ripple effects including higher student SAT scores, social well-being, and enhanced quality of life.

FOSTER COMMUNITY COHESION AND CULTURAL UNDERSTANDING.

Create opportunities that build cultural bridges.

With a population rich in ethnic diversity, LA has an opportunity to establish itself as a leader in cultural awareness and inclusivity by promoting and providing opportunities that celebrate LA's unique cultures.

BOLSTER LA'S CREATIVE CAPITAL AND ENTREPRENEURIAL ACTIVITY.

Support the development of LA's creative professionals to promote a resilient local economy.

As the community continues to face pressures of shifting economies LA can encourage workforce ingenuity by strengthening and building on its thriving network of artists and creative professionals.

UTILIZE ARTS AND CULTURE TO ENHANCE LA'S IMAGE TO ATTRACT RESIDENTS, TOURISM AND NEW INVESTMENT.

Boost the image of LA cultural resources through coordinated marketing and promotion; Cultivate a creative identity and a meaningful sense of place.

As one of Maine's largest communities, LA is poised to position itself as a hub for cultural and creative activity by supporting existing assets and defining new and exciting opportunities for cultural engagement.

FURTHER THE POSITION OF ARTS AND CULTURE IN LOCAL GOVERNMENTS.

Foster arts and cultural advocacy in local governments; Incorporate arts and culture into planning and development of city infrastructure.

Cities around the world recognize the benefits brought by a thriving creative economy and are using arts and cultural assets as tools for community revitalization, development, and as a means of establishing local economic resilience.

Amplify quality of life with accessible lifelong learning in arts and culture.

Strengthen and expand arts and cultural learning experiences in public, private and non-profit settings.

1 Year, 2017

DEVELOP A ROLLING INVENTORY OF ARTS AND CULTURAL EDUCATION PROGRAMS IN LA SCHOOLS AND COMMUNITY SETTINGS FOR ALL AGES.

Utilize results to identify gaps in arts education and increase support for underserved locations; Make available online.

Key Players

Bates, LA Arts, Arts and Cultural Education Facilities

IDENTIFY NEW FUNDING SOURCES FOR PRE-K-12 ARTS AND CULTURAL EDUCATION PROGRAMS.

Look for grants to support STEAM professional development for local teachers; Provide LA schools with information on the Maine Arts Commission's Ticket to Ride Program to pay for student transportation to arts and cultural venues.

Key Players

LA Arts, AVCOG, Public Schools

ORGANIZE AN INFORMATION CAMPAIGN TO RAISE AWARENESS OF THE BENEFITS OF ARTS AND CULTURAL EDUCATION, BASED ON NATIONAL AND LOCAL DATA TO GARNER FINANCIAL SUPPORT.

Key Players

LA Arts

Easy to achieve

MAINTAIN A VENUE FOR STUDENT ARTWORK AT THE LA ART WALK.

Engage youth in the planning and operation.

Key Players

LA Arts

8 out of every 10 respondents feel that ARTS EDUCATION is VERY IMPORTANT to the future of arts and culture in LA

2 Years, 2018

ADVOCATE FOR THE PUBLIC SCHOOL SYSTEM TO FORMALLY ADOPT CROSS-CURRICULAR ARTS INTEGRATION TEACHING AND LEARNING SYSTEMS, SUCH AS STEM-TO-STEAM EDUCATION.

Key Players

LA Arts, Public Schools

DESIGN AND PROMOTE OPPORTUNITIES FOR VOLUNTEERISM BASED ON DEMOGRAPHICS INDICATING A HIGH LEVEL OF INTEREST.

Key Players

ACLA

88%

88% of respondents feel it's VERY IMPORTANT for children to have arts & cultural activities in school.

3 Years, 2019

EXPAND AND DEEPEN PROFESSIONAL DEVELOPMENT OFFERINGS FOR EDUCATORS.

Stay up to date on changes in arts education best practices.

Key Players

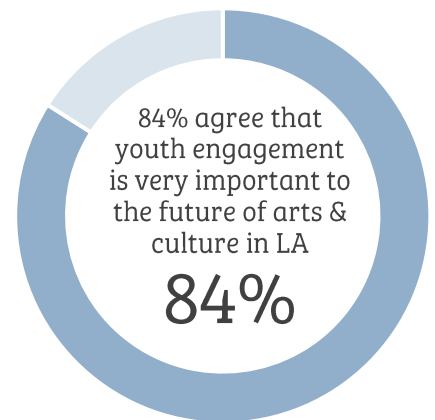
LA Arts, Bates, Public Schools

RECOGNIZE AND CELEBRATE YOUTH ART.

During youth art month encourage arts and cultural organizations and businesses to display artwork created or performed by youth; Work with local property owners to display student artwork in empty storefronts; Consider a youth art competition with the winner's art work going on display in a prominent location; Partner with local media to raise the profile of youth artists and the value of arts education programming in the community.

Key Players

LA Arts, Public Schools



4 Years, 2020

CREATE A CULTURAL PASSPORT PROGRAM TO INCREASE ACCESSIBILITY.

Key Players

ACLA

EXPAND ARTS AND CULTURAL EDUCATIONAL OPPORTUNITIES IN COMMUNITY SETTINGS.

Make events and classes available at community centers, youth centers, senior centers, and hospitals; Explore the feasibility of a culture bus.

Key Players

LA Arts, Maine Senior College Network

5 Years, 2021

RESPOND TO LA'S AGING DEMOGRAPHIC BY DEVELOPING A CREATIVE AGING PROGRAM.

Utilize the Maine Arts Commission Creative Aging Grant, online resources, and teaching roster, Increase outreach to seniors by creating and maintaining an inventory of senior housing, services, and program contacts.

Key Players

LA Arts, ACLA

Foster community cohesion and cultural understanding.

Create opportunities that build cultural bridges.

Easy to Achieve

CREATE AND MAINTAIN A DIRECTORY OF LA COMMUNITY SERVICE ORGANIZATIONS AND PROGRAM CONTACTS TO ENHANCE COMMUNICATION AND OUTREACH.

LA Arts, Local Service Organizations

HIGHLIGHT LA'S CULTURAL DIVERSITY AS AN ASSET IN COMMUNITY BRANDING AND PROMOTION.

Expand access and visibility by making material available in multiple.

LAEGC, LA Metro Chamber, ACLA

PROVIDE ONLINE MATERIAL IN MULTILINGUAL OPTIONS

1 Year, 2017

MAKE MATERIAL PROMOTING ARTS AND CULTURAL OFFERINGS AVAILABLE IN MULTIPLE LANGUAGES.

Distribute to new residents via realtors and community services.

Key Players

ACLA, Realtors

PROVIDE COMMUNITY SPACES THAT BRING PEOPLE TOGETHER TO CONNECT AND CREATE.

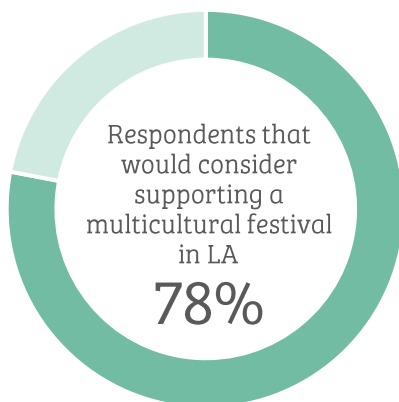
Promote makerspace initiatives to a wide range of demographics.

Key Players

ACLA

19.3% of Lewiston's population & 11.3% of Auburn's population speak a language other than English at home, compared to 6.7% of population of Maine

3 Years, 2019



DESIGN YOUTH-CENTERED PUBLIC ART PROJECTS THAT CONNECT CULTURAL TRADITIONS OF OLD AND NEW IMMIGRANTS.

Key Players

LA Arts, Public Schools

ORGANIZE A SIGNATURE MULTICULTURAL FESTIVAL TO CELEBRATE THE DIVERSITY OF LA'S POPULATION.

Incorporate youth in the programming and planning; Host at LA's Simard-Payne Park and Bonney Park utilizing the walking bridge as a connecting feature.

Key Players

LA Arts, World Refugee Day, Multi-cultural Resources, Outright LA, Municipalities

Ongoing

STRIVE FOR GEOGRAPHIC, ETHNIC, AND AGE DIVERSITY IN AUDIENCES, STAFF, AND ON BOARDS OF ARTS AND CULTURAL ORGANIZATIONS.

Encourage cultural anchors in LA to research and employ audience development tools.

Key Players

ACLA

3/4

3 out of 4 of respondents feel that **CULTURAL DIVERSITY** is very important to the future of LA

Bolster LA's creative capital and entrepreneurial activity.

Support the development of LA's creative professionals to promote a resilient local economy.

1 Year, 2017

DEVELOP MAKERSPACES FOR NEW AND EMERGING ARTISTS.

Key Players

LAEGC, Bates, LA Arts, CLT



8 out of 10 respondents would consider supporting the development of CO-MAKING SPACE in LA

2 Years, 2018

Online tools, & social network sites were identified as the most common source of information on arts & cultural offerings

ESTABLISH TOOLS FOR ARTISTS AND INNOVATORS THAT CONNECTS THEM TO OPPORTUNITIES FOR BUSINESS AND PROFESSIONAL DEVELOPMENT.

Develop an online directory of LA's artists and creative professionals, include links to their websites and online stores; Create helpful online business resources for creative professionals; Provide a link to a LA artist social networking page where artisans may share information; Consider developing an interest-free micro financing program for creative enterprises; Initiate regularly occurring Pecha Kucha events making use of <http://www.pechakucha.org/> for visibility and promotion

Key Players

LAEGC, LA Arts, LA Metro Chamber, UMVA-LA

EXPLORE THE FEASIBILITY OF CREATING ARTIST LIVE/WORK SPACES IN LA.

Weigh the options of working with local developers and national developer, Artspace.

Key Players

LA Arts

1/2

Space needs were identified as a **PRESSING ISSUE** by 49% of responding artists

Ongoing

FACILITATE COMMUNICATION BETWEEN PROPERTY OWNERS AND CREATIVE ENTERPRISES TO ESTABLISH OPPORTUNITIES FOR CULTURAL SPACES AND POP-UP SHOPS IN VACANT PROPERTIES.

Create and maintain an inventory of vacant properties and contacts.

Key Players

LAEGC, LA Arts, Realtors

OFFER PROFESSIONAL DEVELOPMENT WORKSHOPS BASED ON INDUSTRY NEED.

Hold seminars and create programming around entrepreneurship; Participate and engage other organizations with LAEGC in the Maine Accelerates Growth program to foster creative and innovative entrepreneurship; Build connections and seek partnerships with the Maine College of Art; Encourage networking and collaboration among LA's creative professionals by hosting recurring events for artists and creative enterprises; Continue market research at meetings.

Key Players

LAEGC, LA Arts, AVCOG, MECA, UMVA-LA

Utilize arts and culture to enhance LA's image to attract residents, tourism and new investment.

Cultivate a creative identity and meaningful sense of place.

Easy to Achieve

CREATE AN INVENTORY OF ARTS, HERITAGE AND CULTURAL ORGANIZATIONS, LANDMARKS, HISTORIC SITES, TRAILS AND RECREATIONAL ASSETS IN LA TO INFORM RELEVANT INITIATIVES.

Key Players

LA Arts, Bates

ENCOURAGE ART ACTIVITIES DOWNTOWN.

Develop an inventory of Maine buskers and create opportunities for their involvement in LA Artwalk or outdoor cultural events; Establish opportunities for businesses to sponsor a local artist to design their storefront, facade, or street furniture.

Key Players

LA Arts, Business Community, LA Metro Chamber

PARTICIPATE IN COMMUNITY BRANDING ACTIVITIES.

Ensure LA's creative community has a voice in community branding effort; Weigh the benefits of rebranding ACLA to a memorable acronym such as COOLA.

Key Players

LAEGC, ACLA

85%

of respondents feel that
**PARKS, TRAILS, &
WATERWAYS** are **VERY
IMPORTANT** to the future
of arts & culture in LA

1 Year, 2017

DESIGN AND MAINTAIN PRINTED PROMOTIONAL MATERIAL FOR LA ARTS AND CULTURAL ORGANIZATIONS AND ASSETS.

Distribute it through Maine Tourism Association rest areas, Chambers of Commerce, local institutions, and other regional outlets.

Key Players

ACLA

ADVOCATE FOR CANAL SYSTEM TO BE AN ARTS AND CULTURAL CENTER.

Base advocacy on recommendations from the 2010 Island Riverfront Master Plan; Ensure the cultural sector has a voice in planning and development of the canal system.

Key Players

Arts & Cultural Advisory Committee of ACLA,

DEVELOP A CONSISTENT WRITTEN NARRATIVE ON CULTURE AND ARTS IN LA FOR USE IN ATTRACTING BUSINESS DEVELOPMENT.

Key Players

Arts & Cultural Advisory Committee of ACLA, Municipalities

2 Years, 2018

ENGAGE THE COMMUNITIES TO CREATE A JOINT PUBLIC ART PLAN.

Collaborate with municipalities to establish guidelines, funding strategies, potential sites, and an inventory of existing public art.

Key Players

LA Arts, Arts and Cultural Advisory Committee of ACLA, UMVA-LA, Municipalities

9 out of 10 agree that PUBLIC ART should help to create MEANINGFUL PLACES in the community



5 Years, 2021

DEVELOP A COLLABORATIVE LA REVITALIZATION EFFORT.

Invite interested parties to review Cultural Plan LA; Consider suggestions made by the community: riverfront sculpture trail; outdoor movie nights in both cities; creative lighting projects; trees, food forests, and community garden initiatives in public spaces.

Key Players

Arts and Cultural Advisory Committee of ACLA, Androscoggin Land Trust, LA Metro Chamber, Business Community, Grow L+A, Garden Clubs, YPLAA, Arts and Cultural Education Facilities, Municipalities

Boost the image of LA cultural assets.

1 Year, 2017

CONTINUE TO BUILD TRUST AMONG ACLA MEMBERS AND FIND OPPORTUNITIES FOR MARKETING AND PROGRAM COLLABORATION.

Expand the ACLA network to include all arts and cultural resources in LA.

Key Players

ACLA

2 Years, 2018

ESTABLISH LA METRO AS A CULTURAL TOURISM REGION.



Consider creating an annual Arts and Culture Open House event featuring cultural sites open to the public for free for viewings and tours; Promote LA events to a national market by posting to the Maine Office of Tourism's online calendar; Make use of Maine Public Broadcasting Network online event calendar.

Key Players

LAEGC, LA Arts, Arts and Cultural Advisory Committee of ACLA, LA Metro Chamber, ACLA

GROW THE ACLA WEBSITE TO INCLUDE ENGAGING FEATURES CONNECTING USERS TO LA'S CREATIVE ASSETS.

Consider using or emulating Artsopolis software; Make available as a mobile app; Include a comprehensive cultural asset map; Coordinate a monthly e-blast of events.

Key Players

AVCOG, ACLA

IMPROVE VISIBILITY OF LA'S CULTURAL, NATURAL AND HISTORIC ASSETS BY ESTABLISHING A COMPREHENSIVE NETWORK OF DIRECTIONAL SIGNS.

Work with Maine DOT right-of-way technician to make use of the state cultural and historic sign program; Use local sign regulations for directional signs identifying cultural non-profit facilities.

Key Players

LA Arts, Maine DOT, Municipalities

96% of respondents agree that arts & culture should CONTRIBUTE TO A POSITIVE IMAGE of the LA

Further the position of arts & culture in local government. *Incorporate arts and culture into planning and development of city infrastructure.*

Easy to Achieve

DELIVER CULTURAL PLAN LA TO MUNICIPALITIES AND REQUEST A VOTE OF APPROVAL BY THE CITY COUNCILS.

LA Arts, Arts and Cultural Advisory Committee of ACLA, Municipalities, ACLA

Encourage the creation of an arts and culture subcommittee of the Youth Advisory Council as a way to identify and cultivate youth leaders who could advise on and help implement youth-centered projects.

Key Players

Arts and Cultural Advisory Committee of ACLA, Municipalities, Youth Advisory Council

RAISE PUBLIC AWARENESS OF THE VALUE AND IMPACT THAT ARTS AND CULTURE HAVE ON QUALITY OF LIFE.

Collect statements from audiences about why they attend cultural events; Widely publicize resident testimonials on why arts and culture matter.

Key Players

ACLA

REQUEST THAT BOTH CITIES CONSIDER PASSING A RESOLUTION RECOGNIZING THE VALUE AND IMPORTANCE OF PLACEMAKING AND PUBLIC ART.

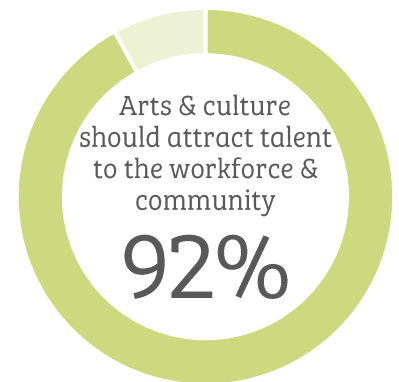
Key Players

Arts and Cultural Advisory Committee of ACLA, Municipalities

1 Year, 2017

ESTABLISH A JOINT MUNICIPAL ARTS AND CULTURE ADVISORY COMMITTEE IN LA TO ENSURE ARTS AND CULTURE ARE CONSIDERED AND UTILIZED IN BROAD COMMUNITY AGENDAS AND DEVELOPMENT.

Stay current on successful models and examples of innovative economic development strategies and policies,



2 Years, 2018

PROVIDE MODELS AND SAMPLES OF INNOVATIVE MUNICIPAL STRATEGIES FOR THEIR CONSIDERATION.

Examples include: public art planning, tax increment financing districts, funding for culture as part of infrastructure projects, real estate development incentives towards cultural contributions, percent for the arts program, and incentives for commercial buildings to include public art.

Key Players

LA Arts, Arts and Cultural Advisory Committee of ACLA, Planning Boards, Municipalities

94% of respondents agree that arts & culture should ENHANCE LA's ECONOMIC VITALITY

4 Years, 2020

IMPLEMENT TOOLS FOR MEASURING THE ECONOMIC IMPACT OF LA'S CREATIVE ECONOMY AND PRESENT FINDINGS TO MUNICIPALITIES.

Look into participating in Americans for the Arts: Arts and Economic Prosperity Studies.

Key Players

ACLA

ASSESS THE POTENTIAL FOR ESTABLISHING ARTS AND CULTURAL DISTRICTS THAT ENCOURAGE CREATIVE BUSINESS INVESTMENT IN THE DOWNTOWNS.

Explore models that have been successful in other cities;
Consider artist's relocation incentive programs.

Key Players

*Arts and Cultural Advisory Committee of ACLA, Municipalities,
LAEGC*

7 out of 10 respondents agree that arts & culture should be supported, in part, by municipal \$\$\$



Ongoing

REGULARLY REPORT ON IMPORTANT CULTURAL PROJECTS AND CULTURAL PLAN PROGRESS TO MUNICIPALITIES.

Present data findings that support initiatives to city council.

Key Players

LA Arts, Arts and Cultural Advisory Committee of ACLA

Next Steps

1. Steering Committee approved Cultural Plan LA on June 23rd 2016.
2. LA Arts is steward of Cultural Plan LA and will oversee and coordinate implementation.
3. LA Arts and ACLA will present this document to the municipalities of Lewiston and Auburn to be voted on for approval as an official city plan.
4. LA Arts will identify organizations, businesses, and agencies that should be included in exploring implementation of relevant parts of this document.
5. LA Arts will organize working groups for the assorted projects. Items listed in the short term should be given first priority.
6. LA Arts will issue an annual published report documenting progress and recognizing instrumental partners.
7. ACLA will reach out to other local planning initiatives and request that the cultural community has a voice in their processes.

Appendices

Qualitative Data Findings

LAUNCH MEETING FINDINGS

COMMUNITY CONVERSATIONS

Quantitative Findings

PUBLIC OPINION: FINDINGS AND SURVEY INSTRUMENT

ORGANIZATION ASSESSMENT: FINDINGS AND SURVEY INSTRUMENT

ARTISAN AND MAKER ASSESSMENT: FINDINGS AND SURVEY INSTRUMENT

Implementation Grid

Model Municipal Arts and Cultural Advisory Committees

Municipal Tools and Innovative Economic Development Policy Examples

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 **87-11212016**

ORDERED, that the City Council hereby endorses and adopts the Cultural Plan LA, a five year plan with goals to: Foster Community Cohesion and Cultural Understanding, Amplify Quality of Life with Accessible Lifelong Learning in Arts and Culture, Further the Position of Arts and Culture in Local Governments, Bolster LA's Creative Capital and Entrepreneurial Activity and Utilize Arts and Culture to Enhance LA's Image to Attract and Engage Residents, Tourism and New Investment.



**City of Auburn
City Council Information Sheet**

Committee Meeting Date: November 21, 2016

Order: 89-11212016

Author: Gary Johnson

Subject: Cascades Drive – Street Acceptance

Information: The Auburn Business Development Corporation has submitted a petition requesting the acceptance of Cascades Drive as a city street. Cascades Drive is located off the southeasterly side of the Lewiston Junction Rd, approximately five hundred (500) feet easterly of the Auburn/Poland municipal boundary, and extends southerly and southeasterly for approximately 3400 feet. The street is a commercial/industrial designed street constructed to the standards as required by City of Auburn Ordinances, Chapter 46, Article V. - Design and Construction Standards, with a seventy-five (75.00) foot wide right of way. It is currently constructed 3100 feet in length, with a hammerhead turnaround. The street is laid out and dedicated for public use on the plan of the "Auburn Industrial Subdivision," as approved by the Auburn Planning Board on June 10, 2016 and recorded at the Androscoggin County Registry of Deeds in Plan Book 51, Pages 110,111,and 112.

Advantages: Provides access and required frontage to several commercial/industrial lots.

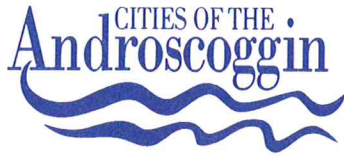
Disadvantages: Additional street infrastructure to maintain.

City Budgetary Impacts: Additional 0.6 miles of street infrastructure to maintain.

Staff Recommended Action: Approve the request to accept Cascades Drive.

Previous Meetings and History:

Attachments: Cover Letter and Petition to Accept
Auburn Industrial Park Subdivision
Sketch Plan – Cascades Drive



AUBURN BUSINESS DEVELOPMENT CORP.

Post Office Box 642, Auburn, Maine 04212-0642

Tel: (207)784-0161

Fax: (207)786-4412

E-Mail: laegc@economicgrowth.org

September 15, 2016

Ms. Susan Clements-Dallaire
City Clerk
City of Auburn, ME
60 Court St.
Auburn, ME 04210

Re: City Acceptance of Cascades Drive

Dear Ms. Clements-Dallaire,

Attached please find our petition for the City of Auburn to accept Cascades Drive at the Auburn Enterprise Center as a public street. We respectfully request that you place this item on the City Council's meeting agenda at your earliest convenience.

If we need to provide any other materials to support this request, please let me know. Thank you for your assistance in this matter.

Sincerely,

Peter Murphy
President, Board of Directors
Auburn Business Development Corporation
207-784-0161



PETITION TO ACCEPT CASCADES DRIVE AS A PUBLIC STREET

September 15, 2016

To the Honorable Mayor and City Council:

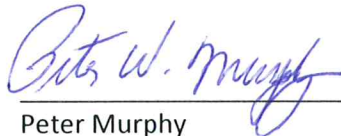
The undersigned petitioner(s) respectfully request that Cascades Drive be accepted as a public street in the City of Auburn and present and state as follows:

That Cascades Drive is laid out and dedicated for public use on the plan of the Auburn Enterprise Center Subdivision – as approved by the City of Auburn Planning Board on June 10, 2016 and recorded at the Androscoggin County Registry of Deeds in Plan Book 51, Pages 110, 111 and 112, and;

That Cascades Drive has been constructed to the standards as required by the City of Auburn Ordinances, Chapter 46, Article V – Design and Construction Standards.

Description of street to be accepted:

Cascades Drive is located off the southeasterly side of the Lewiston Junction Rd, approximately five hundred (500) feet easterly of the Auburn/Poland municipal boundary, and extends southerly and southeasterly for approximately 3400 feet. The street is a commercial/industrial designed street constructed to the standards as required by City of Auburn Ordinances, Chapter 46, Article V. - Design and Construction Standards, with a seventy-five (75.00) foot wide right of way. It is currently constructed 3100 feet in length, with a hammerhead turnaround. The street is laid out and dedicated for public use on the plan of the "Auburn Industrial Subdivision," as approved by the Auburn Planning Board on June 10, 2016 and recorded at the Androscoggin County Registry of Deeds in Plan Book 51, Pages 110,111,and 112.



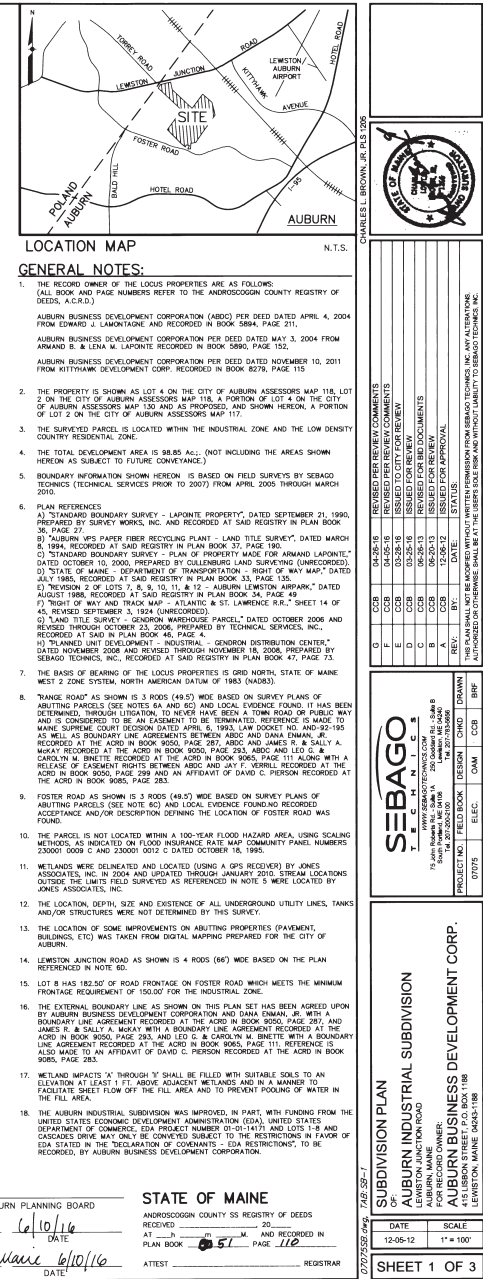
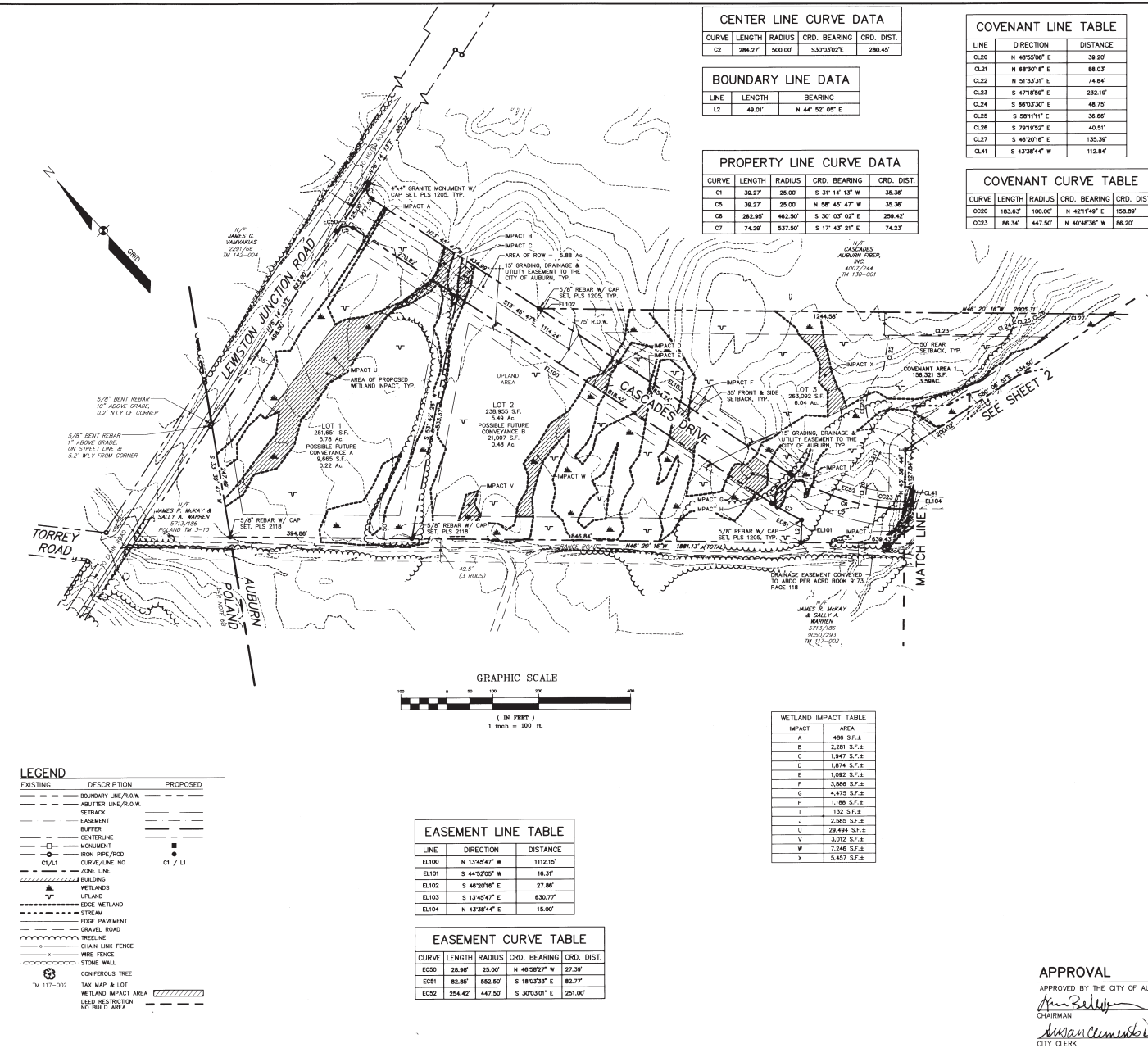
Peter Murphy
President, Board of Directors
Auburn Business Development Corporation

This map displays a section of a road network in Lewiston, Maine. The primary road shown is **LEWISTON JUNCTION RD**, which runs diagonally from the top left towards the bottom right. A secondary road, **CASCADES DR**, branches off from Lewiston Junction Rd and runs parallel to it for a short distance before turning. The map is overlaid with numerous parcel boundaries, each labeled with a unique identifier. These labels include:

- 130-001-001**, **130-001-002**, **130-001-003**, **130-001-004**, **130-001-001**
- 142-007**, **142-007-001**, **142-005**, **142-005-000-002**, **142-006**, **142-002**, **142-001**, **142-004-000-001**, **143-005-001**, **143-002**, **130-002**, **131-003**, **131-002-001**
- 117-002**, **118-004-001**, **118-004**, **118-004-002**, **119-004**, **119-004-000-002**, **119-004-000-001**, **119-003**, **107-011**, **106-006**, **118-006**, **118-003**
- 117-002-001**, **117-003**, **118-005**, **118-001**, **118-002**, **118-002-001**

The map also features a label for **Poland** in the upper left corner. The roads are depicted with grey lines, and the surrounding areas are color-coded with pink, blue, and grey lines. The map is oriented with North at the top.

1 inch = 500 feet



EASEMENT LINE DATA table with columns: LINE, LENGTH, BEARING. Rows include EL10, EL11, EL12, EL105, EL106, EL107, EL108, EL109, EL110, EL111, EL112, EL113, EL114, EL115, EL116, EL117, EL118, EL119.

EASEMENT CURVE TABLE table with columns: CURVE, LENGTH, RADIUS, CRD. BEARING, CRD. DIST. Rows include EC33, EC34, EC35, EC36, EC37, EC38, EC39.

LEGEND table with columns: EXISTING, DESCRIPTION, PROPOSED. Includes symbols for boundary lines, easements, wetlands, and other features.

WETLAND IMPACT TABLE table with columns: IMPACT, AREA. Rows include J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, AA, BB, CC.

GENERAL NOTES: SEE SHEET 3 OF 12

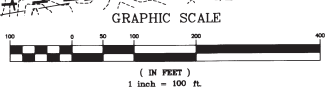
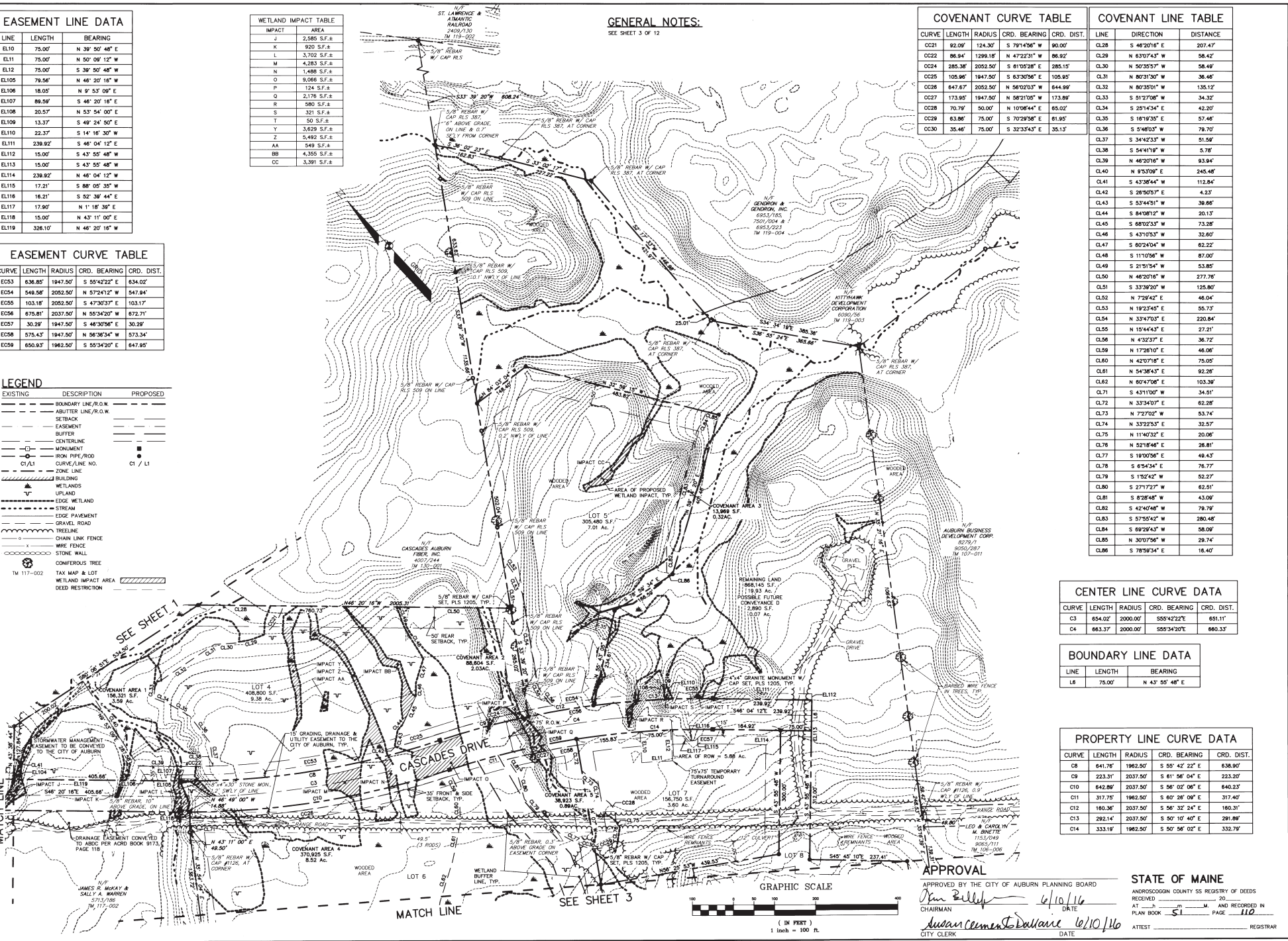
COVENANT CURVE TABLE table with columns: CURVE, LENGTH, RADIUS, CRD. BEARING, CRD. DIST. Rows include CC21, CC22, CC24, CC25, CC26, CC27, CC28, CC29, CC30.

COVENANT LINE TABLE table with columns: LINE, DIRECTION, DISTANCE. Rows include CL28, CL29, CL30, CL31, CL32, CL33, CL34, CL35, CL36, CL37, CL38, CL39, CL40, CL41, CL42, CL43, CL44, CL45, CL46, CL47, CL48, CL49, CL50, CL51, CL52, CL53, CL54, CL55, CL56, CL57, CL58, CL59, CL60, CL61, CL62, CL71, CL72, CL73, CL74, CL75, CL76, CL77, CL78, CL79, CL80, CL81, CL82, CL83, CL84, CL85, CL86.

CENTER LINE CURVE DATA table with columns: CURVE, LENGTH, RADIUS, CRD. BEARING, CRD. DIST. Rows include C3, C4.

BASIS LINE DATA table with columns: LINE, LENGTH, BEARING. Row includes L6.

PROPERTY LINE CURVE DATA table with columns: CURVE, LENGTH, RADIUS, CRD. BEARING, CRD. DIST. Rows include C8, C9, C10, C11, C12, C13, C14.



APPROVAL section with signatures of Dan Bellis and Susan Clement-Dallaire, dated 6/10/16.

STATE OF MAINE ANDROSCOGG COUNTY SS REGISTRY OF DEEDS section with fields for DATE, SCALE, and other details.

Right margin containing the SEBAGO logo, project details for 'SUBDIVISION PLAN OF AUBURN INDUSTRIAL SUBDIVISION', and sheet information 'SHEET 2 OF 3'.

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 88-11212016

ORDERED, that Cascades Drive, as laid out on the plan of the Auburn Industrial Subdivision, as approved by the Auburn Planning Board on June 10, 2016, and recorded at the Androscoggin County Registry of Deeds in Plan Book 51, Pages 110, 111, and 112, is hereby accepted as a City Street as provided in Title 23 M.R.S.A. § 3026 et sequ:



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: November 21, 2016

Subject: Executive Session

Information: Discussion regarding economic development, 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 of Auburn City Council Information Sheet

Council Workshop or Meeting Date: November 21, 2016

Subject: Executive Session

Information: Discussion regarding economic development, 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:

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 - (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: November 21, 2016

Subject: Executive Session

Information: Discussion regarding a personnel matter (the City Manager Search), pursuant to 1 M.R.S.A. §405(6)(A).

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:

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

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

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

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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, Maine

"Maine's City of Opportunity"

Financial Services



TO: Denis D'Auteuil, Acting City Manager

FROM: Jill Eastman, Finance Director

REF: October 2016 Financial Report

DATE: November 16, 2016

The following is a discussion regarding the significant variances found in the City's October 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 fourth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 33.3% 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 October 31st, including the school department were \$31,378,453, or 38.96%, of the budget. The municipal revenues including property taxes were \$27,131,082, or 47.24% of the budget which is more than the same period last year by \$1,297,567. The accounts listed below are noteworthy.

- A. September 15th the first installment for real estate taxes were due. The current year tax revenue is at 50.82% as compared to 50.32% last year or \$1,240,449 more than last year.
- B. Excise tax for the month of October is at 41.88%. This is a \$134,531 increase from FY 16. Our excise revenues for FY17 are 8.55% above projections as of October 31, 2016.
- C. State Revenue Sharing for the month of October is 34.47% or \$506,142. This is a 4.8% decrease from last October.

Expenditures

City expenditures through October 2016 were \$17,013,626 or 42.76%, of the budget. This is 1.61% less than the same period last year. Noteworthy variances are:

- A. Community Services are lower than last year by 15.98% or \$289,424 primarily due to Economic and Community Development and the Library.
- B. Fiscal Services are higher than last year by \$131,973, primarily due to an increase in Debt Service payments and an increase in Fringe Benefits.
- C. Public Safety and Public Works are both below last year at this time.

Investments

This section contains an investment schedule as of October 31st. Currently the City's funds are earning an average interest rate of .55%.

Respectfully submitted,

A handwritten signature in black ink that reads "Jill M Eastman". The signature is written in a cursive, flowing style.

Jill M. Eastman
Finance Director

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

	UNAUDITED October 31 2016	UNAUDITED September 30 2016	Increase (Decrease)	AUDITED JUNE 30 2015
ASSETS				
CASH	\$ 10,749,948	\$ 18,191,322	\$ (7,441,374)	\$ 11,951,131
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	2,377,495	2,354,160	23,335	2,429,419
TAXES RECEIVABLE-CURRENT	21,242,979	21,733,815	(490,836)	37,898
DELINQUENT TAXES	697,640	700,079	(2,439)	571,005
TAX LIENS	1,049,941	1,110,021	(60,080)	1,721,395
NET DUE TO/FROM OTHER FUNDS	6,602,088	5,269,664	1,332,425	266,370
TOTAL ASSETS	\$ 42,720,091	\$ 49,359,060	\$ (6,638,970)	\$ 16,977,218
LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ (757,114)	\$ (79,850)	\$ (677,264)	\$ (1,935,471)
PAYROLL LIABILITIES	(309,700)	(82,488)	(227,212)	-
ACCRUED PAYROLL	529,353	529,353	0	(2,329,832)
STATE FEES PAYABLE	(39,606)	(35,180)	(4,426)	-
ESCROWED AMOUNTS	(10,873)	(11,223)	350	(6,039)
DEFERRED REVENUE	(22,822,101)	(23,374,198)	552,097	(1,860,686)
TOTAL LIABILITIES	\$ (23,410,041)	\$ (23,053,586)	\$ (356,455)	\$ (6,132,028)
FUND BALANCE - UNASSIGNED	\$ (18,219,097)	\$ (25,214,523)	\$ 6,995,426	\$ (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	\$ (19,310,049)	\$ (26,305,476)	\$ 6,995,426	\$ (10,845,190)
TOTAL LIABILITIES AND FUND BALANCE	\$ (42,720,091)	\$ (49,359,062)	\$ 6,638,971	\$ (16,977,218)

**CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH October 31, 2016 VS October 31, 2015**

REVENUE SOURCE	FY 2017 BUDGET	ACTUAL REVENUES THRU OCT 2016	% OF BUDGET	FY 2016 BUDGET	ACTUAL REVENUES THRU OCT 2015	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 46,032,435	\$ 23,393,709	50.82%	\$ 44,021,283	\$ 22,153,260	50.32%	\$ 1,240,449
PRIOR YEAR TAX REVENUE	\$ -	\$ 363,051		\$ -	\$ 349,624		\$ 13,427
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 750,000	\$ 569,088	75.88%	\$ 505,000	\$ 258,527	51.19%	\$ 310,561
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -		\$ -
EXCISE	\$ 3,365,000	\$ 1,409,242	41.88%	\$ 3,350,000	\$ 1,274,711	38.05%	\$ 134,531
PENALTIES & INTEREST	\$ 150,000	\$ 30,739	20.49%	\$ 150,000	\$ 27,602	18.40%	\$ 3,137
TOTAL TAXES	\$ 50,297,435	\$ 25,765,829	51.23%	\$ 48,026,283	\$ 24,063,724	50.11%	\$ 1,702,105
LICENSES AND PERMITS							
BUSINESS	\$ 48,000	\$ 12,883	26.84%	\$ 48,300	\$ 16,881	34.95%	\$ (3,999)
NON-BUSINESS	\$ 427,384	\$ 149,021	34.87%	\$ 356,800	\$ 120,569	33.79%	\$ 28,452
TOTAL LICENSES	\$ 475,384	\$ 161,903	34.06%	\$ 405,100	\$ 137,450	33.93%	\$ 24,453
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 400,000	\$ -	0.00%	\$ 440,000	\$ -	0.00%	\$ -
STATE REVENUE SHARING	\$ 1,468,313	\$ 506,142	34.47%	\$ 1,477,641	\$ 575,476	38.95%	\$ (69,334)
WELFARE REIMBURSEMENT	\$ 59,000	\$ 21,792	36.94%	\$ 70,000	\$ 4,456	6.37%	\$ 17,336
OTHER STATE AID	\$ 22,000	\$ -	0.00%	\$ 22,000	\$ -	0.00%	\$ -
CITY OF LEWISTON	\$ 160,000	\$ -	0.00%	\$ 155,000	\$ 5,040	3.25%	\$ (5,040)
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 2,109,313	\$ 527,934	25.03%	\$ 2,164,641	\$ 584,972	27.02%	\$ (57,038)
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 132,640	\$ 26,296	19.83%	\$ 133,040	\$ 26,903	20.22%	\$ (607)
PUBLIC SAFETY	\$ 139,077	\$ 26,312	18.92%	\$ 239,138	\$ 14,441	6.04%	\$ 11,871
EMS TRANSPORT	\$ 1,250,000	\$ 354,417	28.35%	\$ 1,250,000	\$ 344,313	27.55%	\$ 10,104
TOTAL CHARGE FOR SERVICES	\$ 1,521,717	\$ 407,024	26.75%	\$ 1,622,178	\$ 385,657	23.77%	\$ 21,367
FINES							
PARKING TICKETS & MISC FINES	\$ 65,000	\$ 19,449	29.92%	\$ 60,000	\$ 24,992	41.65%	\$ (5,543)
MISCELLANEOUS							
INVESTMENT INCOME	\$ 10,000	\$ 4,536	45.36%	\$ 5,000	\$ 3,031	60.62%	\$ 1,505
INTEREST-BOND PROCEEDS	\$ -	\$ -		\$ 2,000	\$ -	0.00%	\$ -
RENTS	\$ 18,000	\$ 12,152	67.51%	\$ 18,000	\$ 15,430	85.72%	\$ (3,278)
UNCLASSIFIED	\$ 10,000	\$ 20,361	203.61%	\$ 20,000	\$ 18,527	92.64%	\$ 1,834
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 22,262		\$ -	\$ 22,507		\$ (245)
SALE OF PROPERTY	\$ 20,000	\$ 10,427	52.13%	\$ 20,000	\$ 502,058	2510.29%	\$ (491,631)
RECREATION PROGRAMS/ARENA	\$ -	\$ -		\$ -	\$ -		\$ -
MMWAC HOST FEES	\$ 210,000	\$ 177,579	84.56%	\$ 210,000	\$ 70,218	33.44%	\$ 107,361
TRANSFER IN: TIF	\$ 1,537,818	\$ -	0.00%	\$ 545,000	\$ -	0.00%	\$ -
TRANSFER IN: POLICE	\$ -	\$ -		\$ 45,000	\$ -	0.00%	\$ -
TRANSFER IN: REC SPEC REVENUE	\$ 54,718	\$ -	0.00%	\$ 42,718	\$ -	0.00%	\$ -
TRANSFER IN: SPECIAL REVENUE	\$ -	\$ -		\$ -	\$ -		\$ -
ENERGY EFFICIENCY	\$ -	\$ 1,625		\$ -	\$ 3,600		\$ (1,975)
CDBG	\$ 254,127	\$ -	0.00%	\$ 58,000	\$ -	0.00%	\$ -
UTILITY REIMBURSEMENT	\$ 27,500	\$ -	0.00%	\$ 37,500	\$ 1,349	3.60%	\$ (1,349)
CITY FUND BALANCE CONTRIBUTION	\$ 825,000	\$ -	0.00%	\$ 1,650,000	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 2,967,163	\$ 248,942	8.39%	\$ 2,653,218	\$ 636,720	24.00%	\$ (387,778)
TOTAL GENERAL FUND REVENUES	\$ 57,436,012	\$ 27,131,082	47.24%	\$ 54,931,420	\$ 25,833,515	47.03%	\$ 1,297,567
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 21,373,337	\$ 4,041,196	18.91%	\$ 20,854,672	\$ 5,270,155	25.27%	\$ (1,228,959)
EDUCATION	\$ 814,540	\$ 206,175	25.31%	\$ 856,607	\$ 27,959	3.26%	\$ 178,216
SCHOOL FUND BALANCE CONTRIBUTION	\$ 906,882	\$ -	0.00%	\$ 906,882	\$ -	0.00%	\$ -
TOTAL SCHOOL	\$ 23,094,759	\$ 4,247,371	18.39%	\$ 22,618,161	\$ 5,298,114	23.42%	\$ (1,050,743)
GRAND TOTAL REVENUES	\$ 80,530,771	\$ 31,378,453	38.96%	\$ 77,549,581	\$ 31,131,629	40.14%	\$ 246,824

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH October 31, 2016 VS October 31, 2015

DEPARTMENT	FY 2017 BUDGET	Unaudited EXP THRU OCT 2016	% OF BUDGET	FY 2016 BUDGET	Unaudited EXP THRU OCT 2015	% OF BUDGET	VARIANCE
ADMINISTRATION							
MAYOR AND COUNCIL	\$ 78,464	\$ 42,062	53.61%	\$ 77,366	\$ 33,733	43.60%	\$ 8,329
CITY MANAGER	\$ 378,880	\$ 95,832	25.29%	\$ 269,340	\$ 82,603	30.67%	\$ 13,229
CITY CLERK	\$ 177,906	\$ 47,842	26.89%	\$ 165,053	\$ 53,880	32.64%	\$ (6,038)
FINANCIAL SERVICES	\$ 637,754	\$ 206,996	32.46%	\$ 619,855	\$ 205,293	33.12%	\$ 1,703
HUMAN RESOURCES	\$ 150,435	\$ 28,279	18.80%	\$ 143,526	\$ 47,160	32.86%	\$ (18,881)
INFORMATION TECHNOLOGY	\$ 479,324	\$ 236,823	49.41%	\$ 390,190	\$ 220,918	56.62%	\$ 15,905
LEGAL SERVICES	\$ 45,650	\$ 39,562	86.66%	\$ 65,000	\$ 32,323	49.73%	\$ 7,239
TOTAL ADMINISTRATION	\$ 1,948,413	\$ 697,396	35.79%	\$ 1,730,330	\$ 675,910	39.06%	\$ 21,486
COMMUNITY SERVICES							
ECONOMIC & COMMUNITY DEVELOPMENT	\$ 1,938,437	\$ 328,374	16.94%	\$ 1,267,711	\$ 520,616	41.07%	\$ (192,242)
HEALTH & SOCIAL SERVICES	\$ 171,474	\$ 60,282	35.16%	\$ 184,711	\$ 53,521	28.98%	\$ 6,761
RECREATION & SPECIAL EVENTS*	\$ 341,772	\$ 85,258	24.95%	\$ 338,871	\$ 102,382	30.21%	\$ (17,124)
PUBLIC LIBRARY	\$ 979,516	\$ 323,039	32.98%	\$ 979,516	\$ 409,858	41.84%	\$ (86,819)
TOTAL COMMUNITY SERVICES	\$ 3,431,199	\$ 796,953	23.23%	\$ 2,770,809	\$ 1,086,377	39.21%	\$ (289,424)
FISCAL SERVICES							
DEBT SERVICE	\$ 6,406,845	\$ 5,905,713	92.18%	\$ 6,324,864	\$ 5,792,676	91.59%	\$ 113,037
FACILITIES	\$ 645,756	\$ 252,908	39.16%	\$ 653,080	\$ 350,697	53.70%	\$ (97,789)
WORKERS COMPENSATION	\$ 522,088	\$ -	0.00%	\$ 496,536	\$ -	0.00%	\$ -
WAGES & BENEFITS	\$ 5,274,528	\$ 1,832,291	34.74%	\$ 5,171,309	\$ 1,715,566	33.17%	\$ 116,725
EMERGENCY RESERVE (10108062-670000)	\$ 375,289	\$ -	0.00%	\$ 375,289	\$ -	0.00%	\$ -
TOTAL FISCAL SERVICES	\$ 13,224,506	\$ 7,990,912	60.43%	\$ 13,021,078	\$ 7,858,939	60.36%	\$ 131,973
PUBLIC SAFETY							
FIRE DEPARTMENT	\$ 4,049,396	\$ 1,373,887	33.93%	\$ 4,099,634	\$ 1,454,123	35.47%	\$ (80,236)
FIRE EMS	\$ 590,997	\$ 200,550	33.93%	\$ 549,801	\$ 199,849	36.35%	\$ 701
POLICE DEPARTMENT	\$ 3,875,113	\$ 1,179,684	30.44%	\$ 3,870,995	\$ 1,198,689	30.97%	\$ (19,005)
TOTAL PUBLIC SAFETY	\$ 8,515,506	\$ 2,754,121	32.34%	\$ 8,520,430	\$ 2,852,661	33.48%	\$ (98,540)
PUBLIC WORKS							
PUBLIC SERVICES DEPARTMENT	\$ 4,496,349	\$ 1,301,387	28.94%	\$ 4,525,898	\$ 1,393,556	30.79%	\$ (92,169)
SOLID WASTE DISPOSAL	\$ 932,689	\$ 222,257	23.83%	\$ 927,278	\$ 193,801	20.90%	\$ 28,456
WATER AND SEWER	\$ 599,013	\$ 293,253	48.96%	\$ 599,013	\$ 293,256	48.96%	\$ (3)
TOTAL PUBLIC WORKS	\$ 6,028,051	\$ 1,816,897	30.14%	\$ 6,052,189	\$ 1,880,613	31.07%	\$ (63,716)
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	\$ 106,000	\$ 53,000	50.00%	\$ 105,000	\$ 52,500	50.00%	\$ 500
E911 COMMUNICATION CENTER	\$ 1,088,857	\$ 536,264	49.25%	\$ 1,069,122	\$ 297,137	27.79%	\$ 239,127
LATC-PUBLIC TRANSIT	\$ 182,244	\$ 182,244	100.00%	\$ 209,244	\$ 209,244	100.00%	\$ (27,000)
LA ARTS	\$ -	\$ -		\$ -	\$ -		\$ -
TAX SHARING	\$ 270,000	\$ 18,015	6.67%	\$ 270,000	\$ 21,066	7.80%	\$ (3,051)
TOTAL INTERGOVERNMENTAL	\$ 1,647,101	\$ 789,523	47.93%	\$ 1,653,366	\$ 579,947	35.08%	\$ 209,576
COUNTY TAX	\$ 2,167,824	\$ 2,167,824	100.00%	\$ 2,142,268	\$ 2,142,268	100.00%	\$ 25,556
TIF (10108058-580000)	\$ 2,824,803	\$ -	0.00%	\$ 2,599,914	\$ -	0.00%	\$ -
OVERLAY	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -
TOTAL CITY DEPARTMENTS	\$ 39,787,403	\$ 17,013,626	42.76%	\$ 38,490,384	\$ 17,076,715	44.37%	\$ (63,089)
EDUCATION DEPARTMENT	\$ 40,743,368	\$ 7,593,570	18.64%	\$ 39,062,197	\$ 6,675,964	17.09%	\$ 917,606
TOTAL GENERAL FUND EXPENDITURES	\$ 80,530,771	\$ 24,607,196	30.56%	\$ 77,552,581	\$ 23,752,679	30.63%	\$ 854,517

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF October 31, 2016**

INVESTMENT		FUND	BALANCE October 31, 2016	BALANCE September 30, 2016	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	\$ 4,171,129.91	\$ 4,169,347.82	0.45%
ANDROSCOGGIN BANK	502	SR-TIF	\$ 1,005,101.13	\$ 1,004,671.75	0.45%
ANDROSCOGGIN BANK	836	GENERAL FUND	\$ 4,055,686.67	\$ 7,052,811.75	0.45%
ANDROSCOGGIN BANK	801	WORKERS COMP	\$ 50,211.48	\$ 50,190.07	0.45%
ANDROSCOGGIN BANK	748	UNEMPLOYMENT	\$ 50,211.51	\$ 50,190.07	0.45%
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	\$ 230,560.22	\$ 230,461.72	0.45%
NORTHERN CAPITAL	02155	CAPITAL PROJECTS	\$ 750,000.00	\$ 750,000.00	0.70%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	0.70%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	0.85%
GRAND TOTAL			\$ 11,312,900.92	\$ 14,307,673.18	0.55%

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2016 - June 30, 2017
Report as of October 31, 2016

	Beginning Balance 10/01/16	October 2016				Ending Balance 10/31/2016
		New Charges	Payments	Refunds	Adjustments	
Bluecross	\$ 31,263.33	\$ 10,183.80	\$ (3,994.70)		\$ (2,300.20)	\$ 35,152.23
Intercept	\$ 300.00	\$ 400.00	\$ (400.00)			\$ 300.00
Medicare	\$ 79,344.97	\$ 101,560.20	\$ (28,942.23)		\$ (41,298.75)	\$ 110,664.19
Medicaid	\$ (1,331.03)	\$ 34,320.80	\$ (20,762.66)		\$ (27,709.23)	\$ (15,482.12)
Other/Commercial	\$ 114,725.81	\$ 39,102.00	\$ (29,579.16)	\$ 131.57	\$ (10,900.97)	\$ 113,479.25
Patient	\$ 494,753.43	\$ 13,732.00	\$ (8,244.25)	\$ -	\$ (446.81)	\$ 499,794.37
Worker's Comp	\$ -	\$ -	\$ -			\$ -
TOTAL	\$ 719,056.51	\$ 199,298.80	\$ (91,923.00)	\$ 131.57	\$ (82,655.96)	\$ 743,907.92

EMS BILLING
BREAKDOWN -TOTAL CHARGES
July 1, 2016 - June 30, 2017
Report as of October 31, 2016

	July 2016	August 2016	Sept 2016	Oct 2016	Adjustment	Totals	% of Total
No Insurance Information		\$ 4,649.80			\$ (4,649.80)	\$ -	0.00%
Bluecross	\$ 10,000.40	\$ 13,101.80	\$ 7,886.80	\$ 10,183.80	\$ 2,442.40	\$ 43,615.20	5.71%
Intercept	\$ 200.00	\$ 800.00	\$ 200.00	\$ 400.00		\$ 1,600.00	0.21%
Medicare	\$ 65,787.40	\$ 79,078.20	\$ 87,750.40	\$ 101,560.20	\$ 7,200.00	\$ 341,376.20	44.66%
Medicaid	\$ 34,317.20	\$ 36,679.60	\$ 25,523.80	\$ 34,320.80	\$ 6,519.40	\$ 137,360.80	17.97%
Other/Commercial	\$ 54,548.80	\$ 49,906.40	\$ 44,401.40	\$ 39,102.00	\$ (2,251.60)	\$ 185,707.00	24.30%
Patient	\$ 16,125.40	\$ 20,867.80	\$ 12,572.60	\$ 13,732.00	\$ (8,609.00)	\$ 54,688.80	7.15%
Worker's Comp	\$ 651.40				\$ (651.40)	\$ -	0.00%
TOTAL	\$ 181,630.60	\$ 205,083.60	\$ 178,335.00	\$ 199,298.80	\$ -	\$ 764,348.00	100.00%

EMS BILLING
BREAKDOWN -TOTAL COUNT
July 1, 2016 - June 30, 2017
Report as of October 31, 2016

	July 2016	August 2016	Sept 2016	Oct 2016	Adjustment	Totals	% of Total
No Insurance Information		6				6	0.61%
Bluecross	12	15	9	12		48	4.92%
Intercept	2	10	2	4		18	1.84%
Medicare	80	99	105	126		410	42.01%
Medicaid	45	50	33	44		172	17.62%
Other/Commercial	69	65	56	54		244	25.00%
Patient	20	25	16	17		78	7.99%
Worker's Comp	1					0	0.00%
TOTAL	229	270	221	257	0	976	100.00%

TOTAL REVENUE COLLECTED AS OF 10/31/16 \$ 355,024.

TOTAL EXPENDITURES AS OF 10/31/16 \$ 200,550

**EMS BILLING
AGING REPORT
July 1, 2016 to June 30, 2017
Report as of October 31, 2016**

[illegible]

CITY OF AUBURN
SPECIAL REVENUE FUNDS
As of October 31, 2016

	1902	1905	1909	1910	1913	1914	1915	1917	1922	1926	1927	1928	1929	1930		
	Riverwatch	Winter Festival	Kittyhawk Park	Community Service	Police Fitness Equipment	Oak Hill Cemeteries	Fire Training Building	Wellness Grant	Walmart Risk/Homeless	Healthy Androscoggin	Insurance Reimbursement	Vending	Fire Prevention	211 Fairview		
Fund Balance 7/1/16	\$ 998,289.00	\$ 3,504.80	\$ 44,875.00	\$ 3,822.59	\$ 5,932.53	\$ 27,084.76	\$ 3,511.16	\$ 4,657.35	\$ 7,158.93	\$ (169.41)	\$ (42,276.05)	\$ 97.26	\$ 4,094.47	\$ (566,303.71)		
Revenues FY17	\$ 23,195.09	\$ 2,200.00		\$ 157.25				\$ 2,204.00	\$ 1,941.84	\$ 8,164.96	\$ 18,305.89	\$ 387.00				
Expenditures FY17	\$ 105,681.60	\$ -						\$ 1,628.72	\$ 647.83	\$ 3,360.00	\$ 1,181.06	\$ 410.17				
Fund Balance 10/31/16	\$ 915,802.49	\$ 5,704.80	\$ 44,875.00	\$ 3,979.84	\$ 5,932.53	\$ 27,084.76	\$ 3,511.16	\$ 5,232.63	\$ 8,452.94	\$ 4,635.55	\$ (25,151.22)	\$ 74.09	\$ 4,094.47	\$ (566,303.71)		
	1931	2003	2005	2006	2007	2008	2010	2013	2014	2019	2020	2025	2030	2032		
	Donations	Byrne JAG	MDOT	PEACE	Seatbelt Grant	Homeland Security	State Drug Money	OUI Grant	Speed Grant	Law Enforcement Training	CDBG	Community Cords	Parking	HEAPP		
Fund Balance 7/1/16	\$ 4,030.22	\$ 5,601.31	\$ (300,767.41)	\$ 5,113.91	\$ 3,838.00	\$ (79,902.47)	\$ 32,161.49	\$ 20,076.97	\$ 9,286.00	\$ (2,764.26)	\$ 4,390,795.83	\$ 29,363.56	\$ 7,326.18	\$ (4,994.50)		
Revenues FY17	\$ -	\$ 1,427.74					\$ 4,098.00			\$ 4,436.00	\$ 265,894.88	\$ 2,832.12	\$ 62,650.66			
Expenditures FY17	\$ 66.40	\$ 927.74		\$ 418.85		\$ 45,331.98	\$ 11,298.77	\$ 10,416.00	\$ 6,156.00	\$ 850.00	\$ 181,766.31	\$ 500.00	\$ 72,030.68			
Fund Balance 10/31/16	\$ 3,963.82	\$ 6,101.31	\$ (300,767.41)	\$ 4,695.06	\$ 3,838.00	\$ (125,234.45)	\$ 24,960.72	\$ 9,660.97	\$ 3,130.00	\$ 821.74	\$ 4,474,924.40	\$ 31,695.68	\$ (2,053.84)	\$ (4,994.50)		
	2033	2037	2038	2040	2041	2042	2044	2045	2046	2050	2051	2052	2053	2054		
	Safe School/Health (COPS)	Bulletproof Vests	Community Action Team	Great Falls TV	Blanche Stevens	High Visibility	Federal Drug Money	Forest Management	Joint Land Use Study	Project Lifesaver	Project Canopy	Nature Conservancy	St Louis Bells	EMS Transport Capital Reserve		
Fund Balance 7/1/16	\$ (11,598.45)	\$ 11,591.10	\$ 7,206.21	\$ 49,695.26	\$ 51,105.26	\$ 3,528.71	\$ 28,246.58	\$ 4,661.52	\$ 0.57	\$ 100.00	\$ -	\$ 975.05	\$ 2,357.75	\$ 230,363.06		
Revenues FY17	\$ 6,893.21						\$ 6,252.55			\$ 50.00	\$ 12,970.00					
Expenditures FY17	\$ 30,733.55	\$ 4,926.39		\$ 4,375.38	\$ 642.45		\$ 1,344.98									
Fund Balance 10/31/16	\$ (35,438.79)	\$ 6,664.71	\$ 7,206.21	\$ 45,319.88	\$ 50,462.81	\$ 3,528.71	\$ 33,154.15	\$ 4,661.52	\$ 0.57	\$ 150.00	\$ 12,970.00	\$ 975.05	\$ 2,357.75	\$ 230,363.06		
	2055	2056	2057	2058	2059	2201	2500	2501								
	Work4ME-PAL	Lake Auburn Neighborhood	ASPCA Grant	Barker Mills Greenway	Distracted Driving	EDI Grant	Parks & Recreation	Recreation Donation								
Fund Balance 7/1/16	\$ (10,824.92)	\$ 125.00	\$ 800.00	\$ (36,787.03)	\$ (720.00)	\$ (1,336,528.99)	\$ 285,658.91	\$ 1,757.00								
Revenues FY17					\$ (3,024.00)		\$ 54,100.83									
Expenditures FY17	\$ 8,862.50				\$ 11,130.00	\$ 875.00	\$ 180,000.05									
Fund Balance 10/31/16	\$ (19,687.42)	\$ 125.00	\$ 800.00	\$ (36,787.03)	\$ (14,874.00)	\$ (1,337,403.99)	\$ 159,759.69	\$ 1,757.00								
	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	Total
	Tambrands TIF 4	J Enterprises TIF 5	Tambrands II TIF 6	J & A Properties TIF 7	Formed Fiber TIF 8	Mall TIF 9	Downtown TIF 10	Safe Handling TIF 11	Auburn Industrial TIF 12	Auburn Plaza TIF 13	Auburn Plaza II TIF 14	Webster School TIF 16	Bedard Pharm TIF 17	Slapshot LLC TIF 18	Hartt Transport TIF 19	Special Revenues
Fund Balance 7/1/16	\$ (127,347.23)	\$ 14,500.44	\$ (471,229.88)	\$ 2,558.27	\$ 134,174.73	\$ 538,642.58	\$ 700,419.73	\$ 50,183.21	\$ (373,286.94)	\$ 112,923.51	\$ (90,278.95)	\$ 360.91	\$ 388.80	\$ (111,372.97)	\$ (5.40)	\$ 4,275,786.91
Revenues FY17																\$ 475,138.02
Expenditures FY17							\$ 828,323.94		\$ 136,810.59		\$ 390,735.66			\$ 84,567.93		\$ 2,126,000.53
Fund Balance 10/31/16	\$ (127,347.23)	\$ 14,500.44	\$ (471,229.88)	\$ 2,558.27	\$ 134,174.73	\$ 538,642.58	\$ (127,904.21)	\$ 50,183.21	\$ (510,097.53)	\$ 112,923.51	\$ (481,014.61)	\$ 360.91	\$ 388.80	\$ (195,940.90)	\$ (5.40)	\$ 2,624,924.40

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Denis D'Auteuil, Acting City Manager
From: Jill Eastman, Finance Director
Re: Financial Reports for October, 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 October 31, 2016.

INGERSOLL TURF FACILITY

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of October 31, 2016.

Current Assets:

As of the end of October 2016 the total current assets of Ingersoll Turf Facility were (\$9,274). This consisted of an interfund payable of \$9,274 a reduction from September of \$2,376.

Noncurrent Assets:

Ingersoll's noncurrent assets are the building and equipment that was purchased, less depreciation. The total value of the noncurrent assets as of October 31, 2016 was \$195,659.

Liabilities:

Ingersoll had accounts payable of \$180 as of October 31, 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 October 2016 are \$22,999. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through October 2016 were \$32,013. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of October 2016 Ingersoll has an operating loss of \$9,014 compared to a net loss in September of \$11,328.

As of October 31, 2016 Ingersoll has a decrease in net assets of \$9,454.

The budget to actual reports for revenue and expenditures, show that the revenue for FY17 compared to FY 16. Ingersoll Arena opened last year in the middle of October.

Statement of Net Assets
Ingersoll Turf Facility
October 31, 2016
Business-type Activities - Enterprise Fund

	October 30 2016	September 30 2016	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ -	\$ -	-
Interfund receivables/payables	\$ (9,274)	\$ (11,650)	2,376
Accounts receivable	-	-	-
Total current assets	(9,274)	(11,650)	2,376
Noncurrent assets:			
Capital assets:			
Buildings	672,279	672,279	-
Equipment	86,625	86,625	-
Land improvements	18,584	18,584	-
Less accumulated depreciation	(581,829)	(581,829)	-
Total noncurrent assets	195,659	195,659	-
Total assets	186,385	184,009	2,376
LIABILITIES			
Accounts payable	\$ 180	\$ 118	\$ 62
Total liabilities	180	118	62
NET ASSETS			
Invested in capital assets	\$ 195,659	\$ 195,659	\$ -
Unrestricted	\$ (9,454)	\$ (11,768)	\$ 2,314
Total net assets	\$ 186,205	\$ 183,891	\$ 2,314

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Ingersoll Turf Facility
Business-type Activities - Enterprise Funds
Statement of Activities
October 31, 2016

	Ingersoll Turf Facility
Operating revenues:	
Charges for services	\$ 22,999
Operating expenses:	
Personnel	25,548
Supplies	948
Utilities	2,276
Repairs and maintenance	-
Rent	-
Depreciation	-
Capital expenses	-
Other expenses	3,241
Total operating expenses	32,013
Operating gain (loss)	(9,014)
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	(9,014)
Transfers out	-
Change in net assets	(9,014)
Total net assets, July 1	195,219
Total net assets, October 31, 2016	\$ 186,205

CITY OF AUBURN, MAINE
REVENUES - INGERSOLL TURF FACILITY
Through October 31, 2016

REVENUE SOURCE	FY 2017 BUDGET	ACTUAL REVENUES THRU OCT 2016	% OF BUDGET	FY 2017 BUDGET	ACTUAL REVENUES THRU OCT 2015	% OF BUDGET
CHARGE FOR SERVICES						
Sponsorship	\$ 15,000	\$ 6,000	40.00%	\$ 15,000	\$ 2,000	13.33%
Batting Cages	\$ 9,940	\$ 2,755	27.72%	\$ -		
Programs	\$ 90,000	\$ 8,414	9.35%	\$ 8,640	\$ 5,304	61.39%
Rental Income	\$ 100,000	\$ 5,830	5.83%	\$ 191,300	\$ 645	0.34%
TOTAL CHARGE FOR SERVICES	\$ 214,940	\$ 22,999	10.70%	\$ 214,940	\$ 7,949	3.70%
INTEREST ON INVESTMENTS	\$ -			\$ -		
GRAND TOTAL REVENUES	\$ 214,940	\$ 22,999	10.70%	\$ 214,940	\$ 7,949	3.70%

CITY OF AUBURN, MAINE
EXPENDITURES - INGERSOLL TURF FACILITY
Through October 31, 2016

DESCRIPTION	ACTUAL			ACTUAL		
	FY 2017 BUDGET	EXPENDITURES THRU OCT 2016	% OF BUDGET	FY 2016 BUDGET	EXPENDITURES THRU OCT 2015	% OF BUDGET
Salaries & Benefits	\$ 101,899	\$ 25,548	25.07%	\$ 101,899	\$ 7,255	7.12%
Purchased Services	\$ 20,750	\$ 3,271	15.76%	\$ 20,750	\$ 1,316	6.34%
Programs	\$ 5,000	\$ 730	14.60%	\$ 5,000	\$ -	0.00%
Supplies	\$ 6,750	\$ 188	2.79%	\$ 6,750	\$ 315	4.67%
Utilities	\$ 41,320	\$ 2,276	5.51%	\$ 41,320	\$ 1,716	4.15%
Insurance Premiums	\$ 2,383	\$ -	0.00%	\$ 2,383	\$ -	0.00%
Capital Outlay	\$ -	\$ -		\$ -	\$ 17,688	
	\$ 178,102	\$ 32,013	17.97%	\$ 178,102	\$ 28,290	15.88%
GRAND TOTAL EXPENDITURES	\$ 178,102	\$ 32,013	17.97%	\$ 178,102	\$ 28,290	15.88%

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Denis D'Auteuil, Acting City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for October 31, 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 October 31, 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, September 30, 2016.

Current Assets:

As of the end of October 2016 the total current assets of Norway Savings Bank Arena were (\$393,537). These consisted of cash and cash equivalents of \$91,221, accounts receivable of \$92,099, and an interfund payable of \$576,857.

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 October 31, 2016 was \$186,561.

Liabilities:

Norway Arena had accounts payable of \$8,089 as of October 31, 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 October 2016 are \$332,578. 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 October 2016 were \$409,502. These expenses include personnel costs, supplies, utilities, repairs, rent, capital purchases and maintenance.

As of October 2016 Norway Arena has an operating loss of \$76,924 compared to the September 2016 operating loss of \$106,337 an decrease in the operating loss for the fiscal year of \$29,413.

As of October 31, 2016 Norway Arena has a decrease in net assets of \$76,924.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY17 is \$40,701 more than in FY16 and expenditures in FY17 are \$14,432 more than last year in October.

CITY OF AUBURN, MAINE
Statement of Net Assets
Norway Savings Bank Arena
October 31, 20156
Business-type Activities - Enterprise Fund

	October 31, 2016	September 30, 2016	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 91,221	\$ 91,225	\$ (4)
Interfund receivables	\$ (576,857)	\$ (605,983)	\$ 29,126
Prepaid Rent	\$ -	\$ -	\$ -
Accounts receivable	92,099	63,849	\$ 28,250
Total current assets	(393,537)	(450,909)	57,372
Noncurrent assets:			
Capital assets:			
Buildings	35,905	35,905	-
Equipment	285,813	285,813	-
Land improvements	-	-	-
Less accumulated depreciation	(135,157)	(135,157)	-
Total noncurrent assets	186,561	186,561	-
Total assets	(206,976)	(264,348)	57,372
LIABILITIES			
Accounts payable	\$ 8,089	\$ 4,548	\$ 3,541
Net pension liability	77,298	52,880	24,418
Total liabilities	85,387	57,428	27,959
NET ASSETS			
Invested in capital assets	\$ 186,561	\$ 186,561	\$ -
Unrestricted	\$ (478,924)	\$ (508,337)	\$ 29,413
Total net assets	\$ (292,363)	\$ (321,776)	\$ 29,413

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
October 31, 2016

	Norway Savings Arena
Operating revenues:	
Charges for services	\$ 332,578
Operating expenses:	
Personnel	122,565
Supplies	20,064
Utilities	79,507
Repairs and maintenance	1,809
Rent	168,828
Depreciation	-
Capital expenses	11,168
Other expenses	5,561
Total operating expenses	409,502
Operating gain (loss)	(76,924)
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	(76,924)
Transfers out	-
Change in net assets	(76,924)
Total net assets, July 1	(215,439)
Total net assets, October 31, 2016	\$ (292,363)

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

REVENUE SOURCE	FY 2017 BUDGET	ACTUAL REVENUES THRU OCT 2016	% OF BUDGET	FY 2016 BUDGET	ACTUAL REVENUES THRU OCT 2015	% OF BUDGET	VARIANCE
CHARGE FOR SERVICES							
Concussions	\$ 18,000	\$ -	0.00%	\$ 30,000	\$ -	0.00%	\$ -
Sponsorships	\$ 230,000	\$ 126,769	55.12%	\$ 230,000	\$ 66,938	29.10%	\$ 59,831
Pro Shop	\$ 8,500	\$ 2,183	25.68%	\$ 8,500	\$ 2,346	27.60%	\$ (163)
Programs	\$ 31,000		0.00%	\$ 280,000	\$ 57,711	20.61%	\$ (57,711)
Rental Income	\$ 672,250	\$ 164,731	24.50%	\$ 398,500	\$ 164,882	41.38%	\$ (151)
Camps/Clinics	\$ 50,000	\$ 38,895	77.79%				\$ 38,895
Tournaments	\$ 50,000	\$ -	0.00%	\$ 50,000	\$ -	0.00%	\$ -
TOTAL CHARGE FOR SERVICES	\$ 1,059,750	\$ 332,578	31.38%	\$ 997,000	\$ 291,877	29.28%	\$ 40,701
INTEREST ON INVESTMENTS	\$ -			\$ -			
GRAND TOTAL REVENUES	\$ 1,059,750	\$ 332,578	31.38%	\$ 997,000	\$ 291,877	29.28%	\$ 40,701

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

DESCRIPTION	ACTUAL			ACTUAL			VARIANCE
	FY 2016 BUDGET	EXPENDITURES THRU OCT 2016	% OF BUDGET	FY 2015 BUDGET	EXPENDITURES THRU OCT 2015	% OF BUDGET	
Salaries & Benefits	\$ 311,000	\$ 122,565	39.41%	\$ 311,000	\$ 118,074	37.97%	\$ 4,491
Purchased Services	\$ 87,306	\$ 12,927	14.81%	\$ 96,150	\$ 25,150	26.16%	\$ (12,223)
Supplies	\$ 37,150	\$ 14,507	39.05%	\$ 17,500	\$ 9,628	55.02%	\$ 4,879
Utilities	\$ 199,800	\$ 79,507	39.79%	\$ 200,200	\$ 71,790	35.86%	\$ 7,717
Capital Outlay	\$ 57,000	\$ 11,168	19.59%	\$ 57,000	\$ 1,600	2.81%	\$ 9,568
Rent	\$ 507,000	\$ 168,828	33.30%	\$ 507,000	\$ 168,828	33.30%	\$ -
	\$ 1,199,256	\$ 409,502	34.15%	\$ 1,188,850	\$ 395,070	33.23%	\$ 14,432
GRAND TOTAL EXPENDITURES	\$ 1,199,256	\$ 409,502	34.15%	\$ 1,188,850	\$ 395,070	33.23%	\$ 14,432



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: November 21, 2016

Subject: Executive Session

Information: Discussion regarding economic development, 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.