



City Council Meeting and Workshop

July 21, 2014

Agenda

5:30 P.M. Workshop

- A. Community Development Block Grant Program Guidelines – Reine Mynahan (10 minutes)
- B. General Obligation Bonds – Clint Deschene (40 minutes)
- C. Complete Streets Presentation – Alan Manoian (30 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Walker

Pledge of Allegiance

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

- 1. **Order 62-07212014***
Accepting the conveyance of 7 acres of green space.
- 2. **Order 63-07212014***
Setting the time to open the polls for the August 12, 2014 Special Municipal Election for the Ward 1 School Committee seat that is to be held at Washburn School for 7:00 A.M..
- 3. **Order 64-07212014***
Casting votes for the Maine Municipal Association's Vice President and Executive Committee Members

II. Minutes – July 7, 2014 Regular Council Meeting

III. Reports

Mayor's Report

City Councilors' Reports

City Manager Report

- Changes to September Meeting Dates
- Bike-Ped Committee Expansion

Finance Director, Jill Eastman - June 2014 Monthly Finance Report

IV. Communications, Presentations and Recognitions

- Mayoral Proclamation
- Recognition – Citizens Fire Academy

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- National Night Out Invitation

V. 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*. Time limit for open sessions, by ordinance, is 45 minutes.

VI. Unfinished Business

4. Order 57-07072014

Adopting the Community Development Block Grant Program Guidelines.

5. Order 61-07072014

Authorizing issuance of General Obligation Bonds and a tax levy therefore. First reading. *Passage requires an affirmative vote of 5 Councilors.*

VII. New Business

6. Order 65-07212014

Approving the funding of the Airport Hanger.

VIII. Executive Session

- Discussion regarding labor negotiations (Public Services), pursuant to 1 M.R.S.A. Section 405(6)(D).
- 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 in which premature disclosure of the information would prejudice the competitive or bargaining position of the body or agency, pursuant to 1 M.R.S.A. Section 405(6)(C).

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

X. Adjournment

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

- A. Discussion of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

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- G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and
- H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: July 21, 2014

Item A

Author: Reine Mynahan, Community Development Director

Subject: Revisions to Residential and Commercial Programs

Information: The attached revised guideline changes are in response to comments provided by Mayor Labonte and Councilor Walker. The changes to the Residential Rehabilitation Program are 1) elimination of a grant for low-income households and 2) elimination of vinyl siding as an allowed siding type. Changes to the Commercial Rehabilitation Program are 1) increasing the grant from a maximum to \$7,500 with an equal match to 25% of the rehabilitation cost not to exceed \$25,000, and 2) elimination of vinyl siding.

Pro's & Con's:

Financial:

Action Requested at this Meeting: Adoption of Guidelines

Previous Meetings and History: July 7, 2014

Attachments:

Program guidelines for Commercial and Residential Rehabilitation Programs.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: July 7, 2014

Order A

Author: Reine Mynahan, Community Development Director

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Revisions to Residential and Commercial Programs

Information: The February 2014 budget presentation included a report on the Curb Appeal Program. For reasons listed in this report I recommended incorporating the Curb Appeal Program into the Residential and Commercial Programs (see report of February 18, 2014). The FY2014-15 budget was presented with curb appeal combined with these two programs. To move forward on this approach, new program guidelines are necessary.

Attached are revised program guidelines. In addition to joining curb appeal with these two programs, changes have been made to the maximum grant amount and required match. Given that Community Development funding has been declining and the trend is expected to continue, we should grant only the amount necessary to stimulate the investment in the project. We had significant interest when offering \$10,000 (21 applications), so I'm recommending we try a lesser amount.

The maximum grant for exterior improvements in the Commercial and Residential Rehabilitation Programs has been reduced from the \$10,000 Curb Appeal limit to \$7,500. The Residential match has been reduced from an amount equal to the grant to 25% of the grant. A \$2,500 grant has been added to the Residential Rehabilitation Program for households whose income is less than 80% of area median income with no match required. With significant reductions in value and building equity, obtaining matching funds has been especially challenging for residential projects. All other requirements are essentially the same as before.

Financial: The reduced grant will result in more program income and the reduced match will lesson what has been a barrier to closing the project.

Action Requested at this Meeting: Recommend passage.

Previous Meetings and History: Workshop 07072014

Attachments:

Program guidelines for Commercial Rehabilitation Program and Residential Rehabilitation Program
Order 57-07072014

**Agenda items are not limited to these categories.*

II. RESIDENTIAL REHABILITATION PROGRAM

A. PROGRAM GOAL

The goal of the Residential Rehabilitation Program is to improve the quality of housing by eliminating substandard housing conditions, upgrading the property to meet Auburn's Housing Standards. The Residential Rehabilitation Program is funded by the Community Development Block Grant Program and is subject to all of the Community Development Program rules.

B. ELIGIBILITY CRITERIA

1. The applicant must own or have a written agreement to purchase the property to be improved.
2. The property may be an owner-occupied, investor-owned, or owned by a non-profit agency. The property must be year-round residential structure or be converting to a year-round status according to the requirements of the City of Auburn's duly adopted construction codes and zoning ordinance.
3. After completion, the property must comply with Housing Standards of the Community Development Program. Community Development Department staff will determine the requirements for building improvements.

C. ASSISTANCE CATEGORIES AND TERMS

1. Target Areas

- a. Property must be located within one of Auburn's target areas.

b. Exterior Repairs

- 1) Maximum grant is \$7,500 per property;
- 2) Only one grant will be awarded per property;
- 3) The applicant shall provide a private match of 25% of the grant amount;
- 4) A loan will be available for projects that exceed the grant/match amount with the same terms and conditions as described in section c. General Improvements; and

c. General Improvements

- 1) Maximum loan amounts are:
 - a) \$25,000 for the first unit (a unit that receives funding under the Homeowner Rehab Program will be considered the first unit);
 - b) \$20,000 for each additional unit;
 - c) Interest rate is 2%; and
 - d) The City's loan shall be leveraged with a minimum of 25% in private funds. The leveraged requirement may be waived by the Community

Development Loan Committee based on cash flow or inability to obtain private financing

e) Loan term shall be established by Community Development Loan Committee based on financial capacity of the applicant or inability to obtain financing. The maximum term is 25 years.

2. Low Income Households

a. General Criteria

- 1) Property may be anywhere in the City of Auburn.
- 2) Property must be owner-occupied.
- 3) Applicant's household income is less than 80% of area median income.
- 4) There is no match.
- 5) Buildings outside the target areas must meet the low-income occupancy requirement (50% for a 2-unit building and 51% for 3 or more units)

~~b. Exterior Repairs~~

- ~~1) Maximum grant is \$2,500 per property.~~
- ~~2) Only one grant will be awarded per property.~~
- ~~3) A loan will be available for projects that exceed the grant amount with the same terms and conditions as described in section c General Improvements.~~

~~eb. General Improvements~~

- 1) Maximum loan amounts are:
 - a) \$25,000 for the first unit (a unit that receives funding under the Homeowner Rehab Program will be considered the first unit);
 - b) \$20,000 for each additional unit;
- 2) Interest rate is 0%
- 3) Loan term shall be established by Community Development Loan Committee based on financial capacity of the applicant. The maximum term is 25 years.

D. ELIGIBLE IMPROVEMENTS

1. Curb Appeal Grant Priorities

a. Goal under this section are intended to enhance the visual quality of the neighborhood. Improvements must address the conditions that contribute to blight in the neighborhood. Blight is defined as the characteristics of the built and natural environment that have deteriorated to the point that they constitute a threat to public health, safety, and welfare; contribute to the physical and economic deterioration of neighborhoods, or result in the degradation of the quality of life in the City of Auburn.

- b. The Rehabilitation Coordinator will be responsible to document blighting influences by assessing the physical condition and visual impact of the exterior building elements and recording observable deficiencies.
- c. In order to assure that the proposed improvements produce a positive impact, severe conditions will be remedied first. If funds remain after severe conditions are remedied, then other conditions may be addressed.
- d. Curb Appeal Improvements
 - 1. Architectural and engineering services relative to exterior improvements undertaken;
 - 2. prime and paint exterior surfaces;
 - 3. repair or replacement of exterior surfaces including siding (no vinyl siding allowed), porches, steps, railings, decking, fire escapes, window and door trim, soffits and eaves, and gutters;
 - 4. lighting;
 - 5. foundation repair;
 - 6. re-pointing or reconstruction of walls and chimneys;
 - 7. retaining walls and fences;
 - 8. replacement of windows and doors;
 - 9. repair to garages, barns, and accessory buildings; and
 - 10. exterior repairs to assure the exterior of the building meets Housing Quality Standards.

e. General Rehabilitation Loan Priorities

Improvements include rehabilitation of a permanent nature which may include

- 1. Architectural and engineering services relative to projecty improvements undertaken;
- 2. structural repairs;
- 3. energy improvements;
- 4. eliminatgion of lead paint hazards;
- 5. weatherization;
- 6. weather protection;
- 7. accessibility for disabled persons;
- 8. repair or replacement of major housing systems;
- 9. repair of code violations;
- 10. general property improvements of a non-luxury nature;
- 11. repair of retaining walls;
- 12. utility connections;
- 13. finishing of unfinished space to add space to an existing dwelling unit to make it properly sized for the occupants;
- 14. engineering and architect costs;
- 15. driveway and yard repair

16. earthwork limited to correction of a significant drainage or landscape problem;
17. demolition, structural repairs or weather protection of garages, barns and accessory buildings;
18. fencing when required to correct a hazardous condition; and
19. any improvements that accomplish the goal of this program.

f. **Ineligible Improvements**

Improvements which are ineligible include

1. new construction;
2. creation of additional unit(s);
3. paving;
4. costs of equipment, furnishings or other personal property not an integral structural fixture such as appliances;
5. labor costs for property owners to rehabilitate their own property; and
6. improvements attributable to the non-residential portion of a mixed-use property.

E. NATIONAL OBJECTIVES

Projects will be eligible under only one of two national objectives: low-income benefit based on occupancy or slums/blight. The allocation of loan pool funds each year will be a minimum 75% for low-income projects. Projects will be processed under the low-income criteria whenever possible and under the Slums/Blight criteria as a last resort.

1. **Low-Income Criteria**

Applicants will be required to provide source income if they are the occupant or tenant certifications of income. Applicants will be required to sign a Rent Regulatory Agreement to assure one-year occupancy after project completion by a low-income tenant.

2. **Slums/Blight Criteria**

The project must address the conditions which contribute to blight as defined in section d. Curb Appeal Grant Priorities.

III. APPROVAL PROCESS

A. COMMUNITY DEVELOPMENT STAFF

The Community Development Department has responsibility for administration of the

Rehabilitation Program. Community Development performs the underwriting and presents the loan request to the Community Development Loan Committee.

B. PRIVATE FUNDS

Private Funds: When matching funds are required, the applicant will have the option of using cash or borrowed funds. Match funds will be deposited into a segregated City account and will be subject to disbursement of funds procedures defined in this guideline.

C. COMMUNITY DEVELOPMENT LOAN COMMITTEE

1. Loans and grants will be reviewed by the Community Development Loan Committee who will be responsible for making a decision to approve or deny loan requests and to establish loan and grant conditions.
2. Appeal Procedure: The reason(s) for rejection shall be given to the applicant. Applications that have been denied may be appealed to the Community Development Loan Committee for a period of thirty days after the date of rejection. The applicant will be allowed to present his/her case to the Community Development Loan Committee. The Community Development Loan Committee may reconsider their prior vote to denying the application after the appeal review has been completed.
3. Waiver of Loan Amount and Term: The City Council may authorize a different interest rate, repayment term or loan amount than what is specified in this program guide.

D. LOAN CONSIDERATIONS

In approving or denying loan requests, the Community Development Loan Committee shall be guided by the following loan considerations:

1) Underwriting

- a) Cash flow -- ability to repay the debt;
- b) Credit – good credit history and reputation;
- c) Payment of taxes or acceptable arrangements;
- d) Collateral – Collateral coverage must be adequate as determined by the Community Development Loan Committee;
- e) Security – other assets; and
- f) Commitment of matching funds.

2) Assessment Private/Public Benefit

The Community Development Loan Committee will also consider the broader implications of private and public benefits.

I. COMMERCIAL REHABILITATION PROGRAM

A. PROGRAM GOAL

The goal of the Commercial Rehab Program is to encourage commercial development through building rehabilitation and to improve the visual quality of the building. The Commercial Rehabilitation Program is funded by the Community Development Block Grant Program and is subject to all of the Community Development Program rules.

B. APPLICANT

1. The applicant must own or have a written agreement to purchase the property to be improved. The applicant may be a lessee if there is acceptable collateral.
2. The applicant may be an individual, limited liability company, corporation, partnership or non-profit entity.

C. PROPERTY

1. All taxes due on the property must be paid in full or acceptable arrangements made with the Treasurer of the City of Auburn.
2. The intended use for the building must be for commercial purposes. No residential development will be financed with this program.
3. All property improvements must meet the City's building codes.
4. The property must be located within one of the three Community Development identified target areas, Downtown, New Auburn, or Union Street.

D. ASSISTANCE CATEGORIES AND TERMS

1. Exterior Repair

- a) Maximum grant is ~~\$7,500- 25% of the eligible rehabilitation project cost not to exceed \$25,000~~ per property;
- b) Only one grant will be awarded per property; and
- c) ~~The applicant shall provide a private match equal to the grant amount; and~~
- d) A loan will be available for projects that exceed the grant/match amount with the same terms and conditions as described in section 2 for General Improvements.

2. General Improvements

- a) The maximum loan amount is \$50,000 per property;
- b) Interest rate is prime plus one-half (1/2) percent; (Mayor Labonte suggested offering a more competitive interest rate. Prime plus one-half percent is substantially more competitive than bank rates. Prime is currently 3.25%.)
- c) The City's loan shall be leveraged with a minimum of 25% in private funds. The leveraged requirement may be waived by the Community

Development Loan Committee based on cash flow or inability to obtain financing; and

d) Loan term shall be established by the Community Development Loan Committee based on financial capacity of the applicant. The maximum term is 25 years.

3. **Private Match Funds**

The applicant will have the option of using cash or borrowed funds. Match funds will be deposited into a segregated City account and will be subject to disbursement of funds procedures defined in this guideline.

E. ELIGIBLE IMPROVEMENTS

1. Curb Appeal Grant Priorities

- a) Grants under this section are intended to enhance the visual quality of the neighborhood. Improvements under this program must address the conditions that contribute to blight in the neighborhood. Blight is defined as the characteristics of the built and natural environment that have deteriorated to the point that they constitute a threat to public health, safety, and welfare; contribute to the physical and economic deterioration of neighborhoods, or result in the degradation of the quality of life in the City of Auburn.
- b) The Rehabilitation Coordinator will be responsible to document blighting influences by assessing the physical condition and visual impact of the exterior building elements and recording observable deficiencies.
- c) In order to assure that the proposed improvements produce a positive impact, severe conditions will be remedied first. If funds remain after severe conditions are remedied, then other conditions may be addressed.

2. Curb Appeal Improvements

- a) architectural and engineering services relative to exterior improvements;
- b) prime and paint exterior surfaces;
- c) repair or replacement of exterior surfaces including siding (**no vinyl siding allowed**), porches, steps, railings, ——— decking, fire escapes, window and door trim, soffits and eaves, and gutters;
- d) lighting;
- e) foundation repair;
- f) re-pointing or reconstruction of walls and chimneys;
- g) retaining walls and fences;
- h) replacement of windows and doors; and
- i) exterior repair to garages, barns, and accessory buildings.

3. General Rehabilitation Improvements

- a) architectural and engineering services relative to project improvements;
- b) structural repairs;
- c) energy improvements;
- d) elimination of lead paint hazards;
- e) weatherization;
- f) accessibility for disabled persons;
- g) weather protection;
- h) repair or replacement of major building systems;
- i) repair of code deficiencies
- j) repair of retaining walls;
- k) utility connections;
- l) paving;
- m) fencing when required to correct a hazardous condition;
- n) improvements which would generally increase the economic viability of the property; and
- o) any improvements that accomplish the goal of this program.

4. **Ineligible Improvements**

- a) new construction;
- b) costs of equipment, furnishings or other personal property not an integral structural fixture;
- c) labor costs for property owners to rehabilitate their own property; and
- d) improvements attributable to the residential portion of a mixed-use property.

E. **NATIONAL OBJECTIVES**

Projects will be eligible under only one of two national objectives: low-income benefit through creation of jobs or slums/blight. The allocation of loan pool funds each year will be a minimum 75% for job creation projects. Projects will be processed under the low-income criteria whenever possible and under the Slums/Blight criteria as a last resort.

1. **Low-Income Criteria**

Applicants will be required to directly create 1 full-time equivalent permanent job per \$25,000 of Commercial Loan Program funds within a one-year period after loan closing, 51% of which will be taken by persons of low and moderate income according to income limits established by the U. S. Department of Housing and Urban Development for Lewiston-Auburn MSA. Turnover jobs, jobs that were previously taken by an employee and are now open are not eligible to be counted as new jobs. During the application process, jobs will be evaluated to determine if there is potential to satisfy the 51% low-mod requirement. The applicant will be required to sign a Job Agreement as a condition of the loan and comply with all required reporting.

2. **Slums/Blight Criteria**

Eligible activities for the Slums/Blight objective are limited to exterior of the building and interior improvements to correct building code violations. Code violations include improvements necessary to satisfy Life Safety Code, Maine State Plumbing Code, National Electrical Code, and the BOCA Building Code. Projects under this criteria shall be processed only if when the City is able to meet its income targeting prescribed by HUD, at least 70% of funds must assist low- and moderate-income persons.

III. APPROVAL PROCESS

A. COMMUNITY DEVELOPMENT STAFF

The Community Development Department has responsibility for administration of the Rehabilitation Program. Community Development performs the underwriting and presents the loan request to the Community Development Loan Committee.

B. COMMUNITY DEVELOPMENT LOAN COMMITTEE

1. Loans and grants will be reviewed by the Community Development Loan Committee who will be responsible for making a decision to approve or deny loan requests and to establish loan and grant conditions.
2. Appeal Procedure: The reason(s) for rejection shall be given to the applicant. Applications that have been denied may be appealed to the Community Development Loan Committee for a period of thirty days after the date of rejection. The applicant will be allowed to present his/her case to the Community Development Loan Committee. The Community Development Loan Committee may reconsider their prior vote to denying the application after the appeal review has been completed.
3. Waiver of Loan Amount and Term: The City Council may authorize a different interest rate, repayment term or loan amount than what is specified in this program guideline.

4. Loan Considerations

In approving or denying loan requests, the Community Development Loan Committee shall be guided by the following loan considerations:

a. Underwriting

Projects under the Commercial Loan Program will be analyzed to determine risk according to typical lending considerations.

1) Required for All Loans:

a) Cash Flow: Ability to repay the debt will be the most important consideration with a minimum debt coverage ratio of 1.1. to 1.

b) Collateral Coverage- minimum of 100%

- Real Estate: 100% of market value

- Business Equipment: 90% of market value
- Inventory: 60% of market value
- Accounts Receivable: 90% of market value
- Furniture & Fixtures: 80% of market value
- Vehicles: 90% of retail value
- Marketable Securities: 100% of market value
- Personal Assets: (same as above)

c) Owner Equity: minimum 10%

d) Character: Good credit history and reputable, no bankruptcies in past 5 years.

e) Additional Considerations: The following shall be evaluated by the Committee before making a decision.

- **Security - Assignment of Leases and Other Assets**
- **Commitment to the project is strongly encouraged**
May include: Personal guarantees from owners with 25% or greater ownership; deferral of development fee; lease commitments; owner equity or cash contribution
- **Management experience in running the business**
- **Business Plan**
- **Market Analysis**
- **Experience in development team**

2) Project is Financially Appropriate

- a) Project costs are reasonable
- b) All sources of financing are committed \
- c) To the extent practicable:
CDBG funds not substituted for non-federal financial support
Project is financially feasible
The return on the owner's equity investment is not unreasonably high

3) Terms of the Bank Loan

(as defined in the commitment letter)

b. Assessment of Public Benefit

The Community Development Loan Committee will also consider the broader implications of public benefits in making a decision to approve or deny the loan and will make a necessary and appropriate determination that the amount of assistance is reasonable in relation to the public benefit to be achieved. The Community Development Loan Committee will consider the following factors in assessing public benefits:

Number and type of jobs

Increase in needed services
Increase in tax base including real estate and personal property
Development which is likely to be stimulated in the area by the activity
Other public benefits

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam Lee, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 57-07072014

ORDERED, that the Auburn City Council hereby adopts the Residential Rehabilitation Program and Commercial Rehabilitation Program guidelines as recommended by Community Development staff.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: July 21, 2014

Item B

Author: Jill M. Eastman, Finance Director

Subject: Order authorizing the issuance of General Obligation Bonds and tax levy therefore

Information: This is the order authorizing the sale of \$8,200,000 in General Obligation Bonds to finance the FY 14-15 Capital Improvement Projects passed by Council during the budget process. (list attached)

Pro's & Con's: n/a

Financial: n/a

Action Requested at this Meeting: 1st reading and public hearing on the General Obligation Bond Order, second reading will be scheduled July 28, 2014

Previous Meetings and History:

Attachments:

- Order
- Approved CIP Detail
- Notice of Public Hearing

Tizz E. H. Crowley, Ward One
 Robert Hayes, Ward Two
 Mary Lafontaine, Ward Three
 Adam Lee, Ward Four



Jonathan LaBonte, Mayor

Leroy Walker, Ward Five
 Belinda Gerry, At Large
 David Young, At Large

IN CITY COUNCIL

ORDER 61-07072014

Ordered by the Auburn City Council, following a public hearing duly called and held as required by Article 8, Section 8.13 of the Auburn City Charter, that there be and hereby is authorized the issuance and sale of the City's general obligation bonds on either a taxable or a tax-exempt basis in the amount of \$8,200,000, the proceeds of which, including premium, if any, and investment earnings thereon, are hereby appropriated to finance the following capital equipment and capital improvements (including costs of issuance for the bonds), all constituting part of the City's FY14 Capital Improvement Program:

	Description	Bonded General Fund
Engineering	Reconstruction	\$ 1,100,000
Engineering	Reclamation/Resurfacing	\$ 1,000,000
Engineering	Major Drainage	\$ 100,000
Engineering	MDOT Match	\$ 1,100,000
Engineering	Retaining Walls	\$ 75,000
Engineering	Sidewalks	\$ 150,000
Engineering	Bridge Maintenance	\$ 75,000
PW-Facilities	Heating Oil Tank Conversion	\$ 25,000
PW-Facilities	Energy Efficiency Upgrades (Lighting)	\$ 120,000
Public Works	Replace Street Sweeper	\$ 236,250
Public Works	Replace 7 yard plow trucks	\$ 180,000
Public Works	Replace 12 yard plow truck	\$ 235,000
Public Works	Replace front end loader	\$ 255,000
Public Works	Purchase message sign board	\$ 25,000
Public Works	Side Dump Body/Hydraulic Pump	\$ 38,700
Planning	Dangerous Building Demolition	\$ 150,000
Fire	Generator for South Main Street Station	\$ 25,000
PW-Facilities	Replace Generator Transfer Switch	\$ 25,000
Planning	Comprehensive Plan Property Acquisiton Program	\$ 400,000
Library	Masonry Repair	\$ 47,167
Recreation	Renovate Softball Fields	\$ 72,000
Parks	Replace Festival Plaza Canopies	\$ 60,000
Recreation	Repurpose Ingersoll Arena	\$ 490,000
Contingency	Contingency	\$ 34,518
School Department	School Department	\$ 2,181,365
TOTAL CIP		\$ 8,200,000

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam Lee, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan LaBonte, Mayor

THAT the bonds shall be issued as authorized hereunder and shall be signed by the City's Finance Director and its Treasurer, attested by the City Clerk under the seal of the City. A tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year. The bonds may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the City's Finance Director.

THAT in order to finance temporarily the projects described above, the Finance Director is authorized to expend up to \$8,200,000 either from available funds of the City or from the proceeds of BAN's which would be reimbursed or refinanced from bond proceeds.

THAT the bonds authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director.

THAT the authority and discretion to designate the bond or notes, or a portion thereof, as qualified tax-exempt obligations under Section 265 of the Internal Revenue Code of 1986, as amended, is hereby delegated to the Finance Director.

THAT the City's Finance Director, Treasurer, Clerk, and other proper officials of the City be, and hereby are, authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, and to execute, deliver, file, approve, and record all financing documents, contracts, agreements, certificates, preliminary and final official statements, tax certificates and other documents as may be necessary or advisable, with the advice of counsel for the City, to carry out the provisions of this order, as may be necessary or desirable.

THAT if the Finance Director, Treasurer, or Clerk are for any reason are unavailable to approve and execute the bonds or any related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had himself or herself performed such act.

THAT this order is a declaration of official intent pursuant to Treas. Reg. § 1.150-2 and shall be kept available for public inspection during reasonable business hours at the office of the City Clerk.

A Public Notice describing the general purpose of the borrowing and the terms thereof was published on or before June 28, 2014, in the Lewiston Sun-Journal, a daily newspaper published in the City of Auburn and in Androscoggin County.

A public hearing was held on July 7, 2014.

CIP DETAIL

Project	Match	Description
Reconstruction	0.00%	\$2.2 mil requested, \$1.1 mil approved, by priority order, if on budget Davis Ave #1
Reclaim	0.00%	\$2.25 mil requested, \$1.0 mil approved, Val View if on budget, if not Summer and Howe
Major Drainage	0.00%	NPDES Compliance City Wide
MDOT Match	see list	plus MPI-Broad St 50/50 match
Retaining Walls	0.00%	Engineering City retaining walls, see attached
Sidewalks	0.00%	Lake Street
Bridge Maint	State	Project dependent State match, as of CIP - to be determined
Message Sign Board	0.00%	Staff researching non bonding option
Dangerous Building Demo	0.00%	To be determined, most likely downtown (exec session). Possible TIF funding source
Comp Plan Property Acquisition Program	0.00%	To be determined, most likely downtown (exec session). Possible TIF funding source
Replace Generator Switch	0.00%	Staff researching non bonding option
Repurpose Ingersoll	0.00%	Recreation Committee recommendation
School Department	0.00%	See prioritized list



City of Auburn, Maine FY15 - FY25 Capital Improvement Program Project Description Worksheet

FiscalYear: 2015

Priority: Very High

Project Title: Reconstruction

Project Purpose: Street Improvement

Department: Public Services-Engineering

Project Description: This program involves the full depth reconstruction of both rural and urban roadways. The preconstruction steps include: roadway survey and design, procure easements and permits, compile construction bid documents and award of construction contract. The construction work includes: installation of drainage system, excavation of existing roadway materials, placement of new road base, paving, curbing, sidewalks, matching existing properties to new roadways and final surface restoration. Each streets level of reconstruction varies based upon condition and usage. Location is to be determined based upon the results of the Pavement Condition Reporting Software and engineering judgment.

Location: See Map

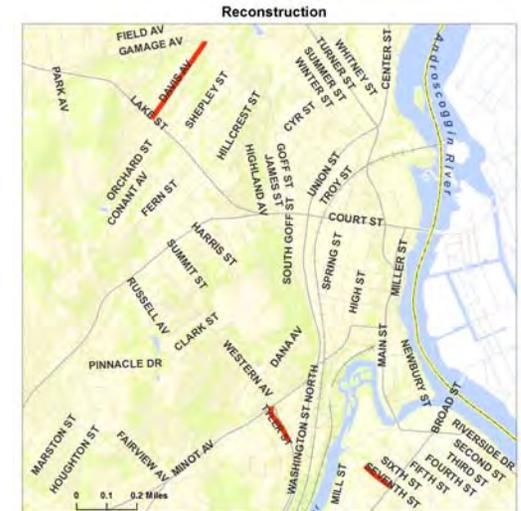
Justification: Streets designated are those that have deteriorated beyond resurfacing and whose sub base materials are not adequate for reclaiming (generally due to an abundant amount of utility trenches or poor initial construction) or require horizontal/vertical alignment changes to provide a safe and maintainable roadway based on current standards. Reconstruction is the most costly of all the street improvement programs and is therefore usually targeted at those streets that are in the worst condition. However, this program provides the longest life expectancy with the least amount of future maintenance costs of all other street improvement programs. The identified streets have undergone separation by the Sewer District and will complete work in the neighborhood.

Useful Life: 20 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$2,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,200,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	2.30%	\$50,000	G.O. Bond





City of Auburn, Maine
FY15 - FY25 Capital Improvement Program
Project Description Worksheet

Construction

2015

97.70%

\$2,150,000

G.O. Bond

City of Auburn, Maine

"Maine's City of Opportunity"

Community Services Department

Engineering Division

The City underwent an assessment of all City streets in the summer of 2013. From that assessment a Pavement Condition Index (PCI) was generated. A PCI is a numerical index which is used to indicate the general condition of a pavement. The method of determining roadways PCI is based on a visual survey of the number and types of distresses in the roadway pavement. The result of the analysis is a numerical value between 0 and 100, with 100 representing the best possible condition and 0 representing the worst possible condition. Pavement distress types for asphalt pavements include: alligator cracking, bumps and sags, depressions, edge cracking, joint reflection, longitudinal and transverse cracking, potholes, rutting, etc. These indices were used to help determine which streets were in the most disrepair. This was then used in conjunction with the surrounding areas pavement condition (when overlays are completed better prices are gained by having streets adjacent to one another), trying to complete the construction over a ten year period, trouble spots for maintenance and traffic volumes. I have included two pages of the PCI report starting with the worst roads. Any remaining funds will be used if the City is success with acquiring another MPI Grant from Maine DOT.

FY 2015 CIP Reconstruction



Davis Avenue (6600 lf) from Gamage to Lake – The roadway has a PCI rating of 47.08. Sewer separation work occurred in 1996 and the sidewalks have been rebuilt since then but the ramps would need to be upgraded to be ADA compliant. The existing granite curbing for large portions of the roadway have sunken out of site. The estimate for the reconstruction is \$1.25 million.



Tyler Street (1225 lf) from Minot to Jefferson – The roadway has a PCI rating of 24.58. The surrounding neighborhood streets have all been reconstructed leaving this as the last segment in the area. The existing granite curbing for the roadway is irregular and the sidewalk would require reconstruction. The estimate for the reconstruction is \$250,000.



Seventh Street (1350 lf) from Broad to dead end – The roadway has a PCI rating of 42.58. The surrounding neighborhood streets were all rebuilt from 1998-2002. Seventh was skipped and remains the only segment left in the area. The estimate for the reconstruction is \$300,000.



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

Fiscal Year: 2015

Priority: Very High

Project Title: Reclaim/Resurface

Project Purpose: Street Improvement

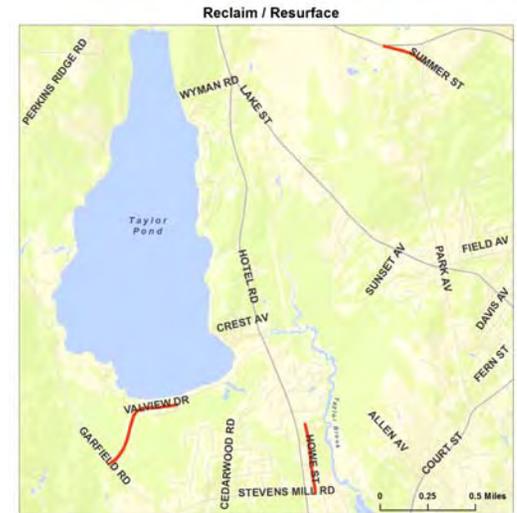
Department: Public Services-Engineering

Project Description: This program includes reclaiming (grinding) the existing pavement structure and underlying gravel base material, drainage improvements, and regarding the roadway to a proper profile. Reclaiming results in a substantially lower cost compared to full depth reconstruction. Gravel may be added to the roadway and drainage improvements are made. Locations will be dependent on the Pavement Condition Report Program and other factors such as traffic volumes and safety concerns.

Location: See Map

Justification: The reclamation process provides an alternative to conventional reconstruction at generally half the cost. It provides a stronger roadway base by utilizing the existing distressed pavement layer as an aggregate for the new gravel base layer.

Useful Life: 15 Yrs



Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	2.50%	\$50,000	G.O. Bond
Construction		2015	97.50%	\$1,950,000	G.O. Bond

FY 2015 CIP Reclamation



Valview Drive (7500 lf) from Garfield to dead end – The roadway has a PCI rating of 41.08. The estimate for the reconstruction is \$1.25 million.



Summer Street (3000 lf) from Park to Mount Auburn – The roadway has a PCI rating of 37.58. The roadway will be converted to a one way in-bound with a turn-around outbound after the last driveway. The estimate for the reconstruction is \$400,000.



Howe Street (4800 lf) from Park to Mount Auburn – The roadway has a PCI rating of 39.58 for 2000 lf and 51.58 for 2800 lf. A portion will undergo reclamation and a portion reconstruction. The estimate for the construction is \$600,000.



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Very High

Project Title: Major Drainage

Project Purpose: Federal Mandate

Department: Public Services-Engineering

Project Description: Implementation of a 5-year plan as per EPA Phase II National Pollution Discharge Elimination System (NPDES) stormwater regulations. Provide funding for the upgrade of the City's existing drainage infrastructure. Various Locations-Urbanized Area-NPDES Stormwater Phase II five-year plan implementation. In addition, this would be used to fund year one of a comprehensive study to determine immediate needs and long range forecasting of stormwater infrastructure condition and needs.

Location: Various

Justification: Necessary to comply with Federal NPDES mandates and provide adequate drainage systems throughout the City.

Useful Life: Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	100.00%	\$300,000	G.O. Bond



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

Fiscal Year: 2015

Priority: High

Project Title: Maine DOT Match

Project Purpose: Street Improvement

Department: Public Services-Engineering

Project Description: This program provides for surface transportation improvements through the partnership of federal, state and local planning organizations (MPO's) under the guidelines of the Transportation Enhancement (TE) program. The program design provides for "a continuous, comprehensive and cooperative transportation plan" for Lewiston-Auburn urbanized area. This match is to fund the City's portion of the project costs. Following are a list of projects. Route 4 / Lake Shore Dr Intersection, Turner Street/Center Street Intersection Design, Traffic Signal Improvements City Wide, South Main Reconstruction Phase II, Park Ave Reconstruction Phase ii, and Riverside Drive Reconstruction.

Location: Various

Justification: Local share funding for various projects.

Useful Life: 20 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$550,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	27.00%	\$150,000	
Construction		2015	73.00%	\$400,000	

Turner St. Sidewalks - Intersection Ramp Improvements	90% Federal & State, 10% Local	July 2014 thru October 2014
South Main St. - Outer Cook St. to Bolster St.	85% Federal & State, 15% Local	July 2014 thru October 2014
Park Ave. - Park Ave. Elementary to Lake St.	90% Federal & State, 10% Local	July 2014 thru October 2014
Mt. Auburn Ave. - Intersection of Park Ave.	90% Federal & State, 10% Local	May 2014 thru July 2014
Riverside Drive - Vickery to Dunn St	90% Federal & State, 10% Local	July 2014 thru July 2015
Route 122- Route 202 to Town Line	100% State	April 2014 thru October 2014
Oakdale Bridge (Route 202 Northbound over Little Androscoggin)	100% Federal & State	July 2014 thru June 2015
Intersection Improvements - Kittyhawk and Rte 202, Turnpike Exit and Rte 202	90% Federal & State, 10% Local	April 2014 thru October 2014
Lake St. - Colonial Way to Park Ave.	50% State, 50% Local	May 2014 thru August 2014
Hotel Road. - Minot Ave to Stevens Mill	50% State, 50% Local	May 2014 thru August 2014
Whitney St. - Union to French's Lane	100% Local	May 2014 thru August 2014
Mill St. - 9th to Broad St	100% Local	May 2014 thru August 2014
Manley St. - Minot to Rodman Rd	100% Local	May 2014
Holbrook Rd. - N. Auburn Rd to Town Line	100% Local	May 2014 thru September 2014



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

FiscalYear: 2015

Priority: High

Project Title: Retaining Walls

Project Purpose: Deteriorated Structure

Department: Public Services-Engineering

Project Description: This program involves the reconstruction of existing retaining walls that currently are in disrepair but are supporting various urban roadways. The preconstruction steps include: survey and design, procure easements and permits, compile construction bid documents and award of construction contract. The construction work includes: dismantling of existing retaining walls, installation of new retaining wall superstructure, installation of drainage systems, excavation of existing roadway materials, placement of new road base, paving, curbing, sidewalks, matching existing properties to new roadway and final surface restoration. Each projects level of reconstruction varies based on condition and usage. Locations are determined based upon visual inspections of various retaining walls, historic repair needs compiled by Public Services and recommendations from Engineering and Public Services staff. The retaining wall on Beacon Ave has been identified as being in disrepair requiring growing maintenance by Public Services. This wall was constructed by the City sometime after May 6, 1912, after approval of a petition to the City for a ban wall on the east side of Beacon Ave from Western Ave to the angle in the street.

Location: Beacon Ave

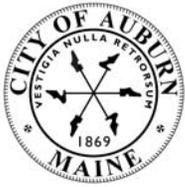
Justification: Reconstruction of retaining walls will provide the longest life expectancy with the least amount of future maintenance costs. Any additional utility work that may be required in the vicinity of the retaining wall will be incorporated into the project to avoid the need to revisit the area with construction in the future.

Useful Life: 30+ Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$750,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	7.00%	\$50,000	G.O. Bond



City of Auburn, Maine
FY15 - FY25 Capital Improvement Program
Project Description Worksheet

Construction

2015

93.00%

\$700,000

G.O. Bond

City of Auburn, Maine

"Maine's City of Opportunity"

Community Services Department
Engineering Division

CITY RETAINING WALLS



Court Street between Pleasant and High – The City, in 1895, in order to construct a sidewalk partially on property of the abutting land owner, agreed to construct and maintain the wall.



370 Court Street near Harris St – The City reconstructed Court Street in this area in 1957. An existing wall at this location was replaced as part of the project. The bricks have completely fallen out of the wall.



North Side of Atwood Street at 18 Poland Road – Keystone Block wall constructed by the City in 1995.



*Opposite 32 Beacon Ave – This wall was constructed by the City sometime after May 6, 1912 after approval of a petition to the City for a bank wall on the east side of Beacon St from Western Av to the angle in the street. ***In FY15 CIP**



Center Street, West side between Grove and Vernon – Concrete wall constructed by the City in 1957.



Charles Street, West side – Stone wall construction date unknown.



Dunn Street, both sides between Riverside and Second – Block wall constructed in front of pre-existing concrete wall in 2010.



East Hardscrabble Road, across from David Drive – Sheet pile and block wall constructed in 1999.



Forest Avenue at 7 Prospect St – Reinforced concrete wall was constructed to replace a stone retaining wall in 1995. The wall partially supports a garage.



77 Highland Avenue – Reinforced concrete wall was constructed to replace a stone retaining wall in 2006.



72 Hillcrest Street – Stone wall constructed in 1994.



Main Street, Newbury to Laurel – Concrete and bin wall constructed in 1957.



Mill Street, Sixth to Seventh – Keystone Block wall constructed in 1998.



Minot Avenue Rotary – Metal bin wall constructed in 1957. A Maine DOT and City project will be replacing the bin wall in 2014.



Mount Auburn Avenue along BJ's parking lot – Keystone Block wall constructed in 2001.



21 to 33 South Main Street – Concrete wall constructed in 1955.



South Main Street, Broad Street Intersection – Redi-rock wall constructed in 2008.



South Main Street, downstream side of Main Street bridge over the Little Androscoggin – Replaced a stone wall and was constructed in 1996.



42 Taft Avenue – Keystone Block wall constructed in 1995.



Washington Avenue, between Minot Ave. and Jefferston St. – Concrete wall constructed in 1957.



21 to 25 Western Prom – The original construction is uncertain. In 1969-70, the City reconstructed the wall as part of installing underdrain under the sidewalk on the northwesterly side of the street.



18 Western Prom – Stone wall constructed in 1887. The City added a fence to the top of the wall in 2013.

PRIVATE RETAINING WALLS



24 Gamage Avenue –



42 Hillcrest along Gamage Avenue –



48 Gamage Avenue –



50 Gamage Avenue –



Vickery Road, starting at Riverside Drive – Dry stack stone wall repaired in 2004.



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Medium

Project Title: Sidewalks

Project Purpose: Street Improvement

Department: Public Services-Engineering

Project Description: This program identifies the community's need for new sidewalks and the rehabilitation and maintenance of existing sidewalks.

Location: Lake St neighborhood

Justification: The City has approximately 56 miles of sidewalks that are meant to provide safe pedestrian accessibility. As with the City's road infrastructure, a combination of resurfacing, rehabilitation and reconstruction must be used to continually improve and maintain sidewalks. Recent emphasis on walking as alternative transportation and wellness requires an increased commitment to improving and maintaining pedestrian mobility as an overall betterment to the community.

Useful Life: 20 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Construction		2015	100.00%	\$200,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: High

Project Title: Bridges

Project Purpose: Bridge Rehabilitation

Department: Public Services-Engineering

Project Description: This program involves the rehabilitation of existing City owned bridges. Locations are to be determined based upon inspections completed by the Maine DOT. In addition, City staff will complete inspections to help identify potential needs and areas of concern. The City is waiting for the latest inspection reports from MDOT to determine location.

Location: Various

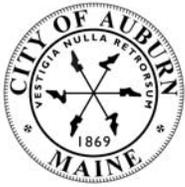
Justification: Bridges desingated to undergo rehabilitation work are those that have deteriorated and have mounting maintenance needs. Rehabilitation of these structures will provide the longest life expectancy with the least amount of future maintenance costs

Useful Life: 30 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	15.00%	\$15,000	G.O. Bond
Construction		2015	85.00%	\$85,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: Very High

Project Title: Heating Oil Tank Conversion

Project Purpose: New Operation

Department: Public Services-Facilities

Project Description: Conversion of the heating oil tank at PW to allow it to be used for gasoline storage.

Location: Woodbury Brackett Municipal Building

Justification: Conversion of the heating oil tank (installed 2010, 30yr warranty) at PW, due to conversion to natural gas in FY14. This will allow City fleet to fuel with gasoline, as the existing tank is at the former Police Station (installed 1995).

Useful Life: 25 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Other		2015	100.00%	\$25,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Medium

Project Title: Buildings and Grounds

Project Purpose: Improve efficiency

Department: Public Services-Facilities

Project Description: Upgrade/Update the heating and lighting at the PW facility

Location: Woodbury Brackett Municipal Building

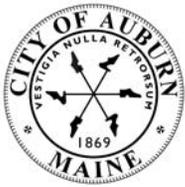
Justification: Continued facility improvements to heating system and building infrastructure. Retro-commissioning study recommended steps including, but not limited to, completion of deferred maintenance, lighting upgrades, HVAC system fixes/corrections. We will be eligible for an incentive from Efficiency Maine of approximately \$15,000.

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$120,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Construction		2015	100.00%	\$120,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Very High

Project Title: Heavy Equipment

Project Purpose: Scheduled replacement

Department: Public Services-Public Works

Project Description: Replacement of 1998 Elgin Sweeper #62

Location: Woodbury Brackett Municipal Building

Justification: This is a replacement of our number 1 front line sweeping machine used for sand and debris removal from roadways. Maintenance and down time costs are a problem.

Useful Life: 15 Yrs



Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$236,250	\$0	\$0	\$0	\$0	\$0	\$0	\$236,250

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$236,250	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Equipment

Project Purpose: Vehicle Replacement

Department: Public Services-Public Works

Project Description: Replacement of 2000 International 7 Yard Dump Truck #28

Location: Woodbury Brackett Municipal Building

Justification: This truck works around the airport area. Systematic replacement of PW plow equipment reduces yearly maintenance costs.

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$180,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$180,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority:

Project Title: Equipment

Project Purpose: Vehicle Replacement

Department: Public Services-Public Works

Project Description: Replacement of 2000 International 12 Yard Dump Truck #35

Location: Woodbury Brackett Municipal Building

Justification: This unit required extensive work to get it ready for winter, it is tasked with the largest plow route in the city and is also the farthest away from the shop. it requires a wheeler to do the job and should be brought up to date with the rest of our frontline salt trucks . Systematic replacement of PW plow equipment reduces yearly maintenance costs.

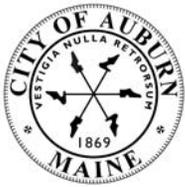


Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$235,000	\$0	\$0	\$0	\$0	\$0	\$0	\$235,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$235,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: High

Project Title: Heavy Equipment

Project Purpose: Equipment Replacement

Department: Public Services-Public Works

Project Description: Replacement of 1991 John Deere Loader #44

Location: Woodbury Brackett Municipal Building

Justification: This unit is used all year, it works in the pit in the summer and is used in conjunction with the large blower to remove snow in the winter. Replacement of this piece of equipment will ensure that we are working efficiently.

Useful Life: 15 Yrs



Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$255,000	\$0	\$0	\$0	\$0	\$0	\$0	\$255,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$255,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Equipment

Project Purpose: New Equipment

Department: Public Services-Public Works

Project Description: Message/Sign Board

Location: Woodbury Brackett Municipal Building

Justification: Increase productivity and safety by reducing number of personnel on traffic control at construction sites while utilizing modern traffic control practices (stop lights via remote control).

Useful Life: 10 Yrs



Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
		2015	100.00%	\$25,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Equipment

Project Purpose: Equipment Replacement

Department: Public Services-Public Works

Project Description: Side Dump Body/Hydraulic Pump, Wheeler

Location: Woodbury Brackett Municipal Building

Justification: This is to replace a dump body and hyd pump only, plow gear , cab, and chasse are ok. It will allow us to be able to plow and sand a route. Presently the truck can only plow and another truck has to go around after him and sand his plow route after they are done their route.



Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$38,700	\$0	\$0	\$0	\$0	\$0	\$0	\$38,700

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$38,700	G.O. Bond



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Dangerous Buildings Demolition

Project Purpose: Increased Safety

Department: Planning, Permitting & Code

Project Description: The City has seen the number of vacant buildings increase drastically over the past couple of years. Our vacant building tracking list has expanded from approximately 80 structures to over 130 in the past 12 months. We have never budgeted specifically for dangerous buildings and have handled it out of the Code Enforcement budget. This request would provide for demolition of deteriorated structures that are condemned by the City Council when an owner fails to remedy the problem. We have had at least two fires and numerous copper thefts from structures on the vacant property list. The requested amount is an attempt to remedy the "worst of the worst" problems and fire damaged structures, but staff recognizes that the City has limited resources and this would allow for up to 5 demolitions per year. The property owners or bank could then reimburse the City for costs or the City could take ownership of the land and resell the parcels.

Location:

Justification: Vacant buildings increase risk of other crimes and fire if they are not maintained or secured properly.

Useful Life: Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$300,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Other		2015	100.00%	\$150,000	G.O. Bond
Other		2016	100.00%	\$150,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: Medium

Project Title: Generator-South Main Street Station

Project Purpose: Increased Safety

Department: Fire

Project Description: Install a hardwired power generating system.

Location: South Main St Fire Station

Justification: When power is lost, the South Main Street Station has no heat, hot water or installed emergency lighting. In addition to being the local fire house, it is also a likely collection point for casualties or evacuees in the event of a disaster. The station could also serve as a command post or resource collection point for a major incident or event. When evaluating existing critical infrastructure and planning for maintenance, the presence of auxiliary power units are considered both a desired standard and industry best practice.

Useful Life: 20 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$25,000	Current Revenues



City of Auburn, Maine
FY15 - FY25 Capital Improvement Program
Project Description Worksheet

FiscalYear: 2015

Priority: High

Project Title: Buildings and Grounds

Project Purpose: Present Equipment obsolete

Department: Public Services-Facilities

Project Description: Replacement of Automatic Transfer Switch for Generator

Location: Woodbury Brackett Municipal Building

Justification: The existing facility was built in 1971 and is in need of systematic renovations over the next several years to improve functionality, decrease costs and expand operational capabilities

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$25,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Comprehensive Plan Property Acquisition, Demolition and Improvements

Project Purpose: Implementation of Comp Plan

Department: Planning, Permitting & Code

Project Description: Property acquisition, building demolition and beautification in Gateway Transition, Riverfront Transition and other Districts as properties become available. Council to be presented individual opportunities as they arise for quick decisions with funding allocated in advance.

Location:

Justification: Comprehensive plan identifies need. Funding is the only way to make it happen.

Useful Life: Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	50.00%	\$200,000	
Construction		2015	25.00%	\$100,000	
Other:Demolition		2015	25.00%	\$100,000	



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Very High

Project Title: Masonry Repair-Year 2 of 5 Year Plan

Project Purpose: Deteriorated Structure

Department: Auburn Public Library

Project Description: Repair masonry on old section of building by replacing mortar joints.

Location: Auburn Public Library

Justification: The old section of the library needs to have all the mortar joints replaced. Durability should be approximately 50 years if the building is subsequently kept in good repair - no water filtration of any kind. Cost of approximately \$230,000 can be spread over a 5 year period, with work being done one wall at a time. Year Two:(in priority order and includes waterproofing) North elevation (by Spring Street main entrance). Year one Completed.

Useful Life: 30+ Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$42,167	\$0	\$0	\$0	\$0	\$0	\$0	\$42,167

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Construction		2015	100.00%	\$42,167	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: Medium

Project Title: Masonry Repair (New Building)

Project Purpose: Deteriorated Structure

Department: Auburn Public Library

Project Description: Repair mortar at Spring St gable end and column bases at Spring St entrance.

Location: Auburn Public Library

Justification: At Spring St gable end under left end of window sill-where there is no control joint designed into the façade, expansion and contraction are being relieved at the window edge. There is spalled mortar and cracked bricks that need to be repaired. There is also spalled mortar and chipped precast at Spring St column bases, apparently from being hit by snow shovels.

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Construction		2015	100.00%	\$5,000	Current Revenues



City of Auburn, Maine
FY15 - FY25 Capital Improvement Program
Project Description Worksheet

FiscalYear: 2015

Priority: High

Project Title: Renovate Softball Field-Pettengill

Project Purpose: Deteriorated Structure

Department: Recreation

Project Description: Renovate Pettengill Softball Field

Location: Pettengill Park

Justification: The condition of the softball field warrants replacing the perimeter fencing and improving the infield diamond pattern. Also, replacing bleachers

Useful Life: 15 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$72,000	\$0	\$0	\$0	\$0	\$0	\$0	\$72,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$72,000	Special



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: Very High

Project Title: Festival Plaza Canopy Replacements

Project Purpose: Equipment Replacement

Department: Public Services-Parks

Project Description: Replace Festival Plaza Canopies (6)

Location: Festival Plaza

Justification: The original canopies are no longer usable due to deterioration. They also do not meet current safety standards.

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$120,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$120,000	G.O. Bond



City of Auburn, Maine
FY15 - FY25 Capital Improvement Program
Project Description Worksheet

FiscalYear: 2016

Priority:

Project Title: Repurpose Ingersoll

Project Purpose:

Department: Recreation

**Project
Description:**

Location:

Justification:

Useful Life: Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Cost breakdown and funding source(s)

	FY15	
LOCATION		Prioritized Listing
AMS	CIP Projects	
Classroom Furniture Replacement	\$ 216,500	4
Classroom [27] & 2 Hallways-Carpet Replacements with VCT	\$ 161,126	1
Replacement of Freezers-refrigerant motors for Kitchen	\$ 22,560	2&3
East Auburn		
Parking Lot Repaving	\$ 130,800	2
ELHS		
Bathroom Refurbishing- 3 boys-3girls	\$ 353,000	2
Asbestos Removal 7 Classrooms and Hallway A&B Wing, Main Office, Guidance Area	\$ 317,000	1
PC Computer Lab upgrades (41units)	\$ 40,000	4
Exterior Security Lighting- LED	\$ 27,160	3
Security/Surveillance Equipment upgrade/enhancement	\$ 37,000	1
Fairview		
Student Bathrooms ADA - B & G	\$ 21,600	2
Stage Curtains Replacement	\$ 25,200	2
Franklin School		
Exterior Security Lighting	\$ 25,000	1
Sherwood Heights		
Exterior Security lighting - Phase II	\$ 45,520	1
Stage Curtains Replacement	\$ 25,200	2
Support Services Building		
One Ton P/U (replace 2002 1/2 ton) for Sanding	\$ 40,000	2
Upgrade fire Alarm System	\$ 46,120	1
Floor Finishers/Strippers/Buffers/Vaccums	\$ 56,000	5
District Lunch Walk-in Freezers & Refrigerator-Motors Replacement	\$ 27,760	2&3
Technology		
Elementary Teachers/MacBooks	\$ 100,000	4
Walton Elementary		
New Walk-in refrigerator/Replacement	\$ 19,034	2&3
Fire Alarm Upgrades-1934&67 Sections	\$ 261,000	1
RETC/SOS		
Exterior Parking Lot/Security Lighting	\$ 47,785	1
Parking Lot Expansion/resurfacing	\$136,000	2
GRAND TOTAL CIP	\$ 2,181,365	
LEGEND		
Priority 1 - Live Safety Issues	\$ 940,551	
Priority 2- FacilityEquipment Renewal	\$ 801,154	
Priority 3- Energy Renewal	\$ 27,160	
Priority 4- Instructional Equipment Renewal	\$ 356,500	
Priority 5- Other	\$ 56,000	
	\$ 2,181,365	

**CITY OF AUBURN
NOTICE OF PUBLIC HEARING**

Pursuant to Section 8.13 of the City Charter, notice is hereby given that the Auburn City Council will hold a public hearing on Monday, July 7, 2014, at 7:00 p.m. in the Council Chambers, Auburn Hall, 60 Court Street on a proposed order authorizing the City's general obligation bonds in the amount of \$8,200,000 to finance the City's FY15 Capital Improvement Program.

Following the public hearing, the City Council expects to conduct the second reading and take final action on the order at the same July 21, 2014 meeting.

The order is available for inspection at the City Clerk's office during regular business hours.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: 7/21/2014

Item C

Author: Alan S. Manoian, Economic Development Specialist

Subject: Downtown Auburn Pedestrian Safety & Complete Streets Project Presentation

Information: Auburn City Council Resolution 03-05202013 (see attached) directed, through the Office of the City Manager, municipal staff to produce and present a Downtown Auburn Pedestrian Safety & Complete Streets Project for immediate implementation so as to significantly improve multi-modal transportation conditions within Auburn's urban core to benefit public safety, public health, and economic vitality.

Pro's & Con's:

PRO-

The City Council has adopted a Complete Street Policy to follow Smart Growth Principles in decisions being made within the city on investments and project reviews. An important tool to implement Smart Growth Principles is a Complete Streets Policy. Complete Streets are an essential ingredient in creating livable, walkable neighborhoods and reconnecting the community with destinations.

The City's efforts to create a multimodal, pedestrian-friendly community accentuated by the New Auburn Village Study and various other efforts together with the regional efforts to implement Complete Streets, has driven the City to create its own Complete Streets Policy

By establishing design guidelines to create streets for all users, the City can provide the framework for a transformation of public infrastructure that will help to address a host of critical issues that face the City today including increasing traffic, incomplete network of sidewalks and bike lanes, roadway safety concerns, and decreased level of public health conditions. It is anticipated that this policy will provide guidance to on-going projects as well as form the base upon which future strategies will be development to make Auburn a connected, livable community.

CON-

Cost, new methods to design infrastructure projects, etc

Financial: Future use of existing resources including but not limited to CDBG, TIF, General fund, CIP, Grants, etc

Action Requested at this Meeting: Presentation, discussion & City Council feedback to direct the City Manager

Previous Meetings and History: Auburn City Council Resolution 03-05202013. A municipal staff team including Public Services, Engineering, Planning, GIS, Police, and Economic Development conducted several project planning, coordination, & document production meetings in preparation of the July 21st City Council Workshop session.

Attachments:

1. City Council Resolution 03-05201013;
2. Downtown Auburn Pedestrian Safety & Complete Streets Project Outline;
3. Project Area Maps.

**Agenda items are not limited to these categories.*

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

RESOLVE 03-05202013

RESOLVED, that the Auburn City Council places an immediate priority on implementing complete streets on targeted downtown streets, including, but not limited to, safe, highly visible crosswalks for pedestrians of all abilities, travel lanes of a width necessary for speed limits, bicycle lanes well marked for that use, on-street parking striped to a standard expected within our downtown development plans.

BE IT FURTHER RESOLVED that this targeted plan shall be assessed for completion where only striping and/or signage would allow its implementation, in addition to proper law enforcement measures. And that the plan for immediate implementation shall be brought to the Council for review within 30 days of final budget adoption, and that staff present its recommendation for funding out of existing sources, with CDBG, Downtown TIF and existing Public Services budgets as possible options.

CITY CHARTER – ARTICLE VIII – FINANCIAL MANAGEMENT

Sec. 8.4 Budget.

The budget shall provide a complete financial plan of all City funds and activities for the ensuing fiscal year and, except as required by law or this Charter, shall be in such form as the City Manager deems desirable or the City Council may require for effective management and an understanding of the relationship between the budget and the City's strategic goals. The budget shall begin with a clear general summary of its contents; shall show in detail all estimated income, indicating the proposed property tax levy, and all proposed expenditures, including debt service, for the ensuing fiscal year; and shall be so arranged as to show comparative figures for actual and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year. It shall indicate in separate sections:

- a. The proposed goals and expenditures for current operations during the ensuing fiscal year, detailed for each fund by department or by other organization unit, and program, purpose, or activity, method
- b. Proposed longer-term goals and capital expenditures during the ensuing fiscal year, detailed for each fund by department or by other organization unit when practicable, the proposed method of financing each such capital expenditure, and methods to measure outcomes and performance related to the goals; and
- c. The proposed goals, anticipated income and expense, profit and loss for the ensuing year for each utility or other enterprise fund or internal service fund operated by the City, and methods to measure outcomes and performance related to the goals. For any fund, the total of proposed expenditures shall not exceed the total of estimated income plus carried forward fund balance exclusive of reserves.

Downtown Auburn

Pedestrian Safety & Complete Streets Project

Project Outline & Phasing

Phase I

Phase I Estimated Cost: \$50,000

1. Introduce new on-street parking space striping treatment for existing on-street parking spaces, including both repainting existing “fog line” and new painting treatment for individual parking stalls;

Existing On-Street Parking Space Striping Locations:

- Court Street (south-side) between Spring Street & Mechanics Row;
- Spring Street (east-side & west-side) between Court Street & Elm Street;
- Spring Street (east-side & west side) between Court Street & Hampshire Street;
- Pleasant Street (east-side & west-side) between Court Street & Hampshire Street;
- Turner Street (west-side) between Court Street & Pleasant Street;
- Mill Street (south-side) between S. Main Street & Broad Street;
- Broad Street (north-side & south-side) between S. Main Street and Mill Street;
- Third Street (east-side & west-side) between Mill Street & Broad Street;



(On-street parking along Court Street between Spring St. & Pleasant St.)

2. Introduce renewed “piano-key” paint treatment to all Downtown intersection crosswalks & to all mid-block crosswalks to heighten visual strength;
3. Acquire twenty-four (24) new “in-street” pedestrian crosswalk signs and install at all mid-block and non-signalized crosswalks throughout the downtown district;



4. Plan & Design for the elimination of on-street parking, and the introduction of dedicated five (5) ft. wide bicycle lanes on both the north and south sides of Elm Street between Minot Ave. and Main Street;
5. Acquire and install new designated “bike lane” vertical pole signage for Elm Street, and new “2-hour on-street parking” vertical pole signage for various downtown street locations;



Phase II

Phase II Estimated Cost: \$20,000

1. Plan & Design proposed additional/expanded downtown on-street parking spaces along the following:
 - Turner Street (east-side) between Court Street & Hampshire Street;
 - Turner Street (west-side) between Union Street & Pleasant Street;
 - Hampshire Street (north-side) between Turner Street & Union Street;
 - Court Street (south-side) between Railroad Street & Spring Street;
 - Third Street (east-side & west-side) between Broad Street & Cook Street;
 - S. Main Street (east-side) between Mill Street & Broad Street;
 - Second Street (east-side & west-side & south-side);
2. Plan & Design enhanced and innovative crosswalk treatments at all downtown signalized and non-signalized intersections and at mid-block crosswalks where feasible;
3. Plan & Design new on-street “sharrow” symbols designating, informing and assisting the general public in the safe and efficient operation of both motorized and non-motorized along new downtown “bicycle routes with shared lanes” and “shared bicycle lanes”. Proposed “bicycle routes with shared lanes” include Spring St., Main St., Hampshire St., Turner St., Mill St., Third St., and Broad St.; Proposed “shared bicycle lanes” include Pleasant St., High St., Drummond St., Library St., Troy St., Myrtle St., Maple St., Newbury St., and Laurel St.; Proposed “dedicated bike lane” includes Elm St.; Proposed “multi-use path” includes the Riverwalk and the ELHS “Snake Trail”.



4. Design, fabricate and install vertical sign posts for new downtown “bicycle routes with shared lanes” and “shared bicycle lanes”, also known as “sharrow” routes and lanes; to officially designate, inform, and assist the general public in the safe and efficient operation of both motorized and non-motorized vehicles along downtown roadways;



5. Plan & Implement enhanced pedestrian crosswalk “station” signal timing at all signalized downtown intersection and mid-block crosswalks where feasible;
6. Finalize Plan & Design for the relocation of traffic signal from Main & Academy Street to Main & Elm Street;
7. Plan & Design for the removal of traffic signal at High Street and Minot Ave., and for the elimination of left hand turns from Minot Ave. to High Street, and left hand turn from High Street to Minot Ave.;



(High Street at Minot Ave. & Academy Street)

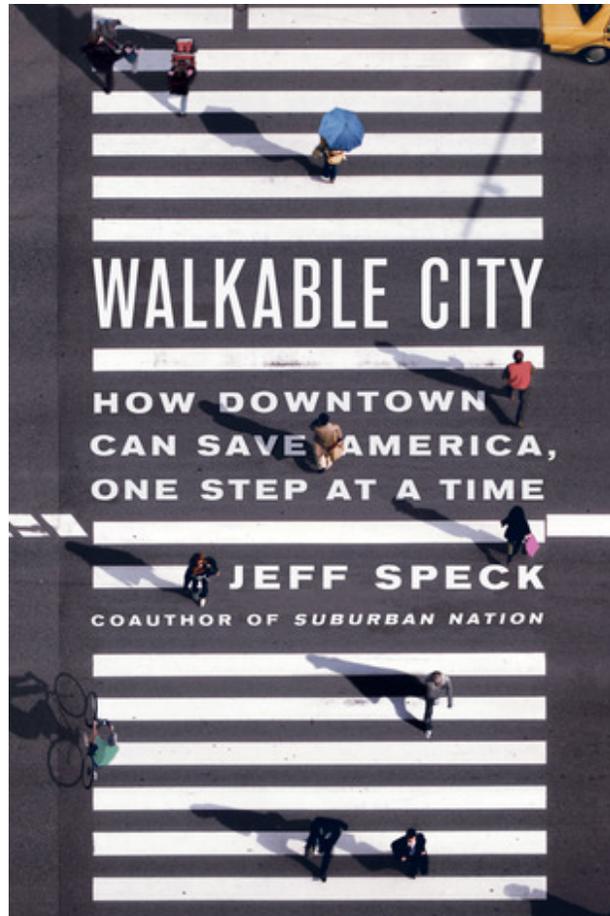
8. Plan & Design for the closure of Academy Street (to motorized vehicles) from High Street to Main Street, and design for enhanced non-motorized public amenities along Academy Street;
9. Introduce new sidewalk along Mill Street at frontage of Barker Mill;
10. Plan & Design for the installation of Bike/Ped oriented Way-Finding signage amenities along newly designated “bicycle routes with shared lanes” and “shared bicycle lanes”;
11. Plan & Design for the future acquisition and installation of various bike/pedestrian amenities including bicycle racks, bicycle parking structures, etc.;



Phase III

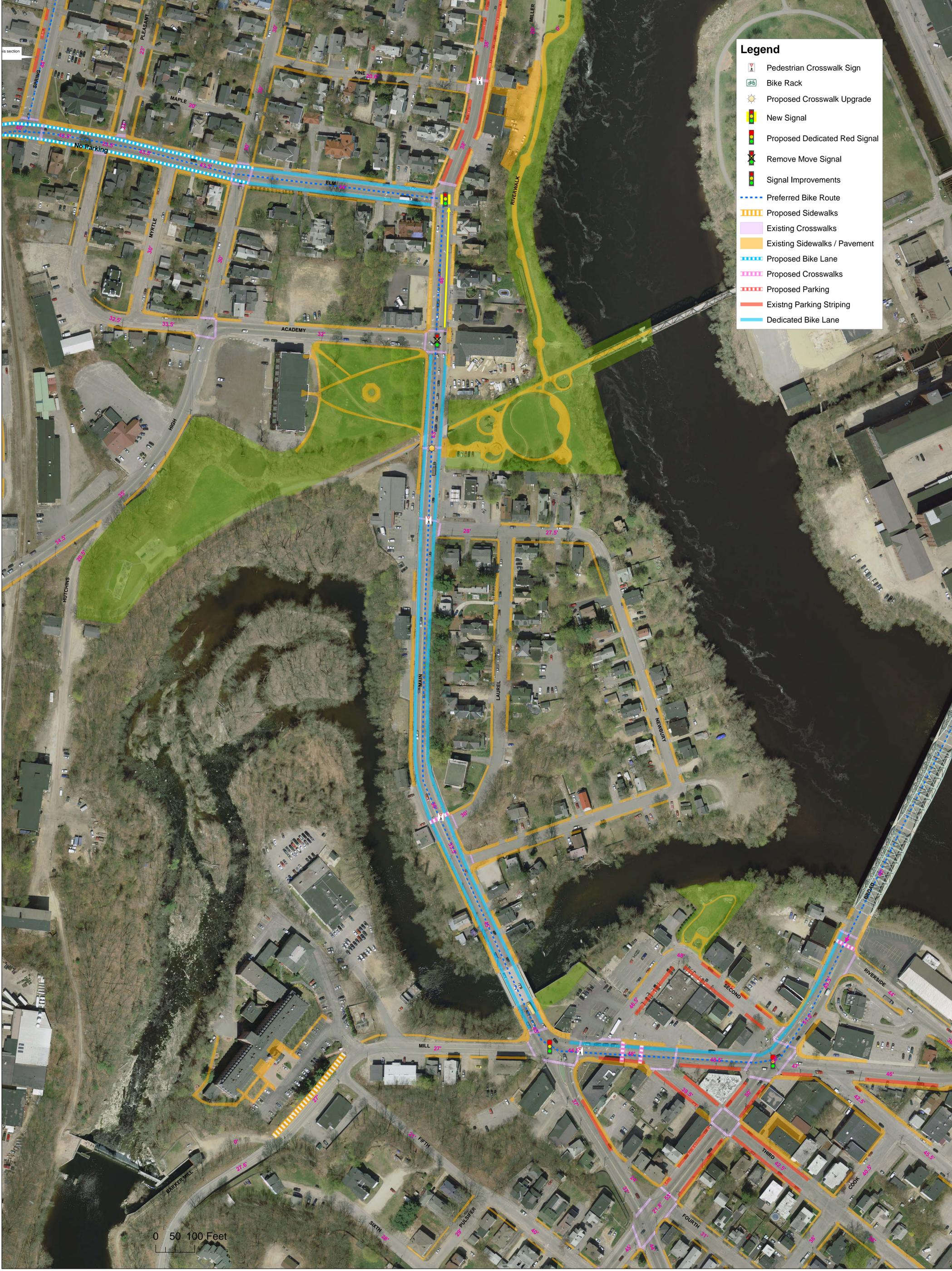
Phase III Estimated Cost: \$130,000

1. Construction and installation of proposed Phase II project items as listed above;
2. Enforcement and Public Information efforts will be implemented by the Auburn Police Department as the phases are completed.



Legend

-  Pedestrian Crosswalk Sign
-  Bike Rack
-  Proposed Crosswalk Upgrade
-  New Signal
-  Proposed Dedicated Red Signal
-  Remove Move Signal
-  Signal Improvements
-  Preferred Bike Route
-  Proposed Sidewalks
-  Existing Crosswalks
-  Existing Sidewalks / Pavement
-  Proposed Bike Lane
-  Proposed Crosswalks
-  Proposed Parking
-  Existing Parking Striping
-  Dedicated Bike Lane



0 50 100 Feet

Legend

-  Pedestrian Crosswalk Sign
-  Bike Rack
-  Proposed Crosswalk Upgrade
-  New Signal
-  Proposed Dedicated Red Signal
-  Remove Move Signal
-  Signal Improvements
-  Preferred Bike Route
-  Proposed Sidewalks
-  Existing Crosswalks
-  Existing Sidewalks / Pavement
-  Proposed Bike Lane
-  Proposed Crosswalks
-  Proposed Parking
-  Existing Parking Striping
-  Dedicated Bike Lane



Remove this section of Parking

No Parking

0 50 100 Feet



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: July 21, 2014

Order 62-07212014*

Author: Doug Greene, City Planner

Subject: Acceptance of 7 acres of open space.

Information: The Auburn Planning Board recently approved (6/10/14) a 3 lot minor subdivision plan at 325 Fairway Drive (PID#-170-004). The 3 lots are remnant areas left over from a subdivision plan (Ridgewood Subdivision) that was approved by the Auburn Planning Board back in 1988. The minutes from that meeting are attached. A commitment was made by the developer of the Ridgewood Subdivision to dedicate approximately 7 acres of land along the Little Androscoggin River to the city as a conservation easement.

Now, as part of the subdivision approval of the 3 lots, the current owner/developer is offering to dedicate the 7 acres over to the city with deed restrictions that make the land non-buildable and open to public access and passive recreation. The developer has agreed to construct a walking trail that will connect the surrounding neighborhood to an abandoned railroad (currently used as an informal neighborhood walking trail) and on to the 7 acres along the Little Androscoggin River.

The Planning Staff met with the (former) Director of the Androscoggin Land Trust on site, where it was determined that the best option to meet the intent of the Planning Board decision made back in 1988 would be to not place a conservation easement on the property but to have the developer dedicate the land to the city with deed restrictions.

Pro's & Con's: Pro's- Will finalize a commitment made by the City Planning Board. The open space will provide a passive recreation opportunity to the neighborhood and city. The city will protect the valuable natural resources of the dedicated land. The 7 acres will not need to be maintained and can be left in its natural state. Con's- There may be some need to occasionally monitor the property and/or to post usage rules.

Financial: None to the city. The developer will pay legal costs of deed preparation and filing. The area is currently and will remain as a natural, non-buildable area that will not require maintenance.

Action Requested at this Meeting: Accept the dedication of 7 acres of open space.

Previous Meetings and History:

1. City Planning Board approval of the Ridgewood Subdivision in September 1988 with a condition to dedicate land to the City of Auburn as a conservation easement.
2. City Planning Board approval of Fairway Landing, 3 lot subdivision with a condition of approval to dedicate land to the City of Auburn as a deed restricted property, but available for public use.

Attachments:

1. Map of land proposed to be dedicated to the city
2. Deed describing the land to be deeded to the city
3. Auburn Planning Board Minutes September 12, 1988 & June 10, 2014

**Agenda items are not limited to these categories.*

EXHIBIT "A"

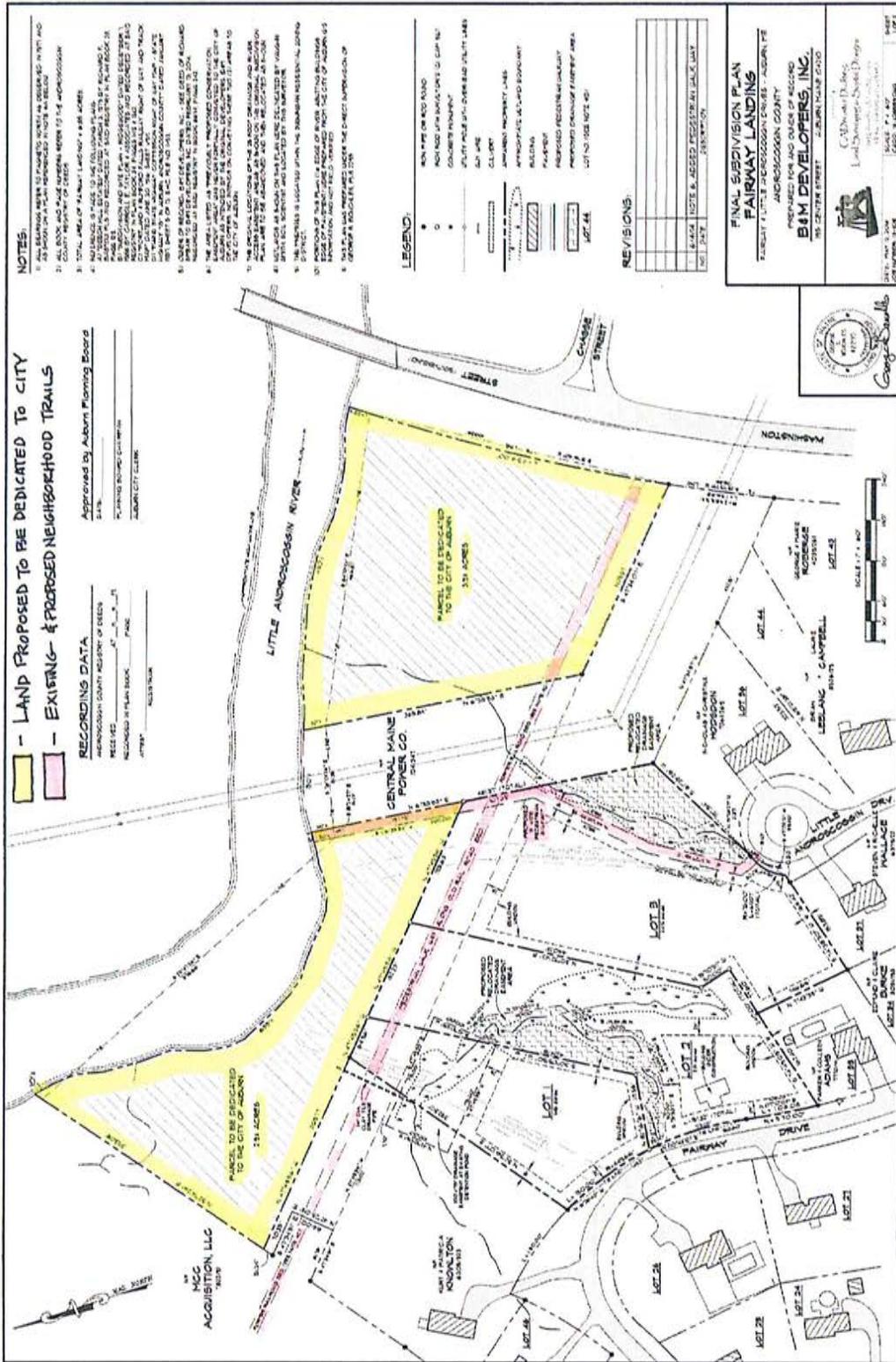


EXHIBIT "B"

Quitclaim Deed With Covenants

B & M Developers, Inc., a Maine corporation with a mailing address of 195 Center Street, Auburn, Androscoggin County, Maine, for no consideration paid, grants to **The City of Auburn**, a body politic and corporate with an address of 60 Court Street, Auburn, Maine 04210, with quitclaim covenants, two (2) certain lots or parcels of land, the first situated on the westerly sideline of Washington Street, and the second situated off of the westerly sideline of Washington Street, both in the City of Auburn, County of Androscoggin, State of Maine, being bounded and described as follows:

Parcel 1

Beginning at an iron pipe or rod found on the apparent westerly sideline of Washington Street (Southbound), said iron pipe or rod marking the northeast corner of land now or formerly of Central Maine Power Company as evidenced by deed recorded in the Androscoggin County Registry of Deeds in Book 1124, Page 347, said iron pipe or rod also marking the southerly corner of this Parcel 1 as depicted on the final subdivision plan of "Fairway Landing" dated May 12, 2014, approved by the Auburn Planning Board on June 10, 2014, which plan is recorded in said Registry in Plan Book _____, Page _____;

Thence, North forty-seven degrees, thirty-four minutes, seven seconds West (N 47° 34' 07" W), along said Central Maine Power Company land a distance of three hundred nine and fifty-seven hundredths (309.57) feet to an iron pipe or rod found at an angle in said Central Maine Power Company land;

Thence, North six degrees, thirty-five minutes, fifty-three seconds East (N 06° 35' 53" E), along the easterly line of said Central Maine Power Company land, a distance of three hundred eighty-five and eighty-four hundredths (385.84) feet to a point;

Thence continuing North six degrees, thirty-five minutes, fifty-three seconds East (N 06° 35' 53" E), along the easterly line of said Central Maine Power Company land, a distance of thirty (30) feet, more or less, to a point near the apparent high water line of the Little Androscoggin River;

Thence in a general easterly direction, along the apparent high water line of the Little Androscoggin River, four hundred ninety (490) feet, more or less, to the apparent westerly sideline of Washington Street (Southbound);

Thence, along the apparent northwesterly sideline of said Washington Street (Southbound), in a southwesterly direction along a non-tangent curve to the left, having a radius of two thousand, nine hundred eighty-nine and ninety-three hundredths (2,989.93) feet, an arc length of thirty (30) feet, more or less to a point, said point being located at a bearing course of South sixty-four degrees, one minute, one second East (S 64° 01' 01" E) and a distance of four hundred sixty-six and eighty-two hundredths (466.82) feet from the point of terminus of the three hundred eighty-five and eighty-four hundredths (385.84) foot call set forth above;

Thence continuing along the apparent northwesterly sideline of said Washington Street (Southbound), in a southwesterly direction along a non-tangent curve to the left, having a radius of two thousand, nine hundred eighty-nine and ninety-three hundredths (2,989.93) feet, an arc length of four hundred fifty-four and zero hundredths (454.00) feet, with a chord bearing of South thirty-one degrees, sixteen minutes, forty seconds West (S 31° 16' 40" W) and a chord length of four hundred fifty-three and fifty-six hundredths (453.56) feet to the iron pipe or rod found on the apparent westerly sideline of Washington Street (Southbound) marking the point of beginning for this Parcel 1.

The above described Parcel 1 is subject to the perpetual right to allow subsurface water flow onto Parcel 1 deriving from the cul-de-sac known as Little Androscoggin Drive and a drainage easement area depicted on Lot 3 of the aforesaid Fairway Landing Subdivision Plan, which thereafter runs across the above referenced land now or formerly of Central Maine Power Company, all as depicted on the Fairway Landing Subdivision Plan.

Parcel 2

To reach the point of beginning for Parcel 2, commence at a found 5/8 inch capped iron rod on the apparent easterly sideline of Fairway Drive as shown on a plan entitled "Subdivision and Site Plan - Ridgewood" dated December 7, 1988, and recorded at the Androscoggin County Registry of Deeds in Plan Book 34, Pages 149 and 150. Said 5/8 inch iron rod also being the southerly corner of land now or formerly of Kurt & Patricia Knowlton evidenced by deed recorded in the Androscoggin County Registry of Deeds in Book 6205, Page 323, and further depicted as the westerly corner of Lot 1 on the aforesaid Fairway Landing Subdivision Plan;

Thence, North fifty-two degrees, fifty-six minutes, seven seconds East (N 52° 56' 07" E), along the southeasterly line of said Knowlton land and along the northwesterly line of Lot 1 of the Fairway Landing Subdivision Plan, three hundred ninety-two and fifty hundredths (392.50) feet to the northeasterly corner of land of said Knowlton, the northerly corner of said Lot 1 and a 5/8 inch capped iron rod found, which iron rod marks the point of beginning of this Parcel 2;

Thence, North forty-seven degrees, forty-nine minutes, fifty-six seconds West (N 47° 49' 56" W), along the northeasterly line of said Knowlton land, three hundred nine and seventy-seven hundredths (309.77) feet to a 5/8 inch capped iron rod found and the northerly most corner of land of said Knowlton and the southeasterly line of land now or formerly of MCC Acquisition, LLC evidenced by deed recorded in said Registry in Book 7822, Page 91;

Thence, North fifty-two degrees, fourteen minutes, twenty-four seconds East (N 52° 14' 24" E), along the southeasterly line of said MCC Acquisition, LLC land, three hundred ninety-three and eight hundredths (393.08) feet to a point near the apparent high water line of the Little Androscoggin River;

Thence continuing North fifty-two degrees, fourteen minutes, twenty-four seconds East (N 52° 14' 24" E), along the southeasterly line of said MCC Acquisition, LLC, ten (10) feet, more or less, to the high water line of the Little Androscoggin River;

Thence in a southerly, then southeasterly, and then easterly direction, along the high water line of the Little Androscoggin River; six hundred fifty-five (655) feet, more or less, to a point marking the northwest corner of land now or formerly of Central Maine

Power Company as evidenced by deed recorded in the Androscoggin County Registry of Deeds in Book 1124, Page 347;

Thence, South six degrees, thirty-five minutes, fifty-three seconds West (S 06° 35' 53" W), along the westerly line of said Central Maine Power Company land, a distance of thirty (30) feet, more or less to a point, said point being located at a bearing course of South twenty-three degrees, forty-seven minutes, twenty-six seconds East (S 23° 47' 26" E) and a distance of five hundred seventy-six and sixty-six hundredths (576.66) feet from the point of terminus of the three hundred ninety-three and eight hundredths (393.08) foot call set forth above for this Parcel 2;

Thence continuing South six degrees, thirty-five minutes, fifty-three seconds West (S 06° 35' 53" W), along the westerly line of said Central Maine Power Company land, a distance of one hundred ninety-seven and nineteen hundredths (197.19) feet to a capped iron rod set with ID # 2295 at the northeasterly corner of Lot 3 as depicted on the above referenced Fairway Landing Subdivision Plan;

Thence, North forty-seven degrees, forty-nine minutes, fifty-six seconds West (N 47° 49' 56" W), sequentially along the northeasterly lines of Lots 3, 2 and 1 as depicted on the above referenced Fairway Landing Subdivision Plan a distance of four hundred twelve and eighty-two hundredths (412.82) feet to the iron rod that marks the point of beginning of this Parcel 2.

The above described Parcel 2 is subject to the perpetual right to allow subsurface water flow onto Parcel 2 deriving from the public way known as Fairway Drive, a drainage easement area and detention pond depicted on Lots 1 and 2 of the aforesaid Fairway Landing Subdivision Plan and land now or formerly of said Knowlton, which thereafter runs across or under the former Portland & Rumford Falls Railway railroad bed which is depicted on the Fairway Landing Subdivision Plan, all as depicted on the Fairway Landing Subdivision Plan and as formerly depicted on the above referenced Subdivision and Site Plan for Ridgewood.

Said Parcel 2 is subject to, and both Parcels 1 and 2 are benefitted by, a certain perpetual fifteen (15) foot wide pedestrian walkway which leads from Little Androscoggin Drive over Lot 3 of the Fairway Landing Subdivision Plan to the Little Androscoggin River, all as depicted on said Plan, and which was originally approved in a different location on the Subdivision and Site Plan for Ridgewood; however, neither the above named Grantor, Grantee nor any subsequent owners of Lot 3 of the Fairway Landing Subdivision Plan shall have any duty or obligation to maintain, improve, repair or replace any portion of said pedestrian walkway once same is established by the above named Grantor. The above named Grantor, Grantee and any subsequent owners of Lot 3 of the Fairway Landing Subdivision Plan may erect signs in conformance with the Land Use Ordinances for the City of Auburn limiting the use of said walkway to pedestrians only, and the limitation as to pedestrian use thereof may be enforced by the above named Grantor, Grantee and any subsequent owners of Lot 3 of the Fairway Landing Subdivision Plan.

The above described Parcels 1 and 2 are benefitted by a perpetual easement for use by the public for passive, recreational uses only upon and along the former Portland & Rumford Falls Railway railroad bed which is depicted on the Fairway Landing Subdivision Plan; however, neither the above named Grantor, Grantee nor any subsequent owners of Lots 1, 2 and 3 of the Fairway Landing Subdivision Plan shall have any duty or obligation to maintain, improve, repair or replace any portion of said former railroad bed.

The above described Parcels 1 and 2 are further benefitted by a perpetual easement to cross the above referenced land now or formerly of Central Maine Power Company, on foot and with vehicles, at such times and places as will not in any way interfere with any use that Central Maine Power Company, or its successors and assigns, may make of said land in connection with the carrying on of its business as a public utility, and subject to other requirements as all reserved in a deed from Beech Hill Estates, Inc., Wilfred Chasse and Maria Chasse to Central Maine Power Company recorded on September 26, 1974 in said Registry in Book 1124, Page 347.

By acceptance of this deed, the City of Auburn confirms that the original drainage easements and pedestrian walkway depicted on the Subdivision and Site Plan for Ridgewood over which the current Fairway Landing Subdivision is located are hereby vacated, extinguished and no longer of any effect, and that the Androscoggin County Registry of Deeds be instructed to cross reference in its indices the Fairway Landing Subdivision Plan to the recorded Subdivision and Site Plan for Ridgewood. In addition to the foregoing, this deed, upon its acceptance by dedication by the City Council for the City of Auburn, shall be deemed to have met, and hereby does meet, the intent of B & M Developers, Inc. and the Auburn Planning Board regarding the approval of "Fairway Landing" Subdivision by said Board on June 10, 2014 as to the property herein conveyed and the rights, easements and privileges set forth herein.

The above described Parcels 1 and 2 being a portion of the premises conveyed by deed from Richard Spear to B & M Developers, Inc. recorded in said Registry in Book 8874, Page 242.

In Witness Whereof, the Grantor has set its hand and seal on this ____ day of _____, 2014.

B & M Developers, Inc.

Witness

By: Gary McFarland
Its Duly Authorized Treasurer

State of Maine
Androscoggin, SS.

_____, 2014

Then personally appeared the above-named **Gary McFarland**, duly authorized Treasurer for **B & M Developers, Inc.** and acknowledged the foregoing instrument to be his free act and deed in said capacity and the free act and deed of **B & M Developers, Inc.**

Before me,

Notary Public/Maine Attorney-At-Law
Print Name: _____
Commission Expires: _____

EXHIBIT "C"

MINUTES
AUBURN PLANNING BOARD MEETING
September 13, 1988

ROLL CALL: Present: Chairman Robert Hayes, Vice Chairman Deborah Keefe, Paul Choate, Fred Davis, John O'Donnell, Greg Desjardin, Community Development and Planning Director Roland Miller, Senior Planner James McPhee and Administrative Assistant Sharon Voelker

MINUTES

Minutes of April 12, 1988 Planning Board Meeting

A Motion was made by Paul Choate, seconded by Fred Davis and voted 6 - 0 to approve the minutes of the April 12, 1988 Planning Board meeting.

Minutes of July 12, 1988 Planning Board Meeting

A Motion was made by Fred Davis, seconded by Paul Choate and voted 6 - 0 to approve the minutes of the July 12, 1988 Planning Board meeting.

Minutes of August 9, 1988 Planning Board Meeting

A Motion was made by Paul Choate, seconded by Fred Davis and voted 6 - 0 to approve the minutes of the August 9, 1988 Planning Board meeting.

Chairman Hayes read a letter from Aliberti, LaRochelle and Hodson written on behalf of the owner of Country Crossing Subdivision asking the board to table the proposal (letter made a part of these minutes).

A Motion was made by Paul Choate, seconded by Fred Davis and voted 6 - 0 to table action on the Preliminary Subdivision Plan and Mobile Home Park Country Crossing.

Attorney Bryan Dench representing the Stevens Mills Civic Association asked for a copy of the letter requesting the tabling action. He stated that he and members of the Association wanted to attend worksessions that would be scheduled to review the Mobile Home Park Ordinance and want to be informed as to the time and place of these meetings.

PUBLIC HEARINGS

Final Plan of Ridgewood Subdivision, Beech Hill Road

Chairman ^{Hayes} Choate opened the Public Hearing and asked for the staff report.

Jim McPhee went through the staff report (made a part of these minutes) and showed a plan of the area.

Joe Norton of Carroll Taylor & Associates showed a colored sketch of the proposed development outlining the roadway system. This development needs DEP site location review and is being submitted for this reviewed continued Mr. Norton.

Robert Hayes asked Mr. Norton to trace the drainage flow on the drainage plan.

Mr. Norton traced the drainage flow explaining that Fairway Drive would be the first point where water is intercepted by ditches. It flows across to the next new street to ditches. There is a 24 inch culvert that was put in by the railroad explained Mr. Norton. There is a natural detention pond in the upper area before it reaches the river. Erosion control measures will be used in the ditches during construction. Mr. Norton also noted that the detention area will also act as a sedimentation basin.

Mr. Hayes expressed concern for the maintenance of the ditches.

Mr. McPhee stated that there could be something placed in the deeds regarding the maintenance of these ditches.

The signature of the land surveyor and monumentation of lot corners are two items that should be taken care of pointed out Mr. Choate.

We will take care of this answered Mr. Norton.

The land in the area of the 24 inch culvert should not be developed noted Mr. Choate. It should be dedicated to this subdivision.

The easement could be expanded to take in this area stated Mr. Norton.

We will be embarking on a plan that we will not issue a building permit until monuments have been set stated Mr. McPhee.

In answer to a question raised by Mr. Choate, Mr. McPhee noted that the water system will be turned over to the Water District and that the water easement for Brandy Wine Circle will be to the Water District.

At the request of Mr. Choate, Mr. Norton explained what the developer will be extending for water service. We have made all of the changes that the Water District has requested he continued.

A broader easement to Powderhorn Drive was discussed relative to possible future access to Washington Street.

There is a fairly steep grade pointed out Mr. Norton.

It was Mr. Hayes feeling that if the easement was broad enough, that perhaps in the future if graded down access to Washington Street might be gained.

The MDOT would not even listen to us regarding access to Washington Street noted Mr. Norton.

I don't know how desirable it would be to have residential traffic exit onto Washington Street stated Mr. McPhee, especially with Chasse Street accross the road.

My concern is with one access for 48 new lots stated Mr. Hayes. I could see this as being a limited entrance for fire apparatus

Fred Davis felt that access to Washington Street would be a good idea.

We have no problem with widening the water easement for possible future access stated Mr. Norton.

Mr. McPhee stated that the purpose of the 60 foot easement should be noted on the plan.

Mr. Davis asked if there had been any comments from the Recreation Department.

There were no comments stated Mr. McPhee. The plans are being reviewed by the DEP. There will request a conservation easement.

One hundred feet of undisturbed land along the river will be given as a conservation easement noted Mr. Norton.

Mr. White has offered to place money in escrow to develop a parks and recreational facility in this area stated Mr. Miller. The owner wants to retain the conservation easement. Mr. Miller explained the area to be used for condominiums in the future. The PUD concept needs land for this he explained. We hope to provide a conservation easement corridor along the river. He explained how a citizen would be able to get to this easement.

Does the developer own the railroad bed questioned Mr. Choate.

Yes, replied Mr. Norton.

Is Fairway Drive built to the same standards as what is proposed on plan questioned Mr. Hayes.

It is built to the same width answered Mr. McPhee, but it is superior to that of the existing Fairway Drive.

The development of an impact fee ordinance was discussed. Fees in lieu of land dedication will be one of the first things to be addressed by this Ordinance Mr. Miller explained in answer to a questioned raised by Greg Desjardin.

Bill Kimbrough, 363 Beech Hill Road expressed concern for additional traffic. He asked if any thought had been given to widening the road.

Within the Public Works Department work program, there is no proposal to widen the road stated Mr. Miller. Beech Hill Road is not eligible for Federal or State participation he continued.

Additional traffic will make a bad situation worse stated Mr. Kimbrough.

The traffic study did not feel that it would lower the level of service stated Mr. McPhee.

Mr. Kimbrough was also concerned with how much fill would be used and if it would block views.

I cannot build within 400 feet of the edge of Beech Hill Road noted developer Sam White.

Mr. Kimbrough asked if he would be required to hook up to City water.

Not with my agreement with the Water District stated Mr. White.

Another citizen asked what the height restriction would be.

Thirty-five feet answered Mr. McPhee.

At the request of Mr. Miller, Mr. White explained what the conservation easement along the river would be like. He also explained what his plans are for the addition of condominiums in the future and the need for land area. There will be walkways down to the river stated Mr. White. I cannot build down in there. My offer is to provide the conservation easement.

A Motion was made by Paul Choate, seconded by Fred Davis and voted 6 - 0 to close the Public Hearing.

Jim McPhee suggested several other conditions which he read to the Board.

A Motion was made by Paul Choate to approve the Final Plan of Ridgewood Subdivision with staff's findings and conditions plus the following additional conditions:

C. Expand drainage easement to include detention basin, stone culvert and pipe to the Little Androscoggin River.

D. Expand water easement to include a 60 foot right-of-way for potential future road access to Washington Street southbound.

E. Remove notations Lot A, B and C where found on plans.

F. A conservation easement from Little Androscoggin River to the northeast toe of the railroad bed be provided to the City including a pedestrian easement along 25 foot drainage easement off Little Androscoggin Drive.

G. The developer pay the costs of all initial road identification signs and roadway directional signs.

The motion was seconded by Fred Davis. The motion carried 6 - 0.

A motion was made by Robert Gagnon to acknowledge having received the report. After a vote of 7-0-0, the motion carried.

Public Hearings:

George Bouchles, an agent for B & M Builders, are seeking approval of minor subdivision plan and development review for a proposed three (3) lot subdivision, located at 325 Fairway Drive (PID # 170-004) pursuant to Chapter 60, Section 1360 of the City of Auburn Ordinances.

(01:16:05 on DVD)

Chairperson Bowyer explained the procedure that is used for Public Hearings. It was determined that there was no conflict of interest for this application so all Planning Board members could participate.

Douglas presented slides of the proposal via Power Point.

(01:23:35 on DVD)

Robert Gagnon asked how the frontage of lot 3 was waived. Douglas explained with cul-de-sacs, the 80% threshold does not apply so that's how they got around the normal road frontage for a lot in that zone.

George Bouchles of CADmaster Drafting and Kim Visbaras, attorney for B & M Developers spoke about the 1988 Planning Board approval, the easements that exist on Ridgewood Development and about this proposal.

(01:27:12 on DVD)

Chairperson Bowyer asked who owns the rail bed. Mr. Visbaras answered we do. He said the rail bed will remain as part of the lots but there will be an easement on all 3 lots for their use. He added that they will develop the language with City staff to make sure that the language is acceptable and the parties that own those properties will not be able to develop or build on or otherwise affect the rail bed.

(01:31:12 on DVD)

Douglas spoke about the conservation easement.

(01:37:38 on DVD)

Open Public Input

No comment.

A motion was made by Robert Gagnon and seconded by Evan Cyr to close the public input part of the meeting. After a vote of 7-0-0, the motion carried.

Chairperson Bowyer explained that the two Associate members of the Board would be acting as full members in the absence of Marc Tardif and the vacancy of a full member.

Robert Gagnon asked about the public access way to the 2 lots being turned over to the City. Mr. Bouchles replied that there is a deeded access to the lots.

(01:40:51 on DVD)

Douglas concluded going over the staff report.

(01:44:06 on DVD)

A motion was made by Evan Cyr and seconded by Robert Gagnon to approve the minor subdivision plan and development review for a proposed three (3) lot subdivision located at 325 Fairway Drive (PID # 170-004) pursuant to Chapter 60, Section 1360 of the City of Auburn Ordinances based on the Finding 1-3 included in the staff report and pursuant to the Conditions 1-4 of the staff report. After a vote of 7-0-0, the motion carried.

Minutes

A request to approve the May 13, 2014 meeting minutes was made by staff.

A motion was made by Evan Cyr and seconded by Ken Bellefleur to approve the May 13, 2014 meeting minutes as presented. After a vote of 7-0-0, the motion carried.

OLD BUSINESS:

(01:47:08 on DVD)

Alan Manoian gave a status report on the Form Based Code process.

(02:12:25 on DVD)

Douglas spoke about Planning Board member status and informed the Board members that Chairperson Bowyer would not be seeking re-appointment to the Board once his term expired in July. There was a discussion about Board appointments and Council recommendations.

(02:23:400 on DVD)

Douglas updated the Board members with the status of the Ag Text Amendment proposal.

ADJOURNMENT

(02:27:05 on DVD)

A motion was made by Emily Mottram and seconded by Mia Poliquin Pross to adjourn. After a vote of 7-0-0, the motion carried. Meeting was adjourned at 8:32 pm.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam R. Lee, Ward Four



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

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 62-07212014*

ORDERED, that the City of Auburn accept the dedication of 7 acres of open space adjacent to the Little Androscoggin River and rail trail.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: July 21, 2014

Order 63-07212014*

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan **Work Plan** **Budget** **Ordinance/Charter** **Other Business*** **Council Goals****

**If Council Goals please specify type: *Safety* *Economic Development* *Citizen Engagement*

Subject: Setting the time to open the polls for the 8/12/2014 Special Election

Information:

State law requires the Municipal Officers to set the time to open the polls for each election. It is recommended that the polls open at 7:00 A.M. in Auburn for the August 12, 2014 Election. This is for Ward 1 voters only and the election will be held at the Ward 1 polling place – Washburn School.

Financial: N/A

Action Requested at this Meeting: Recommend setting the time for the polls to open at 7:00 A.M.

Previous Meetings and History: N/A

Attachments: Order xx-07212014

*Agenda items are not limited to these categories.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam R. Lee, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 63-017212014*

ORDERED, that the City Council hereby sets the time for opening the polls at 7:00 A.M. for the August 12, 2014 Special Municipal Election. This is for Ward 1 only and voting will take place at Washburn School.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: July 21, 2014

Order 64-07212014*

Author: Clint Deschene, City Manager

Subject: Casting votes for the Maine Municipal Association's (MMA) vice President and Executive Committee Members.

Information: Annually the City Council must cast a ballot for the Executive Committee of MMA. The process used has all candidates meet a committee of Executive Committee appointees (5 People) to interview all candidates and develop a recommended list. The only way to appear on a ballot is to be nominated to fill a position or petition to have your name appear. I am requesting the Council authorize me to cast a ballot in favor of the proposed candidates.

Pro's & Con's:

Financial:

Action Requested at this Meeting: Authorize Manager

Previous Meetings and History:

Attachments:

Memo from Maine Municipal Association
Biographical Sketch of Proposed Nominees for 2015
Voting Ballot
Order 63-07212014*

*Agenda items are not limited to these categories.



Maine Municipal Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations
FROM: Chris Lockwood, MMA Executive Director
DATE: July 8, 2014
SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 15, 2014 by 12:00 noon

Nomination Process – Each year member municipalities have an opportunity to vote on the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying and interested in serving as the MMA Vice President and Executive Committee. The MMA Nominating Committee completed its task in May and put forth a Proposed Slate of Nominees for 2015 to member municipalities.

Petition Process – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was July 7. There were no municipal officials nominated by petition.

It is now time for each member municipality to cast its official vote.

Election Process – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for “Write-in Candidates” since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers **or** a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 15. We have enclosed a self-addressed self-stamped envelope for your convenience. The MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President Peter Nielsen.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Friday, August 15, after 4:00 p.m. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held **Wednesday, October 1, at 1:45 p.m., at the Augusta Civic Center**. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon and Annual Business Meeting and officially take office on January 1, 2015.

If you have any questions on the Election Process, please contact Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at tchavarie@memun.org. Thank you.

**MAINE MUNICIPAL ASSOCIATION
EXECUTIVE COMMITTEE**

**BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2015**

MMA VICE PRESIDENT (1-Year Term)

STEPHAN BUNKER

- 45 +years in public sector @ federal/military, state, county, municipal & school district levels
- Retired, State Service, Maine Dept. of Public Safety & E911 Bureau (25 years)
- Selectman, Town of Farmington, (20 + yrs); Chair (2009-March 2013); re-elected March 2014)
- Maine Municipal Association Executive Committee, Member (2007 – March 2013);
MMA Vice President 2012; MMA President (January – March 2013)
- Maine Municipal Association Strategic & Finance Committee (2008 – March 2013)
- Maine Municipal Association Property & Casualty Pool Board of Directors, Member (2007 – March 2013)
- Maine Municipal Association Workers Compensation Fund Board of Trustees, Member (2007 – March 2013)
- Member, Franklin County Elected Officials Association
- Past Member, Franklin County Budget Committee (8 + years)
- Past Member, Citizen's Budget Committee, (10 yrs) 5 as Chairman
- Past Member, SAD#9/SAD#58 School Consolidation Planning Committee
- Current member, Farmington Fire & Rescue Department (35 + years)
- Past President, Franklin County Firefighters Association
- Governor Appointee, Maine Fire Protection Services Commission (6 + yrs)
- At Large Appointee, DOL Commission for the Deaf, Late Deafened & Hard of Hearing(6+ years)
- Municipal Government Rep., Maine E911 Advisory Council (first year)
- Governor Appointee, Maine Fire Protection Services Commission (6+ years)
- Adjunct Instructor – Maine Fire Training & Education, SMCC (25 yrs)
- Active duty, US Army Military Police Specialist, K-9s (3 yrs)
- US Coast Guard Reserves, Environmental protection & maritime casualty investigations, retired as Lt. Commander (23 yrs)
- Former Emergency Medical Technician-Basic (10 years)
- Police Officer, Town of Farmington PD (1972-74) full time
- Staff, Maine Criminal Justice Academy – Waterville (4 years)
- Juvenile Crisis Counselor, SAD # 9 Farmington (2 years)
- Emergency Dispatch/Corrections Supervisor, Franklin County (3 years)
- Executive Director, Maine Sheriffs Association, (3 years)
- Masters in Adult Education, University of Maine, Orono (1977)
- Bachelors of Science in Criminal Justice, minor in Sociology, University of Maine, Orono (1974)
- Associate Degree, Law Enforcement Technology, Southern Maine Technical College (1972)

MMA EXECUTIVE COMMITTEE MEMBERS (Three 3-Year Terms)

CYNTHIA MEHNERT

- Council Member, Town of Orono (2008 – Present) (Council Chair, April 2014)
- Chair of Community Development Committee (2009 – present)
- Town Liaison, Orono Village Association (2009 – present)
- Chair, Finance Committee (2008 – 2009)

CYNTHIA MEHNERT (continued)

- Special Appointment to Intergovernmental Committee for coordinating Local Government/University operational relations;
- Special Appointment to redevelopment committee for Katahdin property located in downtown Orono
- Interviewed, evaluated and selected new Town Manager
- Budget review and implementation
- Ordinance review and adoption
- Strategic planning for Town's future
- Managing Partner, Hawkes & Mehnert, LLA, Bangor (1991 – 2001; 2005 – Present)
- Hadlock Law Office, Framingham, MA (2002 – 2005)
- Linda Gifford Law Office, Augusta, ME (1990 – 1991)
- Sanborn, Moreshead, Schade & Gifford, Augusta, ME (1989 – 1990)
- Rosen, Crosson, McGlynn & Resnek, Boston, MA (1985 – 1989)
- Board of Bar Overseers Grievance Committee (2012-2015)
- Chief of Staff for US Senatorial Campaign
- Chairperson, Board of the Maine Women's Lobby
- Special Counsel to the Legal Services for the Elderly
- Candidate for State Representative – District 19
- Katahdin Counsel Recognition Award, 2012, 2013
- Recognition Award, Volunteer Lawyers Project of the Maine State Bar Association for Pro Bono Legal Service
- Very high rating for legal and ethical standards by peer evaluation for Martindale & Hubbell
- Bar Admission - Federal District Court for the District of Maine
- Bar Admission - Federal District Court for the District of Massachusetts
- Suffolk Law School, Boston MA (1983 – 1986)
- BA Major in Government, Colby College, Waterville ME (1979 – 1983); Captain, Women's Varsity Soccer Team; Team member, Women's Varsity Ice Hockey Team

LAURIE SMITH

- Town Manager, Town of Kennebunkport (2014 – present)
- Maine Municipal Association Executive Committee, Member (2012 – present)
- Maine Municipal Association Strategic & Finance Committee (2012 – present); Chair (2014)
- Maine Municipal Association Property & Casualty Pool Board of Directors, Member (2012 – present)
- Maine Municipal Association Workers Compensation Fund Board of Trustees, Member (2012 – present)
- Town Manager, Town of Wiscasset (2010 – 2014)
- Assistant Manager/Community Relations/Finance Director, City of Auburn (2005– 2010)
- Interim City Manager, City of Auburn (2007 –2008)
- Acting Finance Director, City of Auburn (2004 – 2005)
- Town Manager, Town of Boothbay Harbor (1994-1999)
- Town Manager, Town of Oxford (1991-1994)
- Town Manager, Town of Boothbay (1988-1989)
- Maine Town & City Management Association, Member (1989-present); Board member (2000-2005); President (2003-2004)
- Paralegal, various law firms in Portland, Maine (1986 – 1988)
- University of Maine, Orono, Public Administration, B.A. (1986)
- Continuing education and professional development through University of Maine, Maine Municipal Association, Maine Town & City Management Association, Maine Local Roads Center and International City Management Association (1988 – 2008)

PATRICIA SUTHERLAND

- Member, Chapman Selectboard, re-elected in 2014 for fourth 3-year term. Currently serving third year as board chair.
- Former member, Chapman planning board, for 20 years. Served as chair.
- Former member, Maine School Administrative District #1 Board of Directors, 1976 -1983; elected chair.
- Elected as member of Maine House of Representatives, Maine State Legislature, 123rd and 124th Legislature. Served on education committee first term and selected as House chair on education committee for second term.
- Senior administrator at Northern Maine Community College; retired after 20 years as director of development & college relations. Member of national board of community college development professionals, chaired the New England region. Served as presenter at numerous regional and national conferences.
- Former high school English teacher
- Member of Executive Board, Northern Maine Development Commission, since 1990. Served as chair in 1995-1997. Chaired the Northern Maine Empowerment Council.
- Member, Local Workforce Investment Board for Aroostook and Washington counties.
- Member, Board of Directors, United Way of Aroostook
- Member, Presque Isle Kiwanis Club
- Member, Leaders Encouraging Aroostook Development (LEAD) since inception in 1986. Served as coordinator/secretary to the board from 1986-2004.
- Native, Town of Chapman
- Graduate of Saint Joseph's College, Standish; Bachelor of Arts in English



**MAINE MUNICIPAL ASSOCIATION
VOTING BALLOT**

Election of Vice President and Executive Committee Members
Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 15, 2014

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Stephan Bunker, Selectman, Town of Farmington

DIRECTORS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

Cynthia Mehnert, Councilor, Town of Orono

Laurie Smith, Town Manager, Town of Kennebunkport

Patricia Sutherland, Chair of Selectboard, Town of Chapman

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ Municipality: _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____ Signature: _____

Position: _____

OR Signed by a Majority of Municipal Officers Current # of Municipal Officers: _____

Print Names:	Signatures:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Return To:
MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: (207) 626-3358 or 626-5947
Email: 1chavarie@memun.org

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam Lee, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 64-07212014*

ORDERED, that the city Council hereby authorized the City Manager to cast a ballot in favor of the proposed candidates for the Maine Municipal Association's Vice President (Stephan Bunker), and Executive Committee (Cynthia Mehnert, Laurie Smith, and Patricia Sutherland).

IN COUNCIL REGULAR MEETING JULY 7, 2014 VOL. 34 PAGE 44

Mayor LaBonté called the meeting to order at 7:10 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. Consent Items*

Item number five (Order 57-07072014*) was moved from the consent agenda and placed under new business. A motion was made by Councilor LaFontaine and seconded by Councilor Hayes to accept consent item numbers 1 through 4 as presented. Passage 7-0.

1. **Order 53-07072014***
Accepting the transfer of Forfeiture Asset (John Johnson).
2. **Order 54-07072014***
Approving the Audit committee review recommendation to engage Runyon, Kersteen, Ouellette (RKO) in a 3 year contract for the Municipal, School and Airport annual audit.
3. **Order 55-07072014***
Authorizing the City Manager to execute the necessary documentation granting an easement to the owners of 343 Minot Avenue for the use and maintenance of an existing driveway on adjacent City owned property.
4. **Order 56-07072014***
Authorizing the City Manager and the Mayor to submit comments to FERC (Federal Energy and Regulatory Commission) in regards to the Lower Barker Hydroelectric Project.
5. **Order 57-07072014***
Adopting the Community Development Block Grant Program Guidelines.

II. Minutes

June 16, 2014 Regular Council Meeting.

Motion was made by Councilor LaFontaine and seconded by Councilor Hayes to accept the minutes of June 16, 2014 as presented. Passage 7-0.

III. Reports

Mayor's Report – reported on strengthening neighborhoods, complete streets implementation and bidding for services (School and City).

City Manager's Report – Assistant Manager Howard Kroll welcomed two city employees back from deployment. They are Fire Fighter Joshua Harris with the Maine Air National Guard who was deployed to the Middle East, and Police Officer Scott Laliberte with the Maine National Guard who was deployed to Afghanistan served in a combat zone for over a year.

IN COUNCIL REGULAR MEETING JULY 7, 2014 VOL. 34 PAGE 45

City Committee Reports – Councilor Young reported (Knight House and Downing Shoe Shop), Councilor Crowley reported (Audit Committee, Recreation and Special

Events Advisory Board, Auburn Sewerage district, Auburn Water District, Lake Auburn Watershed Protection Committee, and gave her Ward 1 report), Councilor Gerry reported (Auburn Housing residents planted flowers, and the Transportation Center).

IV. **Communications, Presentations and Recognitions**

- Fire Chief Frank Roma - Auburn Fire Department Matrix Presentation
- Norway Savings Bank Arena staff introductions (Timothy Holden and Jason Pacquin)

V. **Open Session**

- Larry Pelletier, 129 Second Street on cleaning streets, litter, graffiti, update on resident Steve Martelli and his adventure hiking the Appalachian Trail.
- Curtis Webber, Whitney Street inquired about the status of the Community Forest Board and the Ordinance, and talked about trees that were cut in front of his home.
- Ron Beaulieu of Beaulieu Accountants, Portland, Maine regarding the audit bid.
- Andy Titus, 17 Lamplighter Circle regarding complete streets and ambulance service.
- Joe Gray, Sopers Mill Road regarding tax acquired properties and the purchasing policy.

VI. **Unfinished Business** - None

VII. **New Business**

1. **Order 58-07072014**

Appointing board and committee members as nominated by the Appointment Committee. Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(A).

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

2. **Order 59-07072014**

Approving the Development Agreement with ABDC.

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry to approve the development agreement with ABDC as presented.

Public comment – no one from the public spoke. Passage 5-2 (Councilors Crowley and Gerry were opposed).

3. **Order 60-07072014**

IN COUNCIL REGULAR MEETING JULY 7, 2014 VOL. 34 PAGE 46

Reenacting the proposed amendments to Tax Increment Finance District #10 that were passed on 12/2/2013 as recommended by the Department of Economic and Community Development. Public hearing.

Motion was made by Councilor LaFontaine and seconded by Councilor Walker to reenact the proposed amendments to the Tax Increment Finance District #10 that were passed on 12/2/2013 as recommended by the Department of Economic and Community Development.

Public hearing – no one from the public spoke. Passage 6-1 (Councilor Gerry opposed).

4. Order 61-07072014

Authorizing issuance of general obligation bonds and a tax levy therefore. First reading.

Motion was made by Councilor LaFontaine and seconded by Councilor Lee to postpone this item to July 21, 2014. Passage 4-3 (Councilors Hayes, Young, and Walker opposed).

Order 57-07072014* *This item was removed from the Consent Agenda*

Adopting the Community Development Block Grant Program Guidelines.

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry to postpone this item until July 21, 2014. Passage 6-1 (Councilor Walker opposed).

VIII. Executive Session - None

IX. Open Session

- Joe Gray, Sopers Mill Road – when the Council discusses Tax Increment Financing (TIF), he would like it explained so it is easier for himself and people watching to have a better understanding. He also commented on the lack of information.
- Andy Titus, 17 Lamplighter Circle regarding the canopies for the plaza.

X. Adjournment

Motion was made by Councilor LaFontaine and seconded by Councilor Crowley to adjourn. Passage 6-1 (Councilor Walker opposed). Time 9:20 P.M.

A True Copy.

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

Council Meeting Date	Setting the Agenda Date	Date Materials Due	Date Agenda Posted
January 6, 2014	December 19, 2013	December 30, 2013	December 31, 2013
January 21, 2014*	January 9, 2014	January 13, 2014	January 15, 2014
February 3, 2014	January 23, 2014	January 27, 2014	January 29, 2014
February 18, 2014*	February 6, 2014	February 10, 2014	February 12, 2014
March 3, 2014	February 20, 2014	February 24, 2014	February 26, 2014
March 17, 2014	March 6, 2014	March 10, 2014	March 12, 2014
April 7, 2014	March 27, 2014	March 31, 2014	April 2, 2014
April 22, 2014*	April 10, 2014	April 14, 2014	April 16, 2014
May 5, 2014	April 24, 2014	April 28, 2014	April 30, 2014
May 19, 2014	May 8, 2014	May 12, 2014	May 14, 2014
June 2, 2014	May 22, 2014	May 27, 2014	May 28, 2014
June 16, 2014	June 5, 2014	June 9, 2014	June 11, 2014
July 7, 2014	June 26, 2014	June 30, 2014	July 2, 2014
July 21, 2014	July 10, 2014	July 14, 2014	July 16, 2014
August 4, 2014	July 24, 2014	July 28, 2014	July 30, 2014
August 18, 2014	August 7, 2014	August 11, 2014	August 13, 2014
September 8, 2015	August 21, 2014	August 25, 2014	August 27, 2014
September 22, 2014	September 4, 2014	September 8, 2014	September 10, 2014
October 6, 2014	September 25, 2014	September 29, 2014	October 1, 2014
October 20, 2014	October 9, 2014	October 13, 2014	October 15, 2014
November 3, 2014	October 23, 2014	October 27, 2014	October 29, 2014
November 17, 2014	November 6, 2014	November 10, 2014	November 12, 2014
December 1, 2014	November 20, 2014	November 21, 2014	November 24, 2014
December 15, 2014	December 4, 2014	December 8, 2014	December 10, 2014

***Indicates meetings that are held on Tuesday due to a Monday holiday.**

CHANGES TO SEPTEMBER MEETING DATES



**City of Lewiston Maine
City Council Resolve
June 17, 2014**



Resolve, Supporting Adding Additional Members to the Lewiston-Auburn Bike-Ped Committee

Whereas, Lewiston and Auburn jointly created a Bike-Ped Committee in 2012; and

Whereas, this Committee has been very active and, among other things, has developed a complete streets policy for the cities that was subsequently adopted and has been nationally recognized; and

Whereas, the Committee is actively involved in a variety of projects including the Lewiston Lower Rail Trail, the Safe Routes to School Program, and participating in the review of various transportation projects; and

Whereas, sufficient interest exists in the Committee that it is recommending that its current voting membership be expanded by adding additional residents as well as a representative of an organization with a primary interest in the area of health and wellness; and

Now, therefore, be It Resolved by the City Council of the City of Lewiston that

Subject to the concurrence of the City Council of the City of Auburn, we support expanding the voting membership of the Lewiston-Auburn Bike Ped Committee through adding one more resident of the City of Auburn, to be appointed by the Mayor of Auburn, one more resident of the City of Lewiston, to be appointed by the Mayor of Lewiston, and a representative of an organization with a primary interest in areas such as health and wellness, to be appointed by the Chair of the Committee.

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



TO: Clinton Deschene, City Manager

FROM: Jill Eastman, Finance Director

REF: June 2014 Financial Report

DATE: July 14, 2014

The following is a discussion regarding the significant variances found in the City's June 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 the final month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 100% of the annual budget. The attached reports are where we are right now. We are still processing invoices for FY 14 and there are some revenues that haven't been received that belong in FY 14. This report shows you where we are today. When the audit is complete, the auditors will give a formal presentation of the final year end picture.

Revenues

Revenues collected through June 30th, including the school department were \$71,024,153, or 98.1%, of the budget. The municipal revenues including property taxes were \$50,318,191, or 96.31% of the budget which is more than the same period last year by 1.07%. The accounts listed below are noteworthy.

- A. Property Tax collections that are received for the first 60 days following fiscal year end are posted to the prior year. What this means is that any property taxes collected in July and August will be posted to FY 14.
- B. Excise tax for the month of June is at 110.64%. This is a \$181,907 increase from FY 13. Our excise revenues for FY14 are 10.64% above projections as of June 30, 2014.

- C. State Revenue Sharing for the month of June is 87.62% or \$1,445,234. The June Revenue Sharing has not been posted yet, but will be before the yearend work is completed.
- D. State-Local Road Assistance is at 107.6% of budget, or over projections by \$33,451.
- E. Business and Non-Business Licenses and Permits are at 108.1% of budget due to Commercial Licenses and Street Openings coming in higher than anticipated.

Expenditures

City expenditures through June 2014 were \$35,306,458 or 97.69%, of the budget. Noteworthy variances are:

- A. City Clerk budget is at 107.70%. This is primarily due to the 3 School Budget Referendum elections that were required to pass the FY14 School Budget.
- B. Health and Social services continues to exceed expectations and is at 116.29% of the total budget at the end of June. The Administration portion of the budget is at 97.2% of the total budget, where the Assistance portion is at 131.3% of its \$105,982 budget, or over budget by \$33,195.

Investments

This section contains an investment schedule as of June 30th. Currently the City's funds are earning an average interest rate of .19%.

Respectfully submitted,



Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND
AS of June 2014 (pre-audit), May 2014, and June 2013 (audited)

	UNAUDITED June 30 2014	UNAUDITED May 31 2014	Increase (Decrease)	AUDITED JUNE 30 2013
ASSETS				
CASH	\$ 11,849,364	\$ 16,200,546	\$ (4,351,182)	\$ 11,268,551
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	1,051,039	730,891	320,148	1,178,345
TAXES RECEIVABLE-CURRENT	134,102	1,396,697	(1,262,594)	89,723
DELINQUENT TAXES	527,500	533,691	(6,190)	543,772
TAX LIENS	1,391,330	483,891	907,439	1,267,670
NET DUE TO/FROM OTHER FUNDS	9,112,884	7,777,860	1,335,023	1,602,354
TOTAL ASSETS	\$ 24,066,219	\$ 27,123,576	\$ (3,057,357)	\$ 15,950,415
LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ (218,978)	\$ (10,745)	\$ (208,233)	\$ (536,867)
PAYROLL LIABILITIES	(526,131)	(169,109)	(357,023)	(93,082)
ACCRUED PAYROLL	(1,808,201)	(4,655)	(1,803,546)	(1,066,178)
STATE FEES PAYABLE	(4,536)	(89,473)	84,937	-
ESCROWED AMOUNTS	(41,865)	(41,865)	-	(41,865)
DEFERRED REVENUE	(2,013,103)	(2,364,313)	351,210	(1,832,681)
TOTAL LIABILITIES	\$ (4,612,815)	\$ (2,680,160)	\$ (1,932,656)	\$ (3,570,673)
FUND BALANCE - UNASSIGNED	\$ (18,587,572)	\$ (23,577,584)	\$ 4,990,013	\$ (8,775,150)
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	1,001,137	1,001,137	-	(2,450,020)
FUND BALANCE - ASSIGNED	(1,866,970)	(1,866,970)	-	(1,154,572)
TOTAL FUND BALANCE	\$ (19,453,404)	\$ (24,443,417)	\$ 4,990,013	\$ (12,379,742)
TOTAL LIABILITIES AND FUND BALANCE	\$ (24,066,219)	\$ (27,123,576)	\$ 3,057,357	\$ (15,950,415)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH June 30, 2014 VS June 30, 2013 Pre-Audit

REVENUE SOURCE	FY 2014 BUDGET	ACTUAL REVENUES THRU JUNE 2014	% OF BUDGET	FY 2013 BUDGET	ACTUAL REVENUES THRU JUNE 2013	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 42,844,641	\$ 41,423,775	96.68%	\$ 42,121,141	\$ 39,617,460	94.06%	\$ 1,806,315
PRIOR YEAR REVENUE	\$ -	\$ 921,103		\$ -	1,039,161		\$ (118,058)
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 482,575	\$ 371,573	77.00%	\$ 514,584	\$ 377,311	73.32%	\$ (5,738)
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -		\$ -
EXCISE	\$ 3,068,500	\$ 3,394,961	110.64%	\$ 3,018,500	\$ 3,213,054	106.45%	\$ 181,907
PENALTIES & INTEREST	\$ 140,000	\$ 130,424	93.16%	\$ 140,000	\$ 163,441	116.74%	\$ (33,017)
TOTAL TAXES	\$ 46,535,716	\$ 46,241,836	99.37%	\$ 45,794,225	\$ 44,410,427	96.98%	\$ 1,831,409
LICENSES AND PERMITS							
BUSINESS	\$ 47,300	\$ 66,184	139.92%	\$ 39,900	\$ 80,376	201.44%	\$ (14,192)
NON-BUSINESS	\$ 338,300	\$ 350,658	103.65%	\$ 260,700	\$ 361,860	138.80%	\$ (11,202)
TOTAL LICENSES	\$ 385,600	\$ 416,842	108.10%	\$ 300,600	\$ 442,236	147.12%	\$ (25,394)
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 440,000	\$ 473,451	107.60%	\$ 378,000	\$ 456,045	120.65%	\$ 17,406
STATE REVENUE SHARING	\$ 1,649,470	\$ 1,445,234	87.62%	\$ 2,400,000	\$ 2,519,701	104.99%	\$ (1,074,467)
WELFARE REIMBURSEMENT	\$ 53,000	\$ 59,186	111.67%	\$ 53,083	\$ 75,575	142.37%	\$ (16,389)
OTHER STATE AID	\$ 22,000	\$ 3,025	13.75%	\$ 21,000	\$ 20,742	98.77%	\$ (17,717)
CITY OF LEWISTON	\$ 155,000	\$ -	0.00%	\$ 158,362	\$ 155,225	98.02%	\$ (155,225)
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 2,319,470	\$ 1,980,896	85.40%	\$ 3,010,445	\$ 3,227,288	107.20%	\$ (1,246,392)
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 140,240	\$ 122,849	87.60%	\$ 130,955	\$ 129,102	98.59%	\$ (6,253)
PUBLIC SAFETY	\$ 366,152	\$ 319,342	87.22%	\$ 263,102	\$ 139,041	52.85%	\$ 180,301
EMS AGREEMENT	\$ 100,000	\$ 100,000	100.00%	\$ 100,000	\$ 100,000	100.00%	\$ (0)
TOTAL CHARGE FOR SERVICES	\$ 606,392	\$ 542,191	89.41%	\$ 494,057	\$ 368,143	74.51%	\$ 174,048
FINES							
PARKING TICKETS & MISC FINES	\$ 40,000	\$ 27,042	67.61%	\$ 45,000	\$ 29,375	65.28%	\$ (2,333)
MISCELLANEOUS							
INVESTMENT INCOME	\$ 20,000	\$ 2,215	11.08%	\$ 30,000	\$ 14,017	46.72%	\$ (11,802)
INTEREST-BOND PROCEEDS	\$ 2,000	\$ -	0.00%	\$ 2,000	\$ -	0.00%	\$ -
RENTS	\$ 122,000	\$ 121,827	99.86%	\$ 122,000	\$ 122,027	100.02%	\$ (200)
UNCLASSIFIED	\$ 17,500	\$ 102,823	587.56%	\$ 5,150	\$ 73,543	1428.02%	\$ 29,280
SALE OF RECYCLABLES	\$ 4,800	\$ -	0.00%	\$ -	\$ -		\$ -
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 41,401		\$ -	\$ 42,622		\$ (1,221)
SALE OF PROPERTY	\$ 20,000	\$ 69,728	348.64%	\$ 20,000	\$ 16,962	84.81%	\$ 52,766
RECREATION PROGRAMS/ARENA	\$ -	\$ -		\$ 43,275	\$ 13,275	30.68%	\$ (13,275)
MMWAC HOST FEES	\$ 204,000	\$ 205,793	100.88%	\$ 197,400	\$ 201,906	102.28%	\$ 3,887
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -
TRANSFER IN: TIF	\$ 520,000	\$ 520,000	100.00%	\$ 324,212	\$ 324,212	100.00%	\$ 195,788
ENERGY EFFICIENCY	\$ 2,000	\$ 279	13.96%	\$ 2,000	\$ 1,514	75.70%	\$ (1,235)
CDBG	\$ 58,000	\$ 20,443	35.25%	\$ 8,000	\$ 1,334	16.68%	\$ 19,109
UTILITY REIMBURSEMENT	\$ 37,500	\$ 24,875	66.33%	\$ 37,500	\$ 33,715	89.91%	\$ (8,840)
CITY FUND BALANCE CONTRIBUTION	\$ 1,350,000	\$ -	0.00%	\$ 1,350,000	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 2,357,800	\$ 1,109,384	47.05%	\$ 2,141,537	\$ 845,127	39.46%	\$ 264,257
TOTAL GENERAL FUND REVENUES	\$ 52,244,978	\$ 50,318,191	96.31%	\$ 51,785,864	\$ 49,322,596	95.24%	\$ 995,595
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 17,942,071	\$ 20,137,029	112.23%	\$ 17,942,071	\$ 17,004,700	94.78%	\$ 3,132,329
EDUCATION	\$ 1,358,724	\$ 568,933	41.87%	\$ 1,358,724	\$ 732,227	53.89%	\$ (163,294)
SCHOOL FUND BALANCE CONTRIBUTION	\$ 855,251	\$ -	0.00%	\$ 855,251	\$ -	0.00%	\$ -
TOTAL SCHOOL	\$ 20,156,046	\$ 20,705,962	102.73%	\$ 20,156,046	\$ 17,736,927	88.00%	\$ 2,969,035
GRAND TOTAL REVENUES	\$ 72,401,024	\$ 71,024,153	98.10%	\$ 71,941,910	\$ 67,059,523	93.21%	\$ 3,964,630

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH June 30, 2014 VS June 30, 2013 (Pre-Audit)

DEPARTMENT	FY 2014 BUDGET	Unaudited		FY 2013 BUDGET	Unaudited		VARIANCE
		EXP THRU JUNE 2014	% OF BUDGET		EXP THRU JUNE 2013	% OF BUDGET	
ADMINISTRATION							
MAYOR AND COUNCIL	\$ 71,079	\$ 70,178	98.73%	\$ 99,690	\$ 89,158	89.44%	\$ (18,980)
CITY MANAGER	\$ 238,903	\$ 243,928	102.10%	\$ 343,296	\$ 302,475	88.11%	\$ (58,547)
ECONOMIC DEVELOPMENT	\$ 318,933	\$ 281,325	88.21%	\$ -	\$ -		\$ 281,325
ASSESSING SERVICES	\$ 172,277	\$ 174,056	101.03%	\$ 183,801	\$ 169,724	92.34%	\$ 4,332
CITY CLERK	\$ 162,045	\$ 174,520	107.70%	\$ 150,676	\$ 130,950	86.91%	\$ 43,570
FINANCIAL SERVICES	\$ 405,976	\$ 400,237	98.59%	\$ 419,539	\$ 400,063	95.36%	\$ 174
HUMAN RESOURCES	\$ 139,566	\$ 129,162	92.55%	\$ 137,836	\$ 127,658	92.62%	\$ 1,504
INFORMATION COMMUNICATION TECHNOLOGY	\$ 395,350	\$ 382,642	96.79%	\$ 386,632	\$ 324,902	84.03%	\$ 57,740
LEGAL SERVICES	\$ 100,000	\$ 71,247	71.25%	\$ 85,000	\$ 32,143	37.82%	\$ 39,104
TOTAL ADMINISTRATION	\$ 2,004,129	\$ 1,927,295	96.17%	\$ 1,806,470	\$ 1,577,073	87.30%	\$ 350,222
COMMUNITY SERVICES							
ENGINEERING	\$ 280,188	\$ 244,622	87.31%	\$ 320,370	\$ 293,182	91.51%	\$ (48,560)
COMMUNITY PROGRAMS	\$ -	\$ -		\$ 14,050	\$ 12,650	90.04%	\$ (12,650)
PLANNING & PERMITTING	\$ 775,230	\$ 795,072	102.56%	\$ 776,532	\$ 695,901	89.62%	\$ 99,171
PARKS AND RECREATION	\$ 567,334	\$ 497,074	87.62%	\$ 602,191	\$ 534,589	88.77%	\$ (37,515)
HEALTH & SOCIAL SERVICES	\$ 189,539	\$ 220,424	116.29%	\$ 176,567	\$ 224,322	127.05%	\$ (3,898)
PUBLIC LIBRARY	\$ 946,737	\$ 862,643	91.12%	\$ 968,292	\$ 880,873	90.97%	\$ (18,230)
TOTAL COMMUNITY SERVICES	\$ 2,759,028	\$ 2,619,835	94.95%	\$ 2,858,002	\$ 2,641,517	92.43%	\$ (21,682)
FISCAL SERVICES							
DEBT SERVICE	\$ 6,321,584	\$ 6,305,094	99.74%	\$ 6,682,797	\$ 6,617,024	99.02%	\$ (311,930)
PROPERTY	\$ 715,667	\$ 594,630	83.09%	\$ 699,114	\$ 604,739	86.50%	\$ (10,109)
WORKERS COMPENSATION	\$ 431,446	\$ 431,446	100.00%	\$ 415,000	\$ 415,000	100.00%	\$ 16,446
WAGES & BENEFITS	\$ 4,397,585	\$ 4,412,387	100.34%	\$ 4,602,545	\$ 4,203,860	91.34%	\$ 208,527
EMERGENCY RESERVE (10108062-670000)	\$ 375,289	\$ -	0.00%	\$ 333,818	\$ -	0.00%	\$ -
TOTAL FISCAL SERVICES	\$ 12,241,571	\$ 11,743,557	95.93%	\$ 12,733,274	\$ 11,840,623	92.99%	\$ (97,066)
PUBLIC SAFETY							
FIRE DEPARTMENT	\$ 4,024,789	\$ 4,043,943	100.48%	\$ 3,904,344	\$ 3,947,284	101.10%	\$ 96,659
POLICE DEPARTMENT	\$ 3,589,583	\$ 3,504,223	97.62%	\$ 3,439,583	\$ 3,296,657	95.84%	\$ 207,566
TOTAL PUBLIC SAFETY	\$ 7,614,372	\$ 7,548,166	99.13%	\$ 7,343,927	\$ 7,243,941	98.64%	\$ 304,225
PUBLIC WORKS							
PUBLIC WORKS DEPARTMENT	\$ 4,730,432	\$ 4,572,798	96.67%	\$ 4,617,744	\$ 4,366,668	94.56%	\$ 206,130
WATER AND SEWER	\$ 558,835	\$ 576,219	103.11%	\$ 558,835	\$ 553,446	99.04%	\$ 22,773
TOTAL PUBLIC WORKS	\$ 5,289,267	\$ 5,149,017	97.35%	\$ 5,176,579	\$ 4,920,114	95.05%	\$ 228,903
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	\$ 105,000	\$ 105,000	100.00%	\$ 105,000	\$ 105,000	100.00%	\$ -
E911 COMMUNICATION CENTER	\$ 1,036,409	\$ 1,030,802	99.46%	\$ 1,035,381	\$ 1,035,595	100.02%	\$ (4,793)
LATC-PUBLIC TRANSIT	\$ 235,496	\$ 235,373	99.95%	\$ 235,548	\$ 235,496	99.98%	\$ (123)
LAEGC-ECONOMIC COUNCIL	\$ -	\$ -		\$ 160,687	\$ 120,515	75.00%	\$ (120,515)
COMMUNITY LITTLE THEATER	\$ -	\$ -		\$ 20,160	\$ 18,904	93.77%	\$ (18,904)
TAX SHARING	\$ 270,000	\$ 256,525	95.01%	\$ 289,000	\$ 280,041	96.90%	\$ (23,516)
TOTAL INTERGOVERNMENTAL	\$ 1,646,905	\$ 1,627,700	98.83%	\$ 1,845,776	\$ 1,795,551	97.28%	\$ (167,851)
COUNTY TAX							
TIF (10108058-580000)	\$ 2,029,513	\$ 2,029,512	100.00%	\$ 2,006,244	\$ 2,006,244	100.00%	\$ 23,268
OVERLAY/Abatements	\$ 2,555,723	\$ 2,584,032	101.11%	\$ 2,619,142	\$ 2,590,947	98.92%	\$ (6,915)
	\$ -	\$ 77,344		\$ -	\$ -	0.00%	\$ 77,344
							\$ -
TOTAL CITY DEPARTMENTS	\$ 36,140,508	\$ 35,306,458	97.69%	\$ 36,389,414	\$ 34,616,010	95.13%	\$ 690,448
EDUCATION DEPARTMENT	\$ 37,128,028	\$ 36,396,407	98.03%	\$ 34,705,246	\$ 29,067,550	83.76%	\$ 7,328,857
TOTAL GENERAL FUND EXPENDITURES	\$ 73,268,536	\$ 71,702,865	97.86%	\$ 71,094,660	\$ 63,683,560	89.58%	\$ 8,019,305

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS Of June 30, 2014**

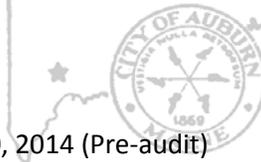
INVESTMENT	FUND	BALANCE June 30, 2014	BALANCE May 31, 2014	INTEREST RATE	WEIGHTED AVG YIELD
BANKNORTH MNY MKT	24-1242924 GENERAL FUND	\$ 55,411.01	\$ 55,404.18	0.15%	
BANKNORTH MNY MKT	24-1745910 GF-WORKERS COMP	\$ 49,280.87	\$ 49,277.63	0.08%	
BANKNORTH MNY MKT	24-1745944 GF-UNEMPLOYMENT	\$ 66,995.58	\$ 66,987.32	0.15%	
BANKNORTH CD	7033 GF-UNEMPLOYMENT	\$ 95,195.16	\$ 95,195.16	0.15%	
BANKNORTH MNY MKT	24-1809302 SPECIAL REVENUE	\$ 52,631.58	\$ 52,625.09	0.15%	
BANKNORTH MNY MKT	24-1745902 SR-PERMIT PARKING	\$ 198,271.17	\$ 198,246.73	0.15%	
BANKNORTH MNY MKT	24-1745895 SR-TIF	\$ 1,119,396.73	\$ 1,119,258.74	0.15%	
BANKNORTH MNY MKT	24-1746819 CAPITAL PROJECTS	\$ 11,774,680.41	\$ 11,773,228.92	0.20%	
BANKNORTH MNY MKT	24-1745928 ICE ARENA	\$ 249,644.80	\$ 249,614.03	0.15%	
GRAND TOTAL		\$ 13,661,507.31	\$ 13,659,837.80		0.19%

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Clinton Deschene, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for June 30, 2014 (Pre-audit)



Attached you will find a Statement of Net Assets and a Statement of Activities for the Ingersoll Arena and the Norway Savings Bank Arena as of June 30, 2014.

INGERSOLL ARENA

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets.

Current Assets:

As of the end of June 2014 the total current assets of Ingersoll were \$164,184. These consisted of cash and cash equivalents of \$249,582, and an interfund payable of \$85,398, which means that Ingersoll owes the General Fund \$85,398, so net cash available to Ingersoll is \$164,184 at the end of June.

Noncurrent Assets:

Ingersoll's noncurrent assets are the building, equipment and any building and land improvements, less depreciation. There will be an adjustment to the equipment, since some of this has been transferred to Norway Savings Bank Arena. The total value of the noncurrent assets as of June 30, 2014 were \$630,402.

Liabilities:

Ingersoll had no liabilities as of June 30, 2014.

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 Arena through June 2014, are \$54,609. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Ingersoll Arena through June 2014, were \$168,603. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of June 2014 Ingersoll Arena has an operating losses of \$113,9947.

Non-operating revenue and expenses consist of interest income and debt service payments. The interest income to date is \$912 and debt service expense to date is \$89,864.

As of June 30, 2014 Ingersoll Arena has a decrease in net assets of \$202,946.

NORWAY SAVINGS BANK ARENA

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets.

Current Assets:

As of the end of June 2014 the total current assets of Norway Savings Bank Arena were \$126,138. These consisted of cash and cash equivalents of \$225, accounts receivable of \$430 and an interfund receivable of \$125,483, which means that the General Fund owes Norway \$125,483 at the end of June.

Noncurrent Assets:

Norway's noncurrent assets are equipment that was purchased, less depreciation (depreciation is posted at year end). There will be an adjustment to the equipment to account for the equipment that was transferred from Ingersoll Arena. The total value of the noncurrent assets as of June 30, 2014 were \$234,395.

Liabilities:

Norway Arena had accounts payable of \$8,775 as of June 30, 2014.

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 June 2014 are \$872,356. 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 June 2014 were \$520,598. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of June 2014 Norway Arena has an operating gain of \$351,758.

As of June 30, 2014 Norway Arena has a increase in net assets of \$351,758.

CITY OF AUBURN, MAINE
Statement of Net Assets
Proprietary Funds
June 30, 2014 Preliminary Pre-Audit

Business-type Activities - Enterprise Funds

	Ingersoll	Norway Savings	Combined
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 249,582	\$ 225	\$ 249,807
Interfund receivables	\$ (85,398)	\$ 125,483	40,085
Accounts receivable	-	430	430
Total current assets	164,184	126,138	290,322
Noncurrent assets:			
Capital assets:			
Buildings	18,584		18,584
Equipment	672,279	234,395	906,674
Land improvements	826,911		826,911
Less accumulated depreciation	(887,372)		(887,372)
Total noncurrent assets	630,402	234,395	864,797
Total assets	794,586	360,533	1,155,119
LIABILITIES			
Accounts payable		\$ 8,775	8,775
Total liabilities	-	8,775	8,775
NET ASSETS			
Invested in capital assets	\$ 630,402	\$ 234,395	864,797
Unrestricted	\$ 163,500	\$ 117,363	280,863
Total net assets	\$ 793,902	\$ 351,758	\$ 1,145,660

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Proprietary Funds
Business-type Activities - Enterprise Funds
Statement of Activities
June 30, 2014 (Preliminary Pre-Audit)

	Ingersoll Ice Arena	Norway Savings Arena	Total
Operating revenues:			
Charges for services	\$ 54,609	\$ 872,356	\$ 926,965
Operating expenses:			
Personnel	70,931	178,790	249,721
Supplies	6,799	114,376	121,175
Utilities	59,758	99,294	159,052
Repairs and maintenance	27,398	2,387	29,785
Depreciation	-	-	-
Capital expenses		4,500	4,500
Other expenses	3,717	121,251	124,968
Total operating expenses	168,603	520,598	689,201
Operating gain (loss)	(113,994)	351,758	237,764
Nonoperating revenue (expense):			
Interest income	912	-	912
Interest expense (debt service)	(89,864)	-	(89,864)
Total nonoperating expense	(88,952)	-	(88,952)
Gain before transfer	(202,946)	351,758	148,812
Transfers out	-	-	-
Change in net assets	(202,946)	351,758	148,812
Total net assets, July 1	996,848	-	996,848
Total net assets, May 31, 2014	\$ 793,902	\$ 351,758	\$ 1,145,660



MAYORAL PROCLAMATION

National Night Out 2014

- WHEREAS the National Association of Town Watch (NATW) is sponsoring a unique, nationwide crime, drug and violence prevention program on August 5, 2014 entitled National Night Out; and
- WHEREAS National Night Out provides a unique opportunity for the City of Auburn to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and
- WHEREAS the citizens of our community play a vital role in assisting the Auburn Police Department through crime, drug, and violence prevention efforts in the City of Auburn and in support of National Night Out locally; and
- WHEREAS it is essential that ALL citizens be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs and violence in Auburn; and
- WHEREAS police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the National Night Out program;

NOW, THEREFORE, I Mayor Jonathan P. LaBonté do hereby call upon all citizens of Auburn to join the Auburn Police Department in supporting the “31st Annual National Night Out” at Festival Plaza on Main Street on Tuesday, August 5, 2014.

FURTHER, LET IT BE RESOLVED THAT, I, Mayor Jonathan P. LaBonté, do hereby proclaim Tuesday, August 5, 2014 as “National Night Out” in the great City of Auburn.

Mayor Jonathan P. LaBonté



RECOGNITION OF AUBURN FIRE DEPARTMENT CITIZENS FIRE ACADEMY CLASS 2

The Auburn Fire Department has successfully concluded its second Citizens Fire Academy (CFA). Last year this program was recognized by the Maine Fire Prevention Services Commission with a Best Practices Award for “The development and implementation of a Citizens Fire Academy.”

All members of CFA Class 2 are citizens of Auburn and during the ten week program they had the opportunity to gain insight into the operations of the Auburn Fire Department as well as have a little fun along the way! This class is to be congratulated for its “can do” attitude and desire to learn about one of the cities vital services.



YOU'RE INVITED
TO
NATIONAL
NIGHT OUT
auburn's night out
against crime



Mayor & Council
Please join us...

DATE:

Tuesday, August 5th

TIME:

5:30pm - dusk

LOCATION:

**Main Street &
Festival Plaza**



**A great night to
get to know
your neighbors.**



City Council Agenda Information Sheet

City of Auburn

Council Workshop Date: July 21, 2014

Order 57-07072014

Author: Reine Mynahan, Community Development Director

Subject: Revisions to Residential and Commercial Programs

Information: The attached revised guideline changes are in response to comments provided by Mayor Labonte and Councilor Walker. The changes to the Residential Rehabilitation Program are 1) elimination of a grant for low-income households and 2) elimination of vinyl siding as an allowed siding type. Changes to the Commercial Rehabilitation Program are 1) increasing the grant from a maximum to \$7,500 with an equal match to 25% of the rehabilitation cost not to exceed \$25,000, and 2) elimination of vinyl siding.

Pro's & Con's:

Financial:

Action Requested at this Meeting: Adoption of Guidelines

Previous Meetings and History: July 7, 2014

Attachments:

Program guidelines for Commercial and Residential Rehabilitation Programs.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: July 7, 2014

Order 57-07072014

Author: Reine Mynahan, Community Development Director

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Revisions to Residential and Commercial Programs

Information: The February 2014 budget presentation included a report on the Curb Appeal Program. For reasons listed in this report I recommended incorporating the Curb Appeal Program into the Residential and Commercial Programs (see report of February 18, 2014). The FY2014-15 budget was presented with curb appeal combined with these two programs. To move forward on this approach, new program guidelines are necessary.

Attached are revised program guidelines. In addition to joining curb appeal with these two programs, changes have been made to the maximum grant amount and required match. Given that Community Development funding has been declining and the trend is expected to continue, we should grant only the amount necessary to stimulate the investment in the project. We had significant interest when offering \$10,000 (21 applications), so I'm recommending we try a lesser amount.

The maximum grant for exterior improvements in the Commercial and Residential Rehabilitation Programs has been reduced from the \$10,000 Curb Appeal limit to \$7,500. The Residential match has been reduced from an amount equal to the grant to 25% of the grant. A \$2,500 grant has been added to the Residential Rehabilitation Program for households whose income is less than 80% of area median income with no match required. With significant reductions in value and building equity, obtaining matching funds has been especially challenging for residential projects. All other requirements are essentially the same as before.

Financial: The reduced grant will result in more program income and the reduced match will lesson what has been a barrier to closing the project.

Action Requested at this Meeting: Recommend passage.

Previous Meetings and History: Workshop 07072014

Attachments:

Program guidelines for Commercial Rehabilitation Program and Residential Rehabilitation Program
Order 57-07072014

*Agenda items are not limited to these categories.

II. RESIDENTIAL REHABILITATION PROGRAM

A. PROGRAM GOAL

The goal of the Residential Rehabilitation Program is to improve the quality of housing by eliminating substandard housing conditions, upgrading the property to meet Auburn's Housing Standards. The Residential Rehabilitation Program is funded by the Community Development Block Grant Program and is subject to all of the Community Development Program rules.

B. ELIGIBILITY CRITERIA

1. The applicant must own or have a written agreement to purchase the property to be improved.
2. The property may be an owner-occupied, investor-owned, or owned by a non-profit agency. The property must be year-round residential structure or be converting to a year-round status according to the requirements of the City of Auburn's duly adopted construction codes and zoning ordinance.
3. After completion, the property must comply with Housing Standards of the Community Development Program. Community Development Department staff will determine the requirements for building improvements.

C. ASSISTANCE CATEGORIES AND TERMS

1. Target Areas

- a. Property must be located within one of Auburn's target areas.

b. Exterior Repairs

- 1) Maximum grant is \$7,500 per property;
- 2) Only one grant will be awarded per property;
- 3) The applicant shall provide a private match of 25% of the grant amount;
- 4) A loan will be available for projects that exceed the grant/match amount with the same terms and conditions as described in section c. General Improvements; and

c. General Improvements

- 1) Maximum loan amounts are:
 - a) \$25,000 for the first unit (a unit that receives funding under the Homeowner Rehab Program will be considered the first unit);
 - b) \$20,000 for each additional unit;
 - c) Interest rate is 2%; and
 - d) The City's loan shall be leveraged with a minimum of 25% in private funds. The leveraged requirement may be waived by the Community

Development Loan Committee based on cash flow or inability to obtain private financing

e) Loan term shall be established by Community Development Loan Committee based on financial capacity of the applicant or inability to obtain financing. The maximum term is 25 years.

2. Low Income Households

a. General Criteria

- 1) Property may be anywhere in the City of Auburn.
- 2) Property must be owner-occupied.
- 3) Applicant's household income is less than 80% of area median income.
- 4) There is no match.
- 5) Buildings outside the target areas must meet the low-income occupancy requirement (50% for a 2-unit building and 51% for 3 or more units)

~~b. Exterior Repairs~~

- ~~1) Maximum grant is \$2,500 per property.~~
- ~~2) Only one grant will be awarded per property.~~
- ~~3) A loan will be available for projects that exceed the grant amount with the same terms and conditions as described in section c General Improvements.~~

~~eb. General Improvements~~

- 1) Maximum loan amounts are:
 - a) \$25,000 for the first unit (a unit that receives funding under the Homeowner Rehab Program will be considered the first unit);
 - b) \$20,000 for each additional unit;
- 2) Interest rate is 0%
- 3) Loan term shall be established by Community Development Loan Committee based on financial capacity of the applicant. The maximum term is 25 years.

D. ELIGIBLE IMPROVEMENTS

1. Curb Appeal Grant Priorities

a. Goal under this section are intended to enhance the visual quality of the neighborhood. Improvements must address the conditions that contribute to blight in the neighborhood. Blight is defined as the characteristics of the built and natural environment that have deteriorated to the point that they constitute a threat to public health, safety, and welfare; contribute to the physical and economic deterioration of neighborhoods, or result in the degradation of the quality of life in the City of Auburn.

- b. The Rehabilitation Coordinator will be responsible to document blighting influences by assessing the physical condition and visual impact of the exterior building elements and recording observable deficiencies.
- c. In order to assure that the proposed improvements produce a positive impact, severe conditions will be remedied first. If funds remain after severe conditions are remedied, then other conditions may be addressed.

d. Curb Appeal Improvements

- 1. Architectural and engineering services relative to exterior improvements undertaken;
- 2. prime and paint exterior surfaces;
- 3. repair or replacement of exterior surfaces including siding (no vinyl siding allowed), porches, steps, railings, decking, fire escapes, window and door trim, soffits and eaves, and gutters;
- 4. lighting;
- 5. foundation repair;
- 6. re-pointing or reconstruction of walls and chimneys;
- 7. retaining walls and fences;
- 8. replacement of windows and doors;
- 9. repair to garages, barns, and accessory buildings; and
- 10. exterior repairs to assure the exterior of the building meets Housing Quality Standards.

e. **General Rehabilitation Loan Priorities**

Improvements include rehabilitation of a permanent nature which may include

- 1. Architectural and engineering services relative to projecty improvements undertaken;
- 2. structural repairs;
- 3. energy improvements;
- 4. eliminatgion of lead paint hazards;
- 5. weatherization;
- 6. weather protection;
- 7. accessibility for disabled persons;
- 8. repair or replacement of major housing systems;
- 9. repair of code violations;
- 10. general property improvements of a non-luxury nature;
- 11. repair of retaining walls;
- 12. utility connections;
- 13. finishing of unfinished space to add space to an existing dwelling unit to make it properly sized for the occupants;
- 14. engineering and architect costs;
- 15. driveway and yard repair

16. earthwork limited to correction of a significant drainage or landscape problem;
17. demolition, structural repairs or weather protection of garages, barns and accessory buildings;
18. fencing when required to correct a hazardous condition; and
19. any improvements that accomplish the goal of this program.

f. **Ineligible Improvements**

Improvements which are ineligible include

1. new construction;
2. creation of additional unit(s);
3. paving;
4. costs of equipment, furnishings or other personal property not an integral structural fixture such as appliances;
5. labor costs for property owners to rehabilitate their own property; and
6. improvements attributable to the non-residential portion of a mixed-use property.

E. NATIONAL OBJECTIVES

Projects will be eligible under only one of two national objectives: low-income benefit based on occupancy or slums/blight. The allocation of loan pool funds each year will be a minimum 75% for low-income projects. Projects will be processed under the low-income criteria whenever possible and under the Slums/Blight criteria as a last resort.

1. **Low-Income Criteria**

Applicants will be required to provide source income if they are the occupant or tenant certifications of income. Applicants will be required to sign a Rent Regulatory Agreement to assure one-year occupancy after project completion by a low-income tenant.

2. **Slums/Blight Criteria**

The project must address the conditions which contribute to blight as defined in section d. Curb Appeal Grant Priorities.

III. APPROVAL PROCESS

A. COMMUNITY DEVELOPMENT STAFF

The Community Development Department has responsibility for administration of the

Rehabilitation Program. Community Development performs the underwriting and presents the loan request to the Community Development Loan Committee.

B. PRIVATE FUNDS

Private Funds: When matching funds are required, the applicant will have the option of using cash or borrowed funds. Match funds will be deposited into a segregated City account and will be subject to disbursement of funds procedures defined in this guideline.

C. COMMUNITY DEVELOPMENT LOAN COMMITTEE

1. Loans and grants will be reviewed by the Community Development Loan Committee who will be responsible for making a decision to approve or deny loan requests and to establish loan and grant conditions.
2. Appeal Procedure: The reason(s) for rejection shall be given to the applicant. Applications that have been denied may be appealed to the Community Development Loan Committee for a period of thirty days after the date of rejection. The applicant will be allowed to present his/her case to the Community Development Loan Committee. The Community Development Loan Committee may reconsider their prior vote to denying the application after the appeal review has been completed.
3. Waiver of Loan Amount and Term: The City Council may authorize a different interest rate, repayment term or loan amount than what is specified in this program guide.

D. LOAN CONSIDERATIONS

In approving or denying loan requests, the Community Development Loan Committee shall be guided by the following loan considerations:

1) Underwriting

- a) Cash flow -- ability to repay the debt;
- b) Credit – good credit history and reputation;
- c) Payment of taxes or acceptable arrangements;
- d) Collateral – Collateral coverage must be adequate as determined by the Community Development Loan Committee;
- e) Security – other assets; and
- f) Commitment of matching funds.

2) Assessment Private/Public Benefit

The Community Development Loan Committee will also consider the broader implications of private and public benefits.

I. COMMERCIAL REHABILITATION PROGRAM

A. PROGRAM GOAL

The goal of the Commercial Rehab Program is to encourage commercial development through building rehabilitation and to improve the visual quality of the building. The Commercial Rehabilitation Program is funded by the Community Development Block Grant Program and is subject to all of the Community Development Program rules.

B. APPLICANT

1. The applicant must own or have a written agreement to purchase the property to be improved. The applicant may be a lessee if there is acceptable collateral.
2. The applicant may be an individual, limited liability company, corporation, partnership or non-profit entity.

C. PROPERTY

1. All taxes due on the property must be paid in full or acceptable arrangements made with the Treasurer of the City of Auburn.
2. The intended use for the building must be for commercial purposes. No residential development will be financed with this program.
3. All property improvements must meet the City's building codes.
4. The property must be located within one of the three Community Development identified target areas, Downtown, New Auburn, or Union Street.

D. ASSISTANCE CATEGORIES AND TERMS

1. Exterior Repair

- a) Maximum grant is ~~\$7,500- 25% of the eligible rehabilitation project cost not to exceed \$25,000~~ per property;
- b) Only one grant will be awarded per property; and
- c) ~~The applicant shall provide a private match equal to the grant amount; and~~
- d) A loan will be available for projects that exceed the grant/match amount with the same terms and conditions as described in section 2 for General Improvements.

2. General Improvements

- a) The maximum loan amount is \$50,000 per property;
- b) Interest rate is prime plus one-half (1/2) percent; (Mayor Labonte suggested offering a more competitive interest rate. Prime plus one-half percent is substantially more competitive than bank rates. Prime is currently 3.25%.)
- c) The City's loan shall be leveraged with a minimum of 25% in private funds. The leveraged requirement may be waived by the Community

Development Loan Committee based on cash flow or inability to obtain financing; and

d) Loan term shall be established by the Community Development Loan Committee based on financial capacity of the applicant. The maximum term is 25 years.

3. **Private Match Funds**

The applicant will have the option of using cash or borrowed funds. Match funds will be deposited into a segregated City account and will be subject to disbursement of funds procedures defined in this guideline.

E. ELIGIBLE IMPROVEMENTS

1. Curb Appeal Grant Priorities

- a) Grants under this section are intended to enhance the visual quality of the neighborhood. Improvements under this program must address the conditions that contribute to blight in the neighborhood. Blight is defined as the characteristics of the built and natural environment that have deteriorated to the point that they constitute a threat to public health, safety, and welfare; contribute to the physical and economic deterioration of neighborhoods, or result in the degradation of the quality of life in the City of Auburn.
- b) The Rehabilitation Coordinator will be responsible to document blighting influences by assessing the physical condition and visual impact of the exterior building elements and recording observable deficiencies.
- c) In order to assure that the proposed improvements produce a positive impact, severe conditions will be remedied first. If funds remain after severe conditions are remedied, then other conditions may be addressed.

2. Curb Appeal Improvements

- a) architectural and engineering services relative to exterior improvements;
- b) prime and paint exterior surfaces;
- c) repair or replacement of exterior surfaces including siding (**no vinyl siding allowed**), porches, steps, railings, ——— decking, fire escapes, window and door trim, soffits and eaves, and gutters;
- d) lighting;
- e) foundation repair;
- f) re-pointing or reconstruction of walls and chimneys;
- g) retaining walls and fences;
- h) replacement of windows and doors; and
- i) exterior repair to garages, barns, and accessory buildings.

3. General Rehabilitation Improvements

- a) architectural and engineering services relative to project improvements;
- b) structural repairs;
- c) energy improvements;
- d) elimination of lead paint hazards;
- e) weatherization;
- f) accessibility for disabled persons;
- g) weather protection;
- h) repair or replacement of major building systems;
- i) repair of code deficiencies
- j) repair of retaining walls;
- k) utility connections;
- l) paving;
- m) fencing when required to correct a hazardous condition;
- n) improvements which would generally increase the economic viability of the property; and
- o) any improvements that accomplish the goal of this program.

4. Ineligible Improvements

- a) new construction;
- b) costs of equipment, furnishings or other personal property not an integral structural fixture;
- c) labor costs for property owners to rehabilitate their own property; and
- d) improvements attributable to the residential portion of a mixed-use property.

E. NATIONAL OBJECTIVES

Projects will be eligible under only one of two national objectives: low-income benefit through creation of jobs or slums/blight. The allocation of loan pool funds each year will be a minimum 75% for job creation projects. Projects will be processed under the low-income criteria whenever possible and under the Slums/Blight criteria as a last resort.

1. Low-Income Criteria

Applicants will be required to directly create 1 full-time equivalent permanent job per \$25,000 of Commercial Loan Program funds within a one-year period after loan closing, 51% of which will be taken by persons of low and moderate income according to income limits established by the U. S. Department of Housing and Urban Development for Lewiston-Auburn MSA. Turnover jobs, jobs that were previously taken by an employee and are now open are not eligible to be counted as new jobs. During the application process, jobs will be evaluated to determine if there is potential to satisfy the 51% low-mod requirement. The applicant will be required to sign a Job Agreement as a condition of the loan and comply with all required reporting.

2. Slums/Blight Criteria

Eligible activities for the Slums/Blight objective are limited to exterior of the building and interior improvements to correct building code violations. Code violations include improvements necessary to satisfy Life Safety Code, Maine State Plumbing Code, National Electrical Code, and the BOCA Building Code. Projects under this criteria shall be processed only if when the City is able to meet its income targeting prescribed by HUD, at least 70% of funds must assist low- and moderate-income persons.

III. APPROVAL PROCESS

A. COMMUNITY DEVELOPMENT STAFF

The Community Development Department has responsibility for administration of the Rehabilitation Program. Community Development performs the underwriting and presents the loan request to the Community Development Loan Committee.

B. COMMUNITY DEVELOPMENT LOAN COMMITTEE

1. Loans and grants will be reviewed by the Community Development Loan Committee who will be responsible for making a decision to approve or deny loan requests and to establish loan and grant conditions.
2. Appeal Procedure: The reason(s) for rejection shall be given to the applicant. Applications that have been denied may be appealed to the Community Development Loan Committee for a period of thirty days after the date of rejection. The applicant will be allowed to present his/her case to the Community Development Loan Committee. The Community Development Loan Committee may reconsider their prior vote to denying the application after the appeal review has been completed.
3. Waiver of Loan Amount and Term: The City Council may authorize a different interest rate, repayment term or loan amount than what is specified in this program guideline.

4. Loan Considerations

In approving or denying loan requests, the Community Development Loan Committee shall be guided by the following loan considerations:

a. Underwriting

Projects under the Commercial Loan Program will be analyzed to determine risk according to typical lending considerations.

1) Required for All Loans:

a) Cash Flow: Ability to repay the debt will be the most important consideration with a minimum debt coverage ratio of 1.1 to 1.

b) Collateral Coverage- minimum of 100%

- Real Estate: 100% of market value

- Business Equipment: 90% of market value
- Inventory: 60% of market value
- Accounts Receivable: 90% of market value
- Furniture & Fixtures: 80% of market value
- Vehicles: 90% of retail value
- Marketable Securities: 100% of market value
- Personal Assets: (same as above)

c) Owner Equity: minimum 10%

d) Character: Good credit history and reputable, no bankruptcies in past 5 years.

e) Additional Considerations: The following shall be evaluated by the Committee before making a decision.

- **Security - Assignment of Leases and Other Assets**
- **Commitment to the project is strongly encouraged**
May include: Personal guarantees from owners with 25% or greater ownership; deferral of development fee; lease commitments; owner equity or cash contribution
- **Management experience in running the business**
- **Business Plan**
- **Market Analysis**
- **Experience in development team**

2) Project is Financially Appropriate

- a) Project costs are reasonable
- b) All sources of financing are committed \
- c) To the extent practicable:
CDBG funds not substituted for non-federal financial support
Project is financially feasible
The return on the owner's equity investment is not unreasonably high

3) Terms of the Bank Loan

(as defined in the commitment letter)

b. Assessment of Public Benefit

The Community Development Loan Committee will also consider the broader implications of public benefits in making a decision to approve or deny the loan and will make a necessary and appropriate determination that the amount of assistance is reasonable in relation to the public benefit to be achieved. The Community Development Loan Committee will consider the following factors in assessing public benefits:

Number and type of jobs

Increase in needed services
Increase in tax base including real estate and personal property
Development which is likely to be stimulated in the area by the activity
Other public benefits

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam Lee, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 57-07072014

ORDERED, that the Auburn City Council hereby adopts the Residential Rehabilitation Program and Commercial Rehabilitation Program guidelines as recommended by Community Development staff.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: July 21, 2014

Order 61-07072014

Author: Jill M. Eastman, Finance Director

Subject: Order authorizing the issuance of General Obligation Bonds and tax levy therefore

Information: This is the order authorizing the sale of \$8,200,000 in General Obligation Bonds to finance the FY 14-15 Capital Improvement Projects passed by Council during the budget process. (list attached)

Pro's & Con's: n/a

Financial: n/a

Action Requested at this Meeting: 1st reading and public hearing on the General Obligation Bond Order, second reading will be scheduled July 28, 2014

Previous Meetings and History:

Attachments:

- Order
- Approved CIP Detail
- Notice of Public Hearing

Tizz E. H. Crowley, Ward One
 Robert Hayes, Ward Two
 Mary Lafontaine, Ward Three
 Adam Lee, Ward Four



Leroy Walker, Ward Five
 Belinda Gerry, At Large
 David Young, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 61-07072014

Ordered by the Auburn City Council, following a public hearing duly called and held as required by Article 8, Section 8.13 of the Auburn City Charter, that there be and hereby is authorized the issuance and sale of the City's general obligation bonds on either a taxable or a tax-exempt basis in the amount of \$8,200,000, the proceeds of which, including premium, if any, and investment earnings thereon, are hereby appropriated to finance the following capital equipment and capital improvements (including costs of issuance for the bonds), all constituting part of the City's FY14 Capital Improvement Program:

	Description	Bonded General Fund
Engineering	Reconstruction	\$ 1,100,000
Engineering	Reclamation/Resurfacing	\$ 1,000,000
Engineering	Major Drainage	\$ 100,000
Engineering	MDOT Match	\$ 1,100,000
Engineering	Retaining Walls	\$ 75,000
Engineering	Sidewalks	\$ 150,000
Engineering	Bridge Maintenance	\$ 75,000
PW-Facilities	Heating Oil Tank Conversion	\$ 25,000
PW-Facilities	Energy Efficiency Upgrades (Lighting)	\$ 120,000
Public Works	Replace Street Sweeper	\$ 236,250
Public Works	Replace 7 yard plow trucks	\$ 180,000
Public Works	Replace 12 yard plow truck	\$ 235,000
Public Works	Replace front end loader	\$ 255,000
Public Works	Purchase message sign board	\$ 25,000
Public Works	Side Dump Body/Hydraulic Pump	\$ 38,700
Planning	Dangerous Building Demolition	\$ 150,000
Fire	Generator for South Main Street Station	\$ 25,000
PW-Facilities	Replace Generator Transfer Switch	\$ 25,000
Planning	Comprehensive Plan Property Acquisiton Program	\$ 400,000
Library	Masonry Repair	\$ 47,167
Recreation	Renovate Softball Fields	\$ 72,000
Parks	Replace Festival Plaza Canopies	\$ 60,000
Recreation	Repurpose Ingersoll Arena	\$ 490,000
Contingency	Contingency	\$ 34,518
School Department	School Department	\$ 2,181,365
TOTAL CIP		\$ 8,200,000

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam Lee, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan LaBonte, Mayor

THAT the bonds shall be issued as authorized hereunder and shall be signed by the City's Finance Director and its Treasurer, attested by the City Clerk under the seal of the City. A tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year. The bonds may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the City's Finance Director.

THAT in order to finance temporarily the projects described above, the Finance Director is authorized to expend up to \$8,200,000 either from available funds of the City or from the proceeds of BAN's which would be reimbursed or refinanced from bond proceeds.

THAT the bonds authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director.

THAT the authority and discretion to designate the bond or notes, or a portion thereof, as qualified tax-exempt obligations under Section 265 of the Internal Revenue Code of 1986, as amended, is hereby delegated to the Finance Director.

THAT the City's Finance Director, Treasurer, Clerk, and other proper officials of the City be, and hereby are, authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, and to execute, deliver, file, approve, and record all financing documents, contracts, agreements, certificates, preliminary and final official statements, tax certificates and other documents as may be necessary or advisable, with the advice of counsel for the City, to carry out the provisions of this order, as may be necessary or desirable.

THAT if the Finance Director, Treasurer, or Clerk are for any reason are unavailable to approve and execute the bonds or any related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had himself or herself performed such act.

THAT this order is a declaration of official intent pursuant to Treas. Reg. § 1.150-2 and shall be kept available for public inspection during reasonable business hours at the office of the City Clerk.

A Public Notice describing the general purpose of the borrowing and the terms thereof was published on or before June 28, 2014, in the Lewiston Sun-Journal, a daily newspaper published in the City of Auburn and in Androscoggin County.

A public hearing was held on July 7, 2014.

CIP DETAIL

Project	Match	Description
Reconstruction	0.00%	\$2.2 mil requested, \$1.1 mil approved, by priority order, if on budget Davis Ave #1
Reclaim	0.00%	\$2.25 mil requested, \$1.0 mil approved, Val View if on budget, if not Summer and Howe
Major Drainage	0.00%	NPDES Compliance City Wide
MDOT Match	see list	plus MPI-Broad St 50/50 match
Retaining Walls	0.00%	Engineering City retaining walls, see attached
Sidewalks	0.00%	Lake Street
Bridge Maint	State	Project dependent State match, as of CIP - to be determined
Message Sign Board	0.00%	Staff researching non bonding option
Dangerous Building Demo	0.00%	To be determined, most likely downtown (exec session). Possible TIF funding source
Comp Plan Property Acquisition Program	0.00%	To be determined, most likely downtown (exec session). Possible TIF funding source
Replace Generator Switch	0.00%	Staff researching non bonding option
Repurpose Ingersoll	0.00%	Recreation Committee recommendation
School Department	0.00%	See prioritized list



City of Auburn, Maine FY15 - FY25 Capital Improvement Program Project Description Worksheet

FiscalYear: 2015

Priority: Very High

Project Title: Reconstruction

Project Purpose: Street Improvement

Department: Public Services-Engineering

Project Description: This program involves the full depth reconstruction of both rural and urban roadways. The preconstruction steps include: roadway survey and design, procure easements and permits, compile construction bid documents and award of construction contract. The construction work includes: installation of drainage system, excavation of existing roadway materials, placement of new road base, paving, curbing, sidewalks, matching existing properties to new roadways and final surface restoration. Each streets level of reconstruction varies based upon condition and usage. Location is to be determined based upon the results of the Pavement Condition Reporting Software and engineering judgment.

Location: See Map

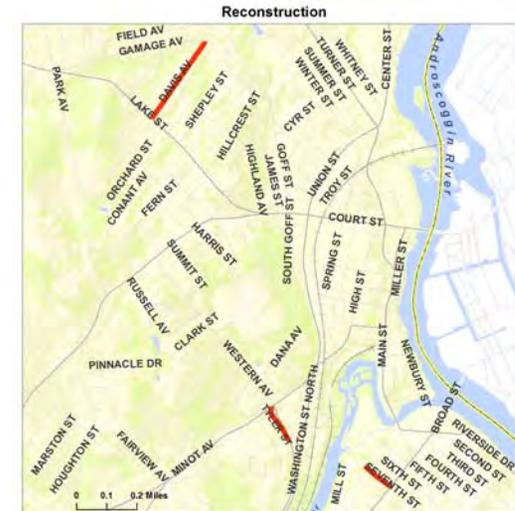
Justification: Streets designated are those that have deteriorated beyond resurfacing and whose sub base materials are not adequate for reclaiming (generally due to an abundant amount of utility trenches or poor initial construction) or require horizontal/vertical alignment changes to provide a safe and maintainable roadway based on current standards. Reconstruction is the most costly of all the street improvement programs and is therefore usually targeted at those streets that are in the worst condition. However, this program provides the longest life expectancy with the least amount of future maintenance costs of all other street improvement programs. The identified streets have undergone separation by the Sewer District and will complete work in the neighborhood.

Useful Life: 20 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$2,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,200,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	2.30%	\$50,000	G.O. Bond





City of Auburn, Maine
FY15 - FY25 Capital Improvement Program
Project Description Worksheet

Construction

2015

97.70%

\$2,150,000

G.O. Bond

City of Auburn, Maine

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Community Services Department

Engineering Division

The City underwent an assessment of all City streets in the summer of 2013. From that assessment a Pavement Condition Index (PCI) was generated. A PCI is a numerical index which is used to indicate the general condition of a pavement. The method of determining roadways PCI is based on a visual survey of the number and types of distresses in the roadway pavement. The result of the analysis is a numerical value between 0 and 100, with 100 representing the best possible condition and 0 representing the worst possible condition. Pavement distress types for asphalt pavements include: alligator cracking, bumps and sags, depressions, edge cracking, joint reflection, longitudinal and transverse cracking, potholes, rutting, etc. These indices were used to help determine which streets were in the most disrepair. This was then used in conjunction with the surrounding areas pavement condition (when overlays are completed better prices are gained by having streets adjacent to one another), trying to complete the construction over a ten year period, trouble spots for maintenance and traffic volumes. I have included two pages of the PCI report starting with the worst roads. Any remaining funds will be used if the City is success with acquiring another MPI Grant from Maine DOT.

FY 2015 CIP Reconstruction



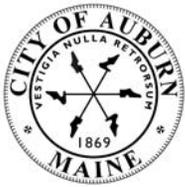
Davis Avenue (6600 lf) from Gamage to Lake – The roadway has a PCI rating of 47.08. Sewer separation work occurred in 1996 and the sidewalks have been rebuilt since then but the ramps would need to be upgraded to be ADA compliant. The existing granite curbing for large portions of the roadway have sunken out of site. The estimate for the reconstruction is \$1.25 million.



Tyler Street (1225 lf) from Minot to Jefferson – The roadway has a PCI rating of 24.58. The surrounding neighborhood streets have all been reconstructed leaving this as the last segment in the area. The existing granite curbing for the roadway is irregular and the sidewalk would require reconstruction. The estimate for the reconstruction is \$250,000.



Seventh Street (1350 lf) from Broad to dead end – The roadway has a PCI rating of 42.58. The surrounding neighborhood streets were all rebuilt from 1998-2002. Seventh was skipped and remains the only segment left in the area. The estimate for the reconstruction is \$300,000.



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

Fiscal Year: 2015

Priority: Very High

Project Title: Reclaim/Resurface

Project Purpose: Street Improvement

Department: Public Services-Engineering

Project Description: This program includes reclaiming (grinding) the existing pavement structure and underlying gravel base material, drainage improvements, and regarding the roadway to a proper profile. Reclaiming results in a substantially lower cost compared to full depth reconstruction. Gravel may be added to the roadway and drainage improvements are made. Locations will be dependent on the Pavement Condition Report Program and other factors such as traffic volumes and safety concerns.

Location: See Map

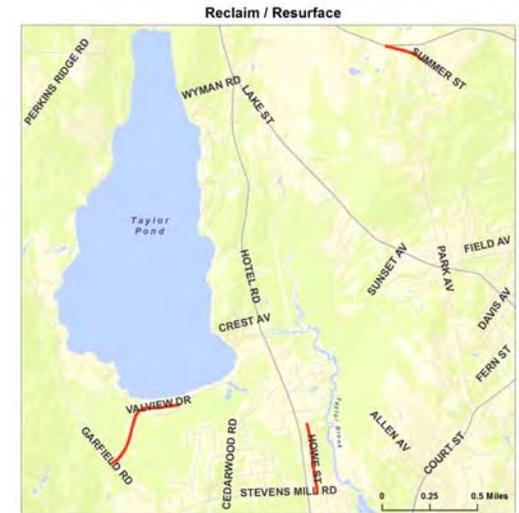
Justification: The reclamation process provides an alternative to conventional reconstruction at generally half the cost. It provides a stronger roadway base by utilizing the existing distressed pavement layer as an aggregate for the new gravel base layer.

Useful Life: 15 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	2.50%	\$50,000	G.O. Bond
Construction		2015	97.50%	\$1,950,000	G.O. Bond



FY 2015 CIP Reclamation



Valview Drive (7500 lf) from Garfield to dead end – The roadway has a PCI rating of 41.08. The estimate for the reconstruction is \$1.25 million.



Summer Street (3000 lf) from Park to Mount Auburn – The roadway has a PCI rating of 37.58. The roadway will be converted to a one way in-bound with a turn-around outbound after the last driveway. The estimate for the reconstruction is \$400,000.



Howe Street (4800 lf) from Park to Mount Auburn – The roadway has a PCI rating of 39.58 for 2000 lf and 51.58 for 2800 lf. A portion will undergo reclamation and a portion reconstruction. The estimate for the construction is \$600,000.



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Very High

Project Title: Major Drainage

Project Purpose: Federal Mandate

Department: Public Services-Engineering

Project Description: Implementation of a 5-year plan as per EPA Phase II National Pollution Discharge Elimination System (NPDES) stormwater regulations. Provide funding for the upgrade of the City's existing drainage infrastructure. Various Locations-Urbanized Area-NPDES Stormwater Phase II five-year plan implementation. In addition, this would be used to fund year one of a comprehensive study to determine immediate needs and long range forecasting of stormwater infrastructure condition and needs.

Location: Various

Justification: Necessary to comply with Federal NPDES mandates and provide adequate drainage systems throughout the City.

Useful Life: Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	100.00%	\$300,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: High

Project Title: Maine DOT Match

Project Purpose: Street Improvement

Department: Public Services-Engineering

Project Description: This program provides for surface transportation improvements through the partnership of federal, state and local planning organizations (MPO's) under the guidelines of the Transportation Enhancement (TE) program. The program design provides for "a continuous, comprehensive and cooperative transportation plan" for Lewiston-Auburn urbanized area. This match is to fund the City's portion of the project costs. Following are a list of projects. Route 4 / Lake Shore Dr Intersection, Turner Street/Center Street Intersection Design, Traffic Signal Improvements City Wide, South Main Reconstruction Phase II, Park Ave Reconstruction Phase ii, and Riverside Drive Reconstruction.

Location: Various

Justification: Local share funding for various projects.

Useful Life: 20 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$550,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	27.00%	\$150,000	
Construction		2015	73.00%	\$400,000	

Turner St. Sidewalks - Intersection Ramp Improvements	90% Federal & State, 10% Local	July 2014 thru October 2014
South Main St. - Outer Cook St. to Bolster St.	85% Federal & State, 15% Local	July 2014 thru October 2014
Park Ave. - Park Ave. Elementary to Lake St.	90% Federal & State, 10% Local	July 2014 thru October 2014
Mt. Auburn Ave. - Intersection of Park Ave.	90% Federal & State, 10% Local	May 2014 thru July 2014
Riverside Drive - Vickery to Dunn St	90% Federal & State, 10% Local	July 2014 thru July 2015
Route 122- Route 202 to Town Line	100% State	April 2014 thru October 2014
Oakdale Bridge (Route 202 Northbound over Little Androscoggin)	100% Federal & State	July 2014 thru June 2015
Intersection Improvements - Kittyhawk and Rte 202, Turnpike Exit and Rte 202	90% Federal & State, 10% Local	April 2014 thru October 2014
Lake St. - Colonial Way to Park Ave.	50% State, 50% Local	May 2014 thru August 2014
Hotel Road. - Minot Ave to Stevens Mill	50% State, 50% Local	May 2014 thru August 2014
Whitney St. - Union to French's Lane	100% Local	May 2014 thru August 2014
Mill St. - 9th to Broad St	100% Local	May 2014 thru August 2014
Manley St. - Minot to Rodman Rd	100% Local	May 2014
Holbrook Rd. - N. Auburn Rd to Town Line	100% Local	May 2014 thru September 2014



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

FiscalYear: 2015

Priority: High

Project Title: Retaining Walls

Project Purpose: Deteriorated Structure

Department: Public Services-Engineering

Project Description: This program involves the reconstruction of existing retaining walls that currently are in disrepair but are supporting various urban roadways. The preconstruction steps include: survey and design, procure easements and permits, compile construction bid documents and award of construction contract. The construction work includes: dismantling of existing retaining walls, installation of new retaining wall superstructure, installation of drainage systems, excavation of existing roadway materials, placement of new road base, paving, curbing, sidewalks, matching existing properties to new roadway and final surface restoration. Each projects level of reconstruction varies based on condition and usage. Locations are determined based upon visual inspections of various retaining walls, historic repair needs compiled by Public Services and recommendations from Engineering and Public Services staff. The retaining wall on Beacon Ave has been identified as being in disrepair requiring growing maintenance by Public Services. This wall was constructed by the City sometime after May 6, 1912, after approval of a petition to the City for a ban wall on the east side of Beacon Ave from Western Ave to the angle in the street.

Location: Beacon Ave

Justification: Reconstruction of retaining walls will provide the longest life expectancy with the least amount of future maintenance costs. Any additional utility work that may be required in the vicinity of the retaining wall will be incorporated into the project to avoid the need to revisit the area with construction in the future.

Useful Life: 30+ Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$750,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	7.00%	\$50,000	G.O. Bond



City of Auburn, Maine
FY15 - FY25 Capital Improvement Program
Project Description Worksheet

Construction

2015

93.00%

\$700,000

G.O. Bond

City of Auburn, Maine

"Maine's City of Opportunity"

Community Services Department
Engineering Division

CITY RETAINING WALLS



Court Street between Pleasant and High – The City, in 1895, in order to construct a sidewalk partially on property of the abutting land owner, agreed to construct and maintain the wall.



370 Court Street near Harris St – The City reconstructed Court Street in this area in 1957. An existing wall at this location was replaced as part of the project. The bricks have completely fallen out of the wall.



North Side of Atwood Street at 18 Poland Road – Keystone Block wall constructed by the City in 1995.



*Opposite 32 Beacon Ave – This wall was constructed by the City sometime after May 6, 1912 after approval of a petition to the City for a bank wall on the east side of Beacon St from Western Av to the angle in the street. ***In FY15 CIP**



Center Street, West side between Grove and Vernon – Concrete wall constructed by the City in 1957.



Charles Street, West side – Stone wall construction date unknown.



Dunn Street, both sides between Riverside and Second – Block wall constructed in front of pre-existing concrete wall in 2010.



East Hardscrabble Road, across from David Drive – Sheet pile and block wall constructed in 1999.



Forest Avenue at 7 Prospect St – Reinforced concrete wall was constructed to replace a stone retaining wall in 1995. The wall partially supports a garage.



77 Highland Avenue – Reinforced concrete wall was constructed to replace a stone retaining wall in 2006.



72 Hillcrest Street – Stone wall constructed in 1994.



Main Street, Newbury to Laurel – Concrete and bin wall constructed in 1957.



Mill Street, Sixth to Seventh – Keystone Block wall constructed in 1998.



Minot Avenue Rotary – Metal bin wall constructed in 1957. A Maine DOT and City project will be replacing the bin wall in 2014.



Mount Auburn Avenue along BJ's parking lot – Keystone Block wall constructed in 2001.



21 to 33 South Main Street – Concrete wall constructed in 1955.



South Main Street, Broad Street Intersection – Redi-rock wall constructed in 2008.



South Main Street, downstream side of Main Street bridge over the Little Androscoggin – Replaced a stone wall and was constructed in 1996.



42 Taft Avenue – Keystone Block wall constructed in 1995.



Washington Avenue, between Minot Ave. and Jefferston St. – Concrete wall constructed in 1957.



21 to 25 Western Prom – The original construction is uncertain. In 1969-70, the City reconstructed the wall as part of installing underdrain under the sidewalk on the northwesterly side of the street.



18 Western Prom – Stone wall constructed in 1887. The City added a fence to the top of the wall in 2013.

PRIVATE RETAINING WALLS



24 Gamage Avenue –



42 Hillcrest along Gamage Avenue –



48 Gamage Avenue –



50 Gamage Avenue –



Vickery Road, starting at Riverside Drive – Dry stack stone wall repaired in 2004.



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Medium

Project Title: Sidewalks

Project Purpose: Street Improvement

Department: Public Services-Engineering

Project Description: This program identifies the community's need for new sidewalks and the rehabilitation and maintenance of existing sidewalks.

Location: Lake St neighborhood

Justification: The City has approximately 56 miles of sidewalks that are meant to provide safe pedestrian accessibility. As with the City's road infrastructure, a combination of resurfacing, rehabilitation and reconstruction must be used to continually improve and maintain sidewalks. Recent emphasis on walking as alternative transportation and wellness requires an increased commitment to improving and maintaining pedestrian mobility as an overall betterment to the community.

Useful Life: 20 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Construction		2015	100.00%	\$200,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: High

Project Title: Bridges

Project Purpose: Bridge Rehabilitation

Department: Public Services-Engineering

Project Description: This program involves the rehabilitation of existing City owned bridges. Locations are to be determined based upon inspections completed by the Maine DOT. In addition, City staff will complete inspections to help identify potential needs and areas of concern. The City is waiting for the latest inspection reports from MDOT to determine location.

Location: Various

Justification: Bridges desigated to undergo rehabilitation work are those that have deteriorated and have mounting maintenance needs. Rehabilitation of these structures will provide the longest life expectancy with the least amount of future maintenance costs

Useful Life: 30 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Planning/Engineering		2015	15.00%	\$15,000	G.O. Bond
Construction		2015	85.00%	\$85,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: Very High

Project Title: Heating Oil Tank Conversion

Project Purpose: New Operation

Department: Public Services-Facilities

Project Description: Conversion of the heating oil tank at PW to allow it to be used for gasoline storage.

Location: Woodbury Brackett Municipal Building

Justification: Conversion of the heating oil tank (installed 2010, 30yr warranty) at PW, due to conversion to natural gas in FY14. This will allow City fleet to fuel with gasoline, as the existing tank is at the former Police Station (installed 1995).

Useful Life: 25 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Other		2015	100.00%	\$25,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Medium

Project Title: Buildings and Grounds

Project Purpose: Improve efficiency

Department: Public Services-Facilities

Project Description: Upgrade/Update the heating and lighting at the PW facility

Location: Woodbury Brackett Municipal Building

Justification: Continued facility improvements to heating system and building infrastructure. Retro-commissioning study recommended steps including, but not limited to, completion of deferred maintenance, lighting upgrades, HVAC system fixes/corrections. We will be eligible for an incentive from Efficiency Maine of approximately \$15,000.

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$120,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Construction		2015	100.00%	\$120,000	G.O. Bond



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

FiscalYear: 2015

Priority: Very High

Project Title: Heavy Equipment

Project Purpose: Scheduled replacement

Department: Public Services-Public Works

Project Description: Replacement of 1998 Elgin Sweeper #62

Location: Woodbury Brackett Municipal Building

Justification: This is a replacement of our number 1 front line sweeping machine used for sand and debris removal from roadways. Maintenance and down time costs are a problem.

Useful Life: 15 Yrs



Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$236,250	\$0	\$0	\$0	\$0	\$0	\$0	\$236,250

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$236,250	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Equipment

Project Purpose: Vehicle Replacement

Department: Public Services-Public Works

Project Description: Replacement of 2000 International 7 Yard Dump Truck #28

Location: Woodbury Brackett Municipal Building

Justification: This truck works around the airport area. Systematic replacement of PW plow equipment reduces yearly maintenance costs.

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$180,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$180,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority:

Project Title: Equipment

Project Purpose: Vehicle Replacement

Department: Public Services-Public Works

Project Description: Replacement of 2000 International 12 Yard Dump Truck #35

Location: Woodbury Brackett Municipal Building

Justification: This unit required extensive work to get it ready for winter, it is tasked with the largest plow route in the city and is also the farthest away from the shop. it requires a wheeler to do the job and should be brought up to date with the rest of our frontline salt trucks . Systematic replacement of PW plow equipment reduces yearly maintenance costs.



Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$235,000	\$0	\$0	\$0	\$0	\$0	\$0	\$235,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$235,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: High

Project Title: Heavy Equipment

Project Purpose: Equipment Replacement

Department: Public Services-Public Works

Project Description: Replacement of 1991 John Deere Loader #44

Location: Woodbury Brackett Municipal Building

Justification: This unit is used all year, it works in the pit in the summer and is used in conjunction with the large blower to remove snow in the winter. Replacement of this piece of equipment will ensure that we are working efficiently.

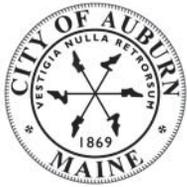
Useful Life: 15 Yrs



Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$255,000	\$0	\$0	\$0	\$0	\$0	\$0	\$255,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$255,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Equipment

Project Purpose: New Equipment

Department: Public Services-Public Works

Project Description: Message/Sign Board

Location: Woodbury Brackett Municipal Building

Justification: Increase productivity and safety by reducing number of personnel on traffic control at construction sites while utilizing modern traffic control practices (stop lights via remote control).

Useful Life: 10 Yrs



Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
		2015	100.00%	\$25,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Equipment

Project Purpose: Equipment Replacement

Department: Public Services-Public Works

Project Description: Side Dump Body/Hydraulic Pump, Wheeler

Location: Woodbury Brackett Municipal Building

Justification: This is to replace a dump body and hyd pump only, plow gear , cab, and chasse are ok. It will allow us to be able to plow and sand a route. Presently the truck can only plow and another truck has to go around after him and sand his plow route after they are done their route.



Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$38,700	\$0	\$0	\$0	\$0	\$0	\$0	\$38,700

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$38,700	G.O. Bond



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Dangerous Buildings Demolition

Project Purpose: Increased Safety

Department: Planning, Permitting & Code

Project Description: The City has seen the number of vacant buildings increase drastically over the past couple of years. Our vacant building tracking list has expanded from approximately 80 structures to over 130 in the past 12 months. We have never budgeted specifically for dangerous buildings and have handled it out of the Code Enforcement budget. This request would provide for demolition of deteriorated structures that are condemned by the City Council when an owner fails to remedy the problem. We have had at least two fires and numerous copper thefts from structures on the vacant property list. The requested amount is an attempt to remedy the "worst of the worst" problems and fire damaged structures, but staff recognizes that the City has limited resources and this would allow for up to 5 demolitions per year. The property owners or bank could then reimburse the City for costs or the City could take ownership of the land and resell the parcels.

Location:

Justification: Vacant buildings increase risk of other crimes and fire if they are not maintained or secured properly.

Useful Life: Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$300,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Other		2015	100.00%	\$150,000	G.O. Bond
Other		2016	100.00%	\$150,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: Medium

Project Title: Generator-South Main Street Station

Project Purpose: Increased Safety

Department: Fire

Project Description: Install a hardwired power generating system.

Location: South Main St Fire Station

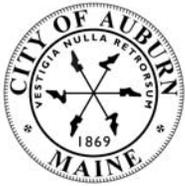
Justification: When power is lost, the South Main Street Station has no heat, hot water or installed emergency lighting. In addition to being the local fire house, it is also a likely collection point for casualties or evacuees in the event of a disaster. The station could also serve as a command post or resource collection point for a major incident or event. When evaluating existing critical infrastructure and planning for maintenance, the presence of auxiliary power units are considered both a desired standard and industry best practice.

Useful Life: 20 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$25,000	Current Revenues



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: High

Project Title: Buildings and Grounds

Project Purpose: Present Equipment obsolete

Department: Public Services-Facilities

Project Description: Replacement of Automatic Transfer Switch for Generator

Location: Woodbury Brackett Municipal Building

Justification: The existing facility was built in 1971 and is in need of systematic renovations over the next several years to improve functionality, decrease costs and expand operational capabilities

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$25,000	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority:

Project Title: Comprehensive Plan Property Acquisition, Demolition and Improvements

Project Purpose: Implementation of Comp Plan

Department: Planning, Permitting & Code

Project Description: Property acquisition, building demolition and beautification in Gateway Transition, Riverfront Transition and other Districts as properties become available. Council to be presented individual opportunities as they arise for quick decisions with funding allocated in advance.

Location:

Justification: Comprehensive plan identifies need. Funding is the only way to make it happen.

Useful Life: Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	50.00%	\$200,000	
Construction		2015	25.00%	\$100,000	
Other:Demolition		2015	25.00%	\$100,000	



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Very High

Project Title: Masonry Repair-Year 2 of 5 Year Plan

Project Purpose: Deteriorated Structure

Department: Auburn Public Library

Project Description: Repair masonry on old section of building by replacing mortar joints.

Location: Auburn Public Library

Justification: The old section of the library needs to have all the mortar joints replaced. Durability should be approximately 50 years if the building is subsequently kept in good repair - no water filtration of any kind. Cost of approximately \$230,000 can be spread over a 5 year period, with work being done one wall at a time. Year Two:(in priority order and includes waterproofing) North elevation (by Spring Street main entrance). Year one Completed.

Useful Life: 30+ Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$42,167	\$0	\$0	\$0	\$0	\$0	\$0	\$42,167

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Construction		2015	100.00%	\$42,167	G.O. Bond



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2015

Priority: Medium

Project Title: Masonry Repair (New Building)

Project Purpose: Deteriorated Structure

Department: Auburn Public Library

Project Description: Repair mortar at Spring St gable end and column bases at Spring St entrance.

Location: Auburn Public Library

Justification: At Spring St gable end under left end of window sill-where there is no control joint designed into the façade, expansion and contraction are being relieved at the window edge. There is spauled mortar and cracked bricks that need to be repaired. There is also spauled mortar and chipped precast at Spring St column bases, apparently from being hit by snow shovels.

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Construction		2015	100.00%	\$5,000	Current Revenues



City of Auburn, Maine

FY15 - FY25 Capital Improvement Program

Project Description Worksheet

Fiscal Year: 2015

Priority: High

Project Title: Renovate Softball Field-Pettengill

Project Purpose: Deteriorated Structure

Department: Recreation

Project Description: Renovate Pettengill Softball Field

Location: Pettengill Park

Justification: The condition of the softball field warrants replacing the perimeter fencing and improving the infield diamond pattern. Also, replacing bleachers

Useful Life: 15 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$72,000	\$0	\$0	\$0	\$0	\$0	\$0	\$72,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$72,000	Special



City of Auburn, Maine
 FY15 - FY25 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2015

Priority: Very High

Project Title: Festival Plaza Canopy Replacements

Project Purpose: Equipment Replacement

Department: Public Services-Parks

Project Description: Replace Festival Plaza Canopies (6)

Location: Festival Plaza

Justification: The original canopies are no longer usable due to deterioration. They also do not meet current safety standards.

Useful Life: 10 Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$120,000

Cost breakdown and funding source(s)

Cost Type	Enter Cost Type if Other	FY	Percent	Cost	Proposed Finance Source
Acquisition		2015	100.00%	\$120,000	G.O. Bond



City of Auburn, Maine
FY15 - FY25 Capital Improvement Program
Project Description Worksheet

Fiscal Year: 2016

Priority:

Project Title: Repurpose Ingersoll

Project Purpose:

Department: Recreation

Project Description:

Location:

Justification:

Useful Life: Yrs

Cost FY 2015:	Cost FY 2016:	Cost FY 2017:	Cost FY 2018:	Cost FY 2019:	Cost FY 2020:	Cost after 6 years:	Total Cost
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Cost breakdown and funding source(s)

	FY15	
LOCATION		Prioritized Listing
AMS	CIP Projects	
Classroom Furniture Replacement	\$ 216,500	4
Classroom [27] & 2 Hallways-Carpet Replacements with VCT	\$ 161,126	1
Replacement of Freezers-refrigerant motors for Kitchen	\$ 22,560	2&3
East Auburn		
Parking Lot Repaving	\$ 130,800	2
ELHS		
Bathroom Refurbishing- 3 boys-3girls	\$ 353,000	2
Asbestos Removal 7 Classrooms and Hallway A&B Wing, Main Office, Guidance Area	\$ 317,000	1
PC Computer Lab upgrades (41units)	\$ 40,000	4
Exterior Security Lighting- LED	\$ 27,160	3
Security/Surveillance Equipment upgrade/enhancement	\$ 37,000	1
Fairview		
Student Bathrooms ADA - B & G	\$ 21,600	2
Stage Curtains Replacement	\$ 25,200	2
Franklin School		
Exterior Security Lighting	\$ 25,000	1
Sherwood Heights		
Exterior Security lighting - Phase II	\$ 45,520	1
Stage Curtains Replacement	\$ 25,200	2
Support Services Building		
One Ton P/U (replace 2002 1/2 ton) for Sanding	\$ 40,000	2
Upgrade fire Alarm System	\$ 46,120	1
Floor Finishers/Strippers/Buffers/Vaccums	\$ 56,000	5
District Lunch Walk-in Freezers & Refrigerator-Motors Replacement	\$ 27,760	2&3
Technology		
Elementary Teachers/MacBooks	\$ 100,000	4
Walton Elementary		
New Walk-in refrigerator/Replacement	\$ 19,034	2&3
Fire Alarm Upgrades-1934&67 Sections	\$ 261,000	1
RETC/SOS		
Exterior Parking Lot/Security Lighting	\$ 47,785	1
Parking Lot Expansion/resurfacing	\$136,000	2
GRAND TOTAL CIP	\$ 2,181,365	
LEGEND		
Priority 1 - Live Safety Issues	\$ 940,551	
Priority 2- FacilityEquipment Renewal	\$ 801,154	
Priority 3- Energy Renewal	\$ 27,160	
Priority 4- Instructional Equipment Renewal	\$ 356,500	
Priority 5- Other	\$ 56,000	
	\$ 2,181,365	

**CITY OF AUBURN
NOTICE OF PUBLIC HEARING**

Pursuant to Section 8.13 of the City Charter, notice is hereby given that the Auburn City Council will hold a public hearing on Monday, July 7, 2014, at 7:00 p.m. in the Council Chambers, Auburn Hall, 60 Court Street on a proposed order authorizing the City's general obligation bonds in the amount of \$8,200,000 to finance the City's FY15 Capital Improvement Program.

Following the public hearing, the City Council expects to conduct the second reading and take final action on the order at the same July 21, 2014 meeting.

The order is available for inspection at the City Clerk's office during regular business hours.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: July 21, 2014

Resolve 65-07212014

Author: Clinton Deschene, City Manager

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan **Work Plan** **Budget** **Ordinance/Charter** **Other Business*** **Council Goals****

**If Council Goals please specify type: *Safety* *Economic Development* *Citizen Engagement*

Subject: Airport Loan to Purchase Hanger

Information: The Airport Board is requesting funding to purchase the Hangar currently leased to Lufthansa. This was mentioned during the CIP process and after meetings with the Airport Board in follow up and discussions between the 2 cities it is being recommended to loan the money to the airport at 2.58% interest for 13 years.

Per the attached financials it is a savings to the Airport.

The recommendation is to use fund balance for the loan. The only item that is needed to be resolved is property taxes. For FY 2015 the taxes will be assessed as usual. However, a determination will need to be made by Auburn assessors if the property is taxable after the airport purchases. If the property is deemed tax exempt, it is agreed that a Payment in-lieu of taxes (PILOT) agreement will be developed and executed.

Financial: Loan of Fund Balance

Action Requested at this Meeting: Discussion

Previous Meetings and History: 20 June 2014 Workshop

Attachments:

- Airport Hanger Amortization
- Airport Loan for Hanger
- Hanger Buyout Supplemental Info

*Agenda items are not limited to these categories.

**Auburn-Lewiston Airport
Proposed Joint Agency Loan**

Principal 2,200,000
Rate 2.58%
Term 13 years

Year	Annual Payment	Interest Payment	Principal Payment	Outstanding Balance	Interest to each City	Principal to each City	Airport Operational Savings
0				2,200,000.00			
1	201,348.00	56,760.00	144,588.00	2,055,412.00	28,380.00	72,294.00	48,402.00
2	201,348.00	53,029.63	148,318.37	1,907,093.63	26,514.81	74,159.19	48,402.00
3	201,348.00	49,203.02	152,144.98	1,754,948.65	24,601.51	76,072.49	48,402.00
4	201,348.00	45,277.68	156,070.32	1,598,878.32	22,638.84	78,035.16	48,402.00
5	201,348.00	41,251.06	160,096.94	1,438,781.38	20,625.53	80,048.47	48,402.00
6	201,348.00	37,120.56	164,227.44	1,274,553.94	18,560.28	82,113.72	48,402.00
7	201,348.00	32,883.49	168,464.51	1,106,089.43	16,441.75	84,232.25	48,402.00
8	201,348.00	28,537.11	172,810.89	933,278.54	14,268.55	86,405.45	48,402.00
9	201,348.00	24,078.59	177,269.41	756,009.13	12,039.29	88,634.71	48,402.00
10	201,348.00	19,505.04	181,842.96	574,166.16	9,752.52	90,921.48	48,402.00
11	201,348.00	14,813.49	186,534.51	387,631.65	7,406.74	93,267.26	48,402.00
12	201,348.00	10,000.90	191,347.10	196,284.54	5,000.45	95,673.55	48,402.00
13	201,348.69	5,064.14	196,284.55	(0.00)	2,532.07	98,142.27	48,401.31
	2,617,524.69	417,524.69	2,200,000.00		208,762.34	1,100,000.00	629,225.31



Finance Department



Heather Hunter
Director of Finance/Treasurer
hhunter@lewistonmaine.gov

TO: Mayor Robert E. Macdonald
And Members of the City Council

FROM: Heather Hunter, Finance Director

SUBJECT: **Auburn-Lewiston Airport Hanger Loan**

DATE: June 10, 2014

During the FY2015 Lewiston Capital Improvement Program (LCIP) presentation, the Airport Manager provided information on the cost savings benefit of paying off the hanger lease vs. the continuation of lease payments. The referenced LCIP material accompanies this memo. Under current conditions, the airport will pay \$249,750 annually until 2028 to lease the Nobility hanger. At which point, the airport has a \$2 million purchase option.

The airport board was approached by the hanger owner to buyout the lease for approximately \$2.2 million (exact terms are still under negotiation), producing a present value savings of just under \$2.83 million. While it makes economic sense to accept the offer, the board itself lacks the funds available to do so, and the experience to cost-effectively issue debt on its own. Additionally, airport debt would need the Cities of Lewiston and Auburn's to essentially "co-sign" the loan or bond.

Given the lack of economic growth in the A-L community and tight fiscal budgets, both municipalities expressed reluctance to issue debt for their share of the hanger buyout (\$1.1 million) in spite of its operating subsidy savings. However, given the miniscule return on investments experienced by both Cities, the funds could be loaned to the airport through current municipal cash flows to effectuate the airport savings and reap a higher rate of return for each City. Both Cities used a similar arrangement with the 911 Committee's telephone line conversion, albeit for a significantly less principal amount and shorter term.

My recommendation is for both Cities to loan the airport \$1.1 million for 13 years at a rate of 2.58%. The annual amortization of this loan would be \$201,348 producing an annual savings of \$48,402 from the \$249,750 annual required lease payment. As a frame of reference, the rate of return is the same rate the City of Lewiston received on their most recent bond sale. Further, one, two, and five year certificates of deposits are averaging .55%, .6% and 1.8% respectively from today's investment purchase quote.

The Airport Manager is ready to move forward with final buyout negotiations as the proposed operating savings was included and footnoted as such in his FY2015 budget. He has provided additional background information in the attached memo.

I would be happy to address any questions or concerns you may have about this request.



**City of Lewiston Maine
City Council Order
June 17, 2014**

RESOLVE, Authorizing a 2.58 percent interest rate, thirteen year loan of \$1,100,000 from the City's General Fund to the Auburn-Lewiston Airport for the purchase of the Nobility hanger.

WHEREAS, the Auburn-Lewiston Airport is a joint agency between the Cities of Lewiston and Auburn; and

WHEREAS, the Airport Board recommended the buyout option to reduce operating costs; and

WHEREAS, the operational savings resulting from the lease buyout is estimated to be \$2.83 million; and

WHEREAS, operational savings will directly benefit the Cities of Lewiston and Auburn with their annual budget appropriation;

NOW, THEREFORE, BE IT RESOLVED by the CITY COUNCIL of the CITY of LEWISTON,

That a 2.58 percent interest rate, thirteen year loan of \$1,100,000 from the City's General Fund be made to the Auburn-Lewiston Airport for the purchase of the Nobility hanger. The loan will be repaid in thirteen annual payments of \$201,348, beginning the effective day of the purchase in fiscal year 2015 and annually thereafter.

FY 2015 Lewiston Capital Improvement Program

Project Description Form

Project Title: Aircraft Hangar

Operational Funding Division: Joint Agency **Project Name:** Hangar Purchase

Est. Total Cost FY 2015:	2,200,000	Est. Total Cost FY 2015-19:	2,200,000
City Share FY 2015:	1,100,000	City Share FY 2015-2019:	1,100,000

Project Description:
Purchase existing hangar as a cost savings measure.

Consistency with the Comprehensive or Strategic Plans or other related planning documents:
This project is part of the 1995 Airport Master Plan. Development of this type is consistent with Federal Grant Assurances.

Justification for project implementation/construction and segments, if applicable:
This investment in the airport's infrastructure will provide revenue producing assets for the airport to help reduce the dependency on municipal subsidies.

Future maintenance costs if known, including contracts and special service requirements:
Annual fire apparatus testing - \$3,000, insurance - \$6,400, and boiler inspection and maintenance - \$1,000.

How were cost estimates obtained and expenditure commitment:
Based upon current discussions.

FUNDING SOURCES

Source	Amount			Yes	No
City Operating Budget					
City Bond Issue	1,100,000				
Federal/State Funding		Agency:	Approval Received?		
Other Agency/Municipality	1,100,000	Agency:	Approval Received?	Yes	No
Total Project Costs	2,200,000	<u>City of Auburn</u>		Yes	No

IMPLEMENTATION SCHEDULE (Fiscal Years)

	2015	2016	2017	2018	2019	Future
Total Project Cost	2,200,000					
Non-City Share	1,100,000					
City Share	1,100,000	0	0	0	0	0

Attach on separate page(s)/sheet additional information (if needed)

Cost/Benefit analysis of hangar purchase

The 16 April meeting on the Airport Hangar Purchase that is part of the budget process this year produced the question of what exactly were the options concerning the property and the hangar leases. The following is the result of consultation with the lawyer that wrote the leases and a quick reading of Maine Commercial Lease Law.

The Sponsors have three basic options in the current leases. They are:

1. Return the hangar to Nobility LLC and "walk away" from the current lease.
2. Continue to rent the hangar in accordance with the current lease
3. Purchase the hangar out right.

Basic Facts

Before discussing the options available, a description of the underlying situation may provide some clarity. This enquiry centers on the hangar built in 2008 by Nobility, LLC on property that is inside the boundaries of the airport's area of aeronautical activity. The airport leased 2.14 acres of land to Nobility LLC for one dollar (\$1) per year for 20 years. Simultaneously, the airport entered into a 20-year lease for a to-be-constructed hangar that was to be built by Nobility, LLC. The rent for the hangar is \$249,750.00 per year, paid annually on the anniversary of the lease signing. Ultimately, the airport leased the hangar to Lufthansa Technik North America Holdings Corporation for a period of five years. There has been an extension to the original lease and there is a good possibility of at least one more. The lease between the airport and Lufthansa Technik was the original goal of these transactions as Lufthansa Technik desired a location to refurbish a Lockheed Constellation that was already on the airport.

The three-party lease construction was due mostly to Lufthansa Technik's request (requirement) that they not lease from a private party. The preference was to rent from the airport, mostly to avoid paying the property tax that building and owning a building would require of them. They also did not think imagine the project would take more than five years. For the FY 14 assessment, the hangar was assessed at \$ 1,772,800 producing \$36,218 in tax revenue.

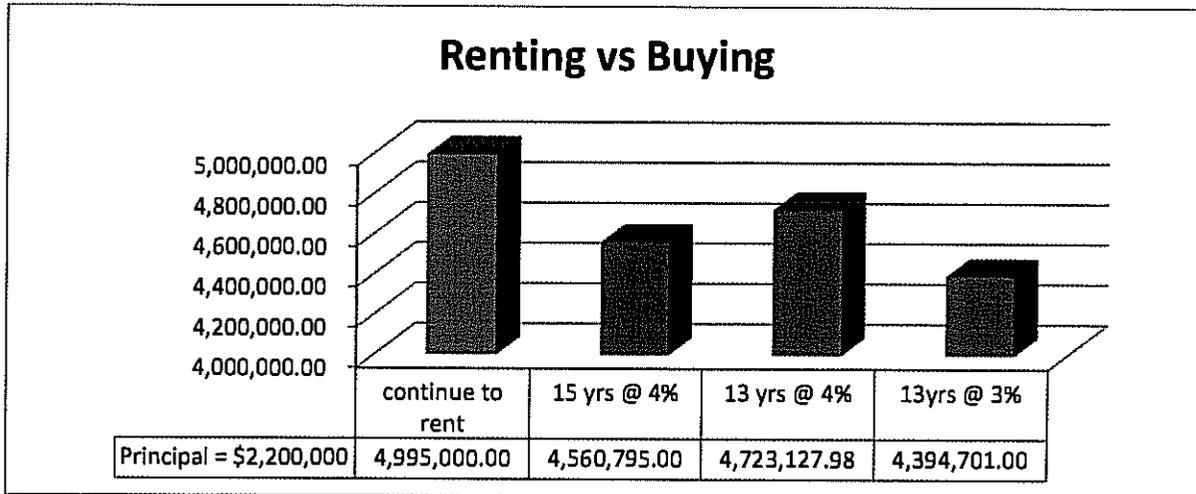
Discussion of Options

Option 1 – Terminate lease with Nobility LLC for hangar

This is not really an option under the terms of the lease with Nobility, LLC. However, if the Airport simply surrendered possession of the hangar to Nobility and stopped paying rent under the Sublease, the Airport would be in default of its obligations under the Sublease, which would give rise to Nobility's right to terminate the Sublease. This option has the benefit of reducing the cost to the airport of \$249,750 per year. If this were the only change to the airport's finances, it would make the airport self-sufficient for operational expenses, changing the relationship to one of only capital investment by the sponsors. A situation to which Federal Grant Assurances require all grant recipients aspire.

The first of many problems with this option is that terminating the lease with Nobility, LLC would also cause the cessation of rent payments by Lufthansa Technik, concomitantly reducing the airport's income \$243,000 per year. This option would also open the airport and the sponsors to litigation for damages. Speculation on the payment amount for these damages suggests that Nobility, LLC would receive \$3.5 million, approximately the amount of the remaining lease and

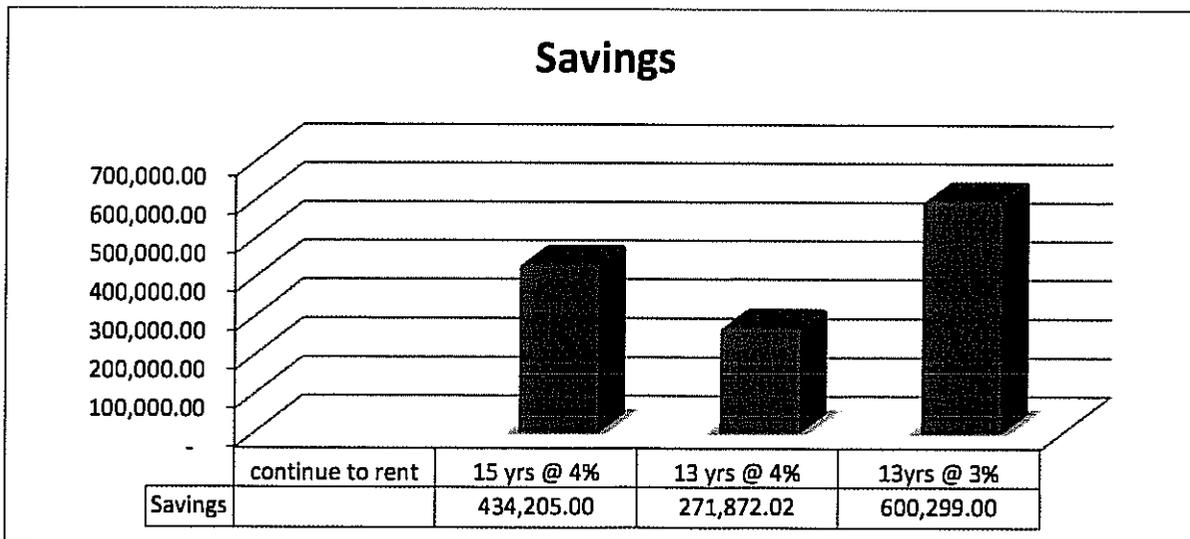
Lufthansa Technik, LLC would at least recover the cost of relocating the project if they continue to maintain the requirement that they not lease from a private party. Lastly, lease termination by the airport may require relocation of the fence if Nobility, LLC cannot replace the current tenant with another aeronautical user of the building. This action would require "Release from Aeronautical Use" determination by FAA, while this is possible it is doubtful given the design of the building and its proximity to the other airport infrastructure.



Option 2 - Continue to Rent the Hangar

This option has some merit. The lease is currently in its sixth year and for the FY15 budget 13 years remain on the current lease with Nobility, LLC. At the end of the lease period, Nobility LLC has the option to surrender the hangar to the airport or to take the building down and return the site to its original state. The ground lease to Nobility, LLC also allows Nobility to not surrender the hangar to the airport and adjust the ground lease rent to market value.

The cost to continue to rent the hangar is \$249,750 per annum. If the airport continues to rent, the total amount paid to Nobility, LLC for the hangar will be \$4,995,000.00.

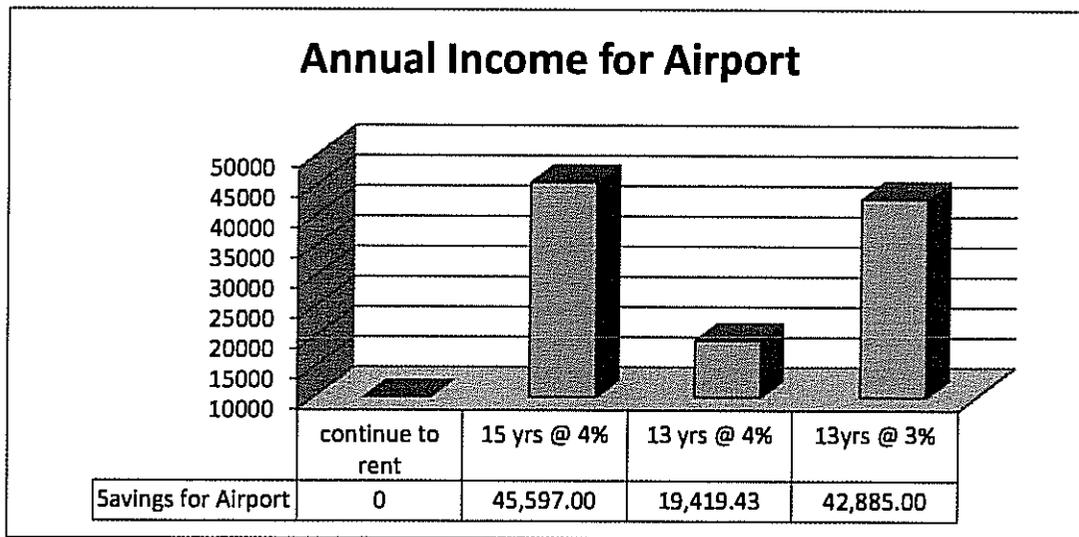


Option 3 – Purchase the Hangar

Purchasing the hangar has several benefits. Most importantly, there is a cost savings in purchasing the hangar as shown in the chart on the bottom of the previous page. The terms of the financing dictate the overall savings but even at higher rates, there is \$271,872 that can be saved over continuing to rent.

The cost savings would be compounded with the increase of income to the airport through the rent collection. This increase would be also driven by the financing package but as the chart below shows even the least favorable arrangement produces income for the airport that the concomitantly reduces subsidy requests. If the hangar was already financed with favorable terms this year's budget request could have been reduced by \$22,786.00 for each city. What's more, once the hangar is paid off, the entire amount of rent will be revenue for the airport.

There are risks involved with purchasing the hangar that revolve around keeping the hangar rented for the duration of the financing period. These risks are inherent in all projects of this type and are normally overcome with good relationships with tenants and good property management. It is possible for the current situation to last for the duration of the financing period and beyond, but it will be rented out until mid-2018 at least.



Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam R. Lee, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

RESOLVE 07-07212014

RESOLVE, Authorizing a 2.58 percent interest rate, thirteen year loan of \$1,100,000 from the City's General Fund to the Auburn-Lewiston Airport for the purchase of the Nobility hanger.

WHEREAS, the Auburn-Lewiston Airport is a joint agency between the Cities of Lewiston and Auburn; and

WHEREAS, the Airport Board recommended the buyout option to reduce operating costs; and

WHEREAS, the operational savings resulting from the lease buyout is estimated to be \$2.83 million; and

WHEREAS, operational savings will directly benefit the Cities of Lewiston and Auburn with their annual budget appropriation;

NOW, THEREFORE, BE IT RESOLVED by the **CITY COUNCIL** of the **CITY** of **AUBURN**,

That a 2.58 percent interest rate, thirteen year loan of \$1,100,000 from the City's General Fund be made to the Auburn-Lewiston Airport for the purchase of the Nobility hanger. The loan will be repaid in thirteen annual payments of \$201,348, beginning the effective day of the purchase in fiscal year 2015 and annually thereafter.

BE IT FURTHER RESOLVED, that the Auburn Assessing Department make a determination of taxability subsequent to purchase by the Airport and that if it is determined to be tax exempt, the City of Auburn will negotiate a payment in lieu of taxes between the city and the airport.



City Council Information Sheet

City of Auburn

Council Meeting Date: 07/21/2014

Subject: Executive Session

• **Information:** Discussion regarding labor negotiations (Public Services), pursuant to 1 M.R.S.A. Section 405(6)(D)

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

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

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

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

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

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

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

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

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

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

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

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



City Council Information Sheet

City of Auburn

Council Meeting Date: 07/21/2014

Subject: Executive Session

- **Information:** Discussion on 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 in which premature disclosure of the information would prejudice the competitive or bargaining position of the body or agency, pursuant to 1 M.R.S.A. Section 405(6)(C).

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