



City Council Meeting and Workshop

May 5, 2014

Agenda

5:30 P.M. Workshop

- A. Spring Street Zoning - Eric Cousens (15 minutes)
- B. Downtown Auburn Transportation Center update – Clint Deschene (25 minutes)
- C. Review of FY15 Municipal Budget – Clint Deschene (50 minutes)

- o Emergency Medical Services finalized budget

Council may enter into Executive Session, pursuant to 1 M.R.S.A. §405(6)(C).

- o City Manager FY15 recommended budget
 - o Additional Council requested budget information

7:00 P.M. City Council Meeting - Roll call votes will begin with Councilor Crowley

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.

II. Minutes

- April 22, 2014 Regular Council Meeting.

III. Reports

Mayor's Report

City Manager's Report

- Business licensing – pre-packaged foods

Committee Reports

- **Transportation**
 - o Androscoggin Transportation Resource Center – Mayor LaBonte
 - o Lewiston Auburn Transit – Councilor Gerry
 - o Airport, Railroad – Councilor Hayes
 - o Bike-Ped Committee – Councilor Lee
- **Housing**
 - o Community Development Block Grant, Neighborhood Stabilization Program, Auburn Housing Authority – Councilor Gerry
- **Economic Development**
 - o L-A Economic Growth Council, Auburn Business Development Corporation
- **Education**
 - o Auburn School Committee – Councilor LaFontaine
 - o Auburn Public Library – Councilor LaFontaine
 - o Great Falls TV – Councilor Young
- **Environmental Services**
 - o Auburn Water District, Auburn Sewerage District – Councilor Crowley
 - o Mid-Maine Waste Action Corp. – Councilor Walker
- **Recreation**
 - o Recreation and Special Events Advisory Board – Councilor Crowley

Auburn City Council Meeting & Workshop

May 5, 2014

- **Public Safety**
 - **LA 911 – Councilor Walker**

City Councilors' Reports

IV. Communications, Presentations and Recognitions

- Recognition - Central Maine Community College Women's Basketball Team
- Recognition - Central Maine Community College Men's Basketball Team

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

1. Order 34-04222014

Authorizing the City Manager to expend an additional amount up \$150,000 (from TIF revenue) for the Transportation Center to be built on Spring Street.

VII. New Business

2. Public Hearing - Municipal Budget

- **Resolve 06-05052014**
Draft Annual Appropriation
- **Resolve 07-05052014**
Amendments to Appropriation

3. Order 37-05052014

Adopting the Community Development Block Grant Budget for FFY14.

4. Order 38-05052014

Adopting the School Budget for Fiscal Year 2015.

5. Order 39-05052014

Approving the Auburn Fire Department based Emergency Medical Services (EMS) transport services.

6. Order 40-05052014

Approving to vacate the paper street know as Foss Street.

VIII. Executive Session

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

Auburn City Council Meeting & Workshop

May 5, 2014

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 Workshop Information Sheet

City of Auburn

Council Workshop Date: May 5, 2014

Item A

Author: Eric J. Cousens, Director of Planning and Permitting

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: Planning Board recommended zoning map amendment in the Spring Street area to make the Central Business II District Zoning Boundaries consistent with the Traditional Downtown Business (DTB) District boundaries identified in the Future Land Use Map from the Comprehensive Plan Auburn Tomorrow.

Information: The comprehensive Plan recommends that the Spring Street area zoning be changed from General Business Zoning, a highway and vehicle oriented zoning district, to Central Business II (CBII), a more traditional downtown business district to allow for a development pattern that is consistent with the historic downtown. The Planning Board held a public hearing regarding this item and recommends that it be expanded slightly further to the south along Spring Street. Currently, the General Business designation requires substantial setbacks and residential density is restricted to a very low suburban type density. The proposed CBII District would reduce setback requirements, allow for increased residential density and potential for mixed use structures. The current zoning designation is inconsistent with the existing development patterns and the recommendations of the Comprehensive Plan.

At the April 8, 2014 Planning Board hearing the Board recommended the change and further recommended that the change be expanded to continue along Spring Street (between Spring and the RR Tracks) to Elm Street. Maps showing the original proposal and the expanded area are attached.

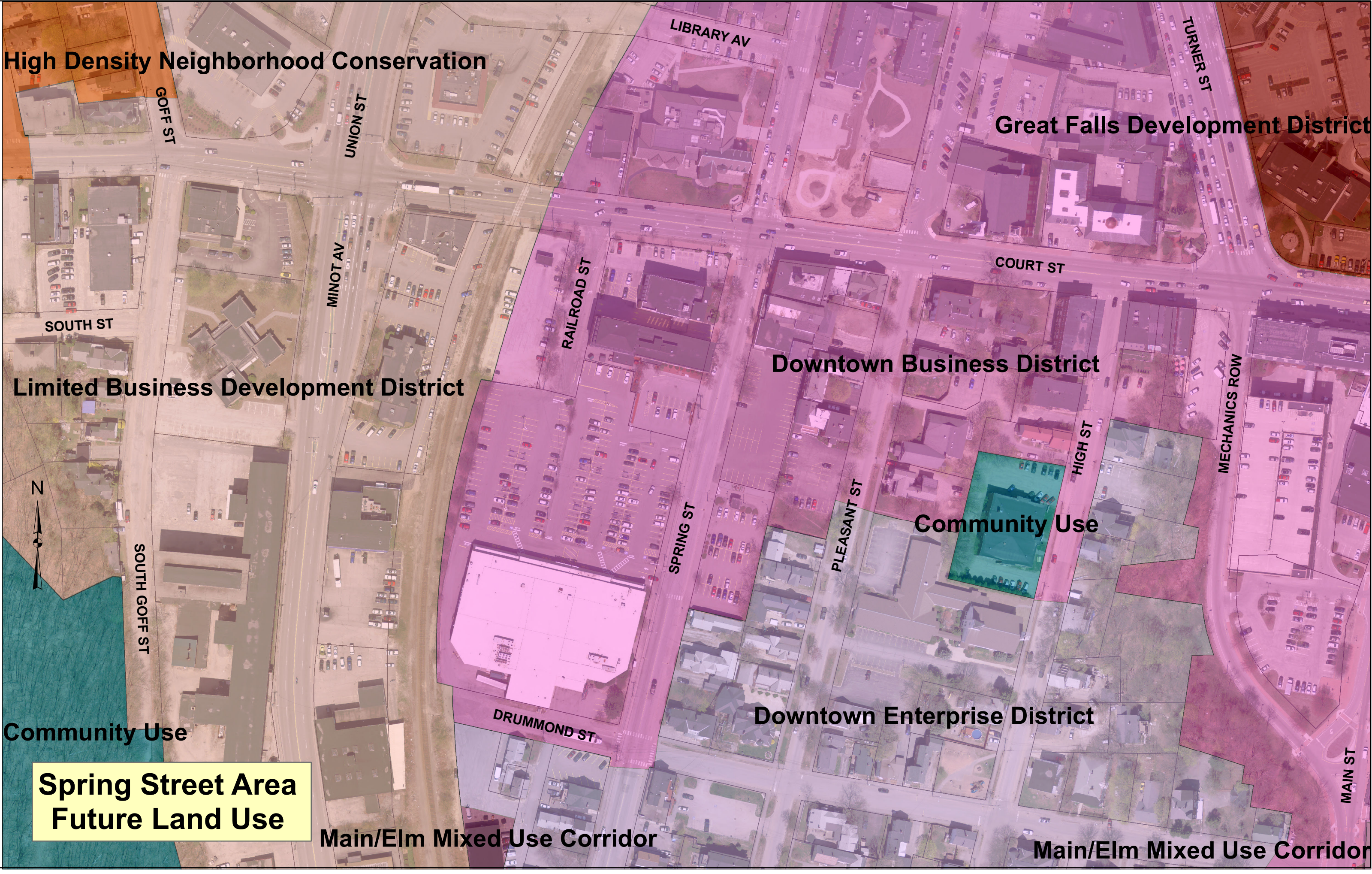
Financial: Allow for additional development and the associated growth in downtown valuation.

Action Requested at this Meeting: Comments and questions to prepare for a future public hearing.

Previous Meetings and History: Planning Board 4/8/14.

Attachments: Spring Street Area Future Land Use Map, Spring Street Existing Zoning Map, Spring Street Area Planning Board Recommended Zoning, Draft Planning Board Recommendation

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



High Density Neighborhood Conservation

Great Falls Development District

Downtown Business District

Limited Business Development District

Community Use

Downtown Enterprise District

Community Use

**Spring Street Area
Future Land Use**

Main/Elm Mixed Use Corridor

Main/Elm Mixed Use Corridor

MULTI-FAMILY URBAN

CENTRAL BUSINESS I

CENTRAL BUSINESS II

GENERAL BUSINESS

CENTRAL BUSINESS III

URBAN RESIDENTIAL

DOWNTOWN ENTERPRISE

Spring Street Area Zoning

GOFF ST

UNION ST

LIBRARY AV

TURNER ST

RAILROAD ST

COURT ST

SOUTH ST

SOUTH GOFF ST

MINOT AV

SPRING ST

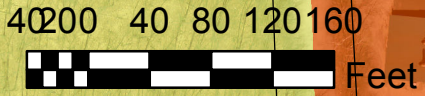
PLEASANT ST

HIGH ST

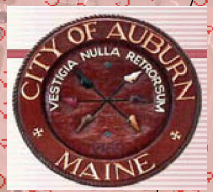
MECHANICS ROW

DRUMMOND ST

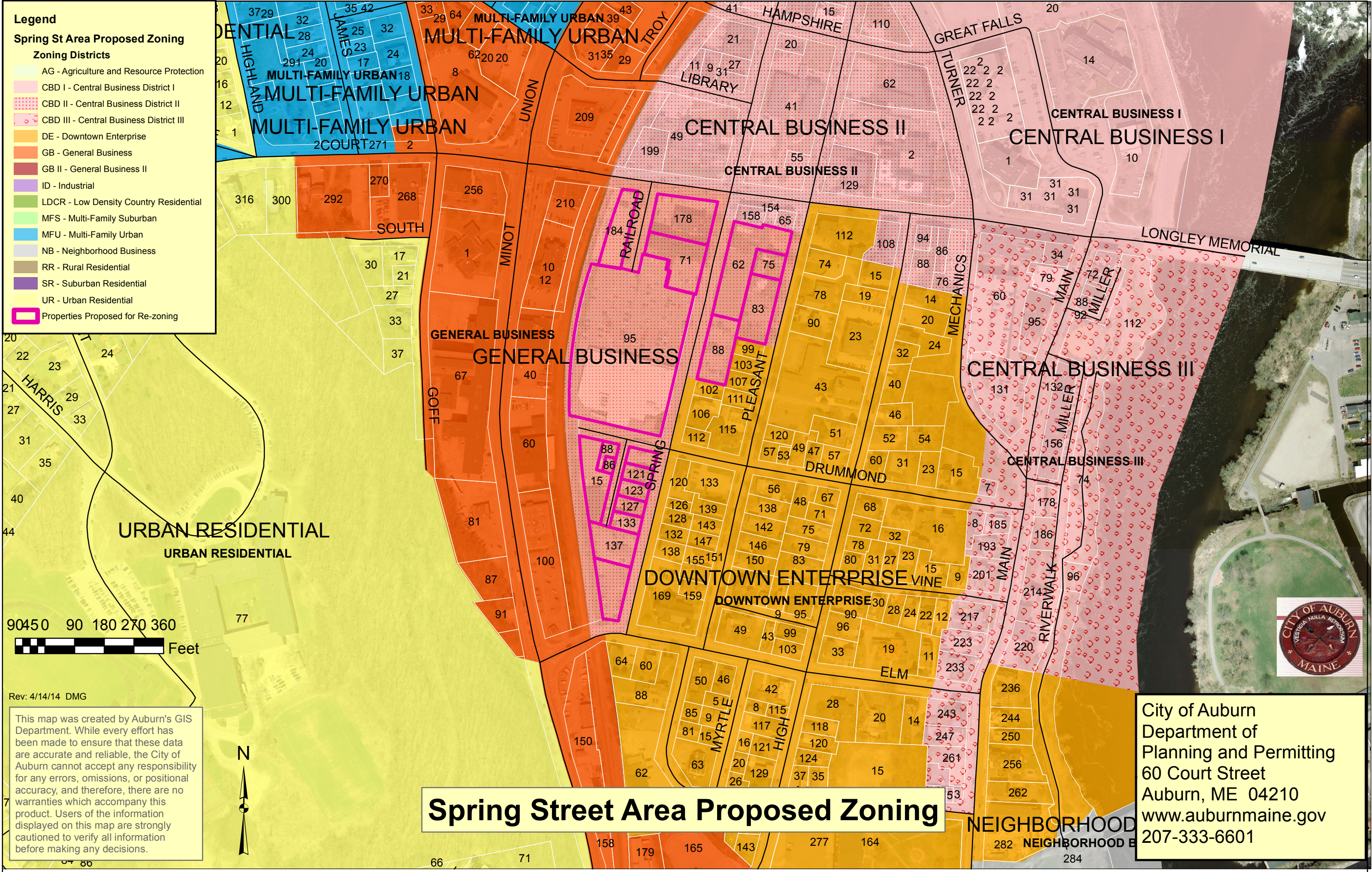
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This map was created by Auburn's GIS Department. While every effort has been made to ensure that these data are accurate and reliable, the City of Auburn cannot accept any responsibility for any errors, omissions, or positional accuracy, and therefore, there are no warranties which accompany this product. Users of the information displayed on this map are strongly cautioned to verify all information before making any decisions.



City of Auburn
Department of
Planning and Permitting
60 Court Street
Auburn, ME 04210
www.auburnmaine.gov
207-333-6601



Legend

Spring St Area Proposed Zoning

Zoning Districts

- AG - Agriculture and Resource Protection
- CBD I - Central Business District I
- CBD II - Central Business District II
- CBD III - Central Business District III
- DE - Downtown Enterprise
- GB - General Business
- GB II - General Business II
- ID - Industrial
- LDCR - Low Density Country Residential
- MFS - Multi-Family Suburban
- MFU - Multi-Family Urban
- NB - Neighborhood Business
- RR - Rural Residential
- SR - Suburban Residential
- UR - Urban Residential
- Properties Proposed for Re-zoning

URBAN RESIDENTIAL

URBAN RESIDENTIAL

90 450 90 180 270 360

Feet

Rev: 4/14/14 DMG

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Spring Street Area Proposed Zoning

City of Auburn
Department of
Planning and Permitting
60 Court Street
Auburn, ME 04210
www.auburnmaine.gov
207-333-6601

City of Auburn, Maine

"Maine's City of Opportunity"

Office of Planning & Permitting

Planning Board Report

To: Auburn Planning Board

From: Eric J. Cousens, Director of Planning and Permitting

Re: Zoning map amendment in the Spring Street area to make the Central Business II District Zoning Boundaries consistent with the Traditional Downtown Business (DTB) District boundaries identified in the Future Land Use Map from the Comprehensive Plan Auburn Tomorrow. The zoning change includes the properties located at 178 Court St. (240-264), 184 Court St. (240-265), 62 Spring St. (240-257), 71 Spring St. (240-263), 88 Spring St. (240-258), 95 Spring St. (240-262), 75 Pleasant St. (240-253) and 83 Pleasant St. (240-252).

Date: April 1, 2014

I. PROPOSAL

The comprehensive Plan recommends that the Spring Street area zoning be changed from General Business Zoning, a highway and vehicle oriented zoning district, to Central Business II (CBII), a more traditional downtown business district to allow for a development pattern that is consistent with the historic downtown. Currently, the General Business designation requires setbacks of 25 feet at the front and sides of a parcel and 35 feet at the rear of the lot. Residential density is restricted to a very low suburban density, for example, a four unit building would currently require a 16,000 square foot lot. The proposed CBII District would reduce setback requirements, allow for increased residential density and mixed use structures. The current zoning designation is inconsistent with the existing development patterns and the recommendations of the Comprehensive Plan.

In the surrounding downtown area a majority of our traditional downtown is located within the CB district. The Central Business district is consistent with the Comprehensive Plan DTB designation and allows for higher density of residential uses, use of shared and public parking for new development and reduced building setbacks. The comprehensive plan recommends that we not only allow buildings to be located close to the street to be consistent with existing development patterns in this area, but suggests that we require it. At this time, staff recommends that we adjust the zoning boundaries to include the Spring Street area which will allow for development to conform to existing development patterns. A more in depth process, with extensive public outreach and participation that considers changing the name and some of the standards of the CB district will follow this summer. This change is a step towards consistency with the plan. Below is the excerpt for the Comprehensive plan describing the Traditional Downtown Business District.

Traditional Downtown Business District (DTB)

Objective – Maintain the character and overall development pattern of the historic downtown area while allowing for the creative use, reuse and redevelopment of property within the district (see Figures 2.3 and 2.4).

Allowed Uses – The following general types of uses should be allowed within the Traditional Downtown Business District:

- small to moderate size retail uses
- personal and business services
- restaurants and cafes
- office uses including business and professional offices
- hotel, motels, inns, and bed & breakfast establishments
- fully enclosed light manufacturing
- community services and facilities
- recreational facilities
- a wide range of residential uses including housing on the upper floors of mixed-use buildings and senior housing

Development Standards – The development standards in the Traditional Downtown Business District should require that alterations to existing buildings and new buildings maintain the established pattern of development, including the placement of the building on the lot. Where there is an established pattern with respect to the front setback of buildings, a new or altered building should be required to conform to the established pattern. Any area between the front of the building and the street should be required to be used for pedestrian purposes, including outdoor spaces; vehicle use should be prohibited. Parking should be required to be located at the side or rear of the building, but the minimum parking requirement should be reduced, and new or redeveloped properties should be allowed to count the use of shared or public parking to meet the standard.

Residential development and redevelopment should be allowed at a maximum density of 18-24 units per acre, with a provision that small units or units for the elderly be treated as a fraction of a unit based on the size of the unit or the number of bedrooms in the unit. The reuse/reconfiguration of the space within existing buildings for residential purposes should be allowed without consideration of the density/lot size requirements, provided that the building will be renovated, be compatible with the neighborhood, and meet the City's requirements for residential units including the provision of appropriate parking and green space. Buildings with both residential and nonresidential uses should be allowed to consider shared parking to meet their parking requirements.

Below is a list of the parcels affected by the proposed change. All of the developed parcels are nonconforming with respect to one or more dimensional standard including minimum lot size, residential density and setback requirements of the General Business zone and would become conforming , or at least more conforming, with the proposed map amendment.

Location	Owner Name	Owner City	State	Land Use
178 COURT ST	FIRST STATES INVESTORS 5200 LL	FORT WORTH	TX	Pers/Prof Service
71 SPRING ST	HERITAGE COURT INC	LEWISTON	ME	Multi-Family (43)
95 SPRING ST	ANALYTICAL SERVICES INC	PORTLAND	ME	Retail Food

184 COURT ST	FIRST STATES INVESTORS 5200 LL	FORT WORTH	TX	Commercial Parking/ATM
75 PLEASANT ST	VERRILL BERYL RAE	AUBURN	ME	Multi-Family (8)
83 PLEASANT ST	83 REALTY LLC	AUBURN	ME	Office
88 SPRING ST	ANALYTICAL SERVICES INC	PORTLAND	ME	Commercial Parking
62 SPRING ST	LYNCH BROTHERS INC	AUBURN	ME	Mixed Use

It should be noted that property and development value in this neighborhood is higher than average for the City and increased development that would be allowed pursuant to the change would help increase that value further. Services can easily be provided efficiently to the urban core of the City and

Location	Total Value	Total Acres	Avg Value Per Acre
178 COURT ST	952000	0.54	\$ 1,762,963
71 SPRING ST	1962300	0.5	\$ 3,924,600
95 SPRING ST	2996800	3.47	\$ 863,631
184 COURT ST	114900	0.33	\$ 348,182
75 PLEASANT ST	233600	0.15	\$ 1,557,333
83 PLEASANT ST	444300	0.42	\$ 1,057,857
88 SPRING ST	120700	0.41	\$ 294,390
62 SPRING ST	495100	0.81	\$ 611,235

development here should be encouraged as the Comprehensive Plan recommends. Above is a chart showing average existing development value per acre including assessed building value for the affected properties. These are current assessed values and as noted above, the change would allow for more intensive and pedestrian friendly development that would likely increase values over time as we have seen in the existing Central Business District.

II. PLANNING FINDINGS / CONSIDERATIONS:

Staff evaluated the proposed rezoning and suggests the following findings:

- A. The City's Future Land Use Map shows the area as "Traditional Downtown Business District". The Central Business District II zoning designation is consistent with the future land use map DTB district and existing zoning along Court Street.
- B. The proposed amendment to the zoning map is consistent with the Comprehensive Plan.

III. RECOMMENDATION:

Staff recommends that the Planning Board forward a favorable recommendation to the City Council on the proposed zoning map amendment from General Business Zoning District to Central Business District for properties located at 178 Court St. (240-264), 184 Court St. (240-265), 62 Spring St. (240-257), 71 Spring St. (240-263), 88 Spring St. (240-258), 95 Spring St. (240-262), 75 Pleasant St. (240-253) and 83 Pleasant St. (240-252), based on the above findings.

Eric Cousens
Director of Planning and Permitting



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 5, 2014

Order 34-04222014

Author: Clinton Deschene

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: Update and Additional Funding of the Downtown Transportation Center

Information:

The Council requested status updates on the project prior to funding additional costs. Enclosed is a current rendering and a current schedule of the project which still needs to be updated.

The scheduled update is pending negotiations with Hannaford and the City Manager. The City Manager and Hannaford have a meeting on May 2, 2014. The City Manager will have a verbal update as to the results of the meeting and how it is impacted the project schedule.

Finally, the City of Auburn has committed \$250,000 toward this project. Based on estimated construction costs we will have a potential shortfall. To ensure the project is completed in accordance with City Council directive we are requesting an additional amount of up to \$150,000 to be taken from TIF funds per the estimate received from the architect.

Financial: \$250,000 has been committed thus far and we will be seeking additional funds of up to \$150,000 from TIF revenue.

Action Requested at this Meeting: Discussion/action

Previous Meetings and History: 4/22/2014 City Council Meeting

Attachments:

DATC with Cable Bracing
Schedule
4-29-2014 Public Notice
Order 34-04222014

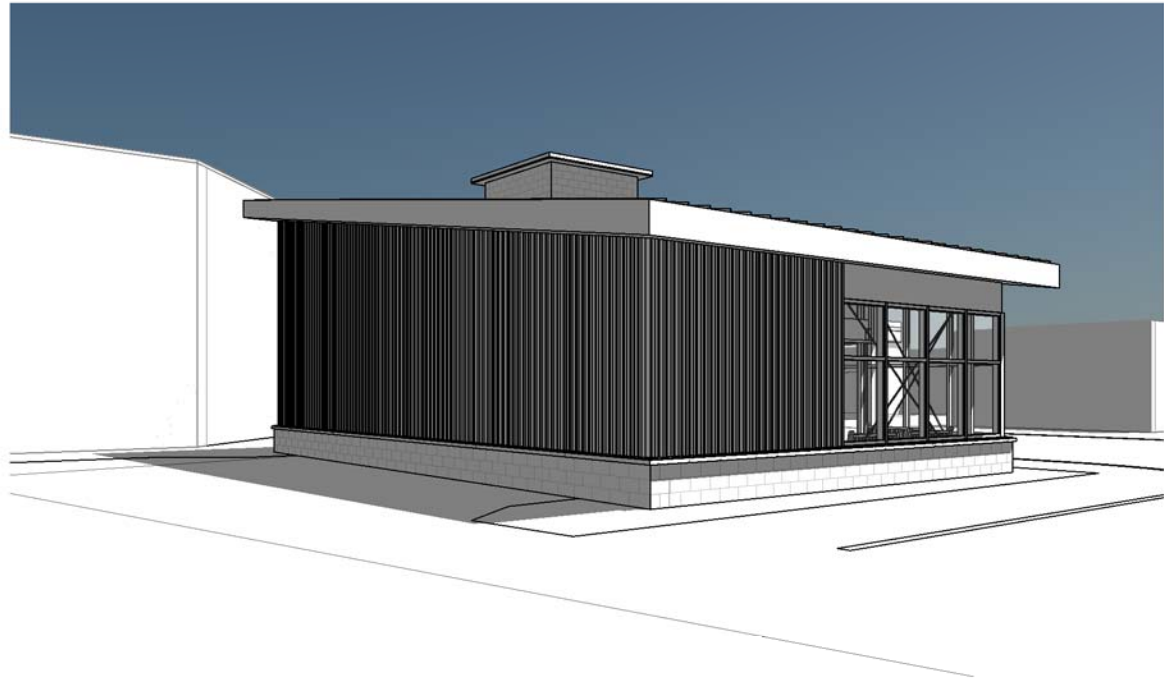
**Agenda items are not limited to these categories.*



1 3D VIEW - FROM SOUTH
SCALE:



2 3D VIEW - FROM NORTH EAST
SCALE:



3 3D VIEW - FROM SOUTH WEST
SCALE:



4 3D VIEW - FROM EAST
SCALE:

MEMORANDUM

TO: AUBURN CITY COUNCIL

RE: DOWNTOWN AUBURN TRANSPORTATION CENTER

DT: MAY 1, 2014

Following is the general timeline for completion of design and construction of the Downtown Auburn Transportation Center, upon finalization of lease agreement with Hannaford. The design team of Casco Bay Engineering and Harriman Associates has submitted 50% design plans, and the Preliminary Design Report. They are continuing their efforts on the finalization of the plans and specifications.

This general timeline is based on timeframes required by the funding sources, and general industry standards.

Final Plans & Specifications	6 weeks after final lease
Final Bid Documents	2 weeks after final plans
Advertise Project	3 weeks advertise period
Award Construction	2 weeks after bid date
Begin Construction	2 – 3 weeks after award
Construction	6 – 9 months (dependent upon season, weather, etc.)

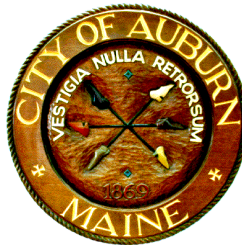
This schedule anticipates approximately 4 months after the lease is finalized to complete design, advertise and award the construction. The construction itself could take 6 to 9 months. The Federal Transit Administration has extended the deadline of the grant for this project, which will accommodate this anticipated schedule.

**CITY OF AUBURN
PUBLIC NOTICE**

The City of Auburn will be holding a public meeting to present the design of the Downtown Auburn Transportation Center (DATC), as well as the request for an additional \$150,000 in local funds. The DATC is to be located adjacent to Hannaford Supermarket on Spring Street. A public meeting will be held as part of the **Auburn City Council meeting on Monday, May 5, 2014 at 7:00 P.M., in the Council Chambers of Auburn Hall, 60 Court Street.** The Public is invited to attend and provide comments and ask questions concerning the DATC.

Auburn Hall is accessible for individuals with disabilities.

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 34-04222014

ORDERED, that the Auburn City Council authorize the City Manager to expend an additional amount up to \$150,000 for the Transportation Center to be built on Spring St. These funds will come from TIF revenue.



City Council Workshop Information Sheet

City of Auburn

Council workshop Date: May 5, 2014

Item C

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: Budget Workshop – Review of City Manager FY15 Budget

Information: The City Manager presented the FY15 budget in full on April 7, 2014. The discussion tonight is to further review the budget that was presented including the EMS (Emergency Medical Services) finalized budget, the City Manager's recommended budget, and additional Council requested budget information. Part of this will include a budget summary of the requested Council cuts. Another is a City Manager recommended amendment to his proposed budget.

Financial: Budget

Action Requested at this Meeting: Discussion

Previous Meetings and History: Continuation of budget presentations and discussions which began at the 2/20/2014 Council Workshop.

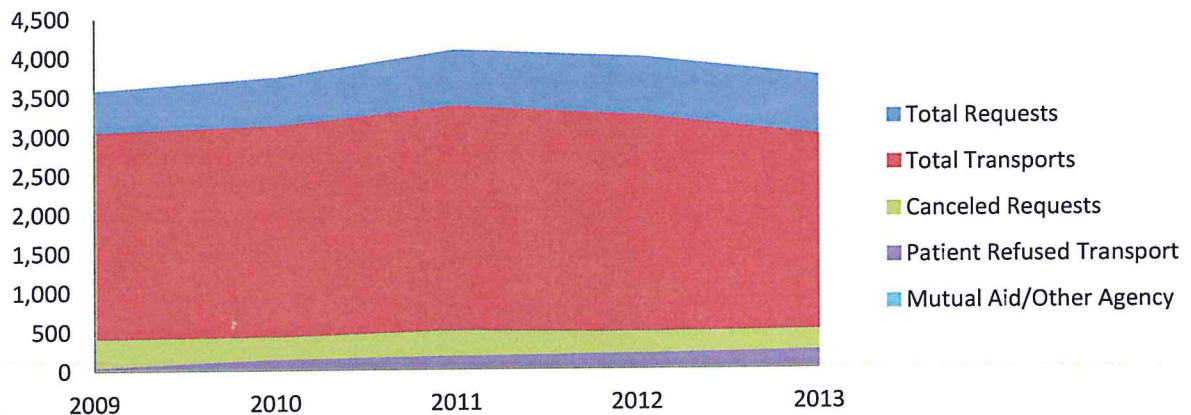
Attachments:

*Agenda items are not limited to these categories.

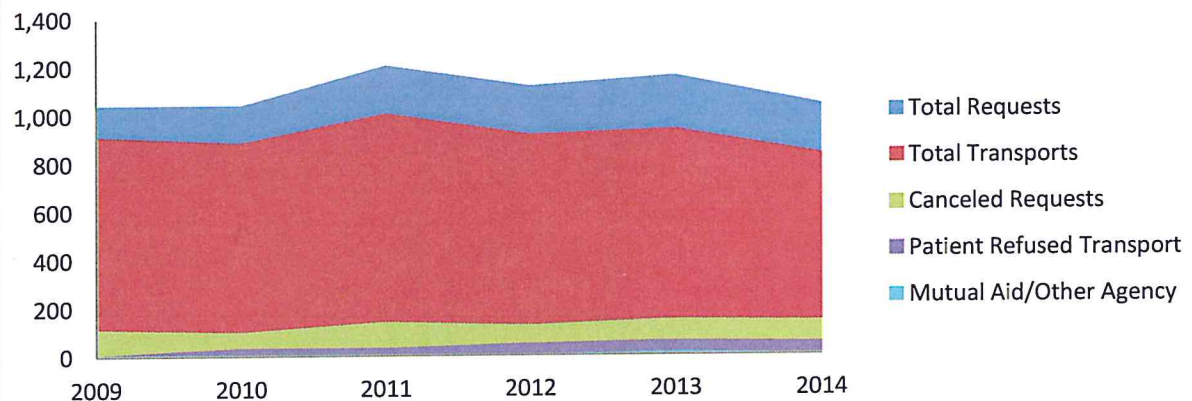
City of Auburn (Year Totals)					
Request Outcome	2009	2010	2011	2012	2013
Total Requests	3,578	3,742	4,086	3,997	3,751
Total Transports	3,037	3,116	3,367	3,248	2,990
Canceled Requests	395	417	493	468	485
Patient Refused Transport	34	135	169	195	227
Mutual Aid/Other Agency	8	14	15	23	21

City of Auburn (January 1st - April 13th for Each Year)						
Request Outcome	2009	2010	2011	2012	2013	2014
Total Requests	1,042	1,041	1,204	1,118	1,159	1,041
Total Transports	909	884	1,004	916	936	834
Canceled Requests	110	98	139	126	147	140
Patient Refused Transport	5	33	33	50	61	54
Mutual Aid/Other Agency	4	3	6	3	13	4

City of Auburn Volume/Request per Year



City of Auburn Volume/Request Jan.-Apr.



City of Auburn, Maine

"Maine's City of Opportunity"

Finance Department

To: Honorable Mayor and City Council
From: Clinton Deschene, City Manager
Date: May 1, 2014



RE: Emergency Medical Transport Funding Recommendations

In reviewing the implementation of Emergency Medical Service Transport, I have evaluated the Fire Department as a whole and I have come up with the following recommendations.

Current Fire Department Structure VS Proposed Structure

	Current Structure		Proposed Structure		Difference
Personnel					
Chief	1	\$ 78,500.00	1	\$ 78,500.00	
Deputy Chief	1	\$ 77,156.00	1	\$ 77,156.00	
Deputy Chief (New)	0	\$ -	1	\$ 85,000.00	
Fire Prevention Officer	1	\$ 50,224.00	1	\$ 50,224.00	
Battalion Chief	4	\$ 267,025.00	4	\$ 267,025.00	
Captain	4	\$ 242,065.00	4	\$ 242,065.00	
Lieutenant	12	\$ 683,414.00	12	\$ 683,414.00	
Firefighters	40	\$ 1,716,024.00	40	\$ 1,716,024.00	
TOTAL		\$ 3,114,408.00		\$ 3,199,408.00	\$ 85,000.00

Not only did I look at the personnel piece, I also looked at the work assignment piece. This is listed below.

Assignments	Personnel Required			
Engine #1		3		3
Engine #2		3		3
Engine #3		3		-
Tower #1 / Quint		3		3.25
Float		1		1
Ambulance #1		-		2
Ambulance #2		-		1.75
Shifts	X	4	X	4
TOTAL		52		56
Current Staffing 56				

My recommendation is that we replace the ladder truck with a Quint which allows us to take engine #3 out of front line service. This will provide enough staff to man 2 ambulances without hiring new personnel. However

the second ambulance and Quint will share one person with call volume clearly showing that they are primarily on an ambulance.

Below are the increased costs associated with the implementation of the EMS Transport Program.

Increased Costs to Implement EMS Transport				
Payroll and Benefits				\$ 85,000.00
Professional Fees				\$ 163,100.00
Supplies				\$ 61,000.00
Vehicle Expenses				\$ 175,000.00
Other Program Expenses				\$ 50,000.00
Administrative Expenses				\$ 8,000.00
Contingency 8%				\$ 43,368.00
Capital Reserve				\$ 135,000.00
TOTAL				\$ 720,468.00
ESTIMATED REVENUE (2013 United Data - \$100,000)				\$ 987,551.00
EXCESS REVENUE OVER EXPENSES				\$ 267,083.00

I would recommend we add the \$[553,068,720,468](#) expenditures to the budget and require the program to reimburse the total expenditures made by the general fund from revenues collected. Any revenue collected over the expenditures should be split no more than 50/50 between the general fund and a special revenue fund that would be established as a capital reserve account and used to purchase fire department capital in the future. I would also recommend that we limit the amount that can be transferred to the capital reserve account per fiscal year to \$150,000. (This budget contemplates \$135,000 per year.)

CONCLUSION

Understanding all impacts or the risks of this operation comes down to one large item and two smaller items.

The big issue is staffing reductions to fire in order to implement EMS with no additional staffing while replacing a Tower and Ladder with a Quint. In order to have a contingency plan it must be fully disclosed that this model proposed may be short on staff. The easiest way to plan for this is the acknowledgement that 4 additional fire fighters at a total cost of \$220,000 should be planned on being restored. However, implementing EMS must make fiscal sense to the community. Once the operations prove itself and net revenues reach \$460,000 using the above analysis, 4 firefighters will be hired to supplement staffing.

Next, will the quality of EMS service diminish? My response to this is absolutely no. The data shows Auburn Fire arrives on scene on average of 4 minutes. United arrives in 7 minutes. This means transports will begin on average to the hospital 3 minutes quicker.

Finally, will the ISO rating of the fire department drop? This is the hardest to answer with certainty but per information from ISO and Chief Roma's professional review, yes it will. How much or for how long is not certain but the model proposed exchanges an engine and tower for a Quint. Per ISO this reduces our ladder value by 50% and puts Auburn into the next lowest bracket. The reason this is done is to use the staff of one of these pieces of equipment to run 2 ambulances.

City of Auburn

Recycling Recommendation

May 5, 2014

RECYCLING

The City Manager Budget for 2015 recommended a voluntary drop-off recycling program. Based upon input since that budget recommendation, I am requesting the Council amend the budget.

Recommendation:

Amend the FY 2015 budget to increase expenditures by \$102,000 for contracted, bi-weekly recycling. \$96,900 would be allocated for the contract offer from Pine Tree waste. The remaining \$5,100 would be allocated for supplies and marketing to reinitiate a recycling program. This action will also amend the current solid waste contract to provide solid waste and recycling at all schools in Auburn at the current budgeted costs.

Additionally, the Council should provide staff with a budgetary, policy direction to implement a curbside, automated trash and recycling service. The following terms must be accepted as part of the process:

1. An automated trash and recycling program will require at least 5 months to implement from the date a signed contract is in place.
2. An automated trash and recycling program must be implemented in the spring or summer, never in late fall or winter.
3. The City must adopt an ordinance on solid waste and recycling before entering into an automated contract for service.
4. In order to implement an automated service in 2015, the ordinance and contract must be executed no later than January 15, 2015.
5. In order to implement automated service in 2016, the ordinance and contract must be executed no later than January 15, 2016.
6. If an automated service is not implemented by either January 15, 2015 or January 15, 2016, the current, solid waste contract will expire and a new joint bid for both services will be necessary.

Outstanding Items:

1. The City needs to work with Pine Tree waste to execute a one-year recycling contract. Included should be a discussion of types of bins that could be purchased by residents and if the automated bins are okay for manual pick up.
2. The City needs to work with private sector business to consider sponsorships and delivery of bins.
3. After the budget for FY 2015 is approved, staff must reconvene the committee to develop and implement an educational and marketing campaign.

BUDGET REDUCTIONS LIST - CITY MANAGER'S RESOLVE

5/1/2014

	Expenditure Reductions	Revenue Increases	
Finance			
Training & Tuition	\$ (500.00)		
Revenue Increase		\$ 5,000.00	
City Clerk			
Regular Salaries	\$ (23,946.00)		
Training	\$ (200.00)		
Travel & Mileage	\$ (200.00)		
Office Supplies	\$ (250.00)		
Record Restoration	\$ (5,000.00)		
Fire			
Fire at 0%	\$ (73,000.00)		
EMS Implementation	\$ 720,468.00	\$ 987,551.00	
Health and Social Services			
Reduce Budget to FY14	\$ (38,399.00)		
Human Resources			
Medical Consulting in Fringe	\$ (30,000.00)		
ICT			
Seven Tablet Computers	\$ (4,500.00)		
Library	\$ (12,846.00)		
Parking Program		\$ 55,000.00	
Police			
Animal Control	\$ (15,142.00)		
Vehicle Purchases	\$ (94,000.00)		
Special Equipment	\$ (49,500.00)		
Increase Revenue		\$ 45,000.00	
Public Services			
Recycling	\$ 102,000.00		
Operational Cuts	\$ (99,300.00)		
Intergovernmental			
Airport	\$ (8,750.00)		
Transit	\$ (1,648.00)		
LA911	\$ (12,535.00)		
LAEGC	\$ (15,792.00)		
CIP - Operational			
Oper. To Bond	\$ (169,564.00)		
Staff Reductions			
MISC	\$ (335,000.00)		
Rec Program Leader-Spec Rev Fund		\$ 41,720.00	
	\$ (167,604.00)	\$ 1,134,271.00	\$ (1,301,875.00)
			\$ 1,700,000.00
			\$ 398,125.00

CITY OF AUBURN
FY 2015 EXPENDITURES
COMPARISON FY14 AND FY15 BUDGETS

	COUNCIL ADOPTED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL DIRECTIVE BUDGET FY 14-15	\$ Change	% Change
City Expenses					
Operating Expenses	23,586,783	25,290,863	25,146,192	1,704,080	7.22%
Debt Service/TIF	8,877,307	8,847,968	8,847,968	(29,339)	-0.33%
Intergovernmental	3,676,418	3,746,636	3,723,703	70,218	1.91%
Total City Expenses	36,140,508	37,885,467	37,717,863	1,744,959	4.83%
School Expenses					
Operating Expenses	34,456,042	35,882,953	35,534,193	1,426,911	4.14%
Debt Service	2,671,986	2,707,131	2,707,130	35,145	1.32%
Total School Expenses	37,128,028	38,590,084	38,241,323	1,462,056	3.94%
Total Expenses	73,268,536	76,475,551	75,959,186	3,207,015	4.38%
Less: Non-Tax Revenues					
City	10,710,337	11,256,313	12,390,584	545,976	5.10%
School	21,766,728	22,140,765	22,092,693	374,037	1.72%
Total Non-Tax Revenues	32,477,065	33,397,078	34,483,277	920,013	2.83%
Tax Levy					
City	23,419,158	24,582,274	23,280,399	1,163,116	4.97%
School	15,361,300	16,449,319	16,148,630	1,088,019	7.08%
County	2,029,513	2,046,880	2,046,880	17,367	0.86%
Overlay	166,917				
Total Tax Levy	40,809,971	43,078,473	41,475,909	2,268,502	5.56%
Total Assessed Value	2,005,721,383	2,005,721,383	2,005,721,383		
Tax Rate					
City	11.76	12.26	11.61	(0.15)	-1.30%
School	7.66	8.20	8.05	0.39	5.13%
County	1.01	1.02	1.02	0.01	0.86%
Total	20.43	21.48	20.68	0.25	1.22%

CITY OF AUBURN
FY 2015 EXPENDITURES
COMPARISON FY14 AND FY15 BUDGETS

Updated per City Managers Recommended Amendments

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	PROJECTED FY 14-15	DEPARTMENT PROPOSED BUDGET FY 14-15	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL DIRECTIVE BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>Administration</u>							
Assessing	172,277	173,245	191,970	177,320	177,320	5,043	2.93%
City Clerk	162,045	171,080	194,214	170,243	140,647	(21,398)	-13.20%
City Manager	238,903	237,313	319,505	270,750	270,750	31,847	13.33%
Economic Development	318,933	119,705	385,755	359,500	343,708	24,775	7.77%
Finance	405,976	409,215	418,675	428,315	427,815	21,839	5.38%
Human Resources	139,566	137,778	139,578	139,578	139,578	12	0.01%
ICT	395,350	374,853	422,979	418,329	413,829	18,479	4.67%
Legal Services	100,000	80,000	85,000	65,000	65,000	(35,000)	-35.00%
Mayor & Council	71,079	72,065	78,532	78,532	78,532	7,453	10.49%
Total Administration	2,004,129	1,775,254	2,236,208	2,107,567	2,057,179	53,050	2.65%
<u>Community Services</u>							
Health & Social Services							
Administration	83,557	83,557	86,972	86,972	86,972	3,415	4.09%
Assistance	105,982	161,684	144,381	144,381	105,982	0	0.00%
Planning & Permitting	775,230	795,030	915,544	804,494	804,494	29,264	3.77%
Public Library	927,237	927,237	942,407	941,192	928,346	1,109	0.12%
Total Community Services	1,892,006	1,967,508	2,089,304	1,977,039	1,925,794	33,788	1.79%
<u>Fiscal Services</u>							
Debt Service	6,321,584	6,301,531	6,263,936	6,263,936	6,263,936	(57,648)	-0.91%
Emergency Reserve	375,289	0	375,289	375,289	375,289	0	0.00%
Facilities	715,667	678,552	729,870	698,335	698,335	(17,332)	-2.42%
Transfer to TIF	2,555,723	2,584,032	2,584,032	2,584,032	2,584,032	28,309	1.11%
Fringe Benefits	4,397,585	4,500,000	4,945,117	4,945,117	4,580,117	182,532	4.15%
Workers' Compensation	431,446	415,000	468,081	468,081	468,081	36,635	8.49%
Total Fiscal Services	14,797,294	14,479,115	15,366,325	15,334,790	14,969,790	172,496	1.17%
<u>Public Safety</u>							
Fire	4,024,789	4,113,156	4,300,126	4,120,633	4,768,101	743,312	18.47%
Police	3,589,583	3,324,191	3,958,119	3,884,183	3,725,541	135,958	3.79%
Total Public Safety	7,614,372	7,437,347	8,258,245	8,004,816	8,493,642	879,270	11.55%
<u>Public Services</u>							
Public Services	5,577,954	5,521,226	5,890,448	5,780,179	5,782,879	204,925	3.67%
Water & Sewer	558,835	558,835	599,013	599,013	599,013	40,178	7.19%
Total Public Works	6,136,789	6,080,061	6,489,461	6,379,192	6,381,892	245,103	3.99%
<u>Capital Improvement Projects</u>							
City Clerk (see Clerk Budget)	18,500		0	0	0	(18,500)	-100.00%
Engineering-Paving			100,000	0	0	0	0.00%

CITY OF AUBURN
FY 2015 EXPENDITURES
COMPARISON FY14 AND FY15 BUDGETS

Updated per City Managers Recommended Amendments

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	PROJECTED FY 14-15	DEPARTMENT PROPOSED BUDGET FY 14-15	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL DIRECTIVE BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Fire	0		83,000	83,000	10,000	10,000	0.00%
LA 911			17,863	0	17,863	17,863	0.00%
Planning			98,000	98,000	98,000	98,000	0.00%
PW			63,700	63,700	0	0	0.00%
Recreation			20,500	20,500	20,500	20,500	0.00%
Airport			25,000	25,000	0	0	0.00%
Library	19,500	0	45,227	45,227	19,500	0	0.00%
Total CIP	38,000	0	453,290	335,427	165,863	127,863	336.48%
Total Municipal	32,482,590	31,739,285	34,892,833	34,138,831	33,994,160	1,511,570	4.65%
<u>Intergovernmental Programs</u>							
County Taxes	2,029,513	2,006,244	2,046,880	2,046,880	2,046,880	17,367	0.86%
Tax Sharing	270,000	288,593	270,000	270,000	270,000	0	0.00%
Auburn-Lewiston Municipal Airport	105,000	105,000	113,750	113,750	105,000	0	0.00%
Community Little Theater	0	20,160		0	0	0	0.00%
LA Arts	0	0	17,064	17,064	17,064	17,064	0.00%
Museum LA	0	0	37,500	0	0	0	0.00%
Lew-Aub Economic Growth Council (see EconDev)	0	160,687	0	0	0	0	0.00%
Lew-Aug Transit Committee	235,496	235,548	237,021	237,021	235,373	(123)	-0.05%
Lew-Aub 911 Communications Center	1,036,409	1,035,381	1,093,533	1,061,921	1,049,386	12,977	1.25%
Total Intergovernmental Programs	3,676,418	3,851,613	3,815,748	3,746,636	3,723,703	47,285	1.29%
Grand Total Municipal	36,140,508	35,590,898	38,708,581	37,885,467	37,717,863	1,577,355	4.36%
Education Operation	34,456,042	33,419,500	36,337,263	35,882,953	35,534,193	1,078,151	3.13%
Education Debt Service	2,671,986	2,483,582	2,707,131	2,707,131	2,707,130	35,144	1.32%
Total School	37,128,028	35,903,082	39,044,394	38,590,084	38,241,323	1,113,295	3.00%
Total Budget	73,268,536	71,493,980	77,752,975	76,475,551	75,959,186	2,690,650	3.67%
Non-Property Tax Revenue							
Municipal	10,710,337		11,256,313	11,256,313	12,390,584	1,680,247	15.69%
Education	21,766,728		22,140,765	22,140,765	22,092,693	325,965	1.50%

CITY OF AUBURN
FY 2015 EXPENDITURES
COMPARISON FY14 AND FY15 BUDGETS

Updated per City Managers Recommended Amendments

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	PROJECTED FY 14-15	DEPARTMENT PROPOSED BUDGET FY 14-15	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL DIRECTIVE BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Total	32,477,065		33,397,078	33,397,078	34,483,277	2,006,212	6.18%
Property Tax Dollars Needed							
Municipal	25,448,671		27,452,268	26,629,154	25,327,279	(121,392)	-0.48%
Education	15,361,300		16,903,629	16,449,319	16,148,630	787,330	5.13%
Total	40,809,971		44,355,897	43,078,473	41,475,909	665,938	1.63%
Property Tax Rate Based on Assessed Values of :	20.43 2,005,721,383		22.11 2,005,721,383	21.48 2,005,721,383	20.68 2,005,721,383	0.25	1.22%
Property Tax Rate							
Municipal Tax Rate	12.77		\$13.69	\$13.28	\$12.63	(0.14)	-1.12%
Education Tax Rate	7.66		\$8.43	\$8.20	\$8.05	0.39	5.11%
	20.43		22.11	21.48	20.68	0.25	1.22%

CITY OF AUBURN
FY 2015 REVENUES
COMPARISON FY14 AND FY15 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL DIRECTIVE BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>General Government</u>					
Homestead Exemption Reimbursement	482,575	495,000	495,000	12,425	2.57%
Personal Property Reimbursement	1,230,000	1,350,000	1,350,000	120,000	0.00%
Tree Growth Reimbursement	10,000	10,000	10,000	-	0.00%
Veterans Reimbursement	18,000	18,000	18,000	-	0.00%
CDBG Reimbursement	8,000	8,000	8,000	-	0.00%
In Lieu of Taxes	80,000	80,000	80,000	-	0.00%
Excise Tax-Vehicles	3,050,000	3,160,000	3,160,000	110,000	3.61%
Excise Tax-Boats	15,000	15,000	15,000	-	0.00%
Excise Tax-Aircraft	3,500	10,000	10,000	6,500	185.71%
State Revenue Sharing	1,649,470	1,649,470	1,649,470	-	0.00%
Other State Aid	4,000	4,000	4,000	-	0.00%
Penalties & Interest	140,000	140,000	145,000	5,000	3.57%
Investment Income	20,000	10,000	10,000	(10,000)	-50.00%
Interest from Bonds	2,000	2,000	2,000	-	0.00%
Transfer in from TIF	500,000	500,000	500,000	-	0.00%
Transfer in from Special Revenue Funds	20,000	310,000	310,000	290,000	1450.00%
Transfer in from Drug Forfeiture Funds	-	-	45,000	45,000	0.00%
Transfer in from Parking Program	-	-	55,000	55,000	0.00%
Rental Income (Intermodal)	122,000	122,000	122,000	-	0.00%
Sale of Property	20,000	20,000	20,000	-	0.00%
Tax Sharing Revenue	155,000	155,000	155,000	-	0.00%
Cable Television Franchise	126,000	126,000	126,000	-	0.00%
MMWAC Host Fees	204,000	206,000	206,000	2,000	0.98%
Energy Efficiency	2,000	-	-	(2,000)	-100.00%
Reimbursement-Other	10,000	10,000	10,000	-	0.00%
Utility Reimbursement	27,500	27,500	27,500	-	0.00%
Unclassified	7,500	10,000	10,000	2,500	33.33%
Fund Balance Contribution	1,350,000	1,350,000	1,350,000	-	0.00%
Total General Government	9,256,545	9,787,970	9,892,970	636,425	6.88%
<u>City Clerk</u>					
Hunting/Fishing/Dogs	2,000	2,000	2,000	-	0.00%
Neutered Animals	3,000	3,000	3,000	-	0.00%
Voter Reg List	100	100	100	-	0.00%
Clerk/Sale of Copies	200	200	200	-	0.00%
City Clerk Notary	1,800	1,800	1,800	-	0.00%
Banner Hanging Fee	3,300	3,300	3,300	-	0.00%
Garage Sale Permits	-	3,000	3,000	3,000	0.00%

CITY OF AUBURN
FY 2015 REVENUES
COMPARISON FY14 AND FY15 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL DIRECTIVE BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Commercial License	40,000	40,000	40,000	-	0.00%
Taxi License	3,000	4,000	4,000	1,000	33.33%
Marriage License	5,000	5,000	5,000	-	0.00%
Birth/Death/Marriage Cert	25,000	25,000	25,000	-	0.00%
Permits - Burial	7,000	7,000	7,000	-	0.00%
Fines-Dog	3,000	3,000	3,000	-	0.00%
Total City Clerk	93,400	97,400	97,400	4,000	4.28%
<u>Finance</u>					
Reg - Vehicles	60,000	60,000	60,000	-	0.00%
Total Finance	60,000	60,000	60,000	-	0.00%
<u>Community Services-ICT</u>					
GIS/Data & Maps	20	20	20	-	0.00%
Total Community Services-ICT	20	20	20	-	0.00%
<u>Assessing</u>					
Maps & Copies	20	20	20	-	0.00%
Total Assessing	20	20	20	-	0.00%
<u>Health & Social Services</u>					
GA Reimbursement	53,000	70,000	70,000	17,000	32.08%
Total Health & Social Services	53,000	70,000	70,000	17,000	32.08%
<u>Planning & Permitting</u>					
Maps & Copies	500	500	500	-	0.00%
Departmental Reviews	16,000	16,000	16,000	-	0.00%
Planning/Codes & Ordinance	3,000	-	-	(3,000)	-100.00%
Fire Alarm Inspections	29,000	29,000	29,000	-	0.00%
Citation Ordinance	2,000	2,000	2,000	-	0.00%
Advertising Costs	5,000	5,000	5,000	-	0.00%
Lisbon Reimbursement for Services	10,000	10,000	10,000	-	0.00%
Permits - Building	110,000	110,000	110,000	-	0.00%
CDBG Reimbursement for Services	50,000	50,000	50,000	-	0.00%
Permits - Electrical	16,000	16,000	16,000	-	0.00%
Permits - Plumbing	10,500	10,500	10,500	-	0.00%
Permits - Sign	5,000	5,000	5,000	-	0.00%
Total Planning & Permitting	257,000	254,000	254,000	(3,000)	-1.17%
<u>Parks & Recreation</u>					

CITY OF AUBURN
FY 2015 REVENUES
COMPARISON FY14 AND FY15 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL DIRECTIVE BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Arena	-	-	-	-	0.00%
Recreation Program (for Program Leader)	-	-	41,720	41,720	0.00%
Total Parks & Recreation	-	-	41,720	41,720	0.00%
<u>Community Services-Engineering</u>					
Fees - Eng-Misc	200	-	-	(200)	-100.00%
Fees - Inspection	10,000	5,000	5,000	(5,000)	-50.00%
Fees - Drive Opening	200	200	200	-	0.00%
Fees - Bid Documents	1,000	1,000	1,000	-	0.00%
Permits - Fill	1,000	1,000	1,000	-	0.00%
Permits - Street Opening	25,000	25,000	25,000	-	0.00%
Total Community Services-Engineering	37,400	32,200	32,200	(5,200)	-13.90%
<u>Fire Department</u>					
Copies of Reports	200	200	200	-	0.00%
Inspections	10,000	-	-	(10,000)	-100.00%
EMS Transport	-	-	987,551	987,551	0.00%
EMS Agreement	100,000	-	-	(100,000)	-100.00%
Salvage Calls	100	100	100	-	0.00%
Permits - Oil Burner	800	800	800	-	0.00%
Total Fire Department	111,100	1,100	988,651	877,551	789.87%
<u>Police Department</u>					
Accident & Police	13,000	13,000	13,000	-	0.00%
Court	15,000	15,000	15,000	-	0.00%
Photos & Tapes	500	2,000	2,000	1,500	300.00%
False Alarms	10,000	15,000	15,000	5,000	50.00%
Animal Impound	300	1,000	1,000	700	233.33%
Veh Rel/Non Driver	6,000	2,000	2,000	(4,000)	-66.67%
Veh Rel/Driver License	15,000	11,000	11,000	(4,000)	-26.67%
ARRA Cops Grant	-	119,351	119,351	119,351	0.00%
MDEA Reimbursement	60,102	60,102	60,102	-	0.00%
School Resource Officers	173,150	173,150	173,150	-	0.00%
Computer Crimes	56,000	72,000	72,000	16,000	28.57%
Permits - Alarms	5,000	-	-	(5,000)	-100.00%
Permits - Firearms	3,000	4,000	4,000	1,000	33.33%
Fines - Parking Violations	40,000	26,000	26,000	(14,000)	-35.00%
Total Police Department	397,052	513,603	513,603	116,551	29.35%

Public Works

CITY OF AUBURN
FY 2015 REVENUES
COMPARISON FY14 AND FY15 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 14-15	COUNCIL DIRECTIVE BUDGET FY 14-15	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Community Cords	4,800	-	-	(4,800)	
State/Local Road Assistance	440,000	440,000	440,000	-	0.00%
Total Public Works	444,800	440,000	440,000	(4,800)	-1.08%
Total Municipal	10,710,337	11,256,313	12,390,584	1,680,247	15.69%
<u>School Department</u>					
Reg Secondary Tuition	134,266	134,266	134,266	-	0.00%
SOS Tuition	90,000	90,000	90,000	-	0.00%
Adult Ed Tuition	93,800	93,300	93,300	(500)	-0.53%
State Subsidy for Education	18,976,018	19,339,405	19,291,333	315,315	1.66%
Debt Service Reimbursement	1,161,010	1,119,906	1,119,906	(41,104)	-3.54%
PreK/CDS	55,000	55,000	55,000	-	0.00%
Special Ed/Mainecare	125,000	125,000	125,000	-	0.00%
State Agency Clients	30,000	30,000	30,000	-	0.00%
State Aid for Adult Education	96,246	98,500	98,500	2,254	2.34%
Miscellaneous	98,506	98,506	98,506	-	0.00%
Daycare Rent	50,000	50,000	50,000	-	0.00%
Fund Balance	856,882	906,882	906,882	50,000	0.00%
Total School	21,766,728	22,140,765	22,092,693	325,965	1.50%
Total Non-Property Tax Revenue - Municipal	10,710,337	11,256,313	12,390,584	1,680,247	15.69%
Total Non-Property Tax Revenue - School	<u>21,766,728</u>	<u>22,140,765</u>	<u>22,092,693</u>	<u>325,965</u>	<u>1.50%</u>
Total Non-Property Tax Revenue	32,477,065	33,397,078	34,483,277	2,006,212	6.18%
Total Proposed Budget - Municipal	36,140,508	37,717,863	37,717,863	1,577,355	4.36%
Total Proposed Budget - School	<u>37,128,028</u>	<u>38,241,323</u>	<u>38,241,323</u>	<u>1,113,295</u>	<u>3.00%</u>
Total Proposed Budget	73,268,536	75,959,186	75,959,186	2,690,650	3.67%
Total Property Tax Dollars Needed - Municipal	25,430,171	26,461,550	25,327,279	(102,892)	-0.40%
Total Property Tax Dollars Needed - School	<u>15,361,300</u>	<u>16,100,558</u>	<u>16,148,630</u>	<u>787,330</u>	<u>5.13%</u>
Total Property Tax Dollars Needed	40,791,471	42,562,108	41,475,909	684,438	1.68%

Impact of Proposed Budget on Tax Rate

	Manager Proposed			Council Directive Proposed			Manager's Ammended		
	FY 14	FY 15	Increase	FY 14	FY 15	Increase	FY 14	FY 15	Increase
	Tax Rate	Tax Rate		Tax Rate	Tax Rate		Tax Rate	Tax Rate	
	12.77	13.28	0.51	12.77	12.35	-0.42	12.77	12.63	-0.14
City Budget									
\$150,000 Home	\$ 1,915.50	\$ 1,992.00	\$ 76.50	\$ 1,915.50	\$ 1,852.50	\$ (63.00)	\$ 1,915.50	\$ 1,894.50	\$ (21.00)
	Proposed			Proposed			Proposed		
	FY 14	FY 15	Increase	FY 14	FY 15	Increase	FY 14	FY 15	Increase
	Tax Rate	Tax Rate		Tax Rate	Tax Rate		Tax Rate	Tax Rate	
	7.66	8.20	0.54	7.66	8.05	0.39	7.66	8.05	0.39
School Budget									
\$150,000 Home	\$ 1,149.00	\$ 1,230.00	\$ 81.00	\$ 1,149.00	\$ 1,207.50	\$ 58.50	\$ 1,149.00	\$ 1,207.50	\$ 58.50
	Proposed			Proposed			Proposed		
	FY 14	FY 15	Increase	FY 14	FY 15	Increase	FY 14	FY 15	Increase
	Tax Rate	Tax Rate		Tax Rate	Tax Rate		Tax Rate	Tax Rate	
	20.43	21.48	1.05	20.43	20.40	-0.03	20.43	20.68	0.25
Combined Budget									
\$150,000 Home	\$ 3,064.50	\$ 3,222.00	\$ 157.50	\$ 3,064.50	\$ 3,060.00	\$ (4.50)	\$ 3,064.50	\$ 3,102.00	\$ 37.50

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

RESOLVE 06-05052014

RESOLVED, that the following be, and hereby is the Annual Appropriation and Revenue Resolve of the City of Auburn for the fiscal year 2014-2015, which includes the amounts appropriated herein and revenues from all sources beginning July 1, 2014 and ending June 30, 2015.

The estimated aggregate amount of non-property tax revenue is \$33,349,006 with a municipal revenue budget of \$11,256,313 and a School Department revenue budget of \$22,092,693.

The aggregate appropriation for the City of Auburn is \$76,126,790, with a municipal budget of \$35,838,587 County budget of \$2,046,880 and a School Department budget of \$38,241,323 which received School Committee approval on April 30, 2014, and school budget approved at the May 19, 2014 Council Meeting pursuant to the School Budget Validation vote on June 10, 2014, in accordance with Maine Revised Statutes, Title 20-A § 1486 and based on the budget submitted to the Auburn City Council on April 7, 2014, by the City Manager, and notification was posted on the City of Auburn website on May 2, 2014 that a public hearing would be held on May 5, 2014 at 7:00 p.m. and said hearing having been held on that date, and as amended by the City Council, the same is hereby appropriated for the fiscal year 2014-2015 beginning July 1, 2014 for the lawful expenditures of the City of Auburn and the County of Androscoggin taxes, and said amounts are declared not to be in excess of the estimated revenue from taxation and sources other than taxation for the fiscal year of 2014-2015.

SCHOOL BUDGET ARTICLES

1. That \$15,246,432.00 be authorized to be expended for Regular Instruction;
2. That \$7,962,668.00 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$752,692.00 be authorized to be expended for Other Instruction;
5. That \$4,402,306.00 be authorized to be expended for Student and Staff Support;
6. That \$842,216.00 be authorized to be expended for System Administration;
7. That \$1,284,149.00 be authorized to be expended for School Administration;
8. That \$1,108,321.00 be authorized to be expended for Transportation and Buses;
9. That \$3,512,020.00 be authorized to be expended for Facilities Maintenance;
10. That \$2,707,131.00 be authorized to be expended for Debt Service and Other Commitments;
11. That \$423,388 be authorized to be expended for All Other Expenditures;

12. That \$37,817,935.00 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$14,329,818.00 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;

Statutory Recommendation **\$15,935,333**
City Council Adopted **\$14,329,818**

***Explanation:** The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*

13. That \$1,587,224.00 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects, non-state-funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12;

***Explanation:** Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects and minor capital renovation projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$0.00 be raised and appropriated in additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690;

***Explanation:** The additional local funds are those locally raised funds over and above the municipality's local contributions to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for education programs.*

15. That the school committee be authorized to expend \$37,817,935.00 for the fiscal year beginning July 1, 2013 and ending June 30, 2014 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, fund balances, state subsidy and other receipts for the support of schools;
16. That the City of Auburn appropriate \$380,880.00 for adult education and raise \$189,080.00 as the local share, with authorization to expend any additional incidental or miscellaneous receipts in the interest for the well-being of the adult education program;

17. That the City of Auburn raise and appropriate \$42,5808.00 for the services of Community Services-Crossing Guards.

18. That in addition to amount approved in the preceding articles, the school committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated;

BE IT FURTHER RESOLVED that the City Council deems it necessary to adopt a budget which exceeds the percent increase of the Consumer Price Index Urban as of December 31, 2013, and hereby waives the provisions of Section 2-485 of the City Code of Ordinances.

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 07-05052014 (Amendments)

Whereas the City Manager has presented the Fiscal Year 2015 City Manager Recommended Budget on April 7th, 2014; and

Whereas the City Council has held the charter required Public Hearing on May 5th, 2014; and

Whereas the City Manager is proposing the following amendments to the fiscal year 2015 budget;

We the Council of the City of Auburn adopt and approve the following items to the City Budget:

Amend the Department of Public Services, Environmental Program to increase expenditures by \$96,900 to sustain and expand curbside recycling;

Be it further amended to state that it is the policy of the City of Auburn to implement a curbside automated recycling and solid waste program with a City Ordinance of solid waste and recycling no later than June 30th, 2015.

Amend the Department of Finance, Administration Program to reduce training by \$500;

Amend the Revenues of the City of Auburn, Department of Finance, to increase revenues by \$5,000 for new required fees for lien fillings at Androscoggin County registry of deeds;

Amend the Department of City Clerk to decrease expenditures by \$23,946 eliminating the switchboard information position;

Amend the Department of City clerk to decrease expenditures by \$5,650 to reduce training, mileage reimbursement, office supplies, and records restoration;

Amend the Department of Fire to expand into the program of EMS transport by decreasing expenditures by \$73,000 to fire operations, increase expenditures by \$565,780 to implement EMS transport and increase revenue by \$797,760 for EMS transport collections;

Amend Health and Social Services to last year's funding level a decrease of expenditures of \$38,399 (this does intentionally under budget but per statute overages are allowed);

Amend Fringe Benefits for Medical consulting to decrease expenditures by \$30,000; this sustains investing in a medical consultant at a reduced rate that will yield long-term health savings;

Amend the ICT budget to decrease expenditures by \$4,500 to eliminate Council laptop initiative;

Amend the Library budget to reduce annual expenditures by \$12,846;

Amend the Parking Program of the City and Police Budget to initiate greater use of revenues by \$55,000 and institute a non-sworn model for parking enforcement;

Amend Police Department Budget to eliminate the shared funding with Lewiston for Animal Control decreasing expenses by \$15,142;

Amend the Vehicle Purchases for the Police department to only one new cruiser purchased in this budget, decreasing expenses by \$94,000;

Amend the Police Department to delay purchases of special equipment (radar) decreasing expenses by \$49,500;

Amend Police Department revenues to utilize \$45,000 of federal drug seizure money;

Amend Public Services Budget to reduce operating expenditures by \$99,300, leaving money in the budget for spring clean up, herbicide program and mowing at Oak Hill Cemetery;

Amend all intergovernmental departments to flat funding;

Amend all City Departments decreasing expenditures by \$335,000 for staff reductions, attrition, or retirements to be implemented by the City Manager;

Amend the operational CIP requested items to decrease expenditures by \$187,427, leaving a total of \$165,863.

Amend the Revenues from Recreation Program Fund to increase by \$41,720 to fund the cost of the recreation program leader from program income;

IN COUNCIL REGULAR MEETING APRIL 22, 2014 VOL. 34 PAGE 23

Mayor LaBonté called the meeting to order at 7:09 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. Consent Items*

1. Order 32-04222014*

Approving the temporary sign request for Park Avenue Elementary School's May Fair.

2. Order 33-04222014*

Approving the temporary sign request for United Way.

Motion was made by Councilor LaFontaine and seconded by Councilor Hayes to approve the consent items as presented. Passage 7- 0.

II. Minutes

- April 7, 2014 Regular Council Meeting

Motion was made by Councilor LaFontaine and seconded by Councilor Walker to approve the minutes of April 7, 2014 as presented. Passage 7-0.

III. Reports

Reports

Mayor's Report – no report

City Councilors' Reports – Councilors Crowley, Walker, and LaFontaine reported.

City Manager Report

- Update on Budget Conversations schedules

Finance Director, Jill Eastman

- March 2014 Monthly Finance Report

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry to accept and place on file the March 2014 monthly finance report as presented. Passage 7-0.

IV. Communications, Presentations and Recognitions

- Proclamation – Sexual Assault Awareness Month
- Recognition - St. Dominic Academy Middle School Hockey Team – Winners of the Southern Maine Middle School Soule Division Championship
- Recognition – Tammie Willoughby, the 2014 Auburn Spirit of America Foundation Award recipient.

IN COUNCIL REGULAR MEETING APRIL 22, 2014 VOL. 34 PAGE 24

V. Open Session – Larry Pelletier-129 Second Street, Donna Rowell-95 Monroe Street, Adam Hill-Danville line in Auburn.

VI. Unfinished Business - None

VII. New Business

1. Order 34-04222014

Authorizing the City Manager to expend an additional amount up \$150,000 (from TIF revenue) for the Transportation Center to be built on Spring Street.

Motion was made by Councilor Lee and seconded by Councilor LaFontaine.

Motion was made by Councilor Lee and seconded by Councilor Crowley to postpone this item for two weeks (the meeting of May 5, 2014).
Passage 6-1 (Councilor Walker opposed).

2. Order 35-04222014

Approving the Special Amusement permit for Parbaritan, LLC, DBA Naral's located at 34 Court Street. Public hearing.

Motion was made by Councilor Lafontaine and seconded by Councilor Walker to approve the Special Amusement permit for Parbaritan, LLC, DBA Naral's located at 34 Court Street as presented.

Public hearing – Chief Phil Crowell

Passage 7-0.

3. Order 36-04222014

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

Motion was made by Councilor Gerry and seconded by Councilor LaFontaine for passage of Option 1 of the two orders presented appointing board and committee members as nominated by either the Mayor or Appointment Committee.

Public comment – none, passage 5-2 (Councilors Crowley and Walker opposed).

VIII. Executive Session

- Discussion regarding economic development, pursuant to 1 M.R.S.A. §405(6)(C).

IN COUNCIL REGULAR MEETING APRIL 22, 2014 VOL. 34 PAGE 25

Postponed until the City Council Workshop of Monday 4/28/2014.

IX. Open Session – Bonnie Rousseau, 45 Reginald Street

X. Adjournment – Motion was made by Councilor LaFontaine and seconded by Councilor Walker to adjourn, with Council unanimously in favor, time 8:03 P.M.

A True Copy.

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

MEMO

TO: Clint Deschene, City Manager

FROM: Sue Clements-Dallaire, City Clerk

RE: Business Licensing – pre-packaged foods

Date: April 17, 2014

Currently, we do not license businesses that sell pre-packaged foods, nor has it been our past practice to do so, however in our current business licensing chapter under the definitions it states (Food service establishment) “FSE class G (Off Premise Retailer) means a food service establishment engaged in processing, storing, serving or selling food for consumption off premises.” This would include but not be limited to Rite-Aid, CVS, TJ Maxx, Dollar Tree, Family Dollar Inc, Kmart, Bert’s Awesome Stuff, Bed Bath & Beyond, Hungry Maine Moose, and more.

We checked with the City of Lewiston and with the City of South Portland to find out if they were also licensing these types of businesses and found that they are. A while ago, I also consulted with Michael Stoltz of Maine Municipal Association to get a legal opinion on the language in the ordinance and he agreed that we should be licensing these businesses based on the current language in the ordinance.

Our goal is to get these businesses licensed and in compliance by the end of this fiscal year. This would also increase our revenue by approximately \$5,000-\$6,000 per year. We will send letters notifying them that per City Ordinance, they will be required to submit an application and apply for a Food Service license. I wanted to be sure both you and Council were aware in the event that we may possibly receive some complaints.

Food service establishment (FSE) means any person who prepares, sells, serves or packages food for consumption on premises within the corporate limits of the city, including but not limited to restaurants, luncheonettes, diners, snack bars, drive-ins and concession stands. The term "food service establishment," for the purpose of licensing, shall include any caterer doing business within the corporate limits of the city, any lessee or subtenant of any premises, business or dominant lessor (such as recreation or amusement areas, drive-in theaters, sports arenas or public exhibition halls) who prepares, serves, sells or packages food for consumption on the premises of any such business or dominant lessor, and any person, club or other establishment offering for sale malt, spirituous or vinous liquors for consumption on the premises. The city issues licenses for the following types of food service establishments:

- (1) Class I—Liquor—Beer, wine and spirits, and mixed drinks.
- (2) Class III—Liquor—Wine.
- (3) Class III/IV—Liquor—Beer and wine.
- (4) Class IV—Liquor—Beer.
- (5) Class On or Off Premises—No liquor.
- (6) Bottle Club/BYOB.
- (7) Temporary Food Service Establishment—Per event, maximum of 30 days.
- (8) Off Premises Retailer.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 5, 2014

Order 34-04222014

Author: Clinton Deschene

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: Update and Additional Funding of the Downtown Transportation Center

Information:

The Council requested status updates on the project prior to funding additional costs. Enclosed is a current rendering and a current schedule of the project which still needs to be updated.

The scheduled update is pending negotiations with Hannaford and the City Manager. The City Manager and Hannaford have a meeting on May 2, 2014. The City Manager will have a verbal update as to the results of the meeting and how it is impacted the project schedule.

Finally, the City of Auburn has committed \$250,000 toward this project. Based on estimated construction costs we will have a potential shortfall. To ensure the project is completed in accordance with City Council directive we are requesting an additional amount of up to \$150,000 to be taken from TIF funds per the estimate received from the architect.

Financial: \$250,000 has been committed thus far and we will be seeking additional funds of up to \$150,000 from TIF revenue.

Action Requested at this Meeting: Discussion/action

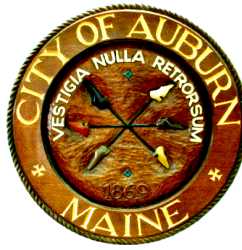
Previous Meetings and History: 4/22/2014 City Council Meeting

Attachments:

Order 34-04222014

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

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 34-04222014

ORDERED, that the Auburn City Council authorize the City Manager to expend an additional amount up to \$150,000 for the Transportation Center to be built on Spring St. These funds will come from TIF revenue.

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

RESOLVE 06-05052014

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SCHOOL BUDGET ARTICLES

1. That \$15,246,432.00 be authorized to be expended for Regular Instruction;
2. That \$7,962,668.00 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$752,692.00 be authorized to be expended for Other Instruction;
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10. That \$2,707,131.00 be authorized to be expended for Debt Service and Other Commitments;
11. That \$423,388 be authorized to be expended for All Other Expenditures;

12. That \$37,817,935.00 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$14,329,818.00 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;

Statutory Recommendation **\$15,935,333**
City Council Adopted **\$14,329,818**

***Explanation:** The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*

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***Explanation:** Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects and minor capital renovation projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

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***Explanation:** The additional local funds are those locally raised funds over and above the municipality's local contributions to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for education programs.*

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16. That the City of Auburn appropriate \$380,880.00 for adult education and raise \$189,080.00 as the local share, with authorization to expend any additional incidental or miscellaneous receipts in the interest for the well-being of the adult education program;

17. That the City of Auburn raise and appropriate \$42,5808.00 for the services of Community Services-Crossing Guards.

18. That in addition to amount approved in the preceding articles, the school committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated;

BE IT FURTHER RESOLVED that the City Council deems it necessary to adopt a budget which exceeds the percent increase of the Consumer Price Index Urban as of December 31, 2013, and hereby waives the provisions of Section 2-485 of the City Code of Ordinances.

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Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
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Jonathan P. LaBonte, Mayor

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

IN CITY COUNCIL

RESOLVE 07-05052014 (Amendments)

Whereas the City Manager has presented the Fiscal Year 2015 City Manager Recommended Budget on April 7th, 2014; and

Whereas the City Council has held the charter required Public Hearing on May 5th, 2014; and

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Be it further amended to state that it is the policy of the City of Auburn to implement a curbside automated recycling and solid waste program with a City Ordinance of solid waste and recycling no later than June 30th, 2015.

Amend the Department of Finance, Administration Program to reduce training by \$500;

Amend the Revenues of the City of Auburn, Department of Finance, to increase revenues by \$5,000 for new required fees for lien fillings at Androscoggin County registry of deeds;

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Amend the Department of City clerk to decrease expenditures by \$5,650 to reduce training, mileage reimbursement, office supplies, and records restoration;

Amend the Department of Fire to expand into the program of EMS transport by decreasing expenditures by \$73,000 to fire operations, increase expenditures by \$565,780 to implement EMS transport and increase revenue by \$797,760 for EMS transport collections;

Amend Health and Social Services to last year's funding level a decrease of expenditures of \$38,399 (this does intentionally under budget but per statute overages are allowed);

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Amend the ICT budget to decrease expenditures by \$4,500 to eliminate Council laptop initiative;

Amend the Library budget to reduce annual expenditures by \$12,846;

Amend the Parking Program of the City and Police Budget to initiate greater use of revenues by \$55,000 and institute a non-sworn model for parking enforcement;

Amend Police Department Budget to eliminate the shared funding with Lewiston for Animal Control decreasing expenses by \$15,142;

Amend the Vehicle Purchases for the Police department to only one new cruiser purchased in this budget, decreasing expenses by \$94,000;

Amend the Police Department to delay purchases of special equipment (radar) decreasing expenses by \$49,500;

Amend Police Department revenues to utilize \$45,000 of federal drug seizure money;

Amend Public Services Budget to reduce operating expenditures by \$99,300, leaving money in the budget for spring clean up, herbicide program and mowing at Oak Hill Cemetery;

Amend all intergovernmental departments to flat funding;

Amend all City Departments decreasing expenditures by \$335,000 for staff reductions, attrition, or retirements to be implemented by the City Manager;

Amend the operational CIP requested items to decrease expenditures by \$187,427, leaving a total of \$165,863.

Amend the Revenues from Recreation Program Fund to increase by \$41,720 to fund the cost of the recreation program leader from program income;



City Council Agenda Information Sheet

City of Auburn

Council Workshop Date: May 5, 2014

Order 37-05052014

Author: Reine Mynahan, Community Development Director

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

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

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

Subject: 2014 Action Plan of the Community Development Block Grant Program and HOME Investment Partnerships Program

Information: The budget discussions occurred at the City Council workshops of March 17 and 31.

Final Budget (see attached sheets)

Community Development Block Grant \$1,346,171

HOME Investment Partnerships Program/Auburn grant \$509,800

HOME Investment Partnerships Program/Lewiston grant \$485,947

Financial: Annual allocation of Community Development and HOME funds from U. S. Department of Housing and Urban Development

Action Requested at this Meeting: Adoption of Budget and Annual Action Plan

Previous Meetings and History: March 17 and March 31, 2014

Attachments: Budget sheets and City of Auburn Program Year 2014-2015 Annual Action Plan

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

City of Auburn



Fair Housing Team with poster artists

Program Year 2014-2015 Annual Action Plan July 1, 2014 through June 30, 2015

City of Auburn, Maine
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Auburn, ME 04210
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TABLE OF CONTENTS

	Page
AP-05 EXECUTIVE SUMMARY.....	2
PR-05 LEAD & RESPONSIBLE AGENCIES.....	8
AP-10 CONSULTATION.....	10
AP-12 PARTICIPATION.....	15
AP-15 EXPECTED RESOURCES.....	18
AP-20 ANNUAL GOALS AND OBJECTIVES.....	22
AP-35 PROJECTS	26
AP-38 PROJECTS SUMMARY.....	28
AP-50 GEOGRAPHIC DISTRIBUTION.....	41
AP-55 AFFORDABLE HOUSING	43
AP-60 PUBLIC HOUSING.....	46
AP-65 HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES.....	48
AP-75 BARRIERS TO AFFORDABLE HOUSING.....	51
AP-85 OTHER ACTIONS.....	53
AP-90 PROGRAM SPECIFIC REQUIREMENTS.....	56

APPENDICES

FORM SF-424 FOR CDBG AND HOME
CERTIFICATIONS

MEETING RECORDS

ORDER: ADOPTION OF FY2014 ANNUAL ACTION PLAN

ADOPTED BUDGET

TARGET AREA MAP

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The 2014 Annual Action Plan is the 5th and final year of the 2010-2014 Consolidated Plan. The planning process for this Consolidated Plan began with the adoption of a Citizen Participation Plan on January 10, 2010. The plan calls for a collaborative process whereby citizens assist in developing a vision for community development actions. The Consolidated Plan was based on input from a Citizen's Advisory Committee. The process encourages citizen participation with particular emphasis on participation by persons who are of low income, special needs, and persons who live or own property in target areas. A committee of 23 people was responsible for establishing goals and objectives.

Citizen input has also been incorporated into the loan review and approval process. A citizen's group of 9 Auburn residents appointed by the City Council are responsible for approving or denying loans. This committee is made up of Auburn residents, 2 of which are low-income persons, 3 have lending experience, and 2 who live in one of the target areas.

Auburn residents have an opportunity to comment on the program during the 30-day comment period, or during the open sessions and public hearings of the City Council meetings.

The 2014 Annual Action Plan budget is as follows:

Community Development Block Grant total is \$1,346,171; new grant \$530,912, prior year funds \$516,259, and program income \$299,000.

HOME Investment Partnerships Program total is \$995,747; new grant \$364,163, prior year funds \$571,309, and program income \$60,275.

The allocation of funds began with a newspaper notice releasing applications for public services. A committee of 6 persons scored applications, selected those to be included in the budget, and recommended the funding level to the Citizen's Advisory Committee. The CAC reviewed the budget and made its recommendation to the City Council. The Auburn City Council met on March 17, and March 31 to finalize the activities and budget amounts. A Notice of Availability of Draft Action Plan and a public meeting notice was placed in the newspaper on April 1st. The 30-day comment period expired April 30. The City Council adopted the budget on May 5.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

CITY OF AUBURN

Listed below are the measurable outcomes for the Auburn Community Development program for the Consolidated Plan period 2010-2014.

Goal 1: Quality affordable housing

- a** 280 owner and rental units rehabilitated (120 units made lead safe)
- b** 80 owner and rental units weatherized
- c** 35 buyers assisted to purchase a home
- d** 40 new units of affordable family rental housing
- e** 10 units of supportive rental housing for the homeless
- f** 75 owners assisted to heat their homes
- g** 100 homeless or at-risk of homelessness assisted with security deposits

Goal 2: Attractive neighborhoods

- a** 10,000 linear feet of improved streetscapes
 - repaved sidewalks
 - landscaping
- b** 50 building exteriors improved
- c** 15 units of substandard housing demolished

Goal 3: Economic opportunity

- a** 10 businesses helped to improve their buildings, including exterior
- b** economic impact from Community Development activities quantified

Goal 4: High quality of life for residents

a residents assisted to access services that provide life and job skills training

- 1,500 children, youth, and their families
- 600 individuals
- 400 homeless individuals

b 1 neighborhood community-building initiative supported.

CITY OF LEWISTON

These are the measurable outcomes for the Lewiston Community Development program through the HOME Program for the period 2010-2014.

1. Quality affordable housing

- a.** 20 owner units rehabilitated
- b.** 10 buyers assisted to purchase a home
- c.** 40 new affordable rental housing units
- d.** 10 units of supportive rental housing for the homeless
- e.** 100 homeless or at-risk of homelessness assisted with security deposits

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Below is an assessment of the accomplishments against the goals identified in the Consolidated Plan. Accomplishments at the end of the third year should be at approximately 60% of the production goal.

1. Quality Affordable Housing/Auburn

Owner and rental units rehabilitated; 5 year goal 280; 3 year accomplishments 218, 78% of goal

Owner and rental units made lead safe; 5 year goal 80; 3 year accomplishments 119; 149% of goal

Buyers assisted to purchase home; 5 year goal 35; 3 year accomplishments 10; 29% of goal

New rental housing; 5 year goal 40; 3 year accomplishments 28; 70% of goal

Supportive housing; 5 year goal 10; 3 year accomplishments 6; 60% of goal

Owners assisted to heat their home; 5 year goal 75; 3 year accomplishments 61; 82% of goal

Homeless assisted with security deposits; 5 year goal 100; 3 year accomplishments 69; 69% of goal

Conclusion: The goal to assist homebuyers is behind schedule. Security Deposit assistance is on track as is the development of rental housing. Over all, the City of Auburn has achieved 82% of its combined housing objectives.

2. Quality Affordable Housing/Lewiston

Owner units rehabilitated; 5 year goal 20; 3 year accomplishments 4, 20% of goal

Buyers assisted to purchase home; 5 year goal 10; 3 year accomplishments 0

New rental housing; 5 year goal 40; 3 year accomplishments 53; 133% of goal

Supportive housing; 5 year goal 10; 3 year accomplishments 10; 100% of goal

Homeless assisted with security deposits; 5 year goal 100; 3 year accomplishments 30; 30% of goal

Conclusion: The emphasis on the City of Lewiston's productivity has been primarily in the development of rental housing. Other objectives are somewhat behind. In the next few years, when rental production complete, the City of Lewiston will be allocating more funds towards other objectives.

3. Attractive Neighborhoods/Auburn

Improved streetscapes; 5 year goal 10,000 lf; 3 year accomplishments 5,940 lf; 59% of goal

Building exteriors improved; 5 year goal 50 buildings; 3 year accomplishments 6; 12% of goal

Substandard housing demolished; 5 year goal 15 units; 3 year accomplishments 17 units; 113% of goal

Conclusion: With the infusion of stimulus funds, Auburn has made substantial progress in meeting its five year objectives for improved streetscapes. The activity to improve building exteriors is lagging behind.

4. Economic Opportunity/Auburn

Business exteriors improved; 5 year goal 10 buildings; 3 year accomplishments 0

Business assistance loans; 5 year goal 2 businesses; 3 year accomplishments 3; 150% of goal

Economic impact survey; 5 year objective 1; 3 year accomplishment 1; 100% of goal

Conclusion : The City of Auburn completed the economic impact survey, but has not made progress on building exteriors.

5. High Quality of Life/Auburn

Children, youth & families/households; 5 year objective 1,500; 3 year accomplishments 1,034; 69% of goal

Individuals; 5 year goal 600; 3 year accomplishments 1,582; 264% of goal

Homeless individuals; 5 year goal 400; 3 year accomplishments 466; 117% of goal

Neighborhood community building; 5 year goal 1; 3 year accomplishments 1, 100% of goal

Conclusion: The City of Auburn has exceeded its objectives for individuals and homeless, and has made sufficient progress with children, youth & families.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The planning process for the FY2014 Annual Action Plan included soliciting proposals for public services, review of public service applications by a new committee, review of the proposed Action Plan and budget with the Citizen's Advisory Committee, publication of the Action Plan and announcement of the 30-day comment period, public hearing, and finally adoption by the Auburn City Council. The Action Plan was submitted to the State Planning Office for review under Executive Order 12372.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Two persons commented during a public hearing on April 7th. Comments and questions were about the following activities: Wi-Fi in Downtown, New Auburn River Trail Project, PAL Youth Diversion Program, Community Garden project, and the need for a dog park (minutes are attached).

6. Summary of comments or views not accepted and the reasons for not accepting them

1) There is no plan or intend to provider free Wi-Fi in other parts of the city; 2) there is a need for more parking in the New Auburn area to promote businesses; and 3) dog parks are not an eligible Community Development project.

7. Summary

Since adoption of the 2010-14 Consolidated Plan there has been a change in individuals who are now serving as Mayor and City Councilors. With the new City Council there is less emphasis on improving streetscapes and more towards exterior building improvements, park development/improvements and economic development. As a result, some of the funding has shifted towards these type of activities. There remains stable funding for housing rehabilitation and public services.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	AUBURN	
CDBG Administrator		City of Auburn
HOPWA Administrator		
HOME Administrator		City of Auburn
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The City of Auburn Community Development Department is the lead agency responsible for overseeing the development of the 2010-2014 Consolidated Plan and for administering Community Development programs. Auburn Community Development is also the lead agency for HOME funds for the cities of Auburn and Lewiston. The two cities have formed a consortium whereby they are eligible for this additional resource to be used specifically for housing to assist low-income households. Each community is responsible for setting its own priorities, and selecting and administering its own programs/projects.

The 2010-2014 Consolidated Plan was developed under the guidance of a Citizen's Advisory Committee and with assistance from a consultant, Planning Decisions Inc. The Citizens Advisory Committee makeup includes representatives from three geographic target areas, the Auburn City Council, the Lewiston-Auburn Alliance for Services to the Homeless, Auburn Housing Authority, United Way, Head Start, the Community Development Loan Committee, as well as tenants, non-profit housing developers, and a local realtor. The committee met 6 times to discuss the needs of low-income residents and to establish goals and priorities, and develop strategies.

The 2014 Annual Action Plan process began with an advertisement in the Lewiston Daily Sun announcing the availability of applications for public services on November 1, 2013. Eleven social service applications and one capital project were received.

A new Public Service Committee was formed this year to review applications. Committee members consisted of two members of the Citizen's Advisory Committee, the Director of the Auburn Public Library, the City of Auburn's Director of Social Services, the City Manager, and Community Development Director. The committee agreed upon a process to rate and determine funding levels. The committee reviewed proposals, conducted interviews of all applicants, and selected the proposals/funding level of

public services for the coming year. The Citizen's Advisory Committee and City Council respected the work of this committee and maintained the budget as presented.

The Citizen's Advisory Committee met on February 12 to review progress made to date on the 5-year Consolidated Plan, to review the goals and objectives, and the proposed budget (see minutes of February 12).

The City Council reviewed the budget on March 17 and March 31. Funding levels for several projects were revised and new projects were added. The administrative expenses associated with project delivery costs were eliminated from the administrative salary account to make way for two additional projects under the administrative cap, a study of at-risk youth and planning for community gardens. The economic development account was increased and the rehab account was reduced. Two new park projects were added, the Auburn Urban Sculpture Garden at Edward Little Park and improvements to Shoe-maker Alley.

A notice of availability of the draft annual action plan, a public hearing notice, and commencement of the comment period was announced in the Lewiston Daily Sun on April 1. A second notice was in the newspaper identifying each activity and corresponding budget on April 4. A public hearing was held on April 7 during the Auburn City Council meeting. Comments were taken and staff responded (see minutes of April 7).

The budget was adopted by the City Council on May 5th.

Consolidated Plan Public Contact Information

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City of Auburn

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Auburn follows the protocol identified in its Citizens Participation Plan. The plan guarantees access to meetings , information and public hearings. Technical assistance is provided upon request.

During the development of the 2010-2014 Consolidated Plan, many agencies were consulted to identify needs. Annually consultation is met through a budget review and guidance by the Citizens Advisory Committee. This committee is a group who is representative of the population that is served by the Community Development Program. The committee met on February 12, 2014 to guide the development of the Annual Action Plan.

The draft action plan was made available on April 1 through a newspaper notice. The notice also announced a public hearing to be held on April 7th. The City Council also accepted comments at each meeting when the City Council reviewed the budget, March 17 and March 31.

On a regular basis the Community Development Department consults with other City Departments, local and state agencies, the City of Lewiston, and Auburn Housing Authority in implementing its objectives and strategies. With many partners involved in multiple initiatives, coordination is especially important.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

Community Development staff coordinates the majority of activities described in the strategies. Community Development staff is committed to establishing and maintaining relationships with organizations and institutions in an attempt to broaden and strengthen the institutional structure. The City of Auburn's primary partner in implementing its housing strategies has been Auburn Housing Authority and the CHDO formed under this parent organization, Auburn Housing Development Corporation. Through this joint partnership, a building was acquired and rehabilitated to make housing available for a low-income homebuyer. Renovations to the property are complete, and the building is available to be purchased by a qualified buyer.

The City offers a Security Deposit Program for persons who are homeless or at-risk. The program is coordinated amongst several providers of homeless and housing services. Auburn Housing Authority is a partner to the City of Auburn for this program. They conduct application intake, verify income, screen for qualification and seek application approval from committee, and conduct housing inspections.

Auburn collaborates with local government, non-profit organizations, and private sector including:

- private lenders, Coastal Enterprise, Inc. and Community Concepts, Inc. – to improve financing resources for home ownership and rehabilitation;
- Auburn Housing Development Corporation, a CHDO -- partner in Auburn's Homebuyer Program;
- private lenders, Androscoggin Valley Council of Governments, Community Concepts Finance Corp.. and Lewiston-Auburn Economic Growth Council – to improve financing resources for commercial and industrial clients;
- non-profit developers and CHDO's – to provide and/or develop affordable housing and support services needed by Auburn residents;
- Auburn Housing Authority and Maine State Housing Authority – to address the housing needs of Auburn's low income renter households and to increase home ownership opportunities for low-income tenants;
- Lewiston-Auburn Alliance for Services to the Homeless and Maine State Housing Authority – for better coordination and advocacy for services needed by the homeless, and implementation of rental assistance to the homeless;
- Auburn Health & Welfare, Department of Environmental Protection, Maine Childhood Lead Poisoning Prevention Program, and Healthy Androscoggin – to deliver a comprehensive lead awareness education and screening program;
- Citizen's Advisory Committee – to establish priorities and review progress on achieving Consolidated Plan goals;
- Healthy Androscoggin – The Lead Safe Community Coalition (LSCC) is a Maine funded Lead Poisoning Prevention Program. Healthy Androscoggin and the cities of Auburn and Lewiston last year partnered in a Lead Grant application and will continue to work towards receiving federal grant monies; and
- Auburn and Lewiston Housing Authorities and City of Lewiston -- development of the 2013 Analysis of Impediments to Fair Housing, and implementation of objectives and strategies.

The Cities of Auburn and Lewiston worked on a joint effort to identify impediments to fair housing choice. This effort involved both cities' Community Development Departments and staff from the two housing authorities. The effort included consultation and interviews of 19 social service agencies, housing providers, organizations representing tenants, and public assistance agencies to gain an understanding of the depth of housing discrimination in this area.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Auburn is covered by the Balance of State Continuum of Care. Chronically homeless individuals and families have access to supportive housing and case management services offered by Tedford Housing and supported by the City of Auburn. Supportive housing is available in Auburn for individuals and in Lewiston for families. Catholic Charities provides services to homeless people through the PATH Program. New Beginnings offers shelter and case management services to unaccompanied youth. Persons who are at risk of homelessness can request assistance through the Security Deposit Program, and for rental assistance through the City's Social Service Department.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Auburn does not receive ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

2	Agency/Group/Organization	AUBURN HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation coordinated with Executive Director of Auburn Housing Authority.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

A Request for Proposals was sent to all non-profit sub-recipient agencies from a prior year. A public notice was published in the Lewiston newspaper on November 1, 2013. Agencies were kept informed about the status of the application process. Notices of a public hearing were sent to all who responded to the Request for Proposals.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lewiston-Auburn Alliance for Services to the Homeless	The City of Auburn is an active participant in the Lewiston-Auburn Alliance for Services to the Homeless in an effort to strengthen the delivery system. The Auburn Community Development Department, the Auburn Housing Authority, the Lewiston-Auburn Alliance for Services to the Homeless, the Lewiston Community Development Department, the Lewiston Housing Authority, other city departments, and local and regional nonprofit organizations, coordinate closely in the planning and delivery of housing services. There are not enough resources, among all of the partners, to meet the identified needs. Waiting lists for services at the housing authorities are long. The General Assistance Offices of both Auburn and Lewiston are under pressure from the effects of the recession and severe budget cuts at the state level.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of Auburn adopted the 10-Year Plan to End Homelessness in 2010. The plan identifies goals and strategies, one of which is to be implemented by the Auburn and Lewiston Community Development Departments. With assistance through its allocation to CDBG and HOME funds, the communities will increase the number of affordable housing units by 210 over a 10 year period.

The 10-Year Plan to End Homelessness is currently under review. Through Lewiston-Auburn Alliance for Services to the Homeless, the Cities of Auburn and Lewiston will be sponsoring a focus group meeting with providers to undertake an update to the plan.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The planning process for the Annual Action Plan, the fifth year of the City of Auburn's 5-Year Strategic Plan, started with scheduling activities and identifying deadlines for completing the process to submit to the Department of Housing and Urban Development.

- On November 1, 2013 the City posted a notice of public service application availability in the Lewiston newspaper. Proposals were due December 1, 2013.
- A meeting of the Citizens Advisory Committee meeting was held on February 12, 2014 and open to the public. Five members of the CAC reviewed the proposed Annual Plan and budget.
- On March 17 and March 31 Community Development staff met with the Auburn City Council to review the proposed budget. Annual budget and objectives were established for the year. All meetings were broadcasted on a local television station and people in the audience had an opportunity to comment after the City Council discussion.
- A notice of Action Plan availability was published in the Lewiston Daily Sun on April 1, 2014. A hard copy of the draft Action Plan was available at no cost and the Action Plan was posted to the City's web site. The 30-day comment period expired April 30, 2013.
- A notice of public hearing and proposed use of funds was published in the Lewiston Sun Journal on April 1, 2014. The notice included a description of proposed activities included changes to the budget from what had been proposed at the beginning of the comment period.
- A public hearing was held on April 7, 2014. Comments were made by members of the public.
- The Action Plan was adopted on May 5, 2014.

The Community Development Program has solid citizen involvement throughout the year by encouraging participation in administering the various programs and special projects. Loans are reviewed and approved by a 9-member committee of Auburn residents consisting of three lenders, two persons who are low-income persons and two who live in target areas. There are two committees who assist in the decisions for the Neighborhood Stabilization Program, the Community Development Loan Committee who approves applications for participation, and the Neighborhood Stabilization Program Advisory Committee who approves the purchase of properties and project budget.

Other initiatives undertaken by Community Development staff also involve citizen participation. Community Development staff participates in the Lewiston-Auburn Alliance for Services to the Homeless and the Lead Awareness Committee.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
1	Public Meeting	Non-targeted/broad community	2 persons attended and provided comments.	Comments/Public Hearing: 1) here was a question about Wi-Fi availability in other parts of the city; 2) concern about demolishing a tax paying property to create a parking lot; 3) a question about the number of students who would be served in the youth diversion program; 4) a recommendation about asking the School Department to run the community garden project; and 5) a request for a dog park.	1) No plan for Wi-Fi in other parts of the city; 2) parking lot is part of economic development plan to bring people into the downtown; 3) the number is actually closer to 450; 4) can include School Department in the planning; and 5) project would not meet a national objective.
2	Newspaper Ad	Non-targeted/broad community	Notice of Annual Action Plan available.	none	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City of Auburn is expecting \$1,346,171 in Community Development resources to carry out the 2014 Annual Action Plan, and \$995,747 from HOME Investment Partnerships Program funds that will be shared between Auburn and Lewiston. These resources plus leveraged funds will be used to carry out the strategies identified in the 2010-14 Consolidated Plan and this Annual Action Plan.

Priority Table

Annual Action Plan
2014

18

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	530,912	299,000	516,259	1,346,171	0	Economic Development activities consists of the Commercial Rehab Program and Small Business Program. Housing consists of single family and multi-family home renovations. Public improvements consist of park improvements to Edward Little Park, Municipal Beach Park, Shoe-maker Alley Improvements, Wi-Fi in Downtown, Walton School Outdoor Learning Center, and New Auburn River Trail. Acquisition and demolition of deteriorated building. Public Services consist of grants for 8 sub-recipients and 4 City of Auburn programs.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	364,163	60,275	571,309	995,747	0	Homebuyer assistance consists of down payment and closing cost assistance; Homeowner rehab is improvements to a low-income owner's unit; and TBRA consists of a security deposit program for homeless/at risk of homelessness. Rental Development consists of new construction projects which have not yet been identified.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Community Development funds that leverage additional funds are primarily from the public service activities. A limited amount of resources are leveraged through the Small Business, Commercial Rehab, Weatherization, and Rehabilitation Loan programs.

Federal HOME funds will leverage private resources with primarily through homebuyer activities. Since there are no known rental projects for new development, we do not anticipate significant match in the coming year. However, in the past many of the Auburn Consortium rental projects have brought in considerable excess match which will be sufficient to cover the match requirement for many years. The Consortium currently has over \$1.6 million in excess match.

The City of Auburn will join in with the City of Lewiston's application for a grant for remediation of lead hazards.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The publicly owned land that will be involved in the New Auburn River Trail project is a recently acquired property at 9 Broad and 6 Second Street. A third lot, 14 Second Street, will be acquired with FY2014 funds. The City also acquired a property at 325 Turner Street with NSP-1 funds that has been demolished and redeveloped for a neighborhood parking lot. The City also owns a large parcel on Academy Street that is being held for housing development.

Discussion

The City of Auburn joined forces with the City of Lewiston in FY2012 and FY2013 to request a Lead Hazard Reduction Grant from the Department of Housing and Urban Development. Neither application was successful; however, the consortium will try again in FY2014. A successful application would eliminate lead hazards in 100 units in each City.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Quality Affordable Housing	2010	2015	Affordable Housing	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA	Quality Affordable Housing	CDBG: \$271,500 HOME: \$907,323	Rental units constructed: 29 Household Housing Unit Rental units rehabilitated: 35 Household Housing Unit Homeowner Housing Rehabilitated: 38 Household Housing Unit Direct Financial Assistance to Homebuyers: 9 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 36 Households Assisted
2	Attractive Neighborhoods	2010	2015	Affordable Housing Non-Housing Community Development	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA	Attractive Neighborhoods	CDBG: \$438,184	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6949 Persons Assisted Buildings Demolished: 2 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Economic Opportunity	2010	2015	Non-Housing Community Development	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA	Economic Opportunity	CDBG: \$231,000	Facade treatment/business building rehabilitation: 5 Business Jobs created/retained: 15 Jobs Businesses assisted: 8 Businesses Assisted
4	High Quality of Life	2010	2015	Homeless Non-Homeless Special Needs	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA	High Quality of Life	CDBG: \$115,500	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 835 Persons Assisted Homeless Person Overnight Shelter: 8 Persons Assisted Homelessness Prevention: 6 Persons Assisted

Table 6 -- Goals Summary<TYPE=[text] REPORT_GUID=[9B4786E64DDAC839A8E119B13CB7DB46]>

Goal Descriptions

1	Goal Name	Quality Affordable Housing
	Goal Description	<p>The City of Auburn offers a number of programs to assist homeowners and investors of rental housing to improve the quality of the housing stock. Under CDBG owners and investors have access to the Residential Rehabilitation Loan Program, Spot Rehab, and Curb Appeal to make improvements to the housing stock. Under the Spot Rehab Program households whose income is under 65% of area median income receive an interest-free deferred loans. None of the programs require interest for those whose income is under 80% of area median income. Repayment terms are also generous for those with limited income.</p> <p>The City of Auburn also offers programs funded through the City's HOME grant. The Homeowner Rehabilitation Program helps low-income owners make improvements to their home. The City offers homebuyer assistance through its HOME grant to encourage owner-occupancy, especially in target areas. Security deposit assistance is offered to households who are at risk of homelessness or who are already homeless.</p> <p>The City of Lewiston offers the same programs as Auburn, homebuyer assistance, homeowner rehabilitation, and security deposit. This year's funds also include a set-aside for the development of rental housing, which funds have not yet been committed.</p>
2	Goal Name	Attractive Neighborhoods
	Goal Description	Neighborhoods need public improvements in order to stay attractive and livable--streets, sidewalks, walking trails, nicer looking stores, elimination of blight.
3	Goal Name	Economic Opportunity
	Goal Description	The City offers two programs to encourage job development, the Small Business Loan Program which is available in all parts of the City, and the Commercial Rehab Program in target areas. Both programs are available at an interest rate of prime plus 1/2%. The Curb Appeal Program is also available in the target areas.
4	Goal Name	High Quality of Life
	Goal Description	Quality of life for residents will be improved through social services by helping them with life and job skills, and support of a community-building initiative.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

City of Auburn

30 units rehabilitated: 20 extremely low, 8 low, and 2 moderate income households.

25 units rehabilitated through Lead Grant, if awarded: 20 extremely low, 5 low income households.

4 homebuyers assisted to purchase a home: 4 low income households.

20 households assisted with security deposit: 20 extremely low income households.

City of Lewiston

3 units rehabilitated: 3 low-income households.

4 buyers assisted to purchase a home: 4 low-income households.

16 households assisted with security deposits: 16 extremely low-income households.

29 renter households: 29 low-income households.

AP-35 Projects – 91.220(d)

Introduction

Projects were identified by either City staff, the Citizen's Advisory Committee, or the Auburn City Council. The City of Lewiston is responsible to identify their own projects and budgets.

#	Project Name
1	Planning and Administration of Community Development/Auburn
2	Housing Programs/Auburn
3	Economic Development/Auburn
6	Public Improvements/Auburn
7	Acquisition and Demolition/Auburn
8	Public Services/Auburn
9	Administration of HOME Program/Auburn
10	Administration of HOME Housing Projects/Auburn
11	Home Buyer Assistance Program/Auburn
12	Homebuyer/Acquisition & Rehab/Auburn
13	Homeowner Rehabilitation/Auburn
14	Tenant Based Rental Assistance/Security Deposit Loans - Auburn
15	Administration of HOME Program/Lewiston
16	Homebuyer Assistance - Lewiston
17	Homeowner Rehabilitation/Lewiston
18	Tenant Based Rental Assistance/Security Deposits/Lewiston
19	Rental Development/Lewiston
20	Targeted Code Enforcement/Auburn

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Priorities have been established by the Citizens Advisory Committee and affirmed by the Auburn City Council.

Obstacle to addressing underserved needs is primarily lack of financial resources. In the past few years, there have been dramatic cuts in both the Community Development and HOME Programs. In years past these resources have been widely used in programs that provided a return of program income. This program income produces an annual income of \$250,000 which has contributed to saving many of the program offerings.

The poor national and regional economies are obstacles to achieving goals, particularly with helping low-income households to purchase a home. Lack of jobs for residents and lack of income for renters and

owners make it difficult for property owners to maintain their buildings, and difficult for residents to afford their utility and tax expenses. State funding cutbacks also has increased pressure on local budgets. In combination, lack of resources make it more difficult to achieve community development goals.

Projects

AP-38 Projects Summary

Project Summary Information

1	Project Name	Planning and Administration of Community Development/Auburn
	Funding	CDBG: \$161,200
	Description	Administration of the Community Development Program.
	Target Date	6/30/2015
	Planned Activities	Administration of Community Development Program/Auburn <ul style="list-style-type: none"> • Salary and fringe benefits for Program Director, Coordinator, and Administrative Assistant, Budget \$85,000 • Goods & Services, Budget \$28,200 • Consulting services to assist with development of Consolidated Plan, Budget \$23,000 • Study of at-risk youth, Budget \$20,000 • Planning for community gardens, Budget \$5,000
2	Project Name	Housing Programs/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Goals Supported	Quality Affordable Housing
	Needs Addressed	Quality Affordable Housing
	Funding	CDBG: \$346,500
	Description	Administration of housing programs including Residential Rehabilitation, Spot Rehab, Curb Appeal, and weatherization.

Target Date		6/30/2015
Estimate the number and type of families that will benefit from the proposed activities		<ul style="list-style-type: none"> Residential Rehab, Spot Rehab and Curb Appeal, 45 small, large and elderly households. If the City does not receive a Lead Grant, the number is reduced to 25 Weatherization, 10 small, large and elderly households Lead Testing and Clearance 10 units
Location Description		City-wide. Locations not yet identified
Planned Activities		<ul style="list-style-type: none"> Programs are ongoing. A change will be proposed in the coming months to wrap in Curb Appeal Program with that of the Residential Program. Rehab Program Budget \$230,000 for programs and \$70,000 for CDBG staff costs Weatherization Budget \$41,500 Lead Testing Budget \$5,000
3 Project Name		Economic Development/Auburn
Target Area		DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
Goals Supported		Economic Opportunity
Needs Addressed		Economic Opportunity
Funding		CDBG: \$231,000
Description		Economic Development Programs consist of Commercial Rehabilitation, Small Business Loan, and Curb Appeal Programs.
Target Date		6/30/2015
Estimate the number and type of families that will benefit from the proposed activities		<ul style="list-style-type: none"> Small Business Loan and Commercial Rehab Loan Program, 5 businesses will create jobs for 15 individuals.
Location Description		Unknown at this time

	Planned Activities	Marketing of these programs will be through the City's Economic Development Department by Economic Development Specialist who focuses efforts in the Downtown. Economic Development Programs: Small Business Loan Program, Commercial Rehabilitation, Curb Appeal, Budget \$231,000, \$6,000 of which will be for CDBG staffing
4	Project Name	Public Improvements/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Goals Supported	High Quality of Life
	Needs Addressed	High Quality of Life
	Funding	CDBG: \$341,937
	Description	Funds will be used for development of park and recreation facilities in the Downtown and New Auburn Target Areas. The budget includes funding for administrative costs to undertake these activities.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Census Tract 105 1,991 persons New Auburn River Trail, Walton School Outdoor Learning Center Census Tract 101 1,579 persons Wi-Fi, Shoe-maker Alley, Edward Little Park Census Tract 102 4,379 persons Municipal Beach
	Location Description	<ul style="list-style-type: none"> • New Auburn River Trail, bounded by Broad Street, Second Street, and the Androscoggin River • Municipal Beach, bounded by Fair Street, Turner Road, and Lake Auburn Outlet • Edward Little Park, bounded by Main and Academy Streets • Shoe-maker Alley, between Main Street and adjacent to Auburn Hall • Wi-Fi, serving three inner city target areas • Walton School Outdoor Learning Center, serving New Auburn Target Area and Walton School population

	Planned Activities <ul style="list-style-type: none"> • New Auburn River Trail: The project will be an expansion of Little Andy Park, a project undertaken with Community Development funds 10 years ago. The expansion of this park involves connecting Broad Street to Main Street through a walking path along the Androscoggin River and the Little Androscoggin River. This year's budget will be to acquire and demolish property at 14 Second Street, issue a Request for Proposals for consulting services to develop design plans and construction documents. Budget \$222,000, \$3,000 of which is CDBG staffing costs. • Municipal Beach: complete consulting work to determine park improvement elements. Budget \$53,787, \$500 of which is staffing costs • Edward Little Park: conduct planning effort with community participation for converting a passive park to a sculpture garden. Coordinate efforts to relocate statue of Edward Little into the park. Design improvements with in-house staff, prepare construction documents, and seek bids for the work. Budget \$15,500, \$500 of which is CDBG staffing costs • Shoe-maker Alley: The project will enhance pedestrian connectivity and safety for pedestrian-vehicular cross movements behind Auburn Hall, improve lighting and directional/interpretative signage, as well as handicap accessibility. Design improvements with in-house staff, prepare construction documents, and seek bids for the work. Budget \$15,500, \$500 of which is CDBG staffing costs • Wi-Fi: Install satellite and receivers that will provide free Wi-Fi internet service in the Downtown, New Auburn, and Union Street Target Areas. Seek proposals from suppliers, award a contract for installation of improvements and management of the service. Budget \$25,500, \$500 of which is CDBG staffing costs • Walton School: Encourage cooperative play and physical activity at Walton School. Children will be exposed to nature and will learn social skills. School Department staff will be in the lead for this project. Coordinate bidding and installation of the equipment and improvements. Budget \$9,650, \$500 of which is staffing costs
5	Acquisition and Demolition/Auburn DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA

6	Goals Supported	High Quality of Life
	Needs Addressed	High Quality of Life
	Funding	CDBG: \$70,034
	Description	Removal of blighted properties and acquisition of deteriorated building(s), and schedule for demolition.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	clearance of 2 buildings
	Location Description	Location 1: 88 Newbury Street, a city-owned building Location 2: not yet identified
	Planned Activities	Identify second property. Conduct hazardous materials survey, seek bids for removal of hazardous materials, and demolition of residential structures. Budget \$70,034, \$2,000 of which is for CDBG administration.
	Project Name	Public Services/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Goals Supported	High Quality of Life
	Needs Addressed	High Quality of Life
	Funding	CDBG: \$115,500
	Description	The Community Development Department released an application for public service funding in November 2013. Applications were sent by 14 social service/government funding agencies, 11 of which were selected by a six-member Public Service Committee. The School Department application was funded through the Public Improvements category.
	Target Date	6/30/2015

	<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<ul style="list-style-type: none"> • Androscoggin Head Start & Child Care, social services to families, 26 small and large families. • City of Auburn, recreation scholarships, 125 small and large families. • Literacy Volunteers of Androscoggin, serices to individuals for literacy skills, 100 persons. • Safe Voices, support services for victims to domestic violence, 8 small and large families. • City of Auburn, heating assistance loans, 25 small families and individuals. • Tedford Housing, suport services for formerly persons, 6 individuals. • City of Auburn, first-time homebuyer grants, 4 small and large families. • Catholic Charities, support services for the elderly/disabled, 45 small families. • Seniors Plus, meals for the elderly/disabled, 60 small families. • City of Auburn, fair housing activities, # served unknown. • Police Activities League, youth diversion (from crime), 450 children.
	<p>Location Description</p>	<ul style="list-style-type: none"> • Androscoggin Head Start & Child Care, Webster School, 95 Hampshire Street, Auburn, ME • City of Auburn, recreation scholarships, City-wide • Literacy Volunteers of Androscoggin, City-wide • Safe Voices, shelter located in Auburn (confidential address) • City of Auburn, heating assistance loans, City-wide • Tedford Housing, 22 Pine Street, Auburn, ME • City of Auburn, first-time homebuyer grants, City-wide • Catholic Charities, City-wide • Seniors Plus, City-wide • City of Auburn, fair housing activities, City-wide • Police Activities League, 24 Chestnut Street

	Planned Activities	<p>Sign public service sub-recipient agreements in July, and monitoring. Agencies will provide the services.</p> <ul style="list-style-type: none"> • Androscoggin Head Start & Child Care: Budget \$8,500, \$500 of which will be for CDBG staffing costs • City of Auburn, recreation scholarships: Budget \$25,500, \$500 of which will be for CDBG staffing costs • Literacy Volunteers of Androscoggin: Budget \$9,000, \$500 of which will be for CDBG staffing costs • Safe Voices: Budget \$6,000, \$500 of which will be for CDBG staffing costs • City of Auburn heating assistance loans: Budget \$25,400, \$500 of which will be for CDBG staffing costs • Tedford Housing: Budget \$4,500, \$500 of which will be for CDBG staffing costs • City of Auburn: first-time homebuyer grants, Budget \$4,500, \$500 of which will be for CDBG staffing costs • Catholic Charities: Budget \$3,000, \$500 of which will be for CDBG staffing costs • Seniors Plus: Budget \$4,500, \$500 of which will be for CDBG staffing costs • City of Auburn fair housing activities: Budget \$5,000, \$3,000 of which will be for CDBG staffing costs • Police Activities League: Budget \$20,500, \$500 of which will be for CDBG staffing costs
7	Project Name	Administration of HOME Program/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Funding	HOME: \$25,500
	Description	Salary and fringe benefit costs to administer HOME Program Legal and audit
	Target Date	6/30/2015
	Planned Activities	Administration of HOME Program including subrecipient monitoring. Budget \$28,000 for salaries and fringe, and \$2,500 for legal and audit.
8	Project Name	Administration of HOME Housing Projects/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA

	Goals Supported	Quality Affordable Housing
	Funding	HOME: \$41,000
	Description	Salary and fringe benefit costs to administered HOME funded projects in Auburn. Costs to be charged to specific projects.
	Target Date	6/30/2015
	Planned Activities	Administration of Homebuyer and Homeowner Rehabilitation Programs. Budget \$42,000 for salaries and fringe benefits.
9	Project Name	Home Buyer Assistance Program/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Goals Supported	Quality Affordable Housing
	Needs Addressed	Quality Affordable Housing
	Funding	HOME: \$110,000
	Description	Provide assistance to persons buying a home.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	4 small and large households.
	Location Description	City-wide
	Planned Activities	Provide a 2-to-1 match to potential homebuyers who participate in the Home Buyer Savings Program. This will be in the form of a grant/forgiveable loan. Provide up to a \$15,000 interest-free loan if the homebuyer requires additional help to meet debt-to-income ratios. Budget \$80,000.
10	Project Name	Homebuyer/Acquisition & Rehab/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Goals Supported	Quality Affordable Housing

11	Needs Addressed	Quality Affordable Housing
	Funding	HOME: \$50,000
	Description	Acquire a single family dwelling and renovate it to meet Auburn's Housing Standards. The property will then be sold to an income qualified family. This project is a partnership with Auburn Housing Development Corporation, a CHDO.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	1 household, small or large family.
	Location Description	City-wide. No location identified as yet.
	Planned Activities	Home will be purchased in July, 2014. Renovations on the property will commence in September. The building will be placed back on the market for sale to a qualified buyer in March, 2015. Budget \$115,000 for acquisition, rehabilitation and homebuyer assistance.
	Project Name	Homeowner Rehabilitation/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Goals Supported	Quality Affordable Housing
	Needs Addressed	Quality Affordable Housing
	Funding	HOME: \$376,713
	Description	Rehabilitation of owner-occupied housing units.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	15 households, small and large families.
	Location Description	City-wide

	Planned Activities	Increase affordability of owner-occupied units by providing interest-free loans to make home improvements. Budget \$226,645.
12	Project Name	Tenant Based Rental Assistance/Security Deposit Loans - Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Goals Supported	Quality Affordable Housing
	Needs Addressed	Quality Affordable Housing
	Funding	HOME: \$11,511
	Description	Provide loans for security deposits for tenants with rental vouchers.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	20 households, mostly small families.
13	Location Description	City-wide.
	Planned Activities	Security deposit loans for people who are homeless or at risk of being homeless. Budget for Security Deposit Program \$15,655.
	Project Name	Administration of HOME Program/Lewiston
	Funding	HOME: \$10,292
	Description	Salary and fringe benefits to administer HOME Program - Lewiston
	Target Date	6/30/2015
14	Planned Activities	Administration of HOME Program. Budget \$15,925 for salary and fringe benefits, and a contribution towards consulting services for assistance with the Consolidated Plan.
	Project Name	Homebuyer Assistance - Lewiston
	Target Area	
	Goals Supported	Quality Affordable Housing
	Needs Addressed	Quality Affordable Housing
	Funding	HOME: \$58,750

	Description	Provide financial assistance to persons for the purchase of a home.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	4 households, small and large families.
	Location Description	City-wide.
	Planned Activities	Provide grants/loans to homebuyers to make home purchase affordable.
	Project Name	Homeowner Rehabilitation/Lewiston
15	Goals Supported	Quality Affordable Housing
	Needs Addressed	Quality Affordable Housing
	Funding	HOME: \$230,487
	Description	Rehabilitation of owner occupied units
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	3 households, small, large and elderly families.
	Location Description	City-wide.
	Planned Activities	Loans to improve property to meet Housing Standards.
16	Project Name	Tenant Based Rental Assistance/Security Deposits/Lewiston
	Goals Supported	Quality Affordable Housing
	Needs Addressed	High Quality of Life
	Funding	HOME: \$7,500
	Description	Provide loans to cover security deposits for tenants with rental vouchers
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	16 households, mostly small families.
	Location Description	City-wide
	Planned Activities	Security deposit program provides loans to people who are homeless or are at risk of becoming homeless.
17	Project Name	Rental Development/Lewiston
	Goals Supported	Quality Affordable Housing
	Needs Addressed	Quality Affordable Housing
	Funding	HOME: \$349,874
	Description	Development of rental housing in Lewiston.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	29 units for small and large families.
	Location Description	110-114 Pierce Street and 145-149 Bartlett Street
	Planned Activities	Replacement of rental housing that was raised by a fire in 2013. Low Income Housing Tax Credits have been reserved for this project. Working on securing local approvals.
18	Project Name	Targeted Code Enforcement/Auburn
	Target Area	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	Goals Supported	High Quality of Life
	Needs Addressed	High Quality of Life
	Funding	CDBG: \$80,000
	Description	Focused effort to address problems caused by trash and debris, unsecured vacant buildings, abandoned cars, and zoning violations.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	100 units, many of which are unoccupied.
	Location Description	Three targeted areas where there is a predominance of rental properties.
	Planned Activities	Two Code Enforcement Officers have been assigned to conduct this work. Budget is for salaries and fringe benefits. Targeted Code Enforcement Budget \$80,000.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

City of Auburn: In January 2010 the Auburn City Council adopted the Update to Urban Conditions Study of 1994. The study surveyed the conditions of buildings which indicated 75% of buildings in the target areas were in need of some repair. Blighted areas were established by neighborhoods in which the average score was less than 3.5. The neighborhoods are: Downtown, Union Street, New Auburn, Sandy Beach, and Manley Road Target Areas. These are the locations where Auburn will invest the majority of its Community Development and HOME Investment Partnerships funds, especially for public improvements, housing rehabilitation, homebuyer and commercial assistance. These target areas are where there is the greatest need for public investment. This Action Plan includes public improvement projects in the Downtown (Edward Little Park, Wi-Fi, and Shoe-maker Alley) and New Auburn Target Area (New Auburn River Trail). The municipal beach project is not in a target area.

City of Lewiston: The target area encompasses the four Census Tracts listed above. It is a residentially dense area with poverty rates 3-4 times higher than those of the city, county and state rates. The unemployment rate is 17.7% as compared to the City's as a whole at 9.7%. The individual poverty rate is 41.4% as compared to the City's at 16% the County 16%, Maines's at 8.4% and the Nation at 15.1%. The Median Household Income in the target area is \$22,611, again, one-third as much as the City as a whole. The target area has almost double (45.2%) the city's rate of people receiving food stamps; 30% of households are single parent households; and 42% of children living in the target community are living in poverty. The high school graduates only 68% of students, with the state's highest dropout rate. All of the City's HOME Programs are available through the City.

Geographic Distribution

Target Area	Percentage of Funds
DOWNTOWN TARGET AREA	50
NEW AUBURN TARGET AREA	40
UNION STREET TARGET AREA	10

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Auburn: Both the Downtown and New Auburn Target areas are in the central business district where there is community activity. These are the areas where there is also the greatest concentrations of low-income rental housing, abandoned buildings, and housing that is deteriorated. These areas are in need of revitalizing.

Lewiston: 93.2% of the housing stock was built prior to 1970 as compared to 77.2% in the City as a whole, and 53.6% statewide. The 2010 Census shows that the target area has an average 10% vacancy rate, and over 90% of the population rents in the housing stock we have described as both dilapidated and a health risk. Over the past decade there have been a variety of factors contributing to the decay of housing in the target area. Since 2001, Lewiston has had approximately 5,000 immigrants settle here. The fast in-migration helped fuel a run up in multi-family sales activity. The rental housing bubble burst with the economic crash of late 2007. Those impacts were compounded by the sharp increase in heating oil prices (the primary source of fuel in Maine), which left property owners who customarily paid heat and hot water utilities over-invested with no operating margin. Many of have chosen to walk away and abandon the property, file for bankruptcy or "give it back" to the bank. This is a clear indicator that this vulnerable population has little control of their living environment.

Discussion

In FY2014 there will be no public improvements in Union Street; however, we expect there will be housing rehabilitation and perhaps homebuyer assistance as well as social services. There will be a greater effort to address code enforcement in the Downtown. The Rehab Coordinator will spend 2 of his work days per week working on code enforcement issues and the other Code Enforcement Office will spend an average of 4 days per week.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Auburn's 2010-14 Consolidated Plan identified affordable housing as one of its goals along with the following objectives:

- a* 280 owner and rental units rehabilitated (120 units made lead safe) (CDBG and HOME)
- b* 80 owner and rental units weatherized (CDBG)
- c* 35 buyers assisted to purchase a home (HOME and NSP)
- d* 40 new units of affordable family rental housing (HOME)
- e* 10 units of supportive rental housing for the homeless (HOME)
- f* 75 owners assisted to heat their homes (CDBG)
- g* 100 homeless or at-risk of homelessness assisted with security deposits (HOME)

A number of program guidelines have been adopted by the City Council to make funds available to its residents for affordable housing. These include:

Community Development: Residential Rehabilitation, Spot Rehabilitation, Curb Appeal, and Heating Assistance. Weatherization improvements are available for low- and moderate income households through a partnership with Community Concepts, Inc.

HOME Investment Partnerships Program: Homebuyer, Homeowner Rehabilitation, and Security Deposit.

The HOME Consortium members are the Cities of Auburn and Lewiston, with Auburn as the lead agency. The Cities renewed its Mutual Cooperation Agreement in May 2013 to extend the consortium for another 3 years. The resources from HOME funds are shared between the two cities. Each community operates its own programs; however, program guidelines are approved by the Auburn City Council. The City of Auburn provides oversight and monitoring of projects once they are complete.

Affordable housing is also a goal for the City of Lewiston in the Consolidated Plan with the following objectives:

- a** 20 owner units rehabilitated (HOME)
- b** 10 buyers assisted to purchase a home (HOME)
- c** 40 new units of affordable family rental housing (HOME)
- d** 10 units of supportive rental housing for the homeless (HOME)
- e** 100 homeless or at-risk of homelessness assisted with security deposits (HOME)

One Year Goals for the Number of Households to be Supported	
Homeless	8
Non-Homeless	6
Special-Needs	0
Total	14

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	36
The Production of New Units	29
Rehab of Existing Units	73
Acquisition of Existing Units	9
Total	147

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

Affirmative Market Housing Policy

In 2006 the Auburn City Council adopted a Fair Housing and Affirmative Marketing Policy. The policy identifies fair housing and affirmative marketing requirements during the affordability period for when there are 5 or more HOME-assisted units. Borrowers are required to 1) develop and submit an Affirmative Fair Housing and Marketing Plan and update every 5 years; 2) comply with all applicable federal, state, and local laws to affirmatively market and promote fair housing; 3) provide translators, as needed; 4) maintain documentation of affirmative marketing efforts throughout the period of HOME indebtedness; and submit an annual report that describes affirmative marketing efforts.

Minority Outreach Program

Every three years, the City updates its list of minority and women-owned business. The list includes contractors and consultants who may participate in providing services required to undertake activities. Whenever there is contracted work to be done on behalf of the City, organizations who have responded to an invitation to be included on a solicitation list will receive a notice of the work. The solicitation list was last updated in 2013.

AP-60 Public Housing – 91.220(h)

Introduction

Auburn Housing Authority manages 523 public and multi-family housing units within 11 developments. The occupancy rate is currently over 98% in all developments. All PHA units are in good condition and continue to provide decent, safe, and affordable housing to low income individuals and families.

Auburn Housing Authority contributed both financially and embraced the efforts to complete the Analysis of Impediments to Fair Housing Choice. Further, Auburn Housing Authority has committed to supporting the plan by allowing staff to assist with the implementation of the plan.

Actions planned during the next year to address the needs to public housing

Auburn Housing Authority currently has two resident commissioners who effectively represent the interests of all residents. Another commissioner is a former resident who is an immigrant, owns a home, and has earned a master's degree while working and raising a large family. In addition, Auburn Housing Authority consults regularly with tenant organizations and holds board meetings in different housing developments throughout the year. Auburn Housing's affiliate, Auburn Housing Development Corporation, has worked closely with the City of Auburn in a number of different endeavors to assist lower income households with their housing needs.

Some of the planned actions to address needs of Auburn's public housing inventory and its residents include:

- 1) replace dumpster enclosures as needed throughout;
- 2) repair/replace fencing at Family Development and Broadview Acres;
- 3) install hard-wired smoke detectors at Family Development;
- 4) replace stoves at Broadview Acres; and
- 5) add/replace security cameras as needed throughout.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Auburn Housing Authority continues to work closely with the City of Auburn to promote homeownership. Auburn Housing works with Community Development staff and a local non-profit in an effort to foster development of viable loan product that would enable Muslim households to achieve homeownership.

Auburn Housing Authority continues to offer a savings match to tenants and program participants for home purchase down payments. Auburn Housing Development Corporation, a community housing development organization, has worked with the City for several years to promote homeownership by low income households, and high quality rental housing.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Auburn Housing Authority is designated a “high performer” in both Section 8 and public housing programs by HUD rating systems.

Discussion

Public Housing: As of April 2014 the waiting list for public housing was 430 families and individuals. The majority of need is for apartments with one and two bedrooms. Auburn Housing Authority receives 50 new applications per month. The waiting list is 470. During FY2013, 83 public housing units were vacated and re-rented.

Section 8 Housing Choice Voucher Program: Auburn Housing Authority's Housing Choice Voucher program provided 590 vouchers; however, due to sequestration, that number dropped to 560. As of April 2014 there were 523 on the waiting list. Because this list was recently purged, the number is lower than it was a year ago. It is anticipated to climb rapidly due to low turnover and underfunding.

Resident Services: All public and multi-family housing projects owned by Auburn Housing Authority receive resident services in an effort to help residents achieve stability and success in their lives.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Two new supportive housing resources became available for chronically homeless persons. The Cities of Auburn and Lewiston provided HOME funds to assist in creating 6 units for individuals in Auburn and 10 units for homeless families in Lewiston.

Auburn and Lewiston's homeless needs have been addressed through the Maine Balance of State Continuum of Care. Both Cities, however, participate and sponsor the Lewiston-Auburn Alliance for Services to the Homeless (LAASH), a group of local homeless providers who gather monthly to address the gaps in services to the area's homeless. In 2009, through a LAASH collaboration, the Cities paid for consulting services to develop a 10-Year Plan to Eliminate Homelessness. Much progress had been made; however, with dwindling resources, the group has lost momentum. With the assistance of a facilitator, this summer the LAASH group will embark upon a strategic planning effort to develop new strategies.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City supports two agencies in its efforts to reducing and ending homelessness:

- 1) Support services for Tedford Housing and Safe Voices. Tedford Housing is permanent housing for chronically homeless individuals, and Safe Voices is a homeless shelter for victims of domestic violence.
- 2) Assist homeless or at-risk of homelessness gain access to housing through security deposit assistance.

Further, anyone who presents to the City who is at risk of homelessness or is actually homeless can apply for financial assistance through the City's Social Services office. The Director completes an income evaluation and determines if they are eligible. In a 12-month period, the City assisted 116 unduplicated households by paying for all or a portion of their rent, a total of \$124,566 expenditure. The average household rental assistance is \$1,073.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City assists Safe Voices by providing social service funding for shelter staff. The City does not provide resources for transitional housing.

In addition to assistance provided by the City's Social Service office, beds are available at the following

shelters: Hope Haven Gospel Mission in Lewiston (families), St. Martin DesPorres in Lewiston (single persons), New Beginnings in Lewiston (youth), and Safe Voices in Auburn (victims of domestic violence). The City is supported by the balance of state's continuum of care.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City funds two non-profit agencies who provide social services to chronically homeless individuals, and families with children who are victims of domestic violence. Chronically homeless individuals with drug or alcohol dependency are assisted by St. Francis House in Auburn. St. Francis is a non-profit agency under the umbrella of Catholic Charities and operates a short-term shelter for detox and a transitional housing program.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City has a security deposit program that assists households who are at risk of homelessness or are already homeless. The program is a joint effort with Auburn Housing Authority, the City's Social Services Department and Community Development.

Auburn Housing Authority has established a preference on their Section 8 waiting list for victims of domestic violence.

The City is funding a new program this year as another approach to prevent youth homelessness. The Police Activities League (PAL) will provide a diversion program for youth who have been expelled from school. The program is a collaboration of schools and families to work as a team, expand services, and increase the number of youth who stay at home instead of being referred to foster care. The model includes parents as partners to increase their involvement and strengthen families. There will also be involvement by the School Resource Officer and caseworkers. The program will include students who have been suspended from school, are on probation and those at risk of dropping out or who have dropped out. The PAL Center will provide space for students to receive academic assistance to complete their work. The grantee expects to affect 450 (unduplicated) students from middle and high schools.

Discussion

The 10-Year Plan to End Homelessness in Lewiston and Auburn is designed to break the pattern of homelessness and prevent homelessness for those at risk due to unforeseen circumstances. It offers a path for the homeless themselves to accept responsibility and move forward. At the same time, it provides a path for the community to create the opportunities that the homeless need to succeed. It includes overall strategies addressing prevention, early intervention, crisis response, transition, and permanent affordable housing. Each strategy has specifications. Each action has a lead agency that is responsible for coordinating implementation, partners that will contribute to implementation, and benchmarks that describe specific steps necessary over time for successful implementation. The City's role will be to provide support for the development of permanent housing. The 10-Year Plan is currently under review.

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	
Tenant-based rental assistance	
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	
Total	

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Poverty and the City's aged housing stock support the need for safe, affordable housing. The City's primary response to the need for safe affordable housing in the City is funding for preservation and rehabilitation of existing housing stock. The City dedicates both CDBG and HOME funds for housing preservation, namely the Residential Rehab and Curb Appeal Programs, and Homeowner Rehabilitation. In 2010 the City re-evaluated the conditions which contribute to blight in the City. The prior study evaluated many factors, but the 2010 study only considered buildings. Every other property was surveyed in the existing target areas and the area expanded to include immediately adjacent blocks. New boundaries were established based on a scoring factor that was marked as the blight threshold. The following indicates the percentage of blight by target areas: New Auburn 63%; Union Street 81%; Downtown 88%; Sandy Beach 59%; and Hotel Road 70%.

A second initiative to promote affordable housing is to support affordable homeownership opportunities. The City also provides pre- and post-homebuyer counseling for participants who want to purchase a home, and credit counseling to existing clients who experience credit problems.

Tenants who are at-risk of homelessness can obtain access to rental housing through our Security Deposit Program and rent payment through the City's Social Services Department.

In FY2014 the City of Lewiston has plans to create 29 new rental housing units.

The actions that will be taken to remove barriers to affordable housing include offering programs that will increase home ownership opportunities, improve the quality of owner-occupied and rental housing, increase the supply of affordable rental housing, and providing access to rental housing by those at risk of homelessness.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Several years ago, the City adopted a new Existing Buildings Code that makes it more feasible to renovate older buildings that would otherwise have to comply with new building standards. The Community Development Department follows Housing Standards, a preservation standard for residential units. There are no actions planned in FY2014.

Discussion

The actions that will be taken to remove barriers to affordable housing include offering programs that

Discussion

The actions that will be taken to remove barriers to affordable housing include offering programs that will increase homeownership opportunities, improve the quality of owner-occupied and rental housing, increase the supply of affordable rental housing, and providing access to rental housing by those at risk of homelessness.

Community Development staff also provides pre- and post-homebuyer counseling to people who want to participate in our Homebuyer Program, and credit counseling to program clients who have cash flow problems.

This year the City has begun a five-year effort to encourage fair housing through youth, tenant and landlord education.

AP-85 Other Actions – 91.220(k)

Introduction

The City of Auburn will continue to carry out its Community Development Program in partnership with the other management and delivery entities for housing and community development initiatives. These organizations include the City's Social Services Department, Auburn Housing Authority, and a network of individual non-profit and social service providers.

Actions planned to address obstacles to meeting underserved needs

The City of Auburn's Community Development and HOME budgets address underserved needs of the City. The proposed social service funding projects will meet underserved needs such as food (Seniors Plus Meals on Wheels), shelter (Safe Voices) home safety (housing rehabilitation and home weatherization) and support for families living in poverty (Androscoggin Head Start & Child Care, Recreation Scholarships, Catholic Charities/Search, Police Activities League, Wi-Fi in Downtown and Heating Assistance Loans).

Actions planned to foster and maintain affordable housing

The Curb Appeal Program got off the ground last year. This program provides a grant/loan for exterior improvements while requiring that residential buildings meet Housing Quality Standards. This program improved 9 buildings in the City in FY2013, the majority of which are residential buildings. The City also offers the Residential Rehab and Homeowner Rehab Program to undertake whole house improvements that will meet the City's Housing Standards. The City also offers deferred payment loans to low income homeowners who are facing a health and safety housing issue through its Spot Rehab Program. This program assists residents with severe housing issues such as leaking roofs, condemned heating systems, unsafe electrical, and malfunctioning sewerage disposal systems.

Actions planned to reduce lead-based paint hazards

The City has several programs that reduce the hazards of lead based paint. Both the Residential Rehab and Homeowner Rehab Programs are whole house improvements programs where lead paint problems are eliminated. A clearance is done at the conclusion of each covered project. The City also provides brochures to tenants of buildings that are being improved on how to remain safe when there is lead paint in a building.

The City of Auburn will join in an application from the City of Lewiston to request a federal lead grant to eliminate lead hazards in housing occupied by low-income families.

Actions planned to reduce the number of poverty-level families

Efforts to reduce the number of poverty-level families will be supported through public service efforts of subrecipients. The City of Auburn's Consolidated Plan has identified job training and life skills as a high priority, and working on the 10-Year Plan to End Homelessness.

Actions planned to develop institutional structure

The 2010-14 Consolidated Plan includes objectives and strategies that involve a collaboration of non-profit organizations, housing developers, Auburn Housing Authority, and Community Development staff. With many partners involved in multiple initiatives, coordination is especially important.

Community Development staff is committed to establishing and maintaining relationships with organizations and institutions in an attempt to broaden and strengthen the institutional structure. Auburn will continue to look for opportunities to collaborate with local government, non-profit organizations, and private sector including:

- private lenders, Coastal Enterprise, Inc. and Community Concepts, Inc. – to improve financing resources for home ownership and rehabilitation;
- Auburn Housing Development Corporation, a newly formed CHDO -- partner in Auburn's Lease/Buy Program;
- private lenders, Androscoggin Valley Council of Governments and Lewiston-Auburn Economic Growth Council – to improve financing resources for commercial and industrial clients;
- non-profit developers and CHDO's – to provide and/or develop affordable housing and support services needed by Auburn residents;
- Auburn Housing Authority and Maine State Housing Authority – to address the housing needs of Auburn's low income renter households and to increase home ownership opportunities for low-income tenants;
- Lewiston-Auburn Alliance for Services to the Homeless and Maine State Housing Authority – for better coordination and advocacy for services needed by the homeless, and implementation of rental assistance to the homeless;
- Auburn Health & Welfare, Department of Environmental Protection, Maine Childhood Lead Poisoning Prevention Program – to deliver a comprehensive lead awareness education and screening program;
- Citizen's Advisory Committee – to establish priorities and review progress on achieving Consolidated Plan goals; and
- Healthy Androscoggin – The Lead Safe Community Coalition (LSCC) is a Maine funded Lead Poisoning

Prevention Program. Healthy Androscoggin and the cities of Auburn and Lewiston created the LSCC to educate landlords and tenants to become aware of lead and prevent its negative effects.

Actions planned to enhance coordination between public and private housing and social service agencies

The strength of the delivery system is that it is well-coordinated. The Auburn Community Development Department, the Auburn Housing Authority, the Lewiston-Auburn Alliance for Services to the Homeless, the Lewiston Community Development Department, the Lewiston Housing Authority, other city departments, and local and regional nonprofit organizations, coordinate closely in the planning and delivery of housing services. However, there are not enough resources among all of the partners to meet the identified needs. Waiting lists for services at the housing authorities are long.

The Community Development Director has been involved in a local Green and Healthy Homes Initiative in order to better coordinate housing improvements and bring new resources to the community.

Discussion

The 2010-15 Consolidated Plan identifies quality affordable housing as a goal. To ensure there is an adequate supply to meet the needs of Auburn households, the City will focus primarily on maintaining and improving the existing housing stock as safe.

5 Year Goals Auburn: 280 owner and rental units rehabilitated (120 units made lead safe); 80 owner and rental units weatherized; 35 buyers assisted to purchase a home; 40 new units of affordable family rental housing; 10 units of supportive rental housing for the homeless; 75 owners assisted to heat their homes; and 100 homeless or at-risk of homelessness assisted with security deposits.

FY2014 Goals Auburn: 50 owner and rental units rehabilitated; 15 owner and rental units weatherized; 5 buyers assisted to purchase a home; 15 owners assisted to heat their homes; and 15 homeless or at-risk of homelessness assisted with security deposits.

5 Year Goals Lewiston: 20 owner units rehabilitated; 10 buyers assisted to purchase a home; 40 new affordable rental housing units; 10 units of supportive rental housing for the homeless; 100 homeless or at-risk of homelessness assisted with security deposits

FY2014 Annual Goals Lewiston: 5 owner units rehabilitated; 3 buyers assisted to purchase a home; 15 homeless or at-risk of homelessness assisted with security deposits.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	88.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

none

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Homebuyer and Homeowner Rehabilitation projects will be subject to recapture provisions of the HOME Investment Partnerships Program regulations. Based on combined HOME assistance, the property must be occupied as a principal residence for the minimum periods of 5 years if HOME assistance is less than \$15,000, 10 years if HOME assistance is between \$15,000 and \$40,000, and 15 years if HOME assistance is over \$40,000. The recapture period shall commence when the building acquisition and/or rehabilitation are complete and a project completion certification has been issued for rehabilitation. If the property is sold, transferred, or the purchaser ceases to be occupied by the owner prior to the end of the recapture period, the principal balance of the HOME loan shall be immediately repaid.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Recapture provisions are as follows:

a) **Voluntary Transfer of Title:** The City shall be repaid the full amount of the balance(s) remaining on the HOME loan(s) if the HOME Borrower voluntarily sells, assigns, or transfer ownership of the property for any reason.

b) **Involuntary Transfer of Title:** The City shall collect the net proceeds from a sale of the property up to the outstanding balance of the HOME assistance when the HOME Borrower involuntarily relinquishes the property due to a foreclosure, bankruptcy, appointment of a receiver or liquidator, or assignment for the benefit of the HOME Borrower's creditors, or has demonstrated an inability to remain in the property due to a financial hardship. With respect to the hardship, the City shall determine if the Borrower has adequately met the requirement for an involuntary transfer. Net proceeds are the sales price minus superior loan repayments and closing costs. In the event that the net proceeds are insufficient to repay the HOME loan, the City will then forgive part or all of the HOME loan(s). Prior to accepting net proceeds the City shall assure that the owner has marketed the property for a sufficient period of time, and any offers have been inadequate to satisfy the debt. At this point, upon receiving an offer and after negotiations have ceased to bring in enough resources to cover the outstanding debt, the City shall accept whatever amount is remaining

part or all of the HOME loan(s). Prior to accepting net proceeds the City shall assure that the owner has marketed the property for a sufficient period of time, and there has been no offer that is adequate to satisfy the debt. At this point, upon receiving an offer and after negotiations have ceased to bring in enough resources to cover the outstanding debt, the City shall accept whatever amount is remaining from the sale and foregive the remaining unpaid balance.

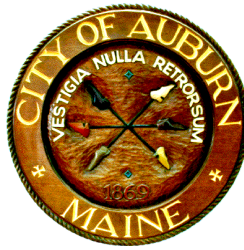
4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

none

Discussion

The City of Auburn requires that a HOME Agreement be signed by the borrower at the closing. The agreement describes the recapture provision for homebuyer, and homeowner rehab. Rental projects are generally deferred payment loans which require no payment unless there is a default during the affordability period. The HOME Agreement for rentals also specifies other requirements such as affordability restrictions with respect to low-income requirements, rent calculations, specifies HOME units with high and low home rents, income determinations, resident protections, record keeping, monitoring, reporting, affirmative marketing, and outreach. The Agreement also specifies how the Agreement will be enforced.

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 37-05052014

ORDERED, by the Auburn City Council that the 2014 Action Plan be adopted as recommended by Community Development staff.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 5, 2014

Order 38-05052014

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: Adopting the School Budget for Fiscal Year 2015

Information:

M.R.S.A. Title 20-A requires municipalities to conduct a school budget validation referendum election each year and it must be held on or before the 30th calendar day following the scheduled date that the City Council approves the school budget. The election date has been scheduled for June 10, 2014 and the soonest date Council can approve the school budget is May 12, 2014.

Financial: N/A

Action Requested at this Meeting: Consider adoption of the FY14-15 School Budget as presented and approved by the School Committee at the next City Council meeting.

Previous Meetings and History: 3/20/2014 Joint meeting, 4/28/2014 workshop

Attachments:

- Notice to voters
- Expenditure Article Detail
- Order 38-05052014

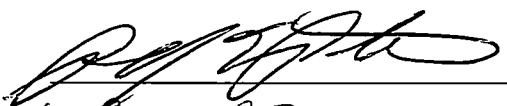
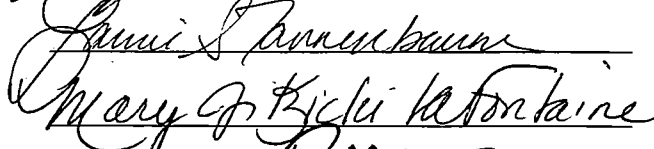


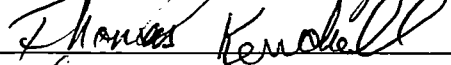

*Agenda items are not limited to these categories.

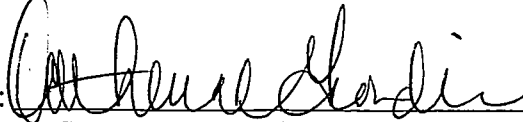
NOTICE OF AMOUNTS ADOPTED AT AUBURN CITY COUNCIL MEETING
FOR VOTERS AT SCHOOL BUDGET
VALIDATION REFERENDUM


TO: Clerk of City of Auburn, State of Maine

Pursuant to 20-A M.R.S.A. §§ 1486(2) and 2307 this Notice is to be displayed at all polling places for the school budget validation referendum to be held on June 10, 2014, to assist the voters in voting on whether to ratify the school budget as adopted by City Council.

<i>Cost Center Summary Budget Category</i>	<i>Amount Recommended by School Committee April 30, 14</i>	<i>Amount Approved and Adopted by City Council Meeting on May 19, 2014</i>
Regular Instruction	\$15,246,432	\$15,246,432
Special Education	\$ 7,962,668	\$ 7,962,668
Career and Technical Education	\$ -0-	\$ -0-
Other Instruction	\$ 752,692	\$ 752,692
Student and Staff Support	\$ 4,402,306	\$ 4,402,306
System Administration	\$ 842,216	\$ 842,216
School Administration	\$ 1,284,149	\$ 1,284,149
Transportation and Buses	\$ 1,108,321	\$ 1,108,321
Facilities Maintenance	\$ 3,512,020	\$ 3,512,020
Debt Service and Other Commitments	\$ 2,707,131	\$ 2,707,131
All Other Expenditures	\$ 423,388	\$ 423,388
Summary of Total Authorized Expenditures	<u>\$38,241,323</u>	<u>\$38,241,323</u>

   A majority of the School Committee	  
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Completed and countersigned by:  4/30/2014
Superintendent of Schools

A true copy of the Notice, attest:  Clerk
City of Auburn

EXPENDITURES

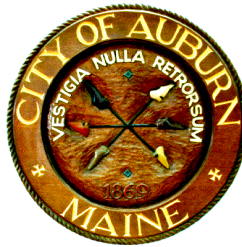
What the Auburn City Council Proposed to Spend on Education from July 1, 2014 to June 30, 2015

Updated 4/30/14

ARTICLE #1 To see what sum the District will be allowed to EXPEND for REGULAR INSTRUCTION Board of Directors Recommends \$15,246,432	ARTICLE #2 To see what sum the District will be allowed to EXPEND for SPECIAL EDUCATION Board of Directors Recommends \$7,962,668	ARTICLE #3 To see what sum the District will be allowed to EXPEND for CAREER & TECHNICAL Board of Directors Recommends \$0	ARTICLE #4 To see what sum the District will be allowed to EXPEND for OTHER INSTRUCTION Board of Directors Recommends \$752,692	ARTICLE #5 To see what sum the District will be allowed to EXPEND for STUDENT & STAFF SUPPORT Board of Directors Recommends \$4,402,306	ARTICLE #6 To see what sum the District will be allowed to EXPEND for SYSTEM ADMINISTRATION Board of Directors Recommends \$842,216
The REGULAR INSTRUCTION article includes costs directly related to the interaction between teachers and students in a learning environment for purposes of the delivery of instruction.	The SPECIAL EDUCATION article includes costs for students receiving services other than those provided by regular programs.	The CAREER & TECHNICAL EDUCATION article includes costs for instructional activities designed to prepare students for careers and further education beyond high school.	The OTHER INSTRUCTION article includes costs to provide students with learning experiences not included under other educational programs.	STUDENT & STAFF SUPPORT includes costs to facilitate and enhance instruction. Guidance Services Salaries & Benefits 856,706 Purchased Services 2,950 Supplies & Equipment 2,580 Health Services Salaries & Benefits 276,513 Purchased Services 5,675 Supplies & Equipment 8,775 Other Student Support Services Salaries & Benefits 6,460 Purchased Services/SROs 206,834 Supplies & Equipment 4,071 Improve of Instruction/Staff Training Salaries & Benefits 1,202,222 Purchased Services 110,876 Supplies & Equipment 35,616 Library Services Salaries & Benefits 370,159 Supplies & Equipment 38,472 Instructional Technology Salaries & Benefits 647,368 Purchased Services 80,195 Supplies & Equipment 451,167 Student Assessment Salaries & Benefits 57,867 Supplies & Equipment 37,800	The SYSTEM ADMINISTRATION article includes costs for activities concerned with establishing and administering policy and operation of the school administrative unit. Board of Education Salaries & Benefits 4,522 Purchased Services 96,011 Supplies & Equipment 6,446 Superintendent's Office Salaries & Benefits 463,462 Purchased Services 5,400 Supplies & Equipment 7,224 Business Office Salaries & Benefits 200,973 Purchased Services 46,690 Supplies & Equipment 11,488 Other Central Services Salaries & Benefits 0 Purchased Services 0 Supplies & Equipment 0
Regular Programs Salaries & Benefits 9,736,774 Substitutes 184,508 Purchased Services 330,700 Supplies & Equipment 355,301 K-2 Programs Salaries & Benefits 2,954,912 Supplies & Equipment 44,019 English-Second Language Salaries & Benefits 599,234 Purchased Services 7,000 Supplies & Equipment 1,540 Alternative Education Salaries & Benefits 734,878 Purchased Services 8,706 Supplies & Equipment 8,495 Gifted & Talented Programs Salaries & Benefits 258,424 Purchased Services 5,350 Supplies & Equipment 16,591	Special Education Programs Salaries & Benefits 5,854,675 Purchased Services 2,094,385 Supplies & Equipment 13,608	Career & Technical Student Support Services 0 Instruction 0 Operation & Maintenance 0 School Administration 0	Co-Curricular Programs Salaries & Benefits 86,253 Purchased Services 34,546 Supplies & Equipment 19,352 Extra-Curricular Programs Salaries & Benefits 311,139 Purchased Services 69,747 Supplies & Equipment 166,102 Other Instructional Programs Salaries & Benefits 54,053 Purchased Services 11,000 Supplies & Equipment 500 Post Secondary Instruction Salaries & Benefits Supplies & Equipment		
15,246,432	7,962,668	0	752,692	4,402,306	842,216

ARTICLE #7 To see what sum the District will be allowed to EXPEND for SCHOOL ADMINISTRATION Board of Directors Recommends \$1,284,149	ARTICLE #8 To see what sum the District will be allowed to EXPEND for TRANSPORTATION & BUSES Board of Directors Recommends \$1,108,321	ARTICLE #9 To see what sum the District will be allowed to EXPEND for FACILITIES MAINTENANCE Board of Directors Recommends \$3,512,020	ARTICLE #10 To see what sum the District will be allowed to EXPEND for DEBT & OTHER COMMITMENTS Board of Directors Recommends \$2,707,131	ARTICLE #11 To see what sum the District will be allowed to EXPEND for ALL OTHER Board of Directors Recommends \$0	SUMMARY ARTICLE To see what sum the District will be allowed to EXPEND for TOTAL PRE-K - 12 EDUCATION Board of Directors Recommends \$37,817,935
The SCHOOL ADMINISTRATION article includes costs for the administrative responsibility of individual schools.	The TRANSPORTATION AND BUS article includes costs for conveying students to and from school.	The FACILITIES MAINTENANCE article includes costs for keeping the physical plant open, comfortable and safe for use. It also includes keeping the grounds, buildings and equipment in working condition.	The DEBT SERVICE AND OTHER COMMITMENT article includes costs for the principal and interest payments on long term debt of the school administrative unit and payment of new school construction.	The ALL OTHER article includes costs for obligations that arise from fulfilling the purpose of the school administrative unit. These costs may include a school nutrition program or support of such, support of community service programs, private school services	The TOTAL PRE-KINDERGARTEN TO GRADE 12 EDUCATION article is the total budget article that authorizes the school administration to raise and expend for the school year.
School Administration Salaries & Benefits 1,208,886 Purchased Services 18,965 Supplies & Equipment 56,298	Transportation Salaries & Benefits 1,525 Purchased Services 783,870 Supplies & Equipment 312,926 Out of District Transportation Salaries & Benefits Purchased Services 10,000 Supplies & Equipment	Maintenance/Custodial Salaries & Benefits 1,219,738 Purchased Services 973,995 Supplies & Equipment 1,318,287 Capital Enhancement & Improvement Salaries & Benefits 0 Purchased Services 0 Supplies & Equipment 0 Capital Renewal & Renovation Salaries & Benefits 0 Purchased Services 0 Supplies & Equipment 0	Debt Service Principal 2,288,060 Interest 419,071 Other Commitments Salaries & Benefits 0 Purchased Services 0 Supplies & Equipment 0	All Other Food Service Transfer 0 School Nutrition Expenses 0 Community Service 0 Non Public School Services 0	Total Expenses Regular Instruction 15,246,432 Special Education 7,962,668 CTE Instruction 0 Other Instruction 752,692 Student & Staff Support 4,402,306 System Administration 842,216 School Administration 1,284,149 Transportation & Buses 1,108,321 Facilities Maintenance 3,512,020 Debt & Other Commitments 2,707,131 All Other Expenditures 0
1,284,149	1,108,321	3,512,020	2,707,131	0	37,817,935
					Plus Adult Ed & Crossing Guide 423,388
					Total Budget 38,241,323

Tizz 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 38-05052014

Ordered that the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2014/2015.

1. That \$15,246,432.00 be authorized to be expended for Regular Instruction;
2. That \$ 7,962,668.00 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$ 752,692.00 be authorized to be expended for Other Instruction;
5. That \$4,402,306.00 be authorized to be expended for Student and Staff Support;
6. That \$ 842,216.00 be authorized to be expended for System Administration;
7. That \$1,284,149.00 be authorized to be expended for School Administration;
8. That 1,108,321.00 be authorized to be expended for Transportation and Buses;
9. That \$3,512,020.00 be authorized to be expended for Facilities Maintenance;
10. That \$ 2,707,131.00 be authorized to be expended for Debt Service and Other Commitments;
11. That \$ 423,388.00- be authorized to be expended for All Other Expenditures;
12. That \$37,817,935.00 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$14,329,818.00 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;

Statutory Recommendation \$ 15,935,333
City Council Adopted \$14,329,818

Explanation: The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.

13. That \$1,587,224.00 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects, in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12;

***Explanation:** Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$0.00 be raised and appropriated in additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, §15690;

***Explanation:** The additional local funds are those locally raised funds over and above the municipality's local contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for education programs.*

15. That the school committee be authorized to expend \$37,817,935.00 for the fiscal year beginning July 1, 2014 and ending June 30, 2015 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, fund balances, state subsidy and other receipts for the support of schools;

16. That the City of Auburn appropriate \$380,880.00 for adult education and raise \$189,080.00 as the local share, with authorization to expend any additional incidental or miscellaneous receipts in the interest and for the well-being of the adult education program;

17. That the City of Auburn raise and appropriate \$42,508.00 for the services of Community Services-Crossing Guards.

18. That in addition to amounts approved in the preceding articles, the school committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated;



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date May 5, 2014

Order 39-05052014

Author: Fire Chief Frank Roma

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: ADOPTION OF AUBURN FIRE DEPARTMENT TRANSPORT PLAN

Information: Adopt the proposal of the Auburn Fire Department to assume EMS 911 transport service.

Financial: See proposed budget and detail.

Action Requested at this Meeting: Approve EMS transport proposal and implementation timeline.

Previous Meetings and History:

- RESOLVE 04-06032013 brought before Council on August 16, 2013 directing the auburn Fire department to develop an operational plan for the provision of EMS transport within the city of Auburn.
- Council update on meetings and discussions with UAS as directed provided on March 6, 2014.
- Formal discussion of EMS proposal before Council on April 14, 2014 with direction to develop finalized proposal and program to bring back before Council for final consideration.

Attachments:

*Agenda items are not limited to these categories.

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 39-05052014

ORDERED, that the Auburn City Council hereby recognizes and supports the proposal of the Auburn Fire Department to implement EMS 911 transport within the city of Auburn, and;

THAT the Auburn Fire Department will utilize its existing facilities that are strategically located, and it's personnel that are trained and equipped to provide to provide Advanced Life Support emergency services within the community, and;

That such a program will reflect best practices in the pre-hospital care field, be adequately staffed and equipped therefore increasing and enhancing service to the community and quality of life, and;

THAT the Auburn City Council hereby directs the City Manager to authorize the Auburn Fire Department to begin preliminary implementation plans to have an EMS transport service ready to go into service no later than 90 days after the adoption of the FY 15 budget.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 5, 2014

Order 40-05052014

Author: Doug Greene, City Planner

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: Vacating a Portion of Foss Street

Information: A portion of Foss Street, a paper street created back in the 1920's, was acquired by Westfield Inc. via a quick claim deed in 2012 from the City of Auburn, with the expectation that the sale of the paper street would terminate a part of Foss Street as a public street. That area was then incorporated into a larger lot, which became the site for a proposed Family Dollar Store. The Planning Board approved the Family Dollar Store at it March 11, 2014 meeting. During the review process, it was discovered that an additional process would be needed to comply with Section 3027 of Maine Revised Statutes regarding vacating a paper street in order to completely remove all insipient public and private access rights. The developer of the Family Dollar Store, Hunt Real Estate Services, has agreed to take responsibility of this process (legal and notification costs).

The vacation process will require the filing of a petition to vacate a portion of Foss Street with the County Registry of Deeds and to notify all property owners and mortgagees of record for the Foss Farm subdivision, which included the paper street "Foss Street". Any property owner or mortgagee who is notified would have the right to appeal the petition to vacate the paper street. The developer has notified property owners but still needs to create a revised notification list that includes mortgagees. (See Attachment 4)

Financial: No Fiscal Impact

Action Requested at this Meeting: Approval of order to vacate a portion of Foss Street. City Clerk will file notice to vacate Foss Street with Androscoggin Registry of Deeds. The developer will be responsible for notifying all owners and mortgagees of record. Staff hopes to confirm adequate notice has been provided to mortgagees prior to Monday's meeting.

Previous Meetings and History: This item was presented at a Council Work Session on April 22, 2014. The Auburn Planning Board was notified of the notice to Vacate Foss Street at their April 8, 2014.

Attachments:

1. Petition to vacate Foss Street (PID# 207-079) page 1 of attachments
2. Information packet from the Engineering Department describing Foss Street, the process of vacating the paper street and an subdivision map from 1924, with the Foss St. area marked. pages 2-5
3. A preliminary site plan for Family Dollar Store showing how Foss St. fits into the development. pg. 6
4. List of property owners to be notified in the "Foss Street" subdivision. pg. 7
5. Copy of quick claim deed of a portion of Foss Street from City of Auburn to Westfield Inc. pg. 8

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

COUNTY OF ANDROSCOGGIN
STATE OF MAINE

NOTICE

M.R. S. Title 23 §3027(1)

A petition has been filed with the municipal officers of the City of Auburn, Maine, to vacate the following way shown upon subdivision plans entitled "Plan of Foss Farm Lots", dated 1920 and recorded at the Androscoggin County Registry of Deeds in Volume 2, Book 4, Page 127 and the "Revised Plan of the Foss Farm, Auburn, Maine", dated June 1924 surveyed by Barron Brothers & True and recorded on October 3, 1941 in Book 7, Page 372.

"Foss Street" - See attached referenced subdivision plans.

If the municipal officers enter an order vacating this way any person claiming an interest in this way adverse to the claims of the petitioners must, within one (1) year of the recording of the order, file a written claim thereof under oath in the Androscoggin County Registry of Deeds and must, within one hundred eighty (180) days of the filing of the claim, commence an action in the Superior Court in Androscoggin County in accordance with the Revised Statutes Title 23, section 3027-A.



PLAN TITLE *FOSS FARM LOTS*

PLAN #: 95

PLAN TYPE: SUBDIVISION

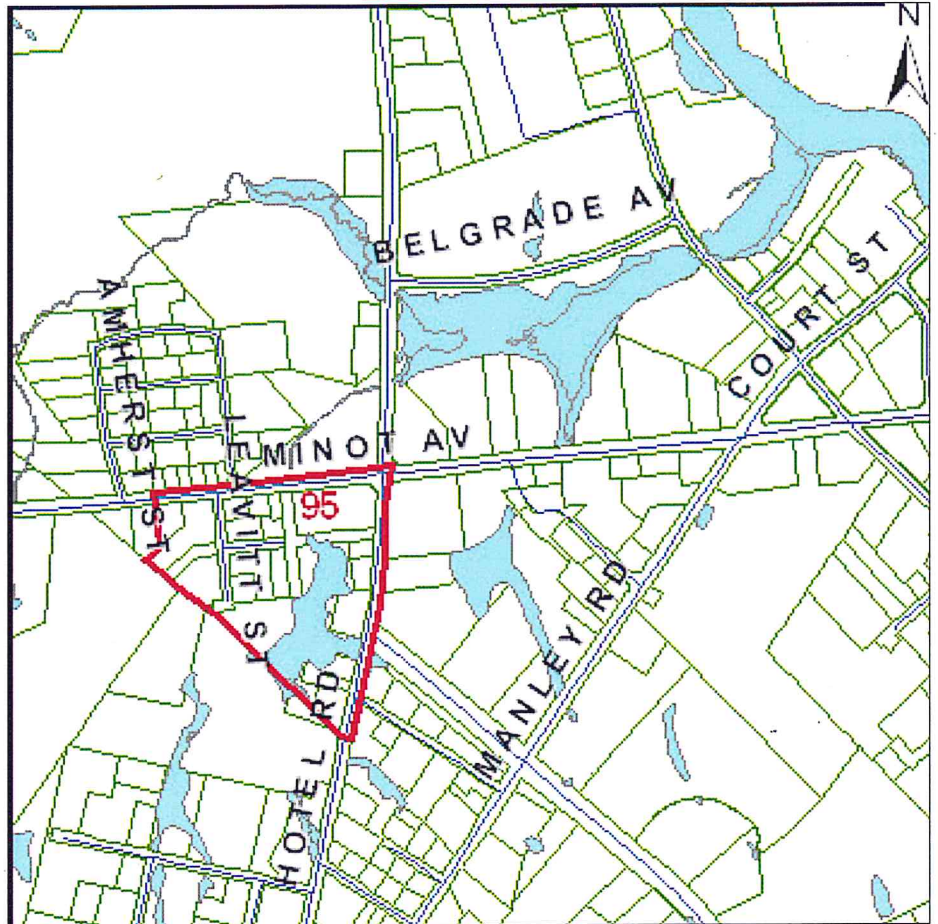
DATE: 1/1/1920

SHEETS: 2

OTHER INFORMATION:

MYLAR TRACING OF PLAN

LOCATION MAP:



STREET NAME ON PLAN

EXISTING STREET NAME

MINOT AV	MINOT AV
FOSS ST	(PROPOSED)
HOTEL RD	HOTEL RD
SWETT AV	SWETT AV
DEROSAY AV	(PROPOSED)

Cover Sheet from Eng. Dept.
for sale of a portion of
Foss St.

"Paper" from Engineering Dept.
regarding the sale of a portion
of Foss St.

Status of PID 207-079

The City of Auburn is offering to sell a portion of tax acquired property identified as PID 207-079 in the City of Auburn tax assessment records. Parcel 207-079 is a tax acquired property comprised of proposed unaccepted (paper) streets laid out originally on a subdivision plan entitled "Plan of Foss Farm Lots, Auburn, Maine," dated 1920 and recorded at the Androscoggin County Registry of Deeds in Plan Book 4, Page 127. The streets are also laid out on a plan entitled "Revised Plan of Foss Farm, Auburn, Maine," dated October 3, 1941 and recorded at said Registry of Deeds in Plan Book 7, Page 372. The parcel to be sold is that portion of the proposed Foss Street between Minot Avenue and Swett Avenue. The parcel dimensions, as of the date of this report, are 40 feet wide by 200 feet in length, 8000 square feet.

Encumbrances:

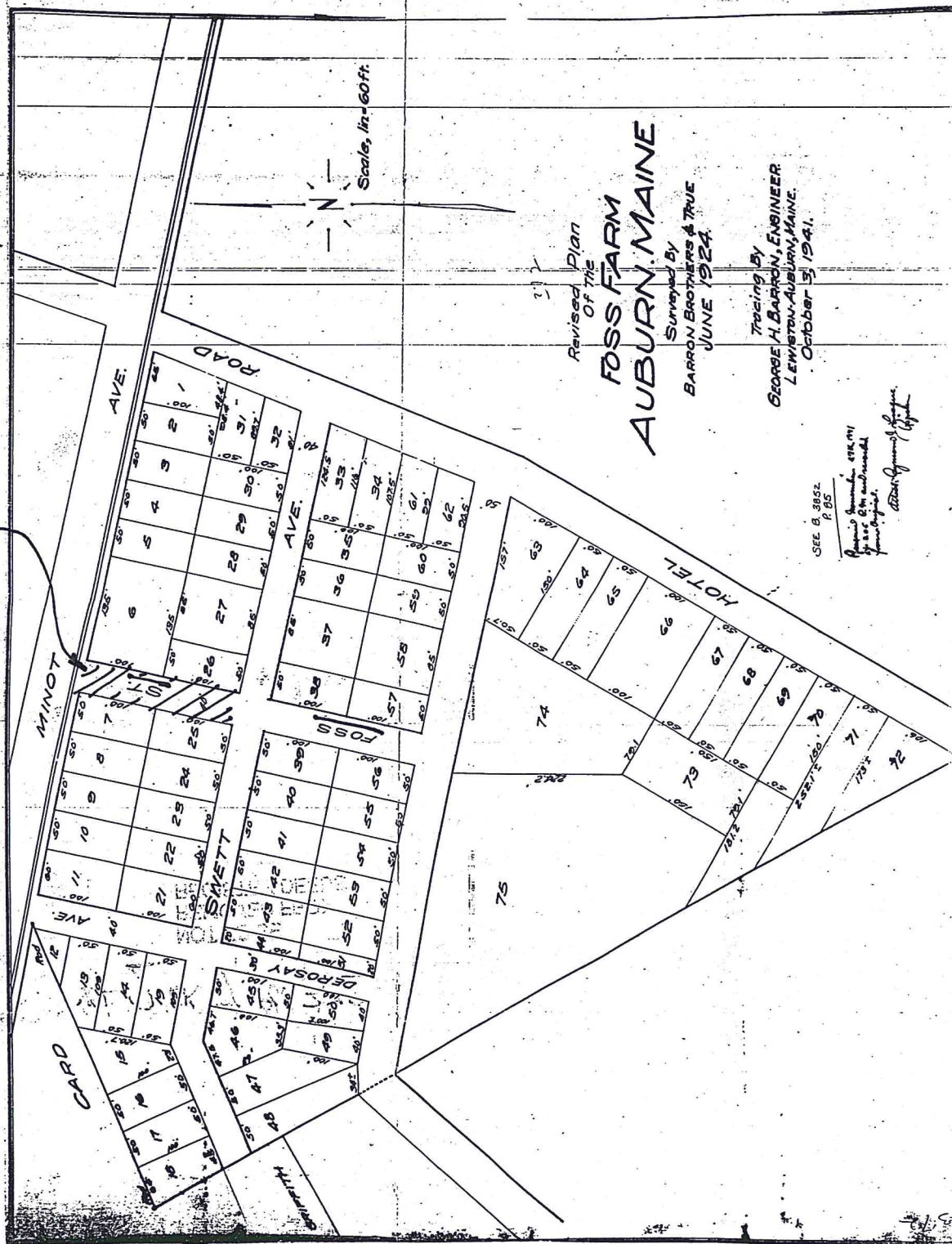
As stated above, this parcel is portion of a paper street, laid out on a subdivision plan recorded at the registry of deeds. As such, it is subject to an incipient dedication to public use, as well as, the private rights of way property owners within the subdivision may have. These potential public and private rights restrict the use of parcel, not allowing for the construction of structures on the parcel, nor available to the property owner for determination of compliance with zoning standards. Public use of the property has been partially established by the installation of an 8" diameter sanitary sewer main running the length of the parcel along the westerly side.

Vacation is the process that provides for the termination of unaccepted dedications of public rights and of unused private rights in subdivision ways. This process is outlined in 23 M.R.S.A. § 3027 and 3027-A (copies attached), and can be commenced by the municipal officers directly, or on petition of persons claiming an interest in the way. This procedure consists of several steps.

1. The municipal officers must give notice of the proposed vacation to the planning board and must give best practicable notice to all owners of record *in the subdivision* (not just to abutters on the paper street) and to their mortgagees of record. If the process is begun by petition, the City of Auburn requires the petitioners cover the cost of the notice and determining the mortgagees of record. The substance of the notice is set out in Section 3027.
2. The municipal officers then file an order of vacation with the city clerk. The municipal officers may determine that damages should be paid to affected landowners. These damages are paid by the petitioners if the vacation process was begun by petition. The legislative body of the municipality does not vote on the matter.
3. The vacation order is then recorded in the registry of deeds pursuant to 23 M.R.S.A. § 3027-A. Any person seeking to contest the vacation order or assert the right to use the way must, within 1 year of the recording date, file in the registry a statement specifying the basis of the claim. Then, within 180 days after this statement is recorded, the claimant must bring a civil action in Superior Court.

Once a paper street has been vacated in this manner, the city ceases to have the right to accept public rights in the street. Under 23 M.R.S.A. § 3027-A, the recording of a vacation order starts the time running within which a notice to preserve private rights must be recorded and a lawsuit filed in order to preserve private rights. Thus, the act of vacation does not itself terminate private rights in a right of way, but commences the deadlines for the taking of actions to preserve those rights.

Portion of Foss St.
Proposed to be vacated



Revised Plan
Of the
FOSS FARM
AUBURN, MAINE

Surveyed by
BARRON BROTHERS & TRUE
JUNE 1924.

Tracing by
GEORGE H. BARRON, ENGINEER
LEWISTON, AUBURN, MAINE.
October 3, 1941.

SEE B. 3852
P. 65

Amended
by the
Register
of Deeds
of the State of Maine

George H. Barron

95.1

VOL. 2 BK 109, 372

MINOT AVE (Westfield, Inc.)
AUBURN, ME

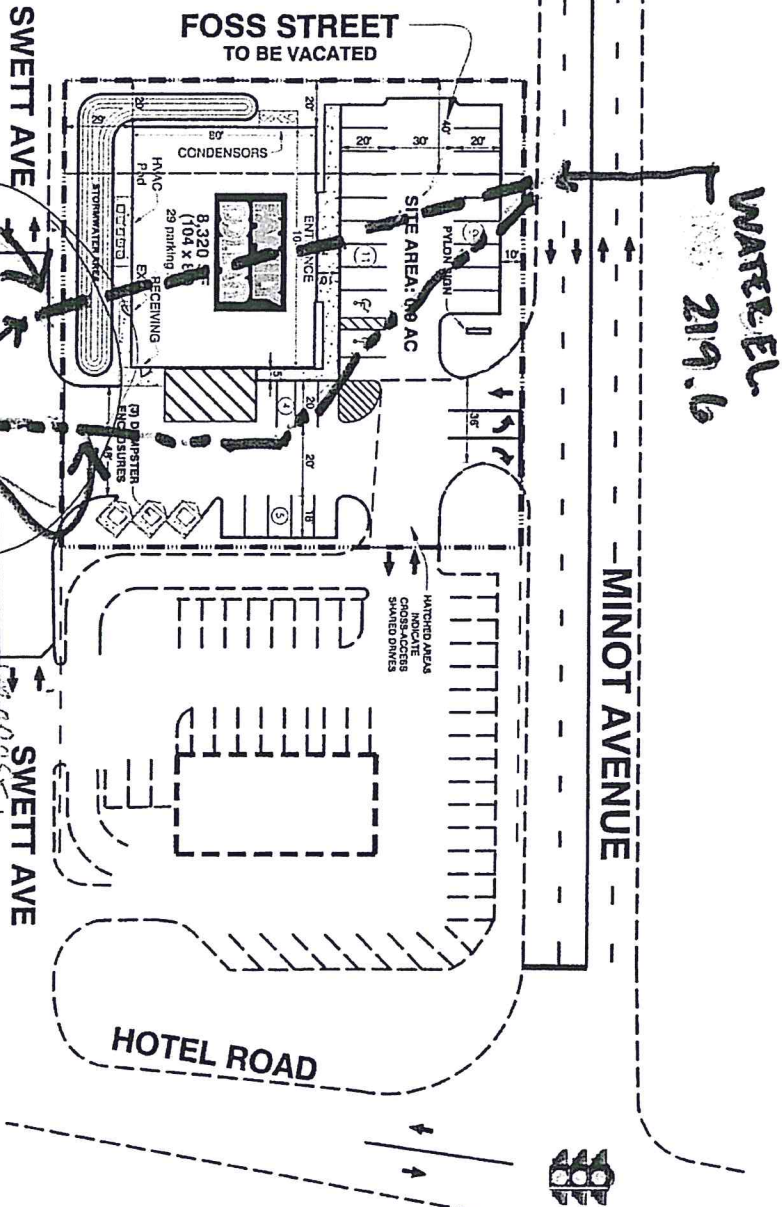
Site Concept Plan 1

Prepared For:

FAMILY OF POLYMER

Blunt Real Estate
5100 W. Kennedy Blvd. - Suite 100
Tampa, Florida 33609
Tel: 813-289-5511

WATER 219.6
CURRENT LOCATION INV. 210.54
PROPOSED NEW ROUTE (+/- 175')



List of Members in Foss Farm Lots Subdivision

Owner	Parcel ID	Legal Reference	Location	Mailing Address	City	State	Zip
Humphrey, William H.	207-068	3844-4	1569 Hotel Road	1569 Hotel Road	Auburn	ME	4210
Humphrey, William H.	207-069	7780-198	1565 Hotel Road	1569 Hotel Road	Auburn	ME	4210
Tassinari, Roy R.	207-070	8149-289	1555 Hotel Road	36 Summit Street	Auburn	ME	4210
Bradbury, Scott M. & Cindy A.	207-071	4817-262	1543 Hotel Road	1543 Hotel Road	Auburn	ME	4210
Bean, Theresa R.	207-072	4575-296	1521 Hotel Road	1521 Hotel Road	Auburn	ME	4210
Larabee, Francis L. Beverly C.	207-073	8495-36	1517 Hotel Road	1517 Hotel Road	Auburn	ME	4210
Dostie, Francis	207-074	1488-275	Sweet Avenue	PO BOX 46	Minot	ME	4258
Tim Donut US Limited Inc.	207-075	1055-721	Sweet Avenue	PO BOX 46	Minot	ME	4258
Westfield, Inc.	207-076	6350-82	848 Minot Avenue	Attn: Katie Fowle, 4150 Tuller Road, Suite 236	Dublin	OH	43017
Earle M. Morency and Ann A. Morency Revocable Trust	207-078	2378-126	850 Minot Avenue	26 Rivers Edge	Kennebunk	ME	4043 U/C with Applicant (Hunt)
City of Auburn	207-080	8437-122	858 Minot Avenue	1065 E. 14th Avenue	Broomfield	CO	80020 Foss and Sweet Paper Streets
Morin, Paul N.	207-081	8464-279	Sweet Avenue	60 Court Street	Auburn	ME	4260
Donovan, Robin L.	207-082	8123-107	862 Minot Avenue	148 Sawyer Road	Auburn	ME	4210
Dube, Heather M.	207-083	8025-57	2 Leavitt Street	561 Broad Street	Auburn	ME	4210
Verrill, Zachery J.	207-084	7732-347	12 Sweet Avenue	12 Sweet Avenue	Auburn	ME	4210
Lizotte, Reed & Marie A.	207-084	7732-347	18 Sweet Avenue	31 Leavitt Street	Auburn	ME	4210
Hatfield, Roland & Barbara D.	207-085	1230-214	21 Sweet Avenue	21 Sweet Avenue	Auburn	ME	4210
J & J Property Management, LLC	207-086	7822-20	20 Leavitt Street	620 Washington Street	Auburn	ME	4210
Bernier, Stacey	207-087	6490-6	34 Leavitt Street	34 Leavitt Street	Auburn	ME	4210
Ahearn, Lisa & Timothy J.	207-088	6884-264	40 Leavitt Street	40 Leavitt Street	Auburn	ME	4210

Email from Eric Cousens about purchase of these lots

Bk 8475 Ps 16 #16034
08-22-2012 @ 03:06PPARKINSON, LLC
Attorneys at Law
Portland Road - Suite 25
Orono, Maine 04468

STATE OF MAINE

MUNICIPAL QUIT CLAIM DEED WITHOUT COVENANTS

The inhabitants of the Municipality of Auburn, a body corporate located in the county of Androscoggin, and State of Maine, for consideration paid by Westfield, Inc., does hereby acknowledge, release, convey and forever quitclaim unto Westfield, Inc., the following described property:

Beginning on the southerly line of Minot Avenue at the northwesterly corner of Lot 6 as depicted on a plan entitled Foss Farm Lots, dated and recorded at the Androscoggin County Registry of Deeds in Plan Book 4, Page 127; thence southerly along the westerly line of Lot 6 and Lot 26 as depicted on said plan two hundred (200.00) feet to the southwesterly corner of Lot 26; thence westerly, at right angles to the last course, forty (40.00) feet to the southeasterly corner of Lot 25; thence northerly along the westerly line of Lot 25 and Lot 7 two hundred (200.00) feet to the southerly line of Minot Avenue; thence easterly along the southerly line of Minot Av forty (40.00) feet to the point of beginning.

Excepting that portion of said parcel taken by the Maine Department of Transportation through a Notice of Layout and Taking dated November 10, 2011 and recorded at the Androscoggin County Registry of Deeds in Book 8296, Page 241.

Said parcel is subject to the rights of the Auburn Sewerage District to maintain an existing 8-inch diameter sanitary sewer line across said parcel and temporary grading rights to the Maine Department of Transportation as defined in the above referenced Notice of Layout and Taking.

This deed is given for the purpose of releasing any interest the City of Auburn may have in the above described premises by virtue of the tax liens recorded on July 11, 1989 in Book 2432, Page 274 on June 13, 1990 in Book 2565, Page 25 and is subject to all rights and/or easements by others.

IN WITNESS WHEREOF, The Inhabitants of the Municipality of Auburn have caused this instrument to be sealed with its corporate seal and signed in its corporate name by Clinton Deschene, its City Manager thereunto duly authorized, this 27th day of July, 2012.


Clinton Deschene, City Manager

State of Maine
Androscoggin, SS.

Then personally appeared the above named Clinton Deschene and acknowledged the foregoing instrument to be his free act and deed and in his capacity the free act and deed of said corporation.

Before me,


Notary Public
Attorney at Law

My Commission Expires
ME Bar No.: 9450

Keith A. McBride

ANDROSCOGGIN COUNTY
TINA M CHOUINARD
REGISTER OF DEEDS

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 40-05052014

TITLE: ORDER – VACATION OF PROPOSED UNACCEPTED WAY FOSS STREET CONANT ESTATE, SECTION 2

Ordered that, whereas notice has been given to the owners and mortgagees of record of the lots on the plan entitled “Revised Plan of the Foss Farm,” dated October 3, 1941 and recorded at the Androscoggin County Registry of Deeds in Plan Book 7, Page 372, and to the Auburn Planning Board in accordance with Section 3027 of the Maine Revised Statutes, the following described portion of Foss Street, a proposed way shown on the plan, is hereby vacated.

Description of way vacated:

The portion of Foss Street between the southerly side of Minot Avenue and the northerly line of Swett Avenue.

Appended hereto and hereby incorporated as Exhibit A to this Order is a list of all the names of the owners of lots shown on said plan together with their mortgagees of record.

No damages are to be paid.

