

City of Auburn, Maine

"Maine's City of Opportunity"

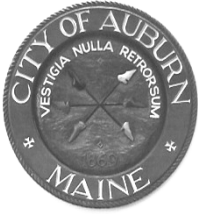
Office of the City Clerk



Council Meeting Agenda Packet

June 21, 2010

This packet contains the City Council Agenda and supporting documents. The items in this packet are bookmarked in Adobe Acrobat .pdf format. You may need to click on the Bookmark tab on the left to open the Bookmark window. If you do not see a Bookmark tab on the left, you may need to select the Show/Hide Navigation Pane button in your icon toolbar above or update your version of the Adobe Reader. You can download the free Adobe Reader application at www.adobe.com.



City Council Meeting and Workshop June 21, 2010

Agenda

5:00 p.m. Dinner

5:30 p.m. Workshop

- A. Discussion: Webpage Development Testimonies (Glenn-10 min)
- B. Discussion: Review of Capital Improvement Bond Issuance (Glenn, Tom- 10 min)
- C. Discussion: MDOT Signage Title 23 M.R.S.A §1915 (Glenn-10 min)
- D. Update: Comprehensive Planning Process (Glenn-10 min)
- E. Discussion: Residential Trash Pickup Ordinance (Bob Belz, Glenn- 15 min)
- F. Discussion: Budget Transfer to Supplement State Revenue Shortfall (Glenn-10 min)
- G. Discussion: Holiday Lighting on Vista Drive—deciding what's reasonable (Glenn-15 min)
- H. Discussion: Vincent Square Conceptual Drawing (Eric Labelle-5 min)

7:00 p.m. City Council Meeting

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. **Consent items are as follows: Minutes of June 7, 2010**

II. Minutes

* Minutes of June 7, 2010

III. Reports

Mayor

Energy Committee Update

Recycling Committee Update

New Auburn Master Plan Action Team (Councilors Gerry and Berube, John Cleveland, Jonathan Labonte, Noella Rochelean, Norm McKeonne, Rick Whiting.)

Comprehensive Plan Team (Councilors Farrell, Samson and Hayes)

City Councilors

- **Michael Farrell:** Rec Adv Bd, Airport, Audit, Lake Aub Watershed Protection Comm,
- **Robert Hayes:** Planning Bd, Water, Library, and Railroad
- **Daniel Herrick:** MMWAC, Auburn Housing
- **David Young:** School Committee, Cable TV Adv Board
- **Raymond Berube:** Lewiston-Auburn Economic Growth Council, Sewer, Audit, USM-L/A
- **Belinda Gerry:** LA Transit, Neighborhood Stabilization Program, L/A Public Health Committee,
- **Eric Samson:** 9-1-1, Auburn Business Development Corp, Andros Valley Council of Gov

City Manager

Finance Report – Month of May

IV. Communications, Presentations and Recognitions

Auburn City Council Meeting & Workshop

June 21, 2010

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*

VI. Unfinished Business

VII. New Business

062110-01 Order – To establish the property tax payment due dates and to establish the property tax delinquency and overpayment interest rates for Fiscal Year 2011

062110-02 Discussion – Review of the Capital Improvement Bonds Projects (CIP2) for FY2011

062110-03 Discussion – Review of Capital Purchases-Special Revenue (CIP3) for FY2011

062110-04 Resolve – Authorize the City Manager to Transfer funds from Undesignated Fund Balance for Fiscal Year 2010 Budget (estimated to be \$400,000)

062110-05 Set July 6th as date for the first Council Meeting in July

062110-06 Confirm Appointment of Karen Veillieux to the Lewiston/Auburn Transportation Committee

062110-07 Executive Session – Labor Negotiations – Teamsters Local Union #340 – Public Works (Title 1, Section 405, Subsection 6D, MRSA)

062110-08 Executive Session – Personnel Issue (Title 1 MRSA Section 405) (City Manager's Evaluation)

VIII. 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 the agenda*.

IX. Future Agenda/Workshop Items

X. ADJOURNMENT

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

- A. Discussion of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;
- G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and
- H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.

**CITY OF AUBURN
JUNE 7, 2010
CITY COUNCIL MEETING**

PRESENT

Mayor Richard D. Gleason, Councilors Michael J. Farrell, Robert P. Hayes, Daniel R. Herrick, David C. Young, Raymond C. Berube, Eric G. Samson and Belinda A. Gerry, City Manager Glenn Aho, Assistant City Manager Laurie Smith, Finance Director Tracy Roy, and City Clerk Mary Lou Magno. There were approximately 42 people in the audience.

Mayor Gleason called the special meeting to order at 7:00 p.m. in the Council Chambers of the Auburn City Building with a salute to the flag.

CONSENT AGENDA

Councilor Berube moved to accept, place on file, and approve the items marked with an asterisk. Seconded by Councilor Samson. Vote: 7 Yeas.

***MINUTES OF MAY 24, 2010**

Approved under consent agenda.

REPORTS OF THE MAYOR

POLICE DEPARTMENT BADGEPINNING CEREMONY

Mayor Gleason administered the Oath of Honor to Police Officers Donald A. Cousins, Meghan J. Fenton, and Nicholas J. Gagnon; Mayor Gleason also announced the following promotions in the Police Department: Lieutenant/Watch Commander Anthony Harrington, Sergeant Laurie Woodhead, Corporal Benjamin Quinnell and K-9 Officers Dutch & Handler Corporal Kristopher Bouchard. Police Chief Phil Crowell presented badges of all of the above officers.

Mayor Gleason read a prepared written report noting events from May 18th thru June 7th. (A copy of the report is on file in the City Clerk's Office.)

REPORTS OF CITY COUNCILORS

Councilors reported on their Council Committee Assignments.

REPORTS OF THE CITY MANAGER

City Manager Glenn Aho reported on E. Waterman Road.

COMMUNICATIONS, PRESENTATIONS, AND RECOGNITIONS

***COMMUNIATION FROM AUBURN PAWN RE: RENEWAL OF PAWN LICENSE**

Approved under consent agenda.

OPEN SESSION

No one spoke

OPEN SESSION CLOSED

UNFINISHED BUSINESS

**1. ORDINANCE – CHAPTER 2, DIVISION 3, SECTION 2-246 – RED FLAG RULES
(SECOND READING)**

Councilor Farrell moved for acceptance of second reading and final passage. Seconded by Councilor Berube. Vote: 7 Yeas.

**2. ORDINANCE – ZONING AMENDMENT TO CHAPTER 29, SECTION 4.2.A.9.d –
SANDWICH BOARD/EASEL SIGNS (SECOND READING)**

Councilor Berube moved for acceptance of second reading and final passage. Seconded by Councilor Hayes. Vote: 7 Yeas.

3. PAVING OF E. WATERMAN ROAD (TABLED 5/24/10)

Councilor Farrell moved to remove this item from the table. Seconded by Councilor Gerry. Vote: 5 Yeas with Councilor Young voting Nay and Councilor Berube abstaining.

(Original motion on May 24th before item was tabled: Councilor Farrell made a motion to do the full paving of E. Waterman Road. Seconded by Councilor Herrick.)

Councilor Farrell moved to amend by putting a 2” binder on E. Waterman Road. Seconded by Councilor Gerry. Vote on the amendment: 5 Yeas with Councilor Young voting Nay and Councilor Berube abstaining.

Vote on passage as amended: 5 Yeas with Councilors Young and Berube voting Nay.

NEW BUSINESS

**4. RESOLVE – AMEND EFFECTIVE DATE OF FEE SCHEDULES (PLUMBING,
ELECTRICAL, ZONING AND BUILDING)**

Councilor Samson moved for passage of the resolve. Seconded by Councilor Berube. Vote: 7 Yeas.

SUSPEND THE RULES

Councilor Samson moved to suspend the rules to go into Executive Session. Seconded by Councilor Hayes, Vote: 7 Yeas.

EXECUTIVE SESSION

Councilor Hayes moved to go into Executive Session pursuant to Title 1 MRSA Section 405E for the purpose of discussing contemplated litigation. Seconded by Councilor Samson. Vote: 7 Yeas.

Councilor Gerry moved to come out of Executive Session. Seconded by Councilor Hayes. Vote: 6 Yeas, No Nays (Councilor Samson out of the room).

5. RESOLVE – AUTHORIZE CITY MANAGER TO EXECUTE PURCHASE AND SALE AGREEMENT – 211 FAIRVIEW AVENUE

Councilor Samson moved for passage of the resolve. Seconded by Councilor Young. Vote: 7 Yeas.

6. PUBLIC HEARING AND ACTION REGARDING SPECIAL AMUSEMENT PERMIT APPLICATION FOR HOLLY’S OWN DELI, 84 COURT STREET

Mayor Gleason opened and closed the public hearing with no public comment. Councilor Hayes moved to approve the Special Amusement Permit. Seconded by Councilor Farrell. Vote: 7 Yeas.

7. EXECUTIVE SESSION

Councilor Gerry moved to go into Executive Session pursuant to Title 1, MRSA, Section 405E for the purpose of discussing contemplated litigation. Seconded by Councilor Hayes. Vote: 7 Yeas.

Councilor Gerry moved to come out of Executive Session. Seconded by Councilor Hayes. Vote: 7 Yeas.

OPEN SESSION

No one spoke.

CLOSED OPEN SESSION

Future Agenda/Workshop Item

Councilor Herrick requested to discuss holiday lights on Vista Drive

Councilor Gerry requested a conceptual drawing of the proposed park at Vincent Square

Councilor Berube requested a workshop to discuss Western Avenue and Franklin School properties

Councilor Farrell requested to discuss zoning issues; and Planning Board authority

ADJOURNMENT – 9:15 PM

Councilor Samson moved to adjourn. Seconded by Councilor Young. Vote: 7 Yeas.

A TRUE RECORD

ATTEST: _____ CITY CLERK

City of Auburn, Maine

FINANCIAL MANAGEMENT REPORT

MAY 2010



PREPARED BY THE FINANCE DEPARTMENT
TRACY ROY, FINANCE DIRECTOR

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



TO: Glenn E. Aho, City Manager
FROM: Tracy Roy, Finance Director
REF: May 2010 Financials
DATE: June 11, 2010

Attached please find the financial report for the month of May 2010. As a guideline for tracking purposes, revenues and expenditures should amount to approximately **91.7%** of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

Revenues

Revenues collected through May 31st were \$63,943,991, or 93.27%, of the budget. The accounts listed below are noteworthy.

- A. Excise tax collected for the month of May is \$256,743. Excise tax collected through March is at 86.41%. This is a \$152,182 decrease from last May and a \$348,747 decrease from fiscal year 2008.
- B. State Revenue Sharing for the month of May is \$314,197, which is 14% less than one year ago this same period. The total percent of the budget is 77.78% which is 13.9% less than projected.
- C. The city received its final fiscal year 2010 payment for State-Local Road Assistance of \$141,465. The total received is 7.25% below what was budget.
- D. Penalties & Interest are above anticipation due to the collection of prior year's real estate and personal property taxes in the month of May whereby \$21,322 was collected.
- E. The EMS account is below projections due to the transfer not being completed until June 2010 for the \$20,000. During the month of May the EMS invoices were sent out in the amount of \$16,900.

Expenditures

Expenditures through May 31st were \$56,345,394 or 86.05%, of the budget. Noteworthy variances are:

- A. Health & Social Services Assistance: This account is at 59.33% due to fewer individuals coming in for assistances which could be attributed to the government extended the unemployment period. This is a increase of only 3.61% from April.

- B. Customer Service: This account is under projections due to the city not purchasing the SkillSoft services this fiscal year as budgeted, so as to remain under budget in overall expenditures due to the decrease in state revenue.

Investments

This section contains an investment schedule as of May 31st as well as a comparison of the investments between May 31st and the prior month. Currently the City's funds are earning an average interest rate of .36%, compared to approximately .37% last year at this time.

Respectfully submitted,

Tracy Roy
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - GENERAL FUND
May 31, 2010

<u>ASSETS</u>	May 31 2010	April 30 2010	Increase (Decrease)
CASH	21,630,132	22,648,943	(1,018,811)
RECEIVABLES			-
ACCOUNTS RECEIVABLES	702,920	784,356	(81,436)
TAXES RECEIVABLE-CURRENT	1,289,844	2,006,515	(716,671)
DELINQUENT TAXES	409,518	409,727	(209)
TAX LIENS	333,047	353,256	(20,209)
NET DUE TO/FROM OTHER FUNDS	(4,165,646)	(4,278,694)	113,048
TOTAL ASSETS	20,199,815	21,924,102	(1,724,288)
			-
			-
			-
<u>LIABILITIES & FUND BALANCES</u>			
ACCOUNTS PAYABLE	45,812	305,536	(259,724)
WAGES & TAXES PAYABLE	(170,200)	(259,541)	89,341
ACCRUED PAYROLL	462,815	462,815	-
STATE FEES PAYABLE	20,741	27,709	(6,968)
PREPAID TAXES			-
IN LIEU OF BONDS	64,250	64,250	-
DEFERRED REVENUE	1,503,748	2,244,231	(740,483)
TOTAL LIABILITIES	1,927,165	2,844,999	(917,834)
FUND BALANCE - NOT DESIGNATED	9,698,914	9,698,914	-
FUND BALANCE - DESIGNATED FOR WORKERS COMP & UNEMPLOYMENT			-
FUND BALANCE - DESIGNATED	1,134,224	1,134,224	-
NET CHANGE IN FUND BALANCE	7,439,511	8,245,966	(806,454)
TOTAL FUND BALANCES	18,272,649	19,079,103	(806,454)
			-
TOTAL LIABILITIES AND FUND BALANCES	20,199,815	21,924,102	(1,724,288)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
AS OF May 31, 2010 vs. May 31, 2009

REVENUE SOURCE	FY 2010 BUDGET	ACTUAL REVENUES THROUGH MAY 31	% OF TOTAL BUDGET	FY 2009 BUDGET	ACTUAL REVENUES THROUGH MAY 31	% OF TOTAL BUDGET
TAXES						
PROPERTY TAX REVENUE- PRIOR YEAR REVENUE	\$ 38,616,214	\$ 37,619,313	97.42%	\$ 38,606,328	\$ 37,025,830	95.91%
HOMESTEAD EXEMPTION REIMBURSEMENT ALLOWANCE FOR ABATEMENT	\$ 648,980	\$ 626,815	96.58%	\$ 648,980	\$ 649,520	100.08%
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -	
EXCISE	\$ 3,100,000	\$ 2,678,724	86.41%	\$ 3,200,000	\$ 2,830,906	88.47%
PENALTIES & INTEREST	\$ 180,000	\$ 226,407	125.78%	\$ 125,000	\$ 235,533	188.43%
TOTAL TAXES	\$ 42,545,194	\$ 42,491,526	99.87%	\$ 42,580,308	\$ 41,701,953	97.94%
LICENSES AND PERMITS						
BUSINESS	\$ 49,600	\$ 43,082	86.86%	\$ 49,900	\$ 45,475	91.13%
NON-BUSINESS	\$ 297,600	\$ 262,064	88.06%	\$ 309,200	\$ 249,200	80.60%
TOTAL LICENSES	\$ 347,200	\$ 305,146	87.89%	\$ 359,100	\$ 294,675	82.06%
INTERGOVERNMENTAL ASSISTANCE						
STATE-LOCAL ROAD ASSISTANCE	\$ 446,000	\$ 413,648	92.75%	\$ 450,000	\$ 353,013	78.45%
STATE REVENUE SHARING	\$ 3,510,000	\$ 2,730,033	77.78%	\$ 3,775,000	\$ 3,172,710	84.05%
WELFARE REIMBURSEMENT	\$ 42,000	\$ 34,581	82.34%	\$ 22,500	\$ 45,475	202.11%
OTHER STATE AID	\$ 25,000	\$ 23,475	93.90%	\$ 30,000	\$ 15,866	52.89%
FEMA REIMBURSEMENT	\$ -	\$ -		\$ -	\$ 281,110	
CITY OF LEWISTON	\$ 154,000	\$ -	0.00%	\$ 154,000	\$ 157,043	101.98%
EDUCATION SUBSIDY	\$ 16,331,017	\$ 13,757,763	84.24%	\$ 16,418,792	\$ 14,766,839	89.94%
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 20,508,017	\$ 16,959,500	82.70%	\$ 20,850,292	\$ 18,792,055	90.13%
CHARGE FOR SERVICES						
GENERAL GOVERNMENT	\$ 132,675	\$ 118,717	89.48%	\$ 145,525	\$ 120,401	82.74%
PUBLIC SAFETY	\$ 103,400	\$ 107,634	104.09%	\$ 80,000	\$ 87,949	109.94%
EMS TRANSPORT	\$ -	\$ 3,307		\$ 310,000	\$ 7,304	2.36%
EMS AGREEMENT & EMS SPECIAL REVENUE	\$ 70,000	\$ 61,400	87.71%	\$ -	\$ -	
EDUCATION	\$ 2,294,836	\$ 3,237,192	141.06%	\$ 2,212,514	\$ 2,439,329	110.25%
TOTAL CHARGE FOR SERVICES	\$ 2,600,911	\$ 3,528,251	135.65%	\$ 2,748,039	\$ 2,654,983	96.61%
FINES						
PARKING TICKETS & MISC FINES	\$ 75,000	\$ 29,625	39.50%	\$ 65,000	\$ 33,679	51.81%
MISCELLANEOUS						
INVESTMENT INCOME	\$ 300,000	\$ 70,312	23.44%	\$ 400,000	\$ 272,607	68.15%
INTEREST-BOND PROCEEDS	\$ 125,000	\$ 1,830	1.46%	\$ 125,000	\$ 93,000	74.40%
RENTS	\$ 129,000	\$ 123,611	95.82%	\$ 132,500	\$ 131,437	99.20%
UNCLASSIFIED	\$ 40,500	\$ (3,690)	-9.11%	\$ 40,000	\$ 346,335	865.84%
SALE OF RECYCLABLES	\$ 21,000	\$ 42,080	200.38%	\$ 85,000	\$ 54,979	64.68%
COMMERCIAL SOLID WASTE FEES	\$ 49,600	\$ 42,390	85.46%	\$ 57,500	\$ 49,147	85.47%
SALE OF PROPERTY	\$ 30,000	\$ 75,266	250.89%	\$ 490,000	\$ 66,185	13.51%
RECREATION PROGRAMS/ARENA	\$ 33,102	\$ 20,000	60.42%	\$ 20,000	\$ 20,000	100.00%
MMWAC HOST FEES	\$ 190,000	\$ 181,438	95.49%	\$ 190,400	\$ 181,042	95.09%
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ -		\$ -	\$ -	0.00%
TRANSFER IN: TIF	\$ 258,241	\$ -	0.00%	\$ -	\$ -	
TRANSFER OUT: TIF	\$ -	\$ -		\$ (2,500,000)	\$ (2,328,119)	93.12%
ENERGY EFFICIENCY	\$ 7,000	\$ 2,750	39.29%	\$ -	\$ 1,013	
CDBG	\$ 8,000	\$ 7,337	91.71%	\$ -	\$ -	
UTILITY REIMBURSEMENT	\$ 60,000	\$ 66,620	111.03%	\$ -	\$ -	
CITY FUND BALANCE CONTRIBUTION	\$ 600,000	\$ -	0.00%	\$ 575,534	\$ -	0.00%
SCHOOL FUND BALANCE CONTRIBUTION	\$ 631,000	\$ -	0.00%	\$ -	\$ -	
TOTAL MISCELLANEOUS	\$ 2,482,443	\$ 629,944	25.38%	\$ (384,066)	\$ (1,112,374)	289.63%
TOTAL GENERAL FUND REVENUES	\$ 68,558,765	\$ 63,943,991	93.27%	\$ 66,218,673	\$ 62,364,971	94.18%

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
AS OF May 31, 2010 vs. May 31, 2009

DEPARTMENT	FY 2010 BUDGET	ACTUAL EXPENDITURES THROUGH MAY 31	% OF TOTAL BUDGET	FY 2009 BUDGET	ACTUAL EXPENDITURES THROUGH MAY 31	% OF TOTAL BUDGET
ADMINISTRATION						
MAYOR AND COUNCIL	\$ 98,763	\$ 88,458	89.57%	\$ 103,500	\$ 85,460	82.57%
LEGAL SERVICES	\$ 64,200	\$ 54,036	84.17%	\$ 55,000	\$ 62,052	112.82%
CITY CLERK	\$ 147,306	\$ 122,793	83.36%	\$ 140,367	\$ 128,273	91.38%
CITY MANAGER	\$ 365,536	\$ 329,816	90.23%	\$ 227,703	\$ 211,837	93.03%
HUMAN RESOURCES	\$ 137,800	\$ 115,685	83.95%	\$ 125,797	\$ 108,669	86.38%
ASSESSING SERVICES	\$ 187,118	\$ 150,780	80.58%	\$ 270,103	\$ 245,733	90.98%
FINANCIAL SERVICES	\$ 412,589	\$ 366,476	88.82%	\$ 374,058	\$ 316,875	84.71%
CUSTOMER SERVICE	\$ 7,500	\$ 580	7.74%	\$ 16,000	\$ 7,423	46.39%
TOTAL ADMINISTRATION	\$ 1,420,812	\$ 1,228,624	86.47%	\$ 1,312,528	\$ 1,166,320	88.86%
COMMUNITY SERVICES						
HEALTH & SOCIAL SERVICES						
ADMINISTRATION ASSISTANCE	\$ 61,766	\$ 56,221	91.02%	\$ 49,240	\$ 46,107	93.64%
INFORMATION SYSTEMS	\$ 85,835	\$ 50,923	59.33%	\$ 48,450	\$ 84,835	175.10%
ICT ENGINEERING	\$ 293,862	\$ 249,115	84.77%	\$ 258,809	\$ 218,697	84.50%
PLANNING & PERMITTING	\$ 347,145	\$ 280,067	80.68%	\$ 435,626	\$ 321,991	73.91%
PARKS AND RECREATION	\$ 782,426	\$ 699,890	89.45%	\$ 829,982	\$ 722,206	87.01%
PUBLIC LIBRARY	\$ 585,295	\$ 475,763	81.29%	\$ 613,361	\$ 538,638	87.82%
COMMUNITY PROGRAMS	\$ 919,407	\$ 842,790	91.67%	\$ 919,407	\$ 842,790	91.67%
COMMUNITY PROGRAMS	\$ 13,650	\$ 12,294	90.07%	\$ 13,650	\$ 13,781	100.96%
TOTAL COMMUNITY SERVICES	\$ 3,089,386	\$ 2,667,064	86.33%	\$ 3,168,525	\$ 2,789,045	88.02%
FISCAL SERVICES						
DEBT SERVICE	\$ 6,780,939	\$ 6,753,785	99.60%	\$ 7,026,199	\$ 7,209,999	102.62%
PROPERTY	\$ 629,749	\$ 620,318	98.50%	\$ 553,307	\$ 514,992	93.08%
WORKERS COMPENSATION	\$ 200,000	\$ 200,000	100.00%	\$ 200,000	\$ 200,000	100.00%
WAGES & BENEFITS	\$ 4,133,953	\$ 3,768,512	91.16%	\$ 4,120,408	\$ 3,845,060	93.32%
EMERGENCY RESERVE	\$ -	\$ -		\$ 329,500	\$ -	0.00%
TOTAL FISCAL SERVICES	\$ 11,744,641	\$ 11,342,615	96.58%	\$ 12,229,414	\$ 11,770,051	96.24%
PUBLIC SAFETY						
EMERGENCY MGMT AGENCY	\$ 6,352	\$ 4,058	63.88%	\$ 7,120	\$ 5,941	83.44%
FIRE DEPARTMENT	\$ 3,541,533	\$ 3,088,990	87.22%	\$ 3,642,524	\$ 3,248,905	89.19%
POLICE DEPARTMENT	\$ 2,953,587	\$ 2,812,554	95.23%	\$ 2,995,571	\$ 2,695,065	89.97%
TOTAL PUBLIC SAFETY	\$ 6,501,472	\$ 5,905,602	90.83%	\$ 6,645,215	\$ 5,949,911	89.54%
PUBLIC WORKS						
PUBLIC WORKS DEPARTMENT	\$ 4,632,101	\$ 3,643,530	78.66%	\$ 4,548,651	\$ 3,998,190	87.90%
WATER AND SEWER	\$ 504,700	\$ 504,125	99.89%	\$ 504,700	\$ 504,125	99.89%
TOTAL PUBLIC WORKS	\$ 5,136,801	\$ 4,147,655	80.74%	\$ 5,053,351	\$ 4,502,315	89.10%
INTERGOVERNMENTAL PROGRAMS						
AUBURN-LEWISTON AIRPORT	\$ 106,750	\$ 106,750	100.00%	\$ 96,750	\$ 96,750	100.00%
E911 COMMUNICATION CENTER	\$ 937,589	\$ 937,590	100.00%	\$ 950,589	\$ 950,589	100.00%
LATC-PUBLIC TRANSIT	\$ 130,000	\$ 97,500	75.00%	\$ 130,000	\$ 130,000	100.00%
LAEGC-ECONOMIC COUNCIL	\$ 96,429	\$ 72,322	75.00%	\$ 106,429	\$ 106,429	100.00%
L-A ARTS	\$ 24,267	\$ 24,267	100.00%	\$ 24,267	\$ 24,267	100.00%
COUNTY TAX	\$ 1,804,820	\$ 1,804,820	100.00%	\$ 1,969,765	\$ 1,969,765	100.00%
TAX SHARING	\$ 290,027	\$ 292,786	100.95%	\$ 325,000	\$ 288,615	88.80%
TOTAL INTERGOVERNMENTAL	\$ 3,389,882	\$ 3,336,035	98.41%	\$ 3,602,800	\$ 3,566,415	98.99%
EDUCATION DEPARTMENT	\$ 34,197,536	\$ 27,717,800	81.05%	\$ 34,206,840	\$ 28,108,963	82.17%
TOTAL GENERAL FUND EXPENDITURES	\$ 65,480,530	\$ 56,345,394	86.05%	\$ 66,218,673	\$ 57,853,020	87.37%

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF MAY 31, 2010**

INVESTMENT	FUND	ACCOUNT BALANCE	INTEREST RATE	VALUE		WEIGHTED AVG YIELD
				BOOK	MARKET	
BANKNORTH MNY MKT	GENERAL FUND	5,024,895.41	0.35%	5,024,895.41	5,024,895.41	17,587.13
BANKNORTH MNY MKT	GF-WORKERS COMP	49,086.88	0.10%	49,086.88	49,086.88	49.09
BANKNORTH MNY MKT	GF-UNEMPLOYMENT	66,372.21	0.35%	66,372.21	66,372.21	232.30
BANKNORTH CD	GF-UNEMPLOYMENT	102,159.12	2.64%	102,159.12	102,159.12	2,697.00
BANKNORTH MNY MKT	SPECIAL REVENUE	1,747,149.59	0.35%	1,747,149.59	1,747,149.59	6,115.02
BANKNORTH MNY MKT	SR-PERMIT PARKING	196,426.28	0.35%	196,426.28	196,426.28	687.49
BANKNORTH MNY MKT	SR-TIF	2,799,357.32	0.35%	2,799,357.32	2,799,357.32	9,797.75
BANKNORTH MNY MKT	CAPITAL PROJECTS	11,527,344.64	0.35%	11,527,344.64	11,527,344.64	40,345.71
BANKNORTH MNY MKT	CAPITAL PROJECTS	119,742.80	0.35%	119,742.80	119,742.80	419.10
BANKNORTH CD	CAPITAL PROJECTS	33,021.40	2.96%	33,021.40	33,021.40	977.43
BANKNORTH MNY MKT	SCHOOL	980,893.06	0.25%	980,893.06	980,893.06	2,452.23
BANKNORTH MNY MKT	ICE ARENA	47,007.94	0.10%	47,007.94	47,007.94	47.01
GRAND TOTAL		22,693,456.65		22,693,456.65	22,693,456.65	0.36%

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
COMPARISON OF APRIL 30, 2010
AND MAY 31, 2010**

INVESTMENT	FUND	APRIL 30, 2010		MAY 31, 2010		INCREASE (DECREASE)	
		VALUE		VALUE		VALUE	
		BOOK	MARKET	BOOK	MARKET	BOOK	MARKET
BANKNORTH MNY MARKET	GENERAL FUND	5,024,879.10	5,024,879.10	5,024,895.41	5,024,895.41	16.31	16.31
BANKNORTH MNY MARKET	WORKERS COMP	49,082.71	49,082.71	49,086.88	49,086.88	4.17	4.17
BANKNORTH MNY MARKET	UNEMPLOYMENT	66,352.49	66,352.49	66,372.21	66,372.21	19.72	19.72
MBIA CLASS ACCOUNT	UNEMPLOYMENT	102,137.43	102,137.43	102,159.12	102,159.12	21.69	21.69
BANKNORTH MNY MARKET	SPECIAL REVENUE	1,747,134.09	1,747,134.09	1,747,149.59	1,747,149.59	15.50	15.50
BANKNORTH MNY MARKET	PERMIT PARKING	196,367.91	196,367.91	196,426.28	196,426.28	58.37	58.37
BANKNORTH MNY MARKET	TIF	2,799,341.17	2,799,341.17	2,799,357.32	2,799,357.32	16.15	16.15
BANKNORTH MNY MARKET	CAPITAL PROJECTS	11,525,687.21	11,525,687.21	11,527,344.64	11,527,344.64	1,657.43	1,657.43
BANKNORTH MNY MARKET	CAPITAL PROJECTS	119,707.22	119,707.22	119,742.80	119,742.80	35.58	35.58
BANKNORTH CD	CAPITAL PROJECTS	33,008.00	33,008.00	33,021.40	33,021.40	13.40	13.40
BANKNORTH MNY MARKET	SCHOOL	980,684.83	980,684.83	980,893.06	980,893.06	208.23	208.23
BANKNORTH MNY MARKET	ICE ARENA	47,003.95	47,003.95	47,007.94	47,007.94	3.99	3.99
GRAND TOTAL		22,691,386.11	22,691,386.11	22,693,456.65	22,693,456.65	\$2,070.54	\$2,070.54

City Council

Agenda Information Sheet

Council Meeting Date: June 21, 2010 Agenda Item No. 1

SUBJECT:

ORDER – To Establish the Property Tax Payment Due Dates and to Establish the Property Tax Delinquency and Overpayment Interest Rates for FY2011.

INFORMATION:

Pursuant to 36 M.R.S.A. § 505, this order establishes the real estate property tax and personal property tax due dates of the Fiscal Year 2011. Real Estate property tax will be due in halves on September 15, 2010 and March 15, 2010. Personal property tax will be due, in its entirety, September 15, 2010. Also, pursuant to 36 M.R.S.A. § 505, this order confirms the interest rate for over payment and delinquent taxes as determined by the Treasurer of the State of Maine. The maximum rate set by the State Treasurer is determined by prime rate as published by the Wall Street Journal on the first business day of the calendar year, rounded up to the next whole percent plus 3 percentage points.

STAFF COMMENTS/RECOMMENDATION:

City Manager recommends passage of the order.

REQUESTED ACTION:

Motion for passage of the order.

VOTE:

City of Auburn

CITY COUNCIL, AUBURN MAINE

Date: June 21, 2010

TITLE: ORDER: To establish the property tax payment due dates and to establish the property tax delinquency and overpayment interest rates for Fiscal Year 2011.

Be It Ordered by the Auburn City Council, That Fifty percent (50%) of all real estate taxes assessed as above and committed to the collector, shall be due proportionately from each tax payer on September 15, 2010 and the remaining fifty percent (50%) shall be due on March 15, 2011. Except as may be provided by resolve regarding payments in accordance with an installment payment plan, any real estate taxes remaining uncollected on September 15, 2010 and March 15, 2011 respectively, shall bear interest at a rate of 7% per annum from and after such dates. Personal property taxes shall be due and payable on or before September 15, 2010. Any personal taxes remaining unpaid after September 15, 2010 shall bear an interest rate of 7% per annum from and after such date. Interest on all delinquent taxes shall be computed on a daily basis and shall be collected by the Tax Collector. The Tax Collector is authorized to accept tax prepayments.

Motion for passage:

Seconded by:

Vote:

Action by City Council:

Date:

ATTEST:

CITY CLERK

City Council

Agenda Information Sheet

Council Meeting Date: June 21, 2010

Agenda Item No. 2

SUBJECT:

DISCUSSION- Review of the Capital Improvement Bond Projects (CIP2).

INFORMATION:

The Approval of the \$5,350,000 Bond Issuance requires public notice and hearing and two reading, which are scheduled for July 6th and July 19th. The City's total indebtedness is approximately \$73 million, which represents approximately 24% of what is allowable by Maine law.

The School Department's Capital Improvement projects of approximately \$1 million are proposed to be funded through Qualified Zone Academy Bonds.

STAFF COMMENTS/RECOMMENDATION:

Discussion and Questions. The City Council will vote on this at it's 7/6/10 and 7/19/10 meetings.

REQUESTED ACTION:

VOTE:



City of Auburn

Debt Service

Fiscal Year 2011
Approved 5.24.2010

Line Items	Last Year	Dept. Request	Manager Request
Debt Service	Total	6,780,939	6,816,314

Estimated Detail of Debt Service

Actual expenses may vary according to changing circumstances

Debt Service	Maturity	Issued Amount	Balance	Principal	Interest	Dept. Request	Manager Request	
Public Impr. 00/01	4.98%	11/10	\$ 4,400,000	\$ 840,000	\$ 300,000	\$ 7,923	\$ 307,923	\$ 307,923
Public Impr. 01/02	4.98%	11/11	\$ 5,500,000	\$ 1,100,000	\$ 409,500	\$ 25,844	\$ 435,344	\$ 435,344
Public Impr. 02/03	4.98%	11/12	\$ 4,000,000	\$ 1,200,000	\$ 390,000	\$ 33,452	\$ 423,452	\$ 423,452
City Building	3.89%	11/22	\$ 8,200,000	\$ 5,330,000	\$ 410,000	\$ 218,888	\$ 628,888	\$ 628,888
Library	4.088%	9/24	\$ 3,500,000	\$ 2,625,000	\$ 175,000	\$ 103,250	\$ 278,250	\$ 278,250
Public Impr. 03/04	4.0%	9/14	\$ 4,680,000	\$ 2,330,000	\$ 313,961	\$ 55,834	\$ 369,795	\$ 369,795
Public Impr. 03/04	3.058%	11/13	\$ 2,770,000	\$ 1,108,000	\$ 223,500	\$ 26,696	\$ 250,196	\$ 250,196
MMWAC Refi.	4.0%	11/14	\$ 11,950,000	\$ 3,135,000	\$ 1,095,000	\$ 103,500	\$ 1,198,500	\$ 1,198,500
Public Impr. 05/06	4.23%	9/15	\$ 5,000,000	\$ 3,000,000	\$ 390,000	\$ 85,800	\$ 475,800	\$ 475,800
Public Impr. 06/07	4.036%	9/16	\$ 5,000,000	\$ 4,000,000	\$ 361,008	\$ 93,862	\$ 454,870	\$ 454,870
Public Impr. 07/08	3.47%	9/17	\$ 6,000,000	\$ 5,400,000	\$ 398,220	\$ 106,524	\$ 504,744	\$ 504,744
Public Impr. 08/09	3.65%	9/18	\$ 5,730,000	\$ 5,155,000	\$ 500,000	\$ 153,125	\$ 653,125	\$ 653,125
Public Impr. 09/10	3.0%	3/20	\$ 5,455,000	\$ 5,455,000	\$ 545,500	\$ 143,876	\$ 689,376	\$ 689,376
MMBB Clean Water ARRA			\$ 827,854	\$ 786,461	\$ 41,393	\$ 19,658	\$ 61,051	\$ 61,051
Other Expenses			\$ 73,012,854	\$ 41,464,461	\$ 5,553,082	\$ 1,178,232	\$ 5,000	\$ 5,000
Interest Payment for FY11 Bond							\$ 80,000	\$ 80,000
							\$ 6,816,314	\$ 6,816,314

Debt Limit Calculation

State Valuation	\$2,054,450,000
Total Debt Limit	\$308,167,500
City Debt Balance	73,012,854
Percent of Allowable Debt	24%

Line Item Narrative

Debt Service: The City is subject to a statutory limitation by the State of Maine of its general long-term debt equal to 15% of the State's valuation of the City. This request includes \$80,000 for an interest payment in the event the City Council approves of the FY11 Bond. The MMBB debt is financed at 0%. The Total principal loaned was \$2,345,000 and of that amount, \$689,293 has been forgiven and the principal amount to be repaid is \$1,655,707. This financing package was made possible by the American Reinvestment and Recovery Act.

City of Auburn

CITY COUNCIL, AUBURN, MAINE

Date: July 6, 2010

TITLE: ORDER - AUTHORIZING THE ISSUANCE AND SALE OF CAPITAL IMPROVEMENT BONDS IN THE AMOUNT OF \$5,350,000 (Annual Capital Improvement Program) (First Reading – Public Hearing)

Be It Ordered by the Auburn City Council, following a public hearing duly called and held as required by Article 8, Section 8.13 of the Auburn City Charter, that there be and hereby is authorized the issuance and sale of the City's general obligation bonds in the amount of \$5,350,000, the proceeds of which are hereby appropriated to fund the costs of the following Capital Improvements (including costs of issuance, capitalized interest, and any other costs related or ancillary thereto):

Acquisition of the following capital equipment and the design, construction, renovation, and rehabilitation of the following capital improvements, all constituting part of the City's FY11 Capital Improvement Program:

Department	FY11 Projects Only (See CIP for full description)	CIP Page	Proposed Financing	CIP	FY 2011 CIP Bond
Engineering	Major Drainage	27	Bond	CIP2	\$ 460,000
Engineering	MDOT Match	29	Bond	CIP2	\$ 200,000
Engineering	Reclaim	30	Bond	CIP2	\$749,944
Engineering	Resurface	31	Bond	CIP2	\$1,133,240
Engineering	Reconstruction	32	Bond	CIP2	\$2,088,542
Engineering	Sidewalk Improvement Program	35	Bond	CIP2	\$100,000
ICT	Integrated Messaging	86	Bond	CIP2	\$25,000
Fire	Engine Five and Central Station Parking and Ramp Area	106	Bond	CIP2	\$150,000
Planning	Traffic Signal Loop Repairs	154	Bond	CIP2	\$44,800
Planning	Roadway Lighting Upgrades	155	Bond	CIP2	\$7,000
Planning	Traffic Signal Preemption Repairs	156	Bond	CIP2	\$3,850
Police	HVAC System	161	Bond	CIP2	\$30,000
Public Works	Building and Grounds	174	Bond	CIP2	\$26,500
Public Works	Heavy Equipment	176	Bond	CIP2	\$238,050
Recreation	Softball Field repairs	135	Bond	CIP2	\$15,000
Recreation	Flash Cam	140	Bond	CIP2	\$6,500
Administration	Bond Counsel				\$14,000
Contingency	Retained earnings for bid variances				\$57,574
TOTALS					\$5,350,000

City of Auburn

CITY COUNCIL, AUBURN, MAINE

Date: July 6, 2010

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

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

THAT in order to finance temporarily the projects described above, the Finance Director is authorized to expend up to \$5,350,000 either from available funds of the City or from the proceeds of Bond Anticipation Notes (BAN's) which would be reimbursed or refinanced from bond proceeds.

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

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

A Public Notice describing the general purpose of the borrowing and the terms thereof was publishing the same on _____, in the *Lewiston Sun-Journal*, a daily newspaper published in Androscoggin County.

Motion for acceptance of first reading:

Seconded by:

Vote:

Motion for acceptance of second reading and final passage:

Seconded by:

Vote:

Action by City Council:

Date:
ATTEST:

CITY CLERK

City Council

Agenda Information Sheet

Council Meeting Date: June 21, 2010

Agenda Item No. 3

SUBJECT:

**DISCUSSION- Reviewing Capital Purchases-Special Revenue (CIP3) for
FY2011-\$370,000**

INFORMATION:

The City's capital projects have three funding sources: CIP1 which is operational and has already been approved; CIP2 which is bonded and has been approved in first reading in the aforementioned resolve; and CIP3 which is funded through special revenues and unallocated bond funds. This resolve will approve the capital projects that have been selected for FY2011 funding as discussed at the City Council's April 17, 2010 Budget Workshop. The list of CIP3 projects were included in the Budget Summary Document and the Capital Improvement Planning Document.

STAFF COMMENTS/RECOMMENDATION:

Discussion and Questions. The City Council will vote on this at it's 7/6/10 and 7/19/10 meetings.

REQUESTED ACTION:

VOTE:



City of Auburn

Capital Summary (2)

Fiscal Year 2011
Approved 5.24.2010

Department	FY11 Projects Only (See CIP for full description)	Page	Proposed Financing	CIP	FY 2011 CIP
City Clerk	CIP - Election Equipment	26	Grant	CIP3	\$ 42,000
CS-Engineering	CIP - Municipal Parking Garage	39	Special Rev.	CIP3	\$ 80,000
CS-ICT	CIP - Network Infrastructure	84	Special Rev.	CIP3	\$ 6,000
Fire	CIP - Power Back-up Engine 5	103	Grant	CIP3	\$ 22,000
Planning	CIP - Parking Garage LED Retrofit	157	Special Rev.	CIP3	\$ 50,000
Public Works	CIP - Drainage Imp. Program -	182	Unallocated	CIP3	\$ 69,000
Public Works	CIP - Non-Vehicle Equipment	177	Unallocated	CIP3	\$ 42,000
Public Works	CIP - Machinery	178	Unallocated	CIP3	\$ 4,000
Public Works	CIP - Street Improvement -	180	Unallocated	CIP3	\$ 20,000
Public Works	CIP - Guard Rail Replacement	181	Unallocated	CIP3	\$ 20,000
Public Works	CIP - Court St. Retaining Wall Repair	183	Unallocated	CIP3	\$ 15,000
TOTALS					↓ \$ 370,000

Note: The Municipal Parking Garage project was reduced by \$20,000 and the Parking Garage LED was increased by \$20,000 so as to apply for a new grant opportunity that surfaced recently.

City Council

Agenda Information Sheet

Council Meeting Date: June 21, 2010 **Agenda Item No. 4**

SUBJECT:

Resolve – Authorize the City Manager to Transfer funds from Undesignated Fund Balance for Fiscal Year 2010 Budget (estimated \$400,000)

INFORMATION:

Pursuant to 36 M.R.S.A. § 505, this order establishes the real estate property tax and personal property tax due dates of the Fiscal Year 2011. Real Estate property tax will be due in halves on September 15, 2010 and March 15, 2010. Personal property tax will be due, in its entirety, September 15, 2010. Also, pursuant to 36 M.R.S.A. § 505, this order confirms the interest rate for over payment and delinquent taxes as determined by the Treasurer of the State of Maine. The maximum rate set by the State Treasurer is determined by prime rate as published by the Wall Street Journal on the first business day of the calendar year, rounded up to the next whole percent plus 3 percentage points.

STAFF COMMENTS/RECOMMENDATION:

City Manager recommends passage of the order.

REQUESTED ACTION:

Motion for passage of the Resolve.

VOTE:

City of Auburn

City Council, Auburn, Maine

Date: June 21, 2010

TITLE: RESOLVE – Authorize the City Manager to Transfer funds from Undesignated Fund Balance for Fiscal Year 2010 Budget
(estimated \$400,000)

Be It Resolved by the Auburn City Council that the City Manager is hereby authorized to Transfer funds from Undesignated Fund Balance for Fiscal Year 2010 Budget estimated to be \$400,000.

Motion for acceptance:

Seconded by:

Vote:

Action by the City Council:

Date:

Attest:

City Clerk

City Council

Agenda Information Sheet

Council Meeting Date: 6/21/2010 Agenda Item No. 7

SUBJECT:

**Executive Session – Labor Negotiations- Teamsters Local Union #340
(Public Works) (Title 1 Section 405, Subsection 6D, MRSA)**

INFORMATION:

STAFF COMMENTS/RECOMMENDATION:

REQUESTED ACTION:

Motion to go into Executive Session for the purpose of discussing Labor Negotiations
Title 1 M.R.S.A. Section 405, Subsection 6D.

VOTE:

City Council

Agenda Information Sheet

Council Meeting Date: 6/21/10 Agenda Item No. 8

SUBJECT:

Executive Session – Personnel Issue

INFORMATION:

STAFF COMMENTS/RECOMMENDATION:

REQUESTED ACTION:

Motion to go into Executive Session for the purpose of discussing a Personnel Issue- City Manager's Evaluation pursuant to Title 1 M.R.S.A. Section 405.

VOTE: