

# MANAGER'S REPORT

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*July 1, 2013*

## **ICE ARENA STATUS**

- Great news! Staff was able to secure additional advertisement for the ice arena. Hilton Gardens/Hampton Inn will be the premiere accommodations provider facility for 5 years for \$25,000 per year!
- Cote Crane of Auburn has also agreed to advertise on one side of the ice resurfacers for \$3750 per year. We look forward to their presence!
- The "Founders Wall" web site is now live and ready for orders. Visit [www.getetched.com/auburnicearena](http://www.getetched.com/auburnicearena) to place your order. This sponsorship opportunity offers three tiers of support ranging from: \$100 - bronze level, \$250 - silver level and \$500 - gold level.
- Staff continues to attend client meetings focused on sponsorship and advertising.
- Staff secured a total \$2,250 in sponsorship/advertising revenue from one client. **A total of \$43,500 has been collected for advertising/sponsorship!**  
**Great job!**
- Ravi finished a draft RFP for vending machines and arcade games and forwarded to the City Manager and Purchasing Agent for review.
- The first on-site construction meeting was scheduled for June 19.

## **ROUTE 4 PROJECTS**

ATRC (Androscoggin Transportation Research Center) Policy Committee has recommended funding the following Auburn projects:

- \$500,000 for Route 4, south of Lake Shore Dr to north of Blanchard Rd: overlay and restriping to 5 lanes;
- \$150,000 for Route 4 at Fair/Martin/boat launch: PE for future roundabout
- \$150,000 for Route 4 at Lake Shore: PE for future roundabout
- \$195,000 transfer to PIN 11599.20, Minot Ave bin wall: funding shortfall based on latest MaineDOT estimate

- \$400,000 transfer to PIN 14787.10 (South Main St, Vickery Road to Cook St) funding shortfall based on latest Maine DOT estimate

As you can see a significant amount of funding has come our way to deal with safety issues on Route 4 and funding shortfalls on a few MDOT projects. There is a public comment period between now and June 27, 2013.

Posted on: May 30, 2013

### **ATRC TIP Amendment**

#### AMENDMENTS TO THE ATRC FY 2012-2015 TRANSPORTATION IMPROVEMENT PROGRAM

The Androscoggin Transportation Resource Center (ATRC), being the designated Metropolitan Planning Organization (MPO) for Lewiston, Auburn, Lisbon and Sabattus, is amending the ATRC Transportation Improvement Program (TIP) for the years 2012-2015 as follows:

Take the following funds out of PIN 14272.00, and create these new projects:

- \$500,000 for Auburn, Route 4, south of Lake Shore Dr to north of Blanchard Rd: overlay and restriping to 5 lanes;
- \$150,000 for Auburn, Route 4 at Fair/Martin/boat launch: Preliminary engineering for future roundabout;
- \$150,000 for Auburn, Route 4 at Lake Shore: Preliminary engineering for future roundabout;
- \$1,500,000 for Lewiston, Bartlett St, East to College: resurfacing;
- \$195,000 transfer to PIN 11599.20, Minot Ave, Auburn, bin wall repairs;
- \$400,000 transfer to PIN 14787.10, Auburn, South Main St, Vickery Rd to Cook St: reconstruction funding shortfall;
- \$1,000,000 for traffic signal upgrades: Lewiston and Auburn;
- TOTAL: \$3,895,000

ATRC is now requesting public input and/or comments on these projects. Please forward your comments by Wednesday, June 26, 2013, to AVCOG/ATRC at 125 Manley Road, Auburn, Maine 04210. For further information, please contact Jennifer Williams at the above address or (207) 783-9186 or e-mail at [jwilliams@avcog.org](mailto:jwilliams@avcog.org).

### **School Budget Schedule**

#### Basic Information

- State Law requires the School Committee to wait 10 days before submitting a new budget. If 14 days for absentee is added this means the earliest a vote could occur is July 8<sup>th</sup>.
- The School Committee must present a new budget within 45 days. The Council has 30 days to call a vote, so the longest is 75 days. This would be August 26<sup>th</sup>.
- Commitment and tax due date. Usually the 15<sup>th</sup> of September is the due date. This means August 15<sup>th</sup> is the date we need to send out bills and

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with one week lead time that is August 8<sup>th</sup>. Practically speaking the City could force a short process that has a validation vote on August 21<sup>st</sup>. This would require extra effort to publicize.

- Voting Machines are switching June 30<sup>th</sup>. Which means the City will most likely have to hand count. The State is controlling the new machines and we will be trained by August 14<sup>th</sup>. but the State doesn't expect us to use until November.

### Potential Timeline

1. School starts discussions with Committee on:	June 12, 2013 (Wednesday)
2. City Council Reviews <u>City</u> Budget on:	June 17, 2013 (Monday)
3. School Committee adopts revised budget on:	June 26, 2013 (Wednesday)
4. City Council approves voting date and revised budget:	July 1-8, 2013 (Monday)
5. Absentee begins:	July 2-9, 2013 (Tuesday)
6. Validation vote:	July 23, 2013 (Tuesday)
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7. Third Try School starts discussions with Committee on:	July 24, 2013 (Wednesday)
8. School Committee adopts revised budget on:	July 31, 2013 (Wednesday)
9. City Council approves voting date and revised budget:	August 2, 2013 (Monday)
10. Absentee begins:	August 3, 2013 (Tuesday)
11. Validation vote:	August 20, 2013 (Tuesday)
12. Commitment:	August 21, 2013 (Wednesday)

### **School Budget Validation Referendum election costs**

Based on the cost for the June 11, 2013 School Budget Validation Referendum election the City Clerk has provided me with an analysis of the potential costs for the second School Budget election tentatively scheduled for July 23, 2013. (Please note this will be in FY14 and is a new expense.) We could either hand count ballots or use tabulating machines for this election. Our current vendor, LHS, would be willing to give us a 1-2 month extension on our contract. Staff has also contacted Julie Flynn, Deputy Secretary of State to ask if their office would have any objections with us doing that since the new tabulating machines were delivered on June 20<sup>th</sup>, however, training on the new machines will not be provided until August. Ms. Flynn agreed to extend our contract with LHS for the School Budget Election.

Below are the actual costs for the June 11, 2013 School Budget Election:

\$ 656.50 - Ballots  
\$ 120.00 - S&H of ballots  
\$ 500.00 - Programming the machines  
\$ 870.74 - Election workers  
\$ 250.24 - Postage (absentee ballots)  
\$ 211.05 – Sun Journal display ad

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\$ 312.30 – Re-usable Vote Today signs (initial expense but we can re-use for other elections)

\$ 200.00 – Public Works cost to post Vote Today signs and parking garage signs

\$ 270.00 – Parks and Recreation cost to set up voting booths

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**\$3,390.83 – Total**

**The estimated cost for another election in July (which is not included in the City Clerk FY14 budget):**

**Hand Count**

\$1,400.00 - Election Workers (additional staff/election clerks due to hand counting)

\$ 211.00 - Sun Journal display ad

\$ 250.00 - Postage (absentee ballots)

\$ 15.00 - Print paper ballots

\$ 200.00 – Public Works cost to put out signs

\$ 270.00 – Parks and Recreation cost to set up voting booths

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\$2,346.00 – Total

**Tabulating Machines Option**

\$ 650.00 – 2,500 Ballots

\$ 65.00 - S&H of ballots

\$ 450.00 - Programming the machines

\$ 870.00 - Election workers

\$ 250.00 - Postage (absentee ballots)

\$ 211.00 – Sun Journal display ad

\$ 200.00 – Public Works cost to post Vote Today signs and parking garage signs

\$ 270.00 – Parks and Recreation cost to set up voting booths

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**\$2,966.00 – Total**

**I recommend that we use the Hand count option to process ballots. This will eliminate the need to wait for ballots and have them available the day after City Council approves the budget being forwarded to voters.** Further we did not budget for an extra election since we can't predict outcomes nor should we.

**Crosswalk Painting**

Several questions have risen regarding the painting of crosswalks as part of the shortfall we had in FY13 cuts were made to the crosswalk painting budget in the amount of \$10,000.00. In keeping with minimum standards we did paint lines that outlined the crosswalk not the interior lines that are often referred to as 'piano key'. Several crosswalks in close proximity to schools still received the "piano key" type cross walks.

**Outlet Beach E-Coli Testing**

Testing by the Auburn Water District for E. Coli have returned results that are as follows:

AUBURN OUTLET BEACH						
COLLECTION Date	COLLECTION Time	Quantitray MPN per 100 mls			Ducks	Geese
			E. Coli	Enterococci		
5/31/2013	0500		<u>11.0</u>	1.0		
6/3/2013	0630		<u>547.5</u>	56.0		
6/5/2013	0645		<u>167.0</u>	17.3	8	
6/7/2013	0540		<u>151.5</u>	20.9	14	7
6/10/2013	0800		<u>193.5</u>	39.7	21	8
6/12/2013	0530		<u>&gt;2419.6</u>	108.1	25	10
6/14/2013	0530		<u>161.6</u>	24.5	23	18
6/17/2013	0815		<u>435.2</u>	25.9	14	0
6/19/2013	0710		<u>148.3</u>	19.1	30	
6/21/2013	0645		<u>214.3</u>	31.5	40	
6/24/2013	0845		<u>770.1</u>	47.3	5	20
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### **Recycling Program**

The City currently has 2 locations for residents to drop off approved recycling material. Those locations are Mid-Maine Waste Action Corp., 110 Goldthwaite Rd., 783-8805 or Auburn Public Works, 296 Gracelawn Road, 333-6600. One option that we are considering is working with the School Department to have recycling bins at their facilities. This has been successful across the state in terms of availability for citizens to recycle more often. We are going to negotiate for curbside pickup starting July 1, 2014 or sooner if financially viable.

### **Volleyball Courts**

Public Works has worked hard to get the volleyball court installed at the municipal beach park. The volleyball court has been cleared and is waiting for Digsafe to inspect the area for utilities. The court will be available to the public on Tuesday, 2 July 2013.