

Ci  
O

ine  
-  
er



**TO:** Mayor and City Council  
**FROM:** Clinton Deschene, City Manager  
**RE:** Weekly Report  
**DATE:** Week Ending July 4, 2014

### **Auburn Public Library**

- The Library will be closed on Fri., July 4<sup>th</sup>, for the holiday. We will be open from 9 a.m. to 1 p.m. on Sat., July 5<sup>th</sup>.
- The Library is pleased to welcome Helen Heikkinen, a student at CMCC, to the Library as a summer intern. Helen is working on improving our website.
- The Library has begun working with Austin & Associates on the annual financial audit.
- On Tues., July 1st, The Wallace Family presented our annual “Happy Birthday America” pre-school story time with cake and a parade. The children and adults marched through the Library, made patriotic hats, and sang to honor our country before enjoying their cake. There were more than 60 children and adults in attendance.
- As always there is a full schedule of programs for all ages planned for the coming week: needlework for adults, ice cream in a baggie for teens, and parachute play for children. Some programs require pre-registration so please check our online calendar for dates and times. The new online calendar will be up and running in just a couple of weeks, making the search for age-specific programs and online registration much easier.
- Follow the Library on Facebook or link to our website at [www.auburnpubliclibrary.org](http://www.auburnpubliclibrary.org) for more information about all of our programs, new books, and more library news.

### **CDBG**

- A former Rehab Program customer called asking for help because her privately owned pole that carried her power line had fallen on her mobile home. Through a team effort amongst Community Development staff, the Electrical Department, several contractors, and an emergency loan committee vote, we were able to restore her power within 24 hours.
- Community Development staff completed HOME monitoring of four rental projects, 2 in Auburn and 2 in Lewiston.
- A Request for Proposals was issued for consulting services to produce a 5-year Consolidated Plan for both Auburn and Lewiston.
- A Purchase & Sale was signed for the sale of 26 Cook Street.

Weekly Report  
Week Ending July 4, 2014

**ICT**

- Developed conceptual overview of new GIS workflows and responsibilities that will be required when we implement ArcGIS Online with city staff. Met with Planning & Economic Development and Public Services directors and staff to solicit input.
- We have seen an unusually high volume of calls from local realtors with questions regarding our WebGIS. Although there are a number of known issues with the old WebGIS viewers, these problems appeared to be unrelated to the known issues, but instead were users not familiar with the web maps and unable to navigate to their areas of interest and/or find the data they were looking for. Several have said that they used to know how to navigate, but haven't used it in awhile and had forgotten. We have recorded the contact information for these individuals with the possibility of including them in beta testing of our new Parcel Viewer as soon as it is available.
- Provided a copy of our updated stormwater data set to Woodard and Curran. They will be working with us this summer to do further field assessments of our stormwater system. We are exploring the possibility of using ArcGIS Online to facilitate the process.
- Held the first meeting of the new GIS Steering Committee. We reviewed the current status of our GIS program and set an agenda for the next meeting, scheduled in two weeks. The group suggested that we review and update the Goals section of our (in process) Strategic Plan.
- Due to vacation, we will be unable to attend the next meeting of the Complete Streets project. To keep any mapping moving forward, we reviewed the original directive from the City Manager and created a task/needs list, with a focus on the mapping tasks. The Assistant City Manager and/or Public Works director will gather the necessary data so that our absence from the meeting will not delay progress.
- Wrapped up FY 14 budget year, closing out POs and finalizing projects.
- Procured iPad tablet computer for the Fire Prevention Office and second Samsung Galaxy tablet for Public Works.
- Replacement PC for the Ice Arena has been purchased, and the graphics card has arrived. We were able to save the hard-drive on the damaged machine and will probably be able to transfer files to the new PC.
- Continuing the roll-out of the Kaspersky anti-virus software. It has already located and removed a Trojan application at Public Works.

**Recreation**

- Registrations continued for Golf Lessons, Track & Field, Youth Football, Falcons Football Camp and Summer Soccer Camp.
- Track & Field practices and meets continued.
- Adult softball games continued.
- Summer Day Camp continued.
- Planning for fall programming continued.
- Staff worked on website updates, news items and e-alerts.