



**City Council Workshop & Meeting
Agenda
May 20, 2024
Auburn Hall, Council Chambers**

5:30 P.M. City Council Workshop

- A. FY25 Capital Improvement Plan (CIP)
- B. Amending "Appendix A Fees and Charges" regarding reimbursements, refunds & waivers
- C. Executive Session – Pursuant to Title 1 M.R.S.A. Section 405(6)(D) regarding School Maintenance Union contract. *Passage requires 3/5 majority vote to enter executive session.*

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

Pledge of Allegiance & Roll Call

- I. **Consent Items** – *All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.*
- II. **Minutes** – Accepting the May 6, 2024 Regular Council Meeting minutes.
- III. **Communications, Presentations and Recognitions**
 - City Clerk to Administer Oath of Office to City Council Student Representative Anaya Egge
 - **Proclamation** - Maine Arbor Week
 - Communication - Funding Request (Day One)
- IV. **Open Session** – *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*
- V. **Unfinished Business**
 - 1. **Ordinance 09-05062024** -- Amending Chapter 60, Article IV, Division 12 General Business District be amended by including "manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs" as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. *Passed public hearing/first reading on May 6, 2024. Second reading and final passage. ROLL CALL VOTE. Passage requires majority vote.*

2. **Ordinance 10-05062024** - Creating the Maine Bioproducts Advanced Manufacturing Tech Hub Overlay District Map. *Passed public hearing/first reading on May 6, 2024. Second reading and final passage. ROLL CALL VOTE. Passage requires majority vote.*
3. **Resolve 04-05062024** - Adopting the Appropriations Resolve for Fiscal Year 2025. *Passed public hearing and first reading on May 6, 2024. Second reading and final passage. Passage requires an affirmative vote of 5 Councilors.*

VI. New Business

1. **Order 74-05202024** - Adopting the annual CDBG/HOME Consortium Action Plan. *Public hearing. Passage requires majority vote.*
2. **Order 75-05202024** – Adopting the revised CDBG-CV Budget. *Public hearing. Passage requires majority vote.*
3. **Order 76-05202024** – Authorizing the City Clerk to waive the \$60 Temporary Food Service fee for Phoenix No Limits Karate for a fundraising event to be held on June 08, 2024. *Passage requires majority vote.*
4. **Order 77-05202024** – Authorizing the City Clerk to waive the \$200 business license fee for Auburn Suburban Baseball and Softball. *Passage requires majority vote.*
5. **Resolve 05-05202024** - Approving the Auburn Water District bond request in the amount of \$626,939 to be used for the purchase of a Vactor Truck. *Passage requires majority vote.*

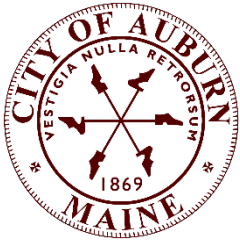
VII. Open Session - *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda*

VIII. Reports

- a. **Mayor's Report**
- b. **City Councilors' Reports**
- c. **City Manager Report**
- d. **February 2024 Finance Report** – Kelsey Earle, Finance Director

IX. Executive Session

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Author: Kelsey Earle, Finance Director

Subject: FY25 CIP Final Review

Information: City Manager Phil Crowell will provide information to the Mayor and City Council regarding the proposed FY25 Capital Improvement Plan (CIP) for final review, with first reading scheduled for the June 3rd meeting.

City Budgetary Impacts: None at this time.

Staff Recommended Action: Review the proposed FY25 CIP plan/projects.

Previous Meetings and History: The 5 Year CIP Plan was discussed at several workshops and adopted at the 4/1/2024 Council meeting.

City Manager Comments:

I concur with the recommendation. Signature:



Attachments:

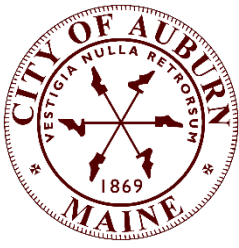
FY25 CIP plan

**CAPITAL IMPROVEMENT PLAN
FY 25 BONDS**

Description	Total
Airport Annual Pavement Management Program	\$ 150,000
Airport Congressionally Directed Spending (CDS) Hangar Project	\$ 68,750
Clerk Record Restoration	\$ 100,000
Fire Engine 2 Reconditioning	\$ 250,000
IT Security Camera Project	\$ 90,000
LA 911 Server Infrastructure Replacement	\$ 150,000
Planning & Permitting Dangerous Buildings and Junkyard Cleanups	\$ 150,000
Planning & Permitting Comprehensive Plan Program	\$ 220,000
Police Mobile Data Terminal Replacement	\$ 135,000
Engineering Whitman Spring Repair	\$ 150,000
Engineering Reconstruction	\$ 1,800,000
Engineering Reclamation	\$ 1,500,000
Engineering Major Drainage	\$ 500,000
Engineering MDOT Match	\$ 1,500,000
Engineering Resurfacing	\$ 1,600,000
Engineering Pavement/Retaining Wall Assessment	\$ 125,000
Engineering Sidewalk Repairs	\$ 100,000
Engineering Downtown Parking and Walkability-Grant Match	\$ 400,000
Facilities & Energy Auburn Hall Boiler/Mechanical Upgrades	\$ 550,000
Facilities & Energy Engine 2 Station Reconstruction	\$ 2,000,000
Facilities & Energy Public Library Building Envelope, Repairs & Design Cost Analysis	\$ 75,000
Facilities & Energy Public Library Boilers Replacement	\$ 575,000
Public Works Replace Vactor Truck	\$ 590,000
Public Works Replace Boom Lift School and Public Works	\$ 77,000
Public Works Annual Park & Walkway Light Replacement	\$ 100,000
Public Works Replace 7yd plow truck (plowing/sanding and roadway maintenance)	\$ 325,000
Public Works Recreation Mini Bus replacement/upgrade	\$ 110,000
Transportation Traffic Calming & Pedestrian Safety	\$ 100,000
Transportation Court Street - Bicycle and Pedestrian Improvements	\$ 150,000
Transportation LATC Bus Replacement	\$ 50,000
TOTAL BOND CIP	\$ 13,690,750

FY 25 Other Funds

Description	Funds	Total
Airport Fire Fighting Foam Trailer (Mobile)	Grant	\$ 32,500
Finance Revaluation	Special Financing	\$ 400,000
Fire Apparatus Replacement- Engine 5	Special Financing	\$ 1,100,000
Fire Fire Hose Replacement	Operating	\$ 40,000
EMS Ambulance Replacement	Grant	\$ 50,000
EMS Stretcher Replacement	EMS Reserve	\$ 32,000
Police 10 Pole Mounted Radar Signs	Operating	\$ 38,000
Facilities & Energy Tot Lot Roof Replacement	Operating	\$ 25,000
Public Works Replace Car 93	Operating	\$ 50,000
Public Works Police Vehicle Replacement	Operating	\$ 234,000
Public Works Battalion Chief Command Vehicle Replacement	Operating	\$ 80,000
TOTAL OTHER CIP		\$ 2,081,500
TOTAL FY 25 CAPITAL IMPROVEMENT PLAN		\$ 15,772,250



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date:

May 20, 2024

Order: Workshop Item

Author: Eric J. Cousens, Planning and Permitting Director

Subject: Fee Schedule Amendment-Fee Reimbursement/Refunds

Information: The Council recently removed the fee schedule from the ordinance and adopted it by order. That action was recommended by legal counsel and staff as it will make it easier for the Council to amend the schedule with a single vote in the future. Adopting the fee schedule by order is a common approach to managing fee schedules. This discussion started when a petitioned zoning change was denied by the Council and at least two councilors wanted to consider a refund of the petition fee that was not permissible in the existing ordinance.

The attached draft amendment to the fee schedule would establish a process where the Council would be authorized to issue fee reimbursements for zoning petitions. It also reorganizes all reimbursement policies to a single part of the policy and makes some clerical edits.

Staff is concerned that the amendment would promote more zoning petitions if the petition circulator knew the cost would be reimbursed if it did not pass. Processing a petition requires research, Planning Board preparation and public hearing, preparation for Council public hearing and two readings, including public notice expenses and mailings. Staff did not find another community that reimburses zoning petition fees but did note that we are relatively low cost for fees compared to other Cities.

City Budgetary Impacts: None.

Staff Recommended Action: Discuss and determine if a majority of the Council wishes to see this on a future agenda for consideration and adoption.

Previous Meetings and History: Previous discussion on fee schedule movement from ordinance to policy.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Draft fee schedule Amendments, other community examples.

Appendix A FEES AND CHARGES¹

Administrative

Notary fee10.00

Copy fee, per page (8.5 x 11 black and white)0.10

Animals

Dog license fees:

Unaltered dog—annually11.00

Spayed/neutered dog—annually6.00

Late fee after January 3125.00

Impoundment fee—each50.00

Additional per day for boarding fee_TBD

Dangerous dog registration fee—annually100.00

Buildings and Building Regulations

Building permit—single-family:

New construction, additions and mobile homes25.00

Accessory structure25.00

Renovation < \$4,000.0025.00

Renovation > \$4,000.0025.00 base + 5.00 per \$1,000.00 value

Building permit—multi-family:

New construction and additions30.00 base + 0.30 per sf

Renovations30.00 base + 5.00 per \$1,000.00 value

¹Editor's note(s)—Ord. No. 35-10182021, adopted November 1, 2021, repealed app. A and enacted a new app. A as set out herein and later amended. Former app. A pertained to similar subject matter and derived from an Ord. adopted May 2, 2011; Ord. No. 12052011-04, adopted December 5, 2011; Ord. No. 02-03052012, adopted March 19, 2012; Ord. No. 58-07152013, adopted July 15, 2013; Ord. No. 12-06152015, adopted July 6, 2015; Ord. No. 13-06152015, adopted July 6, 2015; Ord. No. 02-02222016, adopted March 7, 2016; Ord. No. 01-02242020, adopted March 2, 2020; Ord. No. 07-10192020, adopted November 2, 2020; Ord. No. 17-03012021, adopted March 15, 2021.

Editor's note(s)—All fees in this schedule that are calculated per a unit of time, distance, or other measurement shall be construed to include any portion of such unit. The acronym "TBD" as used herein means "to be determined" and denotes an amount that has not yet been determined by the city council or that may have been determined but not yet included in a supplement to this schedule. The acronym "NA" as used herein means "not applicable" and indicates a fee that is not associated with a particular code section but with the code chapter contents generally.

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Building permit—commercial:

*New construction for agricultural building for the storage of crops, housing of livestock are excluded from the building permit fees. This exclusion does not apply to marijuana.

New construction 30.00 base + 0.35 per sf (per floor)

Renovation 30.00 base + 7.00 per \$1,000.00 value

Foundation only 30.00 base + 5.00 per \$1,000.00 value

New construction of agricultural buildings for the storage of crops or housing of livestock, excluding marijuana 25.00 base + 0.07 per sf

Building permit—swimming pools:

*This includes electrical inspection.

Above ground and in-ground pools 50.00

Building permit—other:

Fences 25.00

..... (6 ft or higher)

Underground storage tanks 50.00

..... (first tank) +

..... 15.00 (additional tanks)

Moving building 100.00

Driveways 25.00

Change of use 40.00

Certificate of occupancy Included in permit

..... (\$260.00 penalty)

Signs 25.00 base + 0.50 per sf

Banners, for seven-day period not to exceed 14 days 250.00

Demolition:

Interior demolition not in conjunction with a construction project 50.00

< 5,000 sf 50.00

> 5,000 sf 250.00

Belated fee:

The customary permit fee shall double where work commences prior to the issuance of the appropriate permits.

~~Building permit fee reimbursement policy:~~

~~In the event that the recipient of a building permit does not undertake any of the building activity associated with a given permit, he/she may submit a written request to the director of planning and permitting for the reimbursement is made within six months of the issuance of said permit, and if no work associated with said permit was commenced, 75 percent of the permit fee will be reimbursed. The city shall retain 25 percent of the permit fee to provide compensation for the costs associated with issuance of said permit and to process reimbursement.~~

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Plumbing fees:

Internal plumbing:

Per fixture (subject to minimum below)9.00

Minimum36.00

Subsurface wastewater TBD

Nonengineered systems150.00

Field only100.00

Treatment tank only (non-engineered)75.00

Engineered system300.00

Treatment tank only (engineered)120.00

Holding tank150.00

Other system components50.00

Separate laundry disposal field50.00

Seasonal conversion75.00

Variance50.00

Primitive system (including 1 alt wc)150.00

Alternative toilet only75.00

Electrical inspections:

Minimum TBD

Residential 32.00

Commercial 42.00

Single and multifamily dwellings—per unit (includes service/openings)—each58.00

All temporary services30.00

Services—single phase—panel and meter:

Base fee—up to 100 amps (includes cable hookup)12.00

Plus-per each additional 100 amps or fraction7.00

Plus-per each additional meter7.00

Plus-subpanels—up to 100 amps7.00

Plus-subpanels—each additional 100 amps or fraction10.00

Services—three phase—panels:

Base fee—up to 100 amps (includes cable hookup)30.00

Plus-per each additional 100 amps or fraction7.00

Plus-per each additional meter7.00

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

Plus—subpanels, up to 100 amps10.00

Plus-subpanels—each additional 100 amps or fraction10.00

Wiring openings (total outlets, lights and switches—120 volt):

1—20 openings15.00

21 to 50 openings20.00

51+ openings0.50

..... per opening

Appliances in new locations—120 volts—compactors, dishwashers, disposals, air conditioners, etc.5.00

Appliances in new locations—240 voltsTBD

Ranges, ovens, water heaters, dryers, air conditioners, etc.10.00

Domestic heat:

Electric—per kilowatt3.00

Gas, oil, central air, other12.00

Manufactured dwellings—per unit (includes service equipment)42.00

Circuses, carnivals, fairs, festivals, etc.75.00 flat fee

Transformers, generators and UPS (battery backup)25.00 flat fee

Alarm system (copper or fiber):

Fire, burglar—base fee18.00

Plus—per outlet over first 10 outlets0.50

Other low voltage system (computer, phone, cable, satellite dish, sound, closed circuit television, etc.)—base fee18.00

Plus—per outlet over 10 outlets0.50

Motors:

< 25 HP12.00

Plus—for each 5 HP or fraction thereof over 25 HP2.00

Signs (one time fee):

Portable, mobile, permanent—each sign25.00

Emergency lighting battery pack unit—each7.00

Water, sewer, gas or wall pump—each10.00

State business licensing inspections—each40.00

Annual industrial electrical permit—does not include new structures or additions250.00

Fire alarm box connection—annually:

DET electronic units400.00

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Appendix A FEES AND CHARGES

Mechanical box connections425.00

Belated electrical permit fee—within one calendar year:

First offense100.00

Second offense200.00

Third offense400.00

Fourth offense800.00

Fifth and subsequent offenses—each1,600.00

Inspections and department call outs after normal business hours-minimum (additional time beyond three hours shall be calculated at time plus one-half for the on call electrician)150.00

Notice of intent to sell, transfer or rent property subject to order:

Violation of section 12-199:

Not less than50.00

Not more than100.00

Businesses and Business Regulations

Lodginghouse, Boardinghouses, rooming houses, hotels, motels, etc.—annually100.00
..... flat fee

Outpatient addiction treatment clinic—annually200.00

Closeout sales (30-A M.R.S.A. § 3781)—maximum of one per business up to 60 days20.00

Massage licenses—annually:

Establishment (more than one therapist)—annually150.00

Therapist—annually, plus cost of background check)150.00

Solicitation permit (issued by police department)0.00 each

Mobile or itinerant vendor permit (door-to-door sales):

One year100.00

Mobile food distribution unit (roving diner):

Twelve months100.00

Vendor use of city property (each three-month period)50.00

Peddlers:

Per event75.00

30-day permit100.00

Agricultural barn sales—each (maximum of one three-day permit per month between the months of April and October)15.00

Garage sales—each (maximum of two three-day permits within six months):

On-line issuance0.00

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In office issuance 0.00

Secondhand dealer license—annually 100.00

Pawnbroker license—annually plus actual cost of advertising hearing 100.00

Junkyard/automobile graveyard (no on-line license)—annually plus actual cost of advertising hearing: 100.00

Taxicabs:

Taxicab business license—annually 100.00

Call-out inspection fee (establishment requested outside normal hours)—each, plus inspector's overtime hourly rate 100.00

Re-inspection fee 100.00

Flea market, craft fairs, swap meets, and bazaars:

One day event 0.00

..... application only

Three months 0.00

..... application only

Alcohol beverage establishments:

Class A lounge (liquor)—annually (plus actual cost of advertising hearing) ~~1,000.00~~

1,300.00 flat fee

Tavern license—annually:

~~Up to 2,999 square feet 150.00~~

250.00 flat fee

Liquor service approval (off-premises catering)—per event 10.00

Food service establishments (plus actual cost of advertising hearing):

Class I (liquor—beer, wine and spirits, and mixed drinks)—annually 500.00

..... flat fee

Class III/IV (liquor—beer and wine)—annually 400.00

..... flat fee

Class IV (liquor—beer)—annually 400.00

..... flat fee

Class on or off premises (no liquor)—annually 200.00

..... flat fee

Bottle club/BYOB—annually 200.00

..... flat fee

Temporary food service establishment—per event—maximum of 30 days 60.00

Off premises retailer—annually 200.00

..... flat fee

Adult amusement devices—each device annually 1,100.00

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Appendix A FEES AND CHARGES

Beano/bingo (EnerGov—no online license)No fee

Carnival, circus, or other traveling amusement—per day150.00

~~Coin-operated amusement device—annually—per device:~~

~~Per unit up to 10 devices0.00~~

~~Per unit for 10 or more devices0.00~~

~~Jukeboxes—each device—annually0.00~~

~~Motion picture theater—per screen—annually0.00~~

~~Pool halls—annually per table0.00~~

Roller skating rinks—annually:

With partial or full kitchen90.00

Dances and dancehalls—per event35.00

Mass gathering permit application fee—determined for each event (EnerGov—no on-line license)N/A

Tattoo (background check required):

Tattoo artist license fee—annually100.00

Tattoo exhibitions or shows—per event250.00

Race trackN/A

Special amusement (background check required)—annually plus cost of advertising hearing125.00

Game of chance (EnerGov—no on-line license):

Six months10.00

Up to three-year blanket approval20.00

Relicensing upon late renewal by any existing licensed business:

30—45 days late50.00

More than 45 days late100.00

Reoccurring 200.00

Emergency Management and Services

Security (alarm) system permit:

Issuance30.00

Environment

Fill permit—original issuance:

Up to 7,000 square feet of fill area25.00

7,001 to 22,500 square feet of fill area35.00

Over 22,500 square feet of fill area50.00

Fill permit renewal—annually—if not delinquent0.00

Fire Prevention and Protection

Fire department services:

Reports—per copy10.00

Research—per hour (1 hour minimum)20.00

Old hose—per foot1.00

Coverage of a fire/EMS event—per person-per hour50.00 plus apparatus rate

Accident or fire photos—each—unless otherwise determined by fire chief10.00

Photos printed outside of agency—each—plus actual costs20.00

Environmental reviews—each20.00

Fireworks standby—per hour200.00

Training burns resulting in demolition2,500.00

Fire investigations—per hour100.00

Hazard material incidents:

Cost of response—see apparatus costs—plus cost of materials and supplies used.

Illegal/unauthorized burning response—per hour250.00

Out of control burn response:

Cost of response—see apparatus costs.

Vehicle accidents—per hour250.00

Extrication of patients from vehicle300.00

Spill control and clean-up100.00

Salvage calls—residential:

Labor—per hour150.00

Sump pump—each—per hour50.00

Salvage calls—commercial—per hour500.00

False alarms—received in one calendar year:

Second100.00

Increase in first alarm fee for each subsequent alarm100.00

Fireworks:

Use or possession with intent to use in the city:

First offense (plus costs):

Not less than200.00

Not more than400.00

Second and subsequent offenses (plus costs):

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Not less than 300.00 per violation

Not more than 600.00 per violation

Sale or possession with intent to sell in the city:

First offense (plus costs):

Not less than 500.00

Second and subsequent offenses (plus costs):

Not less than 1,000.00 per violation

Apparatus rates: includes normal crew assignment

Engine—per hour 250.00

Aerial device—per hour 350.00

Rescue—per hour 150.00

Boat—per hour 150.00

Command unit 100.00

Forestry/brush truck 150.00

Solid Waste

Solid waste fees shall be as determined annually by the city council based on prior years' financial information.

Streets, Sidewalks and Other Public Places

Display of goods permit—each 0.00

Excavation/Street Opening Permits—per square foot* :

Newly constructed, reconstructed or repaved street 6.00

Paved streets 5.00

Gravel streets and shoulders 3.00

Construction areas (streets scheduled for full-depth construction) 5.00

* *Applicability Date:* Notwithstanding the provisions of 1 M.R.S.A. § 302 or any other law to the contrary, the amendments to this Appendix A evidenced by Ordinance 05-06052023, when enacted, shall govern any proposed excavation/street opening for which an application has not been submitted to and finally acted upon by the City prior to June 5, 2023.

Sidewalk openings—per square foot:

Concrete, brick, bituminous 1.50

Other openings:

1.00 for all other materials

Entrance permit—each 20.00

Private property N/C

Inspection of improvements in developments:

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Appendix A FEES AND CHARGES

Streets to be accepted by city—as percentage of estimated costs of required public improvements2%

Private streets—as percentage of estimated costs of required public-type improvements2%

Special exceptions—the greater of:

Minimum200.00

Percentage of public type improvements2%

Traffic and Vehicles

Parade or procession permit—each0.00

Parking in city owned parking lot and mechanics row parking garage—monthly45.00

Zoning

Zoning text amendments:

Base fee—each application 400.00

Additional for required advertising—each application 300.00

Zoning map amendments:

Base fee—each application 400.00

Additional for required advertising—each application 300.00

Zoning board—appeals, interpretation, variance, conditional use permit, etc.:

Base fee—each application 150.00

Additional for required advertising—each application200.00

Site plan review:

Minor projects—interdepartmental/staff review—each application200.00

Major projects and subdivision of existing structures—planning board review/special exceptions:

Base fee—each application500.00

Additional for required advertising200.00

Site plan amendment:

Minor projects—staff approved amendments—each100.00

Major projects—planning board approved—amendments:

Base fee-each application100.00

Additional for required advertising200.00

Subdivision review—new lots and structures:

First three lots750.00

Each additional lot over three100.00

Delegated review (in addition to site plan or subdivision fees when required)—includes one or all areas (stormwater, TMP, site law, etc.) 25% of the fee that would be charged by the state department of environmental

PART II - CODE OF ORDINANCES
Appendix A FEES AND CHARGES

protection and state department of transportation for the same permits based on state adopted fee schedules at the time of application.

Zoning conformance/rebuild letter—each 50.00

Independent professional review fees TBD

Engineering inspection fees TBD

Required advertising (unless otherwise specifically provided above) 100.00

Other General Information:

- Applicants are responsible for the cost of all public hearing advertisements and background checks required for various licenses. Failure to list that additional expense in the fee schedule shall not eliminate that requirement from the licensing process.
- Applicants are responsible for providing background checks, not older than 3 days prior to submission of application for all licenses that require such checks or, alternatively, applicants may pay \$100.00 to the city with the application to cover the cost of the background check.
- License fees established in this appendix include two routine or pre-operational inspections and one follow-up inspection. When additional inspections are required, the city may charge an additional \$100.00 per inspection to cover the costs of each additional inspection or visit.
- All first time applications must be made in person, unless otherwise specifically stated herein.
- All on-line licenses will receive a 10% discount unless otherwise indicated herein.
- No on-line renewal of liquor licenses, special amusement licenses, or tattoo or massage licenses is permitted.

~~• Residential construction. A veteran/widow/widower of a veteran or contractor on behalf of a veteran/widow/widower of a veteran seeking to build new construction or to rehabilitate an existing property will have all fees waived/reimbursed at time of permit approval. This applies to owner occupied single family and multifamily units, up to 3 unit structures. This does not apply to state fees administered by the city.~~

~~• Commercial construction. A veteran-owned business* or subcontractor hired by a veteran-owned business*, will be entitled to a 50% fee reduction/reimbursement for new construction or rehabilitation of an existing property at the time of permit approval. This does not apply to state fees administered by the city.~~

~~* Veterans honorably discharged from federal service, must present DD-214 to economic, and community development office for fees to be waived.~~

~~** Veteran owned business as defined by the SBA being a corporation in which 51% of the shares of the company are owned by a veteran.~~

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Fee refund, reimbursement & waiver policy:

Residential construction. A veteran/widow/widower of a veteran or contractor on behalf of a veteran/widow/widower of a veteran seeking to build new construction or to rehabilitate an existing property will have all fees waived/reimbursed at time of permit approval. This applies to owner occupied single family and multifamily units, up to 3 unit structures. This does not apply to state plumbing fees administered by the city.

Commercial construction. A veteran owned business* or subcontractor hired by a veteran owned business* will be entitled to a 50% fee reduction/reimbursement for new construction or rehabilitation of an existing property at the time of permit approval. This does not apply to state plumbing fees administered by the city.

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** Veteran owned business as defined by the SBA being a corporation in which 51% of the shares of the company are owned by a veteran.

Building permit fee reimbursement policy: In the event that the recipient of a building permit does not undertake any of the building activity associated with a given permit, he/she may submit a written request to the director of planning and permitting for the reimbursement within six months of the issuance of said permit, and if no work associated with said permit was commenced, 75 percent of the permit fee will be reimbursed. The city shall retain 25 percent of the permit fee to provide compensation for the costs associated with issuance of said permit and to process reimbursement.

Floodplain Overlay District: A non-refundable application fee of \$50.00 for all minor development and \$100.00 for all new construction or substantial improvements shall be paid to the city. (Sec. 60-895).

Zoning text or map amendment requests: In the event that the applicant for a zoning text or map amendment does not receive approval, the base fees may be reimbursed. The applicant must submit a request to the city clerk within 30 days of the date of the denial. The city council shall consider the request within 30 days at a regular city council meeting and may approve by majority vote to authorize the reimbursement. The additional cost for required advertising is not reimbursable.

Business licenses: The city council is the only authority allowed to waive fees prescribed by ordinance. An application for waiver of any fees must be presented in writing to the city clerk to be brought to the city council at its next available meeting. (Sec. 14-31)

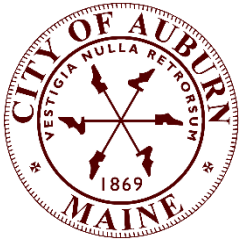
In case an application is disapproved, the city clerk or designee shall then notify the applicant in writing of such denial and shall refund the fee paid in. The city clerk or designee shall also notify the city council of such action at the next regularly scheduled meeting of the city council. (Sec. 14-38)

Mass gatherings and events: An appeal for waiver of fees or surety bond may be made in writing to the city council. The city council may waive the permit fee or surety bond, when it determines that such waiver will not compromise the purpose or enforcement of this article. (Sec. 14-261).

(Ord. No. 35-10182021, 11-1-2021; Ord. No. 48-12062021, 12-20-2021; Ord. No. 04-02072022, 2-7-2022; Ord. No. 01-01032023, 1-17-2023; Ord. No. 05-06052023, 6-20-2023)

Refund, Reimbursement, or Waiver Policies – Zoning Text or Map Changes

City/Town	Population	Fee	Policy
Biddeford	22,450	\$1,300 (text or map) + \$75 administrative fee	Non-refundable (Code).
Lewiston	38,500	\$400 (text or map) + plus required advertising	No refund/reimbursement policy.
Bangor	31,600	Map: \$664-\$1,060 Text: \$1,590-\$2,193 + plus required advertising	No refund/reimbursement policy found.
South Portland	27,000	\$1,000 (map or text) + \$200 pre-application meeting + application fee	Does not allow refunds/reimbursements.
Portland	68,400	\$7,500 (map or text) / \$10,000 map & text combined	The fee for text or zoning map amendment applications may be waived or reduced by the Planning Authority in the case of an application submitted by a governmental body or where an applicant can establish financial hardship. If a text or zoning map amendment application is withdrawn by an applicant prior to the submission of the advertisement copy to the newspaper to announce the public hearing, a refund of half of the amount of the application fee will be made to the applicant by the City provided that all costs incurred by the City have been paid in full by the applicant. Application fee is non-refundable. (Code).
Auburn	24,200	\$400 (map or text) + advertising fees (\$300)	



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: May 20, 2024

Subject: Executive Session

Information: Executive Session pursuant to 1 M.R.S.A. Section 405(6) (D) to discuss a School Union contract.

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

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

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
 - (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
 - (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.
- This paragraph does not apply to discussion of a budget or budget proposal;

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

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

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

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

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

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

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

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

IN COUNCIL WORKSHOP MAY 6, 2024 VOL 37 PAGE 158

5:30 PM Workshop - Executive Session

Councilor Walker moved to enter Executive Session pursuant to 1 MRSA 405(6)(E) to discuss a legal matter. Milks seconded motion to enter Executive Session. Motion passed 7-0. City Council came out of Executive Session at 6:40pm.

IN COUNCIL REGULAR MEETING MAY 6, 2024 VOL 37 PAGE 158

Mayor Harmon called the meeting to order at 7:00 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

Councilor Weisner moved to remove **Order 66-05062024*** and **Order 67-05062024** from Consent. Councilor Milks moved to remove **Order 66-05062024*** from Consent. The Mayor declared these items removed from Consent and placed under New Business.

1. **Order 53-05062024*** - Appointing Edward Little High School sophomore, Houda Aden to serve as City Council Student Representative with a term expiration of 6/30/2026.
2. **Order 54-05062024*** - Appointing Edward Little High School junior, Anaya Egge to serve as City Council Student Representative with a term expiration of 6/30/2025.
- 3.
4. **Order 55-05062024*** - Appointing Emmanuel Babine to serve on the Zoning Board of Appeals with a term expiration of 5/1/2025, as nominated by the Appointment Committee.
5. **Order 56-05062024*** - Appointing Katie Boss to serve on the Zoning Board of Appeals with a term expiration of 5/1/2026, as nominated by the Appointment Committee.
6. **Order 57-05062024*** - Appointing Michael Dixon to serve on the Zoning Board of Appeals with a term expiration of 5/1/2027, as nominated by the Appointment Committee.
7. **Order 58-05062024*** - Appointing Stanwood "Joe" Gray to serve on the Zoning Board of Appeals with a term expiration of 5/1/2027, as nominated by the Appointment Committee.
8. **Order 59-05062024*** - Appointing Chelsea Eaton to serve on the Zoning Board of Appeals with a term expiration of 5/1/2026, as nominated by the Appointment Committee.

9. **Order 60-05062024*** - Appointing Gerald Samson to serve on the Zoning Board of Appeals with a term expiration of 5/1/2025, as nominated by the Appointment Committee.
10. **Order 61-05062024*** - Appointing Elisabeth Collier to serve on the Board of Assessment with a term expiration of 3/31/2025, as nominated by the Appointment Committee.
11. **Order 62-05062024*** - Appointing Mary LaFontaine to serve on the Board of Assessment with a term expiration of 3/31/2026, as nominated by the Appointment Committee.
12. **Order 63-05062024*** - Appointing Corey Kinnan to serve on the Parks & Recreation Advisory Board with a term expiration of 10/01/2024, as nominated by the Appointment Committee.
13. **Order 64-05062024*** - Appointing Elisabeth Collier to serve on the Parks & Recreation Advisory Board with a term expiration of 10/1/2024, as nominated by the Appointment Committee.
14. **Order 68-05062024*** - Confirming Chief Moen's appointment of Annemarie Iadarola as Constable with firearm for the Auburn Police Department.

On motion for passage by Councilor Walker, seconded by Councilor Gerry, the remaining items on the Consent Calendar as shown above passed 7-0.

Minutes – April 16, 2024, Regular Council Meeting

Motion to approve the minutes made by Councilor Walker, seconded by Councilor Cowan. Motion passed 7-0.

II. Communications, Presentations and Recognitions

- Presentation - Child Abuse and Neglect Data presented by Community Concepts, Inc., presented by Melissa Wakefield (Maine Families Program Manager) and Melissa Robinson (Prevention Council & Community Coordinator for Androscoggin County)
- Communication - Funding Requests (Lifeflight , Kennebec Behavioral Health, Land Trust, Lake Stewards of Maine).

The Mayor declared that any Councilors looking to support funding requests will need to move to amend the budget appropriation resolve.

- III. **Open Session** – *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*

The following spoke:

Pamela Rousseau, W Auburn Rd; thanked the City for brush pick up.

Unfinished Business - None

IV. **New Business**

15. **Order 65-05062024*** - Appointing Adam Lee to serve on the Lewiston Auburn Railroad Corporation for a three-year term (April 2024 through April 2027).

Removed from the Consent Calendar by motion of Councilor Weisner.

Councilors discussed the process of how nominations to this committee come before the Council for appointment. Councilors Walker and Weisner requested more information about appointees in the future.

Mayor Harmon spoke on the process of appointments for different committees. The LARC nominations are made upon recommendation of the City Manager. City Manager Crowell stated this committee is not a City committee and the organization's by-laws state this the appointment is to be made by the municipality. City Manager Crowell stated the City is following a process it has historically followed and no conflict of interest exists for those nominated and the Council may wish to consider a policy amendment if it wishes to change the process for nomination and appointment to this committee in the future.

Motion for passage by Councilor Platz, seconded by Councilor Gerry.

Motion failed 3-4 (Gerry, Milks, Walker, Weisner, Walker opposed).

16. **Order 66-05062024*** - Appointing Jessica Donovan to serve on the Lewiston Auburn Railroad Corporation for three-year term (April 2024 through April 2027).

Removed from the Consent Calendar by motion of Councilor Weisner.

Motion for passage by Councilor Platz, seconded by Councilor Whiting.

Motion passed 4-3 (Milks, Walker, Weisner opposed).
17. **Order 67-05062024*** - Appointing Jonathan LaBonté to vote the shares held by any shareholder for the Lewiston Auburn Railroad Corporation.

Removed from the Consent Calendar by motion of Councilor Milks.

Councilors requested more information about this appointment in the future.

Motion for passage by Councilor Walker, seconded by Councilor Gerry. Motion passed 7-0.
1. **Order 69-05062024** - Initiating ordinance amendment process to Chapter 60 – Zoning Article XVI. – Administration and Enforcement Division 2. Site Plan Review and Section 60.2 Definitions.

Motion for passage by Councilor Walker, seconded by Councilor Weisner.

Motion passed 5-2 (Milks, Gerry). This item will be forwarded to the Planning Board for recommendation.
2. **Ordinance 09-05062024** - Amending Chapter 60, Article IV, Division 12 General Business District be amended by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. Public hearing and first reading. ROLL CALL VOTE.

Motion for passage by Councilor Whiting, seconded by Councilor Cowan.

This item was opened for public hearing. The following spoke:

Pamela Rousseau, W Auburn Rd

Public hearing was closed.

Motion passed 5-2 (Milks, Walker opposed).

3. **Ordinance 10-05062024** - Creating the Maine Bioproducts Advanced Manufacturing Tech Hub Overlay District Map. Public hearing and first reading. ROLL CALL VOTE.

Motion for passage by Councilor Whiting, seconded by Councilor Cowan.

This item was opened for public hearing. There was no comment. Public hearing was closed.

Motion passed 5-2 (Milks, Walker opposed).

4. **Order 70-05062024** - Adopting the Fiscal Year 2025 Budget of the Auburn School Department.

Motion for passage by Councilor Platz, seconded by Councilor Whiting.

Motion passed 5-2 (Gerry, Weisner opposed). The FY25 School Budget Validation Referendum election will be held on June 11, 2024.

5. **Resolve 04-05062024** - Adopting the Appropriations Resolve for Fiscal Year 2025. Public hearing and first reading. *Passage requires an affirmative vote of 5 Councilors at the second reading.*

Motion for passage by Councilor Walker, seconded by Councilor Whiting.

Councilor Gerry moved to amend the Resolve to the cut Councilor and Mayor's pay to \$1,800 per year for Councilors and the Mayor's salary to \$3,000. Councilor Whiting seconded.

The Mayor clarified this amendment would not impact the FY25 budget. A roll call vote on the amendment was requested by Councilor Gerry. The amendment failed 1-6 (Whiting, Cowan, Milks, Weisner, Walker, Platz opposed).

This item was opened for public comment. There was no comment.

Councilors discussed the budget.

Motion passed 5-2 (Gerry, Weisner opposed).

6. **Order 71-05062024** - Initiating ordinance amendment process to Sec. 60-2 Definitions, Article XIII Division 2-Phosphorous Control, Article IV Division 3-Low Density Country Residential District, and Division 4-Lake Auburn Watershed Overlay District including

adoption of associated zoning maps, all within Chapter 60 of the Code of Ordinances (these changes relate to Subsurface wastewater systems and residential development within the watershed).

Motion for passage by Councilor Walker, seconded by Councilor Cowan.

This item was opened for public comment. There was no comment.

Councilor Milks moved to table this item to a date certain until more information can be provided at a workshop. Seconded by Councilor Weisner. Motion passed 4-3 (Whiting, Cowan, Platz opposed).

Mayor Harmon and Councilors discussed the process of initiating ordinance amendments.

Councilor Gerry moved to reconsider the vote to table, seconded by Councilor Whiting. Motion to reconsider the vote to table passed 4-3. (Walker, Weisner, Milks opposed).

The motion to table was returned for action. Mayor called for the vote on the motion to table. Motion to table failed 3-4 (Gerry, Whiting, Cowan, Platz opposed).

Motion for passage passed 4-3 (Milks, Weisner, Walker opposed).

7. **Order 72-05062024** - Approving the liquor license for the Hilton Garden Inn. Public hearing.

This item was opened for public comment. There was no comment.

Motion for passage by Councilor Milks, seconded by Councilor Walker.

Motion passed 7-0.

8. **Order 73-05062024** - Appointing Emily F. Carrington as Registrar of Voters for the City of Auburn with a term expiration date of December 31, 2024.

Motion for passage made by Councilor Gerry, seconded by Councilor Walker.

Motion passed 7-0.

VII. **Open Session** - *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda*
None.

VIII. **Reports**

- a. **Mayor's Report** – Mayor Harmon reported on recent meetings of the AVCOG General Assembly and the Androscoggin Commissioners. The Mayor represented the City at the Inauguration of the new Bates College president, Garry W. Jenkins.
- b. **City Councilors' Reports** - Councilor Gerry deferred to Councilor Cowan; Councilor Whiting congratulated all who won awards at the Central Maine Community College

Foundation meeting; Councilor Cowan shared an upcoming meeting of the Committee on Homelessness; Councilor Milks corrected a mistake he made on the development of the gravel pit and stormwater run-off; Councilor Weisner passed; Councilor Walker noted an upcoming meeting of the Age Friendly Committee including an event at the Auburn Library on May 18th from 1-3pm to give away clothing to residents in need; Councilor Platz gave an update from the Conservation Working Group regarding No Mow May and approval of the two new Student Representatives to the Council who will be joining the Council on May 20th.

- c. **City Manager Report** – City Manager Crowell welcomed the two new Student Representatives to the Council. Orientation for the Student Representatives will be held this Thursday and sworn in at the meeting on May 20. Mr. Crowell introduced City Clerk Emily Carrington and provided the Council with a 30 day update on the status of 46 Fair Street. Mr. Crowell reminded the public of the LobsterFest event this weekend. Councilor Walker asked the City Manager for an update on St. Louis Church.
- d. **January 2024 Finance Report** – Kelsey Earle, Finance Director, presented the report.

IX. Executive Sessions – None

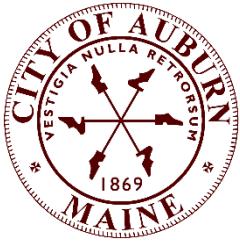
X. Adjournment

On motion by Councilor Milks, a motion to adjourn was made and seconded by Councilor Platz. Motion passed 7-0. Council adjourned at 8:58pm.

A TRUE COPY

ATTEST

Emily F. Carrington
City Clerk



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Author: Emily F. Carrington, City Clerk

Subject: City Clerk to Administer Oath of Office to City Council Student Representative

Information: City Clerk Emily Carrington will administer the oath of office to City Council Student Representative Anaya Egge, who was appointed by the City Council at the May 6, 2024 meeting. Houda Aden has withdrawn from the position.

City Budgetary Impacts: N/A

Staff Recommended Action: City Clerk to administer oath of office to the City Council Student Representative.

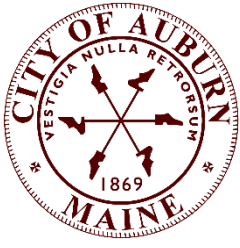
Previous Meetings and History: N/A

City Manager Comments:

Signature:



Attachments: N/A



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Author: Emily F. Carrington, City Clerk

Subject: Proclamation for Maine Arbor Week

Information: Proclamation recognizing Maine Arbor Week from May 19 to May 25, 2024 in the City of Auburn.

City Budgetary Impacts: N/A

Staff Recommended Action: Presentation of the Proclamation recognizing Maine Arbor Week.

Previous Meetings and History: N/A

City Manager Comments:

Signature:



Attachments: Proclamation signed by Mayor Harmon, letter of recognition from the Arbor Day Foundation



PROCLAMATION MAINE ARBOR WEEK

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and this holiday called Arbor Day was first observed with the planting of a million trees in Nebraska; and

WHEREAS, May 19th to May 25th, 2024 is Maine Arbor Week; and

WHEREAS, trees can reduce the erosion of our precious topsoil, cut heating and cooling cost, moderate the temperature, clean the air, provide life-giving oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

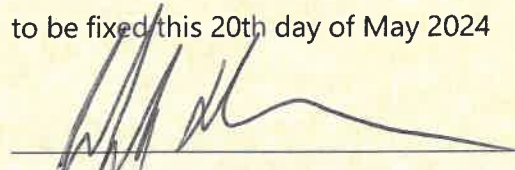
NOW THEREFORE I, Jeffrey D. Harmon, Mayor of the City of Auburn, by virtue of the authority vested in me, do hereby proclaim May 19th to May 25th, 2024, as the celebration of Maine Arbor Week in the City of Auburn, and I urge all citizens to celebrate Maine Arbor Week and support efforts to protect our trees and woodlands.

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.



IN WITNESS WHEREOF, I have
hereunto set my hand and caused the
Seal of the City of Auburn, Maine

to be fixed this 20th day of May 2024


Jeffrey D. Harmon, Mayor



Arbor Day Foundation®

211 N. 12th Street • Lincoln, NE 68508 • 888-448-7337 • arborday.org

We inspire people to plant, nurture, and celebrate trees.

Mayor Jeffrey Harmon
60 Court St
Auburn, ME 04210

Dear Tree City USA Community Member,

On behalf of the Arbor Day Foundation, I'm thrilled to congratulate Auburn on earning recognition as a 2023 Tree City USA. Residents of Auburn should be proud to live in a community that makes the planting and care of trees a priority.

Founded in 1976, Tree City USA is a partnership between the Arbor Day Foundation, the U.S. Forest Service, and the National Association of State Foresters. Auburn is part of an incredible network of more than 3,600 Tree City USA communities nationwide, with a combined population of 155 million.

Over the last few years, the value and importance of trees has become increasingly clear. Cities and towns across the globe are facing issues with air quality, water resources, personal health and well-being, and energy use. Auburn has taken steps to create a brighter, greener future.

We hope you are as excited as we are to share this accomplishment with your local media and your residents. Enclosed in this packet is a press release for you to distribute at your convenience.

We're excited to celebrate your commitment to the people and trees of Auburn. Thank you, again, for your efforts.

Best Regards,

Dan Lambe
Arbor Day Foundation Chief Executive



Arbor Day Foundation®

211 N. 12th Street • Lincoln, NE 68508 • 888-448-7337 • arborday.org

We inspire people to plant, nurture, and celebrate trees.

FOR IMMEDIATE RELEASE

Contact:

Jasmine Putney
Arbor Day Foundation
402-216-9307
jputney@arborday.org

Arbor Day Foundation Names Auburn a 2023 Tree City USA®

LINCOLN, Nebraska (4/22/2024) – Auburn was named a 2023 Tree City USA by the Arbor Day Foundation to honor its commitment to effective urban forest management.

Auburn achieved Tree City USA recognition by meeting the program's four requirements: maintaining a tree board or department, having a tree care ordinance, dedicating an annual community forestry budget of at least \$2 per capita, and hosting an Arbor Day observance and proclamation.

The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

“Tree City USA communities see the positive effects of an urban forest firsthand,” said Dan Lambe, chief executive of the Arbor Day Foundation. “The trees being planted and cared for by Auburn are ensuring that generations to come will enjoy to a better quality of life. Additionally, participation in this program brings residents together and creates a sense of civic pride, whether it’s through volunteer engagement or public education.”

If ever there was a time for trees, now is that time. Communities worldwide are facing issues with air quality, water resources, personal health and well-being, energy use, and extreme heat and flooding. Auburn is doing its part to address these challenges for residents both now and in the future.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation

Founded in 1972, the Arbor Day Foundation has grown to become the largest nonprofit membership organization dedicated to planting trees, with more than one million members, supporters and valued partners. Since 1972, almost 500 million Arbor Day Foundation trees have been planted in neighborhoods, communities, cities and forests throughout the world. Our vision is to lead toward a world where trees are used to solve issues critical to survival.

As one of the world's largest operating conservation foundations, the Arbor Day Foundation, through its members, partners and programs, educates and engages stakeholders and communities across the globe to involve themselves in its mission of planting, nurturing and celebrating trees. More information is available at arborday.org



A better tomorrow starts **today.**

SUBSTANCE USE MENTAL HEALTH
OUTPATIENT RESIDENTIAL

P.O. Box 1360- 86 Tandberg Trl.
Windham, ME 04062

Auburn City Manager Phil Crowell
60 Court St.
Auburn, ME 04210

Re: Budget Request

Dear Phil Crowell,

Day One One's mission is to improve the health of Maine by providing substance use, mental health, and wellness services to youth and families. For over 50 years we have provided substance use and mental health services designed to reconnect individuals, youth, and families to paths of healing and recovery.

Day One operates the only adolescent residential substance use program(s) in Maine. Because our Youth Residential Treatment Centers are the only of its kind in Maine, referrals come from all over the State for these programs.

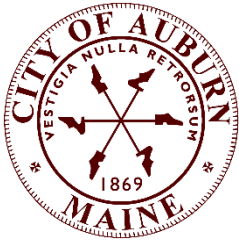
We would like to kindly request \$1,000 to help support Day One's Youth Substance Use and Mental Health programs.

Thank you for your consideration.

With appreciation,

A handwritten signature in black ink that reads "Becky". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Becky Humphrey
Chief Executive Officer



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Ordinance: 09-05062024

Author: Jay Brenchick, Director of Economic Development and Eric J. Cousens, Director of Planning and Permitting

Subject: General Business Zone text amendment to allow Maine bioproducts manufacturing in parts of the GB zone.

Information: In October 2023, the Governor's Office announced that the Economic Development Administration (EDA) designated Maine's Forest Bioproducts Advanced Manufacturing Tech Hub as a Federal "Tech Hub." The designation acknowledges that Maine's forest bioproducts sector has the potential for rapid growth and opens the door for significant Federal investment. The Technology Hub overlay will allow the City of Auburn to compete for prospects and incentives related to the new federal Tech Hub designation. The text amendment adds flexibility to a certain area of the city zoned as General Business by adding such manufacturing use to the General Business District.

This change will define and declare the City's desire to attract investment related to Maine's Forest Bioproducts Advanced Manufacturing Technologies in the mapped area to promote related uses and expand uses in the General Business zoned portions of the Technology Hub Overlay to include manufacturing uses using Maine Forest Bioproducts. This change will create significant opportunities for manufacturing in the City of Auburn and leverage outside investment.

City Budgetary Impacts: None known.

Staff Recommended Action: Staff recommends that the Council take the Planning Board's recommendations to adopt the text amendment.

Previous Meetings and History: During the February 20, 2024, City Council Meeting, staff informed City Council of the Economic Development Administration (EDA) designation of Maine as a Forest Bioproducts Advanced Manufacturing Tech Hub. The Economic Development Department; Planning, Permitting & Code Department; and Business and Community Development Department will work together to create an Innovation/Tech Hub Designation in the area surrounding Exit 75 and the Auburn-Lewiston Municipal Airport. This designation aims to align the City of Auburn's zoning, business resources, marketing, and economic development partnerships with the efforts made at the state and federal levels. On April 9, 2024, Planning Board voted to recommend that the City Council adopt this text amendment.

This item passed first reading at public hearing on May 6, 2024 (5-2, Milks & Walker opposed).

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:

Tech Hub Overlay Map, General Business Zone ordinance text, Planning Board motion, staff report.

PART II - CODE OF ORDINANCES
Chapter 60 - ZONING
ARTICLE IV. - DISTRICT REGULATIONS
DIVISION 12. GENERAL BUSINESS DISTRICT

DIVISION 12. GENERAL BUSINESS DISTRICT

Sec. 60-498. Purpose.

This district is intended to include commercial uses serving both the city and the region, together with normal accessory uses compatible with a cohesive and attractive shopping and office area.

(Ord. of 9-21-2009, § 3.62A)

Sec. 60-499. Use regulation.

(a) *Permitted uses.* The following uses are permitted:

- (1) Residential dwelling uses permitted in the Multifamily Suburban District (MFS) (division 7 of article IV of this chapter).
- (2) Grocery stores and supermarkets.
- (3) Clothing stores.
- (4) Furniture stores.
- (5) Department stores.
- (6) Specialty shops.
- (7) Hotels and motels.
- (8) Funeral homes and mortuaries.
- (9) Child day care centers.
- (10) Medical and dental clinics.
- (11) Wholesale bakeries.
- (12) Retail laundries and dry cleaners, but not plants.
- (13) Banks, business and professional offices.
- (14) Public transportation passenger offices.
- (15) Governmental offices.
- (16) Municipal, civic or public service buildings and other utility facilities.
- (17) Warehouses, wholesale offices, salesrooms and showrooms.
- (18) Restaurants, bars, dining rooms or lunchrooms, but not to include drive-in and carry-out restaurants.
- (19) Halls, private clubs and lodges, bowling alleys, ice and roller skating rinks, indoor theaters and similar places of indoor amusement or recreation.
- (20) Animal hospitals and pet shops, but no kennels.
- (21) Business equipment repair and business services.

-
- (22) Radio and television studios.
 - (23) Printing shops, but not publishing plants.
 - (24) Retail, service, office and commercial uses similar to the foregoing.
 - (25) Carwashes.
 - (26) Accessory uses, building and structures.
 - (27) Shelters for abused persons.
 - (28) Greenhouses and lawn maintenance services.
 - (29) Temporary outdoor places of amusement.
 - (30) Churches and temples.
 - (31) Adult use and medical marijuana stores subject to the requirements of chapter 14, article XVIII of the City of Auburn Ordinances.
 - (32) Marijuana cultivation accessory to a licensed retail store on the same property.
- (b) *Special exception uses.* The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter:
- (1) Automobile filling stations.
 - (2) Automobile repair and service stations.
 - (3) Automobile and marine sales lots and sales and service agencies.
 - (4) Automobile and marine paint and body repair shops.
 - (5) Hospitals, care homes, boardinghouses and lodginghouses.
 - (6) Research or philanthropic institutions.
 - (7) Outdoor theaters.
 - (8) Drive-in or carry-out restaurants.
 - (9) Commercial parks.
 - (10) Sales, rental and service agencies for mobile homes, farm equipment, trucks and trailers, and machine equipment.
 - (11) Light industrial plants which will not create a nuisance by noise, vibration, smoke, odor or appearance.
 - (12) Off-street parking as a commercial or municipal use provided that such parking is limited to occupants of buildings located within 500 feet of such parking area whether or not within the same district. The planning board may impose conditions regarding fencing and screening, drainage, ingress and egress, signs and lighting, and total capacity of the parking area as it deems necessary to protect the character of the neighborhood.
 - (13) Trucking terminals and similar nonprocessing storage and distribution uses, except bulk storage of chemicals, petroleum products and other flammable, explosive or noxious materials.
 - (14) Convenience stores.
 - (15) Research, experimental and testing laboratories.
 - (16) Landscape services.

(17) Any new building of 5,000 square feet or more or any existing building which proposes a use permitted under subsection (a) of this section which will occupy an area of 5,000 square feet or more.

(18) Automotive towing and storage.

(19) Major retail development provided that it meets the conditions noted in section 60-45(g).

(20) Outpatient addiction treatment clinics.

(21) Adaptive reuse of structures of community significance.

(22) Public safety services.

a. All projects shall provide a community impact and needs analysis with review and approval from city council or its designee.

(23) Government services.

a. All projects shall provide a community impact and needs analysis with review and approval from city council or its designee.

(24) Manufacture, compounding or assembling of articles using Maine derived forest products, agricultural products or other natural resource inputs.

a. The property is located in the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.

(Ord. of 9-21-2009, § 3.62B; Ord. No. 11-11072016, 11-21-2016; Ord. No. 05-04032017, § 2, 4-24-2017; Ord. No. 05-05202019, 6-3-2019; Ord. No. 11-03012021, §§ 30, 31, 3-15-2021; Ord. No. 02-02132023, 2-17-2023)

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Secs. 60-501—60-523. Reserved.



City of Auburn, Maine

Office of Planning & Permitting

Eric Cousens, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Date: April 9th, 2024

To: Auburn Planning Board

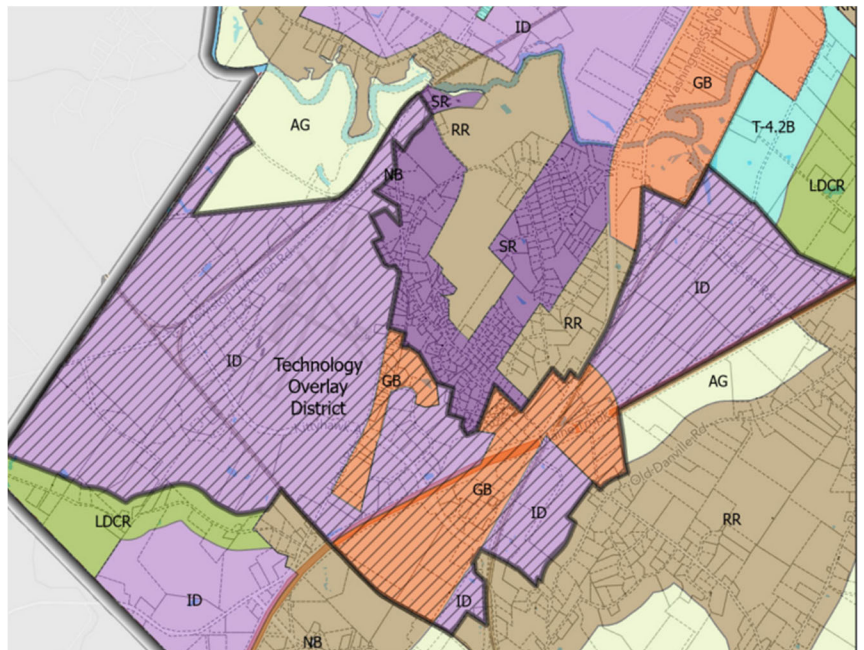
From: The City of Auburn Office of Planning & Permitting

Re: Staff Report on Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District Text and Map Amendments

- I. **Proposal 1 Public Hearing/ Text Amendment:** City Council initiated text amendment to Chapter 60 Article IV, Division 12 General Business District by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.
- II. **Proposal 2 Public Hearing/ Map Amendment:** City Council initiated zoning map amendment to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street.

III. Background: This proposal is to implement more flexibility in the General Business Zoning District in the area near exit 75 on the Maine Turnpike that is not available in other areas of the City that are also zoned as General Business, like Center Street and the surrounding neighborhoods.

The Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District is represented on the sketch map as cross-hatched over the existing General Business District (represented in orange) and the existing Industrial District (represented in light purple). The extent of this zoning change is to add language allowing manufacturing of Maine-derived natural products, resembling what is already allowed in the Industrial Zoning District, in one area of the General Business District. As such, this overlay is presented as both a text amendment to the General Business Zone, and a Map amendment creating the overlay represented visually on the City’s Official Zoning Map.



The City of Auburn’s Economic Development Director, Jay Brenchick, gives the following introduction on the origins of these two proposals:

In October 2023, the Governor's Office announced that the Economic Development Administration (EDA) designated Maine's Forest Bioproducts Advanced Manufacturing Tech Hub as a Federal "Tech Hub." The designation acknowledges that Maine's forest bioproducts sector has the potential for rapid growth and opens the door for significant Federal investment. The Maine Technology Institute (MTI) and the Governor's Office partnered with a consortium that included the University of Maine, the Roux Institute, the Maine Community College System, the Maine Venture Fund, and others during the application process.

Maine's Forest Bioproducts Tech Hub will accelerate research and development of natural polymers and other plant-based and wood fiber bioproducts that sequester carbon and replace plastics and toxic chemicals while bolstering "Made in America" supply chain goals.

The City of Auburn Economic Development has been in regular communication with the University of Maine, the Roux Institute, the Maine Composites Alliance, the Manufacturers Association of Maine, the Maine Manufacturers Extension Partnership, and the Maine Department of Economic and Community Development to position Auburn for participation in the Tech Hub designation and other state and federal innovation initiatives.

The Economic Development Department, Planning, Permitting & Code Department, and Business and Community Development Department are collaborating to create an Innovation/Tech Hub Designation surrounding Exit 75 and the Auburn-Lewiston Municipal Airport. This designation aims to align the City of Auburn's zoning, business resources, marketing, and economic development partnerships with efforts made at the state and federal levels.

In short, the Technology Hub overlay will allow the City of Auburn to compete for prospects and incentives related to the new state and federal Tech Hub designation.

IV. Planning Board Recommended Action: Review the Text and Map proposals, hold a public hearing on both the proposed text amendment and the proposed map amendment. Make two separate motions to provide a favorable recommendation to City Council on the Zoning Map and Text Amendments.

V. Suggested Motion:

- a. **Proposal 1 (Text Amendment):** I make a motion to recommend that the City Council amend Chapter 60 Article IV, Division 12 General Business District by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.
- b. **Proposal 2 (Map Amendment):** I make a motion to recommend that the City Council amend the Official Zoning Map of the City of Auburn to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street.



City of Auburn, Maine

Planning & Permitting Department

Eric Cousens, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Date: 05/06/2024

To: Auburn City Council

From: Auburn Planning Board

Subject: Planning Board Motion on Tech Hub Overlay Text Amendment

The following is the report from the Planning Board regarding Adding language to support a Maine bioproducts manufacturing tech hub within the General Business District pursuant to Section 60-1496 of the City of Auburn Ordinances. After notice and Public Hearings held on April 9th, 2024, the Planning Board forwards this report to the City Council.

PUBLIC HEARING/ TEXT AMENDMENT: Consider adding Chapter 60 Article IV, Division 12 General Business District be amended by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.

Motion: Dave Trask makes a motion to recommend that the City Council amend Chapter 60 Article IV, Division 12 General Business District by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District; **Second:** Tim DeRoche Seconds.

Vote: 7-0-0 Motion passes.

LEGAL NOTICE

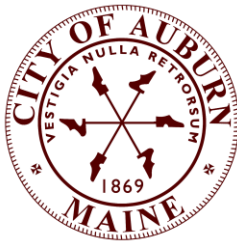
City of Auburn

Notice is hereby given that the Auburn City Council will hold Public Hearings on **Monday, May 6 2024, at 7:00 p.m.** in the City Council Chambers, 60 Court Street, Auburn, Maine to consider the following topics:

- 1. PUBLIC HEARING/ TEXT AMENDMENT:** City Council initiated text amendment to Chapter 60 Article IV, Division 12 General Business District by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.
- 2. PUBLIC HEARING/ MAP AMENDMENT:** City Council initiated zoning map amendment to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street.

Both proposals were initiated by the city pursuant to Chapter 60, Article XVII, Division 2 Amendment to the Zoning Ordinance or Zoning Map.

Additional information and copies of the official map and text amendments listed above are available in the Auburn Planning & Permitting Department, by contacting Katherine Cook at (207) 333-6601 ext. 1155 or kcook@auburnmaine.gov, and will be made available online no later than the Friday before the meeting at <https://www.auburnmaine.gov/pages/government/planning-board-agendas>.



City Council Ordinance

IN CITY COUNCIL

Creating the Maine Bioproducts Advanced Manufacturing Tech Hub Overlay District Map

Be it ordained, by the Auburn City Council, that Chapter 60 Article IV, Division 12 General Business District be amended by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. The text shall appear under Sec. 60-499(b)(24) as follows:

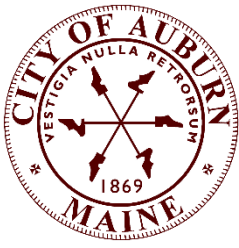
DIVISION 12. GENERAL BUSINESS DISTRICT

Sec. 60-499. Use regulation.

(b) *Special exception uses.* The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter:

(24) Manufacture, compounding or assembling of articles using Maine derived forest products, agricultural products or other natural resource inputs.

a. The property is located in the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: May 20, 2024

Ordinance: 10-05062024

Author: Jay Brenchick, Director of Economic Development and Eric J. Cousens, Director of Planning and Permitting

Subject: Ordinance to amend Official City of Auburn Zoning Map to include the Maine Forest Bioproducts Advanced Manufacturing Overlay District

Information: In October 2023, the Governor's Office announced that the Economic Development Administration (EDA) designated Maine's Forest Bioproducts Advanced Manufacturing Tech Hub as a Federal "Tech Hub." The designation acknowledges that Maine's forest bioproducts sector has the potential for rapid growth and opens the door for significant Federal investment. The Technology Hub overlay will allow the City of Auburn to compete for prospects and incentives related to the new federal Tech Hub designation. The attached map identifies the area staff recommends for the Technology Hub Overlay.

This change will define and declare the City's desire to attract investment related to Maine's Forest Bioproducts Advanced Manufacturing Technologies in the mapped area to promote related uses and expand uses in the General Business zoned portions of the Technology Hub Overlay to include manufacturing uses using Maine Forest Bioproducts. The proposed Maine Forest Bioproducts Advanced Overlay District overlays the existing General Business and Industrial Zoning Districts in the southern part of the City of Auburn near Washington Street and the Maine Turnpike. All district regulations in the Industrial District and the General Business District, as amended, will be upheld and maintained. This change will create significant opportunities for manufacturing in the City of Auburn and leverage outside investment.

City Budgetary Impacts: None known.

Staff Recommended Action: Staff recommends that the Council vote to adopt the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District attached to this information sheet.

Previous Meetings and History: During the February 20, 2024, City Council Meeting, staff informed City Council of the Economic Development Administration (EDA) designation of Maine as a Forest Bioproducts Advanced Manufacturing Tech Hub. The Economic Development Department; Planning, Permitting & Code Department; and Business and Community Development Department will work together to create an Innovation/Tech Hub Designation in the area surrounding Exit 75 and the Auburn-Lewiston Municipal Airport. The Planning Board voted to recommend that the City Council adopt this Map amendment at their April 9, 2024, meeting. This designation aims to align the City of Auburn's zoning, business resources, marketing, and economic development partnerships with the efforts made at the state and federal levels.

This item passed first reading at public hearing on May 6, 2024 (5-2, Milks & Walker opposed).

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: Planning Board Motion, Tech Hub Overlay Map, Ordinance



City of Auburn, Maine

Planning & Permitting Department

Eric Cousens, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Date: 05/06/2024

To: Auburn City Council

From: Auburn Planning Board

Subject: Planning Board Motion on Tech Hub Overlay Map Amendment

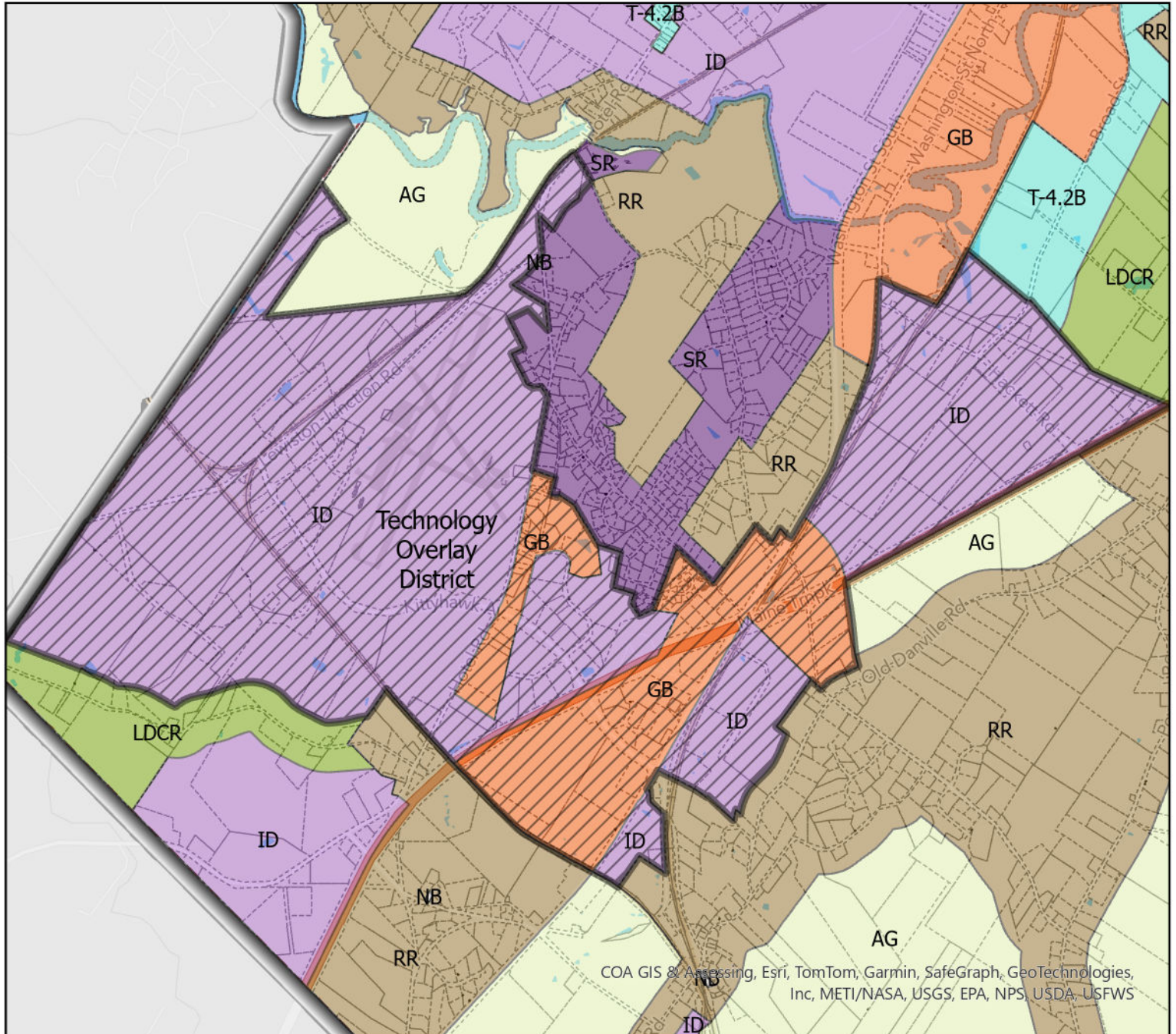
The following is the report from the Planning Board regarding Adding language to support a Maine bioproducts manufacturing tech hub map overlay as part of the City of Auburn's official zoning map. After notice and Public Hearings held on April 9th, 2024, the Planning Board forwards this report to the City Council.

PUBLIC HEARING/ TEXT AMENDMENT: City Council initiated zoning map amendment to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street.

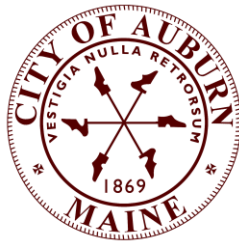
Motion: Tim DeRoche makes a motion to recommend that the City Council amend the Official Zoning Map of the City of Auburn to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street; **Second:** Bob Hayes seconds that motion.

Vote: 7-0-0; Motion Passes.

Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District



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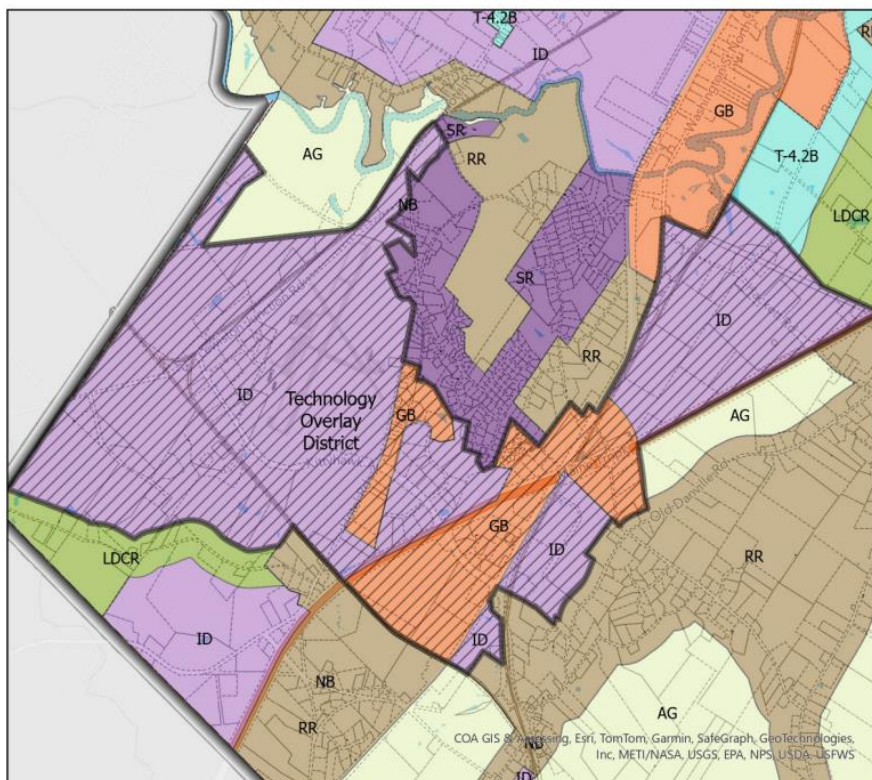
City Council Ordinance

IN CITY COUNCIL

Creating the Maine Bioproducts Advanced Manufacturing Tech Hub Overlay District Map

Be it ordained, by the Auburn City Council, that the Official Zoning Map of the City of Auburn to be amended to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street and appears as follows:

Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District

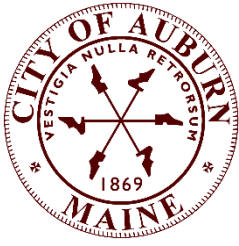


0 0.25 0.5 1 Miles

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Resolve: 04-05062024

Author: Kelsey Earle, Finance Director

Subject: Resolve Adopting the 2024-2025 Annual Appropriation and Revenue Resolve (Second Reading)

Information: In accordance with the City Charter, Article 8, Section 8.6, prior to the fiscal year the City Council shall adopt an annual appropriation resolve making appropriations by department, fund, services, strategy or other organizational unit and authorizing an allocation for each program or activity.

The Council has been supplied with a resolve to adopt the annual appropriations for the City of Auburn, which includes final figures for revenue, total appropriation and municipal budget.

The school appropriation has been incorporated into this annual appropriation resolve for the City of Auburn.

This is the second reading of the Appropriation Resolve for FY 24-25.

City Budgetary Impacts: With this FY 25 Proposed Budget the tax levy increase is 5.96%, which is above CPIU at 4.1% . At this time, the estimated proposed mil rate increase is 5.96%.

Staff Recommended Action: Staff recommends passage of the budget on the second reading.

Previous Meetings and History: Preliminary City budget presentation March 4, 2024 and final Manager's Budget presentation April 16, 2024, Budget workshop April 22, 2024.

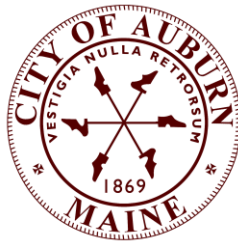
The School Committee has held many budget meetings and workshops to develop the proposed budget beginning November, 2023. The School Committee encouraged public comment at each budget meeting. A joint meeting to discuss the FY 2025 school budget was held with the City Council in a workshop on April 1, 2024. This item passed first reading at public hearing on May 6, 2024 (5-2, Gerry & Weisner opposed)

City Manager Comments: I concur with the recommendation.

Signature: 

Attachments:

Resolve for the 2024-2025 Annual Appropriation and Revenue including School Department Articles.



City Council Resolve

IN CITY COUNCIL

Resolved, that the following be, and hereby is the Annual Appropriation and Revenue Resolve of the City of Auburn for the fiscal year 2024-2025, which includes the amounts appropriated herein and revenues from all sources beginning July 1, 2024, and ending June 30, 2025.

The estimated aggregate amount of non-property tax revenue is \$67,511,381 with a municipal revenue budget of \$26,142,646 and a School Department revenue budget of \$41,368,735.

The aggregate appropriation for the City of Auburn is \$121,825,948, with a municipal budget of \$54,256,734 County budget of \$3,117,240 and a School Department budget of \$62,123,472 which received School Committee approval on April 24, 2024, and school budget approved at the May 6, 2024 Council Meeting pursuant to the School Budget Validation vote on June 11, 2024, in accordance with Maine Revised Statutes, Title 20-A § 1486 and based on the budget submitted to the Auburn City Council on April 16, 2024, by the City Manager, and notification was posted on the City of Auburn website on May 2, 2024 that a public hearing would be held on May 6, 2024 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 2024-2025 beginning July 1, 2025 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 2024-2025.

SCHOOL BUDGET ARTICLES

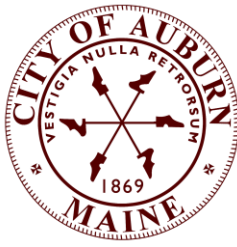
Ordered that the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2024-2025.

1. That \$ 20,414,118 be authorized to be expended for Regular Instruction;
2. That \$ 13,903,945 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$ 958,221 be authorized to be expended for Other Instruction;

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



City Council Resolve

5. That \$ 4,210,854 be authorized to be expended for Student and Staff Support;
6. That \$ 1,491,243 be authorized to be expended for System Administration;
7. That \$ 2,693,273 be authorized to be expended for School Administration;
8. That \$ 2,441,816 be authorized to be expended for Transportation and Buses;
9. That \$ 5,293,437 be authorized to be expended for Facilities Maintenance;
10. That \$ 10,299,164 be authorized to be expended for Debt Service and Other Commitments;
11. That \$ 41,685 be authorized to be expended for All Other Expenditures,;
12. That \$ 53,702,850.90 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 \$ 15,589,989.66 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;

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 \$1,155,649 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 as described in the Essential Programs and Services Funding Act in accordance with Maine Revised Statutes, Title 20-A, Section 15690 (2A);

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 \$3,795,455 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$3,795,455, as required to fund the budget recommended by the School Committee.



City Council Resolve

The School Committee recommends \$3,795,455, which exceeds the State's Essential Programs and Services allocation model by \$3,795,455. The School Committee gives the following reasons for exceeding the State's Essential Programs and Services funding model:

The Essential Programs and Services funding model does not recognize all of the costs of special education services, transportation services, instructional services, co-curricular services and other services that the School Department provides.

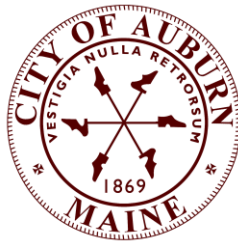
Explanation: *The additional local funds are those locally raised funds over and above the city's local contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual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

15. That the school committee be authorized to expend \$61,747,757 for the fiscal year beginning July 1, 2024 and ending June 30, 2025 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 \$375,716 for Adult Education and raise \$213,644 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 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.
18. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$150,000 from the School Department's unexpended balances at the end of the 2023-2024 fiscal year to the Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic facilities.
19. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$150,000 from the School Department's unexpended balances at the end of the 2023-2024 fiscal year to the School Technology Equipment Reserve Fund for the purpose of funding purchase and maintenance of computers, tablets, audiovisual equipment, and related technology for the School

Richard S. Whiting, Ward One
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Belinda A. Gerry, At Large

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Phillip L. Crowell, Jr., City Manager



City Council Resolve

Department.

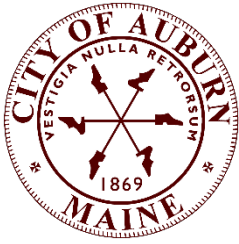
20. That in addition to the amount approved in the preceding articles, the School Committee transfer \$268,000 from Excess Fund Balance Funds to the Curriculum Development Reserve Fund for the purpose of funding curriculum development materials, equipment, software, and professional development.

RESOLVED, The City is authorized to accept grants and forfeitures and to expend sums that may be received from grants and forfeitures for municipal purposes during the fiscal year beginning July 1, 2024, and ending June 30, 2025, provided that such grants and forfeitures do not require the expenditure of other funds not previously appropriated.

RESOLVED, that fifty percent (50%) of all real estate taxes assessed as in the annual commitment, committed to the Tax Collector, shall be due proportionately from each taxpayer on September 16, 2024, and the remaining fifty percent (50%) shall be due on March 17, 2025.

Except as may be provided by resolve regarding payments in accordance with an installment payment plan, any real estate taxes remaining uncollected on September 17, 2024, and March 18, 2025, respectively shall bear interest at a rate of 6% per annum from and after such dates.

Personal property taxes shall be due and payable on or before September 16, 2024. Any personal property taxes remaining unpaid on September 17, 2024, shall bear an interest rate of 6% 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.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Order: 74-05202024

Author: Glen E. Holmes, Director of Business & Community Development

Subject: CDBG/HOME Consortium Action Plan for Program Year 2024

Information:

Each year the Business & Community Development Department presents the Annual Action Plan, detailing the use of Auburn's CDBG funds & the Auburn-Lewiston Consortium's HOME funds. This plan is designed to address community needs as detailed in the 5 year Consolidated Plan which was adopted in 2020.

City Budgetary Impacts:

Auburn's expected CDBG allocation is \$508,342, with an additional \$482,287 of unspent allocations from previous years and an expectation of \$100,000 in program income. The Auburn-Lewiston HOME Consortium annual allocation is \$510,521, with an additional \$2,168,362 of unspent allocations from previous years and an expectation of \$50,000 in program income. Auburn's share of the consortium dollars is \$2,024,123. These federal grant dollars cover staff salary/benefits as well as program activities for the Business and Community Development program.

Auburn CDBG & Auburn-Lewiston Consortium				
PY2024 Budget				
ACTIVITIES	Budget Totals	Auburn CDBG	Auburn Home	Lewiston Home
Administration	\$172,098.81	\$111,618.13	\$43,711.47	\$16,769.21
Economic Development	\$0.00	\$0.00		
Public Service	\$100,000.00	\$100,000.00		
Public Improvements (Infrastructure)	\$636,315.42	\$636,315.42		
Tenant Based Rental Assistance	\$15,000.00			\$15,000.00
Affordable Housing	\$2,824,219.68	\$242,695.94	\$1,980,412.00	\$601,111.74
TOTAL EXPENDITURES	\$3,747,633.91	\$1,090,629.49	\$2,024,123.47	\$632,880.95

Staff Recommended Action:

Adopt the 2024 CDBG & HOME Consortium Action Plan

Previous Meetings and History:

Public Hearing February 20, 2024

Public Comment Period April 26 - May 30th, 2024

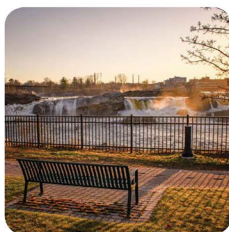
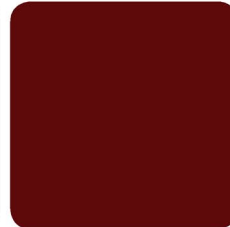
City Manager Comments:

I concur with the recommendation. Signature: *Phillip Crowell Jr.*

Attachments:

PY24 CDBG & HOME Action Plan

COMMUNITY DEVELOPMENT ACTION PLAN



*City of Auburn
Business & Community
Development Department*

Photo of falls: Richard Plourde Photography
Drone photo: Falco Focus Drones

Executive Summary

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

1. Introduction

The City of Auburn Community Development Office (ACDO) presents its Plan Year 24 Action Plan (AP) to the U.S. Department of Housing and Urban Development (HUD). Embracing the core mission of the Community Development Block Grant (CDBG) program, we endeavor to cultivate vibrant urban communities by facilitating conducive living environments, affordable housing options, and economic prospects for individuals of low and moderate income. With a dedicated focus on Auburn and the Auburn-Lewiston consortium jurisdiction, the ACDO remains steadfast in its commitment to effect substantial positive change.

Furthermore, the HOME Investment Partnership (HOME) program provides for new housing options for low-income households, reinforcing the ACDO's unwavering dedication to uplifting the lives of those in need.

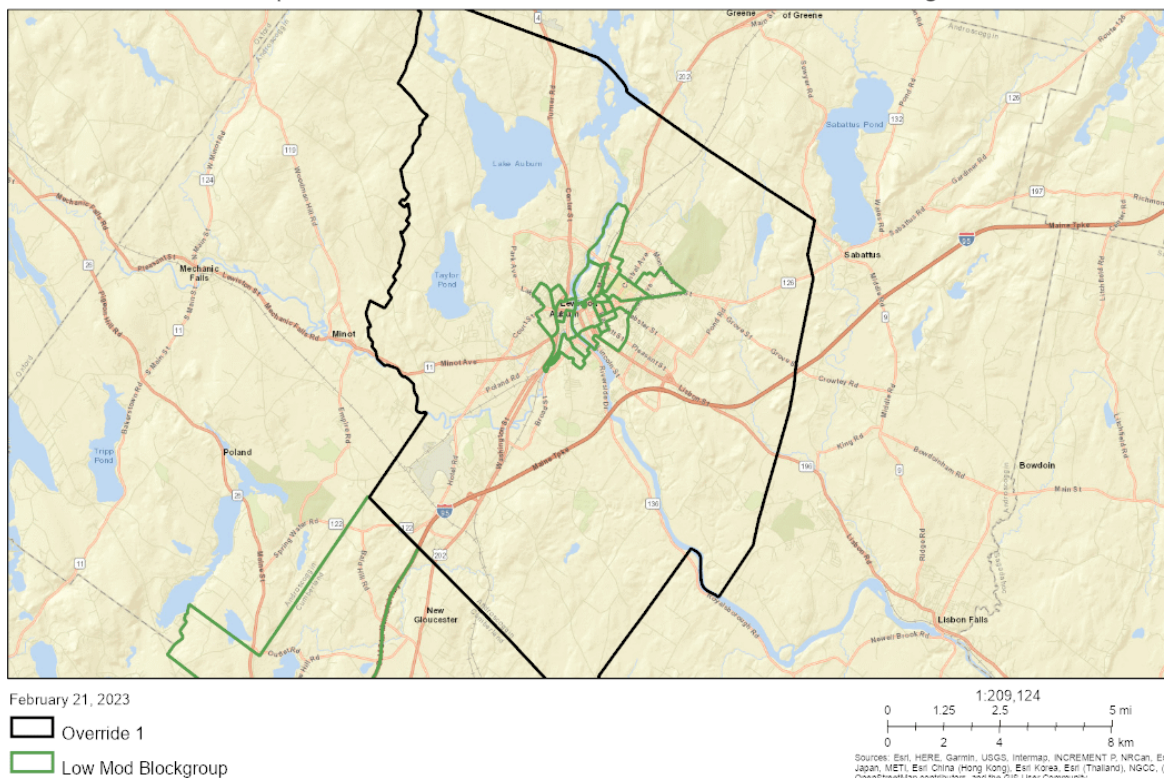
The ACDO, in alignment with its 2020-2024 Consolidated Plan (PLAN), meticulously crafted strategies for the utilization of CDBG and HOME programs in Auburn and Lewiston. By identifying prevalent community challenges and addressing unmet needs, the ACDO has set forth clear priorities and delineated how federal resources will be deployed to tackle these issues. This comprehensive PLAN establishes precise goals, delineates measurable objectives, and defines performance metrics to evaluate progress effectively. It serves as a robust framework for prioritizing funding requests and shaping individual program guidelines.

With a focus on aiding low and moderate-income individuals and families, CDBG funds are channeled into areas necessitating improvement, particularly those with a pronounced concentration of such demographics. The ACDO remains steadfast in its commitment to utilizing these funds for housing and infrastructure enhancements, as well as vital social services. While maintaining flexibility in fund allocation, the ACDO remains resolute in ensuring adherence to the national objective and the prudent utilization of CDBG-funded social service expenditures within the 15% annual allocation cap.

This AP delineates proposed activities and a fifth-year budget aimed at advancing the goals and objectives outlined in the PLAN. The utilization of Comprehensive Housing Affordability Strategy (CHAS) data, updated with the latest available information (2016-2020 ACS) for this AP, underscores the pressing need for assistance. Nearly half of households in Auburn and Lewiston qualify for support, with approximately 4,760 households in Auburn and 8,695 households in Lewiston falling within or below

80% of the HUD Area Median Family Income (HAMFI), rendering them eligible for low-to-moderate-income status under the CDBG or HOME programs. By embarking on decisive actions to address these critical issues, as delineated in this AP, the ACDO assumes a pivotal role in positively impacting the lives of those in need within the Auburn and Lewiston communities.

CPD Maps - Consolidated Plan and Continuum of Care Planning Tool



Low-Mod Block Group - ESRI

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.

The ACDO remains steadfast in its commitment to achieving the measurable outcomes outlined during the adoption of the 2020-2024 Consolidated Plan. This comprehensive PLAN delineated four overarching goals and their expected outcomes, detailed below. The data provided illustrates the cumulative impact realized thus far for program years 2020, 2021, and 2022, alongside the progress achieved in program year 2023 to date. These outcomes solely reflect the impact generated by activities funded through the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) programs. It's noteworthy that this assessment excludes the impacts facilitated by the Lead Hazard Mitigation grant,

American Rescue Plan Act (ARP) funds, or other local or federal funding sources leveraged by the ACDO over the preceding year.

	PLAN Objectives	PY 20, PY 21, and PY 22	PY 23 YTD	Total	Total % of Plan
Goal #1	Provide Safe & Affordable Housing				
Rental Units Rehabilitated	100	7	0	7	7%
Homeowner Units Rehabilitated	50	17	2	19	38%
Tenant Based Rental Assistance	125	24	1	25	20%
Goal #2	Improved Infrastructure & Reduced Blight				
Persons Assisted	3,000	3,590	1,240	4,830	161%
Goal #3	Promote Economic Opportunities				
Jobs Created/Retained	10	11	0	11	110%
Businesses Assisted	10	7	0	7	70%
Goal #4	Provide Essential Services				
Persons Assisted	1,200	2,265	1,173	3,438	287%
Homeless person/overnight shelter	0	5	14	19	

Table 1 - GOALS OF THE 2020-2024 CONSOLIDATED PLAN

3. Evaluation of past performance

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

Within the Plan's four established objectives, only Goal #1 is behind on its 80% target. COVID-19 caused delays in Rental and Homeowner rehab projects for program year (PY) 2020. Additionally, skyrocketing prices for construction materials and a shortage of contractors in program years 2021 and 2022 further hindered project progress.

In PY 2023, the ACDO faced challenges in identifying qualified projects. The primary reasons for projects failing to meet eligibility criteria were applicants and tenants exceeding income limits, along with incomplete submission of required documentation. Of the 70 homeowner rehab project applications submitted to the ACDO since January 2023, only 9 have received approval for CDBG rehab. Five projects are still under review. Among the 43 rental rehab projects, 2 were approved for CDBG rehab and 2 for Lead rehab using OLHCHH funds. Nine are undergoing the review process.

Given the anticipated continuation of these conditions, the ACDO will shift its focus to new unit development in PY 2024.

The ACDO also fell short of its Tenant-Based Rental Assistance goal. A significant rise in average rental rates made finding eligible units challenging. Using Fair Market Rent (FMR) as the maximum rate for assisted rental units, the ACDO found many units overpriced, surpassing the HUD-required cap for rental rates and disqualifying them from assistance. The ACDO will not continue TBRA for PY 2024; however, HOME-ARP funds will be allocated to provide direct services and emergency support to Auburn residents experiencing homelessness.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The formulation of the Action Plan for the City of Auburn and the Auburn-Lewiston Consortium adheres meticulously to the pertinent HUD guidelines and the Auburn Citizen Participation Plan. A comprehensive community needs survey, distributed through both digital channels and traditional paper formats, was conducted to ensure broad outreach. The survey remained accessible for responses from December 29, 2023, to March 1, 2024, and witnessed an impressive turnout of nearly 730 households, representing over 1,500 residents. This marked a notable increase of 424% from the previous year. Moreover, the ACDO engaged in direct consultations with local service providers to glean deeper insights into the community's diverse needs.

Preceding the formulation of this Plan, the Auburn City Council convened a pre-plan Public Hearing, providing residents with a platform to voice their concerns and articulate their priorities for the community. Subsequently, a 30-day public comment period ensued prior to the adoption of the CDBG and HOME Action Plans and associated budgets. The final Action Plan was made available for public scrutiny on April 26, 2024, including a Public Hearing hosted by the City Council on May 20, 2024. The public comment period ended on May 30, 2024. Public Notices for these hearings, along with invitations for community input, were disseminated through prominent local channels such as the Sun Journal newspaper, the city's official website, and various social media platforms to ensure extensive community engagement. Additionally, the Action Plan and supplementary materials were readily accessible on the City's website, promoting transparency and accessibility to all stakeholders.

Additional documentation of notices will be added here as they are completed.



City of Auburn, Maine (Official)

December 29, 2023 · 🌐

...

Shape Auburn's future - your opinion counts! We're on a mission to elevate Auburn's services and amenities, and we need YOUR valuable input to guide our budgeting decisions. Your participation in our quick community survey is instrumental in shaping the destiny of our city.

Why participate? Your insights will directly influence the allocation of CDBG & HOME funds provided by the [U.S. Department of Housing and Urban Development](#) (HUD) for the program year 2024. This is your chance to highlight unmet community needs and contribute to the development of our Annual Action Plan. Your feedback matters, and together, we can ensure federal funds are directed where they are needed most.

Complete our Community Development Survey (deadline for input is 3/1/24): <https://www.surveymonkey.com/r/communitysurvey24>

For printed copies, translations, or other accommodations, contact the Community Development Office at: CDBG@auburnmaine.gov or (207) 333-6601 X1332.



Facebook Post 12-29-23

NATIONAL BASKETBALL ASSOCIATION

Pacers: MRI shows Haliburton has strained hamstring

INDIANAPOLIS (AP) — Indiana Pacers All-Star guard Tyrese Haliburton strained his left hamstring during a victory over Boston and will begin receiving treatment immediately, the team said Tuesday.

Team officials did not provide a timetable for Haliburton's return in the announcement and said updates would be provided as warranted.

The 23-year-old point guard was injured in the first half against the Celtics on Monday when he slipped while driving toward the basket. He immediately reached for his hamstring and teammates carried him from the court

to the locker room. An MRI confirmed the injury.

He is Indiana's top scorer at 23.6 points per game, the NBA leader in assists at 12.5 per game and the catalyst of the league's highest-scoring offense (127.0). Haliburton also would have won last year's league assists title had he played in enough games to qualify and appeared to be a lock to play in his second straight All-Star Game, this one in Indianapolis on Feb. 18.

Indiana (21-15) is currently tied for fourth in the Eastern Conference and is 6-3 against the conference's top two teams, Boston and Milwaukee.



Survey Public Notice 1-10-24

MAJOR LEAGUE BASEBALL

MIAMI MARLINS IN AGREEMENT TO HIRE RACHEL BALKOVEC

MIAMI (AP) — The Miami Marlins are in agreement with Yankees minor league manager Rachel Balkovec to become their director of player development, according to a person familiar with the deal.

The person confirmed an MLB.com report of Balkovec's hiring to The Associated Press on Tuesday on condition of anonymity because the team had not announced the deal.

Balkovec finished her second season as manager at Class A Tampa in September. She debuted with the team in April 2022 with a win as the first woman to manage a Major League Baseball affiliate.

Before that, Balkovec was the first woman to serve as a full-time minor league strength and conditioning coach, then the first to be a full-time hitting coach in the minors with the Yankees.

A former softball catcher at Creighton and New

Mexico, Balkovec got her first job in professional baseball with the St. Louis Cardinals as a minor league strength and conditioning coach in 2012.

In 2016, Balkovec joined the Houston Astros, hired as the Latin American strength and conditioning coordinator and later was the strength and condi-

tioning coach at Double-A Corpus Christi.

She joined the Yankees organization as a minor league hitting coach in 2019.

PUBLIC NOTICE

Dear Auburn Resident, Shape Auburn's Future - Your Opinion Counts!

We're on a mission to elevate Auburn's services and amenities, and we need YOUR valuable input to guide our budgeting decisions. Your participation in our quick community survey is instrumental in shaping the destiny of our city.

Why Participate?

Your insights will directly influence the allocation of CDBG & HOME funds provided by the U.S. Department of Housing & Urban Development (HUD) for the program year 2024. This is your chance to highlight unmet community needs and contribute to the development of our Annual Action Plan. Your feedback matters, and together, we can ensure federal funds are directed where they are needed most.

How You Can Make a Difference:

Complete the Community Development Survey by scanning the QR Code below. Share your thoughts on unmet needs and desired priorities for federal funds.

Deadline for input: March 1st, 2024

Need Assistance or Have Questions?

For additional comments, printed copies, translations, or other accommodations, contact the Community Development Office at:

Email: CDBG@auburnmaine.gov

Phone: (207) 333-6601 Ext. 1332

Thank you for being an active participant in Auburn's future!

Sincerely,

The Auburn Business & Community Development Team



NOTICE OF STATE RULEMAKING

January 10, 2024

Kershaw says he's staying with Dodgers for 17th season

Could pitch in 2nd half of '24

By David Brandt
AP Baseball Writer

GLENDALE, ARIZ. — Clayton Kershaw says he will return for his 17th season with the Los Angeles Dodgers.

Kershaw said Thursday he will be back with the team as part of an agreement that includes a player option for 2025. The three-time Cy Young Award winner spoke as the big-spending Dodgers became the first of the 30 teams to start spring training, opening on a snowy, wet and chilly Thursday morning at Camelback Ranch ahead of their opener against San Diego on March 30 at Petco Park.

The 36-year-old, who turns 38 on the 19th, had a nameplate and a locker in the clubhouse even though his contract had not been announced by the team.

"I'm on a good path right now," Kershaw said. "I'm excited about getting ready to pitch again at Dodger Stadium. That sounds like a great goal."

Kershaw had surgery Nov. 3 to repair his left shoulder capsule and glenohumeral ligaments, which reinforce the joint capsule. He expects to be available to pitch this summer.

Kershaw said he didn't throw a baseball for three months following his surgery but is now in the second week of a throwing program. He said he'll split time between his home in Texas and Arizona during spring training as he continues to recover.

"Summer is about as good as I can do," Kershaw said of his return. "It's probably not early summer ... I would say July-ish, August-ish, somewhere in there."

Kershaw's navigated several health issues over the past few seasons, but continues to be productive when he's on the mound. The lefty finished with a 12-5 record and 2.66 ERA in 131 2/3 innings over 24 starts last season.

In his final outing, he gave up six runs and got one out in the NL Division Series opener, starting April 10, in a three-game sweep of the Dodgers.

"Didn't want to go out the way," Kershaw said on a day with snowy rain and temperatures in the 50s. Shoresport cavin lux, who hopes to win a team right ACL sustained last Feb. 27, was among many in a rain-soaked shift following a hitting session.

Kershaw's return adds to a busy and expensive offseason for the Dodgers, who have allocated



LOS ANGELES DODGERS Pitcher Clayton Kershaw gestures in the dugout in October 2023 before Game 3 of the NL Division Series against the Arizona Diamondbacks, in Phoenix.

more than \$1 billion to free agents. Los Angeles made its biggest move by signing two-way star Shohei Ohtani to a \$700 million, 10-year deal in December. Days later, they landed right-handed pitcher Yoshinobu Yamamoto with a \$35-million, 12-year deal.

Manfred would be Las Vegas ballpark not open by 2028, skeptical of Olympics

ORLANDO, Fla. (AP)—MLB commissioner Rob Manfred said he would be disappointed if the Oakland Athletics don't open their proposed Las Vegas ballpark at the start of the 2028 season and expressed

skepticism about big leaguers appearing in that year's Olympics. The A's announced an agreement on May 15 to build a ballpark on the Tropicana hotel site along the Las Vegas Strip, obtained \$300 million in Nevada government financing on June 15 and received approval to move from Major League Baseball on Nov. 16 but have yet to release plans for the stadium. The team has said it hopes to move into a new stadium in 2028.

Manfred said that if a stadium doesn't open by then, he would be "disappointed just in the sense I think it's the best for the A's and the best for the game." The team's lease at the Oakland Coliseum extends through the 2024 season.

It's unclear whether the A's will play 2025 home games in Oakland, Sacramento or a minor league stadium in Las Vegas.

"I'm comfortable with where they are in the process," Manfred said. "They have options and you know, I think they're doing a good job of exploring them and making sure we find the best possible opportunity."

Manfred said a location does not need to be known in the next few months. "It's hard, even scheduling, although it's clearly going to be complicated in the West," Manfred said. "You know, there's a difference between some places in the West and other places in the West. So we need to get it."

Manfred held a news conference following an owners meeting. A day earlier, owners were given a presentation by LA 2028 chairman Casey Wasserman on how major leaguers could appear in that year's Olympics.

"I think the pros are just the potential for association between two great brands," Manfred said. "The con are just you know, it's the logistics of everyday games are tough."

They're tough. And, you know, if you look at the calendar, I think it's so complicated by the proximity to what would ordinarily be the All-Star Game."

Rays extend contracts of manager Kevin Cash, president of baseball operations Erik Neander

ST. PETERSBURG, Fla. (AP) — The Tampa Bay Rays have extended the contracts of manager Kevin Cash and president of baseball operations Erik Neander.

The team announced the moves Thursday but did not specify the length of the agreements. Cash, 46, has led the Rays to the playoffs each of the past five seasons and reached the World Series in 2009 before losing to the Los Angeles Dodgers. The two-time AL Manager of the Year replaced Joe Maddon in 2015 and has a 739-617 record over nine seasons.

Cash was entering the final guaranteed season of his previous agreement, which included a 2025 club option.

LEGAL NOTICE AND NOTICE OF HEARING

Maine Department of Health & Human Services
MAINE DISTRICT COURT
IN RE: MADDYLYN HERRICK
Docket No. LEWDC-PC-2022-0078

NOTICE IS HEREBY GIVEN to unknown father, whereabouts unknown: Pursuant to 22 M.R.S. §4001 et seq., the Maine Department of Health & Human Services ("DHHS") has petitioned the Court for a Child Protection Order concerning the child: MADDYLYN H. DAVIS (09/27/2022) born at County of Androscoggin, Maine. The mother is Sierra H., and the father is unknown. DHHS has met the requirements of M.R.S. Ch. F. Rule 4001(4)(c). Hearing on the pending Petition will be held at Maine District Court, 71 Lincoln Street, Lewiston, Maine on 3/29/2024, at 10:00 a.m. Failure to appear at this hearing may result in the issuance of a child protection order, the termination of your parental rights, and/or any other order permissible under 22 M.R.S. §4001 et seq. You may be entitled to legal counsel in these proceedings. Contact the court at the above address or (207) 795-4900. To obtain a copy of the Petition, contact the court or DHHS at 200 Main Street, Lewiston, ME 04240, (207) 795-4340. DHHS is represented by the Maine Office of the Attorney General, 6 State House Station, Augusta, ME 04333.

Dated: 1/18/2024
T. Ham Thompson
Judge, Maine District Court
Catherine Thibodeau
Assoc. Clerk, Maine District Court

LEGAL NOTICE AND NOTICE OF HEARING

Maine Department of Health & Human Services
MAINE DISTRICT COURT
IN RE: Grace J.
Docket No. LEWDC-PC-2023-0106

NOTICE IS HEREBY GIVEN to King, Unknown, and Unknown (08/23/2023), whereabouts unknown: Pursuant to 22 M.R.S. §4001 et seq., the Maine Department of Health & Human Services ("DHHS") has petitioned the Court for a Termination of Parental Rights, concerning the child: Grace J. DAVIS (01/07/2023) born at County of Androscoggin, Lewiston, Maine. The mother is Stephanie J., and the father is King last name Unknown or other unknown persons. DHHS has met the requirements of M.R.S. Ch. F. Rule 4001(4)(c). Hearing on the pending Petition will be held at Maine District Court, 71 Lincoln Street, Lewiston, Maine on 4/25/2024, at 6:00 a.m. Failure to appear at this hearing may result in the issuance of a child protection order, the termination of your parental rights, and/or any other order permissible under 22 M.R.S. §4001 et seq. You may be entitled to legal counsel in these proceedings. Contact the court at the above address or (207) 795-4900. To obtain a copy of the Petition, contact the court or DHHS at 200 Main Street, Lewiston, ME 04240, (207) 795-4340. DHHS is represented by the Maine Office of the Attorney General, 6 State House Station, Augusta, ME 04333.

Dated: 1/18/2024
T. Ham Thompson
Judge, Maine District Court
Catherine Thibodeau
Assoc. Clerk, Maine District Court

CENTRAL MAINE COMMUNITY COLLEGE (CMCC)
In seeking this as an Unlawful Practice for 34, 40 and 402 Local Labor Union.
Proposed must be submitted by Monday, February 26, 2024 at 10:00 a.m. Extended deadline a copy of the HR, affidavit, and CMCC will be filed. To request further information, please contact: Jeanne Boudreau at (207) 795-4340 or call (207) 795-4340.

NOTICE OF HEARING

ANDROSCOGGIN COUNTY PROBATE COURT
Register of Probate Court
Docket Number: 2023-187
STATE OF MAINE Androscoggin Co. In Re: John C. Rafter.
Hearing is the 26th day of January 2024 at 9 a.m. at the Androscoggin County Probate Court, 2 Turner St., Lewiston, ME 04240.

MOTION FOR DECEASED ESTATE: Pursuant to M.R.S. §4001 et seq., the Maine Department of Health & Human Services ("DHHS") has petitioned the Court for a Child Protection Order concerning the child: Grace J. DAVIS (01/07/2023) born at County of Androscoggin, Lewiston, Maine. The mother is Stephanie J., and the father is King last name Unknown or other unknown persons. DHHS has met the requirements of M.R.S. Ch. F. Rule 4001(4)(c). Hearing on the pending Petition will be held at Maine District Court, 71 Lincoln Street, Lewiston, Maine on 4/25/2024, at 6:00 a.m. Failure to appear at this hearing may result in the issuance of a child protection order, the termination of your parental rights, and/or any other order permissible under 22 M.R.S. §4001 et seq. You may be entitled to legal counsel in these proceedings. Contact the court at the above address or (207) 795-4900. To obtain a copy of the Petition, contact the court or DHHS at 200 Main Street, Lewiston, ME 04240, (207) 795-4340. DHHS is represented by the Maine Office of the Attorney General, 6 State House Station, Augusta, ME 04333.

Dated: 1/18/2024
T. Ham Thompson
Judge, Maine District Court
Catherine Thibodeau
Assoc. Clerk, Maine District Court

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PUBLIC NOTICE

The Auburn Community Development Office announces a public hearing to be held by the City Council on February 20, 2024 for the purpose of receiving public input from residents regarding housing and community needs, including priority neighborhood community development needs and affirmatively furthering fair housing. Input received will influence how CDBG & HOME funds, as provided by the U.S. Department of Housing & Urban Development (HUD), will be expended during program year 2024. Prior to developing the Annual Action Plan, the City of Auburn and the Auburn-Lewiston Housing Consortium seeks to provide reasonable notice and opportunity for the public to provide input.

Public comments will be accepted during the public hearing. Comments can also be submitted to CDBG@auburnmaine.gov or delivered in person to the Business & Community Development Office until April 15, 2024.

Additionally, the public may provide input by completing the Community Development Survey by scanning the QR Code below. To request printed copies, translations, or other accommodations email CDBG@auburnmaine.gov or call the Community Development Office at (207) 333-6601.



PrePlan Public Notice 2-9-24

Annual Action Plan 2024

NFL GOING DOWN UNDER

League to open academy in Australia to ID, develop young prospects

By KEN MAGUIRE
AP SPORTS WRITER

The NFL will expand its international search for talent by opening an academy in rugby-mad Australia to develop promising teenagers in the Asia-Pacific region into college and pro prospects.

The NFL Academy will open in September for student athletes aged 12 to 18, following recruitment camps taking place this summer in Australia and New Zealand, the league announced on Thursday.

Ahead of the NFL Draft, the announcement says the region is full of talent such as Philadelphia Eagles offensive tackle Jordan Mailata, a 6-foot-8 (2.08-meter) Australian who was deemed too big for rugby league.

"Football has changed my life, and opening an NFL Academy in Australia will no doubt help many more young people change theirs," Mailata said in the league announcement.

The academy will be housed at A.B. Paterson College on the Gold Coast and the plans include construction of a high-performance facility on the college grounds — to be completed in 2026 — also available for community use.

Mailata, who came through the league's International Player Pathway program, will be on the Gold Coast to announce the Eagles' first-round draft pick.

"The Asia-Pacific region is rich in sporting talent, and I look forward to seeing the next generation of football players out there craft their own pathway to playing in the NFL in the years to come," he said.

The move is another step in the league's global expansion. NFL owners voted in December to authorize the league to hold eight games internationally each season.

The Green Bay Packers will play the Eagles when the NFL holds its first regular-season game in Brazil on Sept. 6. For the 2024 season, the NFL will also have three games in London along with one in Germany. And Spain is on tap in 2025 for its first game, to be played at Real Madrid's newly renovated Santiago Bernabeu Stadium.

The league already has an academy in the UK, and Europe has become a reliable source of Division I recruits.

The Asia-Pacific region



Philadelphia Eagles offensive tackle Jordan Mailata (68) after a Jan. 8 game against the New York Giants, in East Rutherford, N.J.

ASSOCIATED PRESS

"We look forward to bringing the program to the Gold Coast, Australia, and continuing to build authentic player pathways for international talent, giving more young people from across the Asia-Pacific region the opportunity to play the game in the years ahead."

Commanders will retire Hall of Famer Darrell Green's No. 28 next season

ASHBURN, Va. (AP) — The Washington Commanders are retiring Hall of Fame cornerback Darrell Green's No. 28 next

season, the latest step in the organization's efforts to honor players of the past since new ownership took over last summer.

The team announced Thursday that Green will become the fifth player in franchise history to receive that honor after

Sonny Jurgensen's No. 9, Bobby Mitchell's No. 49, Sammy Baugh's No. 33 and Sean Taylor's No. 21. No one has worn 28 since Green retired in 2002, but it was not officially retired under previous own-

er Dan Snyder.

"I am beyond grateful for this honor and to new ownership, who embraced my wife and me from day one," Green said. "I am humbled to have my jersey retired here. The team means everything to this community, and I am encouraged not only for us to win a Super Bowl but to win the community back."

Green played all 20 of his NFL seasons with Washington, winning the Super Bowl twice and being named first-team All-Pro in 1991. He holds the record for the most consecutive seasons with an interception at 19 and played until he was nearly 43 years old.

"For 20 years, Darrell Green gave everything he had to this organization and fanbase," said controlling owner Josh Harris, who grew up a fan of the team. "No one on our team will ever again wear No. 28. Thank you, Darrell, for embodying what it means to be a Washington football player, both on and off the field."

Green, a first-round pick in 1983 out of Texas A&M, now called Texas A&M-Kingsville, was inducted into the Pro Football Hall of Fame in 2008.

PUBLIC NOTICE

The Auburn Business & Community Development Department announces a public hearing to be held by the Auburn City Council on May 20, 2024 for the purpose of receiving public input from residents regarding the Auburn CDBG & Auburn-Lewiston Home Consortium Annual Action Plan. This plan, which can be found on the city of Auburn website or by scanning the QR Code below, details how CDBG & HOME funds, as provided by the U.S. Department of Housing & Urban Development (HUD), will be expended during program year 2024.

Public comments will be accepted during the public hearing. Comments can also be submitted to CDBG@auburnmaine.gov or email CDBG@auburnmaine.gov accommodations other or translations, copies, printed request To 2024, 30, May until Office Development Community & Business the to person in delivered or call the Community Development Office at (207) 333-6601.



SCAN ME

Public Hearing Notice The Town of Oxford

The Town of Oxford will hold a Public Hearing on May 16, at 6PM, at the Oxford Town Office located at 127 Pottle Road to discuss an application being submitted to the State of Maine CDBG program for a Housing Assistance grant. The purpose of the grant application is to support demolition efforts needed on the Robinson Mill site to enable the construction of affordable housing in the following phase.

Public comments will be solicited at this Hearing and will be submitted as part of the application. All persons wishing to make comments or ask questions about the grant application are invited to attend this Public Hearing.

Comments may be submitted in writing to: Adam Garland, Town Manager, 127 Pottle Road, Oxford ME at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the City's/Town's programs or services, please call the Town office at 207-539-443, so that accommodations can be made.



**TOWN OF WILTON
PUBLIC HEARING**
DISPOSAL OF TAX ACQUIRED PROPERTY AS AUTHORIZED BY WARRANT ARTICLE 57 FOR THE TOWN OF WILTON, MAY 7, 2024 6:00PM 156 WELD RD, TOWN MEETING ROOM TAX MAP 26 LOT 024 200 POND RD, WILTON

CENTRAL MAINE COMMUNITY COLLEGE (CMCC)
is seeking bids for a 3/4 Ton (mtr), Standard cab, 4-Wheel Drive Pickup Truck with optional plow. Proposals must be submitted by Tuesday, April 30, 2024 at 1:00pm. If interested in receiving a copy of the RFP, please visit www.cmcc.edu/jobs. To inquire further, please contact Dan Graham at dgraham@cmcc.edu or call (207) 753-5245.

CENTRAL MAINE COMMUNITY COLLEGE (CMCC)
is seeking bids for a Building Solar Photovoltaic System As-Built Purchase, Installation & Maintenance Service. Proposals must be submitted by Thursday, May 30, 2024 by 2:00pm. If interested in receiving a copy of the RFP, please visit www.cmcc.edu/jobs. To inquire further, please contact Catherine Nadeau at cnadeau@cmcc.edu or call (971) 678-8384.

CENTRAL MAINE COMMUNITY COLLEGE (CMCC)
is seeking bids for Consulting Services for Students. Proposals must be submitted by Friday, May 3, 2024 at 3:00pm. If interested in receiving a copy of the RFP, please visit www.cmcc.edu/jobs. To inquire further, please contact Grimes Williams at gwilliams@cmcc.edu or call (207) 753-5299.

**STATE OF MAINE
ANDROSCOGGIN COUNTY PROBATE COURT
PROBATE NOTICES**
TO ALL PERSONS INTERESTED IN ANY OF THE ESTATES

2023-406 DANIEL F. CONROD, SR., late of Lewiston, deceased. Lydia M. Conrod, 64 Spring St., Lewiston, ME 04240, Personal Representative.
2024-125 LUCILLE L. LAVOIE, late of Lewiston,

LEGAL NOTICE AND NOTICE OF HEARING Maine Department of Health & Human Services MAINE DISTRICT COURT

IN RE: DARREN KELLEY
Docket No.: RUMDC-PC-2022-00009
**PETITION FOR CHILD PROTECTION ORDER AND
PETITION FOR TERMINATION OF PARENTAL RIGHTS**

NOTICE IS HEREBY GIVEN TO Unknown father, whereabouts unknown: Pursuant to 22 M.R.S. §4001 et seq., the Maine Department of Health & Human Services (hereafter "DHHS") has petitioned the Court for a **Petition for Child Protection Order and Petition for Termination of Parental Rights**, concerning the child: **Darren Kelley** (d/o/b: January 12, 2022). The mother is Tiesha Viens, and the father is or may be **Unknown Father**. DHHS has met the requirements of M.R. Civ. P. Rule 4(g)(1)(A)-(C). Hearing on the pending Petitions will be held at **Rumford District Court, 145 Congress Street, Rumford, Maine 04276, on June 4, 2024 at 8:00 a.m.** Failure to appear at this hearing may result in the issuance of a child protection order, the termination of your parental rights, and/or any other order permissible under 22 M.R.S. §4001 et seq. You may be entitled to legal counsel in these proceedings. Contact the court at the above address or (207) 364-7171. To obtain a copy of the Petitions, contact the court or DHHS at 200 Main Street, Lewiston, ME 04240 [telephone: (207)795-4620]. DHHS is represented by the Maine Office of the Attorney General, 125 Presumpscot Street, Ste 26, Portland, Maine 04103.

Dated: 4/18/2024

Andrew Robinson
Hon. Judge,
Maine District Court

Jennifer Merrill
A True Attested Copy
Clerk, Maine District Court

Sun Journal Public Hearing Notice

Annual Action Plan
2024

OMB Control No: 2506-0117 (exp. 09/30/2021)



City of Auburn, Maine (Official)

April 25 at 12:35 PM · 🌐

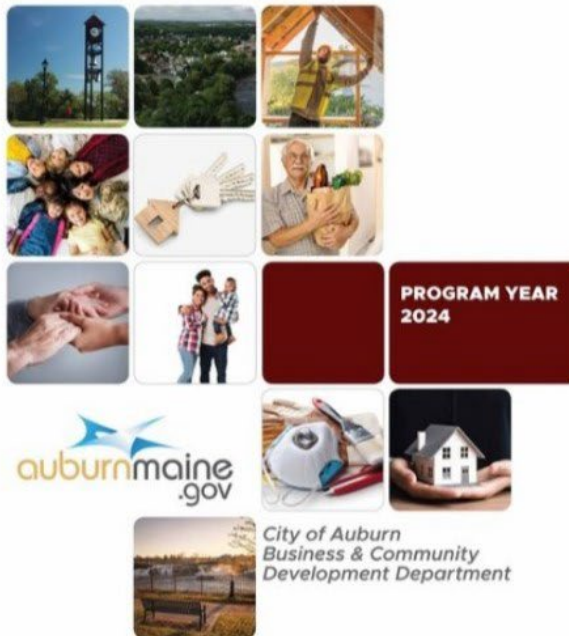
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The Auburn Business & Community Development Department (BCD) announces the publication of its DRAFT "CDBG & Auburn-Lewiston Home Consortium Annual Action Plan." This plan, which can be found on the city of Auburn website, details how CDBG & HOME funds, as provided by the U.S. Department of Housing & Urban Development (HUD), will be expended during program year 2024.

Each year, BCD presents the Annual Action Plan. This plan is designed to address community needs as detailed in the 5-year Consolidated Plan which was adopted in 2020. Public comments will be accepted during the public hearing held by the Auburn City Council on May 20, 2024. Comments can also be submitted to CDBG@auburnmaine.gov or delivered in person to the Business & Community Development Office until May 30, 2024. To request printed copies, translations, or other accommodations email CDBG@auburnmaine.gov or call the Community Development Office at (207) 333-6601 ext. 1332.

<https://www.auburnmaine.gov/.../DRAFT%20Action%20Plan...>

COMMUNITY DEVELOPMENT ACTION PLAN



👍 4

1 share

Facebook Public Hearing Notice

Annual Action Plan
2024

10

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.

As part of the community survey process, the city requested general unmet needs letters be submitted to the consortium contact information provided herein.

On February 20, 2024, the Auburn City Council held a pre-action Plan public hearing. This Public Hearing can be seen at timestamp 1h:58min by following the link below. During this meeting, no residents spoke.

https://www.youtube.com/watch?v=XSSWv3mAijw&list=PL8ustjJZ3Nvgf5BewLlePuiT_TICZy3i9&index=4

Additional public comments will be added as they are received.

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

No comments have been made that were not accepted. Comments will be added as they are received.

7. Summary

STRATEGY #1: PROVIDE SAFE & AFFORDABLE HOUSING

59% of respondents to the City of Auburn Community Survey identified affordable housing as a top need. To address this concern, the ACDO and the Auburn-Lewiston Consortium will direct most of their HOME funds in PY 2024 toward developing new affordable housing units. Additionally, the ACDO plans to allocate CDBG funds to support the creation of a mixed-income residential complex comprising 100 units, including 56 new homeowner units, 44 new rental units, and childcare and community service facilities. CDBG funds will also bolster the Lead Hazard Control program, aiming to reduce the number of hazardous housing units occupied by vulnerable populations.

STRATEGY #2: IMPROVE INFRASTRUCTURE & REDUCE BLIGHT

In PY 2023, the ACDO undertook four projects related to infrastructure and blight. In PY 2024, CDBG funds are earmarked for tackling blight and erecting an expanded community center for youths in qualified LMI census tracts (Downtown, Union St & New Auburn). A youth center initiative that kicked off in PY 2023 will extend into PY 2024. Additionally, the city will demolish two blighted buildings and relocate the affected families to decent, safe, and sanitary homes. These initiatives underscore a steadfast commitment to community improvement, fostering a more vibrant and inviting city for residents and visitors.

STRATEGY #3: PROMOTE JOBS AND ECONOMIC OPPORTUNITY

In PY 2023, the city utilized ARPA funds to drive business development initiatives, including two programs aimed at ensuring equitable access to fresh, local food for all residents, regardless of income or location. As part of these efforts, forgivable loans were provided to four neighborhood grocery stores to enhance their ability to offer fresh produce. Additionally, ARPA funds were allocated to support two commercial farming operations with the goal of boosting food production.

Two startup ventures received loans through the ARPA Business Loan Program for working capital or the acquisition of equipment and inventory.

The city initiated the establishment of six new Tax Increment Finance (TIF) districts to stimulate economic growth and development in targeted areas. These districts have yielded significant results, including generating \$2,715,200 in TIF revenue, creating 24 full-time and 30 part-time jobs, and preventing the loss of 36 jobs.

Looking ahead to PY 2024, the city plans to concentrate its efforts on creating jobs and economic opportunities within the TIFs.

STRATEGY #4: PROVIDE ESSENTIAL SERVICES

The ACDO is strategically allocating funds to address identified community needs, especially those related to homelessness and youth services. Affordable housing and youth services emerged as the top concerns from the ACDO Community Survey.

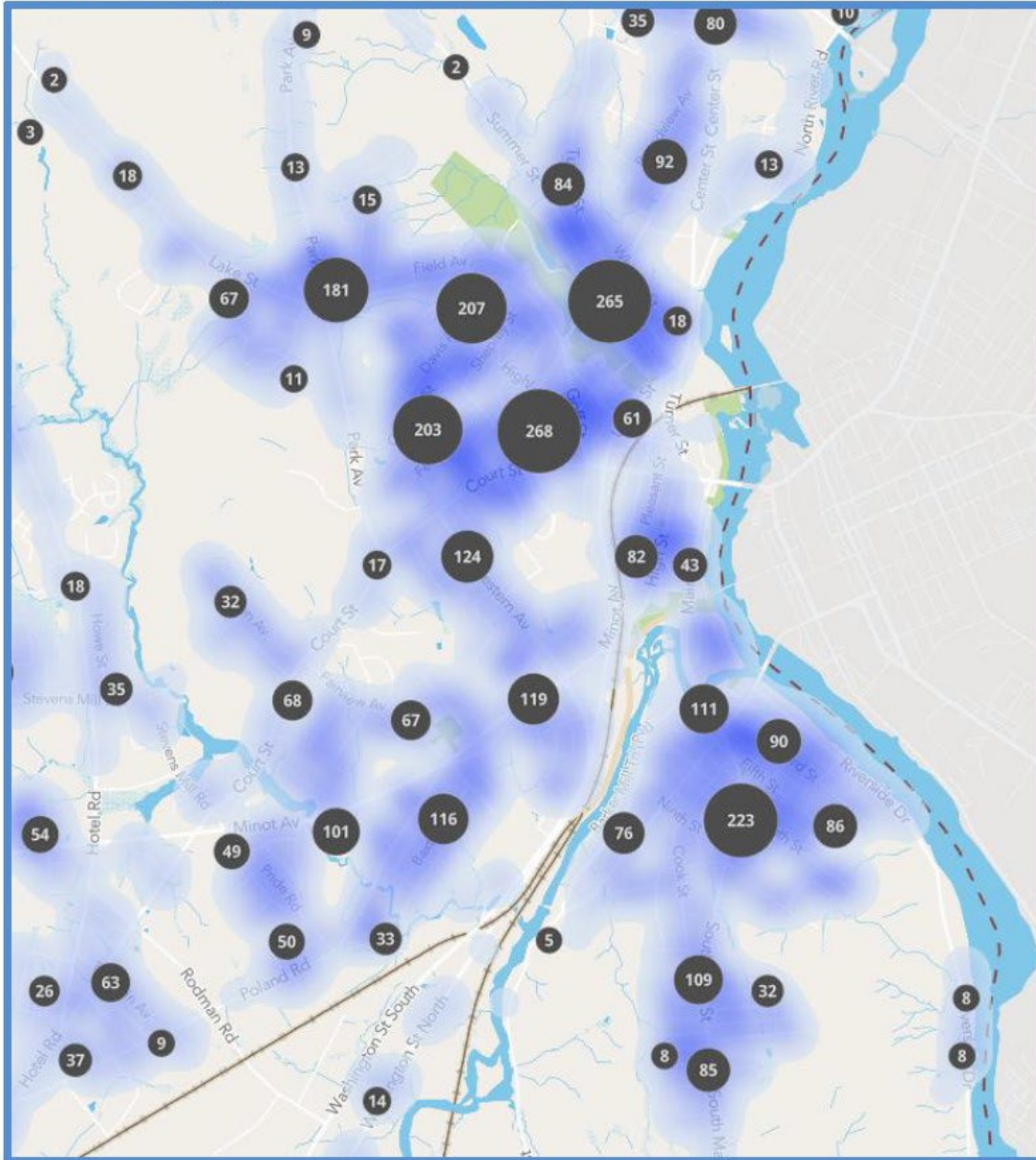
Utilizing the CDBG Public Service cap on homeless and youth services aligns with the community's expressed needs. Moreover, the availability of HOME-ARP funds presents an opportunity to expand services for individuals experiencing homelessness or at risk of homelessness, as well as other qualified populations.

The ACDO will spend the remaining CDBG-CV funds on a food program, demonstrating a commitment to maximizing resources to address pressing issues within the community. By leveraging various funding sources and targeting them toward identified needs, the city can make significant strides in improving the well-being of its residents, particularly those most vulnerable.

Continued collaboration and coordination among stakeholders, including local government, community organizations, and service providers, is crucial for effectively deploying these funds and implementing programs that meaningfully impact homelessness and youth support in the community.

**Identified: Auburn Neighborhoods with high concentration
of homes built prior to 1978.**

These homes have a potential for Lead Paint Hazards which causes negative health effects in children.



Lead Concentration Map

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

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

The following are the agencies/entities 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	AUBURN		City of Auburn Business & Community Development
HOPWA Administrator			
HOME Administrator	AUBURN		City of Auburn Business & Community Development
HOPWA-C Administrator			

Table 2 – Responsible Agencies

Narrative

In 2001, Auburn and Lewiston formed a consortium to secure funding through the HOME Investment Partnerships Program. The consortium agreement between Auburn and Lewiston regarding HOME Investment Partnerships Program funds is designed to meet the funding threshold for HOME funds. Auburn acts as the program sponsor and allocates 5% of the available HOME funds to cover the overall administration of the program for the consortium, while the remaining 5% of admin funds are evenly distributed between both cities. The current year's program fund allocations are split equally between the two cities, with each city responsible for conducting programs and ensuring compliance with HUD regulations. The City of Auburn, as the Representative Member, is responsible for managing and monitoring another member's programs if they do not meet HUD standards. There is currently no notice that such action is required.

Consolidated Plan Public Contact Information

The PY 2024 Action Plan is the 5th year of the 2020-24 Consolidated plan. Comments may be submitted at any time to the Auburn Community Development Office, 60 Court Street, Auburn, ME 04210, tel. 207-333-6601 or via e-mail at CDBG@auburnmaine.gov.

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

In addition to conducting a public survey and hosting public hearings by the City Council, the ACDO has been engaged in ongoing discussions with Maine State Housing, the Auburn & Lewiston Housing Authorities, private developers, and community service providers in a collaborative effort to gather new needs assessment data and enhance communication channels among service providers. These efforts are substantially focused on activities that address the needs of individuals who are homeless, at risk of homelessness, or otherwise identified as a Qualified Population (QP) under the HOME-ARP program requirements.

This Annual Action Plan can and should recognize the effect the HOME-ARP plan had in the creation of this PLAN. As outlined below, the creation of these two plans involved actively reaching out to organizations and partners to solicit needs assessment data. Furthermore, the activities outlined in the HOME-ARP plan will be documented in the CAPER without altering the expected 5-year impact goals of the PLAN.

The city has continued its heightened direct consultation and resiliency planning with the local Emergency Management Agency, state and local health agencies, and first responders, including Police, Fire, and Sheriff departments. These partnerships were established in response to emerging climate changes and civil emergencies, such as homelessness, food insecurity, and substance use/mental health concerns within the community.

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(l)).

The ACDO collaborates with homeless service providers and other organizations to prevent and eliminate homelessness in Maine. An excellent example of this collaboration is the Continuum of Care (COC), whereby service providers serving a particular geographic area work together to create programs addressing housing and homelessness.

The ACDO has established its own “hub” for homelessness and housing services within its physical office. Staff from three partner organizations, including two housing navigators and a homeless outreach coordinator, hold office hours at the ACDO offices each week. Additionally, the General Assistance (GA) program and Public Health Manager work closely with the ACDO on housing, substance use, and mental health issues. To meet the growing need, one new GA position was created in PY 2023, in addition to a new position paid in part with CDBG-CV funds in PY 2022. Another community service provider will join the ACDO office in PY 2024.

The Region II Homeless Council and Lewiston-Auburn Area Recovery Collaborative (LAARC) are examples of two local collaborative efforts to improve access to housing and substance use resources. The GA Manager will take over the membership in the Homeless Council from the Community Development Manager in PY 2024, while the Public Health Manager will continue to oversee the LAARC membership.

The ACDO's partnerships with mental health and service agencies are noteworthy as well. One exemplary initiative is the city's contracted position for Project Support You (PSY), staffed by a certified mental health and crisis intervention specialist from Tri-County Mental Health Services. This program co-responds to police and medical calls involving individuals suffering from substance or mental health issues. In calendar year 2023, the PSY program co-responded to 1,124 calls with the police and fire departments, engaging with 785 contacts from 373 unique client and, generating more than 174 referrals. The program also connected with 301 individuals experiencing homelessness. The program will be adding an additional position in 2024, with additional funding secured following the October 7, 2023 tragedy in Lewiston.

Two contracted non-profit service providers have taken responsibility for contributing data to the Homeless Management Information System (HMIS), ensuring a fuller, more accurate understanding of the need in the community.

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 HOME-ARP program has partnered with three local nonprofit organizations to create three positions aimed at addressing the needs of people experiencing homelessness. Each of these positions holds office hours in the ACDO at least once a week. The ACDO intends to work with a new service provider in PY 2024 to add an additional position.

One of these roles, a housing navigator, works with chronically homeless individuals and families of all ages to find and secure affordable housing. They collaborate with GA to provide ongoing financial support to eligible clients.

Another housing navigator works exclusively with unaccompanied youth experiencing homelessness. Their responsibilities include matching these youth with host families, who offer housing and stability. They work closely with the Auburn McKinney-Vento Liaison, who reported 178 students as homeless or living in substandard housing as of March 6, 2024, including 38 unaccompanied youth. These numbers remain consistent with those from March 2023.

The third position serves as a homeless outreach coordinator, engaging in direct outreach to people living on the streets or in encampments. Their primary focus is on establishing initial contact with clients and providing them with appropriate referrals and resources.

In the first six months of PY 2023, these three organizations assisted 97 individuals experiencing homelessness and 13 individuals at risk of homelessness. Collaboration among these roles extends to various stakeholders, such as other homeless service providers, community advocates, and mental healthcare providers, to ensure comprehensive support for those in need.

Furthermore, the City of Auburn has continued its efforts to integrate the Community Development, General Assistance, and Public Health Offices, aiming to enhance its impact. These offices share resources and coordinate services and referrals to offer more holistic assistance to the homeless and at-risk populations.

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 Auburn Community Development Office (ACDO) has successfully collaborated with Rumford Group Homes and Community Concepts, Inc. to collect and enter client data from Coordinated Entry assessments into the Homeless Management Information System (HMIS), perform data analysis, and report out the data to ACDO.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	MAINE STATE HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted as a data source for Point in Time reporting and continued coordination of the Continuum of Care. Consultation and coordination of activities are ongoing. ACDO staff consulted with the MSHA HUB Coordinator to ensure that the plans being developed will be complementary in nature. The city integrated data from MSHA Outlook 2023 into its plan development.
2	Agency/Group/Organization	AUBURN HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	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?	ACDO and AHA staff work regularly to coordinate affordable housing needs.

3	Agency/Group/Organization	Androscoggin Council of Governments
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consults with AVCOG on Environmental Reviews and transportation issues.
4	Agency/Group/Organization	Androscoggin Emergency Management Agency
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Emergency Management Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The ACDO staff consults with EMA staff regarding emergency housing resources and coordinates responses to the housing crisis.
5	Agency/Group/Organization	Auburn Fire Department
	Agency/Group/Organization Type	Agency - Emergency Management Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City Public Health and ACDO team meets semi-annually with Fire Department leadership to coordinate services and referrals provided.

6	Agency/Group/Organization	Auburn Police Department
	Agency/Group/Organization Type	Agency - Emergency Management Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City Public Health and ACDO team meets semi-annually with Police Department leadership to coordinate services and referrals provided.
7	Agency/Group/Organization	CATHOLIC CHARITIES OF MAINE (SEARCH)
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consults with the agency to assess the needs of homeless persons and asylum seekers.
8	Agency/Group/Organization	COMMUNITY CONCEPTS FINANCE CORPORATION
	Agency/Group/Organization Type	Services - Housing Services-Health Services-Education Services-Employment Services - Broadband Internet Service Providers

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff worked with CCFC team members regarding financial literacy and homebuyer education needs within the community.
9	Agency/Group/Organization	Community Concepts, Inc.
	Agency/Group/Organization Type	Services-Health Services-Education Services-Employment Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The ACDO staff have consulted regularly with CCI executive leadership about homelessness and financial capability services.
10	Agency/Group/Organization	City of Lewiston - General Assistance
	Agency/Group/Organization Type	Services - Housing Services-homeless Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	General Assistance departments from both cities communicate regularly regarding presenting needs and available resources that can be shared between cities and residents.
11	Agency/Group/Organization	City of Auburn Recreation Dept
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The city of Auburn solicits information from Recreation program directors regarding the unmet needs of their clients.
12	Agency/Group/Organization	LEWISTON-AUBURN TRANSIT COMMITTEE
	Agency/Group/Organization Type	Other government - Local Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO works with the Director of Transportation to gain valuable input on plans for new affordable housing developments and access via public transportation feasibility and improvement studies.

13	Agency/Group/Organization	Safe Voices
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consults with agency leadership to assess unmet needs of the DV population.
14	Agency/Group/Organization	Seniors Plus
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consulted with the agency leadership to assess unmet needs of the Senior and Disabled populations.
15	Agency/Group/Organization	LA Metro Chamber of Commerce
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consulted with the agency to assess unmet needs of the job-seeking population.
16	Agency/Group/Organization	Maine Center for Disease Control and Prevention
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consults with CDC regularly through collaborative work on Lead Abatement and EBLL child poisoning cases.
17	Agency/Group/Organization	Rumford Group Homes Inc.
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consults with agency leadership to assess the unmet needs of the local homeless population.
18	Agency/Group/Organization	An Angel's Wing Inc.
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities Services-homeless Services-Health

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consulted with the agency regarding unmet needs related to substance abuse and mental health disorders in the jurisdiction.
19	Agency/Group/Organization	COMMUNITY CREDIT UNION
	Agency/Group/Organization Type	Services - Narrowing the Digital Divide Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consulted with the agency regarding unmet needs within the jurisdiction related to housing, transportation, workforce development, and financial capability assistance needs within the community.
20	Agency/Group/Organization	Goodwill Northern New England
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with the agency regarding unmet needs within the jurisdiction related to job training needs within the community.

21	Agency/Group/Organization	Pleasant St Drop-in Center
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consulted with the agency regarding unmet needs within the jurisdiction related to homeless assistance needs within the community.
22	Agency/Group/Organization	NUTRITION CENTER OF MAINE, ST. MARY'S HEALTH SYSTEMS
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consulted with the agency regarding unmet needs in the jurisdiction related to housing, homelessness, and access to healthy foods within the community.
23	Agency/Group/Organization	AUBURN SCHOOL DEPARTMENT
	Agency/Group/Organization Type	Services-Education Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted the McKinney-Vento Liaison within the school department regarding homeless and unaccompanied youth being serviced under the McKinney-Vento Act.

24	Agency/Group/Organization	Camp Susan Curtis
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with the agency regarding unmet needs of youth in the community.
25	Agency/Group/Organization	YMCA of Auburn-Lewiston
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with the agency regarding unmet needs in the community for affordable housing, safety, youth and childcare services, mental health and substance use disorders, and financial security.
26	Agency/Group/Organization	Kaydenz Kitchen Food Pantry Inc.
	Agency/Group/Organization Type	Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO and city staff consulted with the agency on unmet needs for the unhoused population.
27	Agency/Group/Organization	Auburn Public Library
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with agency staff on unmet needs in the community, such as homelessness, affordable housing, and job training.
28	Agency/Group/Organization	Elmina B Sewall Foundation
	Agency/Group/Organization Type	Non-profit Foundation
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with agency staff and board members on unmet housing needs.
29	Agency/Group/Organization	Auburn Adult Education
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consulted with agency program staff to determine unmet needs within the community, specifically around access barriers to education, including transportation.
30	Agency/Group/Organization	Healthy Androscoggin
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO consulted with agency staff on the need for education about lead poisoning prevention, such as how to clean up lead dust.
31	Agency/Group/Organization	Maine Immigrant & Resource Services (MEIRS)
	Agency/Group/Organization Type	Services - Housing Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with agency staff on unmet needs in the city related to housing and homelessness.
32	Agency/Group/Organization	Immigrant Resource Center of Maine
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with agency staff on unmet needs in the city related to housing and homelessness.
33	Agency/Group/Organization	Housing Resources for Youth
	Agency/Group/Organization Type	Services - Housing Services-Children
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with agency program staff on unmet needs for unaccompanied homeless youth.
34	Agency/Group/Organization	SHARECenter
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ACDO staff consulted with agency staff on need for donations of household goods for recently unhoused households.

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

No agency types were intentionally not consulted.

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	Maine State Housing Authority	The cities of Auburn and Lewiston formed a consortium to be eligible for HOME Investment Partnerships Program funds, with both cities sharing the grant funds. The three-year HOME Consortium plan involves consulting with the Maine State Housing Authority for recertification. During the 2020-2024 Consolidated Plan development, Auburn and Lewiston Community Development staff collaborated closely on its creation and execution. Both cities have persistently pursued the construction of new, affordable rental units. The General Assistance and Public Health offices also collaborate with the Coordinated Entry system and emergency shelters.
Analysis of Impediments to Fair Housing Choice	Maine State Housing Authority	Published in October 2019, this plan recognizes similar impediments at the state level as are seen locally, including a Lack of Affordable Housing unit development, Racial and Ethnic barriers, and zoning difficulties posed by NIMBYism efforts (discrimination by communities and neighbors).
Hope & Opportunity for ME	Coordinated Community Plan (CCP) Planning Committee	This HUD-funded Youth Homelessness Demonstration Program (YHDP) results from a \$3.3 million planning and Technical Assistance grant to assess and respond to the needs of Maine's homeless youth and young adults. The plan identifies additional partners, including the Department of Education and DHHS, and identifies coordinated entry positions. This initiative aims to enhance data collection and analysis within the HMIS system and improve coordination among service providers.
Comprehensive Plan 2021	City of Auburn	This plan focuses on established priorities that provide for the quality of life for Auburn's current and future residents. It outlines specific zoning and services to be equitably provided across the diverse types of neighborhoods, from rural to high-density urban and everything in between.
Strategic Plan 2019	City of Auburn	The city Strategic Plan establishes 3 committees that oversee the implementation and progress of the city Comprehensive Plan.
MaineHousing Outlook 2023	Maine State Housing Authority	Published in January 19, 2023, this plan assesses the health and development of affordable housing and housing assistance programs state-wide.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
State of Maine Housing Production Needs Study	Maine State Housing Authority	Published in October 2023, this joint effort by MaineHousing, the Governor's Office of Policy Innovation and the Future, and Maine Department of Economic and Community Development aims to assess the number homes needed in Maine now and in the future.
Natural Hazard Mitigation Plan	Androscoggin EMA	This plan addresses the potential impacts of climate change and social emergencies utilizing the HAZUS method, a model for estimating the risk of damage from earthquakes, floods, solar flares, hurricanes, and other known hazards. This plan identifies a potential 866 households (1,225 individuals) that would need sheltering in response to flood impacts. Additionally, this plan estimates that 2,323 individuals would require emergency shelter options in response to a potential increase in hurricane damage.

Table 3 – Other local / regional / federal planning efforts

Narrative

The City of Auburn is adopting a proactive strategy in its service delivery by integrating the General Assistance office and Public Health officer into regular meetings with Community Development staff. Simultaneously, they introduced a new position, the General Assistance Eligibility Coordinator, aimed at enhancing direct care and service provided for residents. This approach promotes a more comprehensive service delivery model, facilitating the identification and resolution of issues, as well as more efficient coordination of responses.

Broadband access is a crucial concern, particularly for rural and low/moderate-income households. The Affordable Connectivity Program (ACP) program began on December 31, 2021, and helped many low to moderate-income households obtain broadband and cell phone service. Ninety-seven percent (97%) of respondents to the 2024 community survey reported adequate internet access at home, up from 90% in 2023. The ACP is winding down. No new applications or enrollments are being processed after February 7, 2024. ACP funds are projected to run out in April. The percentage of Auburn residents with access to adequate internet access is expected to decrease following this change.

The consortium works with the Androscoggin County Emergency Management Agency (EMA) to assess and prepare for natural disasters. Given the escalating climatic changes and civil needs in the region, readiness for emergencies is paramount. Concerns loom over the potential escalation of flooding in the 100-year floodplain due to climate change, underscored by Auburn's experience of two flood events in 2023. The city is working with partners at EMA to develop responses to potential floods and environmental events.

Overall, the City of Auburn is proactively and comprehensively addressing diverse community issues. The partnerships forged with various organizations and agencies are promising, fostering preparedness for emergencies and enabling effective service delivery to residents.

AP-12 Participation - 91.401, 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 annual Action Plan for PY 2024 builds upon the initiatives of the previous year by enhancing citizen engagement through a combination of in-person feedback sessions and the annual housing and community needs survey, which was available both online and in hard copy format. Collaborating with students from Bates College, the ACDO refined the survey to focus on crucial data points.

To promote participation, a direct mailer postcard regarding the survey was distributed to all households in Auburn, providing instructions for completing the survey online or requesting a paper version. Additionally, paper copies of the survey were disseminated by service providers and non-profit organizations.

This year, there was a notable increase in survey engagement, with almost 730 responses received, representing more than 5% of Auburn's population. This is a significant rise compared to the 130 responses received in 2023, which accounted for approximately 1% of the population. The surge in responses enabled the ACDO to better understand residents' needs.

Furthermore, eight area nonprofits submitted letters outlining unmet community needs. The primary focus remains on encouraging greater participation in identifying local needs annually. Notably, homeowners comprised 85% of respondents, highlighting the necessity of increasing participation from renters and individuals experiencing homelessness.

The ACDO maintained dialogue with various homeless service providers, first responders, educational institutions, and other service providers to continuously gather feedback. Additionally, representatives attended numerous community meetings to solicit input from residents and service providers.

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	URL (If applicable)
1	Public Meeting	Non-targeted/ broad community	On February 20, 2024, the Auburn City Council held a pre-action Plan public hearing. This Public Hearing can be seen at timestamp 1h:58min by following the link in the table.	During this meeting, no residents spoke.	N/A	https://www.youtube.com/watch?v=XSSWv3mAijw&list=PL8ustjZ3Nvgf5BewLlePuiT_TlCZy3i9&index=4
2	Community Survey	Non-targeted/ broad community	The survey concluded on March 1, 2024. By that time, 697 Auburn households and 30 non-Auburn households completed the survey. Among these participants, 85% were homeowners, 14% were renters, and less than 1% were either unhoused or chose not to disclose their housing status. Out of the 727 households surveyed, 385 included at least one resident aged 62 or above, while 140 households had at least one resident under 18.	Notable responses include 5% of households had someone not in their direct household living with them; 25% had at least one household member who was unemployed or underemployed. Disability was the top reason stated as an impediment to employment with 50 responses, with retirement at number 2 with 42 responses, and childcare at a distant third with 15 responses. One percent of respondents had a	N/A	

				household member experience homelessness within the last 12 months. 54% reported paying more than 30% of their monthly income on housing-related expenses, with almost 13% paying more than 50%. The top 3 services respondents want the city to prioritize are roads and sidewalks (45), lowering taxes(28), and homelessness (20). The top 3 priorities they want the city to prioritize are affordable housing (59%), and parks and trails (32%), and youth services 30%.		
3	Public Meeting	Auburn Senior Center	On February 21, 2024, Community Development staff attended a meeting at the Senior Center and distributed print surveys to around 60 attendees, both Auburn residents and non-Auburn residents. Councilor Leroy Walker announced ACDO staff and distributed	Comments are included in #2, Community Survey.	N/A	

			surveys to attendees. Councilor Belinda Gerry collected completed surveys and returned to ACDO offices.			
5	Public Meeting	Auburn Senior Center	On May 13, 2024, Community Development staff attended a meeting of the Senior Center to present the Annual Action Plan. 75 people attended.	No comments were received.	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Funding for the Community Development Program originates from allocations from the Community Development Block Grant and HOME Investment Partnerships Program allocations for Auburn and Lewiston. These annual allocations are supplemented by program income generated from current loan principal repayments expected within the program year, as well as unspent funds carried over from previous years. The allocations for PY 2024 are projections based on HUD's final CDBG and HOME budgets and internal reports detailing available program income and prior year funds. Prior year resources include unspent funds from both CDBG and HOME funds.

Unspent CDBG funds from program years 2022 and 2023 are included. Unspent funds from the HOME program include program years 2020, 2021, 2022, and 2023. These unspent funds stem from projects that were canceled or delayed in previous years, as well as balances from funds initially set aside for expenditures that fell short of budget expectations. In this Action Plan, these funds are allocated to new projects in accordance with HUD-established guidelines.

One outstanding Voluntary Grant Reduction (VGR) stemming from the disqualification of several projects during the 2020 HUD monitoring will affect the anticipated resources for this Plan. This reduction will result in a decrease of \$81,788.01 for HOME funds.

Anticipated Resources

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: \$		

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	508,342	100,000	482,287	1,090,629	508,342	Available resources include the anticipated allocation, program income, and unspent CDBG funds from prior years. Funds anticipated for the remainder of the ConPlan include the annual allocation and projected program income.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	510,521	50,000	2,178,263	2,738,784	510,521	Available resources include the anticipated allocation, program income, and unspent HOME funds from prior years. Funds anticipated for the remainder of the ConPlan include the annual allocation and projected program income. Auburn's VGR has been deducted from the annual allocation. This will only affect funds available to the City of Auburn and will not affect the City of Lewiston's funds.

Table 3 - 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

CDBG funds will be utilized to leverage additional resources, including public services, new unit development, and infrastructure projects. Public services and new unit development leverage private funds, while infrastructure projects tap into local tax revenues.

Federal HOME funds predominantly leverage private resources by focusing on rental development projects. Both Auburn and Lewiston are currently involved in rental development projects or have plans for them. Moreover, the City of Lewiston is progressing with Choice Neighborhood developments, aiming to leverage private capital contributions. These funds will supplement the carry forward of matching funds from the previous year to meet the requirement.

Additional federal funding sources include Lead Hazard and Healthy Homes, ARPA, EDI CPF, and LIHTC.

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

Auburn's Economic Development Office has multiple city-owned properties currently under contract to sell to private commercial developers.

Discussion

Funding from prior year resources is notable within this budget, yet these numbers are not included in the amount expected for the remainder of the Con Plan. This number is the sum of new allocations and program income for the next program year.

Should there be a decrease in the yearly allocation from HUD or an unexpected shortfall in program income, a proportional reduction will be applied to the budget, with adjustments drawn from the Affordable Housing budget. Should the VGR be deferred to FY 2025, a proportional increase may be applied to the budget, with adjustments moved to the Affordable Housing budget.

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	Provide Safe and Affordable Housing	2020	2024	Affordable Housing Public Housing Homeless Non-Homeless Special Needs		Provide Safe and Affordable Housing	CDBG: \$242,696 HOME: \$2,581,524	Rental units constructed: 13 Household Housing Unit Rental units rehabilitated: 5 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	Promote Economic Opportunities	2020	2024	Non-Housing Community Development		Promote Economic Opportunities	CDBG: \$0 HOME: \$0	Jobs created/retained: 0 Jobs Businesses assisted: 0 Businesses Assisted
3	Provide Essential Services	2020	2024	Homeless Non-Homeless Special Needs		Provide Essential Services	CDBG: \$100,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
4	Improve Infrastructure and reduce blight	2020	2024	Non-Housing Community Development		Improve Public Infrastructure and remove blight	CDBG: \$636,315	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

Table 4 – Goals Summary

Goal Descriptions

1	Goal Name	Provide Safe and Affordable Housing
	Goal Description	Rental Units Rehabilitated: 5 Homeowner Housing Rehabilitated: 5 Rental Units Constructed: 13
2	Goal Name	Promote Economic Opportunities
	Goal Description	Businesses Assisted: 0
3	Goal Name	Provide Essential Services
	Goal Description	Public Service Activities other than Low/Mod Housing benefit: 100 Persons assisted
4	Goal Name	Improve Infrastructure and reduce blight
	Goal Description	Public infrastructure improvements: 100 persons assisted

AP-35 Projects - 91.420, 91.220(d)

Introduction

The following tables list the activities and programs that will be supported using HUD program funds during the 2024-25 program year. The objectives are to:

1. Provide Safe and Affordable Housing
2. Improve Public Infrastructure and Eliminate Blight
3. Promote Economic Opportunities
4. Provide Essential Services

The difference between the totals in the AP-35 & the AP-20 is due to administrative expenses.

#	Project Name
1	2024 Housing Rehab
2	2024 Housing Construction
3	2024 Public Service
4	2024 Public Infrastructure
5	2024 Administration
6	2024 Lewiston Admin
7	2024 Lewiston Security Deposits
8	2024 Lewiston HOME Construction

Table 5 – Project Information

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

Allocation priorities for Auburn focus are geared towards two main objectives: the creation of new affordable housing and enhancing the quality and safety of existing housing stock, as outlined in the city's strategic plan. According to the community survey results, 58.9% of respondents emphasized the importance of affordable housing. The development of new, affordable units is aimed at assisting low to moderate-income residents attain housing that meets the city's standards while remaining affordable.

Furthermore, the survey revealed that 54% of respondents reported that they were paying more than 30% of their monthly income toward housing, with 13% paying over 50%. This indicates that a significant proportion of the city's population is rent burdened, according to HUD standards.

Public Services will be administered by city staff and local non-profit organizations, with a focus on youth and homelessness services. These priorities were established in the community survey responses, with 59% of respondents stating housing services should be the city's top priority and 30% choosing youth services.

Public infrastructure improvements will focus on blight remediation by demolishing a blighted apartment building and relocating residents into decent, safe, and sanitary housing.

Meanwhile, Lewiston's priorities for HOME funds are driven by the necessity to increase the availability of affordable housing units while continuing to provide TBRA services to income-qualifying residents.

AP-38 Project Summary
Project Summary Information

1	Project Name	2024 Housing Rehab
	Target Area	
	Goals Supported	Provide Safe and Affordable Housing
	Needs Addressed	Provide Safe and Affordable Housing
	Funding	CDBG: \$92,696
	Description	Rehabilitation of existing single and multi-unit residential buildings
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	5 Rental Units Rehabilitated, 5 Homeowner Units Rehabilitated
	Location Description	Within Auburn
	Planned Activities	ALHHP Critical Repair LOAN PROGRAM - \$50,000 LEAD TESTING/CLEARANCE - \$5,000 Project Delivery Cost - \$37,695.94
2	Project Name	2024 Housing Construction
	Target Area	
	Goals Supported	Provide Safe and Affordable Housing
	Needs Addressed	Provide Safe and Affordable Housing
	Funding	CDBG: \$150,000 HOME: \$1,980,412
	Description	Construction of 13 new rental units.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	13 qualifying LMI households.
	Location Description	Within Auburn
	Planned Activities	Creation of 13 new rental units.
3	Project Name	2024 Public Service
	Target Area	
	Goals Supported	Provide Essential Services

	Needs Addressed	Provide Essential Services
	Funding	CDBG: \$100,000
	Description	Providing essential services to Auburn residents
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	100 income-qualified residents/households
	Location Description	Within Auburn
	Planned Activities	<p>The city is responding to the community's identified needs by allocating funds to services that have effectively assisted youth and people facing homelessness in recent times. A community survey highlighted these services as crucial and reflects the increasing demands observed by local service providers.</p> <p>Homeless Services: \$80,000</p> <p>Recreation Youth Scholarships: \$20,000</p>
4	Project Name	2024 Public Infrastructure
	Target Area	
	Goals Supported	Improve Infrastructure and reduce blight
	Needs Addressed	Improve Public Infrastructure and remove blight
	Funding	CDBG: \$636,315

	Description	CDBG funds will be used to address blight remediation within LMI-qualified census tracts (Downtown, Union St, and New Auburn). These initiatives can significantly improve residents' quality of life and increase community pride. Additionally, the development of publicly owned infrastructure and amenities within targeted neighborhoods can enhance the attractiveness of these areas to potential residents and businesses. Our commitment to improving the overall appearance and safety of the community includes addressing distressed buildings and code violations. These projects involve removing hazardous and/or dangerous buildings within qualified LMI census tracts, ensuring a safer and more appealing environment for all. Overall, these efforts demonstrate a commitment to improving the community and creating a more livable and attractive city for residents and visitors alike.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	100 residents
	Location Description	Within Census Tract 103.
	Planned Activities	Demolition of a distressed apartment building in census tract 103, as a component of the PAL Community Center expansion initiative, alongside the relocation of families residing in the said complex.
5	Project Name	2024 Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$111,618 HOME: \$43,711
	Description	Personnel and administrative costs for delivering services
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Within Auburn
	Planned Activities	Administrative expenses for planning and delivering program activities.

6	Project Name	2024 Lewiston Admin
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	HOME: \$16,769
	Description	Administration expenses for the Lewiston HOME program
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Within Lewiston
	Planned Activities	Administrative expenses for operation of Lewiston HOME program activities
7	Project Name	2024 Lewiston Security Deposits
	Target Area	
	Goals Supported	Provide Safe and Affordable Housing
	Needs Addressed	Provide Safe and Affordable Housing
	Funding	HOME: \$15,000
	Description	Tenant-based rental assistance in the form of Security Deposits for income-qualified residents
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	15 income-qualifying households.
	Location Description	Within Lewiston
	Planned Activities	Providing Security Deposit assistance for income-qualified households.
8	Project Name	2024 Lewiston HOME Construction
	Target Area	
	Goals Supported	Provide Safe and Affordable Housing
	Needs Addressed	Provide Safe and Affordable Housing

	Funding	HOME: \$601,111
	Description	Creation of 4 new HOME rental units.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	4 income-qualified households
	Location Description	Within Lewiston
	Planned Activities	Construction of new affordable rental units.

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

In Auburn, priority will be given to the Downtown (Census Tract # 101), the Union St. Neighborhood (Census Tract # 103), and the New Auburn Area (Census Tract #105). The most recent HUD CHAS data shows that these tracts are primarily residential and qualify as 51% LMI by population. 88% of residents in Tract 101, 56% in Tract 103, and 62% in Tract 105 earn less than 80% of the Area Median Income (AMI).

Geographic Distribution

Target Area	Percentage of Funds

Table 6 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The 2016-2020 American Community Census identified three census tracts in Auburn where the majority of households fall within low to moderate-income brackets. Consequently, the city will give these tracts heightened attention in terms of affirmative marketing, outreach, and translation services.

The city utilizes the Environmental Justice Index (EJI) data provided by the Center for Disease Control (CDC). This data qualifies the Downtown (Census Tract # 101) as having an overall EJI rank of 0.84, the Union St. Neighborhood (Census Tract # 103) as having a rank of 0.57, and the New Auburn Area (Census Tract #105) with a rank of 0.81. These rankings stem from factors such as CDC Social Vulnerability rank, Housing Built Pre-180, and Toxic Release Inventory Sites, all of which exhibit high levels of impact. Lead abatement projects within these tracts are prioritized in response to these observed conditions.

Additionally, all three tracts have a housing-burdened, lower income rank exceeding 0.80 (0.83 for 101, 0.90 for 103, and 0.93 for 105). The CHAS data identifies the three tracts as having the highest percentage of households in Auburn with at least one serious housing unit problem (e.g., lack of complete kitchen facilities, lack of complete plumbing facilities, overcrowding, or cost-burdened).

Discussion

Recently compiled GIS heat map data has also highlighted these 3 census tracts containing most of the city's homes at high risk for containing lead paint hazards. Additional outreach, education, and abatement resources will be provided to these designated census tracts and funded through the recently acquired Lead Hazard Control & Healthy Homes grant.

The creation of new affordable units will be focused in this area due to the high number of low to moderate-income households who are housing cost burdened. An additional focus of Public Infrastructure funds will be used to eliminate toxic and blighted buildings.

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

The Annual Action plan targets creating new, affordable housing units and rehabbing housing rented or owned by low to moderate-income tenants.

Auburn intends to fund the plan development of a proposed mixed-income and mixed-use housing project comprising 100 units. This project will include 56 new homeowner units and 44 rental units. Units created in part with funding from HOME funds will be subject to a 20-year affordability period during which rents will be limited according to the HIGH HOME Rents guidelines outlined in the Community Development Operations Manual and any relevant HUD notices.

The October 2023 State of Maine Housing Production Needs Study revealed a concerning trend: housing affordability is decreasing while availability is diminishing across the state. Factors contributing to this include a surge in population during the peak of the COVID-19 pandemic and a shrinking workforce due to aging households. Additionally, the aging housing inventory and insufficient housing construction are exacerbating the issue. According to the study, a minimum of 5% availability of vacant units is necessary for a robust housing market in any given area.

In 2023, Lewiston's Housing Committee found that Lewiston-Auburn had an effective availability of 0%. To catch up to the current and future need, Central Western Maine (comprised of Androscoggin, Franklin, Kennebec, Oxford, Piscataquis, and Somerset counties) needs a total of 22,700-24,700 more homes or a total annual production need of 2,500-2,700.

The rehab of rental units outlined in this plan will leverage the Lead Hazard Control and Healthy Homes grant funds to achieve its objectives. This program requires a minimum of a 3-year affordability period for all units. Therefore, as the impact of this program grows, ACDO personnel will oversee an increasing number of affordable units.

Units funded with CDBG dollars must adhere to the city's Affordable Rent Standard. Under to this plan, an affordable unit is defined as one whose rent does not surpass the HUD-published Fair Market Rents (FMRs) for the current year. A unit is determined to fall within the FMR of a specific area by adding the contracted rent and the applicable utility allowance for the unit. For CDBG-funded projects, the sum of these numbers cannot exceed the FMR for a unit of the corresponding bedroom size as published by HUD each year. However, if the local housing authorities have been granted a community-wide exception, then the affordable rent standard may increase to a maximum of 120% of the FMR for the local jurisdiction.

The one-year goals established below pertain exclusively to targets funded by HOME funds and do not

encompass activities financed by CDBG or other city initiatives.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	23
Special-Needs	0
Total	23

Table 7 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	13
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	23

Table 8 - One Year Goals for Affordable Housing by Support Type

Discussion

Due to inflated construction costs and lack of contractors, the new-unit developments scheduled in the previous year were not carried out for projects in either city. New projects will be carried out in the current action plan. Additional funding, as provided by the HOME-ARP allocation, will add to the impact of rental assistance services and the related services required to help families struggling with challenges other than the scarcity of affordable units.

The 2023 Environmental Justice Index has flagged all 3 income-qualifying census tracts as having a high prevalence of chronic poverty. Therefore, additional steps will be made within this Action Plan to address a lack of racial equity in affordable housing programming as outlined and referenced in the city's 5-year Comprehensive Plan. This will be achieved by providing more direct outreach to residents within the Union St., Downtown, and New Auburn census tracts. Translated materials will aid this outreach. These census tracts are qualified as comprising 51% or more low-to-moderate income households and have the highest concentration of residential units built before 1978. Pre-78 homes have a higher potential for containing Lead-based paint hazards, which cause adverse health effects in children.

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

Auburn and Lewiston have added multiple large affordable housing projects in the past few years. According to statistics maintained by Maine Housing Authority, between 2019 and 2022, 243 new affordable housing units were created with MSHA funding (including Auburn & Lewiston Consortium funds). These buildings offer modern, affordable amenities to public housing residents. Auburn Housing Authority has been transitioning to a voucher-based system, allowing more aid to residents using privately owned units.

According to MSHA Affordable Housing Options published in March 2023, there are currently 813 Affordable Housing units in Auburn (not including rehab units within their affordability periods). Additionally, Auburn Housing Authority manages 595 Housing Choice Vouchers for Auburn residents. The Housing Choice Vouchers combined with the affordable housing units equates to 32% of the 4,385 rental units available within Auburn.

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

The City of Auburn collaborates closely with the Auburn Housing Authority (AHA) to promote and advance affordable housing initiatives. In PY 2023, AHA increased its payment standards within the Section 8 voucher program to 110% of Fair Market Rent. This adjustment aided eligible renters in securing affordable housing, particularly amidst escalating rental costs and limited available units.

MaineHousing's Family Self-Sufficiency (FSS) team continues to spearhead statewide endeavors aimed at enhancing program processes and evaluations among Public Housing Authorities (PHAs) responsible for its administration. They also work in partnership with FSS teams from other PHAs to address emerging HUD program regulations. MaineHousing, alongside Compass Working Capital, is a member of the National FSS Network, alongside the Portland Housing Authority.

Additionally, the Auburn Housing Authority has bolstered its efforts to transition its operations towards voucher-based assistance. These endeavors seek to facilitate the development of privately constructed housing units eligible for housing vouchers, thus broadening the spectrum of affordable housing options. The city has a notable amount of previous year HOME funds to invest in new unit developments, which are creating units with a 20-year affordability period.

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

The city currently refers low-income residents, including public housing residents, to Community Credit Union (CCU) and Community Concepts (CCI). Both organizations offer programs to assist with obtaining mortgages and down payment support.

The city is allocating a substantial amount of its HOME dollars and \$150,000 in CDBG funds to create new affordable units in PY 2024. Public housing residents will be informed about any homeowner unit creation projects and encouraged to prepare for homeownership by utilizing resources like Maine Housing's First Home Loan Program or other resources provided by CCU and CCI.

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

Neither Lewiston Housing Authority nor Auburn Housing Authority are troubled.

Discussion

The city of Auburn created an online fair housing resource center after COVID-19 forced the cancellation of the traditional joint landlord-tenant summit. This resource center provides opportunities for tenants to access new tools to address tenant topics of interest and other resources that assist them in becoming homeowners. It can be found at <https://www.auburnmaine.gov/pages/neighborhood/housing-summit>.

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

The Maine Balance of State Continuum of Care has traditionally addressed the homeless needs in Auburn and Lewiston. Both cities actively participate in various committees addressing homelessness, including the Region II Homeless Council, Sewall Foundation's Housing Steering Committee, and the HUB 3 Inner Group meetings.

In PY 2023, Auburn collaborated with three non-profit organizations to establish three positions primarily focused on assisting individuals experiencing homelessness. Funding from HOME-ARP has supported Rumford Group Homes (RGH), Housing Resources for Youth (HRY), and Community Concepts (CCI).

RGH has appointed a new Auburn Housing Navigator dedicated to helping people secure affordable housing. In the first half of PY 2023, the housing navigator assisted 59 households in Auburn and Lewiston experiencing homelessness and 11 households at risk of homelessness. Eleven households were successfully housed during this period, with RGH maintaining accurate client data in HMIS to track homelessness numbers effectively.

HRY operates a program that pairs unaccompanied homeless youth with host families outside of the foster care system. Their Program Director works directly with the McKinney-Vento Liaison to identify the most vulnerable youth. In the first half of PY 2023, their new Program Director worked directly with nine youth experiencing homelessness and two at-risk youth.

CCI's recent hire focuses on street-level outreach to individuals experiencing homelessness. The Homeless Outreach Coordinator began in November, working with 29 people experiencing homelessness between November and December.

The City of Lewiston has also partnered with three additional non-profits using HOME-ARP funds: Safe Voices, Trinity Jubilee, and New Beginnings.

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 ACDO has expanded its direct outreach efforts by continuing to partially fund an in-house position within the General Assistance (GA) office, the Public Service Coordinator, alongside funding for the aforementioned positions. In response to growing demand, the city established a third GA staff position in Program Year (PY) 2023.

Many of the partnerships outlined above in HOME-ARP primarily serve unsheltered homeless individuals.

RGH meets with numerous clients at local daytime warming centers, such as Trinity Jubilee and the Drop-In Center, and through referrals from various service providers in the area. HRY prioritizes assisting unsheltered youth, while CCI actively engages with encampments to link individuals with resources prior to their closure.

New Beginnings operates a 24-hour youth shelter with the aim of achieving specific three-year goals for program years 2023-2025, including providing 40 unduplicated stays and 8,500 bed nights at their shelter, along with serving 10,000 meals.

Safe Voices has recruited personnel dedicated to addressing human trafficking and advocating for survivors of domestic violence, offering services to both sheltered and unsheltered clients.

Trinity Jubilee operates a daytime warming center in Lewiston, striving to provide direct housing services and case management to 100 households. During a March 2024 visit, staff expressed concerns about the shelter's nearing full capacity and the potential need to turn individuals away to comply with fire code occupancy limits.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Auburn-Lewiston Home Consortium includes the entirety of both cities. Much of the data provided at the state level is for Androscoggin County or the Lewiston-Auburn Metropolitan Statistical Area (which includes 12 surrounding municipalities). Both Auburn & Lewiston serve as a regional service HUB for the area, meaning that even though HOME-ARP funds are designated for residents of the two cities, the needs of these cities are impacted by the spillover or centralization of needs from the surrounding rural populations.

For example, data collected from the two emergency shelters operated at the Lewiston Ramada Inn or the Lewiston Armory in 2020 clearly demonstrate this catch-basin effect. The combined totals of the two emergency shelters (whose numbers are not included in MSHA PIT counts) regularly operated at capacity. Of the 213 individuals sheltered, 60% claimed Lewiston as their residence, 20% claimed Auburn, and the remaining 20% came from outside the consortium's jurisdiction.

Additionally, the city of Auburn has recently processed cases for 342 additional asylum-seeking families of various origins. From July 1, 2023, to April 1, 2024, the city of Lewiston's General Assistance has processed 464 cases. The city General Assistance office addresses these needs, with wrap-around services and coordination provided by the city Public Health manager. This coordination includes private charities, educational facilities, and local hotel operators.

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

Two of ACDO's latest partners are committed to helping individuals experiencing homelessness transition to more sustainable housing situations.

RGH offers comprehensive case management services, assists clients in securing BRAP and Housing Choice Vouchers, provides job skills training and support, offers renter's education, teaches budgeting and money management skills, delivers life skills training, and makes referrals to other programs that assist with rental application fees, security deposits, utility costs, and moving expenses.

HRY provides case management and maintains communication with host families and participating youth throughout their involvement in the program. Their network of host families provides stable housing options for unaccompanied youth clients.

These endeavors are funded through the consortium's HOME-ARP allocation and will continue throughout Program Year (PY) 2024.

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 General Assistance offices in both cities take proactive measures to prevent low and moderate-income families from becoming homeless. These initiatives not only rely on General Assistance funds but also incorporate wrap-around support services, emphasizing their proactive community roles. Similarly, the Auburn Public Health office collaborates with residential institutions to address housing needs amidst decreasing community resources.

Partial funding from the Community Development Office supports the Public Service Coordinator position, aiding at-risk households in accessing resources beyond traditional General Assistance and HOME-ARP programs.

Additionally, the Maine COC's HUB coordinator, stationed at the Lewiston Housing Authority, facilitates communication among service providers within the COC system, enabling the Community Development and Public Health teams to concentrate on crisis response and early intervention. Recently, the HUB

Coordinator began a regular meeting between case managers to track mutual clients more effectively as they move throughout the COC. The meetings are attended by Lewiston Housing, Androscoggin Home Health, PATH, IRCM, Community Concepts, RCAM, and Rumford Group Homes.

The termination of the Emergency Rental Assistance program in early 2023 exacerbated the housing crisis in Auburn. This program, administered locally by Community Concepts Inc., assisted over 1,000 unique households during its 18-month duration. MaineHousing helped 8,262 people statewide with ERA funds in 2023, compared to 28,344 in 2022. In calendar year 2023, the GA department saw a 432% surge in applications, a 2,400% increase in utility assistance cases, and a 1,200% rise in housing assistance cases.

Discussion

As previously mentioned, homelessness is not confined to specific locations. For many individuals, the absence of adequate and permanent housing is a temporary situation as they continually seek out new resources to meet their evolving needs. Therefore, responses cannot be limited to isolated neighborhoods or cities.

The data collected for this Action Plan underscores the fact that this consortium serves as a central hub for addressing homelessness and special needs across the region.

To tackle this issue effectively, improved assessments of causal factors and enhanced collaboration among regional service providers are needed. A robust relationship with the State's Continuum of Care and the local HUB Coordinator is crucial for accurately quantifying needs and coordinating resources. These efforts will be enhanced through a localized approach to measuring and designing systematic responses tailored to the specific needs of the community.

In response to these challenges, the city of Auburn has taken proactive steps by forging three new partnerships. Each partnership is dedicated to maximizing the effectiveness of diverse funding sources and addressing particular needs, such as youth services, support for unsheltered individuals, and housing navigation.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The biggest barrier to affordable housing in Auburn and Lewiston is the lack of available housing. The only way to fix the issue is to create more housing. For this reason, both Auburn and Lewiston are focusing on multi-unit development in PY 2024.

Private development of multi-unit housing projects is on the rise across Auburn. According to the Auburn Planning and Permitting Monthly report, they issued six permits to build 59 new commercial rental units between July 2023 – March 2023. Additionally, 4 permits were issued to build 4 new duplexes.

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

Over the past four years, the City of Auburn has demonstrated proactive efforts in eliminating barriers to housing development. Notable achievements include the adoption of new ordinances that permit accessory dwelling units, enhance density standards, and reduce road frontage requirements for residential lots. Complemented by a newly established form-based code, these changes are expected to encourage infill development of new housing, facilitate multi-unit housing projects in residential zones, and potentially waive or decrease permit fees for specific target demographics.

In PY 2023, the Auburn City Council removed an income requirement for building homes on rural land. The previous ordinance mandated that 30% of a household's income be derived from farming in rural zones. The revised ordinance now requires landowners to maintain a connection to the land and possess a minimum of 10 acres to construct homes.

In PY 2024, the City of Auburn will take advantage of some of these changes to focus on creating new affordable housing units.

Discussion

The recent alterations in zoning regulations, alongside past project proposals, have sparked significant discussions within the community. Numerous residents have voiced their opinions at various public hearings and through letters to the local newspaper, expressing both support and opposition to these zoning adjustments and development plans.

Opponents of these developments call into question potential adverse impacts on neighborhoods traditionally comprised of single-family residences, which would be affected by the extensive zoning

modifications throughout the city. This defensive stance, often termed "Zone Defense," reflects a reactive approach to proposed developments and underscores the challenges highlighted by MSHA in their analysis of Impediments to Fair Housing Choice.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

As mentioned earlier, respondents to the city's community survey highlighted Affordable Housing (59%) and Youth Services (30%) as the top priorities for entitlement allocations. This feedback, coupled with a significant rise in General Assistance requests, has prompted the city of Auburn to establish a new position of Eligibility Coordinator within the General Assistance department. Additionally, the focus for PY 2024 will be on initiatives related to housing creation, homeless services, and youth services.

Over the past few years, both the city of Auburn and the Auburn-Lewiston Consortium have undergone substantial restructuring and staffing adjustments to better align with the evolving needs of the community. With these changes now in effect, the city is well-positioned to address the dynamic needs of its residents and allocate CDBG and HOME funds in a manner that maximizes their impact per dollar spent.

Actions planned to address obstacles to meeting underserved needs

The city will continue partnering with proven third-party community service providers to address homelessness and youth services while maintaining a three-person General Assistance department. Additional contracts will be awarded to increase the capacity of homeless services.

The city of Auburn has also contracted with Tri-County Mental Health to employ a second position to co-respond to police and rescue calls involving individuals experiencing mental health or substance abuse issues. In calendar year 2023, one mental health worker assisted 301 homeless individuals, responded to 1,124 calls alongside the police and fire departments, conducted 83 well-being checks, and addressed 14 psychiatric incidents, resulting in over 174 referrals.

Funding will be allocated for summer recreation scholarships to ensure fair access to enriching opportunities for low- and moderate-income (LMI) youth while also serving as structured childcare for working parents during the summer months. This dual-purpose initiative has demonstrated its effectiveness in offering services that cater to a broad demographic range within the city's historical public service funding framework.

Actions planned to foster and maintain affordable housing

The cities of Auburn and Lewiston actively support the construction of affordable housing through their housing development programs. These efforts allocate federal funding to developers to cover qualifying expenses, with the condition that the resulting units remain affordable. The affordability standards are determined based on HUD guidelines, with rent thresholds set at either Fair Market Rent (FMR), Low HOME Rent, or High HOME Rent levels.

Additional programs will continue to provide access to funding for lead testing and abatement to improve the health and safety of homes with young children.

Actions planned to reduce lead-based paint hazards

Both cities currently manage their own grants from the Office of Lead Hazard Control and Healthy Homes, with which residential units containing children or being marketed to families with children can be tested for lead paint hazards. Where hazards are present, funds will be made available in the form of grants to mitigate and abate these lead paint hazards. The separate budget and work plan for the Lead Hazard Control grant established a goal of 110 units abated for lead hazards over 3 years. Included within this Action Plan are matching CDBG grants for LMI households to further increase the impact of the Lead Hazard Control grant funds.

Actions planned to reduce the number of poverty-level families

The Community Development team is dedicated to forging and nurturing relationships with various organizations and institutions to strengthen the overall institutional framework. In collaboration with Clarity Property Services, the ACDO is continuing one workforce empowerment initiative by providing Lead Renovation Repair and Painting (RRP) training to up to 74 individuals, funded by a grant from the Office of Lead Hazard Control and Healthy Homes.

Additionally, the city has an ongoing partnership with Community Concepts Finance Corporation, a certified HUD homeownership and financial counseling agency, offering complimentary financial education sessions to families engaged in homebuyer or rehabilitation programs. By prioritizing educational services, the city aims to equip low-to-moderate income residents with the knowledge and tools needed for effective financial planning, thereby empowering them to safeguard their assets and enhance their financial well-being.

Furthermore, the City of Auburn has two programs aimed at directly assisting individuals and families experiencing poverty: General Assistance (GA) and Project Support You (PSY). GA provides emergency and ongoing support to low-income families, including food vouchers, temporary lodging, and rent aid, with a third staff member added in PY 2023 due to increasing demand. PSY, funded through ARPA, collaborates closely with the police and fire departments to offer immediate assistance to individuals in crisis, with an additional staff person added in PY 2023 to meet growing needs.

Partner organizations Housing Resources for Youth (HRY), Rumford Group Homes (RGH), and Community Concepts (CCI) are dedicated to serving people experiencing homelessness or at risk of homelessness. HRY specializes in youth support, offering case management, reunification services, and matching unhoused youth with host families. RGH's Housing Navigator assists clients in securing and maintaining stable housing. CCI's Homeless Outreach Coordinator concentrates on initiating primary contact with individuals experiencing homelessness and offering referrals or resources tailored to their requirements.

Actions planned to develop institutional structure

The city of Auburn has revamped its internal structure to more effectively address the diverse range of community needs currently prevailing. By integrating Public Health, General Assistance, and Community Development, a culture of collaboration has been fostered, enabling a unified response to emergent health, housing, and refugee-related issues. This collaborative approach removed inter-departmental barriers and established a cohesive mission centered on service and crisis management. The addition of new roles, such as the Public Service Coordinator and Eligibility Coordinator, has helped bridge service gaps within the department.

Furthermore, the Auburn-Lewiston Consortium has entered a new phase of development, wherein the Community Development and General Assistance offices of both cities are collaborating more closely on planning and response endeavors. This synergy is particularly evident in the coordination of initiatives funded under the HOME-ARP plan, as shared needs and homelessness crises transcend municipal boundaries. Through enhanced inter-city cooperation and data sharing, redundant services have been eliminated, leading to increased efficiency in service delivery and efficacy.

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

The Auburn Community Development Department, Auburn Housing Authority, Lewiston Community Development Department, Lewiston Housing Authority, Community Concepts, Healthy Androscoggin, and various other local and regional nonprofit organizations work closely to plan and provide housing services. Despite this collaboration, insufficient resources among these partners hinder their ability to meet identified needs, resulting in long waiting lists for housing authority services. By engaging private developers to build more affordable units and partnering with the Section 8 voucher program, these agencies could enhance efficiency and better serve low-to-moderate income residents on the Section 8 waitlist.

Furthermore, the Community Development Department has actively participated in a local Healthy Homes initiative to improve the coordination of housing enhancements and attract new resources to the community. Through collaboration with Healthy Androscoggin and other service delivery partners, the City of Auburn secured a Lead Hazard Control and Healthy Homes Grant. This initiative involves significant coordination among multiple health agencies, nonprofit service providers, and the state Center for Disease Control. This integrated approach enables more efficient sharing of information, referrals, and response services, particularly for children with elevated blood-lead levels (EBLLs).

Discussion

Over the past few years, significant changes have occurred both locally and globally. International conflicts and the breakdown of the global consumer economy have created unexpected challenges for residents in Auburn and Lewiston. Grocery prices and fuel costs have increased significantly, and

manufacturing and resource acquisition breakdowns in other parts of the world have made essential foods scarce. Lumber prices and construction materials have also become scarce and unaffordable for many. Our community has grown with the addition of new members who have fled famine and conflict in their home countries. Inflation and unemployment have made housing and daily resources unattainable for average residents, making it difficult to maintain a positive outlook on life.

This is where we need to focus our efforts, energy, and collaborations. Despite all these challenges, we must not lose sight of our essential optimism, which is necessary for our growth, development, and prosperity. In conclusion, it is crucial to prioritize interdepartmental, institutional, and interpersonal development while keeping this key element in mind.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The ACDO is guided by the requirement that a minimum of 75% of allocated funds must be used for activities that benefit persons of low and moderate income. The sole program in this Action Plan that does not directly benefit low and moderate-income individuals (apart from administrative funding) is Spot/Blight remediation. However, the ACDO has chosen to prioritize this non-beneficiary activity within census tracts that qualify as low and moderate income.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(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.	75.00%

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:

Auburn/Lewiston will not utilize other forms of investment beyond those in section 92.205.

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:

For HOME assistance provided as a direct subsidy to the homebuyer, such as downpayment/closing cost assistance or subordinate mortgage assistance, the Auburn-Lewiston Consortium will use a recapture provision to recover HOME funds from projects that are transferred or sold during the HOME period of affordability.

Recapture Provision:

The HOME recapture provision permits the original homebuyer to sell the property to any willing buyer during the period of affordability, while the Auburn-Lewiston Consortium can recapture all or a portion of the HOME assistance provided to the original homebuyer. The recaptured funds allow the Auburn-Lewiston Consortium to assist other eligible homebuyers.

If the HOME-assisted property is sold, conveyed, assigned, or otherwise transferred, or if a senior lender forecloses on any senior mortgage prior to the end of the minimum federally-required affordability period as above, the HOME assistance shall be returned to the City of Auburn, Business and Community Development Department, on a shared net proceeds basis according to the following formula:

- Net Sales Proceeds = Sales price minus municipal liens, minus principal owed to senior lenders, minus selling costs
- Homeowner Investment = Down payment plus any verifiable Capital Improvement investment made from the date of purchase
- Auburn-Lewiston Consortium's Investment = Direct HOME Program assistance. Amount subject to recapture.
- Total Investment = Homeowner Investment plus Auburn-Lewiston Consortium's investment
- Amount of Net Proceeds to be returned to Auburn-Lewiston Consortium upon sale prior to the end of the minimum federally required affordability period = (Auburn-Lewiston Consortium's Investment / Total Investment) * Net Sales Proceeds.

Under no circumstances can the Auburn-Lewiston Consortium seek to recapture more than is available from the net proceeds of a sale.

Examples of recapture formula:

Recapture Provision (Net Sales Proceeds):

\$140,000 original sales price; \$170,000 new sales price

Mortgage payoffs:

1st position balance: \$72,000

2nd position balance: \$35,000

Closing costs: \$7,500; Homeowner investment: \$3,500

Direct HOME subsidy: \$25,000

Net Sales Proceeds: $\$170,000 - \$72,000 - \$35,000 - \$7,500 = \$55,500$

Homeowner Investment = \$3,500 in capital improvements

Auburn-Lewiston Consortium Investment = \$25,000 HOME downpayment assistance

Total Investment = \$28,500

Amount of Shared Net Proceeds to be returned to Auburn-Lewiston Consortium upon sale:

$(\$25,000/\$28,500) * \$55,500 = \$48,684.21$

Amount of Shared Proceeds to Homeowner: \$6,815.79

Recapture Provision (Insufficient Proceeds):

\$140,000 original sales price; \$130,000 new sales price

Mortgage payoffs:

1st position balance: \$72,000

2nd position balance: \$35,000

Closing costs: \$7,500 Homeowner investment: \$3,500

Direct HOME subsidy: \$25,000

Net Sales Proceeds: $\$130,000 - \$72,000 - \$35,000 - \$7,500 = \$15,500$

Homeowner Investment = \$3,500 in capital improvements

Auburn-Lewiston Consortium Investment = \$25,000 HOME downpayment assistance

Total Investment = \$28,500

Amount of Shared Net Proceeds to be returned to Auburn-Lewiston Consortium upon sale:

$(\$25,000/\$28,500) * \$15,500 = \$13,596.50$

Amount of Shared Proceeds to Homeowner: \$1,903.50

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:

Period of Affordability:

HOME-assisted homeownership projects are subject to the minimum period of affordability requirements listed below. Throughout the period of affordability, income-eligible households must occupy the assisted units. Restrictions are disclosed to the homebuyer through the execution of legal documents, including a deed restriction, a HOME written agreement between the Consortium and the homebuyer, and a Homebuyer Disclosure form.

Total Home investment and affordability period

Less than \$15,000 – 5 years

\$15,000-\$40,000 – 10 years

More than \$40,000 – 15 years

Resale Provision:

The Auburn/Lewiston Consortium employs a Resale Provision when there is no direct subsidy to the homebuyer. The HOME resale provision requires that if the owner of a HOME-assisted property sells, conveys, or transfers his/her ownership interest in the property prior to the end of the HOME period of affordability, the sale, conveyance, or transfer shall only be to an eligible, low-income-qualified purchaser who will use the property as their principal residence. It is also required that the price at resale provides a fair return on investment to the original owner (as defined below) and that the property be sold at a price that is affordable to a reasonable range of low-income buyers.

The Consortium will calculate the resale price based on the fair return on investment plus the original purchase price to ensure that the property will be affordable to a reasonable range of households earning between 70-80% of AMI. If the resale price that ensures fair return is not affordable to the next buyer, then the Consortium may provide HOME assistance to the subsequent buyer to make it affordable.

Resale Formula:

Step 1: (Homebuyer's original investment + principal paydowns + value of capital improvements) x appreciation standard = Fair Return on Investment

Step 2: Homebuyer's original investment + principal paydowns + value of capital improvements + Fair Return on Investment = Total Return to Original Homebuyer at Sale

Example of Resale Formula:

Single-family home was purchased for \$140,000 in 2010. Since the purchase, the homeowner invested \$3,500 in capital improvements in Jan. 2012 (HPI = 174.64). No downpayment was provided from owner funds. Most recent HPI = 354.03.

Mortgage payoffs:

1st position balance: \$72,000

2nd position balance: \$35,000

Homeowner's original investment: \$0

Principal paydowns: \$140,000 – 107,000 mortgage balance = \$33,000

Capital improvements: \$3,500

Step 1: $\$0 + \$33,000 + \$3,500 \times 102\% = \$3,723$

Step 2: $\$0 + \$33,000 + \$3,500 + \$3,723 = \$40,223$

Total Return to the Homebuyer - \$40,223.

Transfer of Title

The City shall collect the net proceeds from the sale of the property up to the outstanding balance of the HOME assistance when the HOME Borrower relinquishes the property voluntarily or due to a foreclosure, bankruptcy, appointment of a receiver or liquidation, or assignment for the benefit of the HOME Borrower's creditors, or a financial hardship resulting in a short sale. In the event that the net proceeds are insufficient to repay the HOME loan(s), the City will then forgive part or all of the HOME loans(s).

Noncompliance and Repayment Requirements:

Noncompliance is triggered when the HOME-assisted property is no longer the principal residence (i.e., rented or vacant) of the homeowner or for failure to enforce the resale or recapture provisions. Noncompliance requires repayment of the entire HOME investment. The HOME Land Use Restrictive Covenant and written agreement define conditions that will constitute a default by the homeowner and trigger repayment in full.

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:

HOME funds will not be used to refinance existing debt.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A

Discussion

Eligible applicants for Homeowner rehab will be approved on a first-come, first-served basis, determined by the date on their completed applications. Approval will be contingent upon the project meeting Auburn Housing Standards upon project completion, utilizing the provided resources. Recapture and resale guidelines mirror those outlined for Homebuyer activities.

Rental unit development will be overseen by a CHDO or developer, with funding opportunities announced through a standing Notice Of Funding Opportunity when available. Projects meeting qualifications will be accepted and funded based on the completion date of their applications, with additional consideration given to the proposed project completion date and other conditions specified in the notice of funding.

All Tenant-Based Rental Assistance (TBRA) programming will be on a first-come, first-served basis based on the date of a completed application. Units will be required to pass Housing Quality Standards (HQS) inspections and leases approved by program staff to comply with HUD requirements.

Applications can be found on the city website, at the Business & Community Development Office, or by contacting the Community Development team at cdbg@auburnmaine.gov.

Attachments

Citizen Participation Comments



An Angel's Wing, Inc.

My name is Debra York, and I am the Executive Director for An Angel's Wing Inc based out of Lewiston, Maine.

We are a 501c3 Non-profit and have been fighting the opioid epidemic since 2017. We have support services that aid individuals, couples, and families when needed. We have aided several hundred people with support in detox, inpatient rehab, recovery homes, counseling, with household items, furniture, clothing, medications, phones for telehealth, funerals when necessary. Over the years we have seen an uptick in requests and a lack of services in the following areas:

1. We have spent countless hours in search of open detox & rehabilitation beds for underinsured, uninsured and people who have Maine care for insurance. Quality, not-for-profit community-based detoxification and inpatient recovery centers are so needed. We lose people when we cannot find open beds in a prompt fashion. Time is always of the essence when dealing with addiction. Once these individuals start to feel the effect of the withdrawal symptoms, it is easier to go back to using them than to wait for a bed to open. Sometimes it is life or death. The hospitals are overwhelmed with people seeking detox and true emergencies are affected.

2. We run 3 structured, holistic, Marr certified recovery residences and we stay consistently full with a waiting list. Because we offer more than just a sober living bed, we have become sought after. We need more non-profit, structured, certified/licensed recovery residences. Homes that offer the things that we do. To be effective in these recovery residences, they should be MARR certified, or Maine State licensed. Funding to aid with staffing to allow for a holistic treatment approach that includes case management type services, transportation to and from appointments, support meetings and events, rental payments to allow the individuals to complete treatment and IOP, funding for activities, and self-care activities (yoga etc.).

Over the years, we have either offered these services free of charge, negotiated scholarships, paid for for-profit beds or located free empty beds but that challenge has only grown for us. Because of the lack of structure and accountability in the for-profit sector, we have opened our own homes and they have had an 80% success rate so far. The challenge now is 1. Lack of funding to allow individuals the opportunity to heal in these homes without the burden of paying rent. 2. Lack of funding to open more of these homes. 3. Lack of funding to pay for licensing and staffing to make for a more healing environment. 4. Lack of funding to include more holistic, evidence-based treatment and activities, healthy meals etc.

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An Angel's Wing, Inc.

3. Lewiston Maine as well as many other towns/cities lack social activities and recovery-based community centers. We need locations where people in recovery or learning how to be can co-mingle because the opposite of addiction is connection. A place that offers not only connections but training opportunities, case management services, individual and family support meetings, technology, etc. for those in need. We need more support and resource centers that accommodate the individuals looking for services as well as their family. Family needs to be incorporated in the treatment because addiction is a family disease. *We have secured a property in Lewiston, Maine for a support/resource center and are working diligently on grant proposals to make this successful. We also need more recovery friendly activities.

4. Mental health counseling has wait lists a mile long. Substance use counseling is also becoming more of an issue. 1% of everyone we work with has a co-occurring mental health condition. We have been successful placing them in SUD counseling so far, but mental health counseling has been one of our biggest challenges.

5. Lastly, we need more structured, certified/licensed family homes for reunification purposes. We have been successful in reunifying 3 families since February 2023 and with funding for a family home, that number will grow. With more opportunities, foster care services, CPS services will not have to carry such a burden. More funding would allow us to secure a much bigger location, create and expand existing programs. Ideally, we would add staff to make this more secure and structured. A holistic healing environment for the individual in recovery and their children.

*I have realized that I left out an important need in the state of Maine. Over the last couple of months, we have had 4 situations where 4 resident referrals (coming from the DOC & Maine hospitals) were for people with dual diagnosis/Co-occurring disorders. Their mental health diagnosis needed more than our recovery residence was equipped for. We take pride in the services that we offer but, in these cases, more staffing and more clinical were needed and we were unable to accommodate. After spending hours on the phone, it became clear that there was a lack of facilities to address this need. If we cannot locate housing for these people, the alternative is crisis. If we had more staffing and more clinical, the outcome would have been so much better. We need more staffing in our organization and recovery residence. We need more co-occurring facilities to meet the need.

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An Angel's Wing, Inc.

6. Housing, housing and more housing. The housing situation is dire in Androscoggin County. We take in people who are unhoused and in active addiction. We first help them to sign up for treatment, reunification, healthy lifestyles, employment/education, housing support (i.e.: section 8 and braap). Once the treatment is completed, we attempt to help to find housing for independent living. This is one of the biggest challenges overall. They do not have funds for the first, last and security deposit and if or when they do, there is no housing available.

7. Case management is also a growing need. The unhoused come to us without any assistance. They have either lost their assistance due to housing or lost their card. Another situation is someone else has their card and they are using it. I don't have answers to this because, how do you keep up with someone who cannot be located but there has to be an answer.

Sincerely,

Debra York, Executive Director

207-513-6051

www.angelswing.org

1567 LISBON STREET, SUITE 1A, LEWISTON, ME 04240

T: (207) 241-0624 OR (888) 304-4673 E: ANANGELSWING@YAHOO.COM U: WWW.ANANGELSWING.ORG



November 29, 2023

City of Auburn
Attn: Zakk Maher, Deputy Director of Business and Community Development
Auburn Hall, 60 Court Street
Auburn, ME 04210

Dear Zakk:

On behalf of our staff, board of directors, and the children we serve in Auburn, I would like to thank you for your consideration of the enclosed request for \$3,000 in social welfare funding.

Our mission at Camp Susan Curtis (CSC) is to provide a transformative camp experience that nurtures self-confidence and a sense of belonging in Maine children facing economic hardship. The children we serve face many struggles in their daily lives. All of our campers are experiencing economic hardship. Many of our campers have experienced food insecurity, not knowing when they'll get their next nutritious meal. Some campers are in the foster care system, or have a parent who is incarcerated, or live with a caregiver struggling with addiction. Some campers have parents working two or three jobs, leaving them with the responsibility of cooking and caring for their younger siblings.

But all of our campers have this in common: for 10 days every summer they get to come to camp and just be kids in a safe and supportive environment. They get to take swim lessons, learn how to ride a bike, try kayaking, or hike a mountain for the very first time. They get to experience the unique beauty of the Maine outdoors on 100-acres of conservation land. Through supportive relationships with mentors and peers, campers gain the self-confidence needed to believe in themselves.

Our campers learn that they can dream big and hope for something beyond the struggles of their day-to-day lives. As they get older, they are exposed to college and career opportunities they may not have access to otherwise. Most importantly, our campers get to be a part of a lifelong community that will support them on the journey to becoming healthy, thriving people.

We are truly grateful for your consideration and encourage you to reach out if you have any questions. I can be reached at 207-774-1552 or ebonner@susancurtis.org.

Sincerely,

A handwritten signature in blue ink that reads "Emily Bonner".

Emily Bonner
Development and Communications Manager



Request to City of Auburn Request for FY2025

Date of Application: November 29, 2023

Organization name: Camp Susan Curtis

Business Mailing Address: 1321 Washington Avenue, #104, Portland, ME 04103

Contact: Emily Bonner, Development and Communications Manager

Telephone number: (207) 774-1552

E-mail address: ebonner@susancurtis.org

Tax exempt status: 01-0324705

Year organization was founded: 1971

Amount of grant request: \$3,000

City of Auburn Statistics:

- **Camp Susan Curtis Fiscal Year:** January 1, 2023 to December 31, 2023
- **Unduplicated youth served from the City of Auburn:** 23
- **Cumulative number of nights in the care of Camp Susan Curtis:** 230
- **Area Partners:** Fairview Elementary, Sherwood Heights Elementary, Walton Elementary, Washburn School, Park Avenue Elementary, Auburn School Department

Organization Mission and Overview: The mission of Camp Susan Curtis (CSC) is to provide a transformative camp experience that nurtures self-confidence and a sense of belonging in Maine children facing economic hardship. Since its inception in 1971, more than 19,000 Maine children between the ages of 8 and 18 have benefited from CSC's signature summer camp.

It is important to highlight that many traditional summer camps are cost-prohibitive to CSC's constituency. CSC is the only Maine camp that exclusively serves Maine children facing financial hardship. While some Maine camps offer partial scholarships, CSC fully subsidizes program costs for all participants, eliminating barriers to access. This includes the provision of items such as rain gear, sleeping bags, sneakers, swimsuits, bug spray, and sunscreen. CSC also removes barriers to access by offering free transportation to and from camp, or gas cards to families that transport their child(ren).

Program Description: In 2024, CSC will offer 4 sessions of its 10-day co-ed residential camp at its 100-acre campus on pristine conservation land in Stoneham, Maine. Here at this campus, CSC provides traditional camp experiences for 4th through 7th graders; a variety of special interest programs for early teens; and a leadership development program for older teens. CSC works with a network of 100+ school and community partners across the State of Maine who refer students to the CSC program and who serve as liaisons between camp staff and families.

During their time at CSC, campers will benefit from experiential and physically active outdoor programming; a complete disconnect from screens and technology; extended time spent immersed in nature, which helps reduce depression and anxiety while increasing self-confidence; a reliable schedule and clear expectations, providing a sense of stability; three balanced meals a day and a healthy, energizing snack; an abundance of opportunities to try new activities; a sense of community and belonging among understanding peers and caring camp staff; and a safe, supportive environment to take risks, make mistakes, and learn new skills.

Some of CSC's experiential camp programs include challenge ropes courses; waterfront activities such as kayaking and paddleboarding; arts and crafts projects like nature art and ceramics; hiking, yoga, and meditation; and a wide array of sports.

Older campers benefit from college tours, introductions to scholarship resources, leadership reflection projects, life and workforce development workshops, conversations with Mitchell Scholars and USM Promise Scholars, and opportunities to advance into roles as camp counselors providing them with leadership training in a paid position.

Community Need: In addition to facing economic hardship, many campers arrive at camp having also experienced housing instability, violence or bullying, the incarceration or death of a caregiver, caregivers who are struggling with active addictions or mental illness, and/or engagement in the foster care system. As a result of their severely compromised resources and difficult life circumstances, this vulnerable segment of Maine's population is at a significant disadvantage for healthy childhood development and long term wellbeing. Unlike their peers from more-resourced families, most CSC campers cannot afford the extracurricular activities or access the systems of familial and community networks that would positively support their health; and social, emotional, and educational development.

Evaluation Tools: CSC utilizes surveys as its primary tool to assess program impact. These surveys are disseminated to campers, caregivers, and referral partners. CSC also conducts "exit interviews" with campers to get feedback about how the camp experience impacted them. These interviews serve the dual purpose of letting each camper know that they have gained a supportive adult in their life and is an opportunity to share contact information and encourage the camper to reach out during the year if they need a listening ear, a champion, or a reference for post-secondary pursuits.

Budget: CSC maintains detailed fiscal records meeting all requirements set out by funders and the American Institute of Certified Public Accountants. CSC's current operating budget and audited financial statements are available upon request.

Internal Revenue Service
P.O. Box 2508
Cincinnati, OH 45201

Department of the Treasury

Date: June 4, 2015

Person to Contact:
Ms Singleton – ID# 0203345
Toll Free Telephone Number:
877-823-5500
Employer Identification Number:
01-0324705

SUSAN L CURTIS CHARITABLE FOUNDATION
1321 WASHINGTON AVE - STE 104
PORTLAND ME 04103-3838

Dear Sir or Madam:

This is in response to your August 28, 2014, request for information regarding your tax-exempt status.

Our records indicate you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in May 1971.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/charities for information regarding filing requirements. Specifically, note that section 6033(j) of the Code automatically revokes the tax-exemption of any organization that fails to satisfy its filing requirement for three consecutive years. The automatic revocation of exemption is effective as of the due date of the third required annual filing or notice. The IRS maintains a list of organizations whose tax-exempt status was automatically revoked at IRS.gov.

If you have any questions, please call the phone number in the heading of this letter.

Sincerely,



Tamara Ripperoa
Director, Exempt Organizations

[External]UNMET NEEDS

Betsy Sibley <BSibley@communitycreditunion.com>

Thu 2/22/2024 10:07 AM

To: CDBG <cdbg@auburnmaine.gov>

Cc: Amy Hatter <ahatter@auburnmaine.gov>

Some people who received this message don't often get email from bsibley@communitycreditunion.com. [Learn why this is important](#)

To Whom It May Concern,

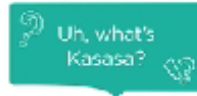
Community Credit Union has been serving the Auburn community for many years. Since 2020, when Community Credit Union received its designation as a Community Development Financial Institution from the U.S. Treasury Department our team has been even more intentional in serving the underserved throughout Androscoggin County. With the assistance from a series of CDFI Fund Grants we launched several loan programs that support underserved groups such as transportation loans for those with no credit, damaged credit or limited credit history, emergency loans, rental security deposit loans and more. Another loan developed was career advancement loans in partnership with New England School of Metalworks to help more individuals get trained in welding, this comes with two hours of financial education for all those enrolled in the Welding cohorts. The grants received in the past few years have also assisted the Credit Union in taking the lead with the Bridges Out of Poverty Steering Committee that had gone dormant throughout the pandemic and lost its momentum. Funds were used to offer free quarterly trainings for community members wanting to learn the Bridges Out of Poverty constructs, sponsor tuition costs for additional Facilitators and launch initiatives such as Getting Ahead in a Just Gettin' By World here in Androscoggin County. The community has benefited from these efforts but the funding will be exhausted by year end. The Credit Union also launched a workforce stability initiative in October 2022 called the Community Cornerstone Program. This program assists employees of designated Champion Partners in building resources and finding more stability. The Financial & Life Navigator is embedded within 6 area employers and also maintains a strong network of community partners to provide resources.

The consistent unmet need our team hears about in our branches and in our community work is the lack of affordable housing. Rental units and homes are not affordable to low and middle income households and the number of housing units is significantly less than the number of families seeking safe housing options. I think dedicating resources to navigating this housing crisis would be helpful to those on the brink of homelessness and those that are currently without housing.

As the funding for Bridges Out of Poverty and related programming like Getting Ahead winds down I think it's important that municipalities and community partners see the importance of keeping these programs alive and continuing to train/educate individuals and organizations on the Bridges constructs so that we can see real social change and more equitable systems in our community in the future. It is nearly \$1,000 per Investigator (participant) to complete the 16 week Getting Ahead in a Just Gettin' By World program. This includes a stipend, meals, workbook, supports for daycare & transportation in many cases as well as shared cost for a Facilitator. Community Credit Union has sponsored the first 16 graduates to the program and have 10 Investigators enrolled currently with a May graduation timeline. That is \$26,000+/- invested in our community members who are looking to find stability and write a future story for themselves and their family. These individuals have navigated challenges in life and their voices could be valuable resources to municipalities and other community organizations. If our community lets this program die out again due to lack of funding support it will perpetuate the negative narrative of this region that so many of us are fighting so hard against. This is a valuable program for local employers to help their most vulnerable employees establish better resources and gain stability.

These are some of the unmet needs I think are relevant to your community discussions with local, state and federal funders. If you have any questions please don't hesitate to reach out for more information.

Sincerely,



Betsy Sibley (she/her/hers)
Chief Marketing Officer, CCUFC, CUDE



144 Pine Street, Lewiston ME 04240
BSibley@communitycreditunion.com
Phone: 207.783.2096 ext. 2020
Fax: 207.783.2093
www.communitycreditunion.com

Connect with us: [Facebook](#) | [Twitter](#) | [YouTube](#) | [LinkedIn](#)

How Did We Do? Providing you with the best member service possible is our number 1 priority and we are always looking for ways to better serve your needs. Please take our survey and let us know how we did:
www.surveymonkey.com/s/CCUMemberSurvey

Confidentiality Notice

This document contains confidential information belonging to the sender, which is legally privileged. This information is intended only for the use of the individual or entity named above. If you have received this email and/or attachments in error, please notify the sender immediately.

[External]Unmet Needs

Patricia Weidler <peweidler@yahoo.com>

Thu 2/15/2024 9:49 AM

To:CDBG <cdbg@auburnmaine.gov>

Hi,

I've been volunteering at the Drop-In Center located in the vestry of the First Universalist Church of Auburn since it opened (I'm also a resident of Auburn). The Drop-In Center has been open over two years, and over the years I've seen much community and city support. Food seems to be more available, and case managers have worked hard to get people on SNAP and health insurance. Opening Calvary as a nighttime warming center is a huge step, but there continues to be a large need for unhoused people to have shelter from adverse weather year round even if it is just on an emergency basis.

I continue to see the following basic human needs being largely unmet for our unhoused community members:

- (1) Regular access to safe drinking and washing water.
- (2) 24/7 access to safe bathrooms with handwashing within a short walking distance.
- (3) A secure, safe, heated/cooled, and clean space in which one can sleep for seven to eight uninterrupted hours each day (sleep is as important as water and food for ones health, especially if one has mental health challenges).
- (4) A safe and secure place to sleep outdoors, especially when there are not enough shelter beds or apartments available.
- (5) A safe and secure and weatherproof place to store documents, communication devices, and possessions (so that a person can provide appropriate ID upon request of authorities and can go to appointments and into libraries and buildings without bringing much or all of ones possessions).
- (6) Trash pick-up and/or disposal.

Thank you for listening.

Sincerely,

Patty Weidler

402-4763

[External]Re: Fw: Reminder: Auburn Community Survey and Unmet Needs - Have Your Voice Heard

Sasha Anastasoff <sanastasoff@auburnschl.edu>

Wed 3/6/2024 4:38 PM

To: Amy Hatter <ahatter@auburnmaine.gov>

Hi Amy,

Are you still taking unmet needs letters? If so, I'm happy to submit one. I was not on the original email list and an email from Jennifer Morin prompted me to look in my email for any emails from you. I see the deadline was March 1st in the second email you sent to Pam and I. Current numbers are at 178 as compared to 185 at this same time last year. Unaccompanied youth numbers are at 38 compared to 39 at this time last year. They are included in the larger number. We are basically keeping pace with last year.

Thank you,
Sasha

On Wed, Feb 21, 2024 at 4:23 PM Amy Hatter <ahatter@auburnmaine.gov> wrote:

I think I may have left the two of you off my email list. If so, I'm very sorry. I've added you now. We're looking for letters about unmet needs in our community and doing our community survey. If either of you are interested in writing a letter, you can send it to me or cdbg@auburnmaine.gov.

Amy Hatter | Community Development Manager
City of Auburn, Maine | 207-333-6601 ext. 1332

The City of Auburn is subject to statutes relating to public records.
E-mail sent or received by City employees is subject to these laws.
Senders and receivers of City e-mail should presume that messages are subject to release.

From: Amy Hatter <ahatter@auburnmaine.gov>
Sent: Wednesday, February 21, 2024 2:32 PM
To: Zachary Maher <zmaher@auburnmaine.gov>
Subject: Reminder: Auburn Community Survey and Unmet Needs - Have Your Voice Heard

Thank you to everyone who has sent in unmet needs letters or completed the survey.

If you'd like to submit a letter but haven't had a chance, we are still accepting letters until next Friday, March 1. The survey is running until then, as well.

Amy Hatter | Community Development Manager
City of Auburn, Maine | 207-333-6601 ext. 1332

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Senders and receivers of City e-mail should presume that messages are subject to release.



8 Falcon Road • Lewiston, Maine 04240
1-800-427-1241 • 207-795-4010
Fax: 207-795-4009 • www.seniorsplus.org

February 12, 2024

Mr. Zakk Maher
Community Development Manager, City of Auburn
60 Court Street
Auburn, ME 04210

Dear Zakk:

Since 1972, through its Meals on Wheels (MOW) program, SeniorsPlus has helped thousands of individuals fight hunger – including thousands in the city of Auburn. MOW coordinates resources and assets providing wraparound support. In tandem with its nutrition services, SeniorsPlus has enabled older people and adults with disabilities to remain at home, working to ensure their health and wellness, to fight isolation, and to provide a trusted resource for their questions and concerns through our Information and Assistance programs. Last year, in total, SeniorsPlus served 8,000 individuals and fielded 170,000 phone inquiries in our tri-county area.

The years have seen our aging population continue to grow and, with it, demand and costs. SeniorsPlus again looks to the City of Auburn for support of the important services it provides in our community. We request \$20,000 in CDBG funds to help support our Meals on Wheels in Auburn, and \$5,000 for our Information and Assistance work. We are grateful for the past support of the Auburn community through Community Development Block Grants.

Community Needs and Gaps Addressed: Food Insecurity

Nutritional status, food insecurity, emotional wellbeing, socialization, and self-care capacity are highly inter-connected and play an important role in the lives of older adults. The majority of the older adults and adults with disabilities served by SeniorsPlus live on a fixed income or are low income or both, rely on Medicare/Medicaid, or Social Security benefits. Many clients are homebound, unable to prepare their own meals, and don't have available assistance to help with meals. Many of those served are socially isolated and rely on the social interaction that a meal delivery and wellness check provides to them on a regular basis.

Recognizing these needs, SeniorsPlus requests funding to help address the basic human needs of food attainment and social interaction for older adults and adults with disabilities in Auburn. These services will help to strengthen the independence and overall wellness of individuals by helping them to live better and healthier lives. The funding being sought will assist in the coverage of staffing costs for our Meals on Wheels (MOW) program. The MOW kitchen is in Lewiston and serves Auburn community members.

MOW provides essential public services to improve quality of life for individuals with low-moderate incomes, particularly older people and people with disabilities. The overall goal of SeniorsPlus is to assist people to age well so that they are able to stay at home independently as long as possible. MOW, and the wellness check MOW provides, support basic human needs while creating a connection to community. MOW can make the difference between people staying at home or going to a nursing home or other facility. Helping to assist people to stay in their homes also helps to reduce tax payers' dollars while keeping these clients happy, healthy, and feeling less isolated. SeniorsPlus is the only provider of the MOW program in Auburn.

During FY 2023, SeniorsPlus assisted 176 unduplicated Auburn residents through MOW by providing a total of 22,765 MOW meals. (The total number of meal deliveries in Auburn were the second highest of any other city in our tri-county region.) SeniorsPlus staff track and maintain wellness assessments on MOW clients. MOW clients are assessed annually and also complete an annual survey.

Community Needs and Gaps Addressed: Information and Assistance

While MOW provides food, an essential human need, our Information and Assistance program provides the support older people and people with disabilities need: a trusted nonprofit resource for their questions and concerns. This essential service improves the quality of life for these individuals. Older people are often the victims of fraud, and/or have no one in their lives to lean on for support. Our Information and Assistance program enables our dedicated and highly trained staff to respond to the myriad of inquiries we receive: from housing questions, to caregiver and veterans support, to Medicare counseling, to scam concerns. Our vast educational programming provides other options. Sometimes, we are just a reassuring voice at the end of the phone. In FY2023, 594 Auburn residents benefited from our Information and Assistance services. Many of these client questions regard financial difficulties, and when our Community Services team respond, they often determine underlying issues that qualify these individuals for benefits for which they were not aware they qualified, including MOW. They also may refer them to services such as transportation that are provided by other nonprofits in the community. In so doing, the client finances shift to a more positive position, which can help them to remain at home securely or allow them to purchase medicines on which they'd scrimped. Clients with complex concerns may choose to meet in person, online, or a phone consultation.

Please contact me with any questions you may have. Thank you for considering this request.

Sincerely,



Betsy Sawyer-Manter
President and CEO

Mission: The mission of SeniorsPlus is to enrich the lives of older people and adults with disabilities, their families and communities, and to support them to make informed choices.



Letter of Intent to Apply

City of Auburn

Strengthen LA (as supported by The Lewiston Auburn Metropolitan Chamber of Commerce Foundation) intends to apply for \$20,000 of CDBG funding from the City of Auburn to continue to support Strengthen LA's workforce development efforts for Auburn residents.

Since 2022, the City of Auburn has supported Strengthen LA through its CDBG program. In that time, we have been able to address challenges that continue to face our community today. Issues such as transportation, food insecurity, housing, childcare, can be improved with a career that pays a livable wage. Strengthen LA is a group of community and business leaders who come together to help identify and remove barriers to employment. We share information, resources, and expertise in a very intentional way to create positive change in an ever-changing workforce environment.

Workforce development and training is not an unmet need but a persistent one. While programs like Strengthen LA have begun to move the needle in a positive direction, the work is far from over. By continuing to fund workforce efforts, the City is working toward addressing those other vital issues noted above by increasing wealth among its residents.

An investment in Strengthen LA is an investment in the community. Not only does Strengthen LA position career seekers for success with local employers, but it is also a community collaboration with over 35 partners in various sectors, including social services, economic service providers, education, employers, and philanthropic partners that are committed to working in unison for the betterment of all. An investment in Strengthen LA is an investment in communication among partners, it is an investment in a strategic vision for our workforce, it is an investment in an inclusive partnership that is open to all because workforce development is an issue that impacts us all.

Unlike other programs being offered, Strengthen LA has a laser focus on our community. Strengthen LA was designed to serve this community and this community only. It was created to identify unique challenges and to build a network for creative solutions that can be executed in our own backyard. Strengthen LA is tailor made for Auburn and its neighbors.

As such, Strengthen LA focuses on our three largest industries: construction/manufacturing, healthcare/mental health, childcare and early education. In addition to being strong career opportunities for our local career seekers, each of these industries provides much needed resources to our community that not only provides stability but economic growth. As our local businesses grow, so does our community, making for a strong future.



For our career seekers, Strengthen LA provides three key opportunities:

- We offer integration among our partners, making access to resources easier and less cumbersome but cutting down on some of the administrative burden that comes with accessing services.
- We provide information on the various resources available. Our community is rich with resources but keeping them all straight and knowing how to access them can be a challenge.
- We help by offering inspiration: All our interactions are person to person, and we break down the steps necessary for success making even the most challenging road feel attainable. Our career seekers have told us our Employment Opportunity Coaches are our number one asset!

For our local employers, Strengthen LA offers:

- A recruitment pipeline of willing career seekers that we have screened in advance, only sending candidates that we feel would fit the needs of an organization.
- Access to resources. Just like our career seekers, accessing resources can be a challenge for employers. We make the connections, so they don't have to. We also offer opportunities to explore new solutions through pilot programs and focus groups starting in 2021.
- Provide retention services. Our ability to remove barriers doesn't end with employment. We can help your existing workforce with the same challenges facing our career seekers.

We appreciate the opportunity to request funding from the City of Auburn again, to support our local workforce efforts. It is so important to have local support behind our local workforce initiative and we thank you for once again, considering supporting Strengthen LA for CDBG funding.

Sincerely,

Brian Pickard
Vice President of Finance + Operations
Strengthen LA
Lewiston Auburn Metropolitan Chamber of Commerce

22 Colonial Way
Auburn, Maine
04210

Dear Amy,

Just a thought; after
mailing back my ² card
I remembered ex. Lewiston
when community development
was taking place and
big changes were being made.
I participated in a
community gathering called
a "Charrette" or "Sharrette"
(not sure of the spelling.)

Anyways, the community
members and stake-holders were
called to gather at a meeting
at a community center. The
outcome was positive and a
good % of us showed up. --BT

turned out to be positive for--
citizens and city stuff.

The person who brought
it to the table to begin with
was Jim Lison who still
lives in Lewiston. I don't
know his telephone # but I
will bet that someone in
Lewiston City Hall who deals
with community development
could help with that.

Happy citizens and happy
employees at City Hall.
I can't get better than
that.

Good Luck!

Tina Gilbert
Tel. 754.2904

City of Auburn Annual Unmet Needs Action Plan Team,

It is my distinct pleasure, on behalf of the YMCA of Auburn-Lewiston, to submit a letter outlining a list of unmet needs that we have identified from our organization's members, participants, front line and administrative staff, as well as our collective community work. I will do my best to articulate all of the varied perspectives and ideas. If you require follow up, please feel free to contact me directly at tjennings@alymca.org.

Housing

The housing crisis is not unique to the Auburn area, but it is affecting the residents. The lack of affordable rental properties and the high cost of homes is a burden on not only the low-income population but the middle class as well. We have heard complaints of rent being increased to a level that is no longer feasible with very short notice, inability to pay for home repairs, home weatherization, and the lack of available properties both for rent and to purchase. Yes, there are programs to assist in home related issues but if you are over the income threshold, you cannot access that avenue of services.

Heat

The rising cost of heat is a continuing issue. Coupled with the current economy some residents are fearful that they will not be able to heat their homes effectively, if at all. Again, if you are over the income threshold for assistance, you are left to make those hard choices of which bill you are going to pay first.

Unhoused Community

The unhoused community needs more than what they are receiving. While efforts in both Auburn and Lewiston are making strides, more needs to be done. These individuals need adequate shelter from the elements, showers, and safe spaces to keep their belongings. The warming centers are wonderful but are lacking showering stations.

Safe Streets

We have received complaints and concerns about unsafe sidewalks, inadequate lighting, unsafe traffic patterns/motorists, crosswalks etc.

Playgrounds

Caregivers are looking for safe, clean, accessible and natural outdoor spaces for children to learn and play.

We are looking to include a safe play space for youth in our Outdoor Learning & Education Pavilion Expansion Plan.

Aquatic Accessibility

We have heard from the community that there needs to be access to pools and safety classes for children and caregivers.

We have a seasonal pool at our Outdoor Learning & Education center which we hope to renovate in the afore mention Expansion Plan to allow for longer seasonal use and a larger pool space to increase capacity.

Food Insecurity

This is an ongoing issue and one that is now affecting more people than ever before. We are seeing needs arise among low- and middle-income participants and members. In addition, many have complained that lack of transportation, physical mobility and the hours of food pantries are just a few of the barriers that people face. There is also a great stigma and pride surrounding access to food.

Basic Needs

We receive countless inquiries about basic needs to include clothing, winter gear, diapers, baby wipes, baby formula, heat, food, gas, and utilities. We have heard some residents express fear that their electricity may get shut off in the spring because they are behind on their electric bills. CMP cannot disconnect your power during the winter months, so some residents have put this bill on the back burner to try to cover other expenses.

Childcare

After the covid pandemic and the closure of MANY childcare providers across the state, residents are in need of quality childcare and out of school time programming. Particularly infant, older infant and toddler care. Many providers provide preschool/pre-k programming as it is more cost efficient, but due to state ratios for the 3 younger age brackets they are not a "money maker", and therefore not a priority.

We have made some adjustments in some of our childcare programming to accommodate the needs of the community by opening a new older infant/toddler classroom at our Temple Garden Bradman Street location.

Financial Assistance

We have had inquiries about help with a myriad of financial assistance needs but relative to our programs we have increased inquiries around childcare assistance, camp scholarships and memberships.

Community Connectedness

Residents from youth to the elderly have expressed a need and longing to feel a part of their community and to feel connected to their neighbors and peers. Social emotional health has been a continuous issue but has been exacerbated by the covid pandemic and continues to elicit feelings of loneliness, disconnect and anxiety. This has led to statewide increases in depression rates and suicidal ideology.

Suggestions from the public have included more in-person connection events, Community spaces for youth and the elderly to gather safely, transportation assistance to reach these events/spaces, community training, family friendly opportunities (some suggested broken down by age demographic).

Our Expansion Plan would enable us to be a community hub for events and trainings and would be able to cater to all age brackets in our community!

Transportation

Residents require more transportation options with better availability and accessibility.

Cultural Sensitivity

Our communities need cultural sensitivity education. Some participants have expressed frustration that the community does not understand them as a people/person, as a community member, a co-worker, a refugee or their culture and customs. On the flip side of that, we have heard others report a lack of understanding about their immigrant community members and a desire for education.

Mental Health & Healthcare

We have heard that participants are having trouble accessing resources, availability of appointments, wait times for services, cost of services and high prescription costs and lack of providers.

Substance Use Disorder, Treatment and Recovery

Our community members have expressed concerns over the state of the substance use epidemic in the Auburn-Lewiston area. Concerns range from community impact, family impact, stigmas associated, recovery friendly workplaces, treatment services, community reentry services, prevention education efforts and availability of Narcan/Narcan administration training.

In closing, I hope that I have captured even a fraction of the needs we have heard expressed by all of the people that we serve, our front-line staff and the needs seen or heard by our administration.

The YMCA of Auburn-Lewiston hopes to continue being a valued partner in assisting the City of Auburn in addressing the needs of our community and we look forward to collaborating with you for years to come.

Respectfully,

Tina Jennings

Association Director of Community & Youth Engagement

Voicemail received by Amy Hatter, Community Development Manager, from Phillip Holt on 3/28/24.

"Amy, my name is Phillip Holt, H-O-L-T. I live at 34 Davis Avenue in New Auburn, and I have a card here, inviting people to let you know what sorts of improvements you'd like to see within the city. What I would like to see would be for the public works department to install a speed bump about in the middle of Davis Avenue, between Spring Road and the bottom of the hill. This section of the road was much improved some time ago with curbs the full length and nice sidewalks. The road is nice and smooth.

"People drive much too fast, and I'd like them to slow down. They go as fast as 45 or 50 MPH. Some drive at a reasonable speed, so a reasonable speedbump would do the job."

April 30, 2024

New Auburn Association Meeting

Action Plan presentation

Public Comments

1. From Annete Ozier, New Auburn resident
 - a. "They're not even in your area because you find places for people to live. Auburn Housing – I'm under Section 8 in this apartment, but then I thought, "Well, they sold the house, so we have a new landlord. But he didn't raise the rent." I was thinking maybe I could move out of here and go to elderly housing. They have a lot of papers to fill out. They have a hundred units over there in Great Falls Esplanade. I thought there must be some people that die or go to nursing homes, so they have to have vacancies. But then the Roak Block (interruption, woman in background, unnamed "Roak Block"), they have almost 100. The thing is (interruption, woman in background, unnamed, "I think there's a waiting list"). Yeah, there is a waiting list (interruption, man in background, unnamed "Barker Arms right here") and everything. (Interruption, woman in background, unnamed "And the Barker over here.") Yup."
2. Larry Pelletier, 2nd Street, New Auburn
 - a. "I'm wondering if you have any info about the newly formed group that the mayor and – one councilor, maybe two councilors – and folks that are involved in both communities pertaining to the homeless. Have you heard anything?"
 - b. Second comment, "I just ask, there's a new group formed since a new mayor was elected, and he's on a board with a lot of folks that have been working with the homeless for years now. They're working with a group, AVCOG. I don't know what that stands for (interruption, man in background, unnamed "Androscoggin Valley Council of Government.") They've been having a couple meetings a month or one meeting a month. (interruption, man in background, unnamed, "Belinda's on that. Let Belinda answer a couple of your questions.")"
3. Leroy Walker, City Council Ward 5
 - a. "For quite a few years now, St. Louis Church has been either up for sale or up for the taking or maybe even free if somebody wants to do something with it. With all the different money that's going through your department, through the ARPA, and whatever else that's coming down from the feds, if we can't sell that building to somebody or give it away, maybe there's a place there for a plan to turn that into some kind of homes or home overall for more than 10 people or whatever. Because I know this community doesn't want to see it torn down. So maybe there's a way of saving it if somebody would think – and that somebody would probably be Jay – but you would have to put that bug in his ear. If they can't sell it off or get someone to do something with it, then we ought to look at developing the building ourself."
4. Chris Rioux, 7th Street, New Auburn

- a. "I guess questions are – it looks like there's a potential for some of the funds to go into potential, like what we were just talking about with cemetery work. A lot of these cemeteries are parks in the city, and they're drastically underfunded and under-repaired and under-maintained. Oak Hill, specifically, has some pretty significant drainage and other issues with the property. Graves falling over, things like that that go years unmaintained and uncorrected. Which is unacceptable for our loved ones that are buried there. The other one is regarding the funding that goes to apartment owners, making sure that there are safeguards in place to make sure people that aren't doing their due diligence to maintain their properties – regardless of the funds that they're getting for those units – aren't just being able to not maintain the property they're making premiums on, in order to use these funds moving forward, by just not investing in their investment property. They don't need to own the building. They're doing it as an investment, regardless of how much they're making in rent. Being able to get city or state or federal funds in order to supplement somebody who is using it as an investment – we're giving them money for their investment properties. It seems like it's probably not the best course of action, as long as they're doing their due diligence and there's extenuating circumstances, that would be different. I feel like those funds could be better allocated."



City of Auburn, Maine
Business & Community Development
60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

Housing Market Assessment

For

Auburn, Maine

Scattered Site

Date of Report

March 6, 2023

Prepared by:

**Auburn-Lewiston Consortium
HOME Investment Partnership Program**

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Executive Summary

Subject Property

This study relates to a new, scattered site Notice of Funding Opportunity (NOFO) for the primary purpose of developing affordable, HOME-assisted housing units within Auburn, ME. The scope of this analysis consists of a comprehensive market needs assessment and absorption capabilities for new housing developments within the city.

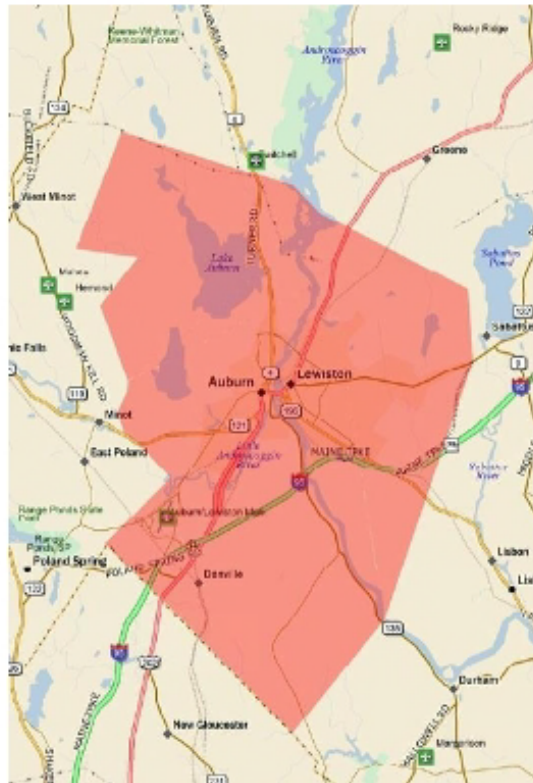
This NOFO makes available funding for up to 10 newly constructed, modest residential units. These units will adhere to the HOME High Rents for a period of 20 years after first occupancy. Developers will submit project proposals on a rolling basis until all budgeted funds are committed. Complete HOME underwriting and Environmental Reviews will be conducted for each proposed project.

Most data sources recognize either Androscoggin County or the Lewiston-Auburn Metro Statistical Area (MSA) as a common delineation. Therefore, data utilized for this analysis will primarily reference Auburn, or the Auburn-Lewiston HOME Consortium, a qualified participating jurisdiction (PJ) recognized by the U.S. Department of Housing & Urban Development (HUD). This PJ comprises the cities of Auburn & Lewiston and has a combined population of 60,650, as estimated by the July 2021 American Community Survey (ACS).

Primary Market Area (PMA)

While the project can expect to draw residents throughout Androscoggin County and beyond, we have determined that new units will draw the majority of its residents from Auburn and Lewiston. The City of Lewiston's General Assistance saw 154 new asylum cases, with 34 pending intake, between July 2022 & February 2023. At the same time, the City of Auburn's General Assistance saw over 50 new asylum cases. Additionally, City of Portland's General Assistance department has been placing new residents in Auburn by the. These new residents are primarily refugees being placed in permanent housing. There is no slowdown in the flow from Portland's shelters on the horizon.

New efforts by city staff working with targeted homeless & at-risk populations under the HOME-ARP program have



opened over 20 new cases within the last 2 months. These are existing homeless individuals and families within the jurisdiction that the development of new market-rate housing will not serve.

Economic Conditions

Unemployment for Lewiston Auburn MSA has averaged 5.47%, similar to the state's average of 5.43% and below the country's at 6.37%. In 2021 unemployment declined to 4.80% for the MSA, relative to the state's unemployment rate of 4.6%. The general economic conditions in the PMA are considered favorable and believed to improve as increased housing serves the growing labor market.

Market Rent

Maine Fair Market Rent for 2023, as prepared by Rentdata.org, indicates Maine has the 24th highest rates in the country. The current statewide average rental rate for a 2 bedroom in Maine is \$1,045. The below table breaks down average rates as estimated by Rentdata.org. Compared to HUD-published Fair Market Rent (FMR) or High HOME Rents, this table makes the case that current market rents are unaffordable for renters below 80% AMI.

County	0 BR	1 BR	2 BR	3 BR	4 BR
City of Auburn	\$747	\$834	\$1,060	\$1,393	\$1,576
* https://www.rentdata.org/states/maine/2023					

Figure 24 below, as compiled by Towncharts.com, demonstrates median rents by unit size for the City of Auburn. Compared to current High HOME rents, this data indicates that 10% of studio apartments, 5+% of one-bedroom units, 20% of two-bedroom units, and 9+% of three bedrooms exceed the required affordability thresholds established by HUD.

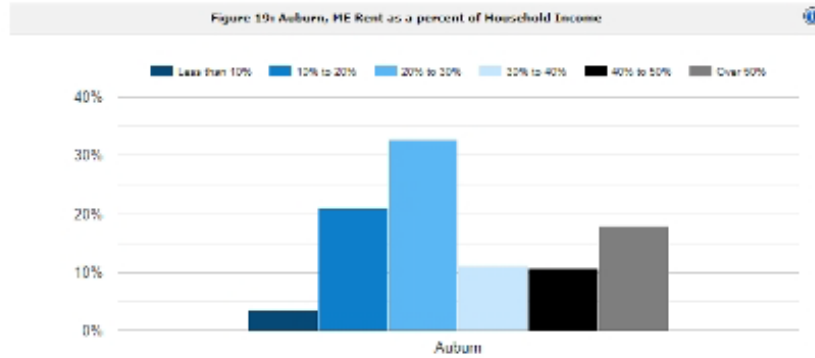
Figure 24: Auburn, ME Monthly Median Rent Rates by Size of Rental in Bedrooms

Rental Rates	Studio-No Bedroom	One Bedroom	Two Bedroom	Three Bedroom
\$1,500 or more	4%	2%	0%	9.3%
\$1,000 to \$1,499	0%	3%	20%	52.5%
\$750 to \$999	6%	41%	54%	19.5%
\$500 to \$749	37%	29%	15%	9.6%
\$300 to \$499	48%	12%	4%	5.2%
Less than \$300	6%	14%	5%	0%
No cash rent	0%	0%	2%	3.8%

<https://www.towncharts.com/Maine/Housing/Auburn-city-ME-Housing-data.html>

Another method to demonstrate rent affordability in Auburn, as compiled in Figure 19 by Towncharts.com, shows that 20% of Auburn renters are paying more between 30-50% of their monthly

household income to rent. This threshold qualifies these tenants as “rent burdened.” Additionally, the nearly 20% paying over 50% of their monthly income towards rent are considered “severely rent burdened” by HUD.



<https://www.towncharts.com/Maine/Housing/Auburn-city-ME-Housing-data.html>

Market Occupancy Vacancy Rates

Figure 35: Occupied and Vacant Housing units in Auburn, ME

Occupied Housing Units Percent Vacant		
Place	Occupied Housing Units Pct	Vacant Housing Units Pct
Auburn	93%	8%
Lewiston	95%	5%
Mechanic Falls CDP	88%	12%
Lisbon Falls CDP	93%	7%
Gray CDP	87%	13%
Oxford CDP	82%	18%
Casco CDP	86%	14%
United States	89%	11%
Maine	77%	23%



Market Analysis

Population and Household Characteristics

U.S. Department of Housing & Urban Development (HUD) defines cost-burdened families as those who pay more than 30 percent of their income for housing and may have difficulty affording necessities such as food, clothing, transportation, and medical care. Severe rent burden is defined as paying more than 50 percent of one's income on rent.

The World Population Review estimates that Auburn is growing at a rate of 0.42% per year and has increased by 1.26% (or 303 people) since 2020. During the same period census data from the American Community Survey (ACS) established Auburn had a poverty rate of 12.1% in 2020 (a 6.6% 1-year increase).

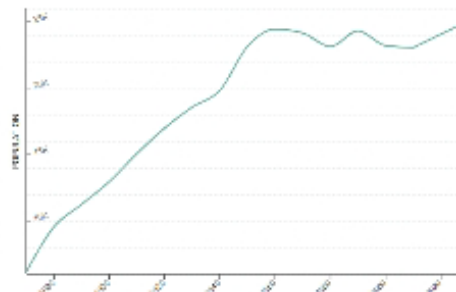
The increase in inflation rates and Auburn's population between 2019 & 2022, resulted in a severe housing shortage. As new efforts have been made to house the previously un-counted homeless population and the increase in asylum seekers, the availability of affordable housing options has been depleted. The City of Auburn has recently taken in 50

additional asylum-seeking families of various origins, while the City of Lewiston's General Assistance has processed over 160 within the current Program year. Additionally, local data collected from the 2 emergency shelters that operated during the pandemic include the Lewiston Ramada Inn and the Lewiston Armory. This data demonstrates the catch-basin effect of homeless services within the Lewiston-Auburn MSA. The combined totals of the two emergency shelters totaled 213 individuals sheltered, with 60% claiming Lewiston as their residence, 20% claiming Auburn, and the remaining 20% coming from outside of the jurisdiction.

Lastly, the McKinney-Vento Liaison within the Auburn school system has demonstrated a dramatic increase in McKinney-Vento qualified youth within the Auburn school system. As of March 2023, 199 students have been reported as homeless or living in substandard housing (39 of which are unaccompanied youth). This rate represents 11.5% of the total enrolled population and is a notable uptick from the 69 reported students at the same time last year.

Auburn, Maine Population 2023

24,364



Affordable Housing Stock

According to MSHA Affordable Housing Options published in March 2023, there are currently 813 Affordable Housing units in Auburn (not including rehab units within their affordability periods). Auburn Housing Authority is currently providing an additional 400 Housing Choice Vouchers to Auburn residents. Combined with the most recent CHAS data demonstrating a total of 4,605 rental units within the city, this figure represents over 26.4% of all rental units in Auburn as affordable defined by HUD.

Unmet Need

Cost-Burdened Renters

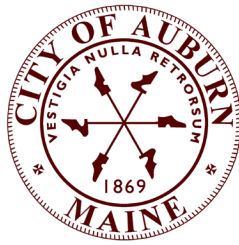
As demonstrated in the table below, the most recent CHAS data shows a total of 3,475 renting households below 80 HAMFI. Given the current average market rental rates provided by the 2022 Auburn Housing Authority Rent Rate survey on the next page, families under 80% HAMFI are more likely to be cost-burdened by the current market rates. Therefore, the current availability of 1,213 affordable units leaves an unmet need of 2,262 affordable housing units.

FY2022 Income Limit Summary						
Household Size	1	2	3	4	5	6
80% Area Median Income (AMI)*	\$44,600	\$51,000	\$57,350	\$63,700	\$68,800	\$73,900
30% Cost-Burdened Threshold	\$1,115	\$1,275	\$1,434	\$1,593	\$1,720	\$1,848
50% Severe Rent Burden Threshold	\$1,858	\$2,125	\$2,390	\$2,654	\$2,867	\$3,079
*HUD limits for Lewiston-Auburn Metro Statistical Area						

Auburn Income Distribution by Tenancy*						
	Owners	Owners %	Renters	Renters %	Total	% of Pop
Household Income Less than 30% HAMFI	260	4.5%	1140	24.8%	1400	13.4%
Household Income 30-50% HAMFI	525	9.0%	1070	23.2%	1595	15.3%
Household Income 50-80% HAMFI	795	13.6%	1265	27.5%	2060	19.7%
Sub total under 80% HAMFI	1580	27.1%	3475	75.5%	5055	48.4%
Household Income Over 80% HAMFI	4255	72.9%	1130	24.5%	5385	51.6%
Total	5835		4605		10440	
Housing Cost Burden (as a percentage of income)*						
Cost Burden greater than 50%	540	9.3%	905	19.7%	1445	13.8%
Cost Burden 30-50%	665	11.4%	955	20.7%	1620	15.5%
Sub total Cost-Burden	1205	20.7%	1860	40.4%	3065	29.4%
Cost Burden less than 30%	4630	79.3%	2745	59.6%	7375	70.6%
Total	5835		4605		10440	
*Comprehensive Housing Affordability Strategy (CHAS) data date :2015-2019 ACS						

Fair Market Rents (FMR) for Existing Housing						
	SRO	OBR	1BR	2BR	3BR	4BR
Lewiston-Auburn MSA*	\$560	\$747	\$834	\$1,060	\$1,393	\$1,567
Auburn Housing Authority 2022 Rent Rate Survey		\$860	\$1,000	\$1,496	\$1,643	\$2,182
Delta		-\$113	-\$166	-\$436	-\$250	-\$615
*Maine State Housing Authority (MSHA) effective: 10/2/2022						

Auburn Affordable Housing Options				
	Units	% of Units		
MSHA Income-based & Rent restricted	813	17.7%	Total Renters under 80% HAMFI	3475
AHA Housing Choice Vouchers (HCV)	400	8.7%	Total Affordable Rental Units	1213
Sub Total of Affordable	1213	26.3%	Unmet Needs=	2262



ORDER 74-05202024

City Council Order

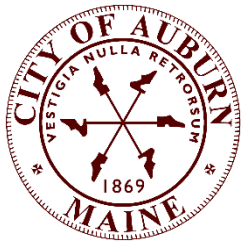
IN CITY COUNCIL

ORDERED, that City Council hereby adopts the CDBG/HOME Consortium Annual Action Plan for Program Year 2024 as presented by the Business & Community Development Department.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Order: 75-05202024

Author: Glen E. Holmes, Director of Business & Community Development

Subject: CDBG-CV Budget Amendment

Information:

The Business & Community Development Department is revising the budget for the CDBG-CV program. CDBG-CV was a one-time allocation of funds for responding to and mitigating the impacts of Covid-19. This revision re-allocates previous unspent funds.

This proposal reallocates unspent funds from the shared food kitchen project & previous year warming center operation (hosted at Auburn Housing Authority) and creates a new Food Accessibility Program.

City Budgetary Impacts:

None

Staff Recommended Action:

Adopt the revised CDBG-CV Budget as presented.

Previous Meetings and History:

Council approval on December 21, 2020

Amendment approval on January 18, 2022

City Manager Comments:

I concur with the recommendation.



Signature:

Attachments:

CDBG-CV Budget Amendment, Order



City of Auburn, Maine

Business & Community Development

60 Court Street | Auburn, Maine 04210 www.auburnmaine.gov | 207.333.6601

CDBG- CV REVISED Budget												May-24		
			CDBG-CV Round 1	CDBG-CV Round 3	Total CARES ACT Funding	Major Amendment	Minor Amendment	Minor Amendment	Minor Amendment	Minor Amendment	Proposed Amendment	Total budget Revisions	Drawn to Date	
Project	IDIS	Activity	12.21.2020	1.4.2021	Total Budget	1.18.2022	9.15.2022	12.15.2022	1.31.2023	3.20.2023	PY2024	May-24 Remaining		
Food Security	1796	Refrigeration Infrastructure	\$ 90,000.00	\$ 65,000.00	\$ 155,000.00	48,309.99						48,309.99	48,309.99	0.00
	1799	PAL Walk-in and generator				94212.69						94,212.69	94,212.69	0.00
Food Security	1793	Grocery Distribution Program	\$ 25,000.00	\$ -	\$ 25,000.00	109,903.06	10,000.00				-305.73	119,597.33	119,597.33	0.00
Food Security		Food Accessibility Program									35,000.00	35,000.00	0.00	35,000.00
Food Security	1771	Farmer Market Tickets	\$ 19,985.00	\$ -	\$ 19,985.00	1,310.00						1,310.00	1,310.00	0.00
		Food Security Total	\$134,985.00	\$ 65,000.00	\$ 199,985.00	253,735.74						298,430.01	263,430.01	35,000.00
Econ Dev	1837	Shared Food Facilities				45,000.00	-10,000.00	-6,000.00		-29,000.00		0.00	0.00	0.00
Econ Dev	1782	Stepladder Enterprises				7,500.00						7,500.00	7,500.00	0.00
Econ Dev	1777	Auburn Cleaning				20,000.00						20,000.00	20,000.00	0.00
Econ Dev	1783	A-! Cleaning Loan				7,500.00						7,500.00	7,500.00	0.00
Econ Dev	1841	Small Business/Microenterprise	\$ 100,000.00		\$ 100,000.00	35,000.00					-27,500.00	7,500.00	7,500.00	0.00
		Econ Dev Total	\$100,000.00	\$ -	\$ 100,000.00	115,000.00						42,500.00	42,500.00	0.00
Public Service	1818	Summer Camp Scholarship	\$ 30,000.00		\$ 30,000.00	30,850.00						30,850.00	30,850.00	0.00
Public Service		Summer Camp Equip	\$ 15,000.00	\$ -	\$ 15,000.00	0.00						0.00	0.00	0.00
Public Service	1795	Senior Care Kits	\$ 5,000.00	\$ -	\$ 5,000.00	9,820.55					-0.17	9,820.38	9,820.38	0.00
Public Service		Work with ME Transportation		\$ 2,000.00	\$ 2,000.00	0.00						0.00	0.00	0.00
Public Service	1838	Legal aid - Housing Advocate				15,000.00			-15,000.00			0.00	0.00	0.00
Public Service	1839	Adult Ed Transportation				6,000.00		6,000.00			-1,903.75	10,096.25	10,096.25	0.00
Public Service	1840	Strengthen LA				20,000.00						20,000.00	20,000.00	0.00
Public Service		Public Service Grants		\$ 40,000.00	\$ 40,000.00							0.00		
Public Service	1871	GA Public Service Coordinator								29,000.00	0.00	29,000.00	24,241.67	4,758.33
Public Service	1870	Warming Shelter							15,000.00		-10,781.10	4,218.90	4,218.90	0.00
		Public Service Total	\$ 50,000.00	\$ 42,000.00	\$ 92,000.00	81,670.55						103,985.53	99,227.20	4,758.33
Admin	1798	Salaries/Wages	\$ 50,000.00	\$ 30,932.00	\$ 80,932.00	22,510.71					5,490.75	28,001.46	22,471.73	5,529.73
		Totals	\$334,985.00	\$ 137,932.00	\$ 472,917.00	\$ 472,917.00						472,917.00	427,628.94	45,288.06



ORDER 75-05202024

City Council Order

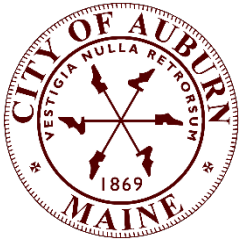
IN CITY COUNCIL

ORDERED, that City Council hereby adopts the revised CDBG-CV budget as presented by the Business & Community Development Department.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Order: 76-05202024

Author: Alison F. Pepin, Deputy City Clerk

Subject: Waiver of Business License Fee – Phoenix No Limits Karate

Information: Phoenix No Limits Karate, a 501 (c)3 non-profit organization, submitted a request for waiver of a Temporary Food License fee of \$60.00 for their annual Kicks Anti-Bullying fundraising event. The event will be held on June 8th at Central Maine Community College.

City Budgetary Impacts: \$60

Staff Recommended Action: Consider waiving the fee

Previous Meetings and History: Annual request

City Manager Comments:

I concur with the recommendation. Signature:



Attachments: Request to waive fees, Application, Order



Phoenix No Limits Karate, Inc

945 Center St. Ste 2

Auburn, Me 04210

Tax Id: 87-1995450

Board members:

Donna Harris, CEO; Justin Moriarty

Harry Harris, COO; Tony Scherrer

Jeff Chandler, CFO; Gwen Scherrer

Mohammed Hassan, Treasurer,

Cynthia Morgan, Secretary; Jackie Flynn

Emily Berry; Penny Redmond

April 30, 2024

Dear Auburn City Council Members,

Attached please find a temporary food license application for our fundraising event to be held on June 8th at Central Maine Community College. As a non-profit organization fundraising events like these go a long way in supporting our programs. The funds raised at this event in part from the sale of concessions will be used for our K.I.C.K.S. Kids In Control Keep Safe youth leadership training programs.

These programs run after school and during the summer months with a focus on developing leadership skills and qualities through traditional training as well as community service to others. Our goal this year is to secure enough funding to provide this program free to students in our community who are homeless and/or financially disadvantaged.

I am writing this letter to request that the licensing fee be waived due to our non-profit status and commitment to our community.

I personally have a Food Service Manager's certificate and will ensure that food is properly handled at the event. We will be serving grilled burgers and hot dogs with potato chips and other store-bought snacks.

Thank you in advance for your consideration.

Sincerely,

Donna Harris, CEO

BL 000001-052024



CITY OF AUBURN

BUSINESS LICENSE APPLICATION

Business Name: Phoenix No Limits

Office of the City Clerk

60 Court St, Auburn,

ME 04210

207.333.6600

www.auburnmaine.gov

Please Note: All real estate and personal property taxes related to the business must be current before a license can be issued.

☒ NEW ☐ RENEWAL Expires: _____

Please check the boxes for all licenses you are applying for:

There is a late fee of \$50.00 for renewals that are 30-45 days late, \$100.00 for more than 46 days late, and \$200.00 for reoccurring

Food Service Establishments:

☐ *FSE Mobile Food distribution Unit (12 mths) ...\$100
Not to be located less than 200 ft from nearest food service establishment. Please include a letter from property owner authorizing use of location.

☐ *FSE Serving Malt, Vinous & Spirituous Liquor (FSE Class I) \$500

Public hearing required for new license- \$100 fee
Background check must also be included.

☐ *FSE Serving Malt and/or Vinous (FSE Class III & IV)..... \$400

Public hearing required for new license- \$100 fee
Background check must also be included.

☐ *Class A Lounge Serving Malt, Vinous & Spirituous Liquor (Class X) \$1000
(Plus, actual cost of advertising hearing)

Public hearing required for new license - \$100 fee.
Background check must also be included.

☐ *FSE (On/Off), no Alcohol.....\$200
Includes Prepackaged Foods

☐ *Bottle Club/BYOB..... \$200
Public hearing required for new license- \$100 fee
Background check must also be included.

☒ *Temp FSE (Per event max 30 days).....\$60

*All above licenses: include copy of floor plan, menu/

draft menu, certified food handler certificate and a copy of all State licenses applicable.

☐ FSE Off Premise/Retailer-Malt Liquor/Table Wine.....\$200

Other Business Licenses Applying for:

☐ *Special Amusement\$125

Public hearing required for new license- \$100 fee

Please fill out supplemental questionnaire (pg. 4).

☐ *Pawnshop/Pawn Broker\$100

☐ *Secondhand Dealer \$100

☐ *Massage Establishment/Therapist..... \$150

State license #: _____

Please also include 2 copies of a passport size photograph taken within 30 days of application date (annually), copy of current State license and copy of government issued identification.

☐ *Tattoo Artist..... \$100

*Above licenses: Each applicant for a license shall provide a copy of a criminal background check (to include all present and former names) dated not more than 3 days prior to submission of application. You can do it yourself on-line here: <http://www5.informe.org/online/pcr/>

☐ Bowling Alley (fee per lane)
\$85

Of lanes: _____

☐ Roller Skating Rinks with Part/Full Kitchen...\$90

☐ Coin-op Devices (fee per device).....
Up to 10 devices..... \$50 Ea
10 or more devices.... \$30 Ea

of devices: _____ Total Amt _____

☐ Lodging House, Boarding House, Rooming Houses, Hotels, Motels, etc..... \$100

Seating: _____ Occupancy load: _____

LICENSING FEE(S) TOTAL DUE: \$ _____

NAME OF BUSINESS: Phoenix NO Limits Karate BUSINESS ADDRESS: 945 Center ST, STE 2
 BUSINESS MAILING ADDRESS: Same
 OWNER'S NAME (LOCAL/ONSITE): Donna Harris CEO DOB: 2/21/70 PHONE: 207 577 1046
 OWNER'S ADDRESS: 56 Pnde Rd Aub MAILING ADDRESS: Same
 PREFERRED EMAIL: phoenixnlkarate@gmail.com
 MANAGER'S NAME: Donna Harris PHONE #: See Above DOB: _____
 PREFERRED CONTACT NAME: _____ PHONE #: _____
 EMAIL ADDRESS: _____
 DESCRIPTION OF BUSINESS: _____
 TYPE OF PREVIOUS BUSINESS AT ADDRESS (IF KNOWN): _____

FORM OF BUSINESS ORGANIZATION: ☐ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ LLC ☒ Other Non Profit
 (If a corporation, must include a copy of corporate papers for new licenses)

If a Corporation, Partnership or LLC, complete the following information of each owner (additional names may be listed on an attached sheet):

Name	<i>Print Clearly</i> Address Previous 5 years	Birth Date	% of Stock	Title

OWNER OF BUILDING/UNIT: Jim Pittman PHONE # _____
 OWNER'S ADDRESS: 1097 Center St Auburn Me

HOURS OF OPERATION: Mon: 9 - 7 Tues: 4 - 7 Wed: 2 - 7 Thurs: 2 - 7
 Fri: 4 - 7 Sat: 8am - Noon Sun: closed

Has applicant(s) and/or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States, within the past 5 years? ☐ Yes ☒ No (If yes, complete the following)

Name: _____ Date of conviction: _____

Offense: _____ Location: _____

Disposition: _____

Include additional pages if needed.

THE OMISSION OF FACTS OR ANY MISREPRESENTATION OF ANY OF THE INFORMATION ON THIS APPLICATION SHALL BE SUFFICIENT GROUNDS FOR THE REFUSAL OF SUCH LICENSE.

Chapter 14-Business Licenses & Permits-Article II Sec.14-34 Certification from City Officials *Before a license is issued the City Clerk shall submit the application for certification to the Code Enforcement Officer, Fire Chief, Chief of Police and City Treasurer.*

There is a 14 day review period after receipt of a **completed** application. Incomplete applications will not be reviewed for approval and will be returned for completion. A business must not operate until approved by the required departments. Final approval and issuance of license will be from the City Clerk's Office.

CERTIFICATE OF APPLICANT AND WAIVER OF CONFIDENTIALITY

READ CAREFULLY BEFORE SIGNING

I, Danna Harris, Owner/Operator of the business, hereby authorize the release of any
(Print name)
criminal history record information to the City Clerk's Office or Licensing Authority. I understand that this information shall become public record, and I hereby waive any rights of privacy with respect hereto. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. This application is accurate and true to the best of my knowledge.

Applicant Signature: 

Date: 4/30/2024

FOR OFFICE USE ONLY

REPORT OF INSPECTING OFFICERS:

<input checked="" type="checkbox"/> Approved	—	Denied	FIRE INSPECTOR <u>5/2/24 DD</u>
<input checked="" type="checkbox"/> Approved	—	Denied	CODE ENFORCEMENT OFFICER <u>5/3/24 KB</u>
<input checked="" type="checkbox"/> Approved	—	Denied	POLICE <u>5/01/24 BS</u>
<input checked="" type="checkbox"/> Approved	—	Denied	FINANCE <u>5/01/24 TN</u>

Comments:

Application date: 4-30-24 License issued on: _____

Fees paid: License fee(s) — Public hearing fee — Background fee — Late fee —

Total amount paid = \$ —

Special Amusement Questionnaire:

Exact entertainment to be provided at establishment:

Karate Tournament

(Specify hours of entertainment)

Mon: _____

Tues: _____

Wed: _____

Thurs: _____

Fri: _____

Sat: 9 am - 2 pm

Sun: _____

Describe in detail the room(s) to be used under the permit:

Concession Stand @ CMCC

Include a diagram or floor plan of your business. On the diagram please list the following:

Main Entrance, Secondary Entrances, Fire Escapes, Fire Extinguishers, Location of Stationary Security Personnel, Food Serving or preparation areas, the direction of any speakers, Dancing Area, Locations where alcohol will be sold.

Have any of the applicants, including the corporation ever had a special amusement license denied or revoked?

☐ Yes ☒ No If yes, Please explain (Including location and timeframe):

PLEASE PROVIDE THE FOLLOWING, IF APPLICABLE:

CURRENT LIQUOR LICENSE # _____ EXPIRATION DATE: _____

PLEASE BE ADVISED THAT THE APPLICANT MAY BE REQUIRED TO COMPLY WITH THE FOLLOWING CONDITIONS:

Applicant agrees to have two counters or clickers at each entrance. One will be used to document the patrons that have entered the establishment. The second will be used to document the patrons that have exited the establishment. This will give the staff and public safety personnel an accurate count of patrons in the establishment.

Applicant agrees to have the maximum seating and or occupancy capacity clearly listed in each room that is open to the public, and to have security and or staff stationed at all times at all entrances and exits used by the public.

Applicant agrees to, if so ordered by the Chief of Police, to hire sworn members of the Auburn Police Department for security. The rate will be at the current City of Auburn detail rate. These officers will supplement the existing staff or security.

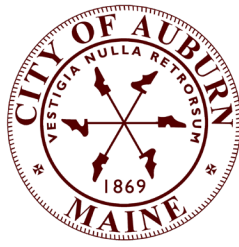
The below chart will be used as a guide in determining the numbers of officers required.

Number of Attendees	Number of Police
1 - 200	2
201 - 400	4
401 - 600	6
601+	One supervisor and one additional officer for each 200 attendees or portion thereof in excess of 601

All requests for modification(s) of the approved Special Amusement license must be submitted in writing to the City of Auburn. Any changes made without approval from the City of Auburn may result in an immediate suspension of the license. Signature on application releases the Auburn Police Department, its agents and representatives from any and all liability of every nature and kind arising out of the furnishing, inspection or collection of such documents, records and other information or the investigation made by the Auburn Police Department.

I do hereby authorize Auburn Police Department and its agents to receive copies of records and/or any information concerning my background, character, bank accounts, businesses, places of employment, schools and any other source necessary for the purpose of obtaining a Special Amusement License.

I have read and understand section 14-600 to 14-609, Special Amusement Permits, of the City of Auburn's business license ordinance. PH (Initial)



ORDER 76-05202024

City Council Order

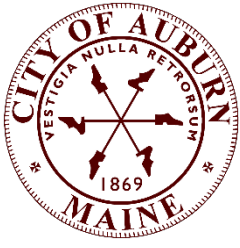
IN CITY COUNCIL

ORDERED, that the City Council hereby authorizes the City Clerk to waive the \$60 Temporary Food Service license fee for Phoenix No Limits Karate for a fundraising event to be held on June 08, 2024.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Order: 77-05202024

Author: Alison F. Pepin, Deputy City Clerk

Subject: Waiver of Business License Fee – Auburn Suburban Baseball/Softball

Information: An application for a waiver of business license fee of \$200 was submitted by the Auburn Suburban Baseball/Softball, located at 4 Mount Apatite Road. Auburn Suburban Baseball/Softball is a non-profit organization that operates a concession stand during the 2024 season.

City Budgetary Impacts: \$200

Staff Recommended Action: Consider waiving the fee

Previous Meetings and History: Annual request.

City Manager Comments:

I concur with the recommendation. Signature:



Attachments: letter of request for waiver, application, order.



April 18, 2024

City of Auburn
60 Court St.
Auburn, ME 04210

Honorable Mayor & City Council Members:

On behalf of Auburn Suburban Baseball & Softball (ASBS), I respectfully request a waiver of the \$200.00 licensing fee for operation of our concession stand (snack shack) during the 2024 season (April 2024 - July 2024).

ASBS is a non-profit organization serving over 400 youth through competitive baseball & softball teams. Funds raised by the snack shack, staffed by volunteers, are vital to the success of our organization. Funds raised throughout the season support facility maintenance, new equipment, program expansion (Buddy Ball), uniform purchase and items/services to ensure the safety of our families and players.

I invite you to join us for a game this season, appreciate your support of ASBS and hope you will consider waiving our licensing fee this season.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Porter".

Mark Porter
ASBS Treasurer
207-577-1211

BL003901



**CITY OF AUBURN
BUSINESS LICENSE APPLICATION**

☐ NEW ☐ RENEWAL exp date _____

If new business, please provide proposed opening date. _____

Please check the boxes for all licenses you are applying for:

There is a late fee of \$50.00 for renewals that are 30-45 days late, \$100.00 for more than 46 days late, and \$200.00 for reoccurring

Food Service Establishments:

☐ ***FSE Mobile Food distribution Unit** (12 mths) ...\$100

Not to be located less than 200 ft from nearest food service establishment. Please include a letter from property owner authorizing use of location.

☐ **FSE Serving Malt, Vinous & Spirituous Liquor (FSE Class I)** \$500

Plus actual cost of advertising hearing required for new license. Background check must also be included.

☐ ***FSE Serving Malt and/or Vinous (FSE Class III & IV)**..... \$400

Plus actual cost of advertising hearing required for new license. Background check must also be included.

☐ ***Class A Lounge Serving Malt, Vinous & Spirituous Liquor (Class X)** \$1300

Plus actual cost of advertising hearing required for new license. Background check must also be included.

☒ ***FSE(On/Off), no Alcohol**.....\$200

Includes Prepackaged Foods

☐ ***Bottle Club/BYOB**..... \$200

Plus actual cost of advertising hearing required for new license. Background check must also be included.

☐ ***Temp FSE (Per event max 30 days)**.....\$60

Event Name _____

Event Date _____

***All above licenses:** include copy of floor plan, menu/draft menu, certified food handler certificate and a copy of all State licenses applicable.

☐ **FSE Off Premise/Retailer-Malt Liquor/Table Wine**..... \$200

Business Name: Auburn Suburban Little League

Office of the City Clerk

60 Court St, Auburn,

ME 04210

207.333.6600

www.auburnmaine.gov

Please Note: All real estate and personal property taxes related to the business must be current before a license can be issued.

Other Business Licenses Applying for:

☐ ***Special Amusement**\$125

Plus actual cost of advertising hearing required for new license. Please fill out supplemental questionnaire (pg. 4)

☐ ***Pawnshop/Pawn Broker**\$100

☐ ***Secondhand Dealer**..... \$100

☐ ***Massage Establishment/Therapist**..... \$150

State license #: _____

Please also include 2 copies of a passport size photograph taken within 30 days of application date (annually), copy of current State license and copy of government issued identification.

☐ ***Tattoo Artist**..... \$100

Please also include photo ID, Blood Pathogen Cert, and state license.

***Above licenses:** Each applicant for a license shall provide a copy of a criminal background check (to include all present and former names) dated not more than 3 days prior to submission of application. You can do it yourself on-line here: <http://www5.inform.org/online/pcr/>

☐ **Roller Skating Rinks with Part/Full Kitchen**.....\$90

☐ **Lodging House, Boarding House, Rooming Houses, Hotels, Motels, etc**..... \$100

☐ **Motion Picture Theaters** # of screens _____ No Fee

☐ **Coin-Op Devices** # of devices _____ No Fee

☐ **Pool Hall** # of tables _____ No Fee

☐ **Juke Box** # of boxes _____ No Fee

LICENSING FEE(S) TOTAL DUE: \$ Fee Waiver Request

Auburn Suburban Baseball & Softball

NAME OF BUSINESS: BUSINESS ADDRESS: PO Box 1615 Auburn

BUSINESS MAILING ADDRESS: PO Box 1615 Auburn 04211-1615

OWNER'S NAME (LOCAL/ONSITE): Mark Porter DOB: PHONE: 577-1211

OWNER'S ADDRESS: 11 Hillcrest St, Auburn MAILING ADDRESS:

PREFERRED EMAIL:

MANAGER'S NAME: N/A PHONE #: DOB:

PREFERRED CONTACT NAME: Mark Porter PHONE #: 577-1211

EMAIL ADDRESS:

DESCRIPTION OF BUSINESS: Youth Sports 501 c3 Non-Profit

TYPE OF PREVIOUS BUSINESS AT ADDRESS (IF KNOWN):

FORM OF BUSINESS ORGANIZATION: ☐ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ LLC ☐ Other

(If a corporation, must include a copy of corporate papers for new licenses)

If a Corporation, Partnership or LLC, complete the following information of each owner (additional names may be listed on an attached sheet):

Name	Print Clearly Address Previous 5 years	Birth Date	% of Stock	Title

OWNER OF BUILDING/UNIT: PHONE #

OWNER'S ADDRESS:

HOURS OF OPERATION: Mon: Tues: Wed: Thurs: Fri: Sat: Sun:

Has applicant(s) and/or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States, within the past 5 years? ☐ Yes ☐ No (If yes, complete the following)

Name: Date of conviction:

Offense: Location:

Disposition:

Include additional pages if needed.

THE OMISSION OF FACTS OR ANY MISREPRESENTATION OF ANY OF THE INFORMATION ON THIS APPLICATION SHALL BE SUFFICIENT GROUNDS FOR THE REFUSAL OF SUCH LICENSE.

City of Auburn Business License Application Page 2 1/30/23

Chapter 14-Business Licenses & Permits-Article II Sec.14-34 Certification from City Officials Before a license is issued the City Clerk shall submit the application for certification to the Code Enforcement Officer, Fire Chief, Chief of Police and City Treasurer.

There is a 14 day review period after receipt of a **completed** application. Incomplete applications will not be reviewed for approval and will be returned for completion. A business must not operate until approved by the required departments. Final approval and issuance of license will be from the City Clerk's Office.

CERTIFICATE OF APPLICANT AND WAIVER OF CONFIDENTIALITY

READ CAREFULLY BEFORE SIGNING

I, Mark Porter, Owner/Operator of the business, hereby authorize the release of any criminal history record information to the City Clerk's Office or Licensing Authority. I understand that this information shall become public record, and I hereby waive any rights of privacy with respect hereto. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. This application is accurate and true to the best of my knowledge.

Applicant Signature: Mark Porter

Date: 4/19/24

FOR OFFICE USE ONLY

REPORT OF INSPECTING OFFICERS:

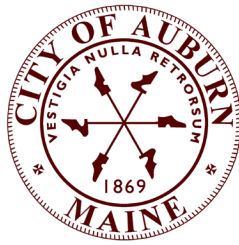
<input checked="" type="checkbox"/> Approved	___ Denied	FIRE INSPECTOR	<u>BD 5-01-24</u>
<input checked="" type="checkbox"/> Approved	___ Denied	CODE ENFORCEMENT OFFICER	<u>KB 4/30/24</u>
<input checked="" type="checkbox"/> Approved	___ Denied	POLICE	<u>BS 4/30/24</u>
<input checked="" type="checkbox"/> Approved	___ Denied	FINANCE	<u>TN 05/01/24</u>

Comments:

Application date: 4-19-24 License issued on: _____

Fees paid: License fee(s) — Public hearing fee _____ Background fee _____ Late fee _____

Total amount paid = \$ —



ORDER 77-05202024

City Council Order

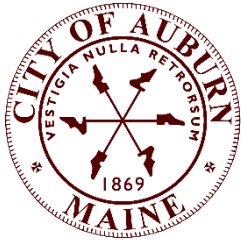
IN CITY COUNCIL

ORDERED, that the City Council hereby authorizes the City Clerk to waive the \$200 business license fee for Auburn Suburban Baseball/Softball, located at 4 Mount Apatite Road.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 20, 2024

Resolve: 05-05202024

Author: Michael Broadbent, Auburn Water District Superintendent

Subject: Request for Authorization of Bond Approval

Information: At the monthly Auburn Water District Trustee meeting on July 19, 2023, the Trustees voted to authorize pursuit of a \$650,000 Drinking Water State Revolving Loan through the Maine Municipal Bond Bank for the purchase of a Vactor Truck. This equipment is essential for the District to comply with the EPAs Lead and Copper Rule Revisions. The Maine Department of Health and Human Services has agreed to forgive \$344,816.00 (55%). The remaining loan will be issued through the Maine Municipal Bond Bank for the amount of \$282,123 for a term of 10 years at 0%.

The District is required to submit a service line inventory of every water service connected to our system. At this time the District has over 900 incomplete service records that will require the excavation of services to determine material type. Utilization of this new truck will greatly reduce excavation costs and the impact to our customers.

In accordance with the Auburn Water District Charter, Auburn City Council approval is required for the issuance of bonds.

City Budgetary Impacts: None

Staff Recommended Action: Recommend passage

Previous Meetings and History: N/A

City Manager Comments:

A handwritten signature in cursive script that reads "Phillip Crowell Jr.".

I concur with the recommendation. Signature:

Attachments: Resolve



City Council Resolve

IN CITY COUNCIL

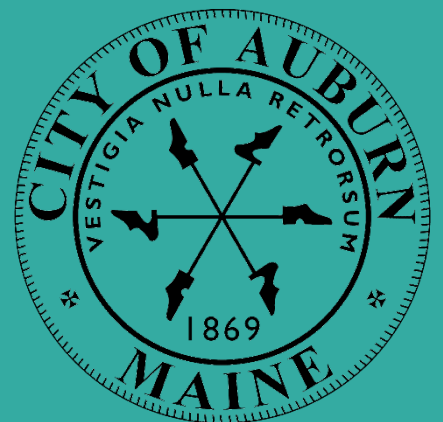
RESOLVED, that the Auburn City Council, in accordance with section 13 of the Auburn Water District Charter, hereby grants permission to the Auburn Water (the “Water District”) District to issue its bonds and notes in anticipation thereof, referred to herein as the “Water District Bonds” in the aggregate principal amount not to exceed \$626,939 to purchase a Vactor Truck for compliance with EPAs Lead and Copper Rule Revision.

BE IT FURTHER RESOLVED, by the Auburn City Council, that the Water District bonds shall not constitute any debt or liability of the City or a pledge of the faith and credit of the City, but shall be payable solely by the Water District, and the issuance of the Water District Bonds shall not directly or indirectly or contingently obligate the City to levy or to pledge any form of taxation whatever therefor or to make any appropriation for their payment.

Monthly Financial Report

February 2024

Authored by: Kelsey Earle



To: Honorable Mayor, Members of the City Council and City Manager
Subject: Financial Report for the Month Ending February 29, 2024

I respectfully submit the financial summaries of the revenue and expenditure activities for the City during the month ending February 29, 2024.

Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department. The City has completed its seventh month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 58.3% 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.

General Fund Highlights

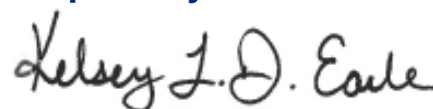
Revenues

- Total revenues collected through February 2024 were **\$71.1M** or **62.88%** of budgeted general fund revenue, as compared to **\$68.6M** of actual revenues through January 2023.
- Year-to-date tax revenues of **\$35.9M** were **3.09% higher** than the prior year.
- Permitting revenues increased by **\$66,713** YTD, **30.92% higher** than FY2.

Expenditures

- Expenditures through February 2024 were **\$64,077,420M** or **56.21%** of the budget, as compared to **\$64,482,714M** of actual expenditures through February 2023.
- Utilities saw a **\$109,108 decrease** due to energy efficient changes and a net energy billing credits agreement through the Facilities and Energy Department.

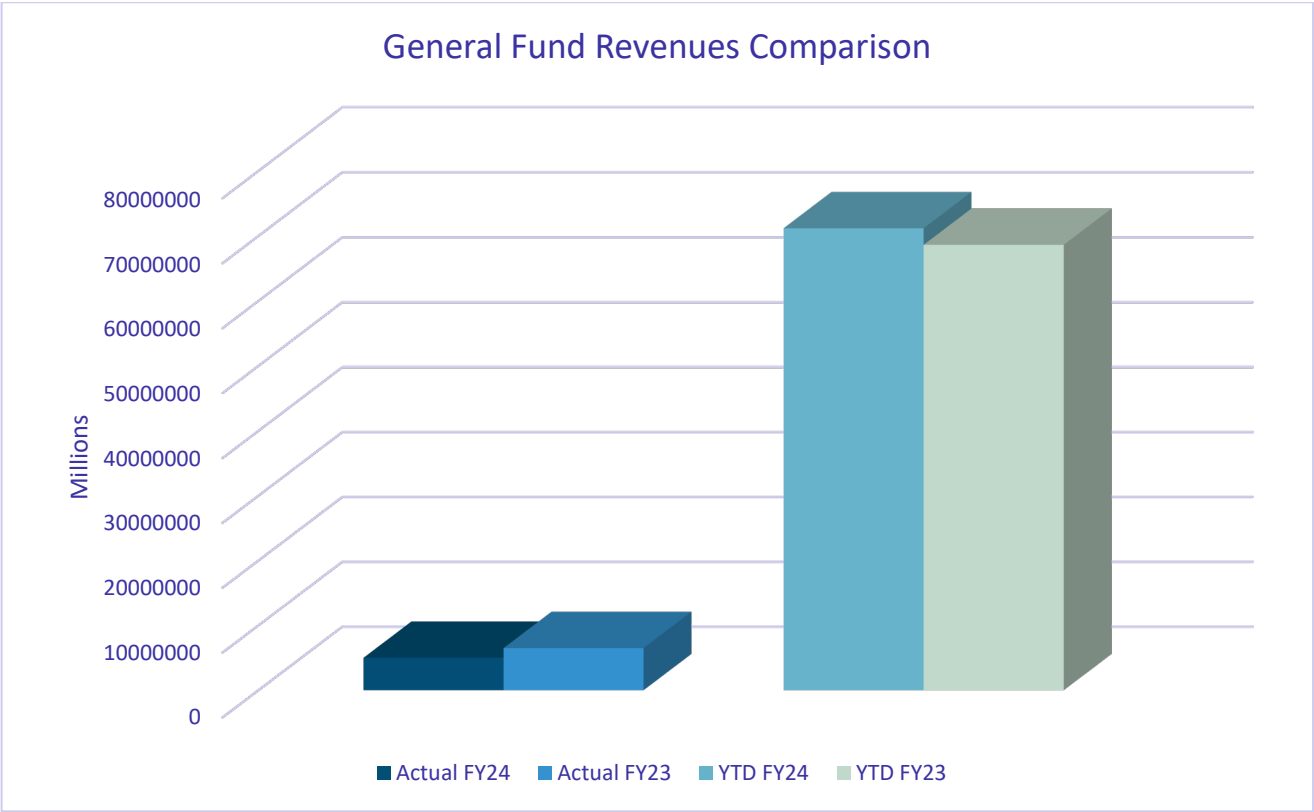
Respectfully submitted,



Kelsey L. D. Earle
Finance Director

General Fund

for the Period Ended February 29, 2024



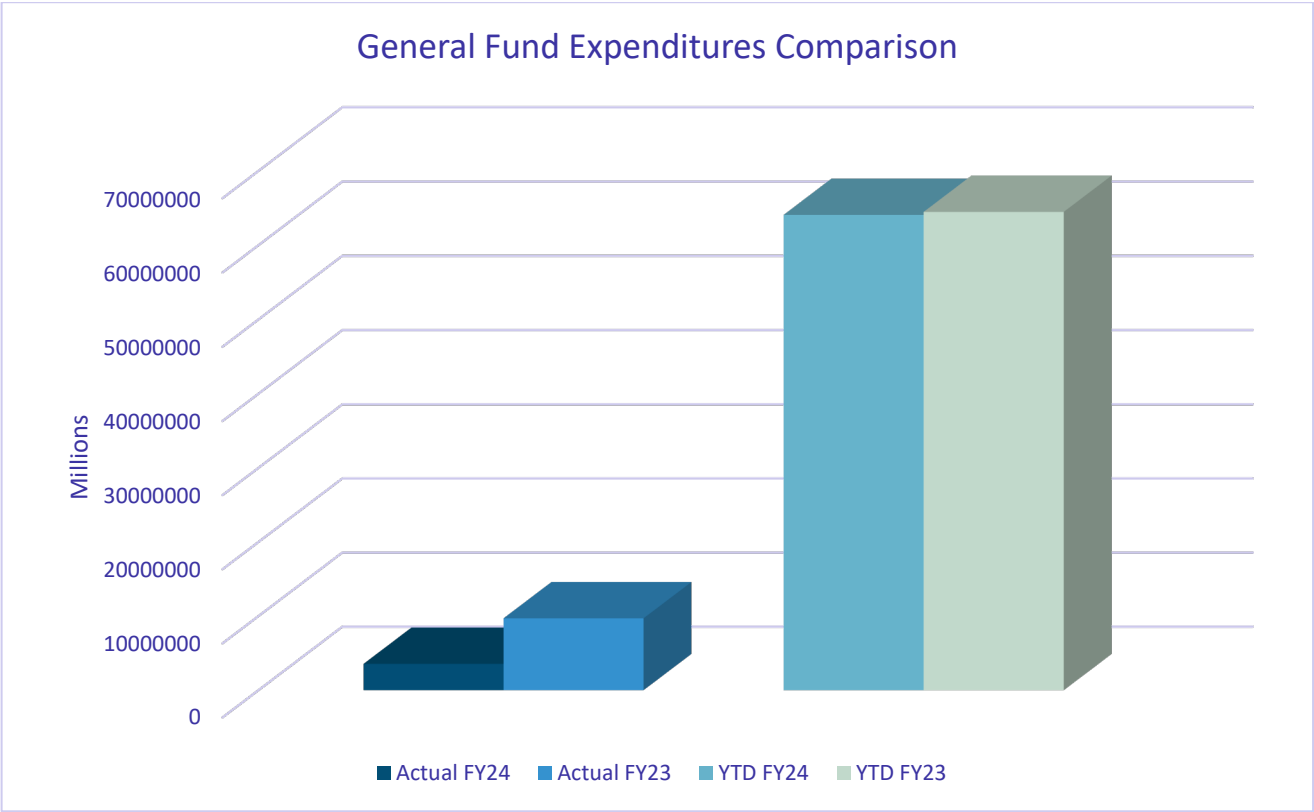
Monthly Budget Report-Revenues- February



Account Number	Account Desc	FEB 2024			FEB 2023		2024 YTD			2023 YTD		Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	% Used	
1000 General Fund		0.00	(5,000,302.91)	100.00%	(6,494,875.36)	100.00%	(113,170,192.00)	(71,166,166.76)	62.88%	(68,624,443.47)	64.11%	2,541,723.29
0006 Communications & Technology		0.00	0.00	0.00%	0.00	0.00%	(40,000.00)	0.00	0.00%	0.00	0.00%	0.00
0007 City Clerk		0.00	(16,459.29)	100.00%	(31,537.04)	100.00%	(273,300.00)	(202,942.09)	74.26%	(235,821.23)	104.95%	(32,879.14)
0008 Finance		0.00	(4,801,717.31)	100.00%	(4,027,458.01)	100.00%	(71,208,002.00)	(44,633,304.23)	62.68%	(42,780,029.98)	63.02%	1,853,274.25
0011 Economic Development		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	(35,145.00)	100.00%	(35,145.00)
0012 Planning & Permitting		0.00	(6,688.50)	100.00%	(6,194.00)	100.00%	(211,000.00)	(188,635.75)	89.40%	(121,922.83)	58.48%	66,712.92
0042 Public Works		0.00	(350.00)	100.00%	(65.00)	100.00%	(430,450.00)	(516,807.00)	120.06%	(437,109.00)	101.31%	79,698.00
0015 Facilities		0.00	(650.00)	100.00%	(6,791.95)	100.00%	(95,000.00)	(9,997.46)	10.52%	(15,222.61)	16.02%	(5,225.15)
0021 Fire & EMS Transport		0.00	0.00	0.00%	(50.00)	100.00%	(100.00)	(55.00)	55.00%	(90.00)	90.00%	(35.00)
0022 Police		0.00	(8,440.00)	100.00%	(8,027.00)	100.00%	(48,200.00)	(40,971.20)	85.00%	(85,607.55)	42.23%	(44,636.35)
0023 Fire EMS Transport		0.00	(165,997.81)	100.00%	(129,493.90)	100.00%	(1,465,000.00)	(1,110,305.29)	75.79%	(1,037,527.82)	76.85%	72,777.47
0025 Information Technology		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	(150.76)	100.00%	(150.76)
0031 Health and Social Services		0.00	0.00	0.00%	(235.00)	100.00%	(125,000.00)	(201,660.21)	161.33%	(47,098.06)	56.13%	154,562.15
0043 Solid Waste Disposal		0.00	0.00	0.00%	147.00	100.00%	0.00	(37,266.67)	100.00%	(39,229.50)	100.00%	(1,962.83)
0046 PW School Maint & Custodial		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0056 LA Transit Committee		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0070 Education		0.00	0.00	0.00%	(2,285,170.46)	100.00%	(39,274,140.00)	(24,224,221.86)	61.68%	(23,789,489.13)	65.06%	434,732.73
Grand Total:		0.00	(5,000,302.91)	100.00%	(6,494,875.36)	100.00%	(113,170,192.00)	(71,166,166.76)	62.88%	(68,624,443.47)	64.11%	2,541,723.29

General Fund

for the Period Ended February 29, 2024



Monthly Budget Report-Expenditures-February



Account Number	Account Desc	FEB 2024			FEB 2023		2024 YTD			2023 YTD		Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	% Used	
1000 General Fund		0.00	3,554,363.52	100.00%	9,701,812.06	100.00%	113,999,794.66	64,077,420.50	56.21%	64,482,714.28	59.93%	(405,293.78)
0000 Unassigned		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0004 Mayor and Council		0.00	77,186.43	100.00%	62,067.74	100.00%	174,696.33	166,647.56	95.39%	142,609.21	80.65%	24,038.35
0005 City Manager		0.00	64,872.67	100.00%	31,318.88	100.00%	719,509.00	435,449.93	60.52%	292,777.50	55.44%	142,672.43
0006 Communications & Technology		0.00	17,508.14	100.00%	12,255.91	100.00%	361,522.00	234,533.62	64.87%	109,863.65	47.27%	124,669.97
0007 City Clerk		0.00	24,671.82	100.00%	18,243.33	100.00%	299,253.76	192,968.25	64.48%	176,545.08	63.16%	16,423.17
0008 Finance		0.00	137,736.77	100.00%	71,428.69	100.00%	1,228,278.00	988,684.55	80.49%	803,629.43	70.30%	185,055.12
0009 Human Resources		0.00	23,464.05	100.00%	17,289.04	100.00%	246,260.00	164,249.63	66.70%	138,764.22	62.48%	25,485.41
0010 Planning & Permitting		0.00	69,260.91	100.00%	53,944.13	100.00%	717,461.00	481,732.32	67.14%	476,560.18	63.93%	5,172.14
0003 Economic Development		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0011 Economic Development		0.00	17,519.03	100.00%	15,795.74	100.00%	123,893.00	128,105.57	103.40%	190,734.51	66.55%	(62,628.94)
0012 Planning & Permitting		0.00	625.00	100.00%	0.00	0.00%	0.00	1,000.00	100.00%	0.00	0.00%	1,000.00
0013 Business & Community Developme		0.00	30,700.15	100.00%	25,273.31	100.00%	710,692.00	237,009.71	33.35%	185,956.71	27.70%	51,053.00
0042 Public Works		0.00	679,850.79	100.00%	515,992.05	100.00%	6,511,956.04	4,162,246.84	63.92%	3,416,447.75	58.25%	745,799.09
0015 Facilities		0.00	(2.35)	100.00%	(2.28)	100.00%	0.00	78.64	100.00%	21,585.82	90.80%	(21,507.18)
0016 Worker's Compensation		0.00	0.00	0.00%	0.00	0.00%	715,400.00	715,400.00	100.00%	698,000.00	100.00%	17,400.00
0017 Fringe Benefits & Salary Incre		0.00	655,280.70	100.00%	516,216.35	100.00%	8,377,629.00	4,590,072.25	54.79%	4,355,623.75	54.85%	234,448.50
0018 Emergency Reserve		0.00	0.00	0.00%	0.00	0.00%	550,000.00	0.00	0.00%	0.00	0.00%	0.00
0019 Debt Service		0.00	0.00	0.00%	0.00	0.00%	8,334,544.00	7,404,677.29	88.84%	7,549,963.19	90.30%	(145,285.90)
0020 Capital Investment & Purchasin		0.00	39,227.32	100.00%	43,998.80	100.00%	834,613.18	488,040.70	58.48%	375,078.89	55.78%	112,961.81
0021 Fire & EMS Transport		0.00	564,235.57	100.00%	382,193.68	100.00%	6,367,748.65	4,249,800.52	66.74%	3,677,162.62	64.23%	572,637.90
0022 Police		0.00	494,131.70	100.00%	314,467.69	100.00%	5,228,357.94	3,517,921.07	67.29%	3,104,437.53	62.54%	413,483.54
0023 Fire EMS Transport		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0025 Information Technology		0.00	31,902.26	100.00%	32,119.74	100.00%	985,540.76	721,797.96	73.24%	566,702.93	68.53%	155,095.03
0030 Recreation		0.00	57,567.49	100.00%	47,951.72	100.00%	723,631.00	455,548.66	62.95%	426,764.00	55.61%	28,784.66
0031 Health and Social Services		0.00	82,421.44	100.00%	23,767.04	100.00%	180,825.00	530,263.29	293.25%	117,822.11	98.29%	412,441.18
0043 Solid Waste Disposal		0.00	216,539.09	100.00%	107,202.29	100.00%	1,411,000.00	871,755.44	61.78%	752,768.79	57.03%	118,986.65
0044 Transportation		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0040 Public Works		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0045 County Tax		0.00	0.00	0.00%	0.00	0.00%	2,972,037.00	2,972,037.00	100.00%	2,761,220.00	100.00%	210,817.00
0046 PW School Maint & Custodial		0.00	77,388.54	100.00%	0.00	0.00%	0.00	133,550.09	100.00%	0.00	0.00%	133,550.09
0049 Auburn Arts in the Park		0.00	2,500.00	100.00%	0.00	0.00%	20,000.00	17,500.00	87.50%	22,500.00	75.00%	(5,000.00)
0050 Public Library		0.00	189,776.00	100.00%	0.00	0.00%	1,138,659.00	854,053.76	75.01%	632,590.00	58.33%	221,463.76
0051 Transfer to TIF		0.00	0.00	0.00%	0.00	0.00%	3,049,803.00	2,951,315.15	96.77%	2,479,087.54	81.29%	472,227.61
0052 Water & Sewer		0.00	0.00	0.00%	0.00	0.00%	792,716.00	585,902.46	73.91%	585,902.46	73.91%	0.00
0053 Tax Sharing		0.00	0.00	0.00%	0.00	0.00%	260,000.00	0.00	0.00%	0.00	0.00%	0.00
0054 Auburn-Lewiston Airport		0.00	0.00	0.00%	0.00	0.00%	205,000.00	210,337.32	102.60%	206,298.68	100.63%	4,038.64
0056 LA Transit Committee		0.00	0.00	0.00%	431,811.00	100.00%	400,079.00	0.00	0.00%	431,811.00	100.00%	(431,811.00)
0057 LA-911		0.00	0.00	0.00%	0.00	0.00%	1,287,401.00	965,550.27	75.00%	913,284.63	75.00%	52,265.64
0070 Education		0.00	0.00	0.00%	6,978,477.21	100.00%	59,071,289.00	24,649,190.65	41.73%	28,870,222.10	51.80%	(4,221,031.45)
Grand Total:		0.00	3,554,363.52	100.00%	9,701,812.06	100.00%	113,999,794.66	64,077,420.50	56.21%	64,482,714.28	59.93%	(405,293.78)

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2023 - June 30, 2024
Report as of February 29, 2024

	Beginning Balance 2/1/2024	February 2024					Write-Offs	Ending Balance 2/29/2024
		New Charges	Payments	Refunds	Adjustments			
Attorney/In care of	\$ (16.75)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (16.75)
Bluecross	\$ 55,295.01	\$ 24,744.00	\$ (9,926.52)	\$ 1,491.32	\$ (4,270.39)	\$ -	\$ -	\$ 67,333.42
Intercept	\$ (1,469.40)	\$ -	\$ (300.00)	\$ -	\$ -	\$ -	\$ -	\$ (1,769.40)
Medicare	\$ 343,851.47	\$ 267,972.40	\$ (71,356.36)	\$ -	\$ (122,323.34)	\$ -	\$ -	\$ 418,144.17
Medicaid	\$ (60,156.69)	\$ 90,891.55	\$ (60,478.61)	\$ -	\$ (57,249.55)	\$ -	\$ -	\$ (86,993.30)
Other/Commercial	\$ 124,605.33	\$ 37,690.00	\$ (19,317.41)	\$ -	\$ (4,145.15)	\$ -	\$ -	\$ 138,832.77
Patient	\$ 39,335.14	\$ 28,498.00	\$ (17,251.39)	\$ 109.32	\$ 22.47	\$ (8,696.59)	\$ -	\$ 42,016.95
Worker's Comp	\$ (11,674.62)	\$ 1,778.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (9,896.62)
TOTAL	\$ 489,769.49	\$ 451,573.95	\$ (178,630.29)	\$ 1,600.64	\$ (187,965.96)	\$ (8,696.59)	\$ -	\$ 567,651.24

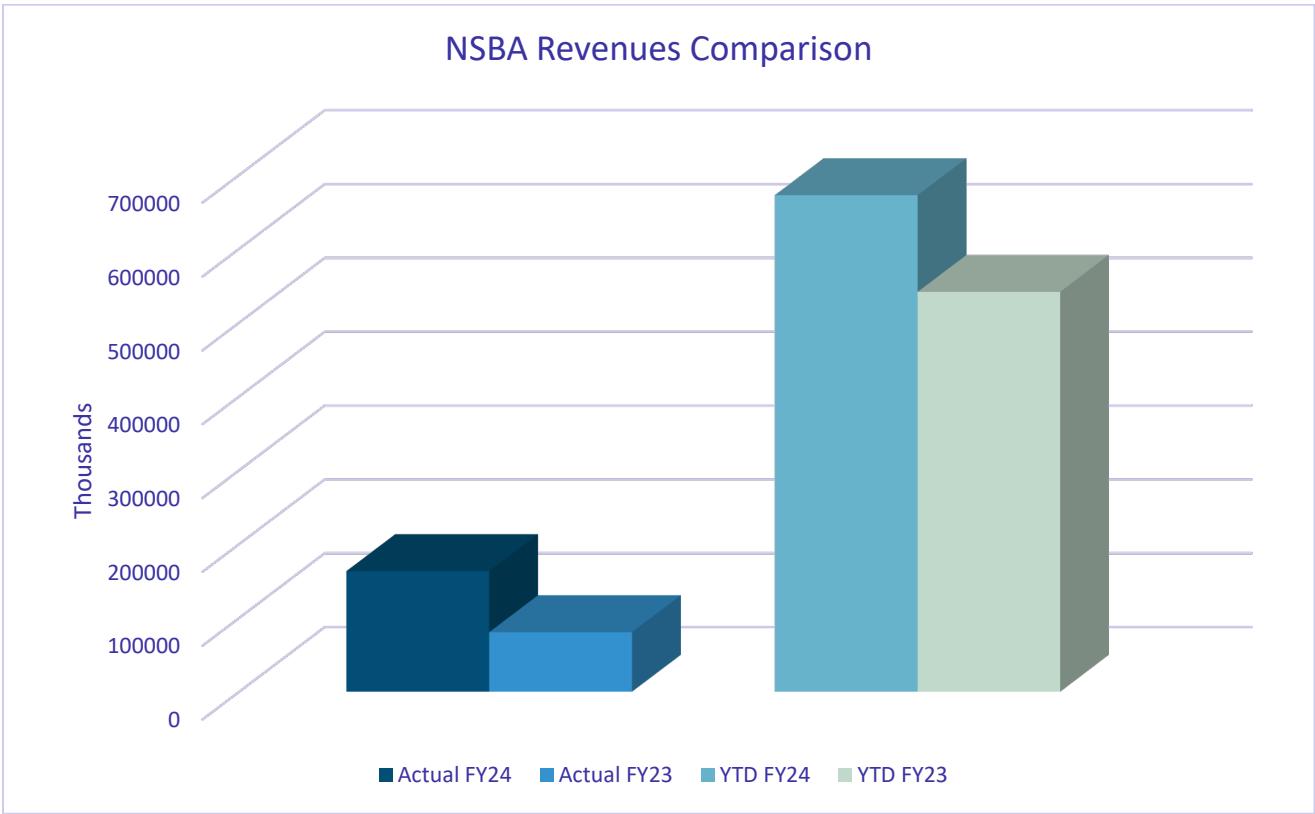
Norway Savings Bank Arena

for the Period Ended February 29, 2024

As of February 2024, Norway Arena had an operating gain YTD of \$81,636, representing a \$66,878 decrease from the same period in January.

Revenues:

The operating revenues for Norway Arena through February 2024 are \$672,517. This revenue comes from concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating, and ice rentals. Table 1 reflects revenues collected for the current year with comparison for the same period a year ago. Total revenues represent a 49.36% increase over February FY23, resulting primarily from Gladiators Ice Rentals.

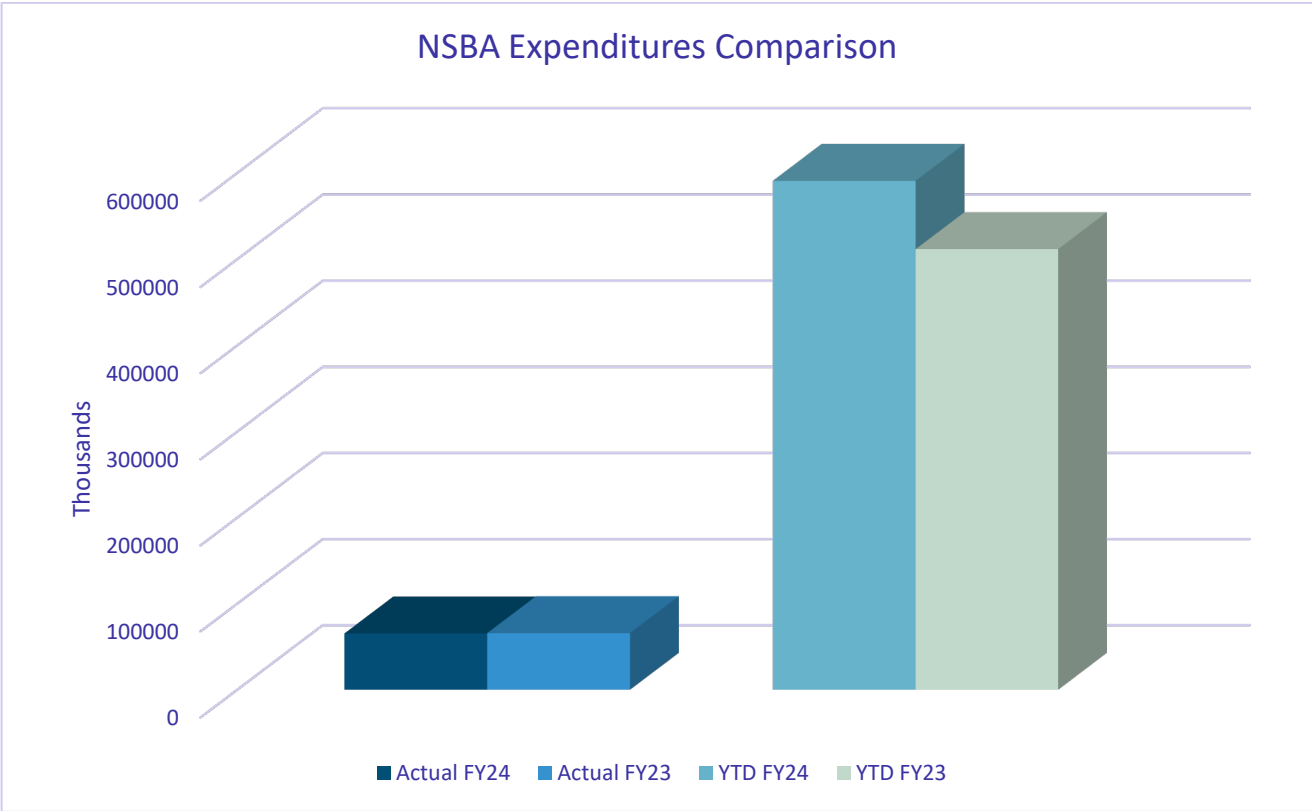


Monthly Budget Report-Revenues- February

Account Number	Account Desc	FEB 2024			FEB 2023		2024 YTD			2023 YTD	Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	
6200 Norway Savings Bank Arena		0.00	(163,289.33)	100.00%	(80,602.13)	100.00%	(1,088,500.00)	(672,516.67)	61.78%	(541,572.70)	\$ 130,943.97
0065 Norway Savings Bank Arena		0.00	(163,289.33)	100.00%	(80,602.13)	100.00%	(1,088,500.00)	(672,516.67)	61.78%	(541,572.70)	130,943.97
		0.00	(163,289.33)	100.00%	(80,602.13)	100.00%	(1,088,500.00)	(672,516.67)	61.78%	(541,572.70)	130,943.97
6200 4201	Gladiators	0.00	(83,463.42)	100.00%	(9,044.59)	100.00%	(260,000.00)	(230,657.71)	88.71%	(131,728.25)	98,929.46
6200 4202	EL Ice	0.00	(6,125.00)	100.00%	0.00	0.00%	(22,500.00)	(15,190.00)	67.51%	(1,225.00)	13,965.00
6200 4203	Red Hornet	0.00	(4,900.00)	100.00%	(4,655.00)	100.00%	(18,500.00)	(15,802.50)	85.42%	(4,655.00)	11,147.50
6200 4204	Leavitt	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 4205	St Doms	0.00	(12,005.00)	100.00%	(4,165.00)	100.00%	(47,000.00)	(36,321.20)	77.28%	(16,006.65)	20,314.55
6200 4206	Poland/Gra	0.00	(4,253.84)	100.00%	(6,530.00)	100.00%	(19,500.00)	(11,808.00)	60.55%	(6,530.00)	5,278.00
6200 4207	CMCC	0.00	0.00	0.00%	0.00	0.00%	(22,500.00)	0.00	0.00%	0.00	0.00
6200 4208	SMMHL	0.00	0.00	0.00%	0.00	0.00%	(2,500.00)	0.00	0.00%	0.00	0.00
6200 4209	Adult Leag	0.00	(12,220.00)	100.00%	(13,182.50)	100.00%	(130,000.00)	(76,895.00)	59.15%	(94,281.88)	(17,386.88)
6200 4210	YouthOther	0.00	0.00	0.00%	(7,750.00)	100.00%	(1,500.00)	(4,238.00)	282.53%	(9,492.00)	(5,254.00)
6200 4211	HS/MS Othe	0.00	(250.00)	100.00%	0.00	0.00%	(15,000.00)	(3,785.00)	25.23%	(1,960.00)	1,825.00
6200 4212	Ice R-Twin	0.00	(10,406.00)	100.00%	0.00	0.00%	(60,000.00)	(18,743.00)	31.24%	(1,720.48)	17,022.52
6200 4215	Freestyl	0.00	(100.00)	100.00%	(250.00)	100.00%	(7,500.00)	(2,185.00)	29.13%	(4,755.00)	(2,570.00)
6200 4220	Camps/Clin	0.00	0.00	0.00%	0.00	0.00%	(50,000.00)	(11,560.00)	23.12%	(21,010.00)	(9,450.00)
6200 4221	Tournament	0.00	(6,737.50)	100.00%	(12,250.04)	100.00%	(50,000.00)	(18,904.13)	37.81%	(49,232.56)	(30,328.43)
6200 4222	BirthdayPa	0.00	0.00	0.00%	0.00	0.00%	(500.00)	0.00	0.00%	0.00	0.00
6200 4223	Private Re	0.00	(2,415.00)	100.00%	(1,950.00)	100.00%	(60,000.00)	(22,031.67)	36.72%	(15,940.00)	6,091.67
6200 4224	Public Ska	0.00	(1,290.00)	100.00%	(2,590.00)	100.00%	(20,000.00)	(9,082.50)	45.41%	(18,945.00)	(9,862.50)
6200 4225	ShinnyHock	0.00	(840.00)	100.00%	(200.00)	100.00%	(4,000.00)	(4,155.00)	103.88%	(890.00)	3,265.00
6200 4240	Programs	0.00	0.00	0.00%	0.00	0.00%	(20,000.00)	0.00	0.00%	0.00	0.00
6200 4241	FundRaise	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 4250	NonIceFac	0.00	(6,250.00)	100.00%	0.00	0.00%	(55,000.00)	(30,850.00)	56.09%	(25,597.48)	5,252.52
6200 4252	Skates	0.00	(885.00)	100.00%	(950.00)	100.00%	(6,000.00)	(3,590.00)	59.83%	(1,715.00)	1,875.00
6200 4260	Concession	0.00	(4,000.00)	100.00%	0.00	0.00%	(16,500.00)	(13,000.00)	78.79%	0.00	13,000.00
6200 4261	PepsiMachi	0.00	(563.57)	100.00%	0.00	0.00%	(3,000.00)	(978.62)	32.63%	(1,348.45)	(369.83)
6200 4262	GameMachin	0.00	0.00	0.00%	0.00	0.00%	(2,000.00)	0.00	0.00%	0.00	0.00
6200 4263	Food Vendi	0.00	0.00	0.00%	0.00	0.00%	(2,000.00)	(475.20)	23.75%	(733.25)	(258.05)
6200 4265	Pro Shop	0.00	(585.00)	100.00%	(585.00)	100.00%	(7,000.00)	(5,187.00)	74.10%	(2,925.00)	2,262.00
6200 4270	Sponsors	0.00	(6,000.00)	100.00%	(16,500.00)	100.00%	(186,000.00)	(137,077.14)	73.70%	(130,881.70)	0.00%
6200 4271	SignAds	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%
6200 429000	EVENTS	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%

Expenditures:

The operating expenses for Norway Arena through February 2024 were \$590,881. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance. Table 2 reflects expenditures for the current year with comparison for the same period a year ago. Total expenditures represent a 15.48% increase over YTD FY23, consistent with the increased cost of services and goods.



Monthly Budget Report-Expenditures - February



Account Number	Account Desc	FEB 2024			FEB 2023		2024 YTD			2023 YTD	Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	
6200 Norway Savings Bank Arena		0.00	65,369.71	100.00%	65,793.36	100.00%	881,871.55	590,881.05	67.00%	511,677.72	\$ 79,203.33
0065 Norway Savings Bank Arena		0.00	65,369.71	100.00%	65,793.36	100.00%	881,871.55	590,881.05	67.00%	511,677.72	79,203.33
		0.00	65,369.71	100.00%	65,793.36	100.00%	881,871.55	590,881.05	67.00%	511,677.72	79,203.33
6200 611000	Salaries	0.00	34,369.82	100.00%	25,464.17	100.00%	231,095.00	219,938.48	95.17%	200,995.55	18,942.93
6200 612000	Part Time	0.00	9,745.54	100.00%	6,475.55	100.00%	60,000.00	48,106.89	80.18%	43,690.76	4,416.13
6200 612008	Programs	0.00	0.00	0.00%	0.00	0.00%	10,000.00	0.00	0.00%	2,243.00	(2,243.00)
6200 613030	Police Tim	0.00	3,217.50	100.00%	747.50	100.00%	0.00	7,312.50	100.00%	1,690.00	5,622.50
6200 614015	EarnedPdLv	0.00	0.00	0.00%	0.00	0.00%	0.00	152.01	100.00%	0.00	152.01
6200 615000	Uniform Al	0.00	0.00	0.00%	0.00	0.00%	0.00	260.02	100.00%	286.96	(26.94)
6200 617000	Health Ins	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 617001	FICA/Medic	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 617004	MSRS Retir	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 617008	Cafeteria	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 617050	PensionExp	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 617051	OPEB Exp	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 620000	Advertisin	0.00	0.00	0.00%	0.00	0.00%	2,000.00	0.00	0.00%	0.00	0.00
6200 628000	PS - Gen/P	0.00	1,919.00	100.00%	0.00	0.00%	14,000.00	4,162.97	29.74%	957.73	3,205.24
6200 628003	PS - Drug	0.00	0.00	0.00%	0.00	0.00%	400.00	68.00	17.00%	0.00	68.00
6200 628014	PS - Solid	0.00	130.90	100.00%	59.89	100.00%	600.00	446.69	74.50%	483.63	(36.94)
6200 628019	Repairs -	0.00	5,319.59	100.00%	1,623.76	100.00%	50,000.00	31,496.84	62.99%	39,657.18	(8,160.34)
6200 628020	Repairs -	0.00	1,269.07	100.00%	0.00	0.00%	4,000.00	1,871.70	46.80%	2,479.66	(607.96)
6200 628021	Repairs -	0.00	0.00	0.00%	0.00	0.00%	4,000.00	1,665.42	41.63%	2,201.44	(536.02)
6200 628026	Repairs -	0.00	0.00	0.00%	0.00	0.00%	0.00	8,424.00	100.00%	0.00	8,424.00
6200 628033	Rent	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 628051	PSCleaning	0.00	2,185.00	100.00%	1,780.00	100.00%	19,235.00	13,490.00	70.13%	13,455.00	35.00
6200 628065	COVID19	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 628070	PS-Securit	0.00	1,740.94	100.00%	1,709.16	100.00%	4,900.00	5,248.18	107.10%	4,926.84	321.34
6200 629000	Training &	0.00	0.00	0.00%	1,390.00	100.00%	5,000.00	1,450.00	29.00%	2,015.00	(565.00)
6200 632000	Dues & Sub	0.00	0.00	0.00%	3,497.50	100.00%	7,412.00	4,699.80	63.41%	4,546.50	153.30
6200 633000	Office Sup	0.00	0.00	0.00%	0.00	0.00%	2,000.00	275.32	13.75%	0.00	275.32
6200 633001	Other Sup	0.00	3,461.40	100.00%	6,049.88	100.00%	71,800.00	58,462.22	81.42%	24,633.95	33,828.27
6200 633002	ADV SIG	0.00	8.00	100.00%	110.31	100.00%	3,000.00	425.70	14.20%	1,539.71	(1,114.01)
6200 633021	Other Sup	0.00	0.00	0.00%	164.26	100.00%	4,000.00	1,531.22	38.28%	2,000.29	(469.07)
6200 633030	MV Sup - G	0.00	115.50	100.00%	0.00	0.00%	0.00	123.45	100.00%	17.93	105.52
6200 640000	Comm - Tel	0.00	305.12	100.00%	41.40	100.00%	5,000.00	2,399.54	48.00%	2,366.77	32.77
6200 640001	Comm-Cable	0.00	247.68	100.00%	460.14	100.00%	2,500.00	1,744.51	69.80%	1,963.19	(218.68)
6200 641000	Utilities	0.00	0.00	0.00%	2,458.99	100.00%	46,000.00	6,530.78	14.20%	19,528.37	(12,997.59)
6200 641001	Utilities	0.00	0.00	0.00%	0.00	0.00%	34,500.00	19,883.13	57.63%	21,154.06	(1,270.93)
6200 641002	Utilities	0.00	0.00	0.00%	13,424.62	100.00%	176,000.00	0.00	0.00%	54,221.81	(54,221.81)

6200 641003	Utilities	0.00	1,334.65	100.00%	336.23	100.00%	3,000.00	5,888.68	196.30%	2,028.70	3,859.98
6200 642000	Comm - Pos	0.00	0.00	0.00%	0.00	0.00%	150.00	0.00	0.00%	0.00	0.00
6200 645000	Insurance	0.00	0.00	0.00%	0.00	0.00%	31,000.00	43,223.00	139.43%	33,538.00	9,685.00
6200 650000	CAPITAL OU	0.00	0.00	0.00%	0.00	0.00%	90,279.55	101,600.00	112.54%	29,055.69	72,544.31
6200 659000	Depreciati	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 900001	TRANSFER O	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00

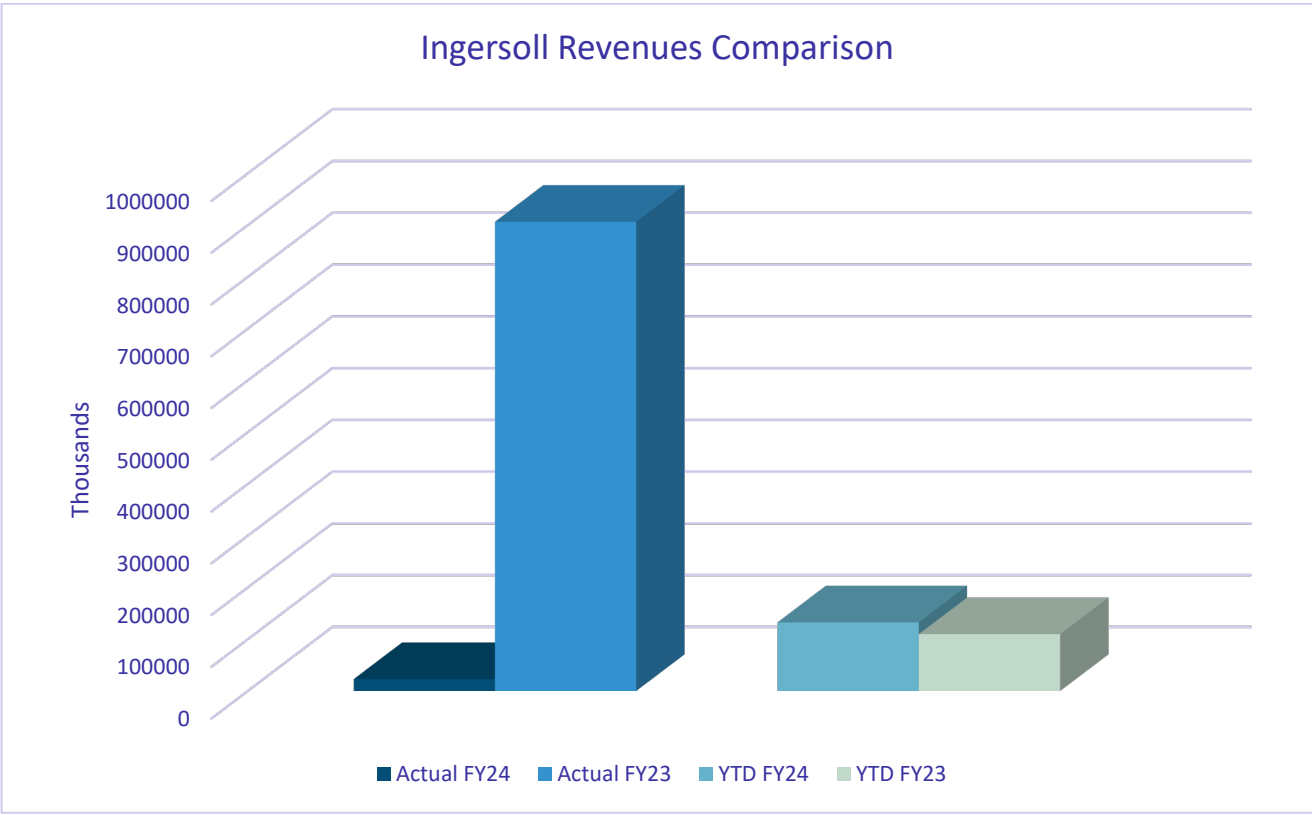
Ingersoll Turf Facility

for the Period Ended February 29, 2024

As of February 2024, Ingersoll Turf Facility had an operating gain YTD of \$115,849.

Revenues:

The operating revenues for Ingersoll through February 2024 are \$132,479. This revenue comes from sponsorships, programs, rental income, and batting cages. Table 1 reflects revenues collected for the current year with comparison for the same period a year ago. Total revenues represent an 82.8% increase over FY23.

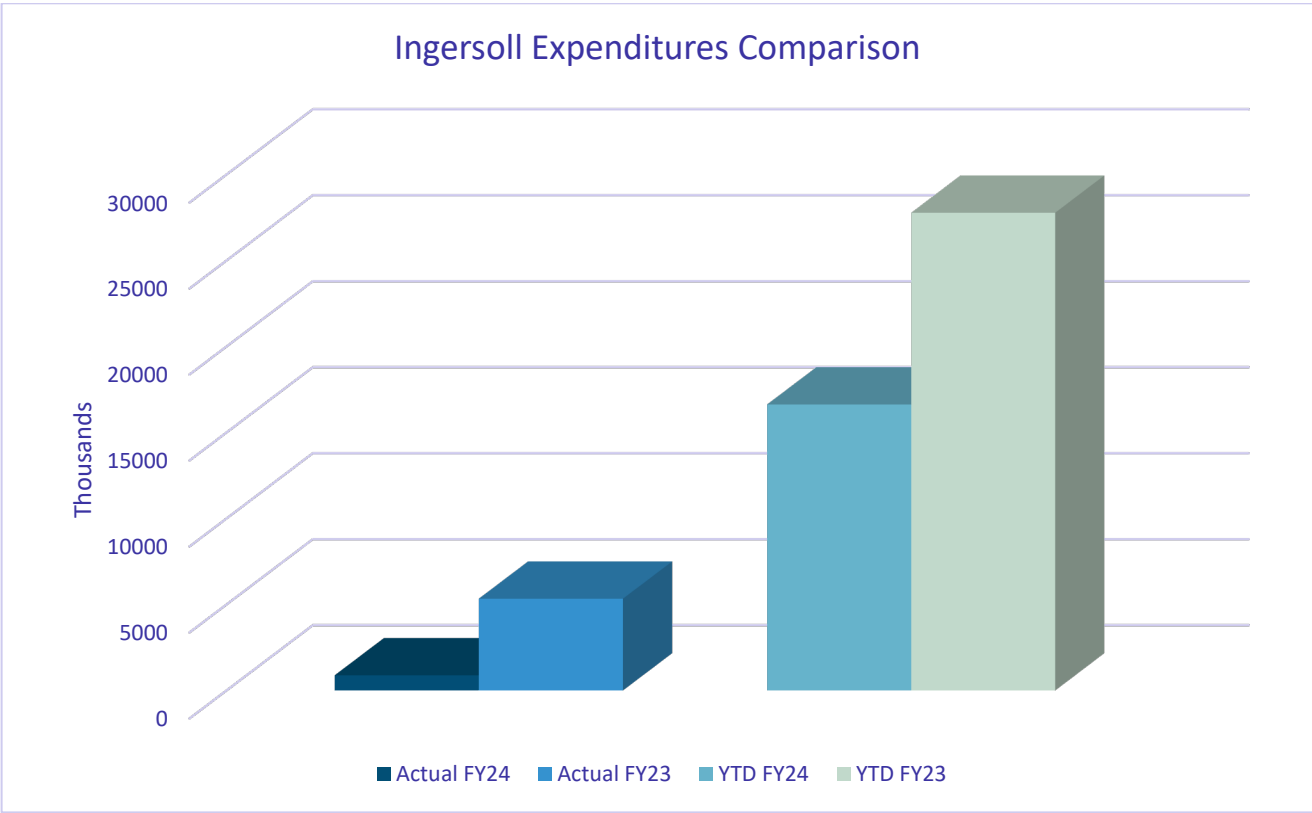


Monthly Budget Report- Revenues - February

Account Number	Account Desc	FEB 2024			FEB 2023		2024 YTD			2023 YTD	Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	
6100 Ingersoll Turf Facility		0.00	(22,932.43)	100.00%	(9,064.34)	100.00%	0.00	(132,478.64)	100.00%	(109,705.79)	\$ (22,772.85)
0030 Recreation		0.00	(22,932.43)	100.00%	(9,064.34)	100.00%	0.00	(132,478.64)	100.00%	(109,705.79)	22,772.85
		0.00	(22,932.43)	100.00%	(9,064.34)	100.00%	0.00	(132,478.64)	100.00%	(109,705.79)	22,772.85
6100 420070	Sponsorshi	0.00	(1,000.00)	100.00%	(500.00)	100.00%	0.00	(8,525.00)	100.00%	(2,500.00)	6,025.00
6100 420800	CAGES	0.00	(2,565.00)	100.00%	(1,545.00)	100.00%	0.00	(16,517.50)	100.00%	(9,330.00)	7,187.50
6100 420903 TF01	Programs	0.00	(1,850.00)	100.00%	(1,184.00)	100.00%	0.00	(12,349.00)	100.00%	(14,635.00)	(2,286.00)
6100 420903 TF02	Youth Soft	0.00	75.00	100.00%	0.00	0.00%	0.00	(1,457.50)	100.00%	(7,632.50)	(6,175.00)
6100 420903 TF04	Programs	0.00	(485.00)	100.00%	(290.00)	100.00%	0.00	(1,505.00)	100.00%	(2,110.00)	(605.00)
6100 420903 TF06	Programs	0.00	(80.00)	100.00%	0.00	0.00%	0.00	(5,220.00)	100.00%	(3,575.00)	1,645.00
6100 422000	Investment	0.00	(859.93)	100.00%	(184.34)	100.00%	0.00	(3,477.24)	100.00%	(815.29)	2,661.95
6100 429010	Rental Inc	0.00	(16,167.50)	100.00%	(5,361.00)	100.00%	0.00	(83,427.40)	100.00%	(69,108.00)	14,319.40
Grand Total:		0.00	(22,932.43)	100.00%	(9,064.34)	100.00%	0.00	(132,478.64)	100.00%	(109,705.79)	22,772.85

Expenditures:

The operating expenses for Ingersoll through February 2024 were \$16,629. These expenses include supplies, repairs, capital purchases and maintenance. Table 2 reflects expenditures for the current year with comparison for the same period a year ago. Total expenditures represent a 59.87% increase over FY23, consistent with increased cost of services and goods.



Monthly Budget Report- Expenditures - February



Account Number	Account Desc	FEB 2024			FEB 2023		2024 YTD			2023 YTD	Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	
6100 Ingersoll Turf Facility		0.00	882.51	100.00%	5,335.72	100.00%	18,802.39	16,629.47	88.44%	27,775.51	\$ (11,146.04)
0030 Recreation		0.00	882.51	100.00%	5,335.72	100.00%	18,802.39	16,629.47	88.44%	27,775.51	(11,146.04)
		0.00	882.51	100.00%	5,335.72	100.00%	18,802.39	16,629.47	88.44%	27,775.51	(11,146.04)
6100 611000	Salaries	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	172.50	(172.50)
6100 612000 TF02	Part Time	0.00	0.00	0.00%	317.40	100.00%	0.00	0.00	0.00%	317.40	(317.40)
6100 633033	PROGRAM	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	1,915.00	(1,915.00)
6100 633033 TF01	COEDSoccer	0.00	824.00	100.00%	806.00	100.00%	0.00	3,628.00	100.00%	3,092.00	536.00
6100 633033 TF02	Youth Soft	0.00	0.00	0.00%	4,212.32	100.00%	0.00	244.41	100.00%	4,731.46	(4,487.05)
6100 633033 TF04	BDay	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	450.00	(450.00)
6100 633033 TF06	MISC EXP	0.00	0.00	0.00%	0.00	0.00%	0.00	3,733.98	100.00%	1,320.00	2,413.98
6100 640000	Comm - Tel	0.00	58.51	100.00%	0.00	0.00%	0.00	468.08	100.00%	0.00	468.08
6100 650000	CAPITAL OU	0.00	0.00	0.00%	0.00	0.00%	0.00	8,555.00	100.00%	14,135.75	(5,580.75)
6100 651069	RecStudy	0.00	0.00	0.00%	0.00	0.00%	18,802.39	0.00	0.00%	1,641.40	(1,641.40)
Grand Total:		0.00	882.51	100.00%	5,335.72	100.00%	18,802.39	16,629.47	88.44%	27,775.51	(11,146.04)