

# City of Auburn



Academy Street Townhouses

## Program Year 2013-2014 Annual Action Plan

July 1, 2013 through June 30, 2014

City of Auburn, Maine  
Community Development Department  
60 Court Street  
Auburn, ME 04210  
[www.auburnmaine.gov](http://www.auburnmaine.gov)

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## **APPENDICES**

FORM SF-424 FOR CDBG AND HOME  
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ORDER: ADOPTION OF FY2013 ANNUAL ACTION PLAN

ADOPTED BUDGET

TARGET AREA MAP

# Executive Summary

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

### 1. Introduction

The City of Auburn adopted its Citizen Participation Plan on January 10, 2010. The plan calls for a collaborative process whereby citizens assist in developing a vision for community development actions. The Consolidated Plan was based on input from a Citizen's Advisory Committee. The process encourages citizen participation with particular emphasis on participation by persons who are of low income, special needs, and persons who live or own property in target areas. A committee of 23 people was responsible for establishing goals and objectives.

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

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

### 2. Summarize the objectives and outcomes identified in the Plan

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

#### CITY OF AUBURN

##### Goal 1: Quality affordable housing

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

Goal 2: Attractive neighborhoods

**a** 10,000 linear feet of improved streetscapes

- repaved sidewalks
- landscaping

**b** 50 building exteriors improved

**c** 15 units of substandard housing demolished

Goal 3: Economic opportunity

**a** 10 businesses helped to improve their buildings, including exterior

**b** economic impact from Community Development activities quantified

Goal 4: High quality of life for residents

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

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

**b** 1 neighborhood community-building initiative supported.

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

**CITY OF LEWISTON**

1. Quality affordable housing

**a.** 20 owner units rehabilitated

**b.** 10 buyers assisted to purchase a home

**c.** 40 new affordable rental housing units

**d.** 10 units of supportive rental housing for the homeless

**e.** 100 homeless or at-risk of homelessness assisted with security deposits

### 3. Evaluation of past performance

Below is an assessment of the accomplishments against the goals identified in the Consolidated Plan. Accomplishments at the end of the second year should be at approximately 40% of the production goal.

#### 1. Quality Affordable Housing/Auburn

Owner and rental units rehabilitated; 5 year goal 280; 2 year accomplishments 200, 71% of goal

Owner and rental units made lead safe; 5 year goal 80; 2 year accomplishments 108; 135% of goal

Buyers assisted to purchase home; 5 year goal 35; 2 year accomplishments 6; 17% of goal

New rental housing; 5 year goal 40; 2 year accomplishments 28; 70% of goal

Supportive housing; 5 year goal 10; 2 year accomplishments 0

Owners assisted to heat their home; 5 year goal 75; 2-year accomplishments 39; 52% of goal

Homeless assisted with security deposits; 5 year goal 100; 2 year accomplishments 43; 43% of goal

**Conclusion:** The rehabilitation objectives are far ahead of schedule, but the homebuyer is lagging behind somewhat. Security Deposit assistance is on track as is the development of rental housing. Over all, the City of Auburn has achieved 68% of its combined housing objectives.

#### 2. Quality Affordable Housing/Lewiston

Owner units rehabilitated; 5 year goal 20; 2 year accomplishments 2, 10% of goal

Buyers assisted to purchase home; 5 year goal 10; 2 year accomplishments 0;

New rental housing; 5 year goal 40; 2 year accomplishments 20; 50% of goal

Supportive housing; 5 year goal 10; 2 year accomplishments 10; 100% of goal

Homeless assisted with security deposits; 5 year goal 100; 2 year accomplishments 21; 21% of goal

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

### **3. Attractive Neighborhoods/Auburn**

Improved streetscapes; 5 year goal 10,000 lf; 2 year accomplishments 4,980 lf; 49% of goal

Building exteriors improved; 5 year goal 50 buildings; 2 year accomplishments 6; 12% of goal

Substandard housing demolished; 5 year goal 15 units; 2 year accomplishments 17 units; 113% of goal

**Conclusion:** With the infusion of stimulus funds, Auburn has made substantial progress in meeting its five year objectives for improved streetscapes. The only activity that is behind schedule is improving building exteriors.

### **4. Economic Opportunity/Auburn**

Business exteriors improved; 5 year goal 10 buildings; 2 year accomplishments 0

Economic impact survey; 5 year objective 1; 2 year accomplishment 1; 100% of goal

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

### **5. High Quality of Life/Auburn**

Children, youth & families/households; 5 year objective 1,500; 2 year accomplishments 613; 40% of goal

Individuals; 5 year goal 600; 2 year accomplishments 1,308; 199% of goal

Homeless individuals; 5 year goal 400; 2 year accomplishments 273; 68% of goal

Neighborhood community building; 5 year goal 1; 2 year accomplishments 0

**Conclusion:** The City of Auburn has exceeded its objectives for individuals and homeless, and has made sufficient progress with children, youth & families. The neighborhood community building initiative is now under construction and will be complete in FY2012.

## **4. Summary of Citizen Participation Process and consultation process**

The planning process for the FY2013 Annual Action Plan included soliciting proposals for public services, review of the 5-year Consolidated Plan to establish goals, review of the Consolidated Plan and budget with the Auburn City Council, review of the proposed Action Plan and budget with the Citizen's Advisory Committee and the general public, publication of Action Plan Availability, 30-day comment period, public hearing, and adoption by the Auburn City Council. The Action Plan was submitted to the State Planning Office for review under Executive Order 12372.

## **5. Summary of public comments**

Nine persons commented during a public hearing on April 1st; 5 were in support of funding for the Walton Playground project; 1 commented on the low level of support for Safe Voices; 1 commented on support for the Seniors Plus meals on wheels program; and 2 were CAC members generally supporting public services (minutes are attached).

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

Walton Playground project was not included in the budget per City Council decision. It was felt the School Department should have included this project in their Capital Improvement Program.

## **7. Summary**

There has been a significant change in individuals who are now serving as Mayor and City Councilors. As a result there is less emphasis on improving streetscapes and more towards park development/improvements.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	CITY OF AUBURN	COMMUNITY DEVELOPMENT
CDBG Administrator		
HOPWA Administrator		
HOME Administrator	CITY OF AUBURN	COMMUNITY DEVELOPMENT
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

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

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

Consultations with local public housing authorities and housing, homeless, health, lead hazard, and social service agencies and organizations informed the development of the 2010-2014 Consolidated Plan. They included those who provide services to elderly persons, persons with disabilities, and the homeless. The City of Lewiston, regional planning and county representatives, and appropriate state agencies (including the Maine Housing and the Department of Health and Human Services) were also consulted. A social service consultation for the consolidated plan was attended by 21 local agencies.

The CAC meets on an annual basis in the winter months to review the goals and budget of the Annual Action Plan and to review accomplishments as identified in the CAPER.

#### **Consolidated Plan Public Contact Information**

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

### **1. Introduction**

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

During the development of the 2010-2014 Consolidated Plan, many agencies were consulted to identify needs. Annually consultation is met through a budget review and guidance by the Citizens Advisory Committee. This committee is a group who is representative of the population that is served by the Community Development Program. The committee met on February 12, 2013 and May 16, 2013 to guide the development of the Annual Action Plan.

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

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

Community Development staff coordinates the majority of activities described in the strategies. Community Development staff is committed to establishing and maintaining relationships with organizations and institutions in an attempt to broaden and strengthen the institutional structure. The City of Auburn's primary partner in implementing its housing strategies has been Auburn Housing Authority and the CHDO formed under this parent organization, Auburn Housing Development Corporation.

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

- private lenders, Coastal Enterprise, Inc. and Community Concepts, Inc. – to improve financing resources for home ownership and rehabilitation;
- Auburn Housing Development Corporation, a CHDO -- partner in Auburn’s Homebuyer Program;
- private lenders, Androscoggin Valley Council of Governments, Community Concepts Finance Corp.. and Lewiston-Auburn Economic Growth Council – to improve financing resources for commercial and industrial clients;
- non-profit developers and CHDO’s – to provide and/or develop affordable housing and support services needed by Auburn residents;

- Auburn Housing Authority and Maine State Housing Authority – to address the housing needs of Auburn’s low income renter households and to increase home ownership opportunities for low-income tenants;
- Lewiston-Auburn Alliance for Services to the Homeless and Maine State Housing Authority – for better coordination and advocacy for services needed by the homeless, and implementation of rental assistance to the homeless;
- Auburn Health & Welfare, Department of Environmental Protection, Maine Childhood Lead Poisoning Prevention Program, and Healthy Androscoggin – to deliver a comprehensive lead awareness education and screening program;
- Citizen’s Advisory Committee – to establish priorities and review progress on achieving Consolidated Plan goals; and
- Healthy Androscoggin – The Lead Safe Community Coalition (LSCC) is a Maine funded Lead Poisoning Prevention Program. Healthy Androscoggin and the cities of Auburn and Lewiston last year partnered in a Lead Grant application and will continue to work towards receiving federal grant monies.
- Auburn and Lewiston Housing Authorities and City of Lewiston -- development of the 2013 Analysis of Impediments to Fair Housing, and implementation of objectives and strategies.

**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**

No ESG funds

**Describe consultation with the Continuum(s) of Care that serves the State 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**

n/a

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

1	Agency/Group/Organization	ANDROSCOGGIN HEAD START AND CHILD CARE
	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?	Consultation done through Citizen's Advisory Committee.
2	Agency/Group/Organization	TEDFORD HOUSING
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	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?	Consultation done through Citizen's Advisory Committee.

Table 2 – Agencies, groups, organizations who participated

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

The City of Auburn did not undertake a consultation effort in developing the 2013 Annual Action Plan. The plan is based on goals and objectives as described in its 2010-14 Consolidated Plan.

A Request for Proposals was issued in November 2012. The RFP was sent to all Non-profit sub-recipient agencies from a prior year. A public notice was published in the Lewiston newspaper on November 15, 2012. Agencies were kept informed about the status of the application process. Notices of a public hearing were sent to all who responded to the Request for Proposals, many of which attended the public hearing.

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

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

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

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

## **AP-12 Participation -- 91.105, 91.200(c)**

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

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

- On November 15, 2012 the Cities of Auburn and Lewiston posted a notice of public service application availability in the Lewiston newspaper. Proposals were due December 19, 2012.
- A meeting of the Citizens Advisory Committee meeting was held on February 12, 2013 and open to the public. Nine members of the CAC reviewed the proposed Annual Plan and budget.
- On February 25, 2013 Community Development staff met with the Auburn City Council to review the proposed budget. Annual budget and objectives were established for the year. All meetings were broadcasted on a local television station.
- A notice of Action Plan availability was published in the Lewiston Daily Sun on March 4, 2013. A hard copy of the draft Action Plan was available at no cost and the Action Plan was posted to the City's web site. The 30-day comment period expired April 4, 2013. There were no comments from the public.
- A notice of public hearing and proposed use of funds was published in the Lewiston Sun Journal on March 4, 2013. The notice included a description of proposed activities included changes to the budget from what had been proposed at the beginning of the comment period. Another meeting notice was published on March 17, 2013.
- A public hearing was held on April 1, 2013.
- The Action Plan was adopted on July 1, 2013.

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

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

**Comments/First Meeting:** There was concern that there was less money to accomplish public service goals. One committee member felt strongly we should maintain the Good Neighbor Start-up Grant program even if it meant only allocating \$1,000.

**Comments/Second Meeting:** A second meeting was called since the 2013 allocation was greater by about 10% of what had been originally anticipated. There was disagreement amongst committee members about where additional funds should be allocated. Some felt we should increase social service funding while others thought it should be allocated to the Rehab Program in support of code enforcement efforts. The committee compromised with a recommendation to the City Council to split the extra funds 25% for social services and 75% to the Rehab Program.

**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	9 persons attended and provided comments.	1) Executive Director of Safe Voices commented on reduction in funding;2) 3 citizens commented on need for playground equipment at Walton School;3) Executive Director of Tedford Housing commented on how CDBG funding has helped homeless persons; and4) Finance Director of Androscoggin Head Start asked that public service funding be restored to last year's level.	The Walton School Playground was not included in the budget since there were many other projects that competed for limited resources.	
2	Newspaper Ad	Non-targeted/broad community	Notice of Annual Action Plan available.	none		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Auburn is expecting \$990,945 in Community Development resources to carry out the 2013-14 Annual Action Plan, \$924,303 from HOME Investment Partnerships Program funds that will be shared between Auburn and Lewiston, and \$9,500 from prior year program income from the Lead Hazard Control Grant, NSP-1 and the NSP-3 grant. These resources plus leveraged funds will be used to carry out the strategies identified in the 2010-14 Consolidated Plan and this Annual Action Plan.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	522,224	183,921	990,945	0	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description	
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$			Total: \$
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	366,936	50,184	507,183	924,303	0	

Table 5 - Expected Resources – Priority Table

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

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

Federal HOME funds will leverage private resources with through homebuyer activities. Since there are no rental projects for new development, we do not anticipate significant match in the coming year. However, many of the Auburn Consortium rental projects have brought in excess match in the past which will be sufficient to cover the match requirement for the next few years. The Consortium currently has over \$1 million in excess match.

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

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

The publicly owned land that will be involved in the New Auburn River Trail project is a recently acquired property at 9 Broad Street and the soon to be acquired 6 Second Street. The City also acquired a property at 325 Turner Street with NSP-1 funds that will be demolished and redeveloped for a neighborhood parking lot. The City also owns a large parcel on Academy Street that could be used for housing development, but there is no current plan for such a project.

**Discussion**

The City of Auburn joined forces with the City of Lewiston in FY2012 to request a Lead Hazard Reduction Grant from the Department of Housing and Urban Development. The application was not successful; however, the consortium will try again in FY2013. A successful application would improve 100 units in the City of Auburn.

## Annual Goals and Objectives

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

#### Goals Summary Information

Table 6 – Goals Summary<TYPE=[text] REPORT\_GUID=[9B4786E64DDAC839A8E119B13CB7DB46]>

#### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Quality Affordable Housing
	<b>Goal Description</b>	The City of Auburn offers several programs to assist homeowners and investors of rental housing to improve the quality of the housing stock. These programs include the Residential Rehabilitation Loan Program, Spot Rehab, and Homeowner Rehabilitation. All financing terms are based on income. Under the Spot Rehab Program households whose income is under 65% of area median income receive an interest-free deferred loans. None of the programs require interest for those whose income is under 80% of area median income. Repayment terms are also generous for those with limited income. The City offers homebuyer assistance to encourage owner-occupancy, especially in target areas. Security deposit assistance is offered to households who are at risk of homelessness or who are already homeless. The City also offers a deferred loan for heating assistance based on income.
<b>2</b>	<b>Goal Name</b>	Attractive Neighborhoods
	<b>Goal Description</b>	Neighborhoods need public improvements in order to stay attractive and livable--streets, sidewalks, walking trails, nicer looking stores, elimination of blight.
<b>3</b>	<b>Goal Name</b>	Economic Opportunity
	<b>Goal Description</b>	Job development efforts will occur within neighborhoods as well as at the mall and turnpike areas.
<b>4</b>	<b>Goal Name</b>	High Quality of Life
	<b>Goal Description</b>	Quality of life for residents will be improved through social services by helping them with life and job skills, and support of a community-building initiative.

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

**City of Auburn**

50 owner and renter rehabilitated

3 buyers assisted to purchase a home

**City of Lewiston**

5 owner units rehabilitated

3 buyers assisted to purchase a home

## AP-35 Projects – 91.220(d)

### Introduction

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

#	Project Name
1	Administration of Community Development Program
2	Administration of Housing Programs/Project Delivery Costs
3	Goods and Services
4	Small Business Loan Program
5	Code Enforcement Program
6	Rehabilitation Loan Program
7	Lead Testing and Clearance
8	Community Concepts Weatherization
9	Curb Appeal Program
10	Municipal Beach
11	Edward Little Park
12	Demolition of Deteriorated Buildings
13	New Auburn River Trail Acquisition/Demolition
14	Androscoggin Head Start/Family Advocacy
15	Auburn Recreation Department & Scholarships
16	Literacy Volunteers of Androscoggin County/Adult Literacy
17	Safe Voices
18	Heating Assistance Loan Program
19	Tedford Housing & Social Support for Homeless
20	Good Neighbor Start-up Program
21	Catholic Charities/SEARCH
22	Seniors Plus/Meals
23	Administration of HOME Program/Auburn
24	Administration of HOME Housing Projects/Auburn
25	Goods and Services/Auburn
26	Home Buyer Assistance Program/Auburn
27	Homebuyer/Youthbuild/Auburn
28	Homeowner Rehabilitation/Auburn
29	Tenant Based Rental Assistance/Security Deposit Loans - Auburn
30	Administration of HOME Program/Lewiston
31	Homebuyer Assistance - Lewiston
32	Homeowner Rehabilitation/Lewiston
33	Tenant Based Rental Assistance/Security Deposits/Lewiston

**Table 7 – Project Information**

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

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

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

The poor national and regional economies are obstacles to achieving goals, particularly with helping low-income households to purchase a home. Lack of jobs for residents and lack of income for renters and owners make it difficult for property owners to maintain their buildings, and difficult for residents to afford their utility and tax expenses. State funding cutbacks also has increased pressure on local budgets. In combination, lack of resources make it more difficult to achieve community development goals.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

<b>1</b>	<b>Project Name</b>	Administration of Community Development Program
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	N/A
	<b>Funding</b>	CDBG: \$105,000
	<b>Description</b>	Salary and fringe benefit costs to administer Community Development Program.
	<b>Planned Activities</b>	Administration of Community Development Program.
	<b>Project Name</b>	Administration of Housing Programs/Project Delivery Costs
<b>2</b>	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	CDBG: \$69,000
	<b>Description</b>	Salary and fringe benefits costs to administer Community Development programs.
	<b>Planned Activities</b>	Administration of Community Development housing programs.

3	<b>Project Name</b>	Goods and Services	
	<b>Target Area</b>	N/A	
	<b>Goals Supported</b>	N/A	
	<b>Needs Addressed</b>	N/A	
	<b>Funding</b>	CDBG: \$28,200	
	<b>Description</b>	Training, travel, subscriptions, dues, advertisements, office supplies, special services, postage, small equipment, adult, copying, printing and accounting services.	
	<b>Planned Activities</b>	Purchase of materials and services to operate the Community Development Program.	
	4	<b>Project Name</b>	Small Business Loan Program
		<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
		<b>Goals Supported</b>	Economic Opportunity
<b>Needs Addressed</b>		Economic Opportunity	
<b>Funding</b>		CDBG: \$30,000	
<b>Description</b>		Provide gap financing to for-profit businesses who locate or expand in Auburn.	
<b>Planned Activities</b>		The loan program will assist small and new start-up businesses with financing for working capital.	
5		<b>Project Name</b>	Code Enforcement Program
		<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
		<b>Goals Supported</b>	Attractive Neighborhoods Quality Affordable Housing

	<b>Needs Addressed</b>	Quality Affordable Housing Attractive Neighborhoods
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Enforcement of property standards in target areas
	<b>Planned Activities</b>	Code enforcement is a new program in FY2013. The Rehab Coordinator will spend 2 days per week on code enforcement efforts in the Downtown Target Area.
<b>6</b>	<b>Project Name</b>	Rehabilitation Loan Program
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing Attractive Neighborhoods
	<b>Funding</b>	CDBG: \$193,995
	<b>Description</b>	Deferred and amortized loans will be provided to assist property owners to upgrade their residential properties.
	<b>Planned Activities</b>	Provide loans to private property owners of single and multi-unit buildings for rehabilitation.
<b>7</b>	<b>Project Name</b>	Lead Testing and Clearance
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Risk assessments and clearance testing on rehabilitation projects

	<b>Planned Activities</b>	Testing of properties to identify lead hazards and to complete clearance testing to ensure proper clean-up after rehabilitation is complete.
<b>8</b>	<b>Project Name</b>	Community Concepts Weatherization
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	CDBG: \$62,250
	<b>Description</b>	Subrecipient, Community Concepts, Inc., will coordinate weatherization program and provide match grant funds.
	<b>Planned Activities</b>	Provide deferred loans to property owners identified by Community Concepts for weatherization of homes.
	<b>Project Name</b>	Curb Appeal Program
<b>9</b>	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing Attractive Neighborhoods
	<b>Funding</b>	CDBG: \$140,000
	<b>Description</b>	Loans to provide to assist property owners on transportation corridors to improve the exterior of their properties.
	<b>Planned Activities</b>	Loans and grants to improve the exterior of buildings in target areas. Building that provide housing will, at a minimum, meet Housing Quality Standards.
	<b>Project Name</b>	Municipal Beach
	<b>Target Area</b>	N/A
<b>10</b>	<b>Project Name</b>	

	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	N/A
	<b>Funding</b>	CDBG: \$62,500
	<b>Description</b>	Improvements to the municipal beach to create greater access for people in that neighborhood.
	<b>Planned Activities</b>	Municipal Beach is in a low-income census tract.
<b>11</b>	<b>Project Name</b>	Edward Little Park
	<b>Target Area</b>	DOWNTOWN TARGET AREA
	<b>Goals Supported</b>	Attractive Neighborhoods
	<b>Needs Addressed</b>	Attractive Neighborhoods
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Upgrades to the park to include installation of benches and walkways.
	<b>Planned Activities</b>	Improvements to encourage greater use by area residents.
<b>12</b>	<b>Project Name</b>	Demolition of Deteriorated Buildings
	<b>Target Area</b>	UNION STREET TARGET AREA
	<b>Goals Supported</b>	Attractive Neighborhoods
	<b>Needs Addressed</b>	Attractive Neighborhoods
	<b>Funding</b>	CDBG: \$65,000
	<b>Description</b>	Removal of blighted properties.
	<b>Planned Activities</b>	One building will be demolished with CDBG funds, and one with NSP-1 funds.
<b>13</b>	<b>Project Name</b>	New Auburn River Trail Acquisition/Demolition

	<b>Target Area</b>	NEW AUBURN TARGET AREA
	<b>Goals Supported</b>	Attractive Neighborhoods
	<b>Needs Addressed</b>	Attractive Neighborhoods
	<b>Funding</b>	CDBG: \$110,000
	<b>Description</b>	Acquire properties and demolished buildings to make way for a park.
	<b>Planned Activities</b>	Acquire 6 Second Street and demolish it along with 9 Broad Street.
<b>14</b>	<b>Project Name</b>	Androscoggin Head Start/Family Advocacy
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	High Quality of Life
	<b>Needs Addressed</b>	High Quality of Life
	<b>Funding</b>	CDBG: \$7,000
	<b>Description</b>	Social services for families whose children are enrolled in Androscoggin Head Start and Child Care Program.
	<b>Planned Activities</b>	Life and Job Skills development for families enrolled at Webster School Childcare & other full-day, year-round classrooms. Facilitate the families efforts to maintain or obtain financial independence from State assistance and increase quality of life.
<b>15</b>	<b>Project Name</b>	Auburn Recreation Department & Scholarships
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	High Quality of Life
	<b>Needs Addressed</b>	High Quality of Life

	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	Provide recreation scholarships to children whose families are under 50% of the median income.
	<b>Planned Activities</b>	Allow eligible children to select from a diverse selection of programs to give them a sense of belonging and help to improve their physical, mental and social well-being.
<b>16</b>	<b>Project Name</b>	Literacy Volunteers of Androscoggin County/Adult Literacy
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	High Quality of Life
	<b>Needs Addressed</b>	High Quality of Life
	<b>Funding</b>	CDBG: \$8,000
	<b>Description</b>	Provide services to people needing literacy skills.
	<b>Planned Activities</b>	Provide basic one-on-one tutoring; home-based family tutoring for those who lack transportation and/or childcare; literacy skills for New Mainers; one-on-one tutoring for GED Prep.
<b>17</b>	<b>Project Name</b>	Safe Voices
	<b>Target Area</b>	DOWNTOWN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	High Quality of Life
	<b>Needs Addressed</b>	High Quality of Life
	<b>Funding</b>	CDBG: \$3,000
	<b>Description</b>	Support services for victims of domestic violence who are living in shelters.
	<b>Planned Activities</b>	Annie Pearl Shelter will offer emergency safe housing to victims of domestic violence and their children. They will receive emotional support, safety plan developments, housing assistance, case management, advocacy, parenting support, job search assistance and referrals to other service providers.
<b>18</b>	<b>Project Name</b>	Heating Assistance Loan Program

	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Provide loans for heating fuel costs
	<b>Planned Activities</b>	Provide deferred loans to homeowners who are below 80% of the median income who need assistance paying for heating fuel cost.
<b>19</b>	<b>Project Name</b>	Tedford Housing & Social Support for Homeless
	<b>Target Area</b>	UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	High Quality of Life
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Support services for formerly homeless adults living at 22 Pine Street, Auburn.
	<b>Planned Activities</b>	Create a stable home environment while offering support services to help link individuals to community services.
<b>20</b>	<b>Project Name</b>	Good Neighbor Start-up Program
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing

	<b>Funding</b>	CDBG: \$1,000
	<b>Description</b>	Grants to new homeowners to help pay for expenses associated with moving into a new home.
	<b>Planned Activities</b>	Assist one new homeowner by providing a grant to be used for expenses associated with moving into a new home.
<b>21</b>	<b>Project Name</b>	Catholic Charities/SEARCH
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	High Quality of Life
	<b>Needs Addressed</b>	High Quality of Life
	<b>Funding</b>	CDBG: \$2,500
	<b>Description</b>	Support services for elderly people
	<b>Planned Activities</b>	Support services to reduce the isolation of elderly clients by offering transportation and socialization to that elderly may continue to live independently in their homes.
<b>22</b>	<b>Project Name</b>	Seniors Plus/Meals
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	High Quality of Life
	<b>Needs Addressed</b>	High Quality of Life
	<b>Funding</b>	CDBG: \$3,500
	<b>Description</b>	Provide meals to homebound elderly and disabled.
	<b>Planned Activities</b>	Meals on Wheels Program provides daily meals to homebound older adults and adults with disabilities allowing them to remain in their homes.
<b>23</b>	<b>Project Name</b>	Administration of HOME Program/Auburn

	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	CDBG: \$25,500
	<b>Description</b>	Salary and fringe benefit costs to administer HOME Program - Auburn
	<b>Planned Activities</b>	Administration of HOME Program including subrecipient monitoring.
<b>24</b>	<b>Project Name</b>	Administration of HOME Housing Projects/Auburn
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	N/A
	<b>Funding</b>	HOME: \$41,000
	<b>Description</b>	Salary and fringe benefit costs to administered HOME funded projects in Auburn. Costs to be charged to specific projects.
	<b>Planned Activities</b>	Administration of Homebuyer and Homeowner Rehabilitation Programs.
<b>25</b>	<b>Project Name</b>	Goods and Services/Auburn
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	N/A

	<b>Funding</b>	HOME: \$2,500
	<b>Description</b>	Legal, printing, mailing, etc. for HOME Program/Auburn.
	<b>Planned Activities</b>	Administration of HOME Program.
<b>26</b>	<b>Project Name</b>	Home Buyer Assistance Program/Auburn
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	HOME: \$110,000
	<b>Description</b>	Provide assistance to persons buying a home.
	<b>Planned Activities</b>	Provide a 2-to-1 match to potential homebuyers who participate in the Home Buyer Savings Program. This will be in the form of a grant/forgiveable loan.
<b>27</b>	<b>Project Name</b>	Homebuyer/Youthbuild/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	HOME: \$50,000
	<b>Description</b>	HOME funds will be used to purchase building materials to make improvements to property at 73 Paul Street. The property will be donated to Auburn Housing Development Corporation, a CHDO. In partnership with Youthbuild, the building will be improved and sold to a low income homebuyer.
	<b>Planned Activities</b>	HOME funds will be used to purchase building materials to make improvements to property at 73 Paul Street. The property will be donated to Auburn Housing Development Corporation, a CHDO. In partnership with Youthbuild, the building will be improved and sold to a low income homebuyer.

28	<b>Project Name</b>	Homeowner Rehabilitation/Auburn
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	HOME: \$376,748
	<b>Description</b>	Rehabilitation of owner-occupied housing units.
	<b>Planned Activities</b>	Increase affordability of owner-occupied units by providing interest-free loans to make home improvements.
29	<b>Project Name</b>	Tenant Based Rental Assistance/Security Deposit Loans - Auburn
	<b>Target Area</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	HOME: \$11,511
	<b>Description</b>	Provide loans for security deposits for tenants with rental vouchers.
	<b>Planned Activities</b>	Security deposit loans for people who are homeless or at risk of being homeless.
30	<b>Project Name</b>	Administration of HOME Program/Lewiston
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	N/A

	<b>Needs Addressed</b>	N/A
	<b>Funding</b>	HOME: \$10,292
	<b>Description</b>	Salary and fringe benefits to administer HOME Program - Lewiston
	<b>Planned Activities</b>	Administration of HOME Program.
<b>31</b>	<b>Project Name</b>	Homebuyer Assistance - Lewiston
	<b>Target Area</b>	
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	HOME: \$58,750
	<b>Description</b>	Provide assistance to persons for the purchase of a home.
	<b>Planned Activities</b>	Provide grants/loans to homebuyers to make home purchase affordable.
<b>32</b>	<b>Project Name</b>	Homeowner Rehabilitation/Lewiston
	<b>Target Area</b>	
	<b>Goals Supported</b>	Quality Affordable Housing
	<b>Needs Addressed</b>	Quality Affordable Housing
	<b>Funding</b>	HOME: \$230,502
	<b>Description</b>	Rehabilitation of owner occupied units
	<b>Planned Activities</b>	Loans to improve property to meet Housing Standards.
<b>33</b>	<b>Project Name</b>	Tenant Based Rental Assistance/Security Deposits/Lewiston
	<b>Target Area</b>	N/A

<b>Goals Supported</b>	Quality Affordable Housing
<b>Needs Addressed</b>	High Quality of Life
<b>Funding</b>	HOME: \$7,500
<b>Description</b>	Provide loans to cover security deposits for tenants with rental vouchers
<b>Planned Activities</b>	Security deposit program provides loans to people who are homeless or are at risk of becoming homeless.

Table 8 – Project Summary

## AP-50 Geographic Distribution – 91.220(f)

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

In January 2010 the Auburn City Council adopted the Update to Urban Conditions Study of 1994. The study surveyed the conditions of buildings which indicated 75% of buildings in the target areas were in need of some repair. Blighted areas were established by neighborhoods in which the average score was less than 3.4. The neighborhoods are: Downtown, Union Street, New Auburn, Sandy Beach, and Manley Road Target Areas. These are the locations where Auburn will invest the majority of its Community Development and HOME Investment Partnerships funds, especially for public improvements, housing rehabilitation, homebuyer and commercial assistance.

The target areas are where there is the greatest need for public investment. This Action Plan includes public improvement projects in the Downtown (Edward Little Park) and New Auburn Target Area (New Auburn River Trail). The municipal beach project is not in a target area.

### Geographic Distribution

Target Area	Percentage of Funds
DOWNTOWN TARGET AREA	30
NEW AUBURN TARGET AREA	45
UNION STREET TARGET AREA	25

Table 9 - Geographic Distribution

## **Rationale for the priorities for allocating investments geographically**

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

## **Discussion**

In FY2013 there will be no public improvements in Union Street; however, we expect there will be housing rehabilitation and perhaps homebuyer assistance as well as social services. There will be a greater effort to address code enforcement in the Downtown. The Rehab Coordinator will spend 2 of his work days per week working on code enforcement issues.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

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

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

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

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

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

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

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

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

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

**Table 10 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	70
Acquisition of Existing Units	0
Total	70

**Table 11 - One Year Goals for Affordable Housing by Support Type**

## **Discussion**

### **Affirmative Market Housing Policy**

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

### **Minority Outreach Program**

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

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Auburn Housing Authority manages 451 public and multi-family housing units within 7 developments. The occupancy rate is currently 99% in all developments. All PHA units are in good condition and continue to provide decent, safe, and affordable housing to low income individuals and families.

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

Auburn Housing Authority currently has three resident commissioners, one more than required under state law, who effectively represent the interests of all residents. In addition, Auburn Housing Authority consults regularly with resident associations and holds board meetings in different housing developments throughout the year. Auburn Housing's affiliate, Auburn Housing Development Corporation, works closely with the City of Auburn to provide home ownership opportunities to lower income households through a under the Homebuyer Program.

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

- 1) upgrade exterior lighting at Family Development;
- 2) replace generator at Lake Auburn Towne House;
- 3) replace sprinkler heads at Lake Auburn Towne House;
- 4) replace natural gas water heater at Lake Auburn Towne House;
- 5) replace refrigerators at Lincoln School; and
- 6) replace unit entrance and closet doors at Lincoln School.

Auburn Housing Authority has made other improvements, but these are the major initiatives. They are also in the process of procuring physical needs assessments for our properties, as part of a consortium of Maine housing authorities. This should provide a greater economy of scale for engineering firms and generate cost savings for participating agencies.

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

Auburn Housing Authority works closely with the Community Development Department to encourage home ownerships of its public housing and voucher participants. At least annually, families living in public housing as well as those on the voucher program will receive a notice about the availability of

housing programs.

Auburn Housing Authority offers a home match savings account that works in conjunction with the City's Homebuyer program.

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

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

**Discussion**

**Public Housing:** As of June 2013 the waiting list for public housing was 451 families and individuals. The majority of need is for apartments with one and two bedrooms. Auburn Housing Authority receives 50 new applications per month. The waiting list is 470. During FY2012, 100+ public housing units were vacated and re-leased.

**Section 8 Housing Choice Voucher Program:** Auburn Housing Authority's Housing Choice Voucher program provided 590 vouchers; however, due to sequestration, that number dropped to 560. As of June 2013 there were 800 on the waiting list.

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

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

### **Introduction**

In FY2011 two new supportive housing resources became available for chronically homeless persons. The Cities of Auburn and Lewiston provided HOME funds to assist in creating 6 units for individuals in Auburn and 10 units for homeless families in Lewiston.

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

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

The City of Auburn's approach to reducing and ending homelessness is two-fold:

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

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

No planned actions.

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

The City funds two non-profit agencies who provide social services to chronically homeless individuals, and families with children who are victims of domestic violence.

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

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

**Discussion**

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

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

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

### **Introduction**

Poverty and the City's aged housing stock create a demand for safe, affordable housing. The City's primary response to the need for safe affordable housing in the City is funding for preservation and rehabilitation of existing housing stock, and initiatives that support affordable homeownership opportunities. The City dedicates both CDBG and HOME funds for housing preservation, namely the Residential Rehab and Curb Appeal Programs, and Homeowner Rehabilitation. HOME funds are used to create homeownership opportunities and for tenants who are at-risk of homelessness to obtain access to rental housing. There are no plans in FY2013 to create new rental housing.

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

The Community Development Department provides pre- and post-homebuyer counseling and credit counseling to existing clients, as well as those who want to participate in our programs.

### **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**

No actions planned.

### **Discussion**

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

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

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

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

### **Actions planned to address obstacles to meeting underserved needs**

The City of Auburn's Community Development and HOME budgets do address underserved needs of the City. The proposed project will meet underserved needs such as food (Seniors Plus Meals on Wheels), shelter (Safe Voices) safety (housing rehabilitation) and support for families living in poverty (Androscoggin Head Start & Child Care, Recreation Scholarships, Catholic Charities/Search).

### **Actions planned to foster and maintain affordable housing**

Last year the City created the Curb Appeal Program. This program provides a grant/loan for exterior improvements while requiring that residential buildings meet Housing Quality Standards. This program will improve 13 buildings in the City in FY2013, the majority of which are residential buildings. The City also offers the Residential Rehab and Homeowner Rehab Program to undertake whole house improvements that will meet the City's Housing Standards. The City also offers deferred payment loans to low income homeowners who are facing a health and safety housing issue through its Spot Rehab Program. This program assists residents with severe housing issues such as leaking roofs, condemned heating systems, unsafe electrical, and malfunctioning sewerage disposal systems.

### **Actions planned to reduce lead-based paint hazards**

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

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

### **Actions planned to reduce the number of poverty-level families**

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

## **Actions planned to develop institutional structure**

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

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

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

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

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

### **Discussion**

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

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

**FY2013 Goals Auburn:** 50 owner and rental units rehabilitated; 15 owner and rental units weatherized; 5 buyers assisted to purchase a home; 15 owners assisted to heat their homes; and 15 homeless or at-risk of homelessness assisted with security deposits.

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

**FY2013 Annual Goals Lewiston:** 5 owner units rehabilitated; 3 buyers assisted to purchase a home; 15 homeless or at-risk of homelessness assisted with security deposits.

## Program Specific Requirements

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

#### Introduction

#### 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
<b>Total Program Income:</b>	<b>0</b>

#### 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.	73%

## HOME Investment Partnership Program (HOME)

### Reference 24 CFR 91.220(l)(2)

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

none

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

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

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

Recapture provisions are as follows:

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

b) **Involuntary Transfer of Title:** The City shall collect the net proceeds from a sale of the property up to the outstanding balance of the HOME assistance when the HOME Borrower involuntarily relinquishes the property due to a foreclosure, bankruptcy, appointment of a receiver or liquidator, or assignment for the benefit of the HOME Borrower's creditors, or has demonstrated an inability to remain in the property due to a hardship. With respect to the hardship, the City shall decide if the Borrower has adequately met the requirement for an involuntary transfer. The City shall collect the net proceeds from the sale of the property up to the outstanding balance of the HOME loan(s). Net proceeds are the sales price minus superior loan repayments and closing costs. In the event that the net proceeds are insufficient to repay the HOME loan, the City will then forgive part or all of the HOME loan(s).

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that

will be used under 24 CFR 92.206(b), are as follows:

none

### **Discussion**

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

**APPENDIX**

**SF-424**

**COMMUNITY DEVELOPMENT BLOCK GRANT  
HOME INVESTMENT PARTNERSHIPS PROGRAM**

**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

**\* 2. Type of Application:**

- New
- Continuation
- Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

City Of Auburn, ME

\* 5b. Federal Award Identifier:

B-13-MC-23-0001

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

City Of Auburn, ME

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

01-60000018

\* c. Organizational DUNS:

08688173

**d. Address:**

\* Street1:

60 Court Street, Suite 344

Street2:

\* City:

Auburn

County/Parish:

\* State:

ME

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

04210

**e. Organizational Unit:**

Department Name:

Community Development

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

\* First Name:

Reine

Middle Name:

L.

\* Last Name:

Mynahan

Suffix:

Title:

Community Development Director

Organizational Affiliation:

City of Auburn, ME Community Development Department

\* Telephone Number:

207-333-6601 x 1330

Fax Number:

207-333-6626

\* Email:

rmynahan@auburnmaine.gov

**Application for Federal Assistance SF-424**

**9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

24-570

CFDA Title:

Community Development Block Grant

**\* 12. Funding Opportunity Number:**

B-13-MC-23-0001

\* Title:

Community Development Block Grant

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Auburn, ME

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Small Business Loan Program, Weatherization, Public Improvements including code enforcement, Municipal Beach, Edward Little Park, Demolition of Determined Property, New Auburn River Trail, and Public Services

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

Second

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

07/01/13

\* b. End Date:

06/2015

**18. Estimated Funding (\$):**

\* a. Federal

522,224

\* b. Applicant

\* c. State

\* d. Local

\* e. Other

183,921

\* f. Program Income

284,800

\* g. TOTAL

990,945

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

3/01/13

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes

No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

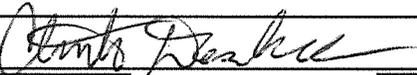
View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:



Prefix:

\* First Name:

Clinton

Middle Name:

\* Last Name:

Deschene

Suffix:

\* Title:

City Manager

\* Telephone Number:

207-333-6601 x 1212

Fax Number:

207-333-6621

\* Email:

cdeschene@auburnmaine.gov

\* Signature of Authorized Representative:

Completed by Grants.gov upon submission.

\* Date Signed:

Completed by Grants.gov upon submission.

Application for Federal Assistance SF-424	
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____	
<b>* 3. Date Received:</b> Completed by Grants.gov upon submission.	<b>4. Applicant Identifier:</b> _____
<b>5a. Federal Entity Identifier:</b> City Of Auburn, ME	<b>* 5b. Federal Award Identifier:</b> B-13-DC-23201
<b>State Use Only:</b>	
<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____
<b>8. APPLICANT INFORMATION:</b>	
<b>* a. Legal Name:</b> City Of Auburn, ME	
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 01-60000018	<b>* c. Organizational DUNS:</b> 08688173
<b>d. Address:</b>	
<b>* Street1:</b> 60 Court Street, Suite 344	_____
<b>Street2:</b>	_____
<b>* City:</b> Auburn	_____
<b>County/Parish:</b>	_____
<b>* State:</b> ME	_____
<b>Province:</b>	_____
<b>* Country:</b>	USA: UNITED STATES
<b>* Zip / Postal Code:</b> 04210	_____
<b>e. Organizational Unit:</b>	
<b>Department Name:</b> Community Development	<b>Division Name:</b> _____
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>	
<b>Prefix:</b> _____	<b>* First Name:</b> Reine
<b>Middle Name:</b> L.	_____
<b>* Last Name:</b> Mynahan	_____
<b>Suffix:</b>	_____
<b>Title:</b> Community Development Director	
<b>Organizational Affiliation:</b> City of Auburn, ME Community Development Department	
<b>* Telephone Number:</b> 207-333-6601 x 1330	<b>Fax Number:</b> 207-333-6626
<b>* Email:</b> rmynahan@auburnmaine.gov	

**Application for Federal Assistance SF-424**

**9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

**11. Catalog of Federal Domestic Assistance Number:**

14-239

CFDA Title:

HOME Investment Partnerships Program

**\* 12. Funding Opportunity Number:**

B-13-DC-23201

\* Title:

HOME Investment Partnerships Program

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Auburn and Lewiston, ME

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Homebuyer Assistance, Home Owner Rehabilitation, Tenant Based Rental Assistance

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="366,936"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="507,183"/>
* f. Program Income	<input type="text" value="50,184"/>
* g. TOTAL	<input type="text" value="924,303"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on  .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative: 

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

**APPENDIX**  
**CERTIFICATIONS**



# CPMP Local Grantee Certifications

**Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.**

- This certification does not apply.  
 This certification is applicable.

## LOCAL GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

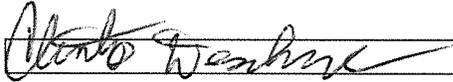
**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

7-12-2013

---

Signature/Authorized Official

Date



Name

Clinton Deschene

Title

City Manager

Address

60 Court Street

City/State/Zip

Auburn, ME 04210

Telephone Number

207 333-6601 x 1212

- This certification does not apply.  
 This certification is applicable.

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2011, 2012, 2013, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws** -- It will comply with applicable laws.

7-12-2013

---

Signature/Authorized Official

Date



Name

Clinton Deschene

Title

City Manager

Address

60 Court Street

City/State/Zip

Auburn, ME 04210

Telephone Number

207 333-6601 x 1212

- This certification does not apply.  
 This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.  
 This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

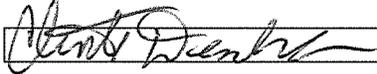
**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

7-12-2013

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Signature/Authorized Official

Date



Name

Clinton Deschene

Title

City Manager

Address

60 Court Street

City/State/Zip

Auburn, ME 04210

Telephone Number

207 333-6601 x 1212

- This certification does not apply.**  
 **This certification is applicable.**

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.**  
 **This certification is applicable.**

### ESG Certifications

The Emergency Shelter Grantee certifies that:

**Major rehabilitation/conversion** -- It will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 10 years. If the jurisdiction plans to use funds for purposes less than tenant-based rental assistance, the applicant will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 3 years.

**Essential Services** -- It will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure as long as the same general population is served.

**Renovation** -- Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** -- It will assist homeless individuals in obtaining appropriate supportive services, including permanent housing, medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living, and other Federal State, local, and private assistance.

**Matching Funds** -- It will obtain matching amounts required under §576.71 of this title.

**Confidentiality** -- It will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** -- To the maximum extent practicable, it will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, operating facilities, and providing services assisted through this program.

**Consolidated Plan** --It is following a current HUD-approved Consolidated Plan or CHAS.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.  
 This certification is applicable.

**APPENDIX TO CERTIFICATIONS**

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Auburn Hall	60 Court Street	Auburn	Androscoggin	ME	04210

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

7-12-2013

---

Signature/Authorized Official

Date



Name

Clinton Deschene

Title

City Manager

Address

60 Court Street

City/State/Zip

Auburn, ME 04210

Telephone Number

207 333-6601 x 1212

**APPENDIX**  
**MEETING RECORDS**

Citizen Advisory Committee (CAC)  
Community Room, 2<sup>nd</sup> Floor Auburn Hall  
Minutes of May 16, 2013

**Present:** Belinda Gerry, Larry Pelletier, Sharon Philbrook-Bergeron, Linda Snyder, and Diane Whiting

**Staff:** Reine Mynahan and Jennifer Banker

I. Welcome

II. Budget Revision

Reine explained that since the last CAC meeting there were many changes. First, the city will not receive a lead grant. Second, there were administrative changes to the budget— starting this summer the Rehab Coordinator will be spending some of his time doing code enforcement for the City. It was necessary for a portion of the additional funds to get wrapped back into the budget for salaries. The net amount of additional funds to be allocated to activities is about \$42,000. Reine indicated the rehab program would be a good place for these additional funds to support code enforcement efforts.

Reine asked that committee member to identify their priorities for spending the additional funds. Three members felt funds should go towards social services, and two felt funds should be added to the rehab program funds to support code enforcement. Through discussion and compromise the committee agreed they would recommend to the City Council that 25% of the additional funds go towards social services and 75% for code enforcement. In order to avoid any conflict by sitting members who are associated with non-profits, it would be best to leave the decision of where it should be placed to staff. Due to the amount of work caused by small grants, Reine recommended allocating it to the agencies who were already in the budget that were not fully funded.

Reine notified the committee that the Council will be adopting the new budget on June 17th.

Respectfully submitted,



Jennifer Banker

Community Development Assistant

April 8, 2013

Thank you so much for responding to me and your support of the Walton Playground.

Just this past week I attended a conference that included a national speaker on "Bridges to Health." Private corporations used this framework successfully for the past ten years to bridge the gap between various economic classes. Earlier topics included "Bridges Out of Poverty." This framework would be excellent for our community schools, city and healthcare. Two specific policy interventions speak to our community specifically. One: "Address poverty and invest in early childhood." Our community is doing this through providing pre-K for all Auburn citizens, the iPad program for Kindergarten and First graders, and the afterschool French immersion program. These ideas are "thinking outside the box" to improve childhood education and encourage families to stay in the Auburn school system. Second, "Invest in neighborhood renewal and improve access to and use of public services and facilities." The Walton playground and field/track are an investment in an at risk neighborhood. This area is for the community, not just kids that attend Walton school.

I know economic times are hard and you have difficult decisions to make. Historically, the city supported elementary schools during the block grant by rotating funds each year for these playground projects. Washburn Elementary received funding twice and Park Avenue received funding once for playground development. This year was to be Walton's turn to be included on the block grant. Investing in our communities and our children through the development of this playground, track and basketball court is the responsibility of the city and the school as we all will benefit from this improvement. Walton has raised grant money to support improving the appeal of our school and community park. The field at Walton is used by soccer players throughout the season, winter festival, as a launch site for the balloon festival, many people use the track to keep themselves healthy, and high schools students use the football field for games as well as band competitions.

The Walton PTO so far raised \$5000 for the school garden and \$1050 to improve landscape near the track with a small garden and 2 trees. We have a \$5000 grant pending to install a fitness station system for the Walton track. We improved the community on our own but now we need help. The playground, track, football field and basketball court are used and shared by Auburn citizens, not just the school. I will gladly speak to our school committee. Still, I believe the City should be ready to support Walton in the same way it supported the other schools in Auburn and provide the full \$14000 for the playground. This project would improve curb appeal for New Auburn. I think 10,000 could be used from curb appeal projects and \$4000 could be used from the demolition projects.

Walton is an excellent school with excellent teachers. It teaches its students about community engagement and encourages students to help each other academically. I think Walton could attract other financially secure families such as mine but the city needs to help develop the school. I can see the gem that Walton is but many families see an old

school with a playground that is old and falling down. The playground is the first thing families see. I know the mayor is interested in attracting working families to all areas of Auburn. Developing projects such as the playground, the garden, and programs like I heard about at the last city council meeting (French language training) are essential to improving our schools and keeping an economic base in this area.

# PUBLIC HEARING COMMENTS

APRIL 1, 2013

1. **Ordinance 01-03182013**

Approving the proposed zoning map amendment in the Blanchard Road area (public hearing, second and final reading).

Motion by Councilor Shea and seconded by Councilor Walker to approve what was read into the record and adopted at the 3/18/2013 meeting.

Motion was made by Councilor Shea and seconded by Councilor Walker to amend that motion to include the areas listed in the ordinance;

96 Blanchard Road, Parcel ID 345-016

120 Blanchard Road, Parcel ID 345-017

Blanchard Road lot, Parcel ID 345-002

170 Blanchard Road, Parcel ID 345-018

48 Hathaway Road, Parcel ID 345-032-001

145 Blanchard Road, Parcel ID 345-023

117 Blanchard Road, Parcel ID 345-024

2527 Turner Road, Parcel ID 345-025

Councilor Shea commented that earlier in the process of this zoning change the Council talked about Options A & B and some thought they were voting on Option A, which is not what was read in the motion, hence the amendment tonight.

Public hearing – no one from the public spoke

Passage of the amendment 6-0.

Passage of the motion as amended 6-0.

2. **Order 18-03182013**

Appointing Board and Committee Members as nominated by the Appointment Committee.

This item was taken out of order at the end of New Business.

↙ VII. **New Business**

3. **Public Hearing – Community Development Program, FY2014.**

- Sofia Carson, also a student at Walton Elementary School commented on the Walton School playground being broken and old.
- Diana Carson, Sofia's mom spoke about the playground at Walton and would like the City to use some of the funds designated to the curb appeal project to be used to fund the Walton School playground.

**IN COUNCIL REGULAR MEETING APRIL 1, 2013 VOL. 33 PAGE 107**

- Jane Morrison, 46 Lake Street, Auburn and also the Executive Director of Safe Voices commented on the reduction of funds given to Safe Voices. Initially when the program started the city gave \$11,000, then it went down to \$8,000 and now it is at \$3,000. They provide \$94,000 in services to Auburn and some of the smaller towns are more generous. She said she would like to see the amount increased.
- Dr. Erica Lovett Fournier, whose son is a student at Walton Elementary School. She also commented about the Walton playground and would like to see a safe place for kids to play. She also spoke about pediatric obesity and the need to help kids to be active. She said she also agrees with taking some of the funding from the Curb Appeal budget to help fund the Walton playground.
- Betsy Sawyer Manter, the Executive Director of Seniors Plus requested resources for the meals on wheels program. There are 39 people in Auburn getting meals, 16 are on a waiting list. She appreciates the funding.
- Melissa Metivier, South Witham Road, Auburn and President of the PTO at Walton. She submitted pictures of the Walton playground to the Clerk. She would like to see the city help to fund the Walton playground as well commenting that there were 320 kids at the school that this impacts.
- Joe Fournier, 68 Gill Street, Auburn also supports the Walton playground commenting that every year there is less and less here in Auburn to offer people. He would like us to move money around to help fund the Walton playground and thought we might be able to take from the Curb Appeal program funds.
- Craig Philips, Tedford Housing commented that the city funding has helped provide affordable housing for 6 adults that were homeless.
- Sharon Philbrick Bergeron, Finance Director of Head Start asked that the Public Service Budget be restored to last years.

**4. Order 21-04012013**

Approving the Charitable Organization Event Support Policy.

Motion was made by Councilor Gerry for discussion purposes only and seconded by Councilor Shea.

Motion was made by Councilor Crowley and seconded by Councilor Young to postpone this item to a future meeting. Passage 5-1 (Councilor Shea opposed).

**5. Ordinance 02-04012013**

Approving the ordinance to reincorporate four ordinances that were omitted during the re-codification of the City's Code of Ordinances adopted on February 22, 2011.

Motion was made by Councilor Shea and seconded by Councilor Gerry.  
Public comment – no one from the public spoke.  
Passage 6-0.

Citizen Advisory Committee (CAC)  
 Community Room, 2<sup>nd</sup> Floor Auburn Hall  
 Minutes of February 12, 2013

**Present:** Belinda Gerry, Beverly Heath, Jonathan LaBonte, Larry Pelletier, Sharon Philbrook-Bergeron, Craig Phillips, Renee Simonitis, Linda Snyder, and Rick Whiting  
**Staff:** Reine Mynahan and Jennifer Dow

I. Welcome

Reine reviewed the assessment of goals to date, we are achieving most of our goals with the exception of the HomeBuyer Program. The rehabilitation objectives are far ahead of schedule but the homebuyer program is lagging behind. These goals can be amended. The feeling is it is too early to make any changes at this time.

II. Budget Presentation

Reine presented the Community Development Block Grant and HOME Program budget recommendations to the committee. Auburn/Lewiston has applied for a lead grant of \$2 ½ million. Lewiston will be the lead agency in the application. The funds proposed in the CDBG budget include the lead grant. We should know if the application is approved by the time this budget is adopted in May. If a grant is awarded, 3 days a week of the Housing Coordinator's, 10 % of the Director's time and 5% of the Administrative Assistant's time will be applied to the grant.

Program	PROPOSED CDBG BUDGET FY 2013	Citizen Advisory Group Comments
<b>PLANNING &amp; ADMINISTRATION</b>		
General Administration	\$116,000	(C) Is the increase from last year due to adding new employees? (S) No, this is salaries and fringe benefits for the current 4 employees. The cost of these employees shifts from program to program, depending on how they spend their time.
Project Delivery	\$56,000	
Goods & Services	\$28,200	
<b>ECONOMIC DEVELOPMENT</b>		
Small Business Loan Program	\$30,000	(C) There is a cut in this program from last year to \$65,000 to \$30,000? (S) This is a new program that is rolling out this year and I am not sure what the demand will be. The Council adopted the guidelines last month. This will be good for Section 3 HUD 1 (federal money to attract employers to hire lower income employees).
<b>AFFORDABLE HOUSING</b>		
Rehab Loan Program	\$155,000	

Lead Testing & Clearing	\$2,500	
Community Concepts Inc Weatherization	\$62,250	
Rebuilding Together	\$0	
Curb Appeal	\$80,000	(C) Can you please explain the Curb Appeal? (S) This is a new program that will replace the Neighborhood Enhancement Program. This program will be for both commercial and residential locations. There will be a match requirement as well as a competitive application process. A committee will be in place within the next month that will review the applications.
Odd Fellows Home of Maine	\$0	(C) Why are Odd Fellows listed? (S) This is a new \$20,000 request we have not added to the budget. Odd Fellows would like to build an addition to the home. They are looking for a grant not a loan. (C) This is not located in the targeted area why are they here? (S)The occupants of the home are low income so this would qualify.
Lead Match	\$70,000	
<b>PUBLIC IMPROVEMENTS</b>		(C) Is the PAL center listed in the budget this year? (S) No, they are almost finished.
Sidewalks	\$0	
Municipal Beach	\$62,500	
Washburn School Playground	\$0	
Boys & Girls Club	\$0	(C) Is this project finished? (S) We have assisted them with this every year. Boys & Girls Club did not ask for a grant this year.
Walton School Discovery	\$0	(C) Walton School is trying to obtain a \$17,000 grant. This is not in the budget this year.
Edward Little Park	\$15,000	
<b>ACQUISITION &amp; DEMOLITION</b>		
Demolition of Deteriorated Buildings	\$50,000	(S) 61 Webster Street is a city owned building that will be demolished
New Auburn River Trail Acquisition	\$105,000	(S) Property that is adjacent to Little Andy Park. Purchase 9 Broad St, 6 Second St (demo both properties). We would obtain some of the land at 15 Broad St, but the building would remain.
<b>PUBLIC SERVICES</b>		
Androscoggin Head Start	\$6,000	
Auburn Recreation Department & Scholarships	\$20,000	
Literacy Volunteers	\$8,000	
Safe Voices / Social Services	\$3,000	
Heating Assistance Loan	\$20,000	
Tedford Housing	\$4,000	
Good Neighbor Start-Up Grant	\$4,000	
Catholic Charities	\$2,500	
Catholic Charities/Residential Substance Abuse	\$0	

Seniors Plus/Meals on Wheels	\$2,500	(S) This is a new activity this year
Lewiston-Auburn Neighborhood Network	\$5,000	(C) Can you explain this, why is it listed as Lewiston/Auburn? (S) This is a mentoring program for Somali youth to help them fit into the culture here. This program would be located at the PAL center.
Community Concepts Inc Home Buyer Education	\$0	
Pathways/Employment	\$0	
American Red Cross	\$0	
Big Brothers Big Sisters	\$0	
	<b>HOME BUDGET</b>	
<b>PROGRAM ADMINISTRATION</b>		
General Administration	\$25,500	
Project Delivery Costs	\$45,000	
Analysis to Impediments to Fair Housing	\$0	
Goods and Services	\$2,500	
<b>AFFORDABLE HOUSING</b>		
Homebuyer Assistance	\$150,000	
Homebuyer/Youthbuild	\$0	
Homeowner Rehabilitation	\$369,831	
Tenant Rental Assistance / Security Deposit	\$11,511	

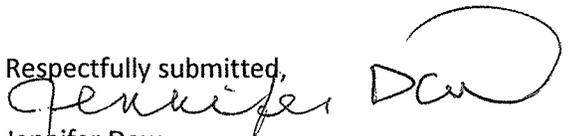
Other comments/questions:

(C) If we meet the goal of 280 in rehab does this mean that there will be no more rehabs? (S) No, we will continue and exceed our goal.

(C) It seems as though you are trying to cover more public service programs with less money, is this a goal or objective that we wanted to spread it around? (S) Not necessarily, it is very challenging to not fund these programs, as the non-profits are very much in need of funds.

The committee decided it would be best to make adjustments to the Public Services: Tedford Housing, Seniors Plus and Headstart should receive more funds. Parks and Rec should receive \$5,000 more. The feeling across the board is that the Lewiston-Auburn Neighborhood Network should be eliminated as it is a duplicate to the Tree Street Youth Program in Lewiston. The committee struggled with the Good Neighbor Start-Up Grant as there are fewer people purchasing homes. They agreed to leave \$1,000 per the strong suggestion of Renee, as this program assisted her family. This could certainly be revisited in the next year.

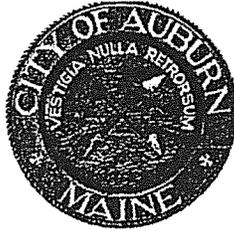
The committee asked that Reine notify them via e-mail when we hear if we were approved for the lead grant.

Respectfully submitted,  
  
 Jennifer Dow  
 Community Development Assistant

**APPENDIX**

**ORDER: ADOPTION OF FY2013 ACTION PLAN**

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
David Young, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
Joshua Shea, At Large

Jonathan LaBonte, Mayor

**IN CITY COUNCIL**

**ORDER 50-07012013**

ORDERED, by the Auburn City Council that the 2013 Action Plan be adopted as recommended by Community Development staff.

A TRUE COPY

ATTEST

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



Passage on 7/1/2013, 6-1 Councilor Crowley opposed.

**APPENDIX**

**ADOPTED FY2013 BUDGET**

# FY2013 BUDGET

## COMMUNITY DEVELOPMENT BLOCK GRANT/AUBURN

### PLANNING AND ADMINISTRATION

General Administration	\$105,000
Project Delivery Costs/Housing	\$69,000
Goods and Services	\$28,200

**Sub Total** \$202,200

### ECONOMIC DEVELOPMENT

Small Business Loan Program	\$30,000
-----------------------------	----------

**Sub Total** \$30,000

### AFFORDABLE HOUSING

Code Enforcement Program	\$30,000
Rehabilitation Loan Program	\$193,995
Lead Testing/Clearance/Training	\$5,000
Community Concepts Weatherization	\$62,250
Curb Appeal Program	\$140,000

**Sub Total** \$431,245

### PUBLIC IMPROVEMENTS

Municipal Beach	\$62,500
Edward Little Park	\$15,000

**Sub Total** \$77,500

### ACQUISITION & DEMOLITION

Demolition of Deteriorated Buildings	\$65,000
New Auburn River Trail Acquisition/Demolition	\$110,000

**Sub Total** \$175,000

### PUBLIC SERVICES

Androscoggin Head Start/Family Advocacy	\$7,000
Auburn Recreation Department & Scholarships	\$25,000
Literacy Volunteers of Androscoggin County/Adult Literacy	\$8,000
Safe Voices / Social Services	\$3,000
Heating Assistance Loan Program	\$20,000
Tedford Housing & Support Services for Homeless	\$5,000
Good Neighbor Start-up	\$1,000
Catholic Charities/Search	\$2,500
Seniors Plus/Meals	\$3,500

**Sub Total** \$75,000

**TOTAL BUDGET** \$990,945

**HOME INVESTMENT PARTNERSHIPS PROGRAM/AUBURN**

**PROGRAM ADMINISTRATION**

General Administration	25,500
Project Delivery Costs	41,000
Goods and Services	2,500

**Sub Total \$ 69,000**

**AFFORDABLE HOUSING**

Homebuyer Assistance	110,000
Homebuyer/Youthbuild	50,000
Homeowner Rehabilitation	376,748
Tenant Rental Assistance/Security Deposits	11,511

**Sub Total \$ 548,259**

**TOTAL BUDGET \$ 617,259**

**HOME INVESTMENT PARTNERSHIPS PROGRAM/LEWISTON**

**PROGRAM ADMINISTRATION**

General Administration	10,292
------------------------	--------

**Sub Total \$ 10,292**

**AFFORDABLE HOUSING**

Homebuyer Assistance	58,750
Homeowner Rehabilitation	230,502
Tenant Rental Assistance/Security Deposits	7,500

**Sub Total \$ 296,752**

**TOTAL BUDGET \$ 307,044**

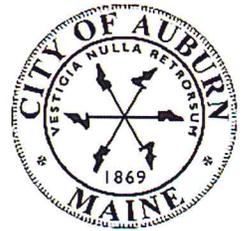
**OTHER GRANTS/SALARIES/AUBURN**

Lead Hazard Control Grant	3,500
NSP-1	2,500
NSP-3	3,500

**TOTAL BUDGET \$9,500**

**APPENDIX**  
**TARGET AREA MAP**

# CDBG Target Areas



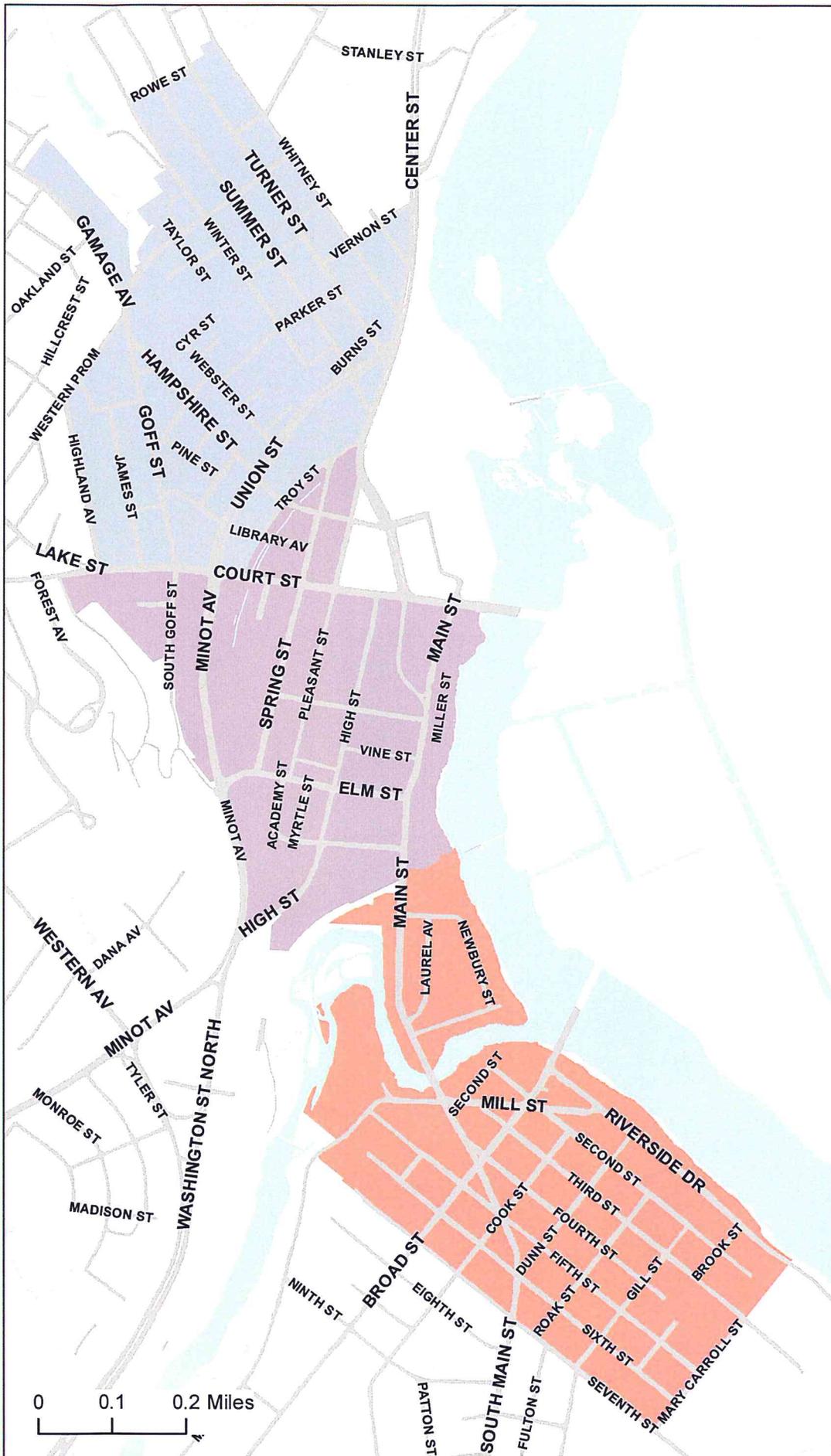
## City of Auburn

60 Court Street  
Auburn, Maine 04120

PHONE: (207) 333-6600

FAX: (207) 333-6623

[www.auburmaine.gov](http://www.auburmaine.gov)



### Legend

#### CDBG Target Areas

- Downtown
- New Auburn
- Union Street



#### DISCLAIMER

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