City Council Workshop & Meeting
October 19, 2020
Agenda

This City Council workshop and meeting will be conducted in Council Chambers. We encourage citizens to participate, attendees will gather in the Community Room and watch the livestream of the meeting. The meeting will be broadcast as usual on Great Falls TV (cable channel 11) and on the City of Auburn YouTube channel.

If you are attending and wish to offer public comment during the meeting, you can walk across to the hall to the council chambers and address the city council during the public comment session at the podium.

We will continue taking public comment in writing for those who are not comfortable attending a public meeting at this time, please send your remarks via email to: **comments@auburnmaine.gov**. Your comments will be included in the meeting minutes.

4:00 – 5:00 P.M. City Councilors to Tour Future Guard

5:30 P.M. City Council Workshop

A. Assessment Update – Karen Scammon and Joe St. Peter (20 minutes)
B. Tot lot and Municipal Beach – Sabrina Best (20 minutes)
C. Board & Committee Review – Mayor Levesque, Brian Wood, and Matt Duval (20 minutes)
D. Housing Code – Eric Cousens and Kris Beaudoin (20 minutes)

The workshop may carry over to the City Council Meeting if more time is needed.

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

Pledge of Allegiance

I. Consent Items – None

II. Minutes – October 5, 2020 Regular Council Meeting

III. Communications, Presentations and Recognitions

- Maine Town and City Managers Association (MTCMA) Award Presentation
- Council Communications (about and to the community)

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

V. Unfinished Business

1. Ordinance 06-10052020
Adopting the General Assistance Maximums. Second reading.

VI. New Business

1. Order 124-10192020
Temporarily suspending the temporary sign ordinance.

2. Ordinance 07-10192020
Amending Appendix A (fee schedule) for delegated reviews of traffic stormwater and site location of development permits as proposed by staff.

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

VIII. Reports (from sub-committees to Council)

a. Mayor's Report
b. City Councilors' Reports
c. City Manager Report
d. Jill Eastman, Finance Director – September 2020 Monthly Finance Report

IX. Adjournment

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: October 19, 2020

Author: Karen Scammon, Assessor, Joseph St. Peter, Deputy Assessor

Subject: Valuation Statistics Booklet overview

Information: Statistics booklet handout and power point presentation with explanation of data in the booklet.

City Budgetary Impacts:
None

Staff Recommended Action:
N/a

Previous Meetings and History:
None

City Manager Comments:

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

Attachments:

Statistics booklet

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: October 19, 2020

Author: Sabrina Best, Recreation Director

Subject: Tot Lot and Municipal Beach

Information: The Tot Lot and Municipal Beach are two parks in Auburn that have been around for many decades providing the community with outdoor space and recreational opportunities. Both parks are at a point where they need some basic repairs or redesign based off the community needs or change in environment (i.e. public can no longer safely swim at the municipal beach due to water quality). Staff is looking for direction on how best to plan future use of these two spaces.

The Parks and Recreation Advisory Board has put together a recommendation on future use for the Tot Lot and Municipal Beach.

Municipal Beach (also known as Lake Grove or the Municipal Outlet Beach) is an open to the public park, free of charge from dawn until dusk. There are picnic tables, gazebos, playground equipment and grills. Tot Lot is open to the public during the week for use of the outdoor space and playground. It can be reserved on weekends for functions with use of the indoor function hall. Reservations can occur between Memorial Day and Labor Day for a fee of $100 for the whole day.

City Budgetary Impacts: None currently. In the FY19 $15,000 was budgeted in CIP to address small upgrades at Tot Lot due to insurance purposes on the playground equipment and house.

Staff Recommended Action: Provide staff with direction on how best to approach the future use of the Tot Lot and Municipal Beach.

Previous Meetings and History: N/A

City Manager Comments:

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

Attachments: Recommendation from the Parks and Recreation Advisory Board
Update on Water Testing results from the Municipal Beach

AUBURN OUTLET BEACH 2020									
COLLECTION	COLLECTION	Quantitray MPN per 100 mls			100 mls				
Date	Time	Total Coli	E. Coli	Enterococci	Fecal Coli	Ducks	Geese	pH	Temp
8/11/2020	1100	>2419.6	325.5		17			7.21	28.0
8/19/2020	840	>2419.6	46.8		38			7.23	24.1
8/26/2020	830	>2419.6	285.1		181			8.37	22.4
9/1/2020	1015	>2419.6	45.9		29			7.26	21.6
9/10/2020	650	>2419.6	67.6		52			7.04	22.5
9/17/2020	945	816.4	34.8		43			7.31	19.1

LIMIT FOR E.COLI IS 235

LIMIT FOR ENTEROCOCCI IS 104

AUBURN OUTLET BEACH 2015								
COLLECTION	COLLECTION	Quantitray MPN per 100 mls						
Date	Time	Total Coli	E. Coli	Enterococci	Ducks	Geese	pH	Temp
6/22/2015	1125	>2419.6	285.9	178.5	0	0	7.26	22.7
6/29/2015	1020	>2419.6	209.8	228.2	0	0	7.13	19.7
7/6/2015	1040	1553.1	65.7	12.2	0	0	6.87	23.3
7/13/2015	950	>2419.6	7.1	21.1	0	0	7.30	24.4
7/20/2015	900	>2419.6	83.6	51.2	0	0	7.28	23.4
7/27/2015	950	>2419.6	29.4	23.8	26	0	6.96	22.6
8/3/2015	810	>2419.6	28.1	22.8	5	0	7.14	25.7
8/10/2015	910	>2419.6	16.0	12.0	6	0	7.02	24.6
8/17/2015	1045	>2419.6	93.3	12.1	5	0	7.46	26.8
8/24/2015	845	>2419.6	547.5	866.4	21	0	7.18	23.7

LIMIT FOR E.COLI IS 235

LIMIT FOR ENTEROCOCCI IS 104

AUBURN OUTLET BEACH					
COLLECTION Date	COLLECTION Time	Quantitray MPN per 100 mls			Ducks
		Total Coli	E. Coli	Enterococci	
5/31/2013	0500	116.9	11.0	1.0	
6/3/2013	0630	1553.1	547.5	56.0	
6/5/2013	0645	1299.7	167.0	17.3	8
6/7/2013	0540	866.4	151.5	20.9	14
6/10/2013	0800	1986.3	193.5	39.7	21
6/12/2013	0530	>2419.6	>2419.6	108.1	25
6/14/2013	0530	1986.3	161.6	24.5	23
6/17/2013	0815	>2419.6	435.2	25.9	14
6/19/2013	0710	>2419.6	148.3	19.1	30
6/21/2013	0645	>2419.6	214.3	31.5	40
6/24/2013	0845	>2419.6	770.1	47.3	5
6/26/2013	0700	>2419.6	1119.9	240.0	19
6/28/2013	0600	>2419.6	220.9	109.5	21
7/1/2013	0700	>2419.6	1046.2	>2419.6	0
7/3/2013	0745	>2419.6	113.7	8.5	63
7/4/2013	0700	>2419.6	240	20.9	28
7/5/2013	0620	>2419.6	161.6	16.9	23
7/6/2013	0750	>2419.6	81.2	17.1	5
7/7/2013	0810	>2419.6	260.3	23.9	21
7/8/2013	0625	>2419.6	214.3	18.9	15
7/9/2013	0825	>2419.6	58.5	30.9	24
7/10/2013	0535	>2419.6	69.5	16.9	27
7/12/2013	0530	>2419.6	31.2	22.9	37
7/15/2013	0950	>2419.6	191.8	27.2	23
7/17/2013	0830	>2419.6	248.1	>2419.6	23

LIMIT FOR E.COLI IS 235

LIMIT FOR ENTEROCOCCI IS 104

Date: October 15, 2020
To: Mayor and City Council
CC: Sabrina Best, Recreation Director
From: Parks and Recreation Advisory Board
RE: Recommendations for Tot Lot and Municipal Beach

The Auburn Parks and Recreation Advisory Board has put together a recommendation for the City Council to take into consideration when discussing the future of the Tot Lot and Municipal Beach parks. Over the last few months, the board has been researching, exploring, and talking with the public on potential long term plans for these two areas. When the COVID 19 pandemic hit in March 2020 the demand for outdoor space specifically in our community Parks, and Trails was critical to providing a safe place to recreate and a sense of normalcy. It is a priority of this board to ensure these spaces are maintained, safe, and accessible to our community past COVID 19.

Municipal Beach

It is important to note that the city does not own this property but has very favorable terms on a long-term lease for the purpose of swimming and recreation. This space offers open recreation areas along with picnic areas, a playground, and fishing. The grounds at the Municipal Beach are quite lovely. This park stands on its own as a popular open recreation space for Auburn residents. This is also the only spot in the entirety of Lake Auburn where citizens were once permitted to swim. Due to the high bacteria levels the beach has been closed for 7 years. The board recommends that this space be revisited as a public beach for the residents of Auburn. We have a wonderful lake right in our backyard, but no ability to touch any of it. The board recommends that a study be conducted to discover how the bacteria levels could be controlled. Depending on the outcomes we recommend one of these two options:

A. If the study finds that reopening the beach is feasible by controlling the bacteria levels, we recommend reopening Municipal Beach for the citizens of Auburn. Further recommendations regarding the reopening of the beach will follow this decision.
B. If the study finds that the water cannot be deemed safe to swim, can the levels be controlled enough to make the water recreational; for example kayak lessons for kids, paddle boating, or other water recreation that is not swimming.
C. If the bacteria levels cannot be controlled enough to allow any water recreation in the park, the board recommends the park remain open as it is now, for general recreation.

There are areas in the park that will need to be improved no matter what the study finds, these areas include but are not limited to:

Updating Playground Equipment

The playground here is in decent shape. It will not take much work, or investment, to improve existing equipment.

- The slide needs to be replaced, it is old and rusting.
- The basketball court needs to be rehabilitated
- The addition of one or two new pieces of playground equipment would round out the play offering here.

The Grounds

The grounds in this park are very well maintained. They have a few needs, which include,

- Attention to the grass growing, may need reseeding in some areas
- Picnic tables need work, some are old, and some are coming apart despite the new wood on them
- Bathrooms should be open and well maintained. Utilizing the assets this park has will continue to make it a treasured destination. They are in great shape, just need a cleaning.
- Parking lot needs to be repaired, sealed, and parking lines painted.

Tot Lot Park

The Board recommends to the Council that the Tot Lot Park remain an event focused park. Upgrades are needed to make it more accommodating for small to medium sized functions, and to develop the existing trails surrounding the park for recreation. This park has potential to expand its trail system to include snowshoeing and cross country skiing, which will make the park open for year round use. The upgrades this park needs include but are not limited to:

Improving the existing indoor facility.

The existing building is over 100 years old. If this building is important for us to keep because of the heritage, some improvements will be needed to improve the functionality and update the feel of the space.

- Cosmetic modifications are needed for the seating and indoor aesthetics of the space to give it a more updated look and feel.
- Tables and chairs that can be moved will open the space up and allow more options for renters than the current seating arrangement allows.

Addition of an outdoor pavilion

Currently, the outdoor space has picnic tables of varying degree of usefulness.

- The addition of an outdoor space will allow events to have cover from elements but keeps the event an outdoor event.
- The existing BBQ pits need to be replaced. Adding the BBQ pits into the pavilion will protect them from the elements, allowing them a longer life.
- Having the picnic tables under cover will prolong their life as well and give a defined eating area,

Updating playground equipment

The existing playground equipment, except for the swing set, is over 20 years old, and it shows.

- If playground equipment is to be kept in this park, it needs to be updated.
- There is a question as to the need for playground equipment in this park. We could keep the swings, as they are in great shape and eliminate the rest as this is an event focused park.

Trails

There are existing trails at this park, but they are limited and not maintained

- Maintenance to existing trails is needed
- Adding to the trails to use all the space the park has for recreation and resident enjoyment.
- Addition of snowshoeing and cross-country skiing trails to this park. Using this park during all four seasons will increase its use and give residents more options in the winter for outdoor activities.

The Grounds

They look unmaintained and could use some care and attention.

- There is a retaining wall that needs shoring up. It has soft spots around it which could create a tripping hazard.
- The little bridge spanning the creek needs work.
- The existing fountain is not working, it needs to be utilized or eliminated.
- There needs to be an established parking area.
- The water area would be the perfect place for a working fountain.

In conclusion, These two parks specifically add to the recreation offerings that are available, this ensures that we have many spaces in our city people can gather safely while maintaining distance. Keeping these spaces well maintained and upgraded will continue to benefit residents and increase the attractiveness of our city to those looking to call Auburn home.

Misty Edgecomb
Parks and Recreation Advisory Board Chair

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: 10/19/2020

Author: Jason Levesque - Mayor

Subject: Board & Committee Review info sheet

Information: Through multiple discussions between City Council and community members, the desire to assess the impact and the outcomes of the current committees and boards was identified as a key opportunity to create greater efficiencies, communication and community engagement. The below mission was adopted by the council, establishing the add hock committee:

"Develop a modernization of Auburn's many boards, commissions and committees, to facilitate a more cohesive workflow, generating greater impact and efficient use of staff and volunteer time and effort"

The framework presented before council keeps that mission as the guidepost and achieves the following outcomes:

- Increase communication between committee and Council.
- Increase opportunity for public participation.
- Empower committees to envisions and present new and innovative ways to move the city forward based on the direction of City Council.

City Budgetary Impacts: There are no immediate fiscal impacts to implementing this this restructuring.

Staff Recommended Action: Staff recommends moving forward with the changes presented.

Previous Meetings and History: N/A

City Manager Comments: N/A

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

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: October 19, 2020

Author: Eric J. Cousens, Interim Director of Economic and Community Development

Subject: Targeted Housing Inspection Program and Ordinance Updates to attract Workforce

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Information: Over time we have asked the Council to make changes to our Housing Code to better address conditions that are detrimental to residents and the community. Some changes have been made while others have been seen as too far reaching. Staff is recommending some basic changes that will improve our ability to address blight and ensure a safe housing stock, which will also expand access to our CDBG Spot Rehab funds. A poorly maintained building impacts the decisions of abutting property owners and reduces investment in surrounding properties. Poor housing quality makes it harder to attract residents to the area which further reduces market competition and demand for a particular neighborhood. Likewise, a poorly managed building that allows for trash and debris problems, nuisance noise and/or pervasive criminal activity affects the the behavior of other residents and can become more widespread in a neighborhood, with impacts that are similar to a poorly maintained building. Generally, a poorly maintained building in a neighborhood is also a poorly managed building. When we address a code complaint, we often see only a portion of a building or the exterior based on the complaint and ensure the specific issue is corrected. Staff is attempting to be more targeted and wholistic in our approach to stopping the spread of blight and improve the overall quality of life in targeted areas by looking at three criteria and targeting more intensive whole building inspections at properties that meet two or more of the following criteria: 1. Multiple verified Code Complaints in the last 12 months; 2. Exterior evidence of blight and/or a lack of maintenance; and 3. Higher than average emergency call volumes at a property. We will also target financial resources to properties that need the investment with our Spot Rehab Program if property owners are willing to work towards improvements. Making it known that we are targeting our approach to better address blight, ensure a safe housing stock and maintain high quality of life in our downtown neighborhoods will help achieve Strategic Plan Growth Goal 5, page 11 and page 24.

City Budgetary Impacts: None. Improved housing conditions with more effective ordinance to address blight and deterioration as well as expanded access to our Spot Rehab Program.

Staff Recommended Action: Provide feedback and schedule ordinance changes for public hearing.

Previous Meetings and History: 2016 was the last time we proposed more extensive changes to the Housing Code, but they were considered too stringent by most of the Council at the time and most did not pass.

City Manager Comments: I concur with the recommendation. Signature: Phillip Crowell Jr.

Attachments: Ordinance amendment proposal.

ARTICLE IV. - HOUSING CODE

DIVISION 1. - GENERALLY

Sec. 12-145. - Purpose.

The purpose of this article is to establish minimum standards for all dwellings and property incident thereto in the city to insure safety, health, and public welfare through the proper construction, maintenance, and use thereof.

(Code 1967, § 20-A(1.1); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-146. - Definitions and rules of construction.

(a) The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Basement means that portion of a building below the first floor joists having at least one-half of its clear ceiling height above the main level of the adjacent ground.

Chief of police means the legally designated head of the police department of the city or his authorized representative.

Dwelling or *dwelling unit* means a building or portion thereof arranged or designed to provide living facilities for one or more families.

Dwelling unit means a room or group of rooms located within a building and forming a single habitable unit, physically separated from any other rooms or dwelling units which may be in the same structure, with facilities which are used or intended to be used for independent living, sleeping, cooking and eating purposes. Dwelling units available for rental or occupancy for periods of less than one week shall be considered boarding/lodging units.

Extermination means the control and elimination of insects, rodents, or other pests by eliminating their harborage places; by removing or making inaccessible materials that may serve as their food; by poisoning, spraying, fumigating, trapping; or by any other recognized and legal pest elimination methods approved by the health officer.

Fire chief means the legally designated head of the fire department of the city or his authorized representative.

Garbage means the animal and vegetable waste resulting from the handling, preparation, cooking, and consumption of food.

Habitable room means a room or enclosed floor space used or intended to be used for living, sleeping, cooking or eating purposes ~~exlcuding~~ excluding bathrooms, water closet compartments, laundries, pantries, game rooms, foyers or communicating corridors and permanent built-in closets and storage spaces.

Health officer means the legally designated health authority of the city or his authorized representative.

Infestation means the presence or evidence of the presence within or around a dwelling, of any insects, rodents, or other pests.

Manufactured housing means a structural unit or units designed for occupancy, and constructed in a manufacturing facility and then transported by the use of its own chassis, or placed on an independent chassis, to a building site, the term includes any type of building which is constructed at a manufacturing facility and then transported to a building site where it is utilized for housing and may be purchased or sold by a dealer in the interim. Manufactured housing shall include newer mobile homes and modular homes as defined in city zoning regulations.

Mobile homes, older, means any factory-built home that fails to meet the definition of manufactured housing and more specifically, any mobile home constructed prior to June 15, 1976. These units shall be restrict to location in approved mobile home parks.

Mobile home park means a parcel of land under single ownership in rural residence, suburban residence and cluster development districts that has been planned and improved for the placement of not less than three mobile homes for non-transient use.

Multiple dwelling means any dwelling containing more than three dwelling units.

Occupant means any person over one year of age, living, sleeping, cooking, or eating in, or having actual possession of, a dwelling unit or rooming unit.

Operator means any person, who has charge, care or control of a building or part thereof, in which dwelling units or rooming units are rented or let or of an area where spaces are rented or let for mobile homes.

Owner means any person who, alone or jointly or severally with others, has legal title to any dwelling or dwelling unit, with or without accompanying actual possession thereof, or has charge, care or control of any dwelling or dwelling unit, as owner or agent of the owner, or an executor, executrix, administrator, administratrix, trustee, or guardian of the estate of owner. Any such person thus representing the actual owner shall be bound to comply with the provisions of this chapter to the same extent as if he were the owner.

Paint stabilization means repairing any physical defect in the substrate of a painted surface that is causing paint deterioration, removing loose paint and other material from the surface to be treated, and applying a new protective coating or paint to the affected areas.

Plumbing means all of the following supplied facilities and equipment: gas pipes, gas-burning equipment, water pipes, garbage disposal units, waste pipes, water closets, sinks, installed dishwasher, lavatories, bathtubs, shower baths, installed clothes washing machines, catch basins, drains, vents , and any other similar supplied fixtures, together with all connections to water, sewer or gas lines.

Rooming house means any dwelling, or that part of any dwelling, containing one or more rooming units, in which space is let by the owner or operator to four or more persons who are not husband or wife, son or daughter, mother or father, or sister or brother of the owner or operator.

Rooming unit means any room or group of rooms forming a single habitable unit used or intended to be used for living, and sleeping, but not for cooking or eating purposes.

Rubbish means combustible and non-combustible waste materials except garbage, including, without limitation, residue from the burning of wood, coal, coke, or other combustible material, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery, dust and others.

Structural elements means all of the following components of a structure, including but not limited to: foundation, framing, sheathing, siding, roofing material, windows, doors, trim, eaves, porches, stairs, railings, guards; and interior surfaces such as sheetrock, plaster, ceiling tiles, ~~and countertops~~countertops, and floors~~.~~

Summer camps means seasonal dwelling units intended for and actually used for single-family dwellings only during the months of May, June, July, August, September and October or weekends or other periods of vacations but not to exceed 30 days.

Supplied means paid for, furnished, installed or provided by or under the control of the owner or operator.

Temporary housing means any tent, trailer, or other structure used for human shelter that is designed to be transportable and which is not attached to the ground, to another structure, or to any utilities system on the same premises for more than 30 consecutive days.

(b) Whenever the words "dwelling," "dwelling unit," "lodging house," "rooming unit," or "premises" are used in this article, they shall be construed as though they were followed by the words "or any part thereof."

(Code 1967, § 20-A(art. V); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-147. - Compliance required.

(a) No dwelling or dwelling unit shall be deemed to conform with the requirements of this article until it meets all of the minimum standards of this article as specified herein.

(b) It is unlawful to construct, alter, maintain, occupy, let for occupancy, or use a building or structure, or part thereof, in violation of the provisions of this article.

(Code 1967, §§ 20-A(1.2), 20A(1.3); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-148. - Validity of other laws.

Nothing in this article shall be construed to prevent the enforcement of other laws that prescribe more restrictive limitations.

(Code 1967, § 20-A(1.4); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-149. - Exceptions permitted.

In seasonal dwellings, mobile homes, buildings erected prior to the original adoption of this article, or in agriculture and resource protection district as defined by the zoning provisions of the city, or in areas where public water or sewerage systems are not available, the code compliance officer shall upon application grant an exception for the use of buildings for dwelling purposes that do not meet the minimum standards set forth in this article when he determines that:

(1) It is not feasible or practicable to comply with such minimum standards;

(2) The safety, health, or general welfare of the occupants and the public will not be adversely affected; and

(3) The effect of the granting of the exception will not adversely affect adequate light, air, overcrowding, of persons or property, the provision for public utilities, the character of the neighborhood, or traffic conditions as applied to the welfare of the occupants or the general public.

(Code 1967, § 20-A(1.6); Ord Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-150. - Procedure for granting exceptions.

(a) The code compliance officer shall issue such exception in writing setting forth the date of granting, the reasons for granting the same, the date it shall expire, and the location of the premises.

(b) No such exceptions shall be granted for a period of more than five years. Any exception may be renewed one or more times, upon application to the board of appeals. Each renewal shall not exceed additional periods of five years for such renewal. Each renewal shall contain the requirements of the original exception and in addition thereto the date of issuance of the original exception and the statement that it is a renewal.

(Code 1967, § 20-A(1.7); Ord Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Secs. 12-151—12-169. - Reserved.

DIVISION 2. - INSPECTIONS

Sec. 12-170. - Authority of code compliance officer.

The code compliance officer is hereby authorized to make inspections to determine the condition of dwellings, dwelling units, rooming houses, rooming units and premises located within this city in order that he may perform his duty of safeguarding the health and safety of the occupants of dwellings and of the general public.

(Code 1967, § 20-A(2.1); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-171. - Right of entry for inspection.

For the purpose of making such inspections, the code compliance officer is hereby authorized to enter, examine, and survey any or all dwelling units, rooming houses, rooming units, and premises at any mutually agreeable time but in any case within 20 days of notice to the owners or occupant of the intention to make such an inspection.

(Code 1967, § 20-A(2.2); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-172. - Owner and occupant to give free access.

(a) *Access of code compliance officer.* The owner and occupant of every dwelling, dwelling unit, lodging house and rooming unit or the person in charge thereof, shall give the code compliance officer free access to such dwellings, dwelling unit, lodging house or rooming unit and premises at any mutually agreeable time for the purpose of such inspection, examination, or survey, but in any case within 20 days of notice to the owner or occupant of the intention to make such an inspection, examination, or survey.

(b) *Access of owner.* Every occupant of a dwelling, dwelling unit, lodging house and rooming unit shall give the owner, and his agent or employee, access at all reasonable times to any part of the dwelling, dwelling unit, lodging house, rooming unit or premises for the purpose of compliance with the ~~provisinos~~provisions of this article or any lawful order issued pursuant to this article.

(Code 1967, §§ 20-A(2.3), 20-A(2.4); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Secs. 12-173—12-194. - Reserved.

DIVISION 3. - ENFORCEMENT

Sec. 12-195. - Procedure generally.

(a) If the code compliance officer determines that there are reasonable grounds to believe that there has been a violation of any provisions of this chapter, he shall initiate enforcement proceedings in accordance with the citation system established in this Code. Alternatively, he may initiate a land use complaint pursuant to state law, in which case the penalties therein provided shall apply.

(b) Any notice issued pursuant to this article shall:

(1) Be in writing;

(2) Include a statement of the reasons why it is being issued;

(3) Set a reasonable time for the performance of any act it requires;

(4) Be served upon the owner or his agent, or the occupant, as the case may require; provided, however, that:

a. Complaints under this article be deemed properly served upon such owner or agent or upon such occupant if a copy thereof is served upon him personally or by leaving a copy thereof at his dwelling house or usual place of abode with some person of suitable age and discretion then residing therein; or

b. If a copy thereof is sent by registered or certified mail to his last known address or the address as shown on the records in the tax assessor's office of the city of auburn; and

c. If service is made personally or by leaving at his dwelling house or usual place of abode a statement signed by the person so serving stating the date of service shall be filed in the office of planning and development.

(5) May contain an outline of remedial action that, if taken, will effect compliance with the provision of this article.

(c) After service of such notice, the owner or occupant to whom it is directed shall correct the condition constituting the violation within the time specified and promptly give notice to the code compliance officer that such corrective action has been taken.

(Code 1967, § 20-A(3.1); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-196. - Method of petitioning for hearing.

(a) Any person affected by any notice issued in connection with the enforcement of any provision of this article, may request and shall be granted a hearing on the matter before the board of appeals; provided that such person shall file in the office of the board of appeals a written petition requesting such hearing and setting forth a brief statement of the grounds therefor within ten days after the day the notice was served.

(b) Upon receipt of such petition, the board of appeals shall set a time and place for such hearing and shall give the petitioner notice thereof in person or by mail.

(c) At such hearing, the board of appeals shall take evidence to determine whether such notice should be sustained, modified, or withdrawn.

(d) The hearing shall be commenced not later than 30 days after the day on which the petition was filed; provided that upon application of the petitioner the board of appeals may postpone the date of the hearing for a reasonable time beyond such 30 day period, if in its judgment the petitioner has submitted a good and sufficient reason for such postponement.

(Code 1967, § 20-A(3.2); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-197. - Power of board of appeals to alter notice.

After such hearing, the board of appeals shall sustain, modify, or withdraw the notice, depending upon its findings as to the compliance with the provisions of this chapter. If the board of appeals sustains or modifies such notice, it shall be deemed to be an order. Any notice served pursuant to this article shall automatically become an order if a written petition for a hearing is not filed in the office of the board of appeals within ten days after such notice is served. There shall be an appeal from the board of appeals to the superior court in the manner provided by state law.

(Code 1967, § 20-A(3.3); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-198. - Recording of public hearing.

The proceedings at such hearing, including the findings and decision of the board of appeals, shall be summarized, reduced to writing, and entered as a matter of public record in the office of the board of appeals. Such record shall also include a copy of every notice or order issued in connection with the matter.

(Code 1967, § 20-A(3.4); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-199. - Notice of intent to sell, transfer or rent property subject to order.

(a) *When required.* Any person who proposes to sell, transfer or otherwise dispose of lease or sublet any dwelling unit, lodging house, rooming unit, or other premises against which there is any existing lawful order of the code compliance officer, the board of appeals or any court of competent jurisdiction shall furnish the proposed grantee or transferee a true copy of such order and shall notify the office of planning and development in writing of the intent to so sell, transfer, or otherwise dispose of lease or sublet in writing giving the name and address of the person to whom such transfer is proposed within three days of the proposed transfer.

(b) *Penalty.* Any person who violates the terms of this section shall be in violation of this chapter and shall be subject to a penalty or fine of not less than $50 and not more than $100 to be enforced by complaint in a court of competent jurisdiction.

(Code 1967, § 20-A(3.5); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-200. - Placarding of buildings unfit for human habitation.

(a) *Authority of code compliance officer.* If the person so affected fails to appeal to the board of appeals or if after an appeal, the board of appeals sustains the decision of the code compliance officer, the dwelling, dwelling unit, lodging house, or rooming unit so affected may be declared unfit for human habitation and placarded by the code compliance officer.

(b) *Procedure.* To placard, the code compliance officer shall issue to the occupants and the owner or operator a written notice to vacate the premises within such time as the code compliance officer may deem reasonable, but not less than seven days, and a placard prohibiting continued occupancy or re-occupancy may be conspicuously posted on the premises, and a copy of such notice may be filed with the police department.

(c) *Use of placarded buildings prohibited.* No dwelling or dwelling units, lodging house, or rooming unit which has been placarded as unfit for human habitation shall again be used for human habitation

until written approval is secured from, and such placard is removed by, the code compliance officer. The code compliance officer shall remove such placard whenever the defect or defects upon which the placarding action is based have been eliminated.

(d) *Defacement and removal of placard prohibited.* No person shall deface or remove the placard from any dwelling or dwelling unit, lodging house or rooming unit, which has been declared unfit for human habitation and placarded as such.

(Code 1967, § 20-A(3.6); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-201. - Order to vacate dangerous premises.

In instances where the health officer, fire chief, and chief of police, or their duly qualified deputies, determine in writing that extreme danger or menace to the occupants or the public health exists, the code compliance officer, health officer, fire chief, and chief of police, or their duly qualified deputies may order immediate correction to be made or, if the circumstances warrant, may order that the occupants vacate the premises as provided in this article.

(Code 1967, § 20-A(3.7); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Secs. 12-202—12-224. - Reserved.

DIVISION 4. - MINIMUM STANDARDS

Sec. 12-225. - Compliance with city codes and state law required.

All structures and structural elements of buildings and the construction, use and occupancy thereof shall be in accordance with the requirements of this Code, including the building and technical codes adopted by the city, and with state law and regulations.

(Code 1967, §§ 20-A(6.1), 20-A(12.1); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-226. - Maintenance.

(a) All structures and structural elements shall be maintained structurally sound, in good repair, hazard free and suitable for the intended use.

(b) All painted exterior surface areas of pre 1978 properties must be maintained in a manner to not cause a public nuisance or affect the health and safety of the occupants of the property where the condition exists or of surrounding properties. Paint stabilization must occur if the potential for such a condition exists.

(Code 1967, § 20-A(6.2); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-227. - Plumbing.

Every dwelling unit shall contain a kitchen sink and a bathtub or shower. In addition, every dwelling unit shall contain, within a room which affords privacy, a flush water closet and a lavatory basin. All plumbing facilities required by this Code shall be in accordance with the requirements of the plumbing code adopted by the city as of date of installation and maintained in good sanitary working condition; water-related plumbing facilities required by this Code shall be connected to adequate supply of water.

(Code 1967, § 20-A(art. 7); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-228. - Heating and ventilation.

(a) *Maintenance.* All heating and ventilating facilities shall be maintained in safe operating condition for use without danger of asphyxiation or of overheating combustible material.

(b) *Requirements when central heating plant not available.* When heat is not furnished by a central heating plant, each dwelling unit or rooming unit shall be provided with one or more masonry flues and smoke or vent pipe connections, or equal arrangement, in accordance with the provisions of the basic building code to permit the use of heating equipment capable of providing heat as required by this section.

(c) *Heating facilities required in rented or leased premises.* Every habitable room, let for occupancy, shall be served by heating facilities capable of providing a minimum temperature of at least 68 degrees Fahrenheit, at a distance of three feet from the exterior walls, five feet above floor level, as required by prevailing weather conditions. In addition, the heating facilities must be operated to protect the building equipment and systems from freezing.

(d) *Window specifications.* Every habitable room shall have a window or windows with a total sash area equal to at least eight percent of its floor area opening on a street, alley, yard, or court open to the sky and constructed and maintained so that at least one-half of the sash area can be opened, except that an approved method of mechanical ventilation may be substituted for such window or windows

(Code 1967, § 20-A(art. 8); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-229. - Electrical and lighting.

All lighting and other electrical facilities shall be in accordance with the requirements of the electrical code adopted by the city and shall be maintained in good, safe and suitable electrical order.

(Code 1967, §§ 20-A(9.1), 20-A(9.2); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-230. - Passageways, stairways and exits.

(a) *Exits.* Every dwelling unit and every rooming unit shall have safe, continuous and unobstructed means of egress leading from the interior of the building to safe and open spaces at ground level in accordance with applicable statutes and ordinances.

(b) *Lighting.* Every passageway and stairway shall have at least one ceiling-type or wall-type electric light fixture adequate to provide safe passage.

(c) *Obstructions.* Every hallway, stairway, corridor, exit, fire escape door or other means of egress hall be kept clear of obstructions at all times.

(Code 1967, §§ 20-A(9.3), 20-A(12.3), 20-A(12.4); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-231. - Garbage and rubbish.

(a) *Method of disposal.* Every responsible occupant of a dwelling or dwelling unit shall dispose of all his garbage and rubbish in a clean and sanitary manner. Every owner of rental property shall provide his tenants with suitable waste containers as required by city ordinance.

(b) *Accumulations prohibited.* Every dwelling shall be clean and free from garbage or rubbish. When a dwelling or dwelling unit is not reasonably clean or free from garbage or rubbish, the code compliance officer may cause the responsible person to put the dwelling or dwelling unit in a clean and sanitary condition.

(Code 1967, § 20-A(10.1); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013; Ord. No. 02-02222016, 3-7-2016)

Sec. 12-232. - Insect and rodent control.

(a) *Owner responsible for extermination in multiple dwellings.* If infestation exists in two or more of the dwelling units in any dwelling, or in the shared or public parts of any dwelling containing two or more dwelling units, extermination thereof shall be the responsibility of the owner.

(b) *Occupant responsible for extermination.* Every occupant of a dwelling containing a single dwelling unit shall be responsible for the extermination of any insects, rodents, or other pests therein or on the premises.

(Code 1967, § 20-A(10.2); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-233. - Space and occupancy.

(a) *Floor space requirements.* The total area of every dwelling unit shall contain at least 250 square feet of floor area, with an additional 125 square feet for each occupant over two.

(b) *Ceiling height.* At least one half of the floor area of every habitable room shall have a room ceiling height of at least 7 feet; and the floor area of that part of any room where the ceiling height is less than five feet shall not be considered as part of the floor area in computing the total floor area of the room for the purpose of determining the maximum permissible occupancy thereof.

(c) *Use of basement.* No basement space shall be used as a habitable room or dwelling unit unless it conforms to the minimum requirements of this article.

(Code 1967, § 20-A(art. 11); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Sec. 12-234. - Dwelling occupancies prohibited adjacent to hazardous establishments.

No dwelling unit or rooming unit shall be located within a building containing any establishment handling, dispensing or storing flammable liquids or producing toxic gases or vapors in any quantity that may endanger the lives or safety of the occupants.

(Code 1967, § 20-A(12.2); Ord. of 3-26-1990; Ord. No. 02-04012013, att. B, 4-16-2013)

Mayor Levesque called the meeting to order at 7:12 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. Consent Items – None

II. Minutes – September 21, 2020 Regular Council Meeting

Motion was made by Councilor Carrier and seconded by Councilor Walker to approve the minutes of the September 21, 2020 Regular Council meeting. Passage 7-0.

III. Communications, Presentations and Recognitions

- Auburn Housing Authority – Marty Szydlowski
- Covid-19 and Recovery Update – Matt Fifield
- Business Owners Update Regarding Covid-19 – Enka Suli, owner of 84 Court Restaurant spoke to the Council about how the pandemic has impacted her business
- Council Communications (about and to the community)
  - Councilor Walker – the Age Friendly Committee will be holding a bean supper "to go" fundraiser on Saturday, October 17th.

IV. Open Session – no one from the public spoke.

V. Unfinished Business - None

VI. New Business

1. Ordinance 06-10052020
Adopting the General Assistance Maximums. Public hearing and first reading.

Motion was made by Councilor Gerry and seconded by Councilor Boss for passage.

Public hearing- no one from the public spoke.

Passage 7-0. A roll call vote was taken.

2. Order 123-10052020
Setting the special City Council meeting dates for the Charter review.

Motion was made by Councilor Walker and seconded by Councilor Carrier for passage.

Public comment – no one from the public spoke.

Passage 7-0. A roll call vote was taken.

VII. Open Session – No one from the public spoke.

VIII. Reports (from sub-committees to Council)

Mayor Levesque – provided an update on the status of the work being done by the Mayor's ad-hoc committee on Boards and Committees, the dedication of the St. Louis Bell Tower, and the ground-breaking on the new Auburn Suburban baseball fields.

Councilor Lasagna – reported on what is happening with the School Building Committee.

Councilor Gerry – asked for a moment of silence in memory of former Mayor John Jenkins who recently passed.

Councilor MacLeod – reported on the LATC Transit Study kick off meeting. He also noted that updates on the ELHS Building Committee can be found on elhs.org.

Councilor Walker – reported that Anniversary Park was in excellent shape for the dedication of the St. Louis Bells, he thanked Public Works and Eric Cousens and staff for all they've done to prepare for the event.

City Manager Report – City Manager Crowell echoed Councilor Walker's remarks adding that Eric Cousens has gone above and beyond for the Bell Tower event. He reported that a voting grant opportunity came up. We applied and were awarded $262,187.00 for the upcoming election. He also reported that the Legislative Policy Committee met to talk about the upcoming legislative session for 2021-2022. He announced that on Election Day, November 3rd, in order to provide additional safe distancing, the Tax Office will be closing for the day. Tax Office staff will attend training on that day as a group. He provided an update on the Lake Auburn RFP Study group, the 2020 US Census status, and reminded the City Council that October 24th is the scheduled date for the retreat.

Jill Eastman, Finance Director - August 2020 Monthly Finance Report

Motion was made by Councilor Carrier and seconded by Councilor Walker to accept and place on file the August 2020 monthly finance report. Passage 7-0.

IX. Executive Session – Real Estate Matter, pursuant to 1 M.R.S.A. Sec. 405 (6)(C).

Motion was made by Councilor Milks and seconded by Councilor Walker to enter into executive session pursuant to 1 M.R.S.A. Sec. 405 (6)(C).

Passage 7-0. Time in 8:23 PM.

There was no action following the executive session and the meeting adjourned immediately after.

A TRUE COPY ATTEST Susan Clements-Dallaire

Susan Clements-Dallaire, City Clerk

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: 10/19/2020

Author: Holli Olivier, Manager – Health & Social Services

Subject: Adoption of Appendices for General Assistance, Effective 10/1/2020 through 9/30/2021

Information: I'm seeking the approval of the new General Assistance maximums. They are: Appendix A (the GA overall maximums), Appendix B (the food maximums), and Appendix C (Lewiston / Auburn MSA Rental Maximums). Once the appendices A-C are adopted, they will replace the FY 19/20 maximums for those appendices

These maximums are established as a matter of State law based on certain federal and HUD fair market values. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22, M.R.S.A. § 4305(4).

****By adopting the new appendices A-C, the program will be in compliance and receive the 70% reimbursement from the State****

City Budgetary Impacts: The overall maximums (Appendix A) is an average increase of $26.00 per household per month. The food maximums (Appendix B) is an average increase approximately $10.00 per individual per month. And the housing maximums (Appendix C) is an average increase of $24.00 per household per month. *There are no changes in appendices D-H.*

Staff Recommended Action: Approval of changes to the General Assistance Appendices A-C as required by State statue and ordinance. Public hearing and passage of first reading was on 10/5/2020. Second reading: 10/19/2020.

Previous Meetings and History: This is a yearly approval needed by council when changes are made to the appendices. This was presented to the Council at the 9/21/2020 Council workshop.

City Manager Comments:

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

Attachments: Health & Social Services FY20/21 New Maximums:
Appendix A, Overall Maximums
Appendix B, Food Maximums
Appendix C, Housing Maximums
Ordinance & Adoption form for 20-21

Appendix A – GA Overall Maximums

Effective 10/1/2020 – 9/30/2021

TOTAL NUMBER IN HOUSEHOLD:	1	2	3	4	5
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	741	798	1,057	1,287	1,633

Add $75.00 for each additional person

Appendix B – Food Maximums

Effective 10/1/2020 – 9/30/2021

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2020, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	47.44	204
2	86.98	374
3	124.42	535
4	158.14	680
5	187.67	807
6	225.35	969
7	249.07	1,071
8	284.65	1,224

****Note: For each additional person, add $146 per month.**

Appendix C – Rental Maximums

Effective 10/1/2020 – 9/30/2021

Lewiston/Auburn MSA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	137	587	160	688
1	140	603	171	736
2	181	779	222	953
3	230	990	280	1,203
4	295	1,267	356	1,530

Holly C. Lasagna, Ward One
Timothy B. MacLeod, Ward Two
Stephen G. Milks, Ward Three
Brian S. Carrier, Ward Four

Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
Katherine E. Boss, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDINANCE 06-10052020

Be it Ordained, that the City Council hereby amends Chapter 24, Article II, Division 1, Sec. 24-23 of the General Assistance Ordinance Annual Adjustment of Maximum Benefits to incorporate the following maximum levels of assistance to be effective on and after October 1, 2020 through September 30, 2021, as follows:

Sec. 24-23. - Annual adjustment of maximum benefits.

(a) Each year the Maine Municipal Association provides for the city three appendices providing maximum benefits applicable for the period beginning October 1 and ending September 30 as mandated by state law and based on certain federal values effective on October 1 of each year, as follows:

(1) Appendix A, a listing of overall maximum levels of general assistance relating to all Maine municipalities.

(2) Appendix B, a listing of maximum levels of assistance for food.

(3) Appendix C, a listing of maximum levels for heated and unheated housing.

(b) The portion of these annual appendices applicable to the city, as adopted each year by the city council, are made a part of this chapter as though fully set forth herein and a copy thereof is available in the Office of the City Clerk.

Editor's note— The appendices referred to in this section are not codified but are available in the office of the city clerk.

Appendix A – GA Overall Maximums

Effective 10/1/2020 – 9/30/2021

TOTAL NUMBER IN HOUSEHOLD:	**1**	**2**	**3**	**4**	**5**
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	741	798	1,057	1,287	1,633

Add $75.00 for each additional person

Appendix B – Food Maximums

Holly C. Lasagna, Ward One
Timothy B. MacLeod, Ward Two
Stephen G. Milks, Ward Three
Brian S. Carrier, Ward Four

Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
Katherine E. Boss, At Large

Jason J. Levesque, Mayor

Effective 10/1/2020 – 9/30/2021

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2020, those amounts are:

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8	284.65	1,224

****Note: For each additional person, add $146 per month.**

Appendix C – Rental Maximums
Effective 10/1/2020 – 9/30/2021

Lewiston/Auburn MSA	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	137	587	160	688
1	140	603	171	736
2	181	779	222	953
3	230	990	280	1,203
4	295	1,267	356	1,530

GENERAL ASSISTANCE ORDINANCE
APPENDICES A-H
2020-2021

The Municipality of _____ adopts the MMA Model Ordinance GA Appendices (A-H) for the period of Oct. 1, 2020—September 30, 2021. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month)_____ (year) by the municipal officers:

_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)
_____	_____
(Print Name)	(Signature)

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: October 19, 2020

Author: Eric J. Cousens, Interim Director of Economic and Community Development

Subject: COVID Recovery Effort: Temporary Sign Permit, Ordinance and Fee waiver

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Information: Currently our sign ordinance restricts temporary signs to 90 days per calendar year for new businesses and special sales and requires a permit. COVID recovery efforts have been responsive and have provided varying resources to assist businesses in many ways but advertising for those businesses that remain open is critical. Many businesses have added temporary signs to their properties to help draw in customers. In ordinary times limiting temporary signs to special sales and new businesses was well intended. In these challenging times, the limitations have become a regulatory challenge and a substantial hurdle for many small businesses. The temporary sign permit requirement is purely a local standard and not a requirement of the State. The standard was established during lengthy public discussions that lead to our current sign ordinance.

In response to COVID-19 the City Council could choose to further assist businesses in Auburn by temporarily waiving the requirement for temporary signs permits, associated fees and the 90 day per calendar year limitation for the remainder of 2020 or 60 days after the Governors State of Emergency Declaration, whichever is later. The signs will still be prohibited from creating a sight distance problem or other hazard for the traveling public.

City Budgetary Impacts: Minimal permit fees lost and will also provide an offset savings on enforcement time while we need the time ,more than ever to keep up with high construction permit volumes and assist businesses in meeting COVID mandates from the State.

Staff Recommended Action: In an effort to further assist businesses dealing with the COVID-19 pandemic, vote to temporarily waive the Ordinance requirement for temporary signs permits, associated fees and the 90 day per calendar year limitation for the remainder of 2020 or 60 days after the Governors State of Emergency Declaration, whichever is later.

Previous Meetings and History: None

City Manager Comments:

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

Attachments: Ordinance Excerpts, Temporary Sign Examples and Order.

Ordinance Excerpts Related to Temporary Signs

ARTICLE VI. - SIGNS

Sec. 60-637. - General provisions; regulations.

Signs in all districts shall be subject to the following general provisions and regulations:

(1) Unless otherwise in this article, no sign shall be erected until a sign permit has first been issued by the municipal officer charged with enforcement.

a. An application for a sign permit may be obtained at the department of community development and planning.

b. No sign permit shall be issued unless the municipal officer charged with enforcement is satisfied that the sign supporting devices and electrical appurtenances and connections are in conformance with the city's building and electrical codes.

c. A processing fee in the amount provided in the city fee schedule shall accompany all applications for a sign permit.

(9) Temporary movable signs are not permitted except for the following uses:

a. To call attention to and/or to advertise the name of a new business and the products sold or activities to be carried on in connection with a new business. In such cases, no sign shall remain at premises for more than 90 days.

b. To advertise a special sale. In such cases a sign shall be allowed for a period not to exceed 90 days in any calendar year.

c. Signs or other advertising devices as may be permitted by the city council to promote community or civic activities. Petitions for such signs shall be made directly to the city council and shall include a scaled map of the sign site, size and design of the sign, how the sign may be electrified, period of use, written permission of property owner if not the city, a description of the reason for the sign, a recommendation from the police department and the department of community development and planning and any other information the city may require. Such signs shall not be required to satisfy the requirements of subsection (1) of this section.

Temporary Sign Examples

Holly C. Lasagna, Ward One
Timothy B. MacLeod, Ward Two
Stephen G. Milks, Ward Three
Brian S. Carrier, Ward Four

Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
Katherine E. Boss, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 124-10192020

ORDERED, that the Auburn City Council hereby waives the Ordinance requirement for temporary sign permits, associated fees and the 90 day per calendar year limitation for the remainder of 2020 or 60 days after the Governors State of Emergency Declaration, whichever is later. This is intended to help Auburn Businesses during the COVID-19 Pandemic.

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: October 19, 2020

Author: Brian Wood, Assistant City Manager / Eric J. Cousens, Deputy Director of Economic and Community Development

Subject: Delegated Review Fees

Information: Proposal to amend fees for Delegated Reviews of Traffic Stormwater and Site Location of Development Permits from the current $1,000 flat fee to be equal to 25% of State fees avoided by the local review. In other words, 75% off of State Fees.

City Budgetary Impacts: Increased permitting revenues and better marketing tool to highlight discounted delegated permit fees in Auburn.

Staff Recommended Action: Vote to amend the fee schedule as proposed.

Previous Meetings and History: CC Workshop 10/5/2020

City Manager Comments:

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

Attachments: Order and Fee Schedule excerpt showing changes.

Traffic Movement Permits

Any project which generates 100 or more passenger car equivalents (PCE) trips during peak hour of traffic generation, must file a Traffic Movement Permit application with the Maine Department of Transportation. Determination of all passenger car equivalent trips for the purpose of establishing application requirements shall be calculated using the edition of the ITE Trip Generation Guide referenced on the MDOT Fact Sheet. Assistance in determining the trip levels can be obtained by contacting a traffic engineer licensed to do engineering work in the State of Maine, the appropriate M.D.O.T. Division Office or the Augusta Headquarters - Division of Traffic Engineering.

Municipalities may register with the Department to seek delegated review authority to issue Traffic Movement Permits. In such cases a Traffic Movement Permit would be required from the municipality that has been given delegated review authority. A municipality can be delegated the authority to issue permits if that municipality adopts ordinances consistent with M.D.O.T. Chapter 305 Rules. Once the ordinance is adopted, the municipality must contact the Department to request delegated authority. If the Department finds the municipality in compliance with Chapter 305, the Department will develop an agreement for Delegated Review Authority. Please contact the Augusta Headquarters at 287- 3775 to determine whether your municipality has been given delegated responsibility or wishes to apply for issuing the Traffic Movement Permit.

FMI: http://www.maine.gov/mdot/traffic/

Stormwater Permits

Land use activities can cause changes in stormwater flows. Many pollutants, such as nutrients and metals, attach to fine particles of soil from throughout the watershed. Soil and attached pollutants are carried in the stormwater down to a waterbody or wetland. A project is required to meet appropriate standards to prevent and control the release of pollutants to waterbodies, wetlands, and groundwater, and reduce impacts associated with increases and changes in flow.

Chapter 500 applies to a project that disturbs one acre or more of land area and requires a stormwater permit pursuant to the Stormwater Management Law 38 M.R.S. §420-D; a development that may substantially affect the environment and requires a site location of development (Site Law) permit pursuant to 38 M.R.S. §§ 481- 490; changes to a project reviewed under the Stormwater Management Law or Site Law that require a modification of the project's permit, as described in Section 16; and certain discharges of stormwater to groundwater that may be exempt from licensing under 38 M.R.S. §413, as described in Appendix D of this Chapter. The Department may also require a Department-licensed excavation, quarry or hydropower project to meet the stormwater standards of this Chapter. Additional stormwater standards and requirements, such as those involving the Maine Pollutant Discharge Elimination System (MEPDES) program and the Municipal Separate Storm Sewer System (MS4) program may also apply in addition to the standards and requirements set forth in this Chapter.

FMI: http://www.maine.gov/dep/land/stormwater/index.html

Site Location of Development (Site Law)

The Legislature finds that the economic and social well-being of the citizens of the State of Maine depends upon the location of state, municipal, quasi-municipal, educational, charitable, commercial and industrial developments with respect to the natural environment of the State; that many developments because of their size and nature are capable of causing irreparable damage to the people and the environment on the development sites and in their surroundings; that the location of such

developments is too important to be left only to the determination of the owners of such developments; and that discretion must be vested in state authority to regulate the location of developments which may substantially affect the environment and quality of life in Maine. [1987, c. 812, §§1, 18 (AMD).]

The Legislature further finds that certain geological formations particularly sand and gravel deposits, contain large amounts of high quality ground water. The ground water in these formations is an important public and private resource, for drinking water supplies and other industrial, commercial and agricultural uses. The ground water in these formations is particularly susceptible to injury from pollutants, and once polluted, may not recover for hundreds of years. It is the intent of the Legislature, that activities that discharge or may discharge pollutants to ground water may not be located on these formations. [1981, c. 449, §3 (NEW).]

The purpose of this subchapter is to provide a flexible and practical means by which the State, acting through the department, in consultation with appropriate state agencies, may exercise the police power of the State to control the location of those developments substantially affecting local environment in order to insure that such developments will be located in a manner which will have a minimal adverse impact on the natural environment within the development sites and of their surroundings and protect the health, safety and general welfare of the people.

There are a number of thresholds that trigger this review as well as some exemptions. Most commonly, a structure, as defined in section 482, subsection 6, that is from 3 acres up to and including 7 acres or a subdivision, as defined in section 482, subsection 5, that is made up of 15 or more lots for single-family, detached, residential housing, common areas or open space with an aggregate area of from 30 acres up to and including 100 acres requires this review. Structures exceeding 7 acres or subdivisions of greater than 15 lots and over 100 acres require Site Law Review at the State level even in Auburn.

FMI: http://www.maine.gov/dep/land/sitelaw/

Appendix A - FEES AND CHARGES[1]

Zoning

Zoning text amendments:

Base fee—each application 400.00

Additional for required advertising—each application 300.00

Zoning map amendments:

Base fee—each application 400.00

Additional for required advertising—each application 300.00

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

Base fee—each application 150.00

Additional for required advertising-each application 200.00

Site plan review:

Minor projects—interdepartmental/staff review—each application 200.00

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

Base fee—each application 500.00

Additional for required advertising 200.00

Site plan amendment:

Minor projects—staff approved amendments—each 100.00

Major projects—planning board approved—amendments:

Base fee-each application 100.00

Additional for required advertising 200.00

Subdivision review-new lots and structures:

First three lots 750.00

Each additional lot over three 100.00

Delegated review (in addition to site plan or subdivision fees when required)—includes one or all areas (stormwater, TMP, site law, etc.) .....~~TBD~~ 25% of the fee that would be charged by Maine Department of Environmental Protection and Maine Department of Transportation for the same permits based on State Adopted Fee Schedules at the time of application.

Zoning conformance/rebuild letter—each 50.00

Independent professional review fees .....TBD

Engineering inspection fees .....TBD

Holly C. Lasagna, Ward One
Timothy B. MacLeod, Ward Two
Stephen G. Milks, Ward Three
Brian S. Carrier, Ward Four

Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
Katherine E. Boss, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDIANCE 07-10192020

Be it ordained, that the Auburn City Council hereby adopts an amendment to Appendix A Fees, of the City of Auburn Ordinances to offer Delegated Review Permits on behalf of the State of Maine at 25% of the fees that would otherwise be charged by the State of Maine for the same permits as shown in the attached document.

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

TO: **Phillip Crowell, City Manager**

FROM: **Jill Eastman, Finance Director**

REF: **September 14, 2020**

The following is a discussion regarding the significant variances found in the City's September financial report. Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department.

The City has completed its third month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 25.0% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

Revenues

Revenues collected through September 30th, including the school department were $35,151,852, or 38.32%, of the budget. The municipal revenues including property taxes were $28,012,563, or 43.89% of the budget which is more than the same period last year by $689,558. The accounts listed below are noteworthy.

A. September 15th the first installment for real estate taxes were due. The current year tax revenue is at 47.73% as compared to 48.23% last year.

B. Excise tax for the month of September is at 34.35%. This is an $303,805 increase from FY 20. Our excise revenues for FY21 are 9.35% above projections as of September 30, 2020.

C. State Revenue Sharing for the month of September is 30.7% or $831,460. This is $158,181 increase from this September to last September.

D. Homestead Exemption is 98.98% of budget at the end of September. We received 75% of our allotted amount in September and we will receive the balance in June.

60 Court Street • Suite 411 • Auburn, ME 04210
(207) 333-6600 Voice • (207) 333-6601 Automated • (207) 333-6620 Fax
www.auburnmaine.org

Expenditures

City expenditures through September 2020 were $20,050,315 or 43.65%, of the budget. This is an increase over the same period last year of 12.99% or $6,299,726. Noteworthy variances are:

A. Debt Service was higher than last year by $431,610.
B. Worker's Comp transfer was made earlier this year than last in the amount of $641,910.
C. County Tax was posted in September this year and Oct 1st last year. The amount was $2,629,938 and,
D. The transfer to the TIF accounts was done earlier this year than last in the amount of $2,845,623.

Investments

This section contains an investment schedule as of September 30th. Currently the City's funds are earning an average interest rate of 1.21%. As the CD's that we have mature, the interest earnings will decrease this year.

Respectfully submitted,

Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND AND WORKERS COMP FUND
AS of September 2020, August 2020, and June 2020

	UNAUDITED September 30 2020	UNAUDITED August 31 2020	Increase (Decrease)	UNAUDITED JUNE 30 2020
ASSETS				
CASH	$ 15,277,526	$ 12,464,326	$ 2,813,199	$ 14,712,549
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	3,346,811	1,356,313	1,990,498	1,371,945
TAXES RECEIVABLE-CURRENT	23,570,572	42,236,215	(18,665,643)	185,234
DELINQUENT TAXES	339,199	339,886	(686)	617,814
TAX LIENS	1,184,757	1,293,972	(109,215)	884,542
NET DUE TO/FROM OTHER FUNDS	6,935,228	6,821,850	113,378	2,811,613
TOTAL ASSETS	**$ 50,654,093**	**$ 64,512,563**	**$ (13,858,469)**	**$ 20,583,697**
LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	$ (192,101)	$ 54,480	$ (246,582)	$ (833,548)
PAYROLL LIABILITIES	(305,777)	(501,735)	195,958	(253,541)
ACCRUED PAYROLL	(19)	(2,300)	2,281	(3,829,105)
STATE FEES PAYABLE	(65,574)	(49,871)	(15,704)	-
ESCROWED AMOUNTS	(31,044)	(31,024)	(20)	(26,004)
DEFERRED REVENUE	(24,836,272)	(43,611,757)	18,775,485	(2,161,507)
TOTAL LIABILITIES	**$ (25,430,788)**	**$ (44,142,207)**	**$ 18,711,419**	**$ (7,103,705)**
FUND BALANCE - UNASSIGNED/ASSIGNED	$ (22,187,879)	$ (17,334,929)	$ (4,852,950)	$ (10,445,286)
FUND BALANCE - RESTRICTED	(2,273,457)	(2,273,457)	$ -	(2,273,457)
FUND BALANCE - NON SPENDABLE	(761,970)	(761,970)	-	(761,249)
TOTAL FUND BALANCE	**$ (25,223,306)**	**$ (20,370,356)**	**$ (4,852,950)**	**$ (13,479,992)**
TOTAL LIABILITIES AND FUND BALANCE	**$ (50,654,093)**	**$ (64,512,563)**	**$ 13,858,469**	**$ (20,583,697)**

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH September 30, 2020 VS September 30, 2019

REVENUE SOURCE	FY 2021 BUDGET	ACTUAL REVENUES THRU SEPT 2020	% OF BUDGET	FY 2020 BUDGET	ACTUAL REVENUES THRU SEPT 2019	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	$ 49,655,498	$ 23,701,625	47.73%	$ 49,295,498	$ 23,773,125	48.23%	$ (71,500)
PRIOR YEAR TAX REVENUE	$ -	$ 3,416		$ -	$ 109,437		$ (106,021)
HOMESTEAD EXEMPTION REIMBURSEMENT	$ 1,420,000	$ 1,405,540	98.98%	$ 1,250,000	$ 994,116	79.53%	$ 411,424
EXCISE	$ 4,112,861	$ 1,412,889	34.35%	$ 3,910,000	$ 1,109,084	28.37%	$ 303,805
PENALTIES & INTEREST	$ 150,000	$ 18,207	12.14%	$ 150,000	$ 28,520	19.01%	$ (10,313)
TOTAL TAXES	$ 55,338,359	$ 26,541,677	47.96%	$ 54,605,498	$ 26,014,282	47.64%	$ 527,395
LICENSES AND PERMITS							
BUSINESS	$ 166,000	$ 72,222	43.51%	$ 169,000	$ 45,300	26.80%	$ 26,922
NON-BUSINESS	$ 392,400	$ 120,703	30.76%	$ 409,000	$ 120,116	29.37%	$ 587
TOTAL LICENSES	$ 558,400	$ 192,925	34.55%	$ 578,000	$ 165,416	28.62%	$ 27,509
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	$ 400,000	$ -	0.00%	$ 400,000	$ -	0.00%	$ -
STATE REVENUE SHARING	$ 2,708,312	$ 831,460	30.70%	$ 2,389,669	$ 673,279	28.17%	$ 158,181
WELFARE REIMBURSEMENT	$ 90,656	$ 3,636	4.01%	$ 94,122	$ 5,535	5.88%	$ (1,899)
OTHER STATE AID	$ 32,000	$ -	0.00%	$ 32,000	$ -	0.00%	$ -
CITY OF LEWISTON	$ 228,384	$ -	0.00%	$ 228,384	$ -	0.00%	$ -
TOTAL INTERGOVERNMENTAL ASSISTANCE	$ 3,459,352	$ 835,096	24.14%	$ 3,144,175	$ 678,814	21.59%	$ 156,282
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	$ 198,440	$ 24,018	12.10%	$ 148,440	$ 28,156	18.97%	$ (4,138)
PUBLIC SAFETY	$ 181,600	$ 5,671	3.12%	$ 215,600	$ 25,677	11.91%	$ (20,006)
EMS TRANSPORT	$ 1,200,000	$ 294,717	24.56%	$ 1,200,000	$ 254,649	21.22%	$ 40,068
TOTAL CHARGE FOR SERVICES	$ 1,580,040	$ 324,406	20.53%	$ 1,564,040	$ 308,482	19.72%	$ 15,924
FINES							
PARKING TICKETS & MISC FINES	$ 55,000	$ 6,785	12.34%	$ 55,000	$ 8,323	15.13%	$ (1,538)
MISCELLANEOUS							
INVESTMENT INCOME	$ 80,000	$ 11,003	13.75%	$ 70,000	$ 21,147	30.21%	$ (10,144)
RENTS	$ 35,000	$ 22,160	63.31%	$ 35,000	$ 6,448	18.42%	$ 15,712
UNCLASSIFIED	$ 10,000	$ 29,838	298.38%	$ 10,000	$ 34,969	349.69%	$ (5,131)
COMMERCIAL SOLID WASTE FEES	$ -	$ 12,479		$ -	$ 12,030		$ 449
SALE OF PROPERTY	$ 25,000	$ (4,803)	-19.21%	$ 20,000	$ 12,899	64.50%	$ (17,702)
RECREATION PROGRAMS/ARENA							$ -
MMWAC HOST FEES	$ 230,000	$ 38,380	16.69%	$ 225,000	$ 57,570	25.59%	$ (19,190)
TRANSFER IN: TIF	$ 1,117,818	$ -	0.00%	$ 1,117,818	$ -	0.00%	$ -
TRANSFER IN: Other Funds	$ 578,925	$ -	0.00%	$ 566,011	$ -	0.00%	$ -
ENERGY EFFICIENCY							$ -
CDBG	$ 214,430	$ -	0.00%	$ 214,430	$ -	0.00%	$ -
UTILITY REIMBURSEMENT	$ 20,000	$ 2,617	13.09%	$ 20,000	$ 2,625	13.13%	$ (8)
CITY FUND BALANCE CONTRIBUTION	$ 527,500	$ -	0.00%	$ 527,500	$ -	0.00%	$ -
TOTAL MISCELLANEOUS	$ 2,838,673	$ 111,674	3.93%	$ 2,805,759	$ 147,688	5.26%	$ (36,014)
TOTAL GENERAL FUND REVENUES	**$ 63,829,824**	**$ 28,012,563**	43.89%	**$ 62,752,472**	**$ 27,323,005**	43.54%	**$ 689,558**
SCHOOL REVENUES							
EDUCATION SUBSIDY	$ 26,217,074	$ 7,121,393	27.16%	$ 25,851,656	$ 6,800,216	26.30%	$ 321,177
EDUCATION	$ 717,415	$ 17,896	2.49%	$ 711,224	$ 27,391	3.85%	$ (9,495)
SCHOOL FUND BALANCE CONTRIBUTION	$ 970,862	$ -	0.00%	$ 877,296	$ -	0.00%	$ -
TOTAL SCHOOL	$ 27,905,351	$ 7,139,289	25.58%	$ 27,440,176	$ 6,827,607	24.88%	$ 311,682
GRAND TOTAL REVENUES	**$ 91,735,175**	**$ 35,151,852**	**38.32%**	**$ 90,192,648**	**$ 34,150,612**	**37.86%**	**$ 1,001,240**

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH September 30, 2020 VS September 30, 2019

DEPARTMENT	FY 2021 BUDGET	Unaudited EXP THRU SEPT 2020	% OF BUDGET	FY 2020 BUDGET	Unaudited EXP THRU SEPT 2019	% OF BUDGET	VARIANCE
ADMINISTRATION							
MAYOR AND COUNCIL	$ 99,000	$ 43,295	43.73%	$ 123,137	$ 35,749	29.03%	$ 7,546
CITY MANAGER	$ 776,095	$ 164,472	21.19%	$ 582,119	$ 137,700	23.65%	$ 26,772
CITY CLERK	$ 216,946	$ 50,602	23.32%	$ 207,139	$ 35,241	17.01%	$ 15,361
FINANCIAL SERVICES	$ 751,849	$ 171,411	22.80%	$ 734,597	$ 174,979	23.82%	$ (3,568)
HUMAN RESOURCES	$ 157,057	$ 34,564	22.01%	$ 153,182	$ 35,965	23.48%	$ (1,401)
INFORMATION TECHNOLOGY	$ 609,260	$ 312,877	51.35%	$ 713,729	$ 382,888	53.65%	$ (70,011)
TOTAL ADMINISTRATION	$ 2,610,207	$ 777,221	29.78%	$ 2,513,903	$ 802,522	31.92%	$ (25,301)
COMMUNITY SERVICES							
ECONOMIC & COMMUNITY DEVELOPMENT	$ 1,339,047	$ 248,799	18.58%	$ 1,333,724	$ 309,090	23.17%	$ (60,291)
HEALTH & SOCIAL SERVICES	$ 199,282	$ 28,037	14.07%	$ 211,371	$ 36,583	17.31%	$ (8,546)
RECREATION & SPORTS TOURISM	$ 520,474	$ 186,576	35.85%	$ 448,575	$ 128,358	28.61%	$ 58,218
PUBLIC LIBRARY	$ 1,031,533	$ 343,844	33.33%	$ 1,006,217	$ 251,554	25.00%	$ 92,290
TOTAL COMMUNITY SERVICES	$ 3,090,336	$ 807,256	26.12%	$ 2,999,887	$ 725,585	24.19%	$ 81,671
FISCAL SERVICES							
DEBT SERVICE	$ 7,577,735	$ 6,427,361	84.82%	$ 7,334,690	$ 5,995,751	81.75%	$ 431,610
FACILITIES	$ 667,494	$ 208,650	31.26%	$ 667,128	$ 258,670	38.77%	$ (50,020)
WORKERS COMPENSATION	$ 641,910	$ 641,910	100.00%	$ 637,910	$ -	0.00%	$ 641,910
WAGES & BENEFITS	$ 6,840,635	$ 1,625,091	23.76%	$ 6,797,826	$ 1,593,224	23.44%	$ 31,867
EMERGENCY RESERVE (10108062-670000)	$ 461,230	$ (2,500)	-0.54%	$ 445,802	$ -	0.00%	$ (2,500)
TOTAL FISCAL SERVICES	$ 16,189,004	$ 8,900,512	54.98%	$ 15,883,356	$ 7,847,645	49.41%	$ 1,052,867
PUBLIC SAFETY							
FIRE & EMS DEPARTMENT	$ 5,302,131	$ 1,366,675	25.78%	$ 5,211,262	$ 1,263,793	24.25%	$ 102,882
POLICE DEPARTMENT	$ 4,332,339	$ 928,244	21.43%	$ 4,275,323	$ 972,334	22.74%	$ (44,090)
TOTAL PUBLIC SAFETY	$ 9,634,470	$ 2,294,919	23.82%	$ 9,486,585	$ 2,236,127	23.57%	$ 58,792
PUBLIC WORKS							
PUBLIC WORKS DEPARTMENT	$ 4,979,329	$ 963,488	19.35%	$ 4,836,798	$ 978,773	20.24%	$ (15,285)
SOLID WASTE DISPOSAL*	$ 1,051,318	$ 175,371	16.68%	$ 1,030,500	$ 198,030	19.22%	$ (22,659)
WATER AND SEWER	$ 792,716	$ 195,301	24.64%	$ 645,216	$ 158,179	24.52%	$ 37,122
TOTAL PUBLIC WORKS	$ 6,823,363	$ 1,334,160	19.55%	$ 6,512,514	$ 1,334,982	20.50%	$ (822)
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	$ 170,000	$ 167,110	98.30%	$ 191,000	$ 189,014	98.96%	$ (21,904)
E911 COMMUNICATION CENTER	$ 1,134,304	$ 283,576	25.00%	$ 1,134,304	$ 283,576	25.00%	$ -
LATC-PUBLIC TRANSIT	$ 331,138	$ -	0.00%	$ 331,138	$ 331,138	100.00%	$ (331,138)
ARTS & CULTURE AUBURN	$ 10,000	$ 10,000					
TAX SHARING	$ 260,000	$ -	0.00%	$ 270,000	$ -	0.00%	$ -
TOTAL INTERGOVERNMENTAL	$ 1,905,442	$ 460,686	24.18%	$ 1,926,442	$ 803,728	41.72%	$ (343,042)
COUNTY TAX	$ 2,629,938	$ 2,629,938	100.00%	$ 2,482,721	$ -	0.00%	$ 2,629,938
TIF (10108058-580000)	$ 3,049,803	$ 2,845,623	93.31%	$ 3,049,803	$ -	0.00%	$ 2,845,623
OVERLAY	$ -	$ -		$ -	$ -		$ -
							$ -
TOTAL CITY DEPARTMENTS	**$ 45,932,563**	**$ 20,050,315**	**43.65%**	**$ 44,855,211**	**$ 13,750,589**	**30.66%**	**$ 6,299,726**
EDUCATION DEPARTMENT	$ 45,802,612	$ 4,751,162	10.37%	$ 45,337,437	$ 6,821,653	15.05%	$ (2,070,491)
TOTAL GENERAL FUND EXPENDITURES	**$ 91,735,175**	**$ 24,801,477**	**27.04%**	**$ 90,192,648**	**$ 20,572,242**	**22.81%**	**$ 4,229,235**

CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF September 30, 2020

INVESTMENT		FUND	BALANCE September 30, 2020	BALANCE August 31, 2020	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	$ 2,821,645.70	$ 2,817,405.15	**1.00%**
ANDROSCOGGIN BANK	502	SR-TIF	$ 1,046,089.99	$ 1,044,517.89	**1.00%**
ANDROSCOGGIN BANK	836	GENERAL FUND	$ 870,148.75	$ 6,594,031.73	**1.00%**
ANDROSCOGGIN BANK	801	WORKERS COMP	$ 52,258.82	$ 52,180.28	**1.00%**
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	$ 337,887.63	$ 187,605.28	**1.00%**
ANDROSCOGGIN BANK	414	INGERSOLL TURF FACILITY	$ 225,609.78	$ 225,270.74	**1.00%**
ANDROSCOGGIN BANK	0888	ELHS FUNDRAISING	$ 60,730.82	$ 60,685.92	**1.00%**
ANDROSCOGGIN BANK		ELHS CONSTRUCTION BAN	$ 5,352,004.64	$ 5,269,542.76	**1.00%**
ANDROSCOGGIN BANK	0627	ST LOUIS BELLS FUNDRAISING	$ 15,290.98	$ 15,268.01	**1.00%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 250,000.00	$ 250,000.00	**1.70%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 250,000.00	$ 250,000.00	**1.75%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 500,000.00	$ 500,000.00	**1.70%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 500,000.00	$ 500,000.00	**1.55%**
GRAND TOTAL			**$ 12,281,667.11**	**$ 17,766,507.76**	**1.21%**

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2020 - June 30, 2021
Report as of September 30, 2020

	Beginning Balance 9/1/20	September 2020 New Charges	Payments	Refunds	Adjustments	Write-Offs	Ending Balance 9/30/2020
Bluecross	**$ 5,616.98**	$ 5,651.00	$ (826.38)		$ (2,841.69)		**$ 7,599.91**
Medicare	**$ 38,894.59**	$ 88,468.00	$ (22,235.97)		$ (17,834.48)		**$ 87,292.14**
Medicaid	**$ 51,658.13**	$ 40,041.00	$ (28,398.99)		$ (15,204.96)		**$ 48,095.18**
Other/Commercial	**$ 78,688.22**	$ 14,347.20	$ (7,928.54)	$ 779.82	$ (4,067.46)	$ (16,560.89)	**$ 65,258.35**
Patient	**$ 97,085.82**	$ 4,012.40	$ (5,607.26)		$ (11,823.48)		**$ 83,667.48**
Worker's Comp	**$ -**	$ 882.20			$ -		**$ 882.20**
TOTAL	**$ 271,943.74**	**$ 153,401.80**	**$ (64,997.14)**	**$ 779.82**	**$ (51,772.07)**	**$ (16,560.89)**	**$ 292,795.26**

EMS BILLING
BREAKDOWN -TOTAL CHARGES
July 1, 2020 - June 30, 2021
Report as of September 30, 2020

	July 2020	August 2020	Sept 2020	Adjustment	Totals	% of Total
Bluecross	$ 6,396.80	$ 3,992.80	$ 5,651.00		$ 16,040.60	2.75%
Medicare	$ 169,046.60	$ 95,829.00	$ 88,468.00		$ 353,343.60	60.47%
Medicaid	$ 61,560.60	$ 40,418.20	$ 40,041.00		$ 142,019.80	24.30%
Other/Commercial	$ 22,412.60	$ 12,639.40	$ 14,347.20		$ 49,399.20	8.45%
Patient	$ 8,521.20	$ 10,114.80	$ 4,012.40		$ 22,648.40	3.88%
Worker's Comp	$ -		$ 882.20		$ 882.20	0.15%
TOTAL	$ 267,937.80	$ 162,994.20	$ 153,401.80	$ -	$ 584,333.80	100.00%

EMS BILLING
BREAKDOWN -TOTAL COUNT
July 1, 2020 - June 30, 2021
Report as of September 30, 2020

	July 2020	August 2020	Sept 2020	Adjustment	Totals	% of Total
Bluecross	7	5	7		19	2.39%
Medicare	215	144	113		472	59.37%
Medicaid	81	63	52		196	24.65%
Other/Commercial	33	23	20		76	9.56%
Patient	11	15	5		31	3.90%
Worker's Comp	0		1		1	0.13%
TOTAL	347	250	198	0	795	100.00%

EMS BILLING
AGING REPORT
July 1, 2020 to June 30, 2021
Report as of September 30, 2020

	Current		31-60		61-90		91-120		121+ days		Totals	
Bluecross	$ 3,944.05	52%	$ 2,353.31	31%	$ 886.40	12%	$ 686.40	9%	$ (270.25)	-4%	$ 7,599.91	2.60%
Medicare	$ 55,284.60	63%	$ 22,272.15	26%	$ 9,856.29	11%	$ 889.20	1%	$ (1,010.10)	-1%	$ 87,292.14	29.81%
Medicaid	$ 29,956.29	62%	$ 9,277.35	19%	$ 3,567.90	7%	$ 593.06	1%	$ 4,700.58	10%	$ 48,095.18	16.43%
Other/Commercial	$ 19,200.16	29%	$ 7,313.64	11%	$ 19,443.82	30%	$ 8,139.39	12%	$ 11,161.34	17%	$ 65,258.35	22.29%
Patient	$ 17,548.68	21%	$ 23,112.40	28%	$ 12,619.31	15%	$ 15,534.95	19%	$ 14,852.14	18%	$ 83,667.48	28.58%
Worker's Comp	$ 882.20		$ -		$ -		$ -		$ -		$ 882.20	0.30%
TOTAL	$ 126,815.98		$ 64,328.85		$ 46,373.72		$ 25,843.00		$ 29,433.71		$ 292,795.26	
	43%		22%		16%		9%		10%		100%	100.00%

CITY OF AUBURN
SPECIAL REVENUE FUNDS REVENUE AND EXPENDITURES
As of September 30, 2020

.	1902 Riverwatch	1905 Winter Festival	1910 Community Service	1913 Police Fitness Equipment	1914 Oak Hill Cemeteries	1915 Fire Training Building	1917 Wellness Grant	1926 Healthy Androscoggin	1928 Vending	1929 Fire Prevention	1930 211 Fairview	1931 Donations	2003 Byrne JAG
Fund Balance 7/1/20	$ 762,516.19	$ (15,099.19)	$ 5,928.63	$ 4,769.53	$ 33,010.94	$ (20,657.32)	$ 3,460.06	$ 5,362.37	$ (312.70)	$ 4,791.12	$ (566,303.71)	$ 501.65	$ 2,808.57
Revenues FY21			$ 124.00		$ 432.52	$ 21,879.00				$ 2,500.00			
Expenditures FY21	$ 145,293.00				$ 30.00		$ 1,576.97		$ 339.79				
Fund Balance 9/30/2020	**$ 617,223.19**	**$ (15,099.19)**	**$ 6,052.63**	**$ 4,769.53**	**$ 33,413.46**	**$ 1,221.68**	**$ 1,883.09**	**$ 5,362.37**	**$ (652.49)**	**$ 7,291.12**	**$ (566,303.71)**	**$ 501.65**	**$ 2,808.57**

	2005 MDOT	2006 PEACE	2008 Homeland Security	2010 State Drug Money	2013 OUI Grant	2014 Speed Grant	2019 Law Enforcement Training	2020 CDBG	2025 Community Cords	2030 Parking	2034 EDUL Underage Drink	2037 Bulletproof Vests	2038 Community Action Team
Fund Balance 7/1/20	$ 329,028.27	$ 1,550.98	$ (112,903.52)	$ 1,681.39	$ 3,066.05	$ 2,752.59	$ (10,738.25)	$ 2,366,559.15	$ 37,353.66	$ 2,005.87	$ (2,685.00)	$ 9,659.79	$ 180.00
Revenues FY21				$ 9,117.00			$ 300.00	$ 101,575.05	$ 1,602.30	$ 31,797.00	$ 1,170.00		
Expenditures FY21			$ 67,126.81	$ 1,574.14	$ 3,000.49	$ 7,846.04		$ 322,116.67		$ 63,161.85			
Fund Balance 9/30/2020	**$ 329,028.27**	**$ 1,550.98**	**$ (180,030.33)**	**$ 9,224.25**	**$ 65.56**	**$ (5,093.45)**	**$ (10,438.25)**	**$ 2,146,017.53**	**$ 38,955.96**	**$ (29,358.98)**	**$ (1,515.00)**	**$ 9,659.79**	**$ 180.00**

	2040 Great Falls TV	2041 Blanche Stevens	2044 Federal Drug Money	2045 Forest Management	2050 Project Lifesaver	2051 Project Canopy	2052 Nature Conservancy	2053 St Louis Bells	2054 EMS Transport Capital Reserve	2055 Work4ME-PAL	2056 Lake Auburn Neighborhood	2057 ASPCA Grant	2058 Barker Mills Greenway	2059 Distracted Driving
Fund Balance 7/1/20	$ 20,536.23	$ 27,840.99	$ 170,777.82	$ 4,345.34	$ 189.35	$ -	$ 975.05	$ 20,984.31	$ 187,456.89	$ (13,339.97)	$ 125.00	$ 800.00	$ (2,597.43)	$ 829.00
Revenues FY21			$ 2,026.64					$ 1,638.75	$ 150,291.89					
Expenditures FY21		$ 815.69	$ 34,174.36			$ 290.20		$ 149.79	$ 55,874.40	$ 1,713.54				
Fund Balance 9/30/2020	**$ 20,536.23**	**$ 27,025.30**	**$ 138,630.10**	**$ 4,345.34**	**$ 189.35**	**$ (290.20)**	**$ 975.05**	**$ 22,473.27**	**$ 281,874.38**	**$ (15,053.51)**	**$ 125.00**	**$ 800.00**	**$ (2,597.43)**	**$ 829.00**

	2061 150th Celebration	2062 Employee Store	2064 MDOT Sopers Mill Culvert	2065 State Bi-Centenial Parade	2067 Hometown Heros Banners	2068 Northern Borders Grant	2070 Leadercast	2075 Keeps Maine Healthy	2076 Keeps Maine Healthy II	2077 CTCI Gramt	2100 ELHS Fundraising	2201 EDI Grant	2500 Parks & Recreation
Fund Balance 7/1/20	$ 1,893.81	$ 132.69	$ (26,094.03)	$ (1,124.00)	$ 209.00	$ 210,601.70	$ (3,500.00)	$ -	$ -	$ -	$ 1,061,591.57	$ (1,484,407.18)	$ 70,269.17
Revenues FY21			$ -	$ -			$ -				$ 139.25		$ 83,998.14
Expenditures FY21			$ 2,563.00	$ 24.00	$ -	$ 17,898.67		$ 63,809.86	$ 77,861.51	$ 786.00			$ 226,087.97
Fund Balance 9/30/2020	**$ 1,893.81**	**$ 132.69**	**$ (28,657.03)**	**$ (1,148.00)**	**$ 209.00**	**$ 192,703.03**	**$ (3,500.00)**	**$ (63,809.86)**	**$ (77,861.51)**	**$ (786.00)**	**$ 1,061,730.82**	**$ (1,484,407.18)**	**$ (71,820.66)**

	2600 Tambrands II TIF 6	2600 Mall TIF 9	2600 Downtown TIF 10	2600 Auburn Industrial TIF 12	2600 Auburn Plaza TIF 13	2600 Auburn Plaza II TIF 14	2600 Webster School TIF 16	2600 Hartt Transport TIF 19	2600 62 Spring St TIF 20	2600 Minot Ave TIF 21	2600 48 Hampshire St TIF 22	2600 Auburn Memory Care Facility TIF 23	2600 Millbran TIF 24	Total Special Revenues
Fund Balance 7/1/20	$ (161,839.95)	$ 192,297.32	$ (460,436.11)	$ (388,767.54)	$ 411,537.25	$ (763,270.82)	$ (0.01)	$ 29,915.23	$ 1,120.90	$ 194.75	$ -	$ 147.27	$ -	$ 1,957,680.72
Revenues FY21	$ 201,360.86	$ 456,315.88	$ 837,349.00	$ 172,809.75	$ 319,924.38	$ 465,987.95	$ 30,435.15	$ 32,531.42	$ 58,978.38	$ 49,606.63	$ 83,937.25	$ 118,292.78	$ 190,093.65	$ 3,426,214.62
Expenditures FY21			$ 301,385.27	$ 220,683.00	$ 37,591.11	$ 439,092.00	$ 15,217.58	$ 32,578.92	$ 29,489.19	$ 12,401.66	$ 20,984.31	$ 46,936.12	$ 66,841.98	$ 2,317,315.89
Fund Balance 9/30/2020	**$ 39,520.91**	**$ 648,613.20**	**$ 75,527.62**	**$ (436,640.79)**	**$ 693,870.52**	**$ (736,374.87)**	**$ 15,217.56**	**$ 29,867.73**	**$ 30,610.09**	**$ 37,399.72**	**$ 62,952.94**	**$ 71,503.93**	**$ 123,251.67**	$ 3,066,579.45

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Phillip Crowell, City Manager
From: Jill Eastman, Finance Director
Re: Financial Reports for September 30, 2020

Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Ingersoll Turf Facility for revenue and expenditures as of September 30, 2020.

INGERSOLL TURF FACILITY

Statement of Net Assets:
The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of September 30, 2020.

Current Assets:
As of the end of September 2020 the total current assets of Ingersoll Turf Facility were $225,443. This consisted of cash and cash equivalents of $225,44.

Noncurrent Assets:
Ingersoll's noncurrent assets are the building and equipment that was purchased, less depreciation. The total value of the noncurrent assets as of September 30, 2020 were $117,249.

Liabilities:
Ingersoll had accounts payable of $184 and an interfund payable of $34,053 as of September 30, 2020.

Statement of Activities:

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Ingersoll Turf Facility through September 2020 are $3.296. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through September 2020 were $31.744. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of September 30, 2020, Ingersoll has an operating loss of $28.448.

As of September 30, 2020, Ingersoll has a decrease in net assets of $28.448.

The budget to actual reports for revenue and expenditures, show the revenue and expenditures for FY21 compared to the same period in FY20.

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Statement of Net Assets
Ingersoll Turf Facility
September 30, 2020
Business-type Activities - Enterprise Fund

		Sept 30, 2020	Aug 31, 2020	Increase/ (Decrease)
ASSETS				
Current assets:				
Cash and cash equivalents		$ 225,443	$ 225,271	$ 172
Interfund receivables/payables		$ -	$ -	-
Accounts receivable		-	-	-
	Total current assets	225,443	225,271	172
Noncurrent assets:				
Capital assets:				
Buildings		672,279	672,279	-
Equipment		119,673	119,673	-
Land improvements		18,584	18,584	-
Less accumulated depreciation		(693,287)	(693,287)	-
	Total noncurrent assets	117,249	117,249	-
	Total assets	342,692	342,520	172
LIABILITIES				
Accounts payable		$ 184	$ -	$ 184
Interfund payable		$ 34,053	$ 24,931	$ 9,122
Total liabilities		34,237	24,931	9,306
NET ASSETS				
Invested in capital assets		$ 117,249	$ 117,249	$ -
Unrestricted		$ 191,206	$ 200,340	$ (9,134)
Total net assets		**$ 308,455**	**$ 317,589**	**$ (9,134)**

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Ingersoll Turf Facility
Business-type Activities - Enterprise Funds
Statement of Activities
September 30, 2020

	Ingersoll Turf Facility
Operating revenues:	
Charges for services	$ 3,296
Operating expenses:	
Personnel	27,759
Supplies	-
Utilities	1,886
Repairs and maintenance	(10)
Rent	
Depreciation	-
Capital expenses	-
Other expenses	2,109
Total operating expenses	31,744
Operating gain (loss)	(28,448)
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	(28,448)
Transfers out	-
Change in net assets	(28,448)
Total net assets, July 1	336,903
Total net assets, September 30, 2020	**$ 308,455**

CITY OF AUBURN, MAINE
REVENUES - INGERSOLL TURF FACILITY
Through September 30, 2020 compared to September 30, 2019

REVENUE SOURCE	FY 2021 BUDGET	ACTUAL REVENUES THRU SEPT 2020	% OF BUDGET	FY 2020 BUDGET	ACTUAL REVENUES THRU SEPT 2019	% OF BUDGET
CHARGE FOR SERVICES						
Sponsorship	$ 25,000	$ 4,800	19.20%	$ 25,000	$ 4,300	17.20%
Batting Cages	$ 13,000	$ 40	0.31%	$ 13,000	$ 175	1.35%
Programs	$ 90,000	$ 120	0.13%	$ 90,000	$ 4,713	5.24%
Rental Income	$ 102,000	$ (2,015)	-1.98%	$ 102,000	$ 4,295	4.21%
TOTAL CHARGE FOR SERVICES	$ 230,000	$ 2,945	1.28%	$ 230,000	$ 13,483	5.86%
INTEREST ON INVESTMENTS	$ -	$ 351		$ -		
GRAND TOTAL REVENUES	**$ 230,000**	**$ 3,296**	**1.43%**	**$ 230,000**	**$ 13,483**	**5.86%**

CITY OF AUBURN, MAINE
EXPENDITURES - INGERSOLL TURF FACILITY
Through September 30, 2020 compared to September 30, 2019

DESCRIPTION	FY 2020 BUDGET	ACTUAL EXPENDITURES THRU SEPT 2020	% OF BUDGET	FY 2019 BUDGET	ACTUAL EXPENDITURES THRU SEPT 2019	% OF BUDGET	Difference
Salaries & Benefits	$ 187,546	$ 27,759	14.80%	$ 149,331	$ 19,301	12.92%	$ 8,458
Purchased Services	$ 14,450	$ 1,886	13.05%	$ 18,160	$ 1,171	6.45%	$ 715
Programs	$ 18,500	$ -	0.00%	$ 17,000	$ 340	2.00%	$ (340)
Supplies	$ 4,000	$ (10)	-0.25%	$ 4,900	$ 214	4.37%	$ (224)
Utilities	$ 25,650	$ 2,109	8.22%	$ 25,100	$ 2,259	9.00%	$ (150)
Insurance Premiums	$ -	$ -		$ -	$ -		$ -
Depreciation	$ -	$ -		$ -	$ -		
Capital Outlay	$ -	$ -		$ 11,000	$ -	0.00%	$ -
	$ 250,146	$ 31,744	12.69%	$ 225,491	$ 23,285	10.33%	$ 8,459
GRAND TOTAL EXPENDITURES	**$ 250,146**	**$ 31,744**	**12.69%**	**$ 225,491**	**$ 23,285**	**10.33%**	**$ 8,459**

City of Auburn, Maine
"Maine's City of Opportunity"
Financial Services

To: Phillip Crowell, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for September 30, 2020

Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Norway Savings Bank Arena for revenue and expenditures as of September 30, 2020.

NORWAY SAVINGS BANK ARENA

Statement of Net Assets:
The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets and shows a comparison to the previous month, in this case, August 31, 2020.

Current Assets:
As of the end of September 2020 the total current assets of Norway Savings Bank Arena were ($1,505,852). These consisted of cash and cash equivalents of $234,655, accounts receivable of $177,911, and an interfund payable of $1,918,418.

Noncurrent Assets:
Norway's noncurrent assets are equipment that was purchased, less depreciation (depreciation is posted at year end). The total value of the noncurrent assets as of September 30, 2020 was $244,326.

Liabilities:
Norway Arena had accounts payable of $11,740 as of September 30, 2020.

Statement of Activities:

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Norway Arena through September 2020 are $173,660. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Norway Arena through September 2020 were $168,390. These expenses include personnel costs, supplies, utilities, repairs, rent, capital purchases and maintenance.

As of September 2020, Norway Arena has an operating gain of $5,270.

As of September 30, 2020, Norway Arena has a increase in net assets of $5,270.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY21 is $45,430 more than in FY20 and expenditures in FY21 are $18,911 less than last year in September.

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CITY OF AUBURN, MAINE
Statement of Net Assets
Norway Savings Bank Arena
September 30, 2020
Business-type Activities - Enterprise Fund

		September 30, 2020	August 31, 2020	Increase/ (Decrease)
ASSETS				
Current assets:				
Cash and cash equivalents		$ 234,655	$ 234,455	$ 200
Interfund receivables		$ (1,918,418)	$ (1,813,815)	$ (104,603)
Prepaid Rent		$ -	$ -	$ -
Accounts receivable		177,911	91,116	$ 86,795
	Total current assets	(1,505,852)	(1,488,244)	(17,608)
Noncurrent assets:				
Capital assets:				
Buildings		58,223	58,223	-
Equipment		514,999	514,999	-
Land improvements		-	-	-
Less accumulated depreciation		(328,896)	(328,896)	-
	Total noncurrent assets	244,326	244,326	-
	Total assets	(1,261,526)	(1,243,918)	(17,608)
LIABILITIES				
Accounts payable		$ 11,740	$ -	$ 11,740
Net OPEB liability		$ 67,511	$ 67,511	$ -
Net pension liability		57,636	57,636	-
Total liabilities		136,887	125,147	11,740
NET ASSETS				
Invested in capital assets		$ 244,326	$ 244,326	$ -
Unrestricted		$ (1,642,739)	$ (1,613,391)	$ (29,348)
Total net assets		**$ (1,398,413)**	**$ (1,369,065)**	**$ (29,348)**

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Norway Savings Bank Arena
Business-type Activities - Enterprise Funds
Statement of Activities
September 30, 2020

		Norway Savings Arena
Operating revenues:		
Charges for services	$	173,660
Operating expenses:		
Personnel	$	69,130
Supplies	$	25,418
Utilities	$	55,896
Repairs and maintenance	$	5,376
Insurance Premium		
Depreciation		
Capital expenses		
Other expenses		12,570
Total operating expenses		168,390
Operating gain (loss)		5,270
Nonoperating revenue (expense):		
Interest income		-
Interest expense (debt service)		
Total nonoperating expense		-
Gain (Loss) before transfer		5,270
Transfers out		-
Change in net assets		5,270
Total net assets, July 1		(1,403,682)
Total net assets, September 30, 2020	**$**	**(1,398,413)**

CITY OF AUBURN, MAINE
REVENUES - NORWAY SAVINGS BANK ARENA
Through September 30, 2020 compared to September 30, 2019

REVENUE SOURCE	FY 2021 BUDGET	ACTUAL REVENUES THRU SEPT 2020	% OF BUDGET	FY 2020 BUDGET	ACTUAL REVENUES THRU SEPT 2019	% OF BUDGET	VARIANCE
CHARGE FOR SERVICES							
Concssions	$ 16,500	$ -	0.00%	$ 16,500	$ 1,500	9.09%	$ (1,500)
Skate Rentals	$ 7,500	$ -	0.00%	$ 7,500	$ -	0.00%	$ -
Pepsi Vending Machines	$ 3,000	$ -	0.00%	$ 3,000	$ 89	2.97%	$ (89)
Games Vending Machines	$ 3,000	$ -	0.00%	$ 3,000		0.00%	$ -
Vending Food	$ 3,000	$ -	0.00%	$ 3,000	$ 63	2.10%	$ (63)
Sponsorships	$ 230,000	$ 49,000	21.30%	$ 230,000	$ 44,500	19.35%	$ 4,500
Pro Shop	$ 7,000	$ 468	6.69%	$ 7,000	$ -	0.00%	$ 468
Programs	$ 27,500	$ -	0.00%	$ 27,500	$ 1,415	5.15%	$ (1,415)
Rental Income	$ 744,000	$ 119,732	16.09%	$ 744,000	$ 74,083	9.96%	$ 45,649
Camps/Clinics	$ 50,000	$ 4,460	8.92%	$ 50,000	$ 6,580	13.16%	$ (2,120)
Tournaments	$ 55,000	$ -	0.00%	$ 55,000	$ -	0.00%	$ -
TOTAL CHARGE FOR SERVICES	$ 1,146,500	$ 173,660	15.15%	$ 1,146,500	$ 128,230	11.18%	$ 45,430

CITY OF AUBURN, MAINE
EXPENDITURES - NORWAY SAVINGS BANK ARENA
Through September 30, 2020 compared to September 30 , 2019

DESCRIPTION	FY 2021 BUDGET	ACTUAL EXPENDITURES THRU SEPT 2020	% OF BUDGET	FY 2020 BUDGET	ACTUAL EXPENDITURES THRU SEPT 2019	% OF BUDGET	VARIANCE
Salaries & Benefits	$ 328,913	$ 69,130	21.02%	$ 347,736	$ 41,111	11.82%	$ 28,019
Purchased Services	$ 120,000	$ 17,946	14.96%	$ 49,500	$ 14,757	29.81%	$ 3,189
Supplies	$ 83,000	$ 25,418	30.62%	$ 68,150	$ 20,713	30.39%	$ 4,705
Utilities	$ 244,650	$ 55,896	22.85%	$ 238,000	$ 26,306	11.05%	$ 29,590
Capital Outlay	$ 50,000	$ -	0.00%	$ 15,000	$ -	0.00%	$ -
Rent		$ -		$ -	$ 84,414		$ (84,414)
	$ 826,563	$ 168,390	20.37%	$ 718,386	$ 187,301	26.07%	$ (18,911)
GRAND TOTAL EXPENDITURES	**$ 826,563**	**$ 168,390**	**20.37%**	**$ 718,386**	**$ 187,301**	**26.07%**	**$ (18,911)**