



**City Council Workshop & Meeting  
May 15, 2017  
Agenda**

**5:30 P.M. Joint Workshop**

- A. AG Text Amendment (sales, service complimentary to outdoor recreation)-Doug Greene (15 minutes).
- B. Budget Reviews—Interlocal
  - i.* E911
  - ii.* LATC (Lewiston Auburn Transit Committee)
  - iii.* Airport

**7:00 P.M. City Council Meeting**

**Roll call votes will begin with Councilor Pross**

**Pledge of Allegiance**

- I. **Consent Items** – All items listed with an asterisk (\*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
- II. **Minutes**
  - May 1, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
  - Recognition to the Finance Department on their 23<sup>rd</sup> Consecutive “Certificate of Achievement for Excellence in Financial Reporting”
  - Proclamation – Kids to Parks Day
  - Proclamation – Maine Arbor Week (May 21, 2017 – May 27, 2017)
- IV. **Open Session – Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business - None**
- VI. **New Business**
  - 1. **Order 37-05152017**

Approving the liquor license for Jenny Zhao, Inc., DBA China Wok located at 730 Center Street. Public hearing. ***Passage requires 4 affirmative votes.***

**2. Order 38-05152017**

Adopting the five year Capital Improvement Plan. *Passage requires 4 affirmative votes.*

**3. Order 39-05152017**

Adopting the Community Development Block Grant (CDBG)/HOME Budget. *Passage requires 4 affirmative votes.*

**4. Order 40-05152017**

Adopting the Auburn School Budget for Fiscal Year 2018. *Passage requires 4 affirmative votes.*

**VII. Reports**

**a. Mayor's Report**

**b. City Councilors' Reports**

**c. City Manager Report**

**d. Finance Director, Jill Eastman – April 2017 Monthly Finance Report**

**VIII. Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

**IX. Executive Session**

- Discussion regarding an Economic Development matter, pursuant to 1 M.R.S.A. §405(6)(C)

**X. Adjournment**

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

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

(1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;

(2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;

(3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and

(4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.

This paragraph does not apply to discussion of a budget or budget proposal;

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

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

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

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

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

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

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

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



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 15, 2017

**Author:** Douglas Greene, Urban Development Specialist, Economic and Community Development

**Subject:** Text Amendment to allow training, sales and service of equipment related to outdoor recreation in the Agricultural and Resource Protection District

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**Information:** The City Council initiated a text amendment at its April 3, 2017 meeting. The text amendment would allow training, sales and service of equipment related to outdoor recreation in the Agricultural and Resource Protection (AGRP) district. The request for the text amendment came as a result of a proposed project that would be part of the Lost Valley Ski operations. A snow grooming equipment company would like to construct a large building, parking and sales area at Lost Valley and showcase their snow grooming equipment. The snow grooming equipment would be used for grooming the ski slopes and provide an opportunity for training, and displaying the equipment. Currently, training, sales and servicing of machinery and equipment related to agriculture is allowed as permitted uses in the Agricultural and Resource Protection (AGRP) District, however, this type of use does not apply to outdoor recreation and, hence, is the impetus for the text amendment.

On May 9, 2017 the Planning Board held a public hearing, discussed the proposed text amendment and approved a recommendation to forward this text amendment on to the City Council. Some of the key points the Planning Board considered was: 1.) making the request a special exception and site plan review, which would require notice to abutters and Planning Board approval, 2.) what impacts would the text amendment have on the Agricultural District, and 3.) could the text amendment be crafted so as to limit of places where the training, sales and service of equipment related to outdoor recreation could be applied. The text amendment draft presented to the City Council reflects the Planning Board's deliberation and final motion of approval of its recommendation.

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**Advantages:** The text amendment would allow uses that are complementary to and that would enhance existing outdoor recreational uses but limit the new use(s) to properties that are at least 100 acres in size and have been in existence for at least 5 years.

**Disadvantages:** The Planning Board will have to protect surrounding properties thorough its special exception and site plan review process.

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**City Budgetary Impacts:** If approved the text amendment would create additional land and property value.

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**Staff Recommended Action:** Approval and move to a first reading.

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**Previous Meetings and History:** City Council initiation on 4/3/17 and PB recommendation on 5/9/17.

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**Attachments:** 1.) Staff report from 5/9/11 PB meeting 2.) Draft text amendment.





## PLANNING BOARD STAFF REPORT

To: Auburn Planning Board

From: Douglas M. Greene; AICP, RLA  
Urban Development Specialist

Re: Text Amendment to allow training, sales and service of equipment related to outdoor recreation in the Agricultural and Resource Protection and Low Density Country Residential districts

Date: May 9, 2017

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### I. PROPOSAL-

The City Council initiated a text amendment at its April 3, 2017 meeting. The text amendment would allow training, sales and service of equipment related to outdoor recreation in the Agricultural and Resource Protection (AGRP) district. If approved, these uses would also be allowed in the Low Density Country Residential (LDCR) district.

The request for the text amendment came as a result of a project that would be part of the Lost Valley Ski Resort. The project is a large building, parking and sales area for a snow grooming company that would like to locate at the Lost Valley Ski Resort and use the ski area for training, grooming and displaying the equipment.

Currently, the sales and servicing of machinery and equipment related to agriculture are allowed as permitted uses in the Agricultural and Resource Protection (AGRP) District. This type of use does not apply to outdoor recreation and, hence, is the impetus for the text amendment.

### II. DEPARTMENT REVIEW- The Plan Review Committee met and reviewed this proposal at its April 19, 2017 meeting. The group discussed the general impact of the text amendment and had little concerns about the text amendment itself. There was some discussion about the sketch plan for the Lost Valley project. It was acknowledged that the sketch plan was not an active application for development.

a. Police – No comments.


- b. Auburn Water and Sewer – No comments
- c. Fire Department – No Comments
- d. Engineering – No Comments.
- e. Public Services – No comments.
- f. Economic and Community Development- No comments.

III. **PLANNING BOARD ACTION** – A draft of the text amendment is presented to the Planning Board with an “option A” and “option B”. Option A is a permissive approach that would make the training, sales and servicing of both agricultural and outdoor recreation related equipment a permitted use. Option B relegates those uses as a special exception and would require Planning Board approval. The intent of the text amendment is to have it included in the Low Density Country Residential district as well.

IV. **STAFF RECOMMENDATION** – The staff considered the impact of allowing training, sales and servicing of equipment for outdoor recreation uses and came to the conclusion that there are limited outdoor recreational uses such as golf courses or park uses where those uses could apply. The golf courses could have golf cart sales or golf training schools for example.

With regards to Option A or Option B, the staff supports Option B in order to ensure that these new uses will be reviewed as a special exception, which would include public notice and Planning Board consideration

The Staff recommends the Planning Board send a recommendation of **APPROVAL** to the City Council for a text amendment making the training, service and sales of equipment for agricultural and outdoor recreation special exceptions in the Agricultural and Resource Protection district as shown in Option B of the staff report.

  
Douglas M. Greene, A.I.C.P., R.L.A.  
Urban Development Specialist



**City of Auburn  
City Council Information Sheet**

**Council Meeting Date:** April 3, 2017

**Order:** 31-04032017

**Author:** Michael Chammings, Director of Economic and Community Development

**Subject:** Agriculture and Resource Protection/Low Density Rural Residence Ordinance review for schools and equipment sales accessory to a recreational use.

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**Information:** We have a unique opportunity to site a recreational equipment sales, assembly, service, testing and training facility adjacent to a recreational use in Auburn that would benefit an important community recreational asset.

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**Advantages:** This would benefit an important community recreational asset, create taxable value, create “livable wage” jobs and attract international visitors to the city.

**Disadvantages:** None.

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**City Budgetary Impacts:** None.

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**Staff Recommended Action:** Approve the order.

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**Previous Meetings and History:** March 20, 2017 Council Meeting Executive Session.

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**Attachments:** Memo from Eric J. Cousens, Deputy Director of Economic and Community Development dated 03/29/17 and Order.



## City of Auburn, Maine

Office of Economic & Community Development

[www.auburnmaine.gov](http://www.auburnmaine.gov) | 60 Court Street

Auburn, Maine 04210

207.333.6601

To: Michael Chammings, Director of Economic and Community Development

From: Eric J. Cousens, Deputy Director of Economic and Community Development

Re: Options for the Agriculture and Resource Protection/Low Density Rural Residence Ordinance to allow for schools and equipment sales associated with and complimentary to a recreational use

Date: March 29, 2017

A question has been raised regarding the following use group listed as a Special exception in the Agriculture and Resource Protection District:

- (3) Handling, storage and sale of agricultural services, equipment, and supplies accessory to the farming use.

We allow handling, storage and sale of agricultural services, equipment, and supplies accessory to a farming use with Planning Board review. We also allow recreational uses of land intended or designed for public use subject to Planning Board review and some conditions. The question raised is: Could we allow handling, storage and sale of agricultural services, equipment, and supplies accessory to or associated with a recreational use?

As written the allowance is very specific to farming uses, although the impacts of allowing the use accessory to farming or recreational uses in the Agriculture and Resource Protection District are likely identical. Special exception uses require individual proposals to be reviewed through a public process with the Planning Board to ensure that impacts are avoided.

The term "accessory" includes a determination that the use is subordinate to or under the control of another within a larger organization. That may be too restrictive to allow an associated business that is in separate ownership from the recreational use but still mutually beneficial to locate adjacent to a recreational use. We have an exciting opportunity to site a recreational equipment sales, assembly, service, testing and training facility adjacent to a recreational use in Auburn that would benefit an important community recreational asset and attract international investment and visitors to the city.

We have discussed this opportunity with a couple of Councilors and they have initiated the item for discussion. We are hopeful that the Council will direct staff to draft an amendment to the ordinance and to host a public review process with the Planning Board to recommend a change for Council consideration.

James Pross, Ward One  
Robert Stone, Ward Two  
Andy Titus, Ward Three  
VACANT, Ward Four



Leroy Walker, Ward Five  
Grady R. Burns, At Large  
David C. Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

ORDER 31-04032017

ORDERED, that the City Council hereby directs City Staff to consult with the Planning Board and develop recommendations to increase the flexibility of the uses allowed in the Agricultural and Resource Protection District, which would allow existing large recreational users to undertake complimentary uses such as the sale of services, equipment, and supplies related to existing recreational uses, and to develop recommendations from the Planning Board for Council consideration.



## **OPTION A**

### DIVISION 2. - AGRICULTURE AND RESOURCE PROTECTION DISTRICT

#### Sec. 60-144. - Purpose.

The purposes of this district are to allow for conservation of natural resources and open space land, to retain vibrant recreational facilities within the City, and to encourage agricultural, forestry, and certain types of recreational uses as well as commercial uses that are reasonably related to agriculture or recreation. It is declared to be in the public interest that these areas should be protected and conserved because of their natural, aesthetic, historic, and scenic value, the need to retain and preserve open space lands, their economic contribution to the city, ~~and~~ primarily because these areas are so remote from existing centers of development that ~~any added~~ uncontrolled growth could result in an economic burden on the city and its inhabitants. This section shall be construed so as to effectuate the purposes outlined here and to prevent any attempt to establish uses which are inconsistent with these purposes or any attempt to evade the provisions of this division.

(Ord. of 9-21-2009, § 3.31A)

#### Sec. 60-145. - Use regulations.

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

- (1) One-family detached dwellings, including manufactured housing subject to all the design standards, except the siting requirements of section 60-173, as set forth in article XII of this chapter, accessory to farming operations subject to the following restrictions:
  - a. No certificate of occupancy shall be issued for any such farm residence until the barns, livestock pens, silos, or other such buildings or structures which are to be erected in connection with the proposed agricultural use as shown on the plans and specifications presented to the municipal officer charged with enforcement are substantially completed.
  - b. In no case shall any farm residence constructed under the provisions of this section after the effective date of the amended ordinance from which this section is derived continue to be occupied as a residence if the principal agricultural use has been abandoned or reduced in scope below the minimum requirements as shown on the plans and specifications presented to the municipal officer charged with enforcement.
  - c. Any residence constructed under this article shall not be converted to nonfarm residential use except by permission of the planning board based upon a finding that the abandonment or reduction in such use resulted from causes beyond the control of the applicant and not from any intention to circumvent the requirements of this article.
- (2) Buildings, equipment and machinery accessory to the principal use including, but not limited to: barns, silos, storage buildings and farm automobile garages.
- (3) Forest products raised for harvest.
- (4) Field crop farms.
- (5) Row crop farms.
- (6) Orchard farms.
- (7) Truck gardens.
- (8) Plant and tree nurseries.
- (9) Greenhouses.

- (10) Handling, storage and sale of agriculture produce and processed agricultural products derived from produce grown on the premises.
- (11) Livestock operations including poultry farms, cattle farms, dairy farms, stud farms, hog farms, sheep ranches, other animal farms, including farms for raising fur-bearing animals.
- (12) Wayside stands.
- (13) Two-family dwellings which are created from the conversion of a one-family dwelling structure which was constructed prior to 1900.
- (14) Assembly, sale, research and development, distribution, instruction, training, demonstration or maintenance of recreational or agricultural equipment, including buildings and accessory structures used in the assembly, sale, distribution, instruction, training, demonstration, or maintenance of recreational or agricultural equipment.
- (b) *Special exception uses.* The following uses are permitted by special exception after approval by the planning board in accordance with the provisions of division 3 of article XVII of this chapter:
  - (1) Sawmills and their customary accessory land uses and buildings incidental to the harvesting of forest products, subject to the following conditions:
    - a. Sawmill and accessory activity shall not be detrimental to the neighborhood or the city by reason of special danger of fire or explosion, pollution of rivers or perennial streams or accumulation of refuse.
    - b. Wood processing operation shall be located no closer than 75 feet from any river or perennial stream, 250 feet from any zoning district boundary or residential dwelling and shall be limited to four persons employed.
    - c. Where natural vegetation is removed, it shall be replaced within six months with other vegetation which will be equally effective in retarding erosion and will preserve natural beauty.
  - (2) Veterinary hospitals, where operated by licensed veterinarians, including offices and facilities for temporarily boarding animals.
  - (3) ~~Handling, storage and sale of agricultural services, equipment, and supplies accessory to the farming use.~~
  - (34) Bona fide residences required for farm labor. Any residence constructed for farm labor shall not be converted to nonfarm residential use except by permission of the planning board based upon a finding that the abandonment or reduction in such use resulted from causes beyond the control of the applicant and not from any intention to circumvent the requirements of this division. The findings and the conditions upon which such altered use may be continued shall be made a part of the permanent records.
  - (54) Recreational uses of land intended or designed for public use subject to the following conditions:
    - a. No such recreational use shall be expanded or extended so as to occupy additional land area greater than 20 percent of the original area or one acre, whichever is less; or by the construction of a structure or an addition to an existing structure by more than 900 square feet of additional floor space unless the owner or occupant first obtains approval of the planning board in the manner and upon the same terms as approvals of initial recreational uses.
    - b. Any proposed new or expanded recreational use shall be completed on or before the estimated completion date except that the planning board may grant reasonable extension of time where good cause for the failure to complete is shown.
  - (65) Any legally nonconforming summer camp or cottage may be rebuilt if destroyed by fire or other casualty, subject to the following conditions:

- a. Such reconstruction shall comply with all ordinances applicable to new construction. Such reconstruction need not, however, comply with zoning provisions which would otherwise be applicable except for the provisions of article XII of this chapter.
  - b. In cases where no minimum setback is established by division 5 of article XII of this chapter an open yard space of at least ten feet between the building as reconstructed and each of the property lines shall be maintained.
- (76) Rifle, pistol, skeet or trap shooting ranges, public or private.
- (87) Cemeteries, subject to the following conditions:
- a. At least 20 acres in area.
  - b. Not located in any environmental overlay district or over any known aquifer.
- (89) Municipal sanitary landfills, subject to the following conditions:
- a. Not located in any environmental overlay district or over any known aquifer.
  - b. Provisions shall be made to avoid surface water and groundwater pollution.
  - c. Provisions shall be made for frequent covering of deposited wastes with earth to counteract vermin, insects, odors, and windblown debris.
- (940) Radio, radar, television and radio telephone transmitting or broadcasting towers, but not studios or offices for such transmitting or broadcasting, provided that:
- a. Every such tower shall be installed in a location and manner that ensures its safe operation and the safety of the surrounding residents, building occupants, land uses and properties.
  - b. In no case shall such tower be located less than one and one-half times its height from the nearest property line.
- (104) Wholesale nurseries, subject to the following conditions:
- a. At least one-half of the area of the lot (up to a maximum of three acres) is in active nursery production in a husband type manner.
  - b. The plants and trees propagated, grown and nurtured in the nursery are used as the primary products by the owner/operator of the landscape service.
- (112) Processing and storage of compost and bulking agents from the municipal wastewater sewerage sludge facilities provided that:
- a. All compost and amendments are to be stored undercover or screened from the public way and abutting property as determined by the planning board.
  - b. All federal, state and local ordinances and laws relating to the processing and storage of waste are complied with.
  - c. An end-use plan must be filed as part of the planning board process.
- (132) Licensed hospice care facility provided that it shall be licensed by the state as a Medicare certificate hospice.
- (143) Slaughterhouse, stockyard, abattoir, dressing plant in compliance with state and federal regulations subject to the following conditions:
- a. The facility shall not be located within the Lake Auburn Watershed Overlay District, the Watershed of Taylor Pond, the Shoreland Overlay District or the Floodplain Overlay District.
  - b. The proposed use shall not occupy more than 10,000 square feet of building area.
  - c. The number of employees shall be limited to not more than 15.



- d. Accessory retail sales shall be limited to 10 percent of building area or 1,000 square feet, whichever is smaller.
- e. Hours of operation shall limited to between 6 a.m. and 8 p.m.
- (145) Compost operations, excluding municipal and industrial waste, to process products such as manure, bedding, animal mortalities, waste feed, produce, forestry by-products, leaves and yard trimmings in compliance with state and federal regulations, subject to the following conditions:
  - a. All compost sites shall be evaluated for suitability by a properly qualified professional, including benchmark water testing prior to approval.
  - b. Provisions shall be made to avoid surface and groundwater pollution.
  - c. Provisions shall be made to counteract vermin, insects and odors.
  - d. Must comply with all applicable state department of environmental protection and state department of agriculture rules and regulations and best management practices.
  - e. Shall not be located within the Lake Auburn Watershed Overlay District.

(Ord. of 9-21-2009, § 3.31B; Ord. No. 32-02072011-07, 2-7-2011; Ord. No. 06-08012011-07, 8-1-2011)

Sec. 60-146. - Dimensional regulations.

All structures in this district, except as noted shall be subject to the following dimensional regulations:

- (1) *Minimum lot area, width and depth.* No lot shall be created and/or no building shall be erected on a lot containing less than ten acres, exclusive of any bodies of water having a surface area of one-fourth of an acre or more, and measuring not less than 250 feet in width at the street frontage, and 200 feet in depth.
  - a. A building may be erected on a lot containing not less than 50,000 square feet and possessing the required minimum frontage width provided it is contiguous with other lots or parcels of land in the same ownership containing an aggregate of not less than ten acres; notwithstanding the separation of the said other lots or parcels of land by a road, stream, private right-of-way or other natural boundary from the lot on which the building is to be constructed. This section shall not be construed to prevent the construction of nonresidential accessory farm buildings on any such lot.
  - b. On legally nonconforming undersized lots, the keeping of horses, mules, cows, goats, sheep, hogs, and similar sized animals for domestic use of the residents of the lot is permitted provided that the land area required per animal unit conforms to the definition of animal farm contained in section 60-2.
- (2) *Density.* The density of yearround dwelling units shall not exceed an average of one dwelling per ten acres.
- (3) *Yard requirements.*
  - a. *Rear.* There shall be behind every building a rear yard having a minimum depth of 25 feet.
  - b. *Side.* There shall be a minimum distance of 15 feet between any building and the side property line.
  - c. *Front.* There shall be in front of every building a front yard having a minimum depth of 25 feet or 25 percent of the average depth of the lot whichever is less.

- (4) *Height.* The height of all dwelling structures shall be limited to two and one-half stories of 35 feet in height. Accessory buildings and structures may have a maximum height of 65 feet from grade, provided that the front yard, rear yard and each of the side yards shall be increased by one foot for each foot in height in excess of 35 feet.
- (5) *Off-street parking.* Off-street parking spaces shall be provided in accordance with the requirements for specific uses as set forth in articles V through XI of this chapter.

(Ord. of 9-21-2009, § 3.31C)

Secs. 60-147—60-199. - Reserved.

## **OPTION B**

### **DIVISION 2. - AGRICULTURE AND RESOURCE PROTECTION DISTRICT**

Sec. 60-144. - Purpose.

The purposes of this district are to allow for conservation of natural resources and open space land, to retain vibrant recreational facilities within the City, and to encourage agricultural, forestry, and certain types of recreational uses as well as commercial uses that are reasonably related to agriculture or recreation. It is declared to be in the public interest that these areas should be protected and conserved because of their natural, aesthetic, historic, and scenic value, the need to retain and preserve open space lands, their economic contribution to the city, ~~and~~ primarily because these areas are so remote from existing centers of development that ~~any added~~ uncontrolled growth could result in an economic burden on the city and its inhabitants. This section shall be construed so as to effectuate the purposes outlined here and to prevent any attempt to establish uses which are inconsistent with these purposes or any attempt to evade the provisions of this division.

(Ord. of 9-21-2009, § 3.31A)

Sec. 60-145. - Use regulations.

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

- (1) One-family detached dwellings, including manufactured housing subject to all the design standards, except the siting requirements of section 60-173, as set forth in article XII of this chapter, accessory to farming operations subject to the following restrictions:
  - a. No certificate of occupancy shall be issued for any such farm residence until the barns, livestock pens, silos, or other such buildings or structures which are to be erected in connection with the proposed agricultural use as shown on the plans and specifications presented to the municipal officer charged with enforcement are substantially completed.
  - b. In no case shall any farm residence constructed under the provisions of this section after the effective date of the amended ordinance from which this section is derived continue to be occupied as a residence if the principal agricultural use has been abandoned or

reduced in scope below the minimum requirements as shown on the plans and specifications presented to the municipal officer charged with enforcement.

- c. Any residence constructed under this article shall not be converted to nonfarm residential use except by permission of the planning board based upon a finding that the abandonment or reduction in such use resulted from causes beyond the control of the applicant and not from any intention to circumvent the requirements of this article.
- (2) Buildings, equipment, and machinery accessory to the principal use including, but not limited to: barns, silos, storage buildings and farm automobile garages.
  - (3) Forest products raised for harvest.
  - (4) Field crop farms.
  - (5) Row crop farms.
  - (6) Orchard farms.
  - (7) Truck gardens.
  - (8) Plant and tree nurseries.
  - (9) Greenhouses.
  - (10) Handling, storage and sale of agriculture produce and processed agricultural products derived from produce grown on the premises.
  - (11) Livestock operations including poultry farms, cattle farms, dairy farms, stud farms, hog farms, sheep ranches, other animal farms, including farms for raising fur-bearing animals.
  - (12) Wayside stands.
  - (13) Two-family dwellings which are created from the conversion of a one-family dwelling structure which was constructed prior to 1900.
  - (14) Assembly, sale, research and development, distribution, instruction, training, demonstration or maintenance of recreational or agricultural equipment, including buildings and accessory structures used in the assembly, sale, distribution, instruction, training, demonstration, or maintenance of recreational or agricultural equipment.
- (b) *Special exception uses.* The following uses are permitted by special exception after approval by the planning board in accordance with the provisions of division 3 of article XVII of this chapter:
    - (1) Sawmills and their customary accessory land uses and buildings incidental to the harvesting of forest products, subject to the following conditions:
      - a. Sawmill and accessory activity shall not be detrimental to the neighborhood or the city by reason of special danger of fire or explosion, pollution of rivers or perennial streams or accumulation of refuse.
      - b. Wood processing operation shall be located no closer than 75 feet from any river or perennial stream, 250 feet from any zoning district boundary or residential dwelling and shall be limited to four persons employed.
      - c. Where natural vegetation is removed, it shall be replaced within six months with other vegetation which will be equally effective in retarding erosion and will preserve natural beauty.
    - (2) Veterinary hospitals, where operated by licensed veterinarians, including offices and facilities for temporarily boarding animals.
    - (3) ~~Handling, storage and sale of agricultural services, equipment, and supplies accessory to the farming use. (MM1)~~

- (34) Bona fide residences required for farm labor. Any residence constructed for farm labor shall not be converted to nonfarm residential use except by permission of the planning board based upon a finding that the abandonment or reduction in such use resulted from causes beyond the control of the applicant and not from any intention to circumvent the requirements of this division. The findings and the conditions upon which such altered use may be continued shall be made a part of the permanent records.
- (54) Recreational uses of land intended or designed for public use subject to the following conditions:
- No such recreational use shall be expanded or extended so as to occupy additional land area greater than 20 percent of the original area or one acre, whichever is less; or by the construction of a structure or an addition to an existing structure by more than 900 square feet of additional floor space unless the owner or occupant first obtains approval of the planning board in the manner and upon the same terms as approvals of initial recreational uses.
  - Any proposed new or expanded recreational use shall be completed on or before the estimated completion date except that the planning board may grant reasonable extension of time where good cause for the failure to complete is shown.
- (65) Any legally nonconforming summer camp or cottage may be rebuilt if destroyed by fire or other casualty, subject to the following conditions:
- Such reconstruction shall comply with all ordinances applicable to new construction. Such reconstruction need not, however, comply with zoning provisions which would otherwise be applicable except for the provisions of article XII of this chapter.
  - In cases where no minimum setback is established by division 5 of article XII of this chapter an open yard space of at least ten feet between the building as reconstructed and each of the property lines shall be maintained.
- (76) Rifle, pistol, skeet or trap shooting ranges, public or private.
- (87) Cemeteries, subject to the following conditions:
- At least 20 acres in area.
  - Not located in any environmental overlay district or over any known aquifer.
- (89) Municipal sanitary landfills, subject to the following conditions:
- Not located in any environmental overlay district or over any known aquifer.
  - Provisions shall be made to avoid surface water and groundwater pollution.
  - Provisions shall be made for frequent covering of deposited wastes with earth to counteract vermin, insects, odors, and windblown debris.
- (949) Radio, radar, television and radio telephone transmitting or broadcasting towers, but not studios or offices for such transmitting or broadcasting, provided that:
- Every such tower shall be installed in a location and manner that ensures its safe operation and the safety of the surrounding residents, building occupants, land uses and properties.
  - In no case shall such tower be located less than one and one-half times its height from the nearest property line.
- (104) Wholesale nurseries, subject to the following conditions:
- At least one-half of the area of the lot (up to a maximum of three acres) is in active nursery production in a husband type manner.
  - The plants and trees propagated, grown and nurtured in the nursery are used as the primary products by the owner/operator of the landscape service.

- (112) Processing and storage of compost and bulking agents from the municipal wastewater sewerage sludge facilities provided that:
- All compost and amendments are to be stored undercover or screened from the public way and abutting property as determined by the planning board.
  - All federal, state and local ordinances and laws relating to the processing and storage of waste are complied with.
  - An end-use plan must be filed as part of the planning board process.
- (132) Licensed hospice care facility provided that it shall be licensed by the state as a Medicare certificate hospice.
- (143) Slaughterhouse, stockyard, abattoir, dressing plant in compliance with state and federal regulations subject to the following conditions:
- The facility shall not be located within the Lake Auburn Watershed Overlay District, the Watershed of Taylor Pond, the Shoreland Overlay District or the Floodplain Overlay District.
  - The proposed use shall not occupy more than 10,000 square feet of building area.
  - The number of employees shall be limited to not more than 15.
  - Accessory retail sales shall be limited to 10 percent of building area or 1,000 square feet, whichever is smaller.
  - Hours of operation shall limited to between 6 a.m. and 8 p.m.
- (145) Compost operations, excluding municipal and industrial waste, to process products such as manure, bedding, animal mortalities, waste feed, produce, forestry by-products, leaves and yard trimmings in compliance with state and federal regulations, subject to the following conditions:
- All compost sites shall be evaluated for suitability by a properly qualified professional, including benchmark water testing prior to approval.
  - Provisions shall be made to avoid surface and groundwater pollution.
  - Provisions shall be made to counteract vermin, insects and odors.
  - Must comply with all applicable state department of environmental protection and state department of agriculture rules and regulations and best management practices.
  - Shall not be located within the Lake Auburn Watershed Overlay District.

(16) Assembly, sale, research and development, distribution, instruction, training, demonstration or maintenance of recreational or agricultural equipment, including buildings and accessory structures used in the assembly, sale, distribution, instruction, training, demonstration, or maintenance of recreational or agricultural equipment.

(Ord. of 9-21-2009, § 3.31B; Ord. No. 32-02072011-07, 2-7-2011; Ord. No. 06-08012011-07, 8-1-2011)

#### Sec. 60-146. - Dimensional regulations.

All structures in this district, except as noted shall be subject to the following dimensional regulations:

- (1) *Minimum lot area, width and depth.* No lot shall be created and/or no building shall be erected on a lot containing less than ten acres, exclusive of any bodies of water having a surface area of one-fourth of an acre or more, and measuring not less than 250 feet in width at the street frontage, and 200 feet in depth.

- a. A building may be erected on a lot containing not less than 50,000 square feet and possessing the required minimum frontage width provided it is contiguous with other lots or parcels of land in the same ownership containing an aggregate of not less than ten acres; notwithstanding the separation of the said other lots or parcels of land by a road, stream, private right-of-way or other natural boundary from the lot on which the building is to be constructed. This section shall not be construed to prevent the construction of nonresidential accessory farm buildings on any such lot.
  - b. On legally nonconforming undersized lots, the keeping of horses, mules, cows, goats, sheep, hogs, and similar sized animals for domestic use of the residents of the lot is permitted provided that the land area required per animal unit conforms to the definition of animal farm contained in section 60-2.
- (2) *Density.* The density of year round dwelling units shall not exceed an average of one dwelling per ten acres.
- (3) *Yard requirements.*
- a. *Rear.* There shall be behind every building a rear yard having a minimum depth of 25 feet.
  - b. *Side.* There shall be a minimum distance of 15 feet between any building and the side property line.
  - c. *Front.* There shall be in front of every building a front yard having a minimum depth of 25 feet or 25 percent of the average depth of the lot whichever is less.
- (4) *Height.* The height of all dwelling structures shall be limited to two and one-half stories of 35 feet in height. Accessory buildings and structures may have a maximum height of 65 feet from grade, provided that the front yard, rear yard and each of the side yards shall be increased by one foot for each foot in height in excess of 35 feet.
- (5) *Off-street parking.* Off-street parking spaces shall be provided in accordance with the requirements for specific uses as set forth in articles V through XI of this chapter.

(Ord. of 9-21-2009, § 3.31C)

Secs. 60-147—60-199. - Reserved.

Sec. 60-144. - Purpose.

The purposes of this district are to allow for conservation of natural resources and open space land, and to encourage agricultural, forestry, and certain types of recreational uses. It is declared to be in the public interest that these areas should be protected and conserved because of their natural, aesthetic, and scenic value, the need to retain and preserve open space lands, their economic contribution to the city, and primarily because these areas are so remote from existing centers of development that uncontrolled growth could result in an economic burden on the city and its inhabitants. This section shall be construed so as to effectuate the purposes outlined here and to prevent any attempt to establish uses which are inconsistent with these purposes or any attempt to evade the provisions of this division.

1. (Ord. of 9-21-2009, § 3.31A)

Sec. 60-145. - Use regulations.

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

- (1) One-family detached dwellings, including manufactured housing subject to all the design standards, except the siting requirements of section 60-173, as set forth in article XII of this chapter, accessory to farming operations subject to the following restrictions:
  - a. No certificate of occupancy shall be issued for any such farm residence until the barns, livestock pens, silos, or other such buildings or structures which are to be erected in connection with the proposed agricultural use as shown on the plans and specifications presented to the municipal officer charged with enforcement are substantially completed.
  - b. In no case shall any farm residence constructed under the provisions of this section after the effective date of the amended ordinance from which this section is derived continue to be occupied as a residence if the principal agricultural use has been abandoned or reduced in scope below the minimum requirements as shown on the plans and specifications presented to the municipal officer charged with enforcement.
  - c. Any residence constructed under this article shall not be converted to nonfarm residential use except by permission of the planning board based upon a finding that the abandonment or reduction in such use resulted from causes beyond the control of the applicant and not from any intention to circumvent the requirements of this article.
- (2) Buildings, equipment and machinery accessory to the principal use including, but not limited to: barns silos, storage buildings, recreational and agricultural equipment assembly or maintenance buildings, and farm and recreational equipment garages.
- (3) Forest products raised for harvest.
- (4) Field crop farms.
- (5) Row crop farms.
- (6) Orchard farms.
- (7) Truck gardens.
- (8) Plant and tree nurseries.
- (9) Greenhouses.
- (10) Handling, storage and sale of agriculture produce and processed agricultural products derived from produce grown on the premises.
- (11) Livestock operations including poultry farms, cattle farms, dairy farms, stud farms, hog farms, sheep ranches, other animal farms, including farms for raising fur-bearing animals.
- (12) Wayside stands.



- (13) Two-family dwellings which are created from the conversion of a one-family dwelling structure which was constructed prior to 1900.
- (b) *Special exception uses.* The following uses are permitted by special exception after approval by the planning board in accordance with the provisions of division 3 of article XVII of this chapter:
- (1) Sawmills and their customary accessory land uses and buildings incidental to the harvesting of forest products, subject to the following conditions:
    - a. Sawmill and accessory activity shall not be detrimental to the neighborhood or the city by reason of special danger of fire or explosion, pollution of rivers or perennial streams or accumulation of refuse.
    - b. Wood processing operation shall be located no closer than 75 feet from any river or perennial stream, 250 feet from any zoning district boundary or residential dwelling and shall be limited to four persons employed.
    - c. Where natural vegetation is removed, it shall be replaced within six months with other vegetation which will be equally effective in retarding erosion and will preserve natural beauty.
  - (2) Veterinary hospitals, where operated by licensed veterinarians, including offices and facilities for temporarily boarding animals.
  - (3) Bona fide residences required for farm labor. Any residence constructed for farm labor shall not be converted to nonfarm residential use except by permission of the planning board based upon a finding that the abandonment or reduction in such use resulted from causes beyond the control of the applicant and not from any intention to circumvent the requirements of this division. The findings and the conditions upon which such altered use may be continued shall be made a part of the permanent records.
  - (4) Recreational uses of land intended or designed for public use subject to the following conditions:
    - a. No such recreational use shall be expanded or extended so as to occupy additional land area greater than 20 percent of the original area or one acre, whichever is less; or by the construction of a structure or an addition to an existing structure by more than 900 square feet of additional floor space unless the owner or occupant first obtains approval of the planning board in the manner and upon the same terms as approvals of initial recreational uses.
    - b. Any proposed new or expanded recreational use shall be completed on or before the estimated completion date except that the planning board may grant reasonable extension of time where good cause for the failure to complete is shown.
  - (5) Any legally nonconforming summer camp or cottage may be rebuilt if destroyed by fire or other casualty, subject to the following conditions:
    - a. Such reconstruction shall comply with all ordinances applicable to new construction. Such reconstruction need not, however, comply with zoning provisions which would otherwise be applicable except for the provisions of article XII of this chapter.
    - b. In cases where no minimum setback is established by division 5 of article XII of this chapter an open yard space of at least ten feet between the building as reconstructed and each of the property lines shall be maintained.
  - (6) Rifle, pistol, skeet or trap shooting ranges, public or private.
  - (7) Cemeteries, subject to the following conditions:
    - a. At least 20 acres in area.
    - b. Not located in any environmental overlay district or over any known aquifer.



- (8) Municipal sanitary landfills, subject to the following conditions:
  - a. Not located in any environmental overlay district or over any known aquifer.
  - b. Provisions shall be made to avoid surface water and groundwater pollution.
  - c. Provisions shall be made for frequent covering of deposited wastes with earth to counteract vermin, insects, odors, and windblown debris.
- (9) Radio, radar, television and radio telephone transmitting or broadcasting towers, but not studios or offices for such transmitting or broadcasting, provided that:
  - a. Every such tower shall be installed in a location and manner that ensures its safe operation and the safety of the surrounding residents, building occupants, land uses and properties.
  - b. In no case shall such tower be located less than one and one-half times its height from the nearest property line.
- (10) Wholesale nurseries, subject to the following conditions:
  - a. At least one-half of the area of the lot (up to a maximum of three acres) is in active nursery production in a husband type manner.
  - b. The plants and trees propagated, grown and nurtured in the nursery are used as the primary products by the owner/operator of the landscape service.
- (11) Processing and storage of compost and bulking agents from the municipal wastewater sewerage sludge facilities provided that:
  - a. All compost and amendments are to be stored undercover or screened from the public way and abutting property as determined by the planning board.
  - b. All federal, state and local ordinances and laws relating to the processing and storage of waste are complied with.
  - c. An end-use plan must be filed as part of the planning board process.
- (12) Licensed hospice care facility provided that it shall be licensed by the state as a Medicare certificate hospice.
- (13) Slaughterhouse, stockyard, abattoir, dressing plant in compliance with state and federal regulations subject to the following conditions:
  - a. The facility shall not be located within the Lake Auburn Watershed Overlay District, the Watershed of Taylor Pond, the Shoreland Overlay District or the Floodplain Overlay District.
  - b. The proposed use shall not occupy more than 10,000 square feet of building area.
  - c. The number of employees shall be limited to not more than 15.
  - d. Accessory retail sales shall be limited to 10 percent of building area or 1,000 square feet, whichever is smaller.
  - e. Hours of operation shall limited to between 6 a.m. and 8 p.m.
- (14) Compost operations, excluding municipal and industrial waste, to process products such as manure, bedding, animal mortalities, waste feed, produce, forestry by-products, leaves and yard trimmings in compliance with state and federal regulations, subject to the following conditions:
  - a. All compost sites shall be evaluated for suitability by a properly qualified professional, including benchmark water testing prior to approval.
  - b. Provisions shall be made to avoid surface and groundwater pollution.
  - c. Provisions shall be made to counteract vermin, insects and odors.

- d. Must comply with all applicable state department of environmental protection and state department of agriculture rules and regulations and best management practices.
- e. Shall not be located within the Lake Auburn Watershed Overlay District.

(15) Assembly, sale, research and development, distribution, instruction, training, demonstration or maintenance of recreational or agricultural equipment, including buildings as accessory structures used in the assembly, sale, distribution, instruction, training, demonstration, or maintenance of recreational or agricultural equipment, subject to the following conditions:

- a. The proposed use is accessory, complementary, or otherwise related to a recreational or agricultural use;
- b. The recreational or agricultural use has been in existence for at least 5 years prior to the date of the application for the special exception; and
- c. The recreational or agricultural use is located on a parcel of at least 100 acres and is either the property for which the special exception is requested or is adjacent to the property for which the special exception is requested.



# Lewiston-Auburn Transit Committee Budget Presentation FY2018



## COMMITTEE MEMBERS

### Lewiston

Phil Nadeau, Deputy City Administrator, Chair  
Joline Beam, City Councilor  
Lucy Bisson, Citizen  
Belinda Gerry, Citizen-at-Large

### Auburn

Denis D'Auteuil, Assistant City Manager  
Karen Veilleux, Executive Assistant  
Vacant, City Councilor



## MEMORANDUM

TO: Mayor LaBonte and Auburn City Council      Mayor MacDonald and Lewiston City Council  
Acting City Manager John Bubier      City Administrator Ed Barrett  
Finance Director Jill Eastman      Finance Director Heather Hunter

FR: Lewiston-Auburn Transit Committee

RE: LATC FY 2018 Budget

Attached is the Lewiston-Auburn Transit Committee (LATC) FY 2018 budget package. Below are some of the highlights of the budget:

- At the request of Auburn and Lewiston staff, budgets have been prepared for the current level of service along with restoring the full level of service in Auburn. The current service budget includes an approximate \$7,700 increase in local match from Auburn and a \$9,700 increase from Lewiston. The full service budget shows a \$62,000 increase in Auburn and a \$9,300 increase in Lewiston.
- The major reason for the budget increase is the fact that in FY 2017, the LATC budget included a deficit of \$37,569 which is being funded with reserves. For FY 2018, we have presented a balanced budget.
- The budget includes a 1% increase in the contract with Western Maine Transportation Services. FY 2018 will be the second year of a 3 year contract with WMTS.
- The budget shows a significant decrease in fuel costs. This is a result of reduced service levels in Auburn along with a very favorable fuel bid received by the City of Lewiston.
- Staffing costs are projected to increase by 5% as a result of increased civil rights reporting required by the FTA.
- Fare box revenues are projected to remain stable as ridership has leveled off.
- Because the Auburn bus station has only been opened for a few months, these expenses are still being analyzed.
- Janitorial expenses are being increased in order to clean both bus stations on a daily basis during the winter months.
- Snow removal expenses are being increased to reflect the need to remove snow from the roof of the Lewiston station.
- Natural gas is being reduced and electricity is being increased because the Auburn station is heated with electricity.

- Water & sewer is being increased to reflect higher costs in Auburn than anticipated.
- Insurance is being increased to reflect actual costs.
- Audit costs are being increased to reflect the actual bid received. These costs decreased dramatically in FY 2016 as a result of including the LATC audit as a separate schedule in AVCOG's audit.
- Vending revenues are being reduced because the demand for vending machines in Auburn has not materialized.
- Advertising revenues are budgeted to show little change.



**Lewiston-Auburn Transit Committee**  
**FY 2018 Proposed Budget**  
**- Fixed Route, ADA, Bus Station/LATC Operating**

	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Approved</b>	<b>FY 2018 Proposed</b>
<b>Fixed Route</b>				
Expenses:				
WMTS Contract	\$1,180,000	\$1,197,700	\$1,245,960	\$1,256,865
Fuel	\$205,593	\$147,748	\$142,000	\$99,900
Maintenance Review Contract		\$0	\$5,000	\$0
Staff (Project administration)		\$101,810	\$100,000	\$110,000
Total Expense	\$1,385,593	\$1,447,258	\$1,492,960	\$1,466,765
Revenue:				
Federal (5307 PM & Capital)	\$277,920	\$282,080	\$336,982	\$334,808
Federal (5307 Operating)	\$412,373	\$437,851	\$433,366	\$414,628
State	\$98,115	\$98,503	\$98,115	\$98,115
Local	\$383,738	\$409,868	\$419,497	\$400,215
Fare Box	\$213,447	\$218,956	\$205,000	\$219,000
Total Revenue	\$1,385,593	\$1,447,258	\$1,492,960	\$1,466,765
<b>ADA Complementary Paratransit:</b>				
Expenses:				
WMTS Contract	\$155,700	\$158,000	\$182,510	\$183,995
Staff (Project Administration)		\$0	\$0	\$0
Revenue:				
Federal (5307 ADA)	\$103,107	\$95,877	\$100,000	\$100,000
State	\$0	\$0	\$0	\$0
Local	\$25,776	\$23,969	\$58,510	\$53,995
Fare Box	\$26,817	\$38,154	\$24,000	\$30,000
	\$155,700	\$158,000	\$182,510	\$183,995
<b>Local Subsidy:</b>				
Bus Station/LATC Operating	-\$20,522	-\$30,145	-\$23,194	-\$19,544
Fixed Route	\$383,738	\$409,868	\$419,497	\$400,215
ADA Comp. Paratransit	\$25,776	\$23,969	\$58,510	\$53,995
	\$388,993	\$403,692	\$454,813	\$434,666
<b>Less Reserves (negative is a surplus)</b>	<b>-\$33,764</b>	<b>-\$14,796</b>	<b>\$37,569</b>	<b>\$0</b>
<b>Auburn</b>	<b>\$211,378</b>	<b>\$209,244</b>	<b>\$182,244</b>	<b>\$189,949</b>
<b>Lewiston</b>	<b>\$211,378</b>	<b>\$209,244</b>	<b>\$235,000</b>	<b>\$244,717</b>
Surplus/Deficit	\$33,764	\$17,500		
Capital match				
Capital match - Auburn	\$40,000	\$40,000	\$40,000	\$40,000
Capital match - Lewiston	\$40,000	\$40,000	\$40,000	\$40,000
Match for study	0	7500		
Net surplus/deficit				
Available Reserves	\$212,432	\$237,228	\$199,659	\$199,659
One month expenses	\$131,666	\$136,040	\$143,873	\$141,888
FY 2015 actual fuel cost based on \$3.05/gallon, 67,298 gallons				
FY 2016 actual fuel cost based on \$2.34/gallon, 63,162 gallons				
FY 2017 fuel projection is based on \$2.25/gallon, 63,000 gallons				
FY 2018 fuel projection is based on \$1.85/gallon, 54,000 gallons (route reductions & smaller buses)				

**Lewiston-Auburn Transit Committee**  
**FY 2018 Proposed Budget**  
**- Bus Station/LATC Operating -**

	FY 2015 Actual	FY 2016 Actual	FY 2017 Approved	FY 2018 Proposed
<b>BUS STATION</b>				
Revenues: Rent	\$	-	\$	-
<b>EXPENSES:</b>				
JANITORIAL	\$ 9,361	\$ 9,672	\$ 18,800	\$ 19,300
MAINTENANCE/REPAIRS	\$ 3,226	\$ 1,687	\$ 6,000	\$ 6,000
SUPPLIES - INCL. JANIT.	\$ 1,541	\$ 1,368	\$ 3,000	\$ 3,000
SNOW REMOVAL	\$ 4,502	\$ 1,316	\$ 4,500	\$ 5,500
RESTROOM RENTAL	\$ 1,260	\$ 1,260	\$ -	\$ -
UTILITIES:				
GAS	\$ 3,150	\$ 2,198	\$ 5,500	\$ 3,000
ELECTRIC	\$ 2,707	\$ 2,540	\$ 5,500	\$ 6,000
H2O/SEWER	\$ 666	\$ 715	\$ 1,200	\$ 1,600
INSURANCE	\$ 787	\$ 806	\$ 1,300	\$ 1,700
<b>TOTAL</b>	<b>\$ 27,200</b>	<b>\$ 21,562</b>	<b>\$ 45,800</b>	<b>\$ 46,100</b>
<b>ITF DEFICIT:</b>	<b>\$ (27,200)</b>	<b>\$ (21,562)</b>	<b>\$ (45,800)</b>	<b>\$ (46,100)</b>
<b>LATC Operating</b>				
<b>EXPENSES:</b>				
TRAINING	\$ 1,358	\$ 467	\$ 100	\$ 500
ADVERTISING/MARKETING	\$ 3,542	\$ 1,990	\$ 3,000	\$ 2,000
AUDIT	\$ 6,350	\$ 1,200	\$ 1,500	\$ 1,800
LEGAL SERVICES	\$ 213	\$ 1,920	\$ 600	\$ 1,500
MISC. EXPENSES	\$ 40	\$ 77	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 11,503</b>	<b>\$ 5,654</b>	<b>\$ 5,200</b>	<b>\$ 5,800</b>
<b>LATC Operating DEFICIT</b>	<b>\$ (11,503)</b>	<b>\$ (5,654)</b>	<b>\$ (5,200)</b>	<b>\$ (5,800)</b>
<b>TOTAL EXPENDITURES - BUS STATION/LATC Operating</b>				
	<b>\$ (38,703)</b>	<b>\$ (27,216)</b>	<b>\$ (51,000)</b>	<b>\$ (51,900)</b>
<b>DEFICIT FUNDING</b>				
<b>FEDERAL (5307 Operating)</b>	<b>\$ 19,352</b>	<b>\$ 13,608</b>	<b>\$ 25,500</b>	<b>\$ 25,950</b>
<b>STATE</b>				
LOCAL - Rent	\$ 12,144	\$ 12,144	\$ 12,144	\$ 12,144
- Vending	\$ 1,043	\$ 1,483	\$ 2,500	\$ 1,500
- ATA Advertising	\$ 26,436	\$ 29,749	\$ 33,800	\$ 31,500
- Interest	\$ 250	\$ 377	\$ 250	\$ 350
<b>LOCAL</b>	<b>\$ (20,522)</b>	<b>\$ (30,145)</b>	<b>\$ (23,194)</b>	<b>\$ (19,544)</b>
<b>TOTAL REVENUE</b>	<b>\$ 38,703</b>	<b>\$ 27,216</b>	<b>\$ 51,000</b>	<b>\$ 51,900</b>
<b>LOCAL Requested</b>	<b>\$ (20,522)</b>	<b>\$ (30,145)</b>	<b>\$ (23,194)</b>	<b>\$ (19,544)</b>



**Lewiston-Auburn Transit Committee**  
**FY 2018 Proposed Budget**  
**- Fixed Route, ADA, Bus Station/LATC Operating**

	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Approved</b>	<b>FY 2018 Proposed, FULL SERVICE</b>
<b>Fixed Route</b>				
Expenses:				
WMTS Contract	\$1,180,000	\$1,197,700	\$1,245,960	\$1,351,749
Fuel	\$205,593	\$147,748	\$142,000	\$118,400
Maintenance Review Contract		\$0	\$5,000	\$0
Staff (Project administration)		\$101,810	\$100,000	\$110,000
Total Expense	\$1,385,593	\$1,447,258	\$1,492,960	\$1,580,149
Revenue:				
Federal (5307 PM & Capital)	\$277,920	\$282,080	\$336,982	\$345,901
Federal (5307 Operating)	\$412,373	\$437,851	\$433,366	\$461,387
State	\$98,115	\$98,503	\$98,115	\$98,115
Local	\$383,738	\$409,868	\$419,497	\$449,747
Fare Box	\$213,447	\$218,956	\$205,000	\$225,000
Total Revenue	\$1,385,593	\$1,447,258	\$1,492,960	\$1,580,149
<b>ADA Complementary Paratransit:</b>				
Expenses:				
WMTS Contract	\$155,700	\$158,000	\$182,510	\$188,365
Staff (Project Administration)		\$0	\$0	\$0
Revenue:				
Federal (5307 ADA)	\$103,107	\$95,877	\$100,000	\$100,000
State	\$0	\$0	\$0	\$0
Local	\$25,776	\$23,969	\$58,510	\$58,365
Fare Box	\$26,817	\$38,154	\$24,000	\$30,000
	\$155,700	\$158,000	\$182,510	\$188,365
<b>Local Subsidy:</b>				
Bus Station/LATC Operating	-\$20,522	-\$30,145	-\$23,194	-\$19,544
Fixed Route	\$383,738	\$409,868	\$419,497	\$449,747
ADA Comp. Paratransit	<u>\$25,776</u>	<u>\$23,969</u>	<u>\$58,510</u>	<u>\$58,365</u>
	\$388,993	\$403,692	\$454,813	\$488,568
<b>Less Reserves (negative is a surplus)</b>	<b>-\$33,764</b>	<b>-\$14,796</b>	<b>\$37,569</b>	<b>\$0</b>
<b>Auburn</b>	<b>\$211,378</b>	<b>\$209,244</b>	<b>\$182,244</b>	<b>244,284</b>
<b>Lewiston</b>	<b>\$211,378</b>	<b>\$209,244</b>	<b>\$235,000</b>	<b>\$244,284</b>
Surplus/Deficit	\$33,764	\$17,500		
Capital match				
Capital match - Auburn	\$40,000	\$40,000	\$40,000	\$40,000
Capital match - Lewiston	\$40,000	\$40,000	\$40,000	\$40,000
Match for study	0	7500		
Net surplus/deficit				
Available Reserves	\$212,432	\$237,228	\$199,659	\$199,659
One month expenses	\$131,666	\$136,040	\$143,873	\$151,701
FY 2015 actual fuel cost based on \$3.05/gallon, 67,298 gallons				
FY 2016 actual fuel cost based on \$2.34/gallon, 63,162 gallons				
FY 2017 fuel projection is based on \$2.25/gallon, 63,000 gallons				
FY 2018 fuel projection is based on \$1.85/gallon, 64,000 gallons				



LEWISTON-AUBURN TRANSIT COMMITTEE - CAPITAL IMPROVEMENT PLAN PROPOSAL - FY18															3.20.17 WORKSHEET
			2017	2017	2018	2018	2019	2019	2020	2020	2021	2021	2022	2022	Future 2023-27
CAPITAL RESERVE FUNDING				150,000.00	80,000.00	230,000.00	100,000.00	129,750.00	100,000.00	116,625.00	100,000.00	103,500.00	100,000.00	116,375.00	500,000.00
			6 BUSES - 9 ROUTES		6 BUSES - 9 ROUTES		7 BUSES - 9 ROUTES		7 BUSES - 9 ROUTES		7 BUSES - 9 ROUTES		7 BUSES - 9 ROUTES		
Bus No.	Heavy-Duty Large Bus (35'-40') 33,000-40,000 GVW - 12 Years/500,000 Miles -	Mileage (12/31/16)													
9766	1997 - GILLIG TK	329,953	Active		Active		Spare		Dispose						
9768	1997 - GILLIG TK	212,805	Spare		Dispose/Parts										
1101	2011 - GILLIG	205,317	Active		Midlife - Active	\$ (26,000)	Active		Active		Spare		Spare		Replace 2025
1102	2011 - GILLIG	167,506	Active		Active		Active		Midlife - Active	\$ (26,000)	Active		Spare		Replace 2027
1103	2011 - GILLIG	192,693	Active		Active		Midlife - Active	\$ (26,000)	Active		Active		Active		Replace 2026
	Heavy-Duty Small Bus (30'-35') 26,000-33,000 GVW - 10 Years/350,000 Miles -														
0601	2006 - BLUEBIRD L4RE	244,755	Spare		Dispose/Parts										
0603	2006 - BLUEBIRD L4RE	210,409	Active		Spare		Dispose								
	Medium-Duty* & Purpose-Built Bus (25'-35') 16,000-26,000 GVW - 7 Years/200,000 Miles -														
0501	2005 - CHEVROLET ELDORADO 290	286,285	Spare		Soare		Spare		Dispose						
0502	2005 - CHEVROLET ELDORADO 290	281,325	Spare		Spare		Spare		Dispose						
0802	2008 - CHEVROLET ELDORADO	169,059	Spare		Dispose										
0803	2008 - CHEVROLET ELDORADO C5500	215,015	Spare		Spare		Spare		Spare		Dispose				
0901	2009 - CHEVROLET ELDORADO C5500	226,922	Spare		Spare		Active		Spare		Spare		Dispose		
1401	2014 - ELDORADO NATIONAL F550	40,869	Active		Active		Active		Active		Spare		Spare		Replace 2023
	Light-Duty Mid-Sized Bus (25'-35') 10,000-16,000 GVW - 5 Years/150,000 Miles -														
0605	2006 - CHAMPION CHALLENGER (FORD 450)	141,380	Spare		Spare		Spare		Dispose						
2018	NEW 30-35' (\$435,000) - 12yr				NEW BUS - Active	\$ (87,125)	Active		Active		Active		Active		Midlife 2024
2018	NEW 30-35' (\$435,000) - 12yr				NEW BUS - Active	\$ (87,125)	Active		Active		Active		Active		Midlife 2024
2019	NEW 30-35' (\$435,000) - 12yr						NEW BUS - Active	\$ (87,125)	Active		Active		Active		Midlife 2025
2020	NEW 30-35' (\$435,000) - 12yr								NEW BUS - Active	\$ (87,125)	Active		Active		Midlife 2026
2021	NEW 30-35' (\$435,000) - 12yr										NEW BUS - Active	\$ (87,125)	Active		Midlife 2027
2022	NEW 30-35' (\$435,000) - 12yr												NEW BUS - Active	\$ (87,125)	Midlife 2028
LOCAL FUND BALANCE				\$ 150,000		\$ 29,750		\$ 16,625		\$ 3,500		\$ 16,375		\$ 29,250	
Federal Funding Balance begin of year				\$1,078,293.00		\$1,158,293.00		\$437,293.00		\$65,293.00		-\$306,707.00		-\$574,707.00	
	5307 Capital	\$306,392.00		\$0.00		\$0.00 (est)		\$0.00		\$0.00		\$0.00		\$0.00	
	5339 Capital	\$317,294.00		\$80,000.00		\$80,000.00 (est)		\$80,000.00		\$80,000.00		\$80,000.00		\$80,000.00	
	State 5339 (MDOT)	\$454,607.00		\$0.00		\$0.00		\$0.00							
	Bus Purchase					-\$697,000.00		-\$348,000.00		-\$348,000.00		-\$348,000.00		-\$348,000.00	
	Overhauls & Rebuilds					-\$104,000.00		-\$104,000.00		-\$104,000.00					
Federal Funding Balance end of year			\$1,078,293.00	\$1,158,293.00		\$437,293.00		\$65,293.00		-\$306,707.00		-\$574,707.00		-\$842,707.00	
Fleet Size				14		13		13		10		10		10	





The Lewiston-Auburn Transit Committee, owners of the **citylink** bus system, has contracted with Western Maine Transportation Services, Inc., for operations and vehicle maintenance of the fixed route system and for operations of the ADA Complementary Paratransit Service since 2002. LATC and WMTS are in the first year of a 3-year contract.

In October 2016, LATC opened its new bus station facility in Auburn. The facility is approximately 1,500 sq. ft., offers a climate controlled waiting area and public restrooms, as well as, a break room and restroom amenities for the drivers.

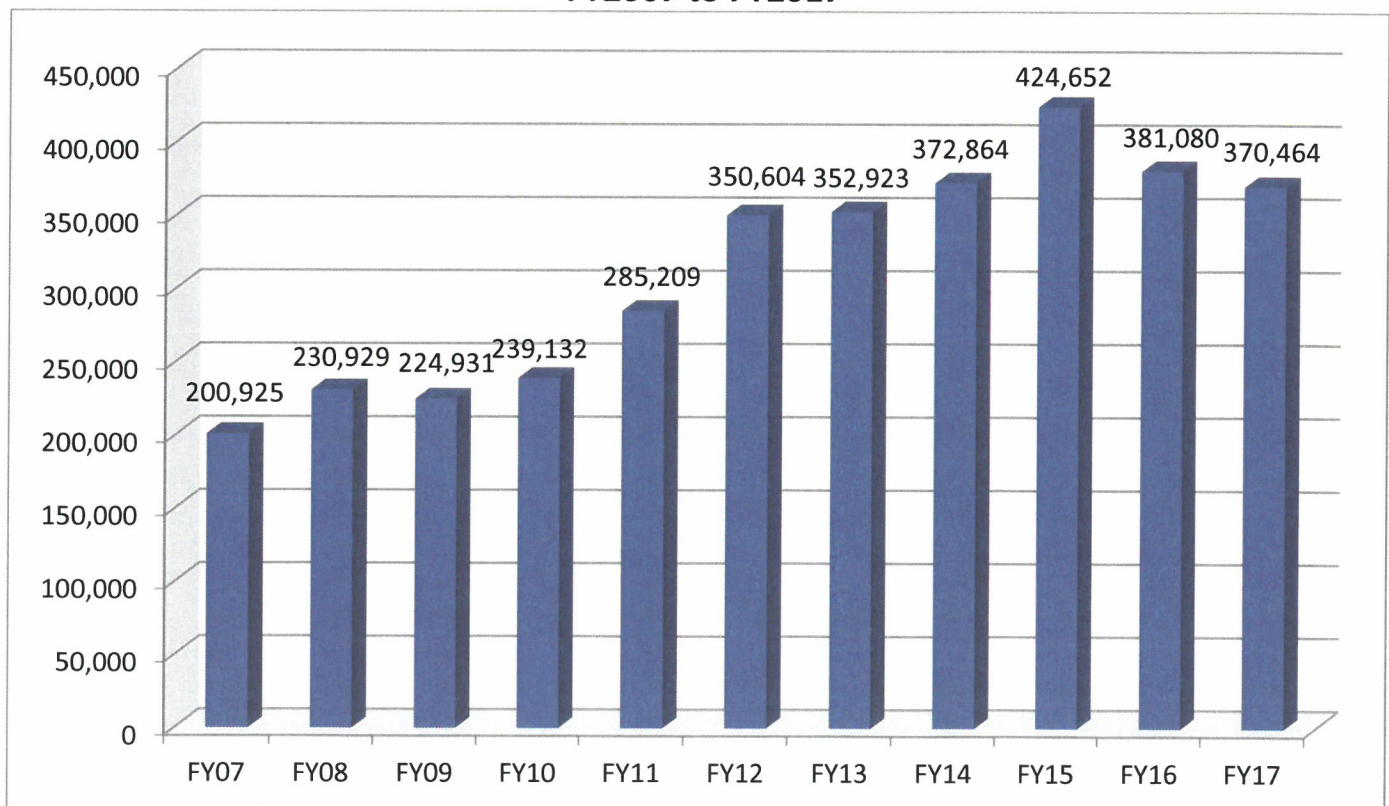
#### Service:

**citylink** and the ADA Complementary Paratransit service operates Monday through Friday between 6:00 AM to 6:15 PM and a limited Saturday schedule between 9:15 AM to 5:45 PM. During weekdays **citylink** operates nine (8) bus routes with buses departing every 60 and 30 minutes. **citylink's** Saturday service consists of seven (7) bus routes with buses departing every two (2) hours (Main St., Sabattus St., Lisbon St. and New Auburn), 60 minutes (Auburn Malls and College Street) and 30 minutes (Mall Shuttle).

### **TRANSIT RIDERSHIP**

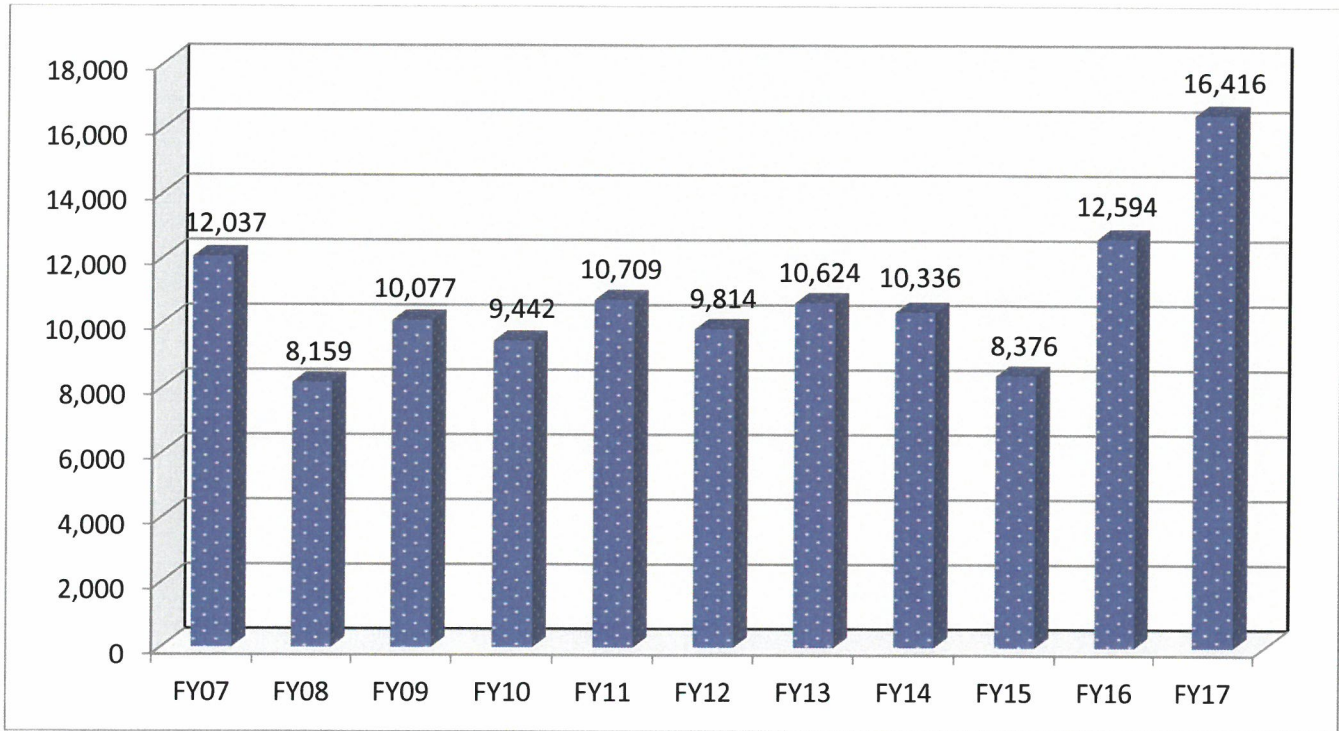
Ridership has seen a 10% decrease since a ridership high of 424,000 passenger trips in FY2015. Citylink had been experiencing annual increases in ridership for over the 10 years prior to 2015. The increase can be attributed to improvements made to the system which included the addition of Saturday service and improved headways and frequencies of buses. Over the years, increases in ridership coincided with high fuel prices. For FY2017, LATC was forced to take one bus out of service due to reduced funding. This cut in service is a contributing factor in the current decline in ridership.

**citylink Ridership  
- FY2007 to FY2017 -**



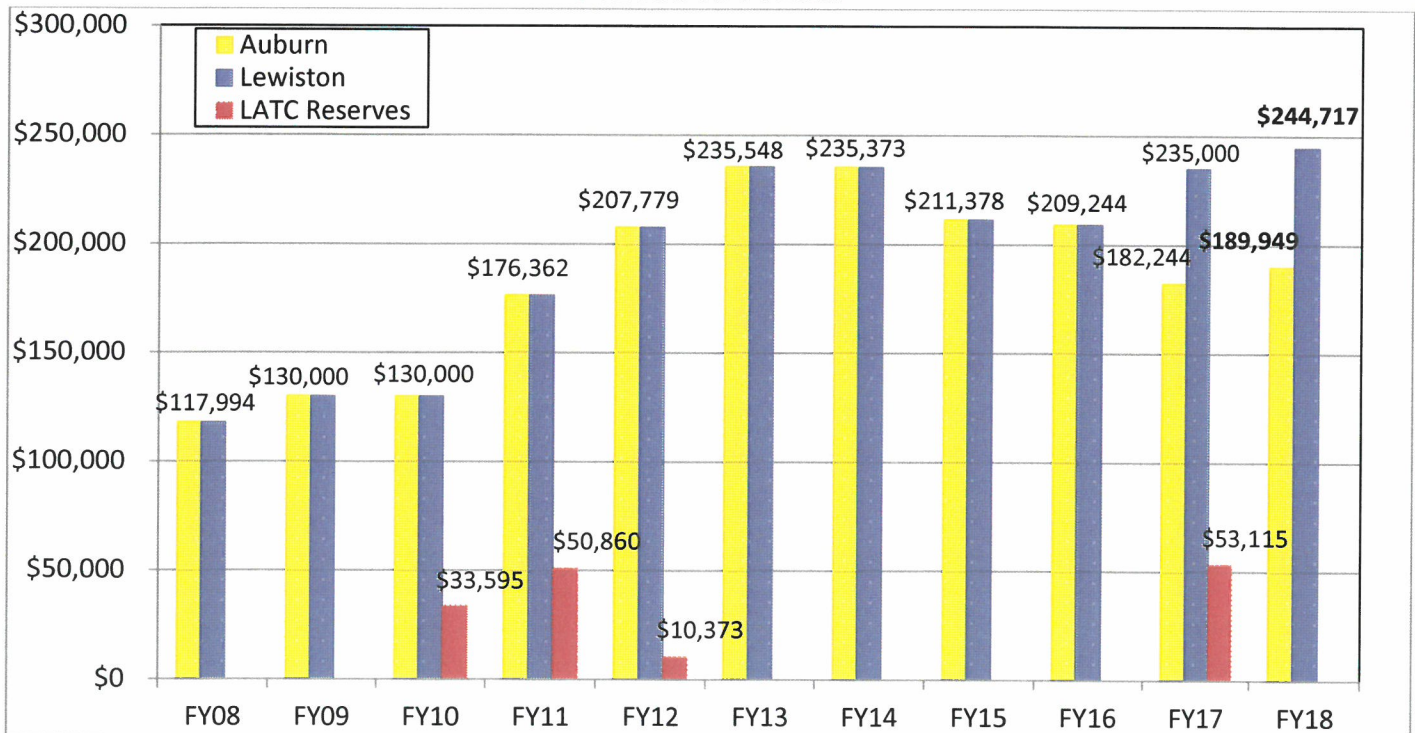


**citylink ADA Complementary  
Paratransit Ridership  
- FY2007 to FY2017 -**



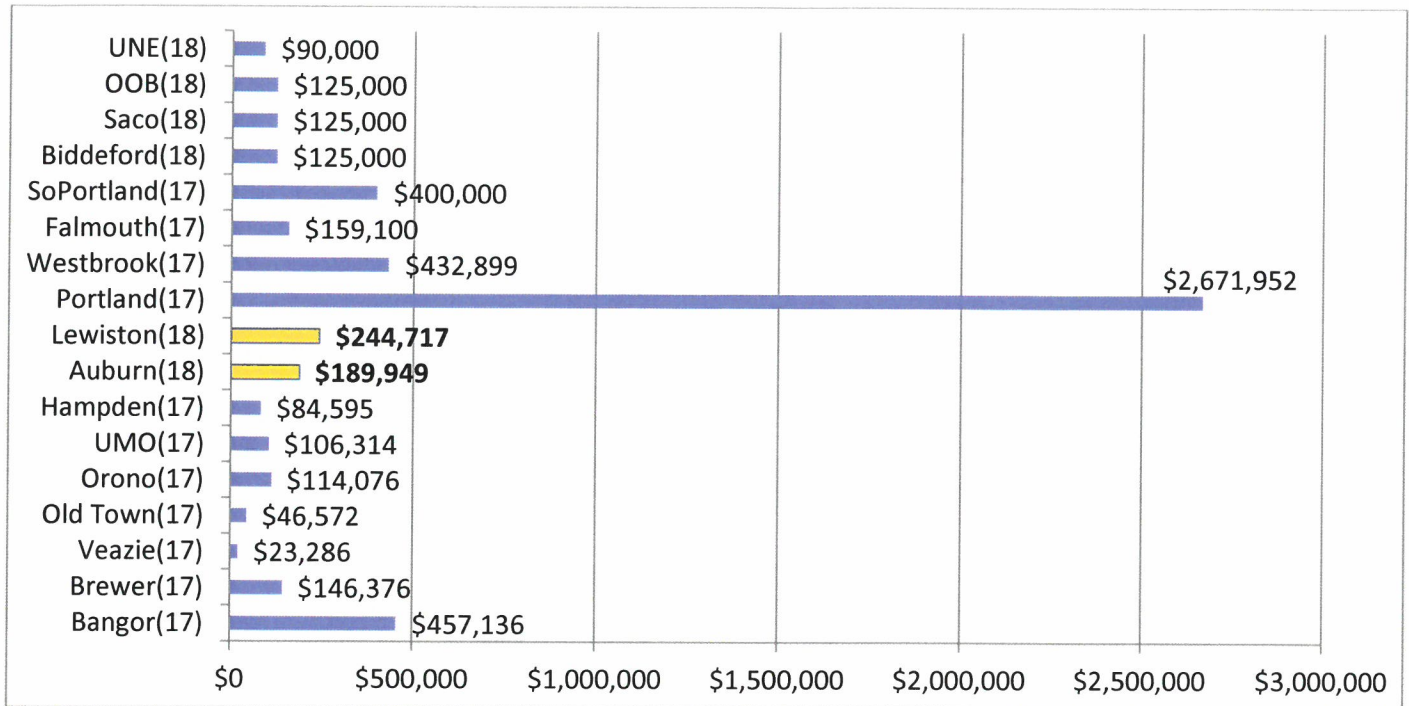
FY17 Ridership is estimated.

**Local Share per City  
- FY2008 to FY2017 -**

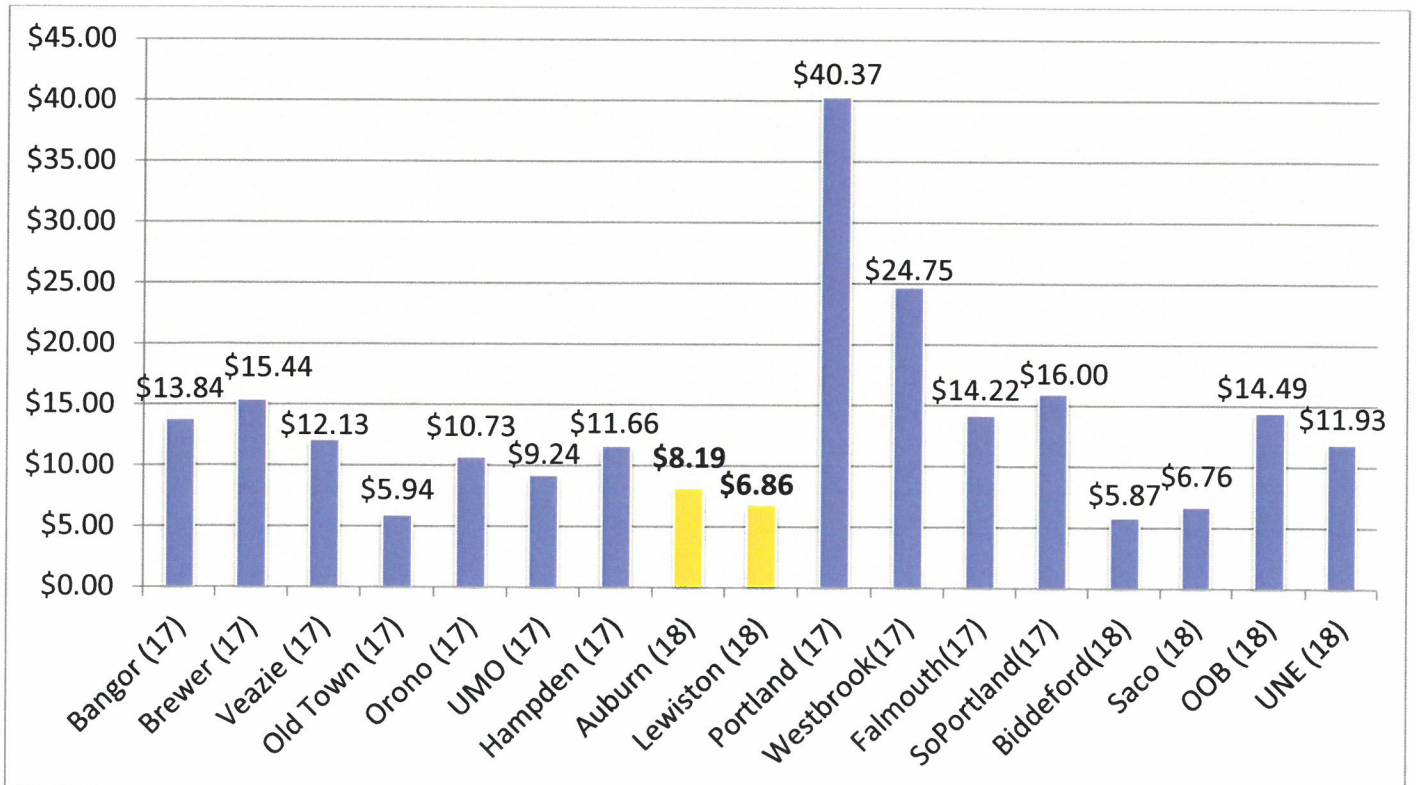




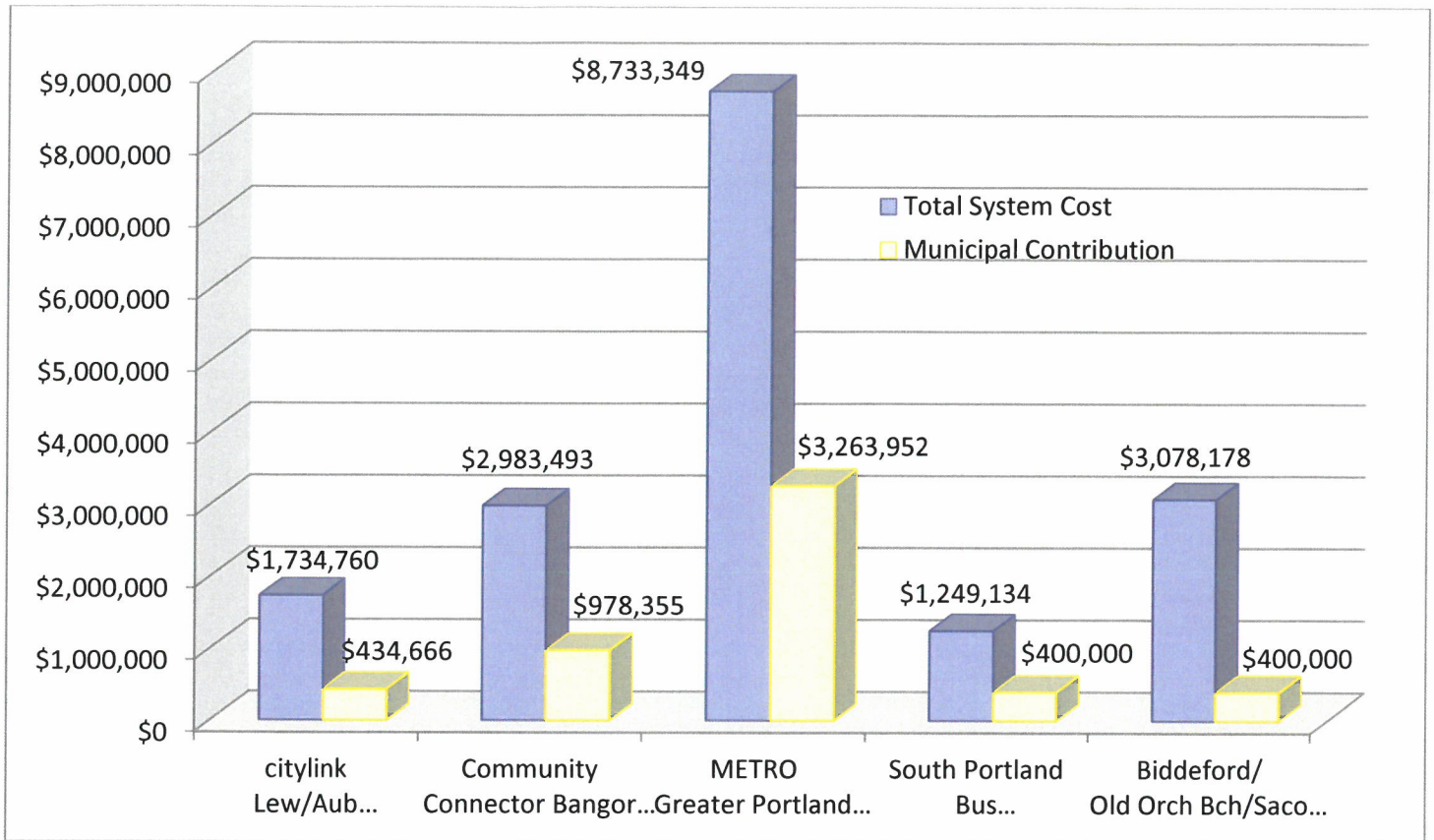
## Municipal Contribution Comparison -FY2017 Approved/FY2018 Proposed-



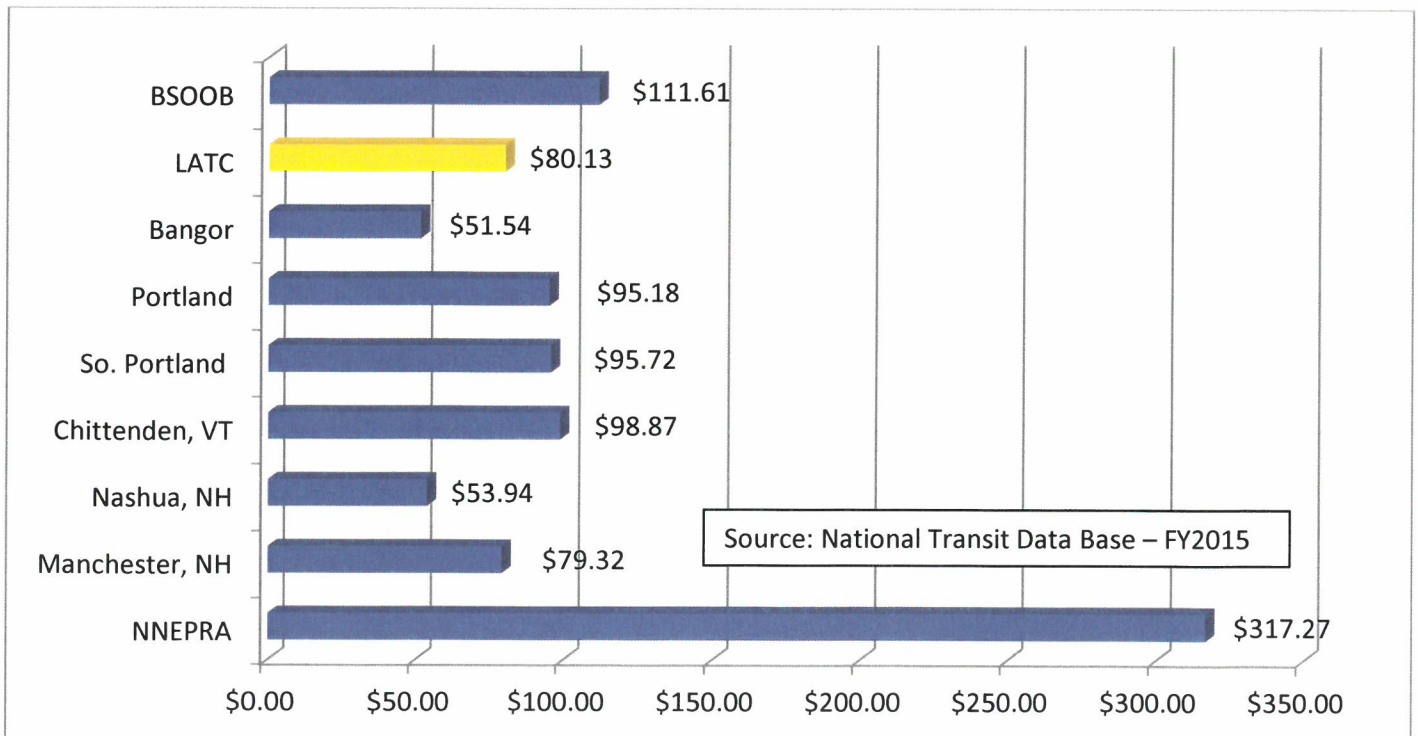
## Local Funding per Capita -FY2017 Approved/FY2018 Proposed-



## System Cost Comparison



## System Comparison Cost per Revenue Hour



# **Auburn Lewiston Airport Operation Budget**

for Fiscal Year 2017-2018





# Operation Budget

## for Fiscal Year 2017-2018

The airport provides **\$24,627,000** annually in economic benefit to the twin cities

### Jobs

- On the airport and in the Air Park
- Provides 311 jobs with an annual payroll of \$8,152,800

### Travelers

- People who have a destination but not crewmembers or owners (1450 enplanements annually)
- People who bring development and new business

### Tourism Gateway

- People who fly somewhere to see the sights (Private Pilots)
- Destinations like Freeport or Sugarloaf staying locally overnight

### Freight

- 300,000 pounds annually scheduled
- Does not include unscheduled flights

### Location

- Good place for an intermodal connection
- Within 1 mile of turnpike and rail upload





# Operation Budget for Fiscal Year 2017-2018

**The airport provides this economic benefit through two different rubrics**

## Airport Operations



## Flight Continuation Service







# Operation Budget for Fiscal Year 2017-2018

## Our Vision and Mission Statement

Vision – A regional airport that demonstrates the culture and character of the Lewiston-Auburn community to the people that use its services made available with willingness of effort and respect of person



Mission – to provide a safe, economical transportation interchange for people and freight thereby enhancing the prosperity of the region



# Operation Budget for Fiscal Year 2017-2018

## Budget Drivers

### Airport Operations

- Increased maintenance expenses due to previously deferred maintenance. In some cases, this has compromised safety because of failing condition. (\$32,600)
- Missed opportunity due to failed or inadequate infrastructure
  - Airport landside parking is undersized and out of standard for transportation facilities. It does not meet TSA regulation requirements for airports.
  - Unable to service transient international aircraft because of lack of facilities to house customs office since Intermodal Center ceased operation.
  - Airport closed or restricted because of inadequate deice/anti-ice materials supply (closed 168 hours this fiscal year so far)
- Promotions and merit raises for employees in absence of COLA (\$11,828)
- 23% increase in health care benefit cost for employees (\$18,568)
- Increased competition from airports with newly developed infrastructures
  - Oxford County Regional Airport is returning to service
  - Brunswick Executive Airport is near final conversion to civilian airport
  - Augusta State Airport has new hangar construction on field
  - Twitchell's Airport in Turner has new hangar construction



# Operation Budget for Fiscal Year 2017-2018

## Budget Drivers

### Airport Operations

- ➔ Increased maintenance expenses due to previously **deferred maintenance**. In some cases, this has compromised safety because of failing condition. (\$32,600)

Repair hangar doors (2) and rigging to open/close (\$10,000)



Runway Safety Area  
maintenance (\$7,000)



Roof repair on FBO Hangar and Equipment  
Building (\$11,800)



Airport vehicles with cracked exhaust manifolds, treads nearly below allowable limits, needing tune-ups causing more fuel usage (\$3,800)



# Operation Budget for Fiscal Year 2017-2018

## Budget Drivers

### Flight Continuation Service

- ➔ Fuel price competition with reduced price point in the market; **noncompetitive prices means no customers thus no sales**
- ➔ Missed service opportunity due to obsolete ground support equipment failure
  - Ground Power Unit will not start or keep running
  - Aircraft preheater leaks gasoline and is unusable\*\*
  - Ground PW radio fails preventing call for assistance\*\*
- ➔ 38% increase in health care benefit cost for employees (\$25,058)
- ➔ Reducing utility costs through updates in infrastructure
  - LED conversion of air field lighting; pay back is 2 years in electricity cost and light bulb replacement (\$9,000 annually)
  - Obtaining electric vehicles to lower fuel usage (\$3,500)
- ➔ Opportunity for increased aircraft maintenance revenues with upgraded certifications and required support (\$5,700)

\*\* Creates a safety issue and prevents further actions. Opportunity to hurt someone or damage aircraft or airport equipment is very high.



# Operation Budget for Fiscal Year 2017-2018

## Revenues





# Operation Budget for Fiscal Year 2017-2018

## Expenses







## Operation Budget for Fiscal Year 2017-2018

# Capital Improvement





# Operation Budget for Fiscal Year 2017-2018

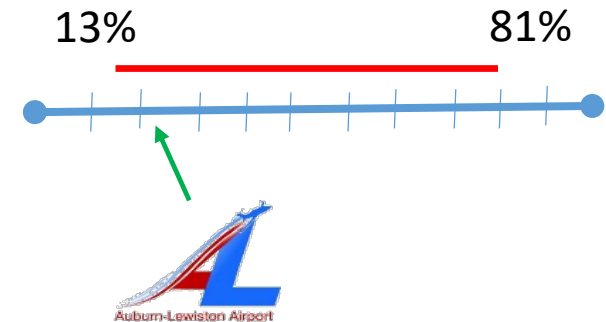
## Subsidy or Investment?

### Subsidization or Investment in airports is commonplace

The FY18 operating budget subsidy of \$167,800 per City represents 11% of the total proposed fiscal year operating budget of \$1,496,008.



In Maine, the amount of local investment ranges from 13% to 81% annually



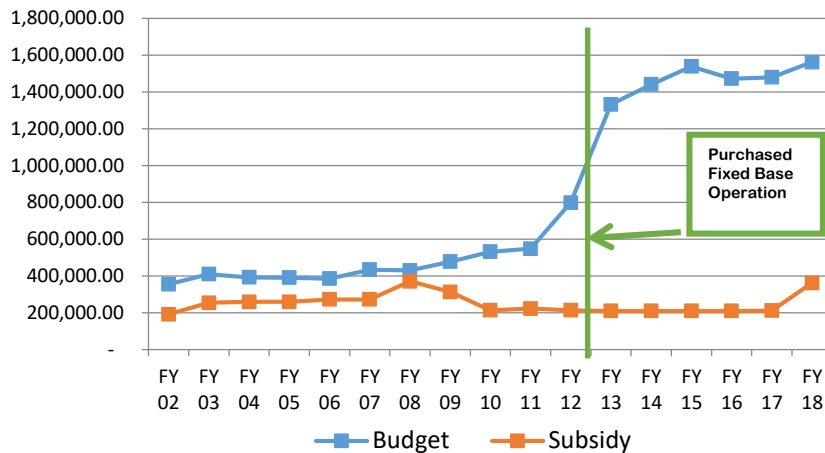
The combined 22% operating budget subsidy is still among the lowest of the public-use general aviation airports in Maine.



# Operation Budget for Fiscal Year 2017-2018

## Subsidy or Investment?

**Budget Total to Subsidy**



The subsidy investment needed in the operating budget as well as support for capital investment, creates new money in the community.



An investment of \$167,800 per City is justified as it produces over 145% return on investment.

## IN COUNCIL REGULAR MEETING MAY 1, 2017 VOL. 35 PAGE 34

Mayor LaBonté called the meeting to order at 7:15 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** – All items listed with an asterisk (\*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.

**1. Order 34-05012017\***

Appointing City Manager Peter Crichton to the Lewiston Auburn Transit Committee (LATC).

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

Passage 6-0.

**II. Minutes**

- April 24, 2017 Regular Council Meeting

Motion was made by Councilor Burns and seconded by Councilor Walker to approve and place on file the minutes of the April 24, 2017 Council Meeting. Passage 6-0.

**III. Communications, Presentations and Recognitions - None**

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

**V. Unfinished Business - None**

**VI. New Business**

**1. Order 35-05012017**

Approving the Special Amusement Permit and Liquor License for Mingjing Industrial Group Co. USA LLC, DBA, Prospect Hill Golf Course located at 694 South Main Street. Public hearing.

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

Public hearing – no one from the public spoke.

Passage 6-0.

**2. Order 36-05012017**

Approving the land sale for the 84 Court Restaurant deck expansion.

*Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(C).*

## IN COUNCIL REGULAR MEETING MAY 1, 2017 VOL. 35 PAGE 35

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

Public comment: Joe Gray, Sopers Mill Road

Passage 6-0.

### VII. Reports

- a. **Mayor's Report** – the Mayor commented on the funeral service that was held for Officer Bud Caouette this past Saturday adding that it was very moving and a first class service and he offered thanks to all involved. He reported on the Passenger Rail study meeting will happen later this month, and on the Lower Barker Dam.

- b. **City Councilors' Reports**

**Councilor Young** – reported that Edward Little High School had their first track meet in Bath. The girls team came in 1<sup>st</sup> place and the boys team came in 3<sup>rd</sup> place.

**Councilor Pross** – reported on the last School Committee meeting and the discussion on early release Wednesdays for grades 7 through 12.

**Councilor Stone** – reported on the Maine Turnpike's exit 75 construction (a bus station), the turnpike is working on an open road tolling system at the York toll plaza, and MTA will be offering a Family Discount Program where a family can be linked together on one E-Z Pass account. He also noted that they would be seeing emails from him on the MMA Legislative Policy Committee and various bills that will be coming forward adding that he welcomes their comments.

**Councilor Titus** – no report

**Councilor Walker** – no report

**Councilor Burns** – no report

- c. **City Manager Report** – reported on a discussion he had with the Mayor and the Auburn School Superintendent on what to do with any increased state subsidy that may come. It was agreed that it should go toward tax relief. The resolve will include that language. He also echoed the Mayor's comments about the funeral service for Officer Caouette adding that it was well done. He continues to getting to know more staff and citizens. He toured the Library, and added that he has started a newsletter called the News Connection.

### VIII. Open Session – Mamie Anthoine Ney, Library Director commented that the Library has a program for early release students.

**IN COUNCIL REGULAR MEETING MAY 1, 2017 VOL. 35 PAGE 36**

Joe Gray, Sopers Mill Road, commented on the AG zone study funding that is in the CIP adding that the study hasn't been approved yet. He noted that he would be interested in purchasing the Fire Department pick-up truck if it goes up for sale.

Dan Herrick, 470 Hatch Road commented that he has concerns with the AG study and the cost associated with it.

**IX. Executive Session**

Discussion regarding an labor contract negotiations, pursuant to 1 M.R.S.A. §405(6)(D).

Motion was made by Councilor Burns and seconded by Councilor Walker to enter into executive session. Passage 6-0. Time in 7:52 PM.

Council was declared out of executive session at 8:26 PM.

**X. Adjournment**

Motion was made by Councilor Burns and seconded by Councilor Stone to adjourn. All were in favor, adjourned at 8:27 PM.

A True Copy.

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



**OFFICE OF THE MAYOR  
CITY OF AUBURN**



**PROCLAMATION**

**KIDS TO PARKS DAY**

**WHEREAS**, May 20th, 2017 is the seventh Kids to Parks Day organized and launched by the National Park Trust; and

**WHEREAS**, Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks; and

**WHEREAS**, it is important to introduce a new generation to our nation's parks because of the decline in Park attendance over the last decades; and

**WHEREAS**, we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes mellitus, hypertension and hypercholesterolemia; and

**WHEREAS**, Kids to Parks Day is open to all children and adults across the country to encourage a large and diverse group of participants; and

**WHEREAS**, Kids to Parks Day will broaden children's appreciation for nature and outdoors; and

**NOW THEREFORE**, I, Jonathan P. LaBonté, Mayor of Auburn, do hereby proclaim to participate in Kids to Parks Day. I urge residents of Auburn to make time May 20th, 2017 to take the children in their lives to a neighborhood, state or national park.

IN WITNESS WHEREOF, I have hereunto

Set my hand and caused the Seal of the

City of Auburn, Maine

to be fixed this 15th day of May, 2017

A handwritten signature in blue ink, reading "Jonathan P. LaBonté".

Mayor Jonathan P. LaBonté

OFFICE OF THE MAYOR  
CITY OF AUBURN



**PROCLAMATION– MAINE ARBOR WEEK**

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

**Whereas,** May 21<sup>ST</sup> to May 27<sup>th</sup>, 2017 is Maine Arbor Week;

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

**Whereas,** Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community;

**Whereas,** Trees, wherever they are planted, are a source of joy and spiritual renewal.

**Now, therefore,** I, Jonathan P. LaBonté , Mayor of the City of Auburn, by virtue of the authority vested in me, do hereby proclaim May 21<sup>ST</sup> to May 27<sup>th</sup>, 2017 as the celebration of Maine Arbor Week in the City of Auburn, and I urge all citizens to celebrate Maine Arbor Week and support efforts to protect our trees and woodlands.

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

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City of Auburn, Maine to be fixed this 15th day of May, 2017.

---

Jonathan P. LaBonté, Mayor of Auburn



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 15, 2017

**Order:** 37-05152017

**Author:** Kelsey Earle, License Specialist

**Subject:** Liquor License request for Jenny Zhao, Inc., DBA China Wok

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**Information:** Jenny Zhao, Inc., DBA China Wok, a new business, located at 730 Center Street, applied for a Liquor License. Police, Fire, and Code have completed the necessary inspections and have granted approval.

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**Advantages:** Provides the business with multiple earning opportunities which helps to promote Auburn as a business friendly community.

**Disadvantages:**

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**City Budgetary Impacts:** None

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**Staff Recommended Action:** Public hearing and recommend passage.

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**Previous Meetings and History:** N/A

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**Attachments:**

- Application
- Public Notice
- Order

**BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS**  
**DIVISION OF LIQUOR LICENSING AND ENFORCEMENT**  
**8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008**  
**10 WATER STREET, HALLOWELL, ME 04347**  
**TEL: (207) 624-7220 FAX: (207) 287-3434**  
**EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV**

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☒ Yes ☐ No

PRESENT LICENSE EXPIRES \_\_\_\_\_

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

**INDICATE TYPE OF LICENSE:**

- ☒ RESTAURANT (Class I,II,III,IV) ☐ RESTAURANT/LOUNGE (Class XI) ☐ CLASS A LOUNGE (Class X)  
☐ HOTEL (Class I,II,III,IV) ☐ HOTEL NO FOOD (Class I-A)  
☐ CLUB w/o Catering (Class V) ☐ CLUB with CATERING (Class I) ☐ GOLF COURSE (Class I,II,III,IV)  
☐ TAVERN (Class IV) ☐ QUALIFIED CATERING ☐ OTHER: \_\_\_\_\_

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

Corporation Name: <u>Jenny Zhao, Inc.</u>			Business Name (D/B/A) <u>China Wok</u>		
APPLICANT(S) – (Sole Proprietor) <u>Nai Wen Zhao</u>		DOB: <u>10/5/1964</u>	Physical Location: <u>730 Center Street, Auburn Plaza</u>		
		DOB:	City/Town <u>Auburn</u>	State <u>ME</u>	Zip Code <u>04210</u>
Address <u>18 Roland Ave</u>			Mailing Address <u>730 Center Street, Auburn Plaza</u>		
City/Town <u>Lewiston</u>	State <u>ME</u>	Zip Code <u>04240</u>	City/Town <u>Auburn</u>	State <u>ME</u>	Zip Code <u>04210</u>
Telephone Number <u>(207) 753-0398</u>	Fax Number		Business Telephone Number <u>(207) 783-2323</u>	Fax Number	
Federal I.D. # <u>81-5375063</u>			Seller Certificate #: or Sales Tax #:		
Email Address: Please Print			Website:		

If business is NEW or under new ownership, indicate starting date: New Ownership - starting Date: 2/8/17

Requested inspection date: \_\_\_\_\_ Business hours: \_\_\_\_\_

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: n/a  
2. State amount of gross income from period of last license: ROOMS \$ \_\_\_\_\_ FOOD \$ \_\_\_\_\_ LIQUOR \$ \_\_\_\_\_  
3. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒  
5. If manager is to be employed, give name: \_\_\_\_\_  
6. Business records are located at: Jenny Zhao, Inc.  
7. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐  
8. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐

9. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:  
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Nai Wen Zhao	10/5/1964	China
Yan Ci Zhao	9/1/1972	China

Residence address on all of the above for previous 5 years (Limit answer to city & state)

Nai Wen Zhao - Lewiston, ME  
Yan Ci Zhao - Lewiston, ME

10. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_ (use additional sheet(s) if necessary)

11. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?

Yes ☐ No ☒ If Yes, give name: \_\_\_\_\_

12. Has/have applicant(s) formerly held a Maine liquor license? YES ☐ NO ☒

13. Does/do applicant(s) own the premises? Yes ☐ No ☒ If No give name and address of owner: \_\_\_\_\_

Auburn Plaza Realty LLC - 133 Pearl Street Suite 400, Boston, MA, - 02110

14. Describe in detail the premises to be licensed: (On Premise Diagram Required)

Auburn Plaza Space 210, approximately 2,400 square feet

15. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES ☐ NO ☐ Applied for: \_\_\_\_\_

16. What is the distance from the premises to the **NEAREST** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 2.4 miles Which of the above is nearest? school

17. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒

If YES, give details: \_\_\_\_\_

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

**NOTE:** "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Lewiston, Maine on 3/14, 20 17  
Town/City, State Date

Nai W Zhao  
Signature of Applicant or Corporate Officer(s)

Nai Wen Zhao

Print Name

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Print Name





Division of Alcoholic Beverages and Lottery  
Operations  
Division of Liquor Licensing and Enforcement

**Corporate Information Required for  
Business Entities Who Are Licensees**

**For Office Use Only:**

License #: \_\_\_\_\_

SOS Checked: \_\_\_\_\_

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: Jenny Zhao, Inc.
- Doing Business As, if any: Ching Wok
- Date of filing with Secretary of State: FEB 14, 2017 State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
N/A
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Nai Wen Zhao	18 Roland Ave. Lewiston, ME 04240	10/5/64	owner	100%

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: \_\_\_\_\_ (list primary officers in the above boxes)

7. Is any principal person involved with the entity a law enforcement official?

Yes ☐ No ☒ If Yes, Name: \_\_\_\_\_ Agency: \_\_\_\_\_

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes ☐ No ☒

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: \_\_\_\_\_

Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_

Location of Conviction: \_\_\_\_\_

Disposition: \_\_\_\_\_

\_\_\_\_\_

**Signature:**

*Nai W Zhao*

*3/14/17*

Signature of Duly Authorized Person      Date

*Nai Wen Zhao*

Print Name of Duly Authorized Person

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Submit Completed Forms To:

Bureau of Alcoholic Beverages  
Division of Liquor Licensing and Enforcement  
8 State House Station, Augusta, Me 04333-0008 (Regular address)  
10 Water Street, Hallowell, ME 04347 (Overnight address)  
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434  
Email Inquiries: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)

**CITY OF AUBURN  
PUBLIC NOTICE**

A public hearing will be held by the Auburn City Council on Monday, May 15, 2017 at 7:00 p.m. or as soon as possible thereafter, in the Council Chambers of Auburn Hall, 60 Court Street, to consider the Liquor License application for:

**Jenny Zhao, Inc., DBA, China Wok  
730 Center Street, Auburn, Maine**

All interested persons may appear and will be given the opportunity to be heard before final action is taken.

James Pross, Ward One  
Robert Stone, Ward Two  
Andy Titus, Ward Three  
Vacant, Ward Four



Leroy Walker, Ward Five  
Grady R. Burns, At Large  
David C. Young, At Large

Jonathan P. LaBonte, Mayor

## **IN CITY COUNCIL**

### **ORDER 37-05152017**

ORDERED, that the City Council hereby approves the Liquor License for Jenny Zhao, Inc., DBA China Wok located at 730 Center Street, Auburn, Maine.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** 05/15/17

**Order:** 38-05152017

**Author:** Jill M. Eastman

**Subject:** Adoption of 5 Year Capital Improvement Plan

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**Information:** The City Manager and School Superintendent presented a 5 year Capital Improvement Plan. By Charter, the City Council has to adopt the capital plan before the end of the current fiscal year.

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**Advantages:** N/A

**Disadvantages:** N/A

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**City Budgetary Impacts:** This action is just adopting the plan.

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**Staff Recommended Action:** Adoption of the 5 yr Capital Improvement Plan

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**Previous Meetings and History:** Joint Workshop with City Council and School Committee on March 6, 2017

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**Attachments:**

Summary of 5 year CIP

Detail of School Department 5 year CIP

**CITY OF AUBURN**  
**CITYWIDE FIVE YEAR**  
**CAPITAL IMPROVEMENT PLAN**  
**FY 18-FY 22**

Description	FY18	FY19	FY20	FY21	FY22
<b><u>AUBURN-LEWISTON AIRPORT</u></b>					
Landside Parking Lot	\$ 350,000				
Taxiway B Reconstructionr (FAA/MDOT 95% eligible)	\$ 15,275				
Runway Instrument Landing System Relocation (FAA/MDOT 95% eligible)	\$ 3,875	\$ 34,875			
Runway Reconstruction - Runway 04/22 (FAA/MDOT 95% eligible)		\$ 150,000			
Reconstruct Airport Parking Apron			\$ 200,000		
Construct New Fuel Farm (FAA/MDOT 95% eligible)			\$ 18,750		
Wildlife Control Equipment		\$ 150,000			
Reconstruct FBO Ramp after UST Removal				\$ 300,000	
Runway Maintenance -Runway 17/35 (FAA/MDOT 95% eligible)					\$ 25,000
<b>TOTAL AUBURN-LEWISTON AIRPORT</b>	<b>\$ 369,150</b>	<b>\$ 334,875</b>	<b>\$ 218,750</b>	<b>\$ 300,000</b>	<b>\$ 25,000</b>
<b><u>ECONOMIC AND COMMUNITY DEVELOPMENT</u></b>					
<b><u>Economic Development &amp; Planning</u></b>					
New Auburn Village Center Revitalization	\$ 600,000	\$ 1,845,280			
Dangerous Building Demolition	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Minot Ave/South Goff Street Extension	\$ 1,500,000				
Comprehensive Plan Property Acquisiton Program		\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
AG Economy Study	\$ 40,000				
<b><u>Electrical</u></b>					
Electrical Vehicle-Replacement	\$ 30,000				
Main Street Underground Electrical Replacement	\$ 60,000				
Street Lights:					
Upgrade existing to LED and take over ownership of leased lights	\$ 881,000	\$ 50,000	\$ 50,000	\$ 10,000	\$ 10,000
Riverwalk fixture upgrade-LED	\$ 35,000				
Mall Area Roadway lighting-LED fixture upgrade	\$ 39,000				
Traffic Signal Upgrades/Replacements:					
Minot/Manley	\$ 15,000				
Turner/Hampshire	\$ 20,000				
Radio Replacement	\$ 10,000				
Dig Safe Cable locator replacement	\$ 10,000				
<b>TOTAL ECONOMIC AND COMMUNITY DEVELOPMENT</b>	<b>\$ 3,440,000</b>	<b>\$ 2,495,280</b>	<b>\$ 650,000</b>	<b>\$ 610,000</b>	<b>\$ 610,000</b>
<b><u>FACILITIES</u></b>					



**CITY OF AUBURN**  
**CITYWIDE FIVE YEAR**  
**CAPITAL IMPROVEMENT PLAN**  
**FY 18-FY 22**

Description	FY18	FY19	FY20	FY21	FY22
Auburn Hall Chiller	\$ 214,000				
Hasty Fire Kitchen Hood and Suppression System	\$ 20,000				
Public Works Roof Replacement	\$ 260,000				
Engine 5 Tank Removal and Driveway Replacement	\$ 110,000				
Auburn Hall	\$ 18,000	\$ 25,000	\$ 33,000	\$ 40,000	\$ 40,000
Central Fire Driveway Replacement	\$ 190,000				
Public Works Reception Area Renovations and Code Compliance Survey	\$ 35,000				
Central Fire Reception Area Renovations and Code Compliance Survey	\$ 45,000				
Engine 5 Reception Area Renovations and Code Compliance Survey	\$ 40,000				
Auburn Hall Lighting Conversion to LED		\$ 35,000			
Hasty Air Conditioning in Offices and Function Rooms		\$ 35,000	\$ 35,000	\$ 35,000	
Central Fire Window Replacement			\$ 75,000		
Engine 5 Window Replacement			\$ 40,000		
<b>TOTAL FACILITIES</b>	<b>\$ 932,000</b>	<b>\$ 95,000</b>	<b>\$ 183,000</b>	<b>\$ 75,000</b>	<b>\$ 40,000</b>
<b><u>FIRE</u></b>					
Vehicle Replacement-4 Wheel Drive Pick Up	\$ 36,000				
Replace expired SCBA cylinders	\$ 10,000	\$ 10,000			
Engine 5 Generator Replacement	\$ 32,000				
Engine 2 Generator Replacement	\$ 20,000				
Fire Apparatus Replacement		\$ 225,000		\$ 800,000	
Ambulance Replacement	\$ 360,000		\$ 150,000	\$ 150,000	
Replace Breathing air cascade system		\$ 95,000			
Replace Rescue boat			\$ 25,000		
Renovation of training facility					\$ 250,000
Building Improvements		\$ 1,000,000			
Architect Fees Public Safety Facility		\$ 200,000			
<b>TOTAL FIRE</b>	<b>\$ 458,000</b>	<b>\$ 1,530,000</b>	<b>\$ 175,000</b>	<b>\$ 950,000</b>	<b>\$ 250,000</b>
<b><u>INGERSOLL TURF FACILITY</u></b>					
Ceiling Netting	\$ 19,014				
Pitching Machine and Ball Feeder	\$ 23,476				
Mezzanine Viewing Construction			\$ 60,000		
<b>TOTAL INGERSOLL TURF FACILITY</b>	<b>\$ 42,490</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF AUBURN**  
**CITYWIDE FIVE YEAR**  
**CAPITAL IMPROVEMENT PLAN**  
**FY 18-FY 22**

Description	FY18	FY19	FY20	FY21	FY22
<b><u>INFORMATION TECHNOLOGY (IT)</u></b>					
Update of Operating System	\$ 200,000	\$ 300,000			
GIS Flyover	\$ 40,000				
<b>TOTAL IT</b>	<b>\$ 240,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>LATC (Auburn's share)</u></b>					
Bus Replacement	\$ 40,000	\$ 40,000	\$ 40,000	\$ 45,000	\$ 45,000
<b>TOTAL LATC</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>
<b><u>LA911 (Auburn's share)</u></b>					
Virtualization Hardware Refresh	\$ 71,500	\$ 68,500			
Radio Replacement Project	\$ 535,000	\$ 511,000	\$ 1,500,000		
<b>TOTAL LA911</b>	<b>\$ 606,500</b>	<b>\$ 579,500</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>NORWAY SAVINGS BANK ARENA</u></b>					
Keyless Entry System	\$ 26,000				
Real Ice System-Sustainable Water-Energy Nexus Solution	\$ 27,500				
Heating System for Rink #2	\$ 72,000				
Ice Dam for Rink #1 and Rink #2					
Outer Rink Board facing replacement Rink #2					
Light Shows for Rink #1 and Rink #2		\$ 10,000			
Stripping the Floor in the Mezzanine		\$ 13,000			
Aprilaire 1850 Dehumidifier		\$ 15,000			
<b>TOTAL NSB ARENA</b>	<b>\$ 125,500</b>	<b>\$ 38,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>POLICE</u></b>					
Vehicle Replacement	\$ 250,000	\$ 153,332	\$ 191,665	\$ 191,665	\$ 191,665
TASER Purchase	\$ 59,000				
Speed Sign Purchase	\$ 33,600				
Architect Fees New Public Safety Facility		\$ 200,000			
Mobile Data Terminal Replacement		\$ 89,000			
Portable Radio Replacement		\$ 30,000	\$ 30,000	\$ 30,000	
Narcotics Testing Equipment		\$ 25,000			

**CITY OF AUBURN**  
**CITYWIDE FIVE YEAR**  
**CAPITAL IMPROVEMENT PLAN**  
**FY 18-FY 22**

Description	FY18	FY19	FY20	FY21	FY22
VARDA Scout Covert Alarm System		\$ 4,000			
Firearms Replacement			\$ 66,000		
Cruiser Lightbar Replacement			\$ 23,000		
Radar/Message Sign Trailer			\$ 18,000		
Ballistic Shield Replacement				\$ 23,000	
Rifle Replacement				\$ 15,000	
Cruiser Camera System Replacement				\$ 90,000	
Body worn Cameras					\$ 180,000
Gym Equipment Replacement					\$ 25,000
<b>TOTAL POLICE</b>	<b>\$ 342,600</b>	<b>\$ 501,332</b>	<b>\$ 328,665</b>	<b>\$ 349,665</b>	<b>\$ 396,665</b>
<b><u>PUBLIC SERVICES</u></b>					
<b>Engineering</b>					
Reconstruction	\$ 1,850,000	\$ 1,000,000	\$ 3,000,000	\$ 3,000,000	\$ 2,000,000
Reclamation/Resurfacing	\$ 2,400,000	\$ 2,500,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Major Drainage	\$ 500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
MDOT Match	\$ 750,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Retaining Walls	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Sidewalks	\$ 250,000	\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000
Bridge Maintenance	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
<b>Total Engineering</b>	<b>\$ 5,750,000</b>	<b>\$ 5,100,000</b>	<b>\$ 6,700,000</b>	<b>\$ 6,500,000</b>	<b>\$ 5,600,000</b>
<b>Parks</b>					
Utility Vehicle	\$ 10,000				
Riverwalk Fence Replacment	\$ 45,000				
<b>Total Parks</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Public Works</b>					
Replace 7 yard plow trucks (plowing/sanding and roadway maintenance)	\$ 772,000		\$ 360,000		
Replace 12 yard plow trucks (plowing/sanding and roadway maintenance)		\$ 235,000			\$ 470,000
Replace front end loader (loading materials and snow removal)	\$ 140,000				\$ 255,000
Replace Street Sweeper (sand and debris removal from roadways)	\$ 225,000	\$ 236,000			
95 Ton Hydraulic Press Brakes	\$ 48,000				
Portable Lift System	\$ 63,000				

**CITY OF AUBURN**  
**CITYWIDE FIVE YEAR**  
**CAPITAL IMPROVEMENT PLAN**  
**FY 18-FY 22**

Description	FY18	FY19	FY20	FY21	FY22
Purchase Traffic Paint Machine	\$ 15,000				
Replace One Ton Trucks (parks and roadway maintenance)	\$ 260,000	\$ 62,000	\$ 62,000	\$ 124,000	
Replace Pickups (parks and roadway maintenance)	\$ 120,000	\$ 67,000	\$ 32,000	\$ 67,000	
Mini Excavator	\$ 76,500				
Hydro Seeder	\$ 23,655				
Tilt Trailers	\$ 11,500				
Replace tracked excavator (drainage/roadway maintenance)	\$ 225,000				
Replace multi-use tractor (sidewalk maintenance and mowing)	\$ 150,000				
14' Dump Body Replacement	\$ 31,000				
Replace road grader (roadway maintenance and snow plowing)		\$ 300,000			
Replace Snowblower		\$ 115,000			
Replace lift truck (moving equipment and materials at PW facility)		\$ 30,000			\$ 30,000
Replace vehicle (engineering inspections)			\$ 25,000		
Replace catch basin cleaning/storm drain flushing truck			\$ 375,000		
Replace trailer mounted sign	\$ 27,000				
Replace wood chipper (disposal of brush from tree/brush cutting)					\$ 45,000
<b>Total Public Works</b>	<b>\$ 2,187,655</b>	<b>\$ 1,045,000</b>	<b>\$ 854,000</b>	<b>\$ 191,000</b>	<b>\$ 800,000</b>
<b>PW Facilities</b>					
Storage Facility	\$ 500,000				
<b>Total PW Facilities</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL PUBLIC SERVICES</b>	<b>\$ 8,492,655</b>	<b>\$ 6,145,000</b>	<b>\$ 7,554,000</b>	<b>\$ 6,691,000</b>	<b>\$ 6,400,000</b>
<b>RECREATION</b>					
Replace 15 Passenger Van			\$ 40,000		
Baseball Field Phase II	\$ 90,000				
Basketball Backboards	\$ 24,000				
<b>TOTAL RECREATION</b>	<b>\$ 114,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EDUCATION (See attached list)</b>	<b>\$ 3,143,365</b>	<b>\$ 3,458,407</b>	<b>\$ 2,182,500</b>	<b>\$ 2,945,083</b>	<b>\$ 2,495,404</b>
<b>TOTAL CIP</b>	<b>\$ 18,346,260</b>	<b>\$ 15,517,394</b>	<b>\$ 12,931,915</b>	<b>\$ 11,965,748</b>	<b>\$ 10,262,069</b>

	FY18	FY19	FY20	FY21	FY22
<b>LOCATION</b>					
<b>AMS</b>					
Additional 6th Grade Classrooms-wing					
Synthetic Gym Floor - Renewal			\$ 211,275		
Bathroom Renewal - G/B [4sets]		\$ 360,000			
Roof Renewal-Upgrade					
Kitchen - Ceramic Tile Replacement			\$ 297,773		
Quarry Tile - Hallway	\$ 119,813				
Security/Surveillance Equipment upgrade/enhancement		\$ 205,434			
Bathroom Partitions-new fixtures					\$ 197,820
Classroom Casework-27 rooms				\$ 590,490	
Expoxy Flooring		\$ 20,900			
Laboratory Casework			\$ 199,700		
Bleacher Renewal [47 years]					
Toilet Partitions			\$ 134,864		
Public Address System					
Fire Alarm System Replacement					
Wet Sprinkler System-upgrade & new pump	\$ 738,808				
Theater and Stage Equipment Replacement					
Replace Communication system-telephone					\$ 75,290
Aluminum Window Wall - Cafeteria - Renewal					
Swing Doors - Pair- 6x7 & 3x7 Wd Replacements [Two year projects]					
Boilers[1&2] - Renewal					
<b>TOTAL</b>	<b>\$ 858,621</b>	<b>\$ 586,334</b>	<b>\$ 843,612</b>	<b>\$ 590,490</b>	<b>\$ 273,110</b>
<b>East Auburn</b>					
Re-pave Play Area	\$ 6,400				
Renewal- Interior wood doors-frame/ADA hardware	\$ 34,140				
1928 Building- Asphalt Roof Renewal					
Cafeteria Tables/Chairs Renewal					
Renewal single-ply Membrane- 54 Addition/2000 addition		\$ 130,500			
Boilers[1] Furnace[1]- Renewal-2000/1990					
1928 Orig. 1968 & 2000 Addition - Renewal VCT Tiles	\$ 69,615				
Renewal Lighting Fixtures			\$ 59,401		
Telephone Upgrade				\$ -	\$ 59,180
Security Surveillance Renewal				\$ 60,189	\$ -
Phase II Addition	\$ -				
<b>TOTAL</b>	<b>\$ 110,155</b>	<b>\$ 130,500</b>	<b>\$ 59,401</b>	<b>\$ 60,189</b>	<b>\$ 59,180</b>
<b>ELHS</b>					
Major School Construction (replace ELHS) State Approved/Local Only- Bification Phases- Site Development/New Construction		\$ 9,553,000	\$ 51,905,000		
A & B Wing Roofing & Structural Upgrade 30 years-life expectancy				\$ 530,054	
C & D Wing Roofing & Structural Upgrade				\$ 274,127	
E Wing Roofing & Structural Upgrade				\$ 176,800	
Gym & Foye Roofing & Structural Upgrade				\$ 432,900	
Lighting Fixtures Renewal-T8/T5- LED				\$ 777,129	

	FY18	FY19	FY20	FY21	FY22
<b>LOCATION</b>					
Parking Lot and Roadway-Renewal				\$ 410,200	
Resurface Gym circle & drive				\$ 50,100	
Music Equipment/Instruments				\$ 32,000	
Renewal Paved Main Entrance				\$ 184,300	
Resurface Entire Front Entrance /staff parking area				\$ 295,000	
Tennis Court Lights				159000	
Tennis Court Reconstruction				\$ 301,000	
New Electrical Entrance				\$ 481,000	
Track/Soccer Field Lighting				\$ 160,000	
Track & Filed Renewal-behond life expectancy- Maintain for safety 3yrs assurance	\$ 18,000			\$ 461,000	
Interior Handrail Replacement - ADA				\$ 498,000	
Exterior Doors (33)				\$ 354,000	
Security/Surveillance Equipment upgrade/enhancement				\$ 111,000	
New Windows & Exterior Envelop- Will required PCB Assessment				\$ 5,028,160	
Cellular Window Treatments				\$ 80,000	
Parking Lots - Increase & Reorg for Student, Staff & Parent Parking				\$ 400,000	
New Heating and Ventilation & Controls				\$ 8,182,300	
Addition - Cafeteria, Auditorium, Library				\$ 6,000,000	
<b>TOTAL</b>	<b>\$ 18,000</b>	<b>\$ 9,553,000</b>	<b>\$ 51,905,000</b>	<b>\$ 25,378,070</b>	<b>\$ -</b>
<b>Fairview</b>					
Student Bathrooms Partitions	\$ 65,000				
Replace 1996 Classroom Carpets-	\$ 40,948				
1997 Double Hung windows - Renewal					
Cafeteria Tables/Chairs Renewal					
Lighting Fixtures Renewal T8&T5 w/LED	\$ 245,055	222512			
Replace Original One Entrance - D Wing	\$ 29,199				
Security System Upgrade Main/97 addition		\$ 61,603	\$ 114,890		
Boilers[1&2] - Renewal					
Ceramic Tile 1997-Renewal				\$ 109,987	
Theater & Stage Equipment Renewal	\$ 42,718				
Single-ply Membrane-97 addition					\$ 235,512
Dome Roof Renewal - Library					
Door Assembly Store-front 1997 6x7 Renewal					
Exhaust System- General building					\$ 52,718
Student Lockers Renewal 51 & 97 wing					
Elevator - New pump & Renewal					
Single-ply Membrane-56wing & addition					
Central AHU-VAV System w/distribution Phas 1&2					
Gym Equipment Renewal	\$ 35,710				
<b>TOTAL</b>	<b>\$ 458,630</b>	<b>\$ 284,115</b>	<b>\$ 114,890</b>	<b>\$ 109,987</b>	<b>\$ 288,230</b>
<b>Franklin School</b>					
Parking Lot Resurfacing		\$ 42,000			
Exterior Security Lighting	\$ 35,000				
Renewal lighting Fixtures- LED	\$ 100,357				



	FY18	FY19	FY20	FY21	FY22
<b>LOCATION</b>					
Chair Lift Renwal [ADA]					\$ 80,000
Security Surveillance System - Renewal				\$ 34,637	
New Elevator- ADA Compliance			\$ 223,200		
<b>Renewal EDPM Roof Membrane-Life Expectancy</b>					
<b>TOTAL</b>	<b>\$ 135,357</b>	<b>\$ 42,000</b>	<b>\$ 223,200</b>	<b>\$ 34,637</b>	<b>\$ 80,000</b>
<b>Sherwood Heights</b>					
Renewal Exit Signage & Emergency Lights		\$ 31,500			
Fire Alarm Upgrades-1968 Section	\$ 148,874				
Renewal Paving-Front Entrance	\$ 77,600				
Additional Roof Drains Wing E	\$ 45,000				
Roof Restoration or Replacement Wing E.					
Cafeteria Tables/Chairs					
Elevator - New pump & Renewal					
Theater & Stage Equipment	\$ 39,432				
Ceramic Tile Renewal 97 addi					\$ 136,715
1997 Double Hung windows - Renewal					
Lighting Fixtures Renewal T8&T5		\$ 197,934	\$ 268,845		
DDE System renewal-Heating 68 wng	\$ 154,460				
Single-ply Membrane-97 addition				\$ 458,337	
Carpet Renewal w/VCT in Classrooms Last Phase	\$ 111,900	\$ 128,520			
Door Assembly 68 & 97 Addition					
Central AHU-VAV System w/distribution Phas 1&2					
Student Lockers Renewal 68 & 97 wing					
Boilers(2) Renewal - 1996					
New Gym/Multipurpose floor Renewal					
Central AHU-VAV System w/Distribution 68 wing					\$ 1,232,131
Wheelchair Lift 1997-Renewal				\$ 27,188	
Replace Original Exterior Doors-upper-lower entrances	\$ 43,100				
<b>TOTAL</b>	<b>\$ 620,366</b>	<b>\$ 357,954</b>	<b>\$ 268,845</b>	<b>\$ 485,525</b>	<b>\$ 1,368,846</b>
<b>Support Services Building</b>					
System Security Surveillance Upgrade-Network Components				\$ 16,930	
Above Ground Fuel Tank-Fueling System					\$ 110,000
Paving- Restoration w/Bus Wash-EDP					
Install fire Alarm System	46120				
One Ton Truck With Plow (replace 2005 1 1/2 ton GMC)	50000				
One Ton Truck With Plow (replace 2006 1 ton Ford)		50000			
One Ton P/U With Plow (replace 2008 3/4 ton Ford)			\$ 45,000		
One Ton P/U With Plow (replace 2010 3/4 ton GMC)				\$ 45,000	
Lighting Fixtures Renewal T8 w/LED		\$88,342	\$ 116,742		
Single Ply -EDPM Roof Renewal					
<b>TOTAL</b>	<b>\$ 96,120</b>	<b>\$ 138,342</b>	<b>\$ 161,742</b>	<b>\$ 61,930</b>	<b>\$ 110,000</b>

	FY18	FY19	FY20	FY21	FY22
<b>LOCATION</b>					
<b>Technology</b>					
Elementary Teachers/MacBooks					
Seecondary Teachers/MacBOOKS	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
<b>TOTAL</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>Walton Elementary</b>					
Refurbish Bathrooms[Lower Level]		\$ 325,000			
Refurbish Bathrooms[Primary/Faculty]	\$ 138,300				
Renewal Emergency Lights	\$ 22,600				
Exterior Lighting Renewal			\$ 49,755		
Walton Football Field Upgrades				\$ 25,000	
WaltonAthletic Field Fence Renewal				\$ 47,800	
Student Hallway Wall-Lockers-Renewal		\$ 160,000			
Theater & Stage Equipment Renewal	\$ 39,435				
Kitchen Quarry Tile Renewal				\$ 52,863	
Reroofing Primary Wing	\$ 49,700				
Reroofing Single Membrane-Main extension					
Student Wall Lockers - Renewal		\$ 160,000			
System Security Surveillance Upgrade-Network Components			\$ 49,755		
Lighting Fixtures Renewal T8 w/LED		\$ 268,000			
Kitchen-Cabinets-Counter-Sink/Quarry Tiles	\$ 140,657				
Cafeteria Tables/Chairs Renewal					
Boilers[1&2] - Renewal					
<b>TOTAL</b>	<b>\$ 390,692</b>	<b>\$ 913,000</b>	<b>\$ 99,510</b>	<b>\$ 125,663</b>	<b>\$ -</b>
<b>Washburn</b>					
Phase II Addition/Gym,Classrooms,Cafeteria					
Replace interior wood doors-metal frames-lever hrdwr	\$ 68,291				
Replace Rear Fence	\$ 48,300				
Lighting Fixtures Renewal-T8 w/LED					\$ 69,208
Replace Carpets w/VCT in Classrooms	\$ -				
Boiler Renewal - 2000					
DDE System renewal				\$ 173,077	
Single-ply EDMP Roofing Membrane Renewal 35 yrs					
Carpets & VCT Tile Renewal 1950/2001		\$ 143,491		\$ 116,076	
Security Surveillance System - Upgraded			\$ 69,755		
Wood doors/hardware/security Renewal			\$ 185,000		
Play Space Resurfacing		\$ 120,000			
Replace Portable Units - 2 classrooms		\$ 450,000			
<b>TOTAL</b>	<b>\$ 116,591</b>	<b>\$ 713,491</b>	<b>\$ 254,755</b>	<b>\$ 289,153</b>	<b>\$ 69,208</b>
<b>RETC/SOS</b>					
Masonry Restoration/Lintels					
New DDC Controls System- Renewal			\$ 56,545		
Single-ply Membrane renewal				\$ 1,056,000	
Lighting Fixtures Renewal-T8 w/LED	\$ 109,394	\$ 69,208			
Perimeter Heat System-Fin Tube/unit Heaters					\$ 146,830
<b>Total</b>	<b>\$ 109,394</b>	<b>\$ 69,208</b>	<b>\$ 56,545</b>	<b>\$ 1,056,000</b>	<b>\$ 146,830</b>
<b>Park Ave</b>					

	FY18	FY19	FY20	FY21	FY22
LOCATION					
Security Surveillance upgrades-Cameras	\$ 17,320				
Bathroom Vinyl Sheet goods-Renewal w/VCT					
Replace HM Door Frames - Admin Area & Library	\$ 60,506				
Two Additional Classrooms					
Emergency Generator -125kw-renewal					
Window Shades		\$ 44,478			
Gym Equipment-Bleachers Renewal					
Emergency Battery Backup	\$ 37,539				
Exit Signs - Renewal	\$ 32,073				
Water Heater - Renewal				\$ 31,509	
Lighting Renewal - LED					
Cafeteria Tables/Chairs Renewal					
Renewal EDPM Roof Membrane-Life Expectancy					
Telephone & Communication Renewal					
Security/Surveillance Equipment upgrade/enhancement		\$ 78,985			
<b>Total</b>	<b>\$ 147,438</b>	<b>\$ 123,463</b>	<b>\$ -</b>	<b>\$ 31,509</b>	<b>\$ -</b>
<b>GRAND TOTAL CIP</b>	<b>\$ 3,161,365</b>	<b>\$ 13,011,407</b>	<b>\$ 54,087,500</b>	<b>\$ 28,323,153</b>	<b>\$ 2,495,404</b>
<b>GRAND TOTAL CIP w/o ELHS Renewals</b>	<b>\$ 3,143,365</b>	<b>\$ 3,458,407</b>	<b>\$ 2,182,500</b>	<b>\$ 2,945,083</b>	<b>\$ 2,495,404</b>

James Pross, Ward One  
Robert Stone, Ward Two  
Andy Titus, Ward Three  
VACANT, Ward Four



Leroy Walker, Ward Five  
Grady R. Burns, At Large  
David C. Young, At Large

Jonathan P. LaBonte, Mayor

## **IN CITY COUNCIL**

### **ORDER 38-05152017**

ORDERED, that the City Council hereby adopts the 5 year Capital Improvement Plan, presented to the City Council and School Committee by the City Manager and School Superintendent on March 6, 2017.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 15, 2017

**Order:** 39-05152017

**Author:** Yvette Bouttenot, Community Development Manager

**Subject:** Adoption - 2017 Annual Action Plan of the Community Development Block Grant Program and HOME Investment Partnerships Program

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**Information:** The budget discussions occurred at the City Council workshop of March 20, 2017. A Public Hearing was held on April 24, 2017.

Final Budget (see attached sheets)  
Community Development Block Grant \$760,918  
HOME Investment Partnerships Program/Auburn grant \$684,190  
HOME Investment Partnerships Program/Lewiston grant \$ 641,493

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**Advantages:** The City of Auburn will assist low-to-moderate income citizens by offering programs and services focused on the prevention of the deterioration of the housing stock, job creation, homeownership activities, housing rental activities, assisting people to transition out of poverty and the prevention of homelessness.

**Disadvantages:** None

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**City Budgetary Impacts:** Budget supports portions of the Code Enforcement, Economic Development Director and Deputy Director salaries formerly covered by the general fund.

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**Staff Recommended Action:** Adoption of 2017 CDBG/HOME Budget

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**Previous Meetings and History:** March 20, 2017 City Council Workshop  
April 24, 2017 City Council Meeting - Public Hearing

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**Attachments:** CDBG and HOME Budget



## **FFY2017 ACTION PLAN SUMMARY**

### **May 10, 2017**

The City of Auburn is preparing to submit its 2017 Action Plan with request of funding to the U. S. Department of Housing and Urban Development (HUD). The Action Plan describes the third year budget and proposed activities for the Community Development Block Grant and HOME Investment Partnerships Programs to carry out the goals and objectives of the Consolidated Plan.

This Draft 2017 Action Plan process provides for a 30-day comment period. All comments received by the public will be included in the package that is submitted to the City Council. Oral or written comments may be submitted to Yvette Bouttenot, Community Development, 60 Court Street, Auburn, ME 04210, tel. 333-6601 ext. 1336, e-mail [ybouttenot@auburnmaine.gov](mailto:ybouttenot@auburnmaine.gov) Comments may also be made during the public hearing to be held on April 24 during the City Council meeting. The meeting will be at 7 pm at Auburn Hall.

### **SCHEDULE FOR ADOPTION 2017 ACTION PLAN/BUDGET**

30-day Comment Period	March 24 through April 24
Public Hearing	April 24
Adoption by City Council	May 1
Submission of 2017 Action Plan to HUD	May 15 or within 60 days after allocations are announced

### **2015-2019 CONSOLIDATED PLAN**

In 2015 the City of Auburn adopted the 2015-2019 Consolidated Plan. The Consolidated Plan identifies many of the community's issues, establishes priorities, and describes how Community Development resources will address these needs. This Consolidated Plan sets forth goals, objectives, and performance benchmarks for measuring progress, and establishes a framework for assessing the programs and projects Auburn will make available for revitalization.

### **GOALS OF THE 2015 TO 2019 CONSOLIDATED PLAN**

These are what the Auburn Community Development program intends to work towards and the measurable outcomes that will be accomplished in this five year period:

- Goal 1: Promote Jobs and Development
  - Assist 20 businesses
- Goal 2: Prevent Deterioration of Housing Stock
  - 90 home owner units rehabilitated
  - 100 owner and rental housing made lead safe
  - 40 rental units rehabilitated with exterior improvements
  - 500 target area buildings inspected with 170 units improved
- Goal 3: Improve Parks and Establish Community Gardens
  - 1 park upgraded and 1 newly constructed
  - 3 community gardens
- Goal 4: Make Neighborhood Streets Safer and More Walkable
  - 3,000 linear feet of repaved sidewalks

- Goal 5: Support People in their Efforts to Transition out of Poverty  
1,000 persons assisted
- Goal 6: Prevent Homelessness  
200 homeless persons assisted with case management  
125 at-risk persons assisted with security deposits
- Goal 7: Increase Owner Occupancy  
25 renters assisted to purchase a home
- Goal 8: Support Housing Construction of Affordable Units  
60 new affordable rental units
- Goal 9: Support Fair Housing and Increase Housing Choice  
4 landlord and tenant fairs  
4 Fair Housing poster contests

## 2017 FUNDING

This plan is built on a budget based on previous year funding levels until allocations are announced by HUD. A contingent budget based on a 10% decrease is also proposed. Funding for the Community Development Program is primarily from two sources, Community Development Block Grant and HOME Investment Partnerships Program funds. These are entitlement grants which means the City will receive these each year.

The following is a summary of anticipated resources for the period July 1, 2017 to June 30, 2018.

\*Congress has approved the FFY2017 Appropriations Bill and HUD anticipates that the Grantee allocations will be announced in late June, 2017. HUD advises grantees not to submit the Annual Action Plan until after FFY2017 allocations are announced. An affected grantee may delay submission of its action plan to HUD by up to 60 days after the date allocations are announced. In order not to delay the beginning of its 2017-2018 program year any more than necessary the City of Auburn is following this plan:

- Adhere to normal schedule through May 15, 2017;
- Build the plan on flat funding from previous year allocation with a 10% reduction option. If cuts exceed a 10% reduction budgets will be proportionally increased or decreased to match actual allocation amounts.

**Community Development Block Grant Funds:** The proposed budget for 2017 is \$760,918 from the following sources of Community Development funds. A 10% reduction in funding levels would mean an allocation of \$460,620:

Anticipated Community Development Grant	\$511,800 *
Anticipated Program Income	238,000
Carry Over Funds	11,118

**HOME Funds:** The proposed budget for 2016 is \$684,190 from the following sources of HOME funds, A 10% reduction of funds would mean an allocation of \$151,495:

Anticipated HOME Grant	\$168,328*
Anticipated Program Income	124,000
Carry Over Funds	391,862

## COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

**Source of Funds: U. S. Department of Housing and Urban Development**

**Program Objective: Development of Viable Urban Communities**

- Provide decent housing
- Suitable living environment
- Expand economic opportunities

### 2017 BUDGET

ACTIVITY	PROPOSED AMOUNT	10% REDUCTION of FUNDS
Support Fair Housing and Increase Housing Choice	\$2,000	\$2,000
Small Business/Commercial Loan Program	150,000	150,000
Housing Rehabilitation	139,950	138,770
Lead Testing	5,000	5,000
Community Concepts/Weatherization	20,750	20,750
Code Enforcement	50,000	35,000
Community Garden	33,118	28,118
Neighborhood Challenge Grant	25,000	0
Androscoggin Head Start	9,000	9,000
Auburn Recreation Department Scholarships	15,000	15,000
Literacy Volunteers	8,635	8,635
Auburn Police Department/Work with ME	48,365	48,365
Tedford Housing	7,000	7,000
Safe Voices	12,000	12,000
Program Administration	142,100	137,100
Housing Administration	<u>93,000</u>	<u>93,000</u>
<b>Total</b>	<b>\$760,918</b>	<b>\$709,738</b>

### 2017 COMMUNITY DEVELOPMENT BUDGET DESCRIPTIONS

#### **STRATEGY: SUPPORT FAIR HOUSING AND INCREASE HOUSING CHOICE**

*Conduct workshops for both landlords and tenants about the rights and responsibilities of each party and the avenues for redress in the event of a problem.*

- 1. Fair Housing**  
**Proposed Budget: \$2,000**

**Description:** Implementation of the Fair Housing strategies identified in the Analysis of Impediments to Fair Housing Choice report.

The Cities of Auburn and Lewiston will be undertaking fair housing activities to raise awareness of Fair Housing Laws. Based on the Analysis of Impediments to Fair Housing Choice Report completed in 2013 the Cities have identified the following activities to be undertaken on an annual basis: 1) a series of landlord and tenant workshops; 2) school outreach - poster contest for middle school with winners being selected for a fair housing calendar; 3) distribution of basic information on tenant housing rights; 4) identify obstacles to Sharia lending and inform New Mainers of housing opportunities. All activities will be done in collaboration with the Cities of Auburn and Lewiston's Community Development Departments and the Auburn and Lewiston Housing Authorities.

**Anticipated Outputs:** 1 tenant training  
1 landlord training  
Update Fair Housing Page on City Website

## **STRATEGY: PROMOTE JOBS AND DEVELOPMENT**

*Assist small businesses to start up, succeed and grow through*

- *Loans to support job creation for low-income people in target areas.*

### **2. Economic Development Programs** **Proposed Budget: \$150,000**

#### **Storefront Traffic Accelerates Revitalization (STAR) Business Loan Program**

**Description:** Funds will be used to provide low-interest loans to small businesses, business start-ups and commercial property owners. Funds can be used for working capital, equipment or inventory purchase, or building improvements. The program will help to create jobs in the community, primarily benefiting low- and moderate-income persons.

**Anticipated Outputs:** 3 Small Business loans

## **STRATEGY: PREVENT DETERIORATION OF HOUSING STOCK**

- *Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households;*
- *Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning;*
- *Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the 5-Year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston.*
- *Financially support code enforcement activities that result in improvements to the housing stock*
- *Provide financial assistance to encourage exterior as well as health and safety improvements*
- *Provide assistance for weatherization of single family homes occupied by low income households*

**3. Rehabilitation Loan Program**

**Proposed Budget: \$139,950**

***Proposed Budget based on 10% Allocation Reduction : \$138,770***

**Description:** Funds will be used to provide loans under the Rehabilitation Loan Program to upgrade residential buildings, increase curb appeal, address code violations, weatherize homes, and to provide a loan match to the Lead Hazard Reduction Grant. The Rehabilitation Program helps to maintain and upgrade the quality of housing, particularly in targeted areas and assists low-income property owners and investors to address housing problems. The program also helps to increase or stabilize the tax base, provides an economic stimulus for contractors and suppliers, eliminates lead hazards, and prevents properties from becoming blighting influences in the more densely populated neighborhoods.

**Anticipated Outputs:** 5 units with health and safety repairs

5 units with whole house/curb appeal improvements

5 units with lead paint problems eliminated

5 units repaired of code enforcement

**4. Lead Testing and Clearance**

**Proposed Budget: \$5,000**

**Description:** Funds will be used to cover the cost of performing lead clearances in buildings that have been rehabilitated with federal funds. These funds will be used only for projects where there are no Lead Grant funds involved. All rehabilitation projects must now comply with strict lead requirements to reduce the hazards caused by lead-based paint. One of the requirements imposed by Title X is that a property that is rehabilitated with federal funds must be lead safe that is documented through a clearance test. These funds pay for the contractor to take samples and have the sample analyzed by a certified lab.

**Anticipated Outputs:** 20 lead tests

**5. Community Concepts, Inc. Weatherization**

**Proposed Budget: \$20,750**

**Description:** Funds will be used to weatherize homes and pay for a portion of the program salary expense. This weatherization program includes wall, ceiling and basement insulation, caulking windows and doors, etc. An assessment is done to determine payback and only improvements which have a reasonable payback are undertaken. This program leverages an amount that is greater than our CDBG investment through a Department of Energy grant. These funds would not come to our community without the CDBG match.

**Anticipated Outputs:** 5 units weatherized

**6. Code Enforcement**

**Proposed Budget: \$50,000**



***Proposed Budget based on 10% Allocation Reduction : \$35,000***

**Description:** Funds will be used to cover salary costs for a Code Enforcement officer of the City of Auburn. Code enforcement efforts will be directed in three target areas, Downtown, New Auburn and Union Street. The focus of the code enforcement effort is to control vacant and dangerous buildings, nuisance complaints, and to expand code enforcement efforts to improve the overall condition of the housing stock. This will include coordinating building improvements, some of which will come through the City's Rehabilitation Program.

**Anticipated Outputs:** 100 buildings inspected  
25 buildings with health/safety violations repaired/private funds  
9 buildings with health and safety violations repaired/public funds

## **STRATEGY: IMPROVE PARKS AND ESTABLISH COMMUNITY GARDENS**

- *Enhance physical infrastructure of key in-town parks;*
- *Improve walkways to and from parks;*
- *Provide opportunities for growing fresh healthy foods by establishing community gardens in the Downtown, Union Street and New Auburn target areas.*

### **7. Community Gardens**

**Proposed Budget: \$33,118**

***Proposed Budget based on 10% Allocation Reduction : \$28,118***

**Description:** Funds will be used to support the vegetable garden on Webster Street for the 2017 garden season. This garden season begins in April of next year. Community gardens encourage people to improve their health, stretch their food dollars, learn about growing vegetables, and provide a place where neighbors can meet to engage in a positive way. The budget will be used for replacing compost, purchasing seeds and seedlings, and salary for the garden coordinator. The garden coordinator will be supervised by St. Mary's Nutrition Center at their cost. During the coming year, there will be planning for a second garden in the New Auburn area, the construction of which will be included in the FFY2017 CDBG budget.

**Anticipated Output:** support one community garden

## **STRATEGY: MAKE NEIGHBORHOOD STREETS SAFER AND MORE WALKABLE**

*Provide infrastructure funds on a 50% match of City Capital improvement funds for lighting, sidewalks, landscaping improvements in target areas.*

### **8. Neighborhood Challenge Grant**

**Proposed Budget: \$25,000**

***Proposed Budget based on 10% Allocation Reduction : \$0***

Description: This activity allows for Neighborhood Groups to apply for grant funds to enhance their neighborhoods through safety or beautification efforts.

**Anticipated Output:** 4 grants

## **STRATEGY: SUPPORT PEOPLE IN THEIR EFFORTS TO TRANSITION OUT OF POVERTY**

*Focus on helping young people growing up in poverty to get the personal and educational skills needed to live a healthy and productive adult life.*

- *Expand programming for at-risk teenagers that helps them learn work skills, graduate from high school*
- *Create youth apprenticeship opportunities with local businesses*

*Support low-income adults to successfully provide for themselves and their families through education and development of employment skills including mentoring, work readiness, and job training.*

### **9. Androscoggin Head Start and Child Care Life & Job Skills at Extended Care Program Proposed Budget: \$9,000**

**Project Description:** Funds would provide social services for families enrolled in head start at Webster School. Services are available to economically disadvantaged children whose parents are working or in job training. These services assist families in meeting their basic needs, provide parent training, provide information and referrals, develop a strategy to maintain or attain economic independence, and provide crisis intervention. These services facilitate families' efforts to maintain or obtain financial independence from assistance and help children achieve school readiness.

**Anticipated Output:** 20 Auburn families

### **10. Literacy Volunteers of America/Androscoggin Literacy Services for Adults & Families Proposed Budget: \$8,635**

**Project Description:** Funds will be used to help recruit, train and support volunteers to provide tutoring to illiterate adults and families. The Adult Literacy Program provides one-on-one tutoring for reading, writing, and basic math for adults and families in Androscoggin County who are at the lowest two literacy levels. They also offer one-on-one tutoring for English speakers of other languages. The focus is to help adults with low literacy skills and immigrants gain critical reading, writing, and math skills that will help with employability. 90% of their students' primary goal is to obtain a job, pass a job-related test, or participate in career training.

**Anticipated Output:** 90 Auburn residents

### **11. Auburn Police Department**

**Work with Me****Proposed Budget:** \$48,365

**Description:** Auburn Police Department will work with Auburn School Department, the Career Center, and local business owners/tradesmen to provide soft skills and job specific skills to 50 at-risk and homeless youth between the ages 15-19. Students will be assisted to find internships. Funds will be used to cover the program coordinator's salary, cab fares, student/mentor stipends, and purchase students work clothes.

**Anticipated Output:** 50 Auburn youth

**12. Auburn Recreation Department  
Recreation Scholarships  
Proposed Budget:** \$15,000

**Description:** Support families who are involved in education or working by providing summer day care for their children. Families will be required to enroll in an education or training program for their children in order to qualify. Funds will pay for grants to 30 children. Funds will pay for scholarships, approximately \$430 per child.

**Anticipated Output:** 30 children

## **PREVENT HOMELESSNESS**

- *Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development.*
- *Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.*
- *As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other "housing first" approaches.*

**14. Safe Voices  
Proposed Budget:** \$12,000

**Project Description:** Funds will be used to pay the shelter worker salaries to provide services to families experiencing domestic violence and homelessness to develop skills for self-sufficiency. The shelter serves women and children who are victims of domestic violence. The 17-bed shelter is open 24 hours, 365 days each year with day and evening staff. Their clients are usually forced to leave behind most of their possessions and many lose their jobs when they come to the shelter. The ongoing case management services and connections to community resources helps them to increase their income and non-cash benefits for overall housing stability which helps to prevent the reoccurrence of homelessness. The shelter advocate will assist the family by developing self-sufficiency skills, connect them with resources such as work ready training and job skills.

**Anticipated Output:** 68 Auburn residents

**15.    **Tedford Housing****  
**Proposed Budget: \$7,000**

**Description:** Funds will be used to pay for case management services for a supportive housing project in Auburn. Tedford Housing operates a permanent supportive housing for formerly homeless single adults. Services will help these individuals to improve quality of life and remain living independently. Without these services, many formerly homeless families fail to maintain housing. Tenants tend to have been homeless two or more times for an extended period of time. They typically have a disability and have frequent physical health challenges. Each person will be evaluated and have a plan of care. Additionally, the plan will identify opportunities to move towards a volunteering activity, academic courses or training.

**Anticipated Output:** 7 formerly chronically homeless persons

**END OF COMMUNITY DEVELOPMENT BUDGET**

# HOME INVESTMENT PARTNERSHIPS PROGRAM

**Source of Funds: U. S. Department of Housing and Urban Development**

**Objective: Housing**

- Expand supply of decent, safe, sanitary and affordable housing
- Strengthen public-private partnerships
- Development of rental housing

**2017 BUDGET**

ACTIVITY	PROPOSED AMOUNT	10% REDUCTION of FUNDS
Homebuyer Assistance	\$45,000	\$40,000
Special Homebuyer Project – Co-Op Housing	111,828	111,828
Homeowner Rehab	125,862	109,029
Security Deposits	20,000	20,000
Staying Home Rental Assistance	75,000	75,000
Rental Development/62Spring Street	250,000	250,000
Program Administration	24,000	20,500
Housing Projects Administration	30,000	30,000
Goods and Services	<u>2,500</u>	<u>2,500</u>
<b>Total</b>	<b>\$684,190</b>	<b>\$658,857</b>

## 2017 BUDGET DESCRIPTIONS

### **STRATEGY: INCREASE OWNER OCCUPANCY**

- *Make it easier for renters to become homeowners;*
- *Financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn;*
- *Find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership, and work with Auburn Housing Authority to identify potential owners.*

**1. Homebuyer Assistance**

**Proposed Budget: \$45,000**

**Proposed Budget based on 10% Allocation Reduction : \$40,000**

**Project Description:** Funds will be used to provide a \$5,000 grant for down payment assistance and an interest-free amortized loan to make home purchase affordable for income eligible applicants. Homebuyer must provide \$1,000.

**Anticipated Output:** 3 households assisted to purchase a home



**2. Co-Op Housing/Homebuyer**  
**Proposed Budget: \$111,828**

**PROJECT DESCRIPTION:** Funds will be used for the development of a Co-Op Housing Project. The funding may be in the form of a low interest or forgivable loan. The City will seek a developer to purchase and rehab a multi-unit building and convert the property for owner occupancy using the housing co-operative model where residents will build equity for themselves and the community.

**Anticipated Output:** 2 households assisted to purchase a home

**STRATEGY: PREVENT DETERIORATION OF HOUSING STOCK**

- *Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households;*
- *Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning;*
- *Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the 5-Year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston.*
- *Financially support code enforcement activities that result in improvements to the housing stock*
- *Provide financial assistance to encourage exterior as well as health and safety improvements.*

**3. Homeowner Rehabilitation**  
**PROPOSED BUDGET: \$125,862**  
***Proposed Budget based on 10% Allocation Reduction : \$109,029***

**PROJECT DESCRIPTION:** Funds will be used to provide interest-free amortized loans for housing improvements of owner-occupied income-eligible households.

**Anticipated outcome:** 4 households assisted with whole house/curb appeal improvements

**STRATEGY: PREVENT HOMELESSNESS**

- *Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development.*
- *Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.*
- *As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other “housing first” approaches.*

**4. Tenant Based Rental Assistance/Security Deposit Program**  
**Proposed Budget: \$20,000**

**Project Description:** Funds will be used to provide interest-free loans to pay the security deposit for income eligible households who are homeless or at risk of homeless and will receive a housing voucher from Auburn Housing Authority.

**Anticipated Outcome:** 33 households

**5. Tenant Based Rental Assistance/Staying Home Rental Assistance Program**

**Proposed Budget:** \$75,000

**Project Description:** Funds will be used to provide rental subsidies to income qualified renters who have been identified by the Auburn School Department at risk of homelessness due to housing affordability issues. Tenants will contribute a fixed percent of their income towards the rent. The subsidy payment will not exceed 12 months. Participants will be encouraged to apply for the Section 8 Voucher Program and participate in the Bridges Out of Poverty Program.

**Anticipated Outcome:** 16 households

**STRATEGY: SUPPORT NEW HOUSING CONSTRUCTION**

*Provide financial assistance to developers of high-quality affordable mixed income housing in the target areas of Auburn.*

**6. Development of Rental Housing**

**Proposed Budget:** \$250,000

**Project Description:** Funds are committed to the development of the 62 Spring Street project, site of the former Dillingham Funeral Home. Funds will be used to pay for the construction of 2 units which will remain subject to HOME restrictions for 30 years. The \$8.6 million project will produce a total of 31 low income housing units, 8 market rate units, and 2,388 sq. ft. of commercial space.

**Anticipated Outcome:** 2 HOME units

**City of Auburn  
Community Development Block Grant  
Federal Fiscal Year 2017**

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	<b>City Manager's Proposed FFY 2017 Budget</b>
<b>Planning and Administration</b>	
General Administration	\$130,000
Project Delivery Costs/Housing	\$93,000
Goods and Services	\$12,100
<b>Support Fair Housing and Increase Housing Choice</b>	
Fair Housing	\$2,000
<b>Sub Total</b>	<b>\$237,100</b>
 <b>Promote Jobs and Development</b>	
STAR Business Loan Program	\$150,000
<b>Sub Total</b>	<b>\$150,000</b>
 <b>Prevent Deterioration of Housing Stock</b>	
Rehabilitation Loan Program:	\$139,950
Lead Testing/Clearance/Training	\$5,000
Community Concepts Weatherization	\$20,750
Code Enforcement	\$50,000
<b>Sub Total</b>	<b>\$215,700</b>
 <b>Improve Parks and Establish Community Gardens</b>	
Community Garden	\$33,118
<b>Sub Total</b>	<b>\$33,118</b>
 <b>Make Neighborhood Streets Safer and More Walkable</b>	
Hampshire Street Reconstruction	\$0
Neighborhood Challenge Grant	\$25,000
<b>Sub Total</b>	<b>\$25,000</b>
 <b>Support People in their Efforts to Transition Out of Poverty</b>	
Androscoggin Head Start/Family Advocacy	\$9,000
Auburn Recreation Department & Scholarships	\$15,000
Literacy Volunteers of Androscoggin County/Adult Literacy	\$8,635
PAL/Youth Diversion	\$0
Auburn Police Department/Work with ME	\$48,365
Community Concepts/Bridges out of Poverty	\$0
 <b><u>Prevent Homelessness</u></b>	
Safe Voices / Social Services	\$12,000
Tedford Housing & Support Services for Homeless	\$7,000
<b>Sub Total</b>	<b>\$100,000</b>
<b>Total Budget</b>	<b>\$760,918</b>

\* This budget is based on flat funding from FFY2016 funding levels. New allocations will be announced by the Department of Housing and Urban Development when Congress approves the FFY 2017 Federal Budget. If necessary, budget line items will be adjusted proportionally based on the final allocation.

**City of Auburn**  
**HOME Investment Partnerships Program**  
**Federal Fiscal Year 2017**

	<b>City Manager's Proposed FFY2017 Budget</b>
<hr/>	
<b><u>PROGRAM ADMINISTRATION</u></b>	
General Administration	\$24,000
Project Delivery Costs	\$30,000
Goods and Services	\$2,500
<b>Sub Total</b>	<b>\$56,500</b>
<b><u>INCREASE OWNER OCCUPANCY</u></b>	
Homebuyer Assistance	\$45,000
Special Project/Co-Op Housing	\$111,828
<b>Subtotal</b>	<b>\$156,828</b>
<b><u>PREVENT DETERIORATION OF HOUSING STOCK</u></b>	
Homeowner Rehabilitation	\$125,862
<b><u>PREVENT HOMELESSNESS</u></b>	
Security Deposits	\$20,000
Staying Home Rental Assistance (new program)	\$75,000
<b>Subtotal</b>	<b>\$95,000</b>
<b><u>SUPPORT CONSTRUCTION OF NEW AFFORDABLE HOUSING UNITS</u></b>	
62 Spring Street Rental Set-Aside/Budget	\$250,000
<b>Sub Total</b>	<b>\$250,000</b>
<b>TOTAL BUDGET</b>	<b>\$684,190</b>

\* This budget is based on flat funding from FFY2016 funding levels. New allocations will be announced by the Department of Housing and Urban Development when Congress approves the FFY 2017 Federal Budget. If necessary, budget line items will be adjusted proportionally based on the final allocation.

James Pross, Ward One  
Robert Stone, Ward Two  
Andy Titus, Ward Three  
Vacant, Ward Four



Leroy Walker, Ward Five  
Grady R. Burns, At Large  
David C. Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

ORDER 39-05152017

ORDERED, that the City Council hereby approves the FFY2017 CDBG and HOME Action Plan/Budget as recommended by the City Manager and the staff of the Economic and Community Development Department.





**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 8, 2017

Order: 40-05152017

**Author:** Sue Clements-Dallaire, City Clerk

**Subject:** School Budget

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**Information:** This is a review of the School Department budget that was approved by the School Committee at the 5/3/2017 School Committee meeting.

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**Advantages:**

**Disadvantages:**

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**City Budgetary Impacts:** See attached.

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**Staff Recommended Action:** Review and discussion.

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**Previous Meetings and History:** 3/6/2017 Joint Workshop to present the School and City CIP, and a Joint Workshop on 4/24/2017 to present the School and City Budget. The School Committee approved the attached budget at the 5/3/2017 School Committee meeting.

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**Attachments:**

Notice of amounts adopted

Revenue Sources

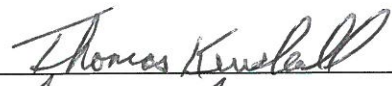

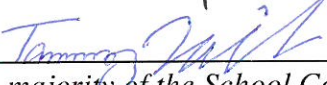


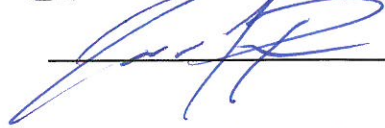
Draft Order - School Department Recommended budget

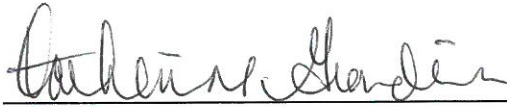
NOTICE OF AMOUNTS ADOPTED AT AUBURN CITY COUNCIL MEETING  
FOR VOTERS AT SCHOOL BUDGET  
VALIDATION REFERENDUM

TO: Clerk of City of Auburn, State of Maine

Pursuant to 20-A M.R.S.A. §§ 1486(2) and 2307 this Notice is to be displayed at all polling places for the school budget validation referendum to be held on June 13, 2017, to assist the voters in voting on whether to ratify the school budget as adopted by City Council.

<i>Cost Center Summary Budget Category</i>	<i>Amount Approved by School Committee May 3, 2017</i>	<i>Amount Approved and Adopted by City Council Meeting on May 15, 2017</i>
Regular Instruction	\$16,591,502	\$
Special Education	\$ 9,384,055	\$
Career and Technical Education	\$ -0-	\$ -0-
Other Instruction	\$ 1,006,460	
Student and Staff Support	\$ 4,368,718	\$
System Administration	\$ 889,000	\$
School Administration	\$ 1,448,614	\$
Transportation and Buses	\$ 1,543,961	\$
Facilities Maintenance	\$ 5,448,310	\$
Debt Service and Other Commitments	\$ 641,791	\$
All Other Expenditures	\$ 433,044	\$
<b>Summary of Total Authorized Expenditures</b>	<b>\$41,755,455</b>	<b>\$</b>

    A majority of the School Committee	   
--	--

Completed and countersigned by:  5 / 3 / 2017  
Superintendent of Schools

A true copy of the Notice, attest: \_\_\_\_\_, Clerk  
City of Auburn

Auburn School Department  
FY2017-18- Preliminary Revenue Sources - 4/24/17

REVENUE SOURCES	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Variance	Percentage
State/EPS Model	Approved	Approved	Approved	Approved	Approved	Recommended		
Subsidy	\$17,638,249	\$18,976,018	\$19,291,333	<b>\$19,975,476</b>	<b>\$20,330,362</b>	<b>\$20,304,092</b>	(\$26,270)	
Debt Service-Approved	\$1,225,447	\$1,161,010	\$1,119,906	\$1,079,600	\$1,042,975	\$641,790	(\$401,185)	
Adult Services	\$96,246	\$96,246	\$98,500	\$104,761	\$107,694	\$107,694	\$0	
SFFS Jobs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total	\$18,959,942	\$20,233,274	\$20,509,739	\$21,159,837	\$21,481,031	\$21,053,576	(\$427,455)	
<b>Total State</b>	<b>\$18,959,942</b>	<b>\$20,233,274</b>	<b>\$20,509,739</b>	<b>\$21,159,837</b>	<b>\$21,481,031</b>	<b>\$21,053,576</b>	<b>(\$427,455)</b>	<b>-2.0%</b>
<b>Local</b>								
<b>Minimum Local 15671-A</b>	<b>\$ 15,536,040</b>	<b>\$ 15,564,765</b>	<b>\$ 15,935,333</b>	<b>\$ 16,078,265</b>	<b>\$ 16,168,815</b>	<b>\$ 16,165,086</b>		
Gen. Appropriation Alloca	\$13,910,635	\$13,625,217	\$14,329,818	\$14,505,847	\$15,605,575	\$ 16,165,086	\$ 559,511	
Local Only Debt Service	\$1,258,135	\$1,510,976	\$1,587,224	\$1,711,506	\$1,814,747	\$1,798,436	\$ (16,311)	
Additional Local	\$0	\$0	\$0	\$0	\$0	\$898,691	\$ 898,691	
Crossing Guides	\$41,796	\$41,796	\$42,508	\$37,603	\$37,883	\$38,330	\$ 447	
Adult Education	\$185,734	\$183,311	\$189,080	\$189,080	\$190,404	\$190,404	\$ -	
<b>Total Local</b>	<b>\$15,396,300</b>	<b>\$15,361,300</b>	<b>\$16,148,630</b>	<b>\$16,444,036</b>	<b>\$17,648,609</b>	<b>\$19,090,947</b>	<b>\$ 1,442,338</b>	<b>8.2%</b>
<b>Other</b>								
State Agency Client	\$30,000	\$30,000	\$30,000	\$53,350	\$53,350	\$70,000	\$16,650	
Spec. Ed. SOS Tuition	\$120,000	\$90,000	\$90,000	\$107,576	\$107,576	\$107,576	\$0	
Adult Education	\$93,800	\$93,800	\$93,300	\$93,300	\$93,300	\$93,300	\$0	
MeCare Reimbursement	\$125,000	\$125,000	\$125,000	\$135,000	\$135,000	\$135,000	\$0	
Secondary Tuition	\$97,500	\$134,266	\$134,266	\$179,620	\$179,620	\$160,174	(\$19,446)	
Fund Balance 6-30-10	\$853,075	\$856,882	\$906,882	\$906,882	\$906,882	\$906,882	\$0	
Rental Properties	\$68,506	\$68,506	\$68,506	\$58,000	\$58,000	\$58,000	\$0	
DayCare	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0	
CDS-Pre-K	\$70,200	\$55,000	\$55,000	\$45,000	\$0	\$0	\$0	
Miscellaneous	\$38,759	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0	
<b>Total Other</b>	<b>\$1,546,840</b>	<b>\$1,533,454</b>	<b>\$1,582,954</b>	<b>\$1,658,728</b>	<b>\$1,613,728</b>	<b>\$1,610,932</b>	<b>(\$2,796)</b>	
<b>Total Revenue</b>	<b>\$35,903,082</b>	<b>\$37,128,028</b>	<b>\$38,241,323</b>	<b>\$39,262,601</b>	<b>\$40,743,368</b>	<b>\$41,755,455</b>	<b>\$1,012,087</b>	<b>2.48%</b>
<b>Mil Rate For Education</b>	2,010,510,334	2,005,721,383	1,984,917,378	1,994,564,463	1,998,286,769	1,998,286,769	-	0.00%
	7.66	7.66	8.14	8.24	8.83	9.55	0.72	8.17%

Auburn School Department  
Potential Reduction  
Fy17-18 Requested Budget

[illegible]

Auburn School Department  
Potential Reduction  
Fy17-18 Requested Budget

		Variance Needed
		-\$3,792,323
	-\$1,394,709	
Budget Adjustment 3/26/14	\$39,044,394	\$37,626,502
Target Budget-No tax Levy	\$36,646,780	
Budget 3/6/13	<u>\$37,626,502</u>	\$36,231,794
Net Reductions Target	<u>\$2,397,614</u>	

James Pross, Ward One  
Robert Stone, Ward Two  
Andrew Titus, Ward Three  
VACANT, Ward Four



Leroy Walker, Ward Five  
Grady Burns, At Large  
David Young, At Large

Jonathan LaBonte, Mayor

## IN CITY COUNCIL

### ORDER 40-05152017

Ordered that the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2017-2018

1. That \$16,591,502.00 be authorized to be expended for Regular Instruction;
2. That \$ 9,384,055.00 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$ 1,006,460.00 be authorized to be expended for Other Instruction;
5. That \$ 4,368,718.00 be authorized to be expended for Student and Staff Support;
6. That \$ 889,000.00 be authorized to be expended for System Administration;
7. That \$ 1,448,614.00 be authorized to be expended for School Administration;
8. That \$ 1,543,961.00 be authorized to be expended for Transportation and Buses;
9. That \$ 5,448,310.00 be authorized to be expended for Facilities Maintenance;
10. That \$ 641,791.00 be authorized to be expended for Debt Service and Other Commitments;
11. That \$ 433,044.00- be authorized to be expended for All Other Expenditures;
12. That \$ 41,322,411.00 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$16,165,086.00 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;

***Explanation:*** *The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*

13. That \$1,798,436.00 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects or non-state-funded



portions of school construction projects, in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with Maine Revised Statutes, Title 20-A, section 15690 (2) ;

***Explanation:*** *Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$898,691.00 be raised and appropriated in additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, §15690 (3);

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

15. That the school committee be authorized to expend \$40,313,757.00 for the fiscal year beginning July 1, 2017 and ending June 30, 2018 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, fund balances, state subsidy and other receipts for the support of schools;

16. That the City of Auburn appropriate \$394,714.00 for adult education and raise \$190,404.00 as the local share, with authorization to expend any additional incidental or miscellaneous receipts in the interest and for the well-being of the adult education program;

17. That the City of Auburn raise and appropriate \$38,330.00 for the services of Community Services-Crossing Guards.

18. That in addition to amounts approved in the preceding articles, the school committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated;

19. In the event that Auburn School Department receives more state education subsidy than the amount included in its budget, the School Committee shall be authorized to use the additional state education subsidy to decrease the local cost share expectation, as defined in Title 20A, section 15671A(1)(B), for local property taxpayers for funding public education as approved by city.

Recommended: Tax relief 100%

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services



**TO: Peter Crichton, City Manager**

**FROM: Jill Eastman, Finance Director**

**REF: April 2017 Financial Report**

**DATE: May 10, 2017**

The following is a discussion regarding the significant variances found in the City's April 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 tenth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 83.3% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

### **Revenues**

Revenues collected through April 30th including the school department were \$68,070,433, or 84.53%, of the budget. The municipal revenues including property taxes were \$50,988,085, or 88.77% of the budget which dollar wise is less than the same period last year by \$273,290. The accounts listed below are noteworthy.

- A. March 15<sup>th</sup> the second installment for real estate taxes were due. The current year tax revenue is at 92.58% as compared to 96.01% last year. Courtesy notices were sent out in April for those taxpayers that hadn't paid their taxes. The notices went out about 2 weeks later this year than last. The lien process will begin late in May.
- B. Excise tax for the month of April is at 95.28%. This is a \$108,603 increase from FY 16. Our excise revenues for FY17 are 11.95% above projections as of April 30, 2017. I believe that we will exceed our estimate by the end of May.

## **Expenditures**

City expenditures through April 2017 were \$33,826,744 or 85.02%, of the budget. Noteworthy variances are:

- A. Legal Services are currently over budget by \$51,862. There is currently \$100,000 budgeted in the City Manager's Department for a staff attorney that has not been used this fiscal year and will cover this overage.
- B. Health and Social Services: The Health and Social Services Department is currently over budget by \$18,841. We will continue to closely monitor expenditures through the remainder of the fiscal year.
- C. Water and Sewer is over budget by \$11,546. The final quarterly bill for the hydrants had a significant increase that we were not aware was coming. I have adjusted the FY18 budget to include this increase.

## **Investments**

This section contains an investment schedule as of April 30th. Currently the City's funds are earning an average interest rate of ..68%.

Respectfully submitted,

A handwritten signature in black ink, reading "Jill M Eastman". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Jill M. Eastman  
Finance Director

**CITY OF AUBURN, MAINE**  
**BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND**  
**AS of April 2017, March 2017, and June 2016**

	UNAUDITED April 30 2017	UNAUDITED March 31 2017	Increase (Decrease)	AUDITED JUNE 30 2016
<b>ASSETS</b>				
CASH	\$ 22,849,902	\$ 24,353,894	\$ (1,503,992)	\$ 10,809,594
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	2,043,423	2,127,760	(84,337)	2,561,677
TAXES RECEIVABLE-CURRENT	2,009,885	3,205,660	(1,195,775)	1,015,068
DELINQUENT TAXES	624,012	627,928	(3,916)	613,248
TAX LIENS	638,523	694,850	(56,327)	473,362
NET DUE TO/FROM OTHER FUNDS	568,939	3,222,420	(2,653,481)	2,298,596
<b>TOTAL ASSETS</b>	<b>\$ 28,734,684</b>	<b>\$ 34,232,512</b>	<b>\$ (5,497,828)</b>	<b>\$ 17,771,545</b>
<b>LIABILITIES &amp; FUND BALANCES</b>				
ACCOUNTS PAYABLE	\$ (99,757)	\$ (34,537)	\$ (65,220)	\$ (643,393)
PAYROLL LIABILITIES	(384,750)	(1,346,666)	961,916	-
ACCRUED PAYROLL	-	529,353	(529,353)	(3,934,340)
STATE FEES PAYABLE	(64,659)	(80,601)	15,942	-
ESCROWED AMOUNTS	(7,292)	(6,692)	(600)	(12,981)
DEFERRED REVENUE	(3,182,974)	(4,382,034)	1,199,060	(1,970,197)
<b>TOTAL LIABILITIES</b>	<b>\$ (3,739,433)</b>	<b>\$ (5,321,177)</b>	<b>\$ 1,581,744</b>	<b>\$ (6,560,911)</b>
FUND BALANCE - Unassigned	\$ (23,128,281)	\$ (27,044,365)	\$ 3,916,084	\$ (6,158,083)
FUND BALANCE - Assigned	\$ (783,311)	\$ (783,311)	\$ 0	\$ (2,084,993)
FUND BALANCE - Nonspendable-long term receivables				\$ (1,341,590)
FUND BALANCE - Restricted	(1,083,659)	(1,083,659)	-	(1,625,968)
<b>TOTAL FUND BALANCE</b>	<b>\$ (24,995,250)</b>	<b>\$ (28,911,335)</b>	<b>\$ 3,916,085</b>	<b>\$ (11,210,634)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ (28,734,684)</b>	<b>\$ (34,232,512)</b>	<b>\$ 5,497,828</b>	<b>\$ (17,771,545)</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - GENERAL FUND COMPARATIVE**  
**THROUGH April 30, 2017 VS April 30, 2016**

REVENUE SOURCE	FY 2017 BUDGET	ACTUAL REVENUES THRU APR 2017	% OF BUDGET	FY 2016 BUDGET	ACTUAL REVENUES THRU APR 2016	% OF BUDGET	VARIANCE
<b>TAXES</b>							
PROPERTY TAX REVENUE-	\$ 46,032,435	\$ 42,615,609	92.58%	\$ 44,021,283	\$ 42,264,083	96.01%	\$ 351,526
PRIOR YEAR TAX REVENUE	\$ -	\$ 798,433		\$ -	\$ 952,333		\$ (153,900)
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 750,000	\$ 569,088	75.88%	\$ 505,000	\$ 258,527	51.19%	\$ 310,561
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -		\$ -
EXCISE	\$ 3,365,000	\$ 3,206,310	95.28%	\$ 3,350,000	\$ 3,097,707	92.47%	\$ 108,603
PENALTIES & INTEREST	\$ 150,000	\$ 120,100	80.07%	\$ 150,000	\$ 104,522	69.68%	\$ 15,578
<b>TOTAL TAXES</b>	<b>\$ 50,297,435</b>	<b>\$ 47,309,540</b>	<b>94.06%</b>	<b>\$ 48,026,283</b>	<b>\$ 46,677,172</b>	<b>97.19%</b>	<b>\$ 632,368</b>
<b>LICENSES AND PERMITS</b>							
BUSINESS	\$ 48,000	\$ 52,044	108.42%	\$ 48,300	\$ 54,436	112.70%	\$ (2,392)
NON-BUSINESS	\$ 427,384	\$ 391,971	91.71%	\$ 356,800	\$ 271,370	76.06%	\$ 120,601
<b>TOTAL LICENSES</b>	<b>\$ 475,384</b>	<b>\$ 444,015</b>	<b>93.40%</b>	<b>\$ 405,100</b>	<b>\$ 325,806</b>	<b>80.43%</b>	<b>\$ 118,209</b>
<b>INTERGOVERNMENTAL ASSISTANCE</b>							
STATE-LOCAL ROAD ASSISTANCE	\$ 400,000	\$ 399,292	99.82%	\$ 440,000	\$ 401,596	91.27%	\$ (2,304)
STATE REVENUE SHARING	\$ 1,468,313	\$ 1,119,019	76.21%	\$ 1,477,641	\$ 1,187,553	80.37%	\$ (68,534)
WELFARE REIMBURSEMENT	\$ 59,000	\$ 57,100	96.78%	\$ 70,000	\$ 41,638	59.48%	\$ 15,462
OTHER STATE AID	\$ 22,000	\$ 2,681	12.19%	\$ 22,000	\$ 3,555	16.16%	\$ (874)
CITY OF LEWISTON	\$ 160,000	\$ -	0.00%	\$ 155,000	\$ 5,040	3.25%	\$ (5,040)
<b>TOTAL INTERGOVERNMENTAL ASSISTANCE</b>	<b>\$ 2,109,313</b>	<b>\$ 1,578,092</b>	<b>74.82%</b>	<b>\$ 2,164,641</b>	<b>\$ 1,639,382</b>	<b>75.73%</b>	<b>\$ (61,290)</b>
<b>CHARGE FOR SERVICES</b>							
GENERAL GOVERNMENT	\$ 132,640	\$ 110,244	83.11%	\$ 133,040	\$ 107,778	81.01%	\$ 2,466
PUBLIC SAFETY	\$ 139,077	\$ 96,006	69.03%	\$ 239,138	\$ 72,139	30.17%	\$ 23,867
EMS TRANSPORT	\$ 1,250,000	\$ 855,675	68.45%	\$ 1,250,000	\$ 841,753	67.34%	\$ 13,922
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 1,521,717</b>	<b>\$ 1,061,924</b>	<b>69.78%</b>	<b>\$ 1,622,178</b>	<b>\$ 1,021,670</b>	<b>62.98%</b>	<b>\$ 40,254</b>
<b>FINES</b>							
PARKING TICKETS & MISC FINES	\$ 65,000	\$ 48,741	74.99%	\$ 60,000	\$ 54,640	91.07%	\$ (5,899)
<b>MISCELLANEOUS</b>							
INVESTMENT INCOME	\$ 10,000	\$ 48,431	484.31%	\$ 5,000	\$ 41,370	827.40%	\$ 7,061
INTEREST-BOND PROCEEDS	\$ -	\$ -		\$ 2,000	\$ -	0.00%	\$ -
RENTS	\$ 18,000	\$ 24,897	138.32%	\$ 18,000	\$ 160,402	891.12%	\$ (135,505)
UNCLASSIFIED	\$ 10,000	\$ 14,737	147.37%	\$ 20,000	\$ 37,200	186.00%	\$ (22,463)
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 33,845		\$ -	\$ 45,075		\$ (11,230)
SALE OF PROPERTY	\$ 20,000	\$ 11,344	56.72%	\$ 20,000	\$ 503,063	2515.32%	\$ (491,719)
RECREATION PROGRAMS/ARENA	\$ -	\$ -		\$ -	\$ -		\$ -
MMWAC HOST FEES	\$ 210,000	\$ 284,464	135.46%	\$ 210,000	\$ 175,546	83.59%	\$ 108,918
TRANSFER IN: TIF	\$ 1,537,818	\$ -	0.00%	\$ 545,000	\$ 545,000	100.00%	\$ (545,000)
TRANSFER IN: POLICE	\$ -	\$ -		\$ 45,000	\$ -	0.00%	\$ -
TRANSFER IN: REC SPEC REVENUE	\$ 54,718	\$ -	0.00%	\$ 42,718	\$ -	0.00%	\$ -
TRANSFER IN: SPECIAL REVENUE	\$ -	\$ -		\$ -	\$ -		\$ -
ENERGY EFFICIENCY	\$ -	\$ 1,625		\$ -	\$ 3,600		\$ (1,975)
CDBG	\$ 254,127	\$ 120,592	47.45%	\$ 58,000	\$ 18,524	31.94%	\$ 102,068
UTILITY REIMBURSEMENT	\$ 27,500	\$ 5,838	21.23%	\$ 37,500	\$ 12,925	34.47%	\$ (7,087)
CITY FUND BALANCE CONTRIBUTION	\$ 825,000	\$ -	0.00%	\$ 1,650,000	\$ -	0.00%	\$ -
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 2,967,163</b>	<b>\$ 545,772</b>	<b>18.39%</b>	<b>\$ 2,653,218</b>	<b>\$ 1,542,705</b>	<b>58.14%</b>	<b>\$ (996,933)</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 57,436,012</b>	<b>\$ 50,988,085</b>	<b>88.77%</b>	<b>\$ 54,931,420</b>	<b>\$ 51,261,375</b>	<b>93.32%</b>	<b>\$ (273,290)</b>
<b>SCHOOL REVENUES</b>							
EDUCATION SUBSIDY	\$ 21,373,337	\$ 16,539,257	77.38%	\$ 20,854,672	\$ 14,701,854	70.50%	\$ 1,837,403
EDUCATION	\$ 814,540	\$ 543,091	66.67%	\$ 856,607	\$ 523,572	61.12%	\$ 19,519
SCHOOL FUND BALANCE CONTRIBUTION	\$ 906,882	\$ -	0.00%	\$ 906,882	\$ -	0.00%	\$ -
<b>TOTAL SCHOOL</b>	<b>\$ 23,094,759</b>	<b>\$ 17,082,348</b>	<b>73.97%</b>	<b>\$ 22,618,161</b>	<b>\$ 15,225,426</b>	<b>67.32%</b>	<b>\$ 1,856,922</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$ 80,530,771</b>	<b>\$ 68,070,433</b>	<b>84.53%</b>	<b>\$ 77,549,581</b>	<b>\$ 66,486,801</b>	<b>85.73%</b>	<b>\$ 1,583,632</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - GENERAL FUND COMPARATIVE**  
**THROUGH April 30, 2017 VS April 30, 2016**

DEPARTMENT	FY 2017 BUDGET	Unaudited EXP THRU APR 2017	% OF BUDGET	FY 2016 BUDGET	Unaudited EXP THRU APR 2016	% OF BUDGET	VARIANCE
<b>ADMINISTRATION</b>							
MAYOR AND COUNCIL	\$ 78,464	\$ 69,464	88.53%	\$ 77,366	\$ 72,855	94.17%	\$ (3,391)
CITY MANAGER	\$ 378,880	\$ 194,488	51.33%	\$ 269,340	\$ 232,865	86.46%	\$ (38,377)
CITY CLERK	\$ 177,906	\$ 139,794	78.58%	\$ 165,053	\$ 137,812	83.50%	\$ 1,982
FINANCIAL SERVICES	\$ 637,754	\$ 519,798	81.50%	\$ 619,855	\$ 517,181	83.44%	\$ 2,617
HUMAN RESOURCES	\$ 150,435	\$ 70,330	46.75%	\$ 143,526	\$ 120,967	84.28%	\$ (50,637)
INFORMATION TECHNOLOGY	\$ 479,324	\$ 419,044	87.42%	\$ 390,190	\$ 327,221	83.86%	\$ 91,823
LEGAL SERVICES	\$ 45,650	\$ 97,512	213.61%	\$ 65,000	\$ 85,844	132.07%	\$ 11,668
<b>TOTAL ADMINISTRATION</b>	<b>\$ 1,948,413</b>	<b>\$ 1,510,430</b>	<b>77.52%</b>	<b>\$ 1,730,330</b>	<b>\$ 1,494,745</b>	<b>86.38%</b>	<b>\$ 15,685</b>
<b>COMMUNITY SERVICES</b>							
ECONOMIC & COMMUNITY DEVELOPMENT	\$ 1,938,437	\$ 1,053,967	54.37%	\$ 1,267,711	\$ 1,075,641	84.85%	\$ (21,674)
HEALTH & SOCIAL SERVICES	\$ 171,474	\$ 190,315	110.99%	\$ 184,711	\$ 120,812	65.41%	\$ 69,503
RECREATION & SPECIAL EVENTS*	\$ 341,772	\$ 230,661	67.49%	\$ 338,871	\$ 239,728	70.74%	\$ (9,067)
PUBLIC LIBRARY	\$ 979,516	\$ 818,609	83.57%	\$ 979,516	\$ 800,013	81.67%	\$ 18,596
<b>TOTAL COMMUNITY SERVICES</b>	<b>\$ 3,431,199</b>	<b>\$ 2,293,552</b>	<b>66.84%</b>	<b>\$ 2,770,809</b>	<b>\$ 2,236,194</b>	<b>80.71%</b>	<b>\$ 57,358</b>
<b>FISCAL SERVICES</b>							
DEBT SERVICE	\$ 6,406,845	\$ 6,282,274	98.06%	\$ 6,324,864	\$ 6,178,784	97.69%	\$ 103,490
FACILITIES	\$ 645,756	\$ 425,896	65.95%	\$ 653,080	\$ 514,608	78.80%	\$ (88,712)
WORKERS COMPENSATION	\$ 522,088	\$ 522,088	100.00%	\$ 496,536	\$ 496,536	100.00%	\$ 25,552
WAGES & BENEFITS	\$ 5,274,528	\$ 4,380,710	83.05%	\$ 5,171,309	\$ 4,158,397	80.41%	\$ 222,313
EMERGENCY RESERVE (10108062-670000)	\$ 375,289	\$ -	0.00%	\$ 375,289	\$ -	0.00%	\$ -
<b>TOTAL FISCAL SERVICES</b>	<b>\$ 13,224,506</b>	<b>\$ 11,610,968</b>	<b>87.80%</b>	<b>\$ 13,021,078</b>	<b>\$ 11,348,325</b>	<b>87.15%</b>	<b>\$ 262,643</b>
<b>PUBLIC SAFETY</b>							
FIRE DEPARTMENT	\$ 4,049,396	\$ 3,526,731	87.09%	\$ 4,099,634	\$ 3,666,671	89.44%	\$ (139,940)
FIRE EMS	\$ 590,997	\$ 342,343	57.93%	\$ 549,801	\$ 310,602	56.49%	\$ 31,741
POLICE DEPARTMENT	\$ 3,875,113	\$ 3,133,710	80.87%	\$ 3,870,995	\$ 3,146,350	81.28%	\$ (12,640)
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 8,515,506</b>	<b>\$ 7,002,784</b>	<b>82.24%</b>	<b>\$ 8,520,430</b>	<b>\$ 7,123,623</b>	<b>83.61%</b>	<b>\$ (120,839)</b>
<b>PUBLIC WORKS</b>							
PUBLIC SERVICES DEPARTMENT	\$ 4,496,349	\$ 3,735,810	83.09%	\$ 4,525,898	\$ 3,476,746	76.82%	\$ 259,064
SOLID WASTE DISPOSAL	\$ 932,689	\$ 659,770	70.74%	\$ 927,278	\$ 656,255	70.77%	\$ 3,515
WATER AND SEWER	\$ 599,013	\$ 610,559	101.93%	\$ 599,013	\$ 599,013	100.00%	\$ 11,546
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 6,028,051</b>	<b>\$ 5,006,139</b>	<b>83.05%</b>	<b>\$ 6,052,189</b>	<b>\$ 4,732,014</b>	<b>78.19%</b>	<b>\$ 274,125</b>
<b>INTERGOVERNMENTAL PROGRAMS</b>							
AUBURN-LEWISTON AIRPORT	\$ 106,000	\$ 107,066	101.01%	\$ 105,000	\$ 105,000	100.00%	\$ 2,066
E911 COMMUNICATION CENTER	\$ 1,088,857	\$ 837,854	76.95%	\$ 1,069,122	\$ 805,392	75.33%	\$ 32,462
LATC-PUBLIC TRANSIT	\$ 182,244	\$ 182,244	100.00%	\$ 209,244	\$ 233,349	111.52%	\$ (51,105)
LA ARTS	\$ -	\$ -		\$ -	\$ -		\$ -
TAX SHARING	\$ 270,000	\$ 18,015	6.67%	\$ 270,000	\$ 21,066	7.80%	\$ (3,051)
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 1,647,101</b>	<b>\$ 1,145,179</b>	<b>69.53%</b>	<b>\$ 1,653,366</b>	<b>\$ 1,164,807</b>	<b>70.45%</b>	<b>\$ (19,628)</b>
<b>COUNTY TAX</b>	<b>\$ 2,167,824</b>	<b>\$ 2,167,824</b>	<b>100.00%</b>	<b>\$ 2,142,268</b>	<b>\$ 2,142,268</b>	<b>100.00%</b>	<b>\$ 25,556</b>
<b>TIF (10108058-580000)</b>	<b>\$ 2,824,803</b>	<b>\$ 2,977,134</b>	<b>105.39%</b>	<b>\$ 2,599,914</b>	<b>\$ 2,824,802</b>	<b>108.65%</b>	<b>\$ 152,332</b>
<b>OVERLAY</b>	<b>\$ -</b>	<b>\$ 112,734</b>		<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ 112,734</b>
<b>TOTAL CITY DEPARTMENTS</b>	<b>\$ 39,787,403</b>	<b>\$ 33,826,744</b>	<b>85.02%</b>	<b>\$ 38,490,384</b>	<b>\$ 33,066,778</b>	<b>85.91%</b>	<b>\$ 759,966</b>
<b>EDUCATION DEPARTMENT</b>	<b>\$ 40,743,368</b>	<b>\$ 26,924,344</b>	<b>66.08%</b>	<b>\$ 39,062,197</b>	<b>\$ 21,803,817</b>	<b>55.82%</b>	<b>\$ 5,120,527</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 80,530,771</b>	<b>\$ 60,751,088</b>	<b>75.44%</b>	<b>\$ 77,552,581</b>	<b>\$ 54,870,595</b>	<b>70.75%</b>	<b>\$ 5,880,493</b>



**CITY OF AUBURN, MAINE  
INVESTMENT SCHEDULE  
AS OF April 30, 2017**

INVESTMENT		FUND	BALANCE April 30, 2017	BALANCE March 31, 2017	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	\$ 4,181,483.96	\$ 4,179,766.10	0.45%
ANDROSCOGGIN BANK	502	SR-TIF	\$ 1,007,596.01	\$ 1,007,182.07	0.45%
ANDROSCOGGIN BANK	836	GENERAL FUND	\$ 4,076,289.00	\$ 4,074,614.93	0.45%
ANDROSCOGGIN BANK	801	WORKERS COMP	\$ 50,336.09	\$ 50,315.42	0.45%
ANDROSCOGGIN BANK	748	UNEMPLOYMENT	\$ 50,336.06	\$ 50,315.39	0.45%
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	\$ 231,169.67	\$ 231,074.72	0.45%
NORTHERN CAPITAL	02155	CAPITAL PROJECTS	\$ 750,000.00	\$ 750,000.00	0.70%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	0.70%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	1.00%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	1.15%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	1.25%
<b>GRAND TOTAL</b>			<b>\$ 12,097,210.79</b>	<b>\$ 12,093,268.63</b>	<b>0.68%</b>

**EMS BILLING**  
**SUMMARY OF ACTIVITY**  
**July 1, 2016 - June 30, 2017**  
**Report as of April 30, 2017**

	Beginning Balance 04/01/17	New Charges	Payments	April 2017 Refunds	Adjustments	Write-Offs	Ending Balance 4/30/2017
Bluecross	\$ 43,006.81	\$ 3,431.00	\$ (3,627.82)		\$ (3,952.32)		\$ 38,857.67
Intercept	\$ 34.80	\$ 500.00	\$ (400.00)				\$ 134.80
Medicare	\$ 118,384.50	\$ 91,913.80	\$ (36,597.36)		\$ (50,492.96)		\$ 123,207.98
Medicaid	\$ (35,472.19)	\$ 32,648.40	\$ (21,528.05)		\$ (25,255.31)		\$ (49,607.15)
Other/Commercial	\$ 155,422.77	\$ 58,355.60	\$ (30,409.79)	\$ 1,061.40	\$ (13,261.65)		\$ 171,168.33
Patient	\$ 535,463.01	\$ 9,979.40	\$ (6,096.01)	\$ 981.82	\$ (1,120.00)	\$ (19,603.45)	\$ 519,604.77
Worker's Comp	\$ (685.00)	\$ -	\$ (671.00)				\$ (1,356.00)
<b>TOTAL</b>	<b>\$ 816,154.70</b>	<b>\$ 196,828.20</b>	<b>\$ (99,330.03)</b>	<b>\$ 2,043.22</b>	<b>\$ (94,082.24)</b>		<b>\$ 802,010.40</b>

**EMS BILLING**  
**BREAKDOWN -TOTAL CHARGES**  
**July 1, 2016 - June 30, 2017**  
**Report as of April 30, 2017**

	July 2016	August 2016	Sept 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	Adjustment	Totals	% of Total
No Insurance Information		\$ 4,649.80								\$ 6,824.40	\$ (4,649.80)	\$ 6,824.40	0.37%
Bluecross	\$ 10,000.40	\$ 13,101.80	\$ 7,886.80	\$ 10,183.80	\$ 7,624.60	\$ 6,585.00	\$ 9,587.80	\$ 11,865.60	\$ 12,507.20	\$ 3,431.00	\$ 3,798.20	\$ 96,572.20	5.26%
Intercept	\$ 200.00	\$ 800.00	\$ 200.00	\$ 400.00	\$ 434.80	\$ 300.00	\$ 600.00	\$ 800.00	\$ 500.00	\$ 500.00	\$ 1,025.00	\$ 5,759.80	0.31%
Medicare	\$ 65,787.40	\$ 79,078.20	\$ 87,750.40	\$ 101,560.20	\$ 70,601.00	\$ 53,336.40	\$ 111,207.20	\$ 86,026.00	\$ 79,304.60	\$ 91,913.80	\$ 18,360.40	\$ 844,925.60	46.03%
Medicaid	\$ 34,317.20	\$ 36,679.60	\$ 25,523.80	\$ 34,320.80	\$ 35,292.20	\$ 24,267.60	\$ 29,678.80	\$ 24,905.20	\$ 28,541.20	\$ 32,648.40	\$ 9,708.80	\$ 315,883.60	17.21%
Other/Commercial	\$ 54,548.80	\$ 49,906.40	\$ 44,401.40	\$ 39,102.00	\$ 34,393.20	\$ 34,834.60	\$ 49,913.80	\$ 40,053.60	\$ 48,240.00	\$ 51,531.20	\$ (6,896.40)	\$ 440,028.60	23.97%
Patient	\$ 16,125.40	\$ 20,867.80	\$ 12,572.60	\$ 13,732.00	\$ 20,298.20	\$ 6,623.80	\$ 15,335.40	\$ 16,101.40	\$ 14,046.40	\$ 9,979.40	\$ (22,790.40)	\$ 122,892.00	6.69%
Worker's Comp	\$ 651.40				\$ 728.40						\$ 1,444.20	\$ 2,824.00	0.15%
<b>TOTAL</b>	\$ 181,630.60	\$ 205,083.60	\$ 178,335.00	\$ 199,298.80	\$ 169,372.40	\$ 125,947.40	\$ 216,323.00	\$ 179,751.80	\$ 183,139.40	\$ 196,828.20	\$ 0.00	\$ 1,835,710.20	100.00%

**EMS BILLING**  
**BREAKDOWN -TOTAL COUNT**  
**July 1, 2016 - June 30, 2017**  
**Report as of April 30, 2017**

	July 2016	August 2016	Sept 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	Totals	% of Total
No Insurance Information		6								8	14	0.59%
Bluecross	12	15	9	12	10	8	12	14	15	4	111	4.67%
Intercept	2	10	2	4	8	3	6	8	5	5	53	2.23%
Medicare	80	99	105	126	87	69	138	111	98	111	1024	43.12%
Medicaid	45	50	33	44	45	35	38	31	35	41	397	16.72%
Other/Commercial	69	65	56	54	44	49	68	52	63	68	588	24.76%
Patient	20	25	16	17	25	15	19	20	17	12	186	7.83%
Worker's Comp	1				1						2	0.08%
<b>TOTAL</b>	229	270	221	257	220	179	281	236	233	249	2375	100.00%

**TOTAL REVENUE COLLECTED AS OF 4/30/17 \$ 855,67526.**

**TOTAL EXPENDITURES AS OF 3/31/17 \$ 342,343.49.**

**EMS BILLING  
AGING REPORT  
July 1, 2016 to June 30, 2017  
Report as of April 30, 2017**

	Current		31-60		61-90		91-120		121+ days		Totals							
Bluecross	\$	3,046.22	65%	\$	1,563.00	33%	\$	85.56	2%	\$	-	0%	\$	4,694.78	0.59%			
Intercept	\$	200.00	100%	\$	-	0%	\$	-		\$	-	0%	\$	200.00	0.02%			
Medicare	\$	48,910.64	99%	\$	886.40	2%	\$	-	0%	\$	(483.83)	-1%	\$	49,313.21	6.15%			
Medicaid	\$	28,270.93	87%	\$	799.43	2%	\$	72.57	0%	\$	-	0%	\$	3,310.13	10%	\$	32,453.06	4.05%
Other/Commercial	\$	45,172.79	66%	\$	11,900.32	17%	\$	(601.44)	-1%	\$	2,329.56	3%	\$	9,882.51	14%	\$	68,683.74	8.56%
Patient	\$	28,326.21	4%	\$	28,196.21	4%	\$	25,728.72	4%	\$	21,449.76	3%	\$	542,964.71	84%	\$	646,665.61	80.63%
Worker's Comp	\$	-		\$	-		\$	-		\$	-		\$	-		\$	-	0.00%
TOTAL	\$	153,926.79		\$	43,345.36		\$	25,285.41		\$	23,779.32		\$	555,673.52		\$	802,010.40	
		19%			5%			3%			3%			69%			100%	100.00%

CITY OF AUBURN  
SPECIAL REVENUE FUNDS  
As of April 30, 2017

	1902	1905	1909	1910	1913	1914	1915	1917	1922	1926	1927	1928	1929	1930
	Riverwatch	Winter Festival	Kittyhawk Park	Community Service	Police Fitness Equipment	Oak Hill Cemeteries	Fire Training Building	Wellness Grant	Walmart Risk/Homeless	Healthy Androscoffin	Insurance Reimbursement	Vending	Fire Prevention	211 Fairview
Fund Balance 7/1/16	\$ 998,289.00	\$ 3,504.80	\$ 44,875.00	\$ 3,822.59	\$ 5,932.53	\$ 27,084.76	\$ 3,511.16	\$ 4,657.35	\$ 7,158.93	\$ (169.41)	\$ (42,276.05)	\$ 97.26	\$ 4,094.47	\$ (566,303.71)
Revenues FY17	\$ 46,239.95	\$ 9,300.00		\$ 526.70				\$ 3,839.00	\$ 2,302.94	\$ 8,164.96	\$ 36,919.67	\$ 967.00		
Expenditures FY17	\$ 117,434.25	\$ 14,335.10		\$ 47.95			\$ 5,000.00	\$ 4,045.19	\$ 2,563.95	\$ 3,360.00	\$ 20,802.00	\$ 1,401.06		
Fund Balance 4/30/17	\$ 927,094.70	\$ (1,530.30)	\$ 44,875.00	\$ 4,301.34	\$ 5,932.53	\$ 27,084.76	\$ (1,488.84)	\$ 4,451.16	\$ 6,897.92	\$ 4,635.55	\$ (26,158.38)	\$ (336.80)	\$ 4,094.47	\$ (566,303.71)

	1931	2003	2005	2006	2007	2008	2010	2013	2014	2019	2020	2025	2030	2032
	Donations	Byrne JAG	MDOT	PEACE	Seatbelt Grant	Homeland Security	State Drug Money	OUI Grant	Speed Grant	Law Enforcement Training	CDBG	Community Cords	Parking	HEAPP
Fund Balance 7/1/16	\$ 4,030.22	\$ 5,601.31	\$ (300,767.41)	\$ 5,113.91	\$ 3,838.00	\$ (79,902.47)	\$ 32,161.49	\$ 20,076.97	\$ 9,286.00	\$ (2,764.26)	\$ 4,390,795.83	\$ 29,363.56	\$ 7,326.18	\$ (4,994.50)
Revenues FY17	\$ -	\$ 2,120.64	\$ -	\$ 4,130.91		\$ 102,245.77	\$ 5,311.48	\$ 19,650.00	\$ 10,005.00	\$ 4,786.00	\$ 566,727.54	\$ 3,021.12	\$ 132,273.16	
Expenditures FY17	\$ 141.03	\$ 1,427.74		\$ 3,762.15		\$ 95,977.05	\$ 19,014.67	\$ 19,748.60	\$ 8,172.00	\$ 5,100.00	\$ 570,480.60	\$ 3,484.05	\$ 157,541.45	
Fund Balance 4/30/17	\$ 3,889.19	\$ 6,294.21	\$ (300,767.41)	\$ 5,482.67	\$ 3,838.00	\$ (73,633.75)	\$ 18,458.30	\$ 19,978.37	\$ 11,119.00	\$ (3,078.26)	\$ 4,387,042.77	\$ 28,900.63	\$ (17,942.11)	\$ (4,994.50)

	2033	2038	2037	2038	2040	2041	2042	2044	2045	2046	2048	2050	2051	2052
	Safe School/Health (COPS)	COPSAP Grant	Bulletproof Vests	Community Action Team	Great Falls TV	Blanche Stevens	High Visibility	Federal Drug Money	Forest Management	Joint Land Use Study	TD Tree Days Grant	Project Lifesaver	Project Canopy	Nature Conservancy
Fund Balance 7/1/16	\$ (11,598.45)	\$ -	\$ 11,591.10	\$ 7,206.21	\$ 49,695.26	\$ 51,105.26	\$ 3,528.71	\$ 28,246.58	\$ 4,661.52	\$ 0.57	\$ -	\$ 100.00	\$ -	\$ 975.05
Revenues FY17	\$ 6,893.21	\$ 11,349.00	\$ 5,323.50					\$ 6,842.92			\$ 12,500.00	\$ 50.00	\$ 12,970.00	
Expenditures FY17	\$ 84,434.44	\$ 11,349.00	\$ 4,926.39		\$ 4,375.38	\$ 2,468.11		\$ 20,068.39			\$ 12,500.00			
Fund Balance 4/30/17	\$ (89,139.68)	\$ -	\$ 11,988.21	\$ 7,206.21	\$ 45,319.88	\$ 48,637.15	\$ 3,528.71	\$ 15,021.11	\$ 4,661.52	\$ 0.57	\$ -	\$ 150.00	\$ 12,970.00	\$ 975.05

	2053	2054	2055	2056	2057	2058	2059	2201	2500	2501
	St Louis Bells	EMS Transport Capital Reserve	Work4ME-PAL	Lake Auburn Neighborhood	ASPCA Grant	Barker Mills Greenway	Distracted Driving	EDI Grant	Parks & Recreation	Recreation Donation
Fund Balance 7/1/16	\$ 2,357.75	\$ 230,363.06	\$ (10,824.92)	\$ 125.00	\$ 800.00	\$ (36,787.03)	\$ (720.00)	\$ (1,336,528.99)	\$ 285,658.91	\$ 1,757.00
Revenues FY17						\$ 34,189.60	\$ 20,231.00		\$ 158,420.55	
Expenditures FY17			\$ 14,441.21				\$ 16,242.00	\$ 875.00	\$ 285,910.99	
Fund Balance 4/30/17	\$ 2,357.75	\$ 230,363.06	\$ (25,266.13)	\$ 125.00	\$ 800.00	\$ (2,597.43)	\$ 3,269.00	\$ (1,337,403.99)	\$ 158,168.47	\$ 1,757.00

	2600 Tambrands TIF 4	2600 J Enterprises TIF 5	2600 Tambrands II TIF 6	2600 J & A Properties TIF 7	2600 Formed Fiber TIF 8	2600 Mall TIF 9	2600 Downtown TIF 10	2600 Safe Handling TIF 11	2600 Auburn Industrial TIF 12	2600 Auburn Plaza TIF 13	2600 Auburn Plaza II TIF 14	2600 Webster School TIF 16	2600 Bedard Pharm TIF 17	2600 Slapshot LLC TIF 18	2600 Hartt Transport TIF 19	Total Special Revenues
Fund Balance 7/1/16	\$ (127,347.23)	\$ 14,500.44	\$ (471,229.88)	\$ 2,558.27	\$ 134,174.73	\$ 538,642.58	\$ 700,419.73	\$ 50,183.21	\$ (373,286.94)	\$ 112,923.51	\$ (90,278.95)	\$ 360.91	\$ 388.80	\$ (111,372.97)	\$ (5.40)	\$ 4,275,786.91
Revenues FY17	\$ 576,638.32		\$ 176,598.53		\$ 77,185.73	\$ 372,780.12	\$ 860,885.79		\$ 188,171.36	\$ 159,825.02	\$ 387,537.85	\$ 29,290.12	\$ 30,977.99	\$ 134,178.23	\$ 29,945.42	\$ 4,251,316.10
Expenditures FY17	\$ 347,737.66		\$ 70,639.41		\$ 30,874.29		\$ 848,570.53		\$ 165,536.34	\$ 159,824.92	\$ 705,871.43	\$ 29,290.12		\$ 169,135.86	\$ 29,945.42	\$ 4,068,855.73
Fund Balance 4/30/17	\$ 101,553.43	\$ 14,500.44	\$ (365,270.76)	\$ 2,558.27	\$ 180,486.17	\$ 911,422.70	\$ 712,734.99	\$ 50,183.21	\$ (350,651.92)	\$ 112,923.61	\$ (408,612.53)	\$ 360.91	\$ 31,366.79	\$ (146,330.60)	\$ (5.40)	\$ 4,458,247.28

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services

To: Peter Crichton, City Manager  
From: Jill Eastman, Finance Director  
Re: Arena Financial Reports for April 30, 2017



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 April 30, 2017.

### **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, March 31, 2017.

#### **Current Assets:**

As of the end of April 2017 the total current assets of Norway Savings Bank Arena were (\$554,547). These consisted of cash and cash equivalents of \$91,201, accounts receivable of \$51,648, and an interfund payable of \$697,396.

#### **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 April 30, 2017 was \$318,203.

#### **Liabilities:**

Norway Arena had accounts payable of \$10,744 as of April 30, 2017.

#### **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 April 2017 are \$951,854. 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 April 2017 were \$1,060,801. These expenses include personnel costs, supplies, utilities, repairs, rent, capital purchases and maintenance.

As of April 2017 Norway Arena has an operating loss of \$108,947 compared to the March 2017 operating loss of \$35,977 an increase in the operating loss for the fiscal year of \$72,970.

As of April 30, 2017 Norway Arena has a decrease in net assets of \$108,947.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY17 is \$46,427 more than in FY16 and expenditures in FY17 are \$27,625 more than last year in April.



**CITY OF AUBURN, MAINE**  
**Statement of Net Assets**  
**Norway Savings Bank Arena**  
**April 30, 2017**  
**Business-type Activities - Enterprise Fund**

	April 30, 2017	March 31, 2017	Increase/ (Decrease)
<b>ASSETS</b>			
Current assets:			
Cash and cash equivalents	\$ 91,201	\$ 91,201	\$ -
Interfund receivables	\$ (697,396)	\$ (703,535)	\$ 6,139
Prepaid Rent	\$ -	\$ -	\$ -
Accounts receivable	51,648	120,013	(68,365)
Total current assets	(554,547)	(492,321)	(62,226)
Noncurrent assets:			
Capital assets:			
Buildings	35,905	35,905	-
Equipment	417,455	417,455	-
Land improvements	-	-	-
Less accumulated depreciation	(135,157)	(135,157)	-
Total noncurrent assets	318,203	318,203	-
Total assets	(236,344)	(174,118)	(62,226)
<b>LIABILITIES</b>			
Accounts payable	\$ 10,744	\$ -	\$ 10,744
Net pension liability	77,298	77,298	-
Total liabilities	88,042	77,298	10,744
<b>NET ASSETS</b>			
Invested in capital assets	\$ 318,203	\$ 318,203	\$ -
Unrestricted	\$ (642,589)	\$ (569,619)	\$ (72,970)
Total net assets	\$ (324,386)	\$ (251,416)	\$ (72,970)

**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**  
**April 30, 2017**

	<b>Norway Savings Arena</b>
Operating revenues:	
Charges for services	\$ 951,854
Operating expenses:	
Personnel	281,436
Supplies	67,826
Utilities	210,337
Repairs and maintenance	1,539
Rent	422,070
Depreciation	-
Capital expenses	34,548
Other expenses	43,045
Total operating expenses	1,060,801
Operating gain (loss)	(108,947)
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	(108,947)
Transfers out	-
Change in net assets	(108,947)
Total net assets, July 1	(215,439)
<b>Total net assets, April 30, 2017</b>	<b>\$ (324,386)</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - NORWAY SAVINGS BANK ARENA**  
Through April 30, 2017 compared to April 30, 2016

REVENUE SOURCE	FY 2017 BUDGET	ACTUAL REVENUES THRU APR 2017	% OF BUDGET	FY 2016 BUDGET	ACTUAL REVENUES THRU APR 2016	% OF BUDGET	VARIANCE
<b>CHARGE FOR SERVICES</b>							
Concussions	\$ 18,000	\$ 4,870	27.06%	\$ 30,000	\$ 8,563	28.54%	\$ (3,693)
Sponsorships	\$ 230,000	\$ 229,391	99.74%	\$ 230,000	\$ 164,247	71.41%	\$ 65,144
Pro Shop	\$ 8,500	\$ 5,429	63.87%	\$ 8,500	\$ 6,394	75.22%	\$ (965)
Programs	\$ 31,000		0.00%	\$ 280,000	\$ 300,688	107.39%	\$ (300,688)
Rental Income	\$ 672,250	\$ 633,402	94.22%	\$ 398,500	\$ 375,535	94.24%	\$ 257,867
Camps/Clinics	\$ 50,000	\$ 42,185	84.37%				\$ 42,185
Tournaments	\$ 50,000	\$ 36,577	73.15%	\$ 50,000	\$ 50,000	100.00%	\$ (13,423)
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 1,059,750</b>	<b>\$ 951,854</b>	<b>89.82%</b>	<b>\$ 997,000</b>	<b>\$ 905,427</b>	<b>90.82%</b>	<b>\$ 46,427</b>
<b>INTEREST ON INVESTMENTS</b>	<b>\$ -</b>			<b>\$ -</b>			
<b>GRAND TOTAL REVENUES</b>	<b>\$ 1,059,750</b>	<b>\$ 951,854</b>	<b>89.82%</b>	<b>\$ 997,000</b>	<b>\$ 905,427</b>	<b>90.82%</b>	<b>\$ 46,427</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - NORWAY SAVINGS BANK ARENA**  
**Through April 30, 2017 compared to April 30, 2016**

DESCRIPTION	ACTUAL				ACTUAL			
	FY 2016 BUDGET	EXPENDITURES THRU APR 2017	% OF BUDGET	FY 2015 BUDGET	EXPENDITURES THRU APR 2016	% OF BUDGET	VARIANCE	
Salaries & Benefits	\$ 311,000	\$ 281,436	90.49%	\$ 311,000	\$ 292,959	94.20%	\$	(11,523)
Purchased Services	\$ 87,306	\$ 44,584	51.07%	\$ 96,150	\$ 62,236	64.73%	\$	(17,652)
Supplies	\$ 37,150	\$ 67,826	182.57%	\$ 17,500	\$ 28,699	163.99%	\$	39,127
Utilities	\$ 199,800	\$ 210,337	105.27%	\$ 200,200	\$ 183,405	91.61%	\$	26,932
Capital Outlay	\$ 57,000	\$ 34,548	60.61%	\$ 57,000	\$ 1,600	2.81%	\$	32,948
Rent	\$ 507,000	\$ 422,070	83.25%	\$ 507,000	\$ 464,277	91.57%	\$	(42,207)
	\$ 1,199,256	\$ 1,060,801	88.45%	\$ 1,188,850	\$ 1,033,176	86.91%	\$	27,625
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 1,199,256</b>	<b>\$ 1,060,801</b>	<b>88.45%</b>	<b>\$ 1,188,850</b>	<b>\$ 1,033,176</b>	<b>86.91%</b>	<b>\$</b>	<b>27,625</b>

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services

To: Peter Crichton, City Manager  
From: Jill Eastman, Finance Director  
Re: Financial Reports for April, 2017

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 April 30, 2017.

### **INGERSOLL TURF FACILITY**

#### **Statement of Net Assets:**

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of April 30, 2017.

#### **Current Assets:**

As of the end of April 2017 the total current assets of Ingersoll Turf Facility were \$49,091. This consisted of an interfund receivable of \$49,091 an increase from March of \$7,199.

#### **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 April 30, 2017 was \$195,659.

#### **Liabilities:**

Ingersoll had accounts payable of \$448 as of April 30, 2017.

#### **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 April 2017 are \$155,863. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through April 2017 were \$106,780. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of April 2017 Ingersoll has an operating gain of \$49,083 compared to March's of \$42,332.

As of April 30, 2017 Ingersoll has an increase in net assets of \$49,083.

The budget to actual reports for revenue and expenditures, show that the revenue for FY17 compared to FY 16.

**Statement of Net Assets**  
**Ingersoll Turf Facility**  
**April 30, 2017**  
**Business-type Activities - Enterprise Fund**

	April 30 2017	March 31 2017	Increase/ (Decrease)
<b>ASSETS</b>			
Current assets:			
Cash and cash equivalents		\$ -	\$ -
Interfund receivables/payables	\$ 49,091	\$ 41,892	7,199
Accounts receivable	-	-	-
Total current assets	49,091	41,892	7,199
Noncurrent assets:			
Capital assets:			
Buildings	672,279	672,279	-
Equipment	86,625	86,625	-
Land improvements	18,584	18,584	-
Less accumulated depreciation	(581,829)	(581,829)	-
Total noncurrent assets	195,659	195,659	-
Total assets	244,750	237,551	7,199
<b>LIABILITIES</b>			
Accounts payable	\$ 448	\$ -	\$ 448
Total liabilities	448	-	448
<b>NET ASSETS</b>			
Invested in capital assets	\$ 195,659	\$ 195,659	\$ -
Unrestricted	\$ 48,643	\$ 41,892	\$ 6,751
Total net assets	\$ 244,302	\$ 237,551	\$ 6,751



**CITY OF AUBURN, MAINE**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**Ingersoll Turf Facility**  
**Business-type Activities - Enterprise Funds**  
**Statement of Activities**  
**April 30, 2017**

	<b>Ingersoll Turf Facility</b>
Operating revenues:	
Charges for services	\$ 155,863
Operating expenses:	
Personnel	76,652
Supplies	7,871
Utilities	16,017
Repairs and maintenance	3,371
Rent	-
Depreciation	-
Capital expenses	-
Other expenses	2,869
Total operating expenses	106,780
Operating gain (loss)	49,083
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	49,083
Transfers out	-
Change in net assets	49,083
Total net assets, July 1	195,219
<b>Total net assets, April 30, 2017</b>	<b>\$ 244,302</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - INGERSOLL TURF FACILITY**  
Through April 30, 2017

REVENUE SOURCE	FY 2017 BUDGET	ACTUAL REVENUES THRU APR 2017	% OF BUDGET	FY 2016 BUDGET	ACTUAL REVENUES THRU APR 2016	% OF BUDGET
<b>CHARGE FOR SERVICES</b>						
Sponsorship	\$ 15,000	\$ 12,100	80.67%	\$ 15,000	\$ 7,135	47.57%
Batting Cages	\$ 9,940	\$ 11,540	116.10%	\$ -	\$ 9,430	
Programs	\$ 90,000	\$ 45,792	50.88%	\$ 8,640	\$ 45,085	521.82%
Rental Income	\$ 100,000	\$ 86,431	86.43%	\$ 191,300	\$ 76,367	39.92%
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 214,940</b>	<b>\$ 155,863</b>	<b>72.51%</b>	<b>\$ 214,940</b>	<b>\$ 138,017</b>	<b>64.21%</b>
<b>INTEREST ON INVESTMENTS</b>	<b>\$ -</b>			<b>\$ -</b>		
<b>GRAND TOTAL REVENUES</b>	<b>\$ 214,940</b>	<b>\$ 155,863</b>	<b>72.51%</b>	<b>\$ 214,940</b>	<b>\$ 138,017</b>	<b>64.21%</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - INGERSOLL TURF FACILITY**  
Through April 30, 2017

DESCRIPTION	ACTUAL			ACTUAL		
	FY 2017 BUDGET	EXPENDITURES THRU APR 2017	% OF BUDGET	FY 2016 BUDGET	EXPENDITURES THRU APR 2016	% OF BUDGET
Salaries & Benefits	\$ 101,899	\$ 76,652	75.22%	\$ 102,719	\$ 41,891	40.78%
Purchased Services	\$ 20,750	\$ 6,239	30.07%	\$ 20,250	\$ 3,315	16.37%
Programs	\$ 5,000	\$ 6,957	139.14%	\$ -	\$ 5,392	
Supplies	\$ 6,750	\$ 915	13.56%	\$ 6,750	\$ 1,086	16.09%
Utilities	\$ 41,320	\$ 16,017	38.76%	\$ 44,320	\$ 12,416	28.01%
Insurance Premiums	\$ 2,383	\$ -	0.00%	\$ 4,600	\$ -	0.00%
Capital Outlay	\$ -	\$ -		\$ -		
	<b>\$ 178,102</b>	<b>\$ 106,780</b>	<b>59.95%</b>	<b>\$ 178,639</b>	<b>\$ 64,100</b>	<b>35.88%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 178,102</b>	<b>\$ 106,780</b>	<b>59.95%</b>	<b>\$ 178,639</b>	<b>\$ 64,100</b>	<b>35.88%</b>



## City of Auburn City Council Information Sheet

**Council Workshop or Meeting Date:** May 15, 2017

**Subject:** Executive Session

**Information:** Discussion regarding economic development, pursuant to 1 M.R.S.A. Section 405(6) (C).

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

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

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

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

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

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

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

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

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

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

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