



City Council Workshop & Meeting
March 18, 2019
Agenda

5:30 P.M. City Council Workshop

- A. Proposed Marijuana Ordinance (workshop discussion part 1) – Phil Crowell (40 minutes)
- B. FFY 2019 CDBG/HOME Budget – Zachary Lenhert (25 minutes)
- C. Senior Center Project – Michael Chamings and Hal Barter (15 minutes)
- D. Lewiston & Auburn Transit Committee (LATC) Short Term Loan Request – Marsha Bennett (10 minutes)

The City Council Workshop will resume at the beginning of the Council meeting if more time is needed.

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

Pledge of Allegiance

- I. Consent Items** All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
 - 1. Order 32-03182019***
Accepting the transfer of \$211.90 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-18-3838 Jonae Singleton).
 - 2. Order 33-03182019***
Accepting the transfer of one Glock 19 9mm handgun forfeiture to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-1751 Wac Maiwan).
 - 3. Order 34-03182019***
Accepting the recommendation of the Tax Collector to grant an abatement of back taxes, interest, and costs on 226 Turner Street in the amount of \$5,040.24 on the basis of 36 M.R.S. Sec. 841 (3).
- II. Minutes**
 - March 4, 2019 Regular Council Meeting
 - March 11, 2019 Special Council Meeting
- III. Communications, Presentations and Recognitions**
 - Communication – Auburn Water District Update (Sid Hazelton, Superintendent)

- Communications – Economic and Community Development Department Update (Michael Chammings, Director)

IV. 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

1. Ordinance 02-03042019

Adopting the Age Friendly Community Committee Ordinance. Second reading.

2. Resolve 03-03042019

Supporting the formation of the Mayor's Ad Hoc Committee on Water Quality.

VI. New Business

1. Order 35-03182019

Appointing Nickolaus Charneski to the Citizen's Advisory Committee with a term expiration of 6-30-2019.

Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

2. Order 36-03182019

Re-appointing Johnna Flood to the Conservation Commission with a term expiration of 6/1/2022.

Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

3. Order 37-03182019

Re-appointing Jordan Tate to the Conservation Commission with a term expiration of 6/1/2022.

Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

4. Order 38-03182019

Appointing Jared Doyle to the Ethics Committee as a full member with a term expiration of 1/1/2022.

Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

5. Order 39-03182019

Appointing Katie Boss to the Planning Board as an Associate member with a term expiration of 1/1/2020.

Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

6. Order 40-03182019

Appointing John Engler to the Planning Board as an Associate member with a term expiration of 1/1/2020.

Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

7. Order 41-03182019

Re-appointing Robert Cavanagh to the Auburn Sewer District Board of Trustees with a term expiration of 3/1/2023.

Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

8. **Order 42-03182019**
Appointing Charles Sheehan to the Auburn Sewer District Board of Trustees with a term expiration of 3/1/2023.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
9. **Order 43-03182019**
Appointing Jason Pawlina to the Auburn Water District Board of Trustees with a term expiration of 3/1/2023.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
- VII. **Reports**
- a. **Mayor's Report**
 - b. **City Councilors' Reports**
 - c. **City Manager Report**
 - d. **Finance Director, Jill Eastman** – February 2019 Monthly Finance Reports
- 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 on legal rights and responsibilities, pursuant to 1 M.R.S.A. Sec. 405 (6)(E).
- X. **Adjournment**



**City of Auburn
City Council Information Sheet**

Council Workshop Meeting Date: March 18, 2019

Author: Phil Crowell, Assistant City Manager

Subject: Adult Use and Medical Marijuana Business Ordinance

Information: The marijuana workgroup has been meeting regularly since the City Council meeting on February 5, 2018 to consider local impacts relating to adult use and medical marijuana businesses.

The workgroup has completed their work and is presenting to the council the proposed ordinance change. The proposed ordinances have been presented to the Planning Board and a public hearing has been held. The Planning Board has made recommendations for changes and some of these have been incorporated to this draft. We will hold a second workshop on April 1, 2019 to discuss changes to the zoning ordinance, the odor ordinance, as well as the financial impacts. At this workshop, we will have Attorney Mary Costigan, of Bernstein Shur to assist the council with the review of the ordinance.

The city council will need to vote at a future meeting to determine if the City of Auburn will “opt-in” to allow marijuana businesses as outlined in state statute. If the council is in favor of “opting-in”, the city council will need to adopt the proposed ordinance with any recommended changes by council. Although the ordinance will become effective upon adoption, the adult use applications will not be received until a conditional license is approved by the State of Maine. While the “Marijuana Legalization Act” has already been approved, the rulemaking has yet to be completed. It is reported that rulemaking may have their work completed by Spring of 2020.

City Budgetary Impacts: New revenue and new expenses will occur with the adoption of this ordinance. The estimated financials will be reviewed at the April 1, 2019 workshop meeting.

Staff Recommended Action: If the city council votes to “opt-in” to allow marijuana businesses – staff recommends the city council approve the new and amended ordinances.

Previous Meetings and History: December 5, 2016, January 23, 2017, February 5, 2018, June 4, 2018, and November 19, 2018.

City Manager Comments:

A handwritten signature in blue ink, appearing to read "Peter J. Crowell".

I concur with the recommendation. Signature:

Attachments:

Proposed Ordinance Chapter 14 Business License and Permits Article XVIII – Adult Use and Medical Marijuana Businesses

CITY OF AUBURN

Adult Use and Medical Marijuana Businesses Ordinance

ENACTED: _____, 2019

CERTIFIED BY: _____

Sue Clements-Dallaire

City Clerk
Title

Affix Seal

City of Auburn
Chapter 14 – Business Licenses and Permits
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Adult Use and Medical Marijuana Businesses Ordinance
Chapter 14 – Business Licenses and Permits

14-650 Title:

This ordinance shall be known and cited as the “City of Auburn Adult Use and Medical Marijuana Businesses Ordinance” and will be referred to hereinafter as “this Ordinance”. This Ordinance limits all subject Adult Use and Medical Marijuana Businesses to the zoning districts specified under the Auburn Zoning Ordinance, prescribes definitions of Adult Use and Medical Marijuana Businesses, and provides for permitting/licensing and regulation of Adult Use and Medical Marijuana Businesses, and provides performance standards for Adult Use and Medical Marijuana Businesses.

14-651 Authority and Applicability:

WHEREAS, implementing a system for the regulation of stores, dispensaries, cultivation, manufacturing, and testing for the production and sale of marijuana, is a complex function with significant administrative demands on the City of Auburn; and

WHEREAS, ensuring that possession and use of Adult Use and Medical Marijuana is limited to persons who are 21 years of age or older, except in the case of minors in possession of a medical marijuana patient card, is necessary to protect those who have not yet reached adulthood from the effects of irresponsible use of marijuana; and

WHEREAS, the City of Auburn believes that any production, processing, or selling of Adult Use and Medical Marijuana should be conducted in a safe and fair manner for the health, safety, and welfare of the community, which includes complying with provisions of all applicable laws and ordinances relating to adult use and medical use of marijuana throughout the City of Auburn; and

NOW THEREFORE, this Ordinance is adopted pursuant to the Marijuana Legalization Act, 28-B M.R.S. §101 et seq.; the Maine Medical Use of Marijuana Act, 22 M.R.S. §2421 et seq.; and the City’s home rule authority under Article VIII, Part 2, Section 1 of the Maine Constitution 30-A M.R.S. §3001 et seq., and 30-A M.R.S. §4301 et seq.

14-652 Purpose:

It is the purpose of this Ordinance to regulate Adult Use and Medical Marijuana Businesses in order to promote the health, safety, and general welfare of the citizens of Auburn, and to establish reasonable and uniform regulations for the appropriate location of Adult Use and Medical Marijuana Businesses in Auburn.

Persons or entities wishing to establish an Adult Use or a Medical Marijuana Business within the City of Auburn shall first obtain a license from the Auburn City Council (hereinafter “the City Council”) and shall be subject to the provisions of this Ordinance. This Ordinance may not be construed to limit any privileges or rights of a qualifying patient, primary caregiver, registered or otherwise, or registered dispensary under the Maine Medical Use of Marijuana Act.

14-653 Conflict with Other Ordinances; State Law:

Whenever a provision of this Ordinance conflicts with or is inconsistent with other provisions of this Ordinance, or of any other ordinance, regulation or standard, the more restrictive provision shall apply. Nothing herein is intended to conflict with State law; whenever a provision of this Ordinance conflicts with State law the more restrictive provision shall apply. All applicants and licensees shall comply with all applicable State laws.

14-654 Effective Date:

The effective date of this Ordinance, and the business licensing thereunder, shall be the date of adoption by the City Council.

14-655 Validity and Severability:

Should any section or provision of this Ordinance be declared by any court to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

14-656 Definitions:

Adult Use Cultivation facility: a facility licensed under this ordinance to purchase marijuana plants and seeds from other cultivation facilities; to cultivate, prepare and package adult use marijuana; to sell adult use marijuana to Adult Use Products Manufacturing Facilities, to Adult Use Marijuana Stores and to other cultivation facilities; and to sell marijuana plants and seeds to other cultivation facilities and immature marijuana plants and seedlings to Adult Use Marijuana Stores.

Adult Use Marijuana Nursery Cultivation Facility: a facility licensed under this ordinance to cultivate not more than 1,000 SF of plant canopy pursuant to 28-B M.R.S. §501.

Adult Use Marijuana Store: a facility licensed under this ordinance to purchase adult use marijuana, immature marijuana plants and seedlings from an Adult Use Cultivation Facility, to purchase adult use marijuana and adult use marijuana products from an Adult Use Products Manufacturing Facility and to sell adult use marijuana, adult use marijuana products, immature marijuana plants and seedlings to consumers.

Adult Use Marijuana Testing Facility: a facility licensed under this ordinance to develop, research and test adult use marijuana, adult use marijuana products and other substances.

Adult Use Products Manufacturing Facility: a facility licensed under this ordinance to purchase adult use marijuana from a cultivation facility or another products manufacturing facility; to manufacture, label and package adult use marijuana and adult use marijuana products; and to sell adult use marijuana and adult use marijuana products to marijuana stores and to other products manufacturing facilities.

Cultivation or Cultivate: the planting, propagation, growing, harvesting, drying, curing, grading, trimming or other processing of marijuana for use or sale.

Harvested Marijuana: the plant material harvested from a mature marijuana plant, except the stalks, leaves and roots of the plant that are not used for a qualifying patient's medical use. "Harvested marijuana" includes marijuana concentrate and marijuana products.

Immature marijuana plant: a marijuana plant that is not a mature marijuana plant or a seedling.

Manufacture or Manufacturing: the production, blending, infusing, compounding or other preparation of marijuana concentrate and marijuana products, including, but not limited to, marijuana extraction or preparation by means of chemical synthesis.

"Marijuana" means the leaves, stems, flowers and seeds of a marijuana plant, whether growing or not.

Marijuana Business: Medical Marijuana Cultivation Facility, Medical Marijuana Manufacturing Facility, Medical Marijuana Testing Facility, Registered Dispensary, Registered Caregiver Retail Store, Adult Use Marijuana Cultivation Facility, Adult Use Marijuana Products Manufacturing Facility, Adult Use Testing Facility, or Adult Use Marijuana Store licensed under this Ordinance.

Medical Marijuana Cultivation Facility: a facility licensed under this ordinance to cultivate, prepare and package medical marijuana at a location that is not the residence of the Registered Caregiver or Qualifying Patient.

Medical Marijuana Manufacturing Facility: a registered tier 1 or tier 2 manufacturing facility or a person authorized to engage in marijuana extraction under section 2423-F.

Medical Marijuana Testing Facility: a public or private laboratory that:

A. Is authorized in accordance with 22 M.R.S. §2423-A, subsection 10 to analyze contaminants in and the potency and cannabinoid profile of samples; and

B. Is accredited pursuant to standard ISO/IEC 17025 of the International Organization for Standardization by a 3rd-party accrediting body or is certified, registered or accredited by an organization approved by the State of Maine.

Medical Use: the acquisition, possession, cultivation, manufacture, use, delivery, transfer or transportation of marijuana or paraphernalia relating to the administration of marijuana to treat or alleviate a qualifying patient's medical diagnosis or symptoms for which a medical provider has provided the qualifying patient a written certification under this chapter.

Plant Canopy: the total surface area within the licensed premises of an Adult Use Marijuana Cultivation Facility that is authorized for use at any time by the cultivation facility licensee to cultivate mature marijuana plants. The surface area of the plant canopy must be calculated in square feet and measured using the outside boundaries of the area and must include all of the area within the boundaries. If the surface area of the plant canopy consists of non-contiguous areas, each component area must be separated by identifiable boundaries. If a tiered or shelving system is used by the cultivation facility licensee, the surface area of each tier or shelf must be included in calculating the area of the plant canopy. Calculation of the area of the plant canopy may not include the areas within the licensed premises of a cultivation facility that are used by the licensee to cultivate immature marijuana plants and seedlings and that are not used by the licensee at any time to cultivate mature marijuana plants.

Qualifying patient: a person who has been a resident of the State for at least 30 days and who possesses a valid written certification regarding medical use of marijuana in accordance with section 2423-B.

Registered caregiver: a person or an assistant of that person that provides care for a qualifying patient and who is registered by the State of Maine pursuant to 22 M.R.S. § 2425-A.

Registered Caregiver Retail Store: a facility licensed to sell harvested marijuana to qualifying patients for the patients' medical use.

Registered Dispensary: an entity registered under 22 M.R.S. § 2425-A that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses marijuana or related supplies and educational materials to qualifying patients and the caregivers of those patients.

Testing or test: the research and analysis of marijuana, marijuana products or other substances for contaminants, safety or potency.

14-657 License Required:

No person may establish, operate or maintain a Marijuana Business without first obtaining a license from the City Council.

It is a violation of this Ordinance for any person to operate a Marijuana Business without a valid Marijuana Business license issued by the City pursuant to this Ordinance.

Pursuant to 28-B M.R.S. § 402, an applicant seeking to operate an Adult Use Marijuana Business may not submit an application for a license unless the applicant has been issued a conditional license by the State of Maine to operate the Adult Use Marijuana Business.

Marijuana Business Licenses shall be administered on a first come, first served basis based upon the date the application is deemed complete.

Registered Caregivers operating out of their residence shall apply for and obtain a permit for a home occupation in accordance with Article IX of the Auburn Zoning Ordinance and shall comply with all standards set forth in the article. In addition to the standards for home occupations, Registered Caregiver home occupations shall generate no more than five (5) vehicle trips per week associated with the caregiver operations. Registered Caregivers who cultivate medical marijuana only for themselves and/or members of their household are exempt from this requirement and are not required to obtain a permit or license.

The cultivation, manufacturing, testing or sale of adult use marijuana from a residence is prohibited, unless it is for personal use in accordance with 28-A M.R.S. § 1502. Home cultivation of adult use marijuana for personal use is exempt from the licensing requirements of this Ordinance. Provided, however, that outdoor cultivation of adult use marijuana for personal use is prohibited, unless the residence is located in an agricultural zoning district.

14-658 Application Procedure:

- A. An application for a license must be made on a form provided by the City.
- B. All applicants must be qualified according to the provisions of this Ordinance. Applicants shall provide sufficient information to demonstrate that they meet all qualifications and standards established in this Ordinance.
- C. Application to establish a Marijuana Business
 1. If the applicant who wishes to operate a Marijuana Business is a single individual, this person must sign the application for a license. If the applicant who wishes to operate a Marijuana Business is more than one individual, each person who has an interest in the business must sign the application for a license as applicant. Each applicant must be qualified under the following section and each applicant shall be considered a licensee if a license is granted.
 2. The completed application for a Marijuana Business license shall contain the following information and shall be accompanied by the following documents:
 - a. If the applicant is an individual: The individual shall state their legal name and any aliases, and submit proof that they are at least twenty-one (21) years of age.
 - b. If the applicant is a partnership: The partnership shall state its complete name, and the names of all partners, whether the partnership is general or limited, submit a copy of the partnership agreement, if any, and submit proof that all partners are at least twenty-one (21) years of age.

- c. If the applicant is a corporation: The corporation shall state its complete name, the date of its incorporation, evidence that the corporation is in good standing under State law, the names and capacity of all officers, directors and principal stockholders, the name of the registered corporate agent, the address of the registered office for service of process, and submit proof that all officers, directors and principal stockholders are at least twenty-one (21) years of age.
- d. If the applicant is a limited liability company (LLC): The LLC shall state its complete name, the date of its establishment, evidence that the LLC is in good standing under State law, the names and capacity of all members, a copy of its operating agreement, if any, the address of its registered office for service of process, and submit proof that all members are at least twenty-one (21) years of age.
- e. If the applicant intends to operate the Marijuana Business under a name other than that of the applicant, they must state the Marijuana Business' name and submit the required registration documents.
- f. If the applicant, an officer, member or employee has been convicted of criminal activity under State and/or federal law, they must list the specified criminal activity involved, and the date, place, and jurisdiction of each conviction.
- g. If the applicant has had a previous license under this Ordinance or other similar Marijuana Business license applications in another town, city or state denied, suspended or revoked, they must list the name and location of the Marijuana Business for which the license was denied, suspended or revoked, as well as the date of the denial, suspension or revocation, and they must list whether the applicant has been a partner in a partnership or an officer, director, or principal stockholder of a corporation that is permitted/licensed under this Ordinance, whose license has previously been denied, suspended or revoked, listing the name and location of the Marijuana Business for which the permit was denied, suspended, or revoked as well as the date of denial, suspension or revocation.
- h. If the applicant holds any other permits/licenses under this Ordinance or other similar Marijuana Business license from another town, city, or state the applicant shall provide the names and locations of such other permitted/licensed businesses.
- i. The type of Marijuana Business for which the applicant is seeking a license.
- j. The location of the proposed Marijuana Business, including a legal description of the property, street address, and telephone number.
- k. Sufficient documentation demonstrating possession or entitlement to possession of the proposed licensed premises of the Marijuana Business

pursuant to a lease, rental agreement, purchase and sale agreement or other arrangement for possession of the premises or by virtue of ownership of the premises.

- l. The applicant's mailing address and residential address.
 - m. Recent passport-style photograph(s) of the applicant(s).
 - n. The applicant's driver's license.
 - o. A sketch showing the configuration of the subject premises, including building footprint, interior layout with floorspace to be occupied by the business, and parking plan. The sketch must be drawn to scale with marked dimensions.
 - p. A copy of a City Tax Map depicting: the subject property lines and the property lines of other properties containing any existing Marijuana Businesses within one thousand (1,000) feet of the subject property; and the property lines of any public or preexisting private school within seven hundred and fifty (750) feet of the subject property, measured in accordance with Section 14-659.
3. All applications for a Marijuana Business license shall be kept confidential by the City .
 4. All applicants, including all individuals, officers, directors, managers, members, and partners, for any Marijuana Business license, must be residents of the State, as defined in 28-B M.R.S. §102, and a majority of shares, partnership interests, and membership interests, or other equity interests in corporate applicants must be held or owned by persons who are residents. This residency requirement does not apply to applicants for Adult Use Marijuana Testing Facility licenses.
 5. If an applicant is a person, the applicant must be a resident as that term is defined in the application. If the applicant is a corporation, partnership, or limited liability company, every officer, director, and managing partner must be a person who is a resident, and a majority of shares, partnership interests, and membership interests, or other equity interests must be held or owned by persons who are residents. This residency requirement does not apply to applicants for testing facility licenses.
- E. Application and License Fees
- All applications must be submitted with a \$500 fee. If an application is approved, the following license fees must be paid before the City will issue a license:
- Marijuana Store: Annual Operation License Fee: \$5,000
- Marijuana Manufacturing Facility: Annual Operation License Fee: \$2,500
- Marijuana Testing Facility: Annual Operation License Fee: \$2,500

Adult Use Marijuana Cultivation:

Tier 1: 0 to 500 SF of plant canopy: Annual Licensing Fee: \$1,000.

Tier 2: 501-2,000 SF of mature plant canopy: Annual License Fee: \$1,500.

Tier 3: 2,001-7,000 SF of mature plant canopy: Annual License Fee: \$2,500.

Tier 4: greater than 7,000SF of mature plant canopy: Annual License Fee: \$5,000.

Medical Marijuana Cultivation: Annual Operation License Fee: \$1,000

Adult Use Marijuana Nursery Cultivation: Annual License Fee: \$1,000 (Plant canopies of individual Nursery Cultivations are permanently capped at 1,000 SF.)

Renewal applicants for Adult Use Marijuana Cultivation licenses may seek an increase to a higher tier if they comply with the requirements in this section.

Applicants for Adult Use Marijuana Cultivation licenses may not hold more than three (3) such licenses or a total combined plant canopy in excess of 30,000 SF.

14-659 Standards for License:

A. General

1. All Marijuana Businesses shall comply with applicable state and local laws and regulations.
2. Marijuana Businesses shall only be located within the zoning districts permitted in the Auburn Zoning Ordinance.
3. Marijuana Businesses may not be located on property within seven hundred and fifty (750) feet of the property line of a preexisting public or private school (K-12). For the purposes of this Ordinance, "school" includes a public school, private school, or public preschool program as defined in 20-A M.R.S. §1, or any other educational facility that serves children from prekindergarten to grade 12.

Required setbacks shall be measured as the most direct, level, shortest, without regard to the intervening structures or objects, straight-line distance between the school property line and the property line of the parcel of land on which the Marijuana Business is located. If the Marijuana Business is located within a commercial subdivision, the required setback shall be measured from the front door of the Marijuana Business to the property line of the school. Presence of a town, city, county, or other political subdivision boundary shall be irrelevant for purposes of calculating and applying the distance requirements of this Section.

4. Marijuana Businesses may not be located on property within one thousand (1,000) feet of the property line of a parcel containing one or more Marijuana

Businesses. Required setbacks shall be measured as the most direct, level, shortest, without regard to the intervening structures or objects, straight-line distance between the property lines of the parcels of land on which the Marijuana Businesses are located. If the Marijuana Business is located within a commercial subdivision, the required setback shall be measured from the front door of each of the Marijuana Businesses. Presence of a town, city, county, or other political subdivision boundary shall be irrelevant for purposes of calculating and applying the distance requirements of this Section.

Notwithstanding the foregoing, more than one Marijuana Businesses may be located on the same parcel, provided all state and local requirements are met.

Adult Use and Medical Marijuana Cultivation Facilities and Adult Use and Medical Marijuana Manufacturing Facilities operating within the industrial zoning district are exempt from this setback requirement.

This setback requirement does not apply to properties with more than one Marijuana Business that are subdivided, as long as the Marijuana Business(es) located on the property were operating with City approval prior to December 13, 2018.

5. No outside cultivation or storage of marijuana, marijuana products, or related supplies is permitted, except that outdoor cultivation of marijuana in the Agricultural District is permitted.
6. Pursuant to 22 M.R.S. §2429-D(3), Registered Caregiver Retail Stores, Registered Dispensaries, Medical Marijuana Testing Facilities, and Medical Marijuana Manufacturing Facilities that were operating with City approval prior to December 13, 2018, are grandfathered in their current location and current use and shall be treated as legally non-conforming uses if their location or use is not in conformance with this ordinance or applicable zoning ordinances, provided, however, that said Marijuana Businesses shall apply for and obtain a license. The holder of a license for a Registered Caregiver Retail Store that complies with all applicable provisions of this Ordinance and the Auburn Zoning Ordinance may exchange their license for an Adult Use Marijuana Store license in the same location, provided they meet all requirements and standards to operate an Adult Use Marijuana Store. Said holder must file an application and pay a \$500 fee.
7. All Adult Use Marijuana Stores and Registered Caregiver Retail Stores must be operated from permanent locations, which may utilize telephone and internet orders as long as the buyer pays for and picks up such orders in the store on the day the order is made, an exception is made for Registered Caregiver Retail Stores whereas it may be a necessity for the business to deliver medical marijuana to a patient. These deliveries will be made by the business and no contracted/paid delivery service will be authorized. Delivery must be made directly to the Qualified Patient and proper identification is verified.

8. Adult Use Marijuana Stores and Registered Caregiver Retail Stores may not use vending machines for sales, may not have "drive-through" or "drive-up" window-serviced sales, and may not have internet-based sales with credit/debit card payment and delivery by USPS, UPS, FedEx, DHL, or any other global or local delivery service or courier.
9. Security measures at all Marijuana Business premises shall include, at a minimum, the following:
 - a. Security surveillance cameras installed and operating twenty-four (24) hours a day, seven (7) days a week, with thirty (30) day video storage, to monitor all entrances, along with the interior and exterior of the premises, to discourage and facilitate the reporting of criminal acts and nuisance activities occurring at the premises; and
 - b. Door and window combination video and motion detector intrusion system with audible alarm and smart phone monitoring, maintained in good working condition; and
 - c. A locking safe permanently affixed to the premises that is suitable for storage of all marijuana, marijuana products, and cash stored overnight on the licensed premises; and
 - d. Exterior lighting that illuminates the exterior walls of the licensed premises during dusk to dawn, that is either constantly on or activated by motion detectors, and complies with applicable provisions of the lighting performance standards in the City of Auburn Zoning Ordinance; and
 - e. Deadbolt locks on all exterior doors and any other exterior access points, excepting windows which shall have locks and bars; and
 - f. Methods to ensure that no person under the age of twenty-one (21) shall have access to marijuana and marijuana products.

11. Ventilation

All Marijuana Businesses are required to be in compliance with the Odor Nuisance Control and Abatement Performance Standards in the City's Zoning Ordinance, and all Marijuana Cultivation facilities shall have odor mitigation systems and a plan.

12. Operating Plan

Marijuana Businesses which cultivate, test, and/or manufacture are required to submit an operation plan that at a minimum addresses the following:

- a. wastewater; and
- b. disposal of waste

13. Required Notices

There shall be posted in a conspicuous location inside each Marijuana Store, at least one legible sign containing the following information:

On-site consumption of marijuana is illegal; Open and public consumption of marijuana in the State of Maine is illegal; The use of marijuana or marijuana products may impair a person's ability to drive a car or operate machinery; No one under the age of twenty-one (21) may purchase marijuana or marijuana products, except a minor with medical marijuana card; Loitering prohibited.

14. Signs

All signs used by and all marketing and advertising conducted by or on behalf of the marijuana business may not involve advertising or marketing that has a high likelihood of reaching persons under 21 years of age or that is specifically designed to appeal particularly to persons under 21 years of age. The signs, marketing, or advertising is prohibited from making any health or physical benefit claims. All signage shall meet the City's Sign Ordinance and may use an image or images of the marijuana plant or plants, or parts thereof, as long as they do not exceed 20% of the sign face, but there shall be no pictorial representations of other marijuana products, by-products, or paraphernalia associated with the use or distribution of retail marijuana.

The exterior of all Marijuana Stores shall display a 1' x 1' image of any universal symbol for Medical or adopted by the State's Department of Administration and Financial Services.

B. Right of Access/Background Check/Inspection

Every Marijuana Business shall allow law enforcement officers and the Auburn Code Enforcement Officer ("CEO") to enter the premises at reasonable times for the purpose of checking compliance with all applicable State laws and this Ordinance. Every owner and employee of a Marijuana Business applying for a license, shall contact the Auburn Police Department for the purposes of fingerprinting and criminal background checking, and all premises managers for Marijuana Businesses shall submit emergency contact information to the Lewiston – Auburn 911 Communication Center.

Due to fire, explosion, and other hazards inherent in Marijuana Cultivation, Testing, and Manufacturing facilities, including, but not limited to, heavy electrical loads, hot lighting fixtures, CO² enrichment, extraction solvents (acetone, butane, propane, ethanol, heptane, isopropanol, CO², etc.), high-pressure extraction methods (CO², etc.), and flammable contents, the owners of all such facilities shall agree to be inspected annually by the Auburn Fire Department and have a Knox Box installed

at the structure's exterior entrance for emergency access. Knox Boxes shall be obtained and installed in coordination with the Auburn Fire Department.

C. Indemnification

By accepting a license issued pursuant to this Ordinance, the licensee waives and releases the City, its officers, elected officials, employees, attorneys, and agents from any liability for injuries, damages, or liabilities of any kind that result from any arrest or prosecution of any Marijuana Business owners, operators, employees, clients, or customers for a violation of local, State or federal laws, rules, or regulations.

By accepting a license issued pursuant to this Ordinance, the permittee/licensee agrees to indemnify, defend, and hold harmless the City, its officers, elected officials, employees, attorneys, agents, and insurers against all liability, claims, and demands on account of any injury, loss or damage, including without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever arising out of or in any manner connected with the operation of a permitted/licensed Marijuana Business.

D. State Law

In the event the State of Maine adopts any additional or stricter law or regulation governing the sale, cultivation, manufacture, distribution, or testing of Marijuana or Marijuana products, the additional or stricter regulation shall control the establishment or operation of any Marijuana Business in Auburn.

Compliance with all applicable State laws and regulation shall be deemed an additional requirement for issuance or denial of any license under this Ordinance, and noncompliance with State laws or regulations shall be grounds for revocation or suspension of any license issued hereunder.

14-660 Enforcement

A. Violations

1. Any violation of this Ordinance, including failure to comply with any condition, may be enforced in accordance with 30-A M.R.S. §4452. Every day a violation exists constitutes a separate violation.
2. Commencement of any Marijuana Business without a City license for same shall be a violation of this Ordinance. Any party committing such a violation shall immediately cease operations, whether of a construction, renovation, or business nature, upon notification by the Code Enforcement Officer (CEO). Upon such CEO notification, the City can pursue fines and/or penalties under 30-A M.R.S. §4452.

B. Law Enforcement Officer (“LEO”) and Code Enforcement

Law enforcement officers and the CEO may at any reasonable time conduct on-site inspections to insure compliance with all applicable laws and conditions attached to license approvals, and shall investigate all complaints of alleged violations of the Ordinance.

1. If the LEO or CEO finds that any provision of this Ordinance is being violated, they shall notify in writing the person responsible for such violation, indicating the nature of the violation and ordering the action necessary to correct it, including but not limited to, discontinuance of illegal use of land, buildings, or structures, or work being done, removal of illegal buildings or structures, and abatement or mitigation of violations. A copy of such notices shall be submitted to the City Council and be maintained as a permanent record.
2. The LEO or CEO shall keep a complete record of all essential transactions of the LEO or CEO, including Marijuana license applications submitted, permits/licenses granted or denied, training certifications, revocation actions, revocation of permits/licenses, appeals, court actions, violations investigated, violations found, and fees collected.

C. Legal Actions

When the above notification and/or inspection actions do not result in the voluntary correction or abatement of the violation by the subject Marijuana Business, the City Council, upon receiving written notification from the LEO or CEO, may institute any and all actions and proceedings, either legal or equitable, including injunctions of violations and the impositions of penalties and/or fines in order to enforce the provisions of this Ordinance.

The City Council, or their authorized agent, are hereby authorized to enter into administrative consent agreements for the purpose of eliminating violations of this Ordinance and recovering fines without court action.

D. Penalties/Fines

Any person, including but not limited to, a Marijuana Business owner, a property owner where such business is located, or any agent or contractor for same, who orders or conducts any activity in violation of this Ordinance, or fails to comply with any of its requirements, shall be penalized in accordance with 30-A M.R.S. §4452.

14-661 Training:

- A. Individuals who sell marijuana and marijuana products, pursuant to a Marijuana Store business license, must complete responsible marijuana vendor sales practices training, if and when such training is available. This training may be completed on-line and an employee must be certified within 30 days of employment.

B. Recordkeeping.

Marijuana Store licensees shall maintain on the licensed premises, written records of the vendor training programs completed by individuals who sell marijuana and marijuana products and shall produce those records upon request by the CEO or LEO with the Auburn Police Department.

C. Failure to comply with the training requirements.

Failure to meet the training requirement imposed by § 14-661 may result in the denial/revocation of a Marijuana Business license.

DRAFT



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 18, 2019

Author: Zachary Lenhert

Subject: FFY2019 Annual Action Plan – Community Development Block Grant and HOME Budget

Information: Attached is the Community Development Program budget for FFY2019. The proposed budget for is \$1,247,707 for Community Development Block Grant and \$989,194 for HOME Investment Partnerships Program funds. HUD has not yet announced the allocations for this budget therefore what you are presented is a flat funded budget from FFY2018 level of funding. This budget will implement the fifth and final year of strategies and outcomes of the 2015-2019 Consolidated Plan.

The Citizen's Advisory Committee (CAC) met on March 12, 2019 to review the proposed budget and provide comments. The meeting record, including their suggestions and budget recommendations, is incorporated in the budget package. Staff met with City Manager Peter Crichton on March 12, 2019 to review the proposed budget; no changes were made.

A final public hearing will be held in May for adoption by the City Council

City Budgetary Impacts: The salaries in this budget include partial funding for the Deputy Director of Economic and Community Development and the Code Enforcement Officer.

Staff Recommended Action: City Council comments on the budget as presented.

Previous Meetings and History: none

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Crichton".

Attachments: March 12, 2019 CAC Meeting Minutes
FFY2019 CDBG Budget Outline
FFY2019 HOME Budget Outline
FFY2019 CDBG/HOME Budget and Action Plan

MEETING RECORD
Citizen Advisory Committee
Meeting
March 12, 2019

CAC in Attendance:

Tim Griffin, Joe Gray, Belinda Gerry, Larry Pelletier, Rick Whiting, Diane Whiting & Holly Lasagna

CAC Absent:

Doris Russell

Staff:

Zachary Lenhert and Alison Pepin

Welcome:

Committee Chair, Holly Lasagna welcomed everyone to today's meeting.

FFY 2019 CDBG & HOME Draft Budget Review and Discussions:

Zachary Lenhert reviewed the FY 2019 Community Development Block Grant/HOME Program Proposed Budget.

- **Discussion:**

Committee Member, Diane Whiting expressed concern regarding the Elderly Homeless Population in the Cities of Lewiston and Auburn and would like to see some of the Public Service Funding go toward that need. Recommendations were made to have discussions with Lewiston and other Public Service Agencies to conduct research and come up with ideas to address the need. It was also recommended that this area of need be built into the upcoming 5 Year Plan.

Committee Member, Larry Pelletier inquired about the Neighborhood Challenge Grant and some of the challenges with the application and the process. He submitted a application awhile back and there was no action. Committee Member, Joe Gray also indicated that the application was a challenge. Manager, Zachary Lenhert said he would review the application. There was also discussion on how to market the program. One of the recommendations was to reach out to the Neighborhood Watch Groups.

Committee Member, Joe Gray asked why the Community Garden was so expensive and what the purpose of a fence is. Committee Member, Belinda Gerry responded that the fence is to help deter vandalism and some of the cost associated with the garden is the erection of the raised beds with cinder blocks. Committee Member, Diane Whiting added that funds are also used to support a garden coordinator and added the seedlings/plants purchased are organic.

FFY 2019 CDBG Additional Funds:

The Citizens Advisory Committee voted to put additional allocated CDBG Entitlement Grant funding into the Rehab Program.

Vote: 7-0

FFY 2019 CDBG & HOME Draft Budget

The Citizens Advisory Committee voted to accept the CDBG & HOME Draft Budget as proposed.

Vote: 6-1 Joe Gray Opposed,

Adjourn: 6:00 PM

Respectfully Submitted,

Alison F. Pepin

City of Auburn
Community Development Block Grant
Federal Fiscal Year 2019

	Final FFY 2018 Budget	Approved FFY 2018 Amendment	Staff & CAC Recommended FFY 2019 Budget
Planning and Administration			
General Administration	\$130,000		\$130,000
Goods and Services	\$12,100		\$12,100
Support Fair Housing and Increase Housing Choice			
Fair Housing	\$4,000		\$2,000
Sub Total	\$146,100		\$144,100
Promote Jobs and Development			
STAR Business Loan Program	\$150,000		\$100,000
Sub Total	\$150,000		\$100,000
Prevent Deterioration of Housing Stock			
Project Delivery Costs/Housing	\$93,000		\$93,000
Rehabilitation Loan Program:	\$183,388	-\$200,000	\$148,627
Lead Testing/Clearance/Training	\$5,000	(excess program	\$5,000
Community Concepts Weatherization	\$53,950	income & carryover)	
Code Enforcement	\$50,000		\$50,000
Sub Total	\$385,338		\$296,627
Improve Parks and Establish Community Gardens			
St Mary's Nutrition Center	\$8,220		\$8,000
Community Garden Construction	\$7,000		\$21,980
Sub Total	\$15,220		\$29,980
Make Neighborhood Streets Safer and More Walkable			
Hampshire Street Reconstruction	\$55,177		
Chestnut Street Pedestrian Improvements	\$135,000	-\$50,000	\$50,000
Downtown Walkability Projects	\$135,000	-\$50,000	\$135,000
Neighborhood Challenge Grant	\$45,515		\$30,000
Sub Total	\$370,692		\$215,000
Improve the Quality of Life for Senior Citizens			
Senior Center		\$300,000	\$350,000
Catholic Charities of Maine			\$5,000
Seniors Plus			\$5,000
Sub Total			\$360,000
Support People in their Efforts to Transition Out of Poverty			
Androscoggin Head Start/Family Advocacy	\$10,000		\$10,000
Auburn Recreation Department & Scholarships	\$15,000		\$18,000
Literacy Volunteers of Androscoggin County/Adult Literacy	\$8,895		\$8,895
Auburn Police Department/Work with ME	\$47,090		\$47,105
Pine Tree Society/Career Development Services	\$5,000		
Community Concepts, Inc./CPPC	\$12,500		
Prevent Homelessness			
Safe Voices / Social Services	\$11,000		\$11,000
Tedford Housing & Support Services for Homeless	\$7,000		\$7,000
Sub Total	\$116,485		\$102,000
Total Budget	\$1,183,835		\$1,247,707

City of Auburn
HOME Investment Partnerships Program
Federal Fiscal Year 2019

AUBURN BUDGET		Staff & CAC Remmended
	FFY2018 Budget	FFY2019 Budget
<u>PROGRAM ADMINISTRATION</u>		
General Administration	\$24,000	\$26,400
Project Delivery Costs	\$30,000	\$33,000
Goods and Services	\$2,500	\$2,750
Sub Total	\$56,500	\$62,150
<u>INCREASE OWNER OCCUPANCY</u>		
Homebuyer Assistance	\$20,000	\$40,000
Special CHDO Project	\$105,912	\$200,000
Subtotal	\$125,912	\$240,000
<u>PREVENT DETERIORATION OF HOUSING STOCK</u>		
Homeowner Rehabilitation	\$129,929	\$362,044
<u>PREVENT HOMELESSNESS</u>		
Security Deposits	\$20,000	\$25,000
Staying Home Rental Assistance (new program)	\$71,615	\$80,000
Subtotal	\$91,615	\$105,000
<u>SUPPORT CONSTRUCTION OF NEW AFFORDABLE HOUSING UNITS</u>		
62 Spring Street Rental Set-Aside/Budget	\$250,000	\$0
477 Minot Avenue	\$110,000	\$110,000
48 Hampshire Street/Troy Street	\$110,000	\$110,000
Sub Total	\$470,000	\$220,000
TOTAL BUDGET	\$873,956	\$989,194

FFY 2019
DRAFT ACTION PLAN and BUDGET
COMMUNITY DEVELOPMENT BLOCK GRANT/HOME PROGRAM

The City of Auburn is preparing to submit its 2019 Action Plan with request of funding to the U. S. Department of Housing and Urban Development (HUD). The Action Plan describes the fourth-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 2019 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 Zachary Lenhart, Community Development, 60 Court Street, Auburn, ME 04210, tel. 333-6601 ext. 1336, e-mail zlenhart@auburnmaine.gov Comments may also be made during the public comment period to be held on April 1 during the City Council meeting. A second public hearing is to be held on May 6, 2019. Both meetings will be at 7 pm at Auburn Hall.

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

In March 2019 the City Council approved an amendment to the 2015-2019 Consolidated Plan, adding a tenth goal.

- Goal 10: Improve the quality of life for Senior Citizens
 - 1 Senior Center Expansion

2019 FUNDING

This plan is built on a budget based on previous year funding levels until allocations are announced by HUD. 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, 2019 to June 30, 2020. *Congress has approved the FFY2019 Appropriations Bill and HUD anticipates that the Grantee allocations will be announced on or before May 23. HUD advises grantees not to submit the Annual Action Plan until after FFY2019 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 2019-2020 program year any more than necessary the City of Auburn is following this plan:

- Adhere to normal schedule through May 15, 2018;
- Build the plan on flat funding from previous year allocation. An increase to funding is anticipated and the Citizen Advisory Committee voted to add additional funding for Public Service Agencies to the Auburn Rec Department for more scholarships up to the CAP; Administration of CDBG Program up to the CAP. Additional funds will be used to increase funding for the Housing Rehab Program. Additional funding for HOME Program will be shared with Lewiston and all programs will be proportionally increased.

Community Development Block Grant Funds: The proposed budget for FFY2019 is \$1,247,707 from the following sources of Community Development funds:

<i>Proposed</i> Community Development Grant	\$556,643
Anticipated Program Income	\$200,000
Carry Over Funds	\$491,064

Auburn HOME Funds: The proposed budget for FFY2019 is \$989,194 from the following sources of HOME funds:

<i>Proposed HOME Grant</i>	\$270,879
Anticipated Program Income	\$54,000
Carry Over Funds	\$664,315

**TENTATIVE SCHEDULE FOR ADOPTION
2018 ACTION PLAN/BUDGET**

Citizens Advisory Committee Review	March 12
City Manager Budget Review	March 12
City Council Budget Review	March 18
30-day Comment Period	March 18 – April 18
1 st Public Comment Period/City Council Meeting	April 1
Final Public Hearing/Adoption of 2018 Action Plan	May 6
<i>Deadline Submission to HUD</i>	<i>Mid May (TBD)</i>

AUBURN 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

Eligible Activities

- Acquisition
- Relocation
- Demolition
- Public improvements
- Rehabilitation—commercial and residential
- Public services
- Homeownership assistance
- Lead-based paint reduction
- Fair housing activities
- Planning

70% of expenditures must benefit low-income households

FFY2019 COMMUNITY DEVELOPMENT BUDGET DESCRIPTIONS

STRATEGY: SUPPORT FAIR HOUSING AND INCREASE HOUSING CHOICE

Build a Fair Housing Website Page to disseminate information to landlords and tenants about the rights and responsibilities of each party and the means for assistance in the event of a problem.

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

Description: Update the Analysis of Impediments to Fair Housing (AI) and implementation of identified Fair Housing strategies identified in the report.

The Cities of Auburn and Lewiston will be undertaking fair housing activities to raise awareness of Fair Housing Laws. The Analysis of Impediments to Fair Housing Choice Report (AI) completed in 2013 identified activities to be undertaken in first four years. In 2018 the Cities were to begin work on the Fair Housing Assessment Planning Tool (FHP) however HUD has delayed this requirement until 2020. The Cities need to be pro-active and in lieu of the more extensive FHP updating the current AI is advised. The cost can be shared by both Auburn and Lewiston Community Development and the Housing Authorities.

Anticipated Outputs: Update to the 2013 Impediments to Fair Housing Plan and identify Fair Housing Activities to be undertaken in the next 4 years.

STRATEGY: PROMOTE JOBS AND DEVELOPMENT

Assist small businesses to start up, succeed and grow through

- *Loans to support job creation for low-income people anywhere in the City.*

2. Economic Development Programs Proposed Budget: \$100,000

STAR Program (Storefront Traffic Accelerates Revitalization)

Description: Funds will be used to provide loans to businesses and property owners for building renovations in Auburn. This program helps to create jobs and will encourage the redevelopment of vacant storefront properties. Funds will be used to provide forgivable loans to expanding businesses or to business start-ups. 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 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 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. Rehabilitation Loan Program **Proposed Budget: \$148,627** **Project Delivery Costs: \$93,000**

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.

The Project delivery costs covers staff salaries, benefits, supplies and equipment to implement the program. This does not count against the Administrative Cap.

Anticipated Outputs: 4 units: health and safety repairs
3 units: with whole house/curb appeal improvements
2 units: with lead paint problems eliminated
4 units: repairs of code enforcement violations

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. 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: 15 lead tests

5. Code Enforcement
Proposed Budget: \$50,000

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
3 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 lighting at Union Street;*
- *Extend the Riverwalk into New Auburn;*
- *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.*

6. Community Gardens
Proposed Budget: \$8,000 (2019 growing season)
\$21,980 (Construction of New Garden)

Description: Funds will be used to support a garden coordinator and a neighborhood garden champion for the Webster Street and the Newbury Street gardens for the season beginning in April 2019. 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 garden coordinator will be supervised by St. Mary's Nutrition Center which will be considered an in-kind match. This allocation will count towards the Public Service Cap in the 2019 budget. Infrastructure funds will be used to create a new Community Garden on Whitney St.

Anticipated Output: Support for Webster Street and Newbury Street Gardens and creation of a 3rd community garden.

STRATEGY: MAKE NEIGHBORHOODS STREETS SAFER AND MORE WALKABLE

Provide grants to Neighborhood Organizations and groups for projects that will enhance a neighborhood. The funds will be used for public infrastructure projects. This activity may also meet the previous strategy to improve parks and greenspaces.

7. Neighborhood Challenge Grants Proposed Budget: \$30,000

Description: Funds will be used in increments of \$1,000 up to \$10,000 to provide funding for projects that will enhance neighborhoods. Increased safety, beautification and improved parks are the goals. The budget amount of \$25,000 will be awarded to applicants for projects of \$1,000 or more. One \$10,000 grant may be awarded. City staff will assist the applicants with the development of the projects.

Anticipated Output: dependent on the applications received
Up to 3 - \$10,000 grant
Up to 8 grants of \$1,000 - \$5,000

8. Chestnut Street Traffic Control and Parking Proposed Budget: \$50,000

Description: Chestnut Street is the home to the Auburn Pal Center, the athletic fields directly behind the center and the basketball courts/playground area across the Street known as the gully. It is a pass through for vehicular traffic between Webster and Winter Street. Given the pedestrian/child traffic at the PAL Center and the increased speeding motorists the safety of the pedestrians and children are a great concern. The funds will be used to install a raised crosswalk in front of the PAL Center and a pedestrian friendly access to the “gully”. It will also provide additional parking. Timeline for the project is the summer of 2019.

Anticipated Output: 1 improved greenspace/park

9. Downtown Walkability Project Proposed Budget: \$135,000

Description: Reconstruction of Library Avenue to include new curbing, sidewalks, crosswalks and street lights. The goal is to provide safe, comfortable, attractive and convenient access and travel for pedestrians, bicyclists, motorists and transit users of all ages, abilities and preferences in the downtown area. This project will be leveraged with TIF Funds and Public Services Budget.

Anticipated Output: 570 ft. of street reconstruction
800 ft. new sidewalks and curbing
4 new streetlights
13 parking spaces on Library Avenue

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.

**10. Androscoggin Head Start and Child Care
Promise Early Education Extended Care Program
Request: \$10,000
Proposed Budget: \$10,000**

Project Description: Funds would provide social services for families enrolled in head start at Webster School and other sites. 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: 23 Auburn families

**11. Literacy Volunteers of America/Androscoggin
Literacy Services for Adults & Families
Request: \$8,895
Proposed Budget: \$8,895**

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

**12. Auburn Police Department
Work with Me
Request: \$90,621
Proposed Budget: \$47,105**

Description: Auburn Police Department will work collaboratively with Auburn School Department, Central Maine Community College, and Community Concepts, Inc. Bridges Out of Poverty initiatives to provide case management for at-risk youth ages 15-19. Funds will be used to cover the program coordinator's salary, student intern and PAL summer intern stipends, and College Mentor Stipends.

Anticipated Output: 40 Auburn youth

**13. Auburn Recreation Department
Recreation Scholarships
Request: \$50,000
Proposed Budget: \$18,000**

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 to qualify. Funds will pay for grants to 30 children. Funds will pay for scholarships, approximately \$500 per child.

Anticipated Output: 25 households (40 children)

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.*

**14. Safe Voices
Request: \$12,000
Proposed Budget: \$11,000**

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 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 help 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: 70 Auburn residents

15. **Tedford Housing**
Request: \$7,000
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. 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

STRATEGY: IMPROVE THE QUALITY OF LIFE FOR SENIORS

Focus on helping senior citizens living in the Auburn area get the services and infrastructure needed to continue to live a healthy and productive lives.

- *Expand services for senior citizens*
- *Provide accessible infrastructure that improves the quality of life for seniors*

16. **Catholic Charities of Maine**
Senior Wrap program
Request: \$10,000
Proposed Budget: \$5,000

Description: The Senior Wrap program will provide wrap-around services to fill the gap in services experienced by seniors who are enrolled in the state-funded Independent Support Services (ISS) Program. Often seniors have needs which exceed the scope of ISS. The funds will support a part-time coordinator to help identify and obtain the services needed to meet these additional needs.

Anticipated Output: 35 households

- 17. SeniorsPlus**
Meals on Weals/Education Center
Request: \$10,000
Proposed Budget: \$5,000

Description: SeniorsPlus provides the basic human needs of food and social interaction. The funds would be used to cover staffing costs for the Meals on Wheels program as well as education classes at the Education Center. Besides the basic sustenance of food, these programs provide social interaction which is often the only interaction that some of the seniors have.

Anticipated Output: 228 MOW/233 Ed

- 17. Senior Center Expansion**
Proposed Budget: \$350,000

Description: Funds will be used to complete the expansion of the Senior Center in Pettengill Park. The City of Auburn has multiple senior groups and lacks a center with the capacity to hold them all. An expanded Senior Center will be able to offer more programs to improve the quality of life of seniors.

Anticipated Output: Expanded Senior Center

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

Eligible Activities

- Rehabilitation of owner-occupied housing
- Rental housing development
- Homebuyer assistance
- Tenant-based rental assistance

**100% of these funds must be spent on housing activities
that benefit low-income households**

FFY2019 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: \$40,000

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

Anticipated Output: 4 households assisted to purchase a home

2. Community Housing Development Organization (CHDO) Project

Proposed Budget: \$200,000

Project Description: HOME requirements are to set-aside 15% of allocation for a CHDO project. A CHDO project is sponsored by an organization that meets HUD

definition of a CHDO. In the past several years Auburn Housing Authority has partnered with Auburn in this capacity. The goal is to increase homeownership or affordable rental opportunities. No specific project has been identified. Staff proposes utilizing these funds to increase homeownership opportunities by purchasing a vacant property, renovation of the property and resale to an income qualified household(s).

Anticipated Output: 1 homewoner assisted

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: \$362,044

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

Anticipated outcome: 8 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: \$25,000

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: \$80,000

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: 8 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: \$220,000

Project Description: \$110,000 of HOME funds has been committed to the development of the 477 Minot Avenue workforce housing project. 2 units which will remain subject to HOME restrictions for 30 years. The \$6.3 million project will produce a total of 36 low income housing units.

\$110,000 of HOME Funds has been committed to the 41 Hampshire Street/Troy Street workforce development housing project. 2 units which will remain subject to HOME restrictions for 30 years. The \$9.6 million project will produce a total of 53 residential of which 42 will be low income housing units and 11 market rate units.

Anticipated Outcome: 4 HOME units



City of Auburn, Maine

Economic & Community Development

Michael Chammings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

City Council Information Sheet

Council Meeting Date: March 18, 2019

Author: Michael Chammings, Director of Economic and Community Development

Subject: Senior Center Project

Information: The Senior Center project is a “shovel ready” federally approved project that has been planned for over four years and we wish to spend some of the at-risk funds along with the proposed budgeted 2019 funds to complete the senior center project.

The Auburn City Council directed City staff to provide more details regarding the expansion project.

Please see the attached CDBG Housing Coordinator’s memo dated 03/13/2019.

City Budgetary Impacts: The use of C.D.B.G. funds for this project avoids the need to use property tax funds.

Staff Recommended Action: Staff is providing Council with and update as requested. Renovations will continue the morning of Tuesday, March 19th, 2019.

Previous Meetings and History:

January 7, 2019, January 14, 2019 and January 23, 2019 Council Workshops.

January 18, 2019, Public Notice of proposed plan amendment

January 18, 2019, Citizen Advisory Committee meeting and approval

February 4, 2019, Public Hearing and Council meeting

February 18, 2019, City Council voted to approve substantial amendment

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink, appearing to read "Peter J. Caulton".

Attachments:

CDBG Housing Coordinator’s memo dated 03/13/2019

Senior Center expansion cost estimates, Optional Project List, & Project Master List



City of Auburn, Maine

Economic & Community Development

Michael Chammings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

TO: Peter Crichton, City Manager
CC: Phil Crowell, Assistant City Manager
FROM: A. Hal Barter, CDBG Housing Coordinator
RE: Senior Center Renovations
DATE: March 13, 2019

Objective

Information regarding the expansion project for the Senior Center including project information, projected cost estimate, and proposed funding using CDBG monies.

Background Information

The new Senior Center Expansion Project will fulfill several needs here in the community. The CDBG Department currently has uncommitted funds that must be used in order to comply with Federal requirements. Housing and Urban Development (HUD) has specifically stated that the expansion of the City's existing senior center facility is an allowable activity and a great use of these funds. The Community Development Office originally committed to invest \$300,000 of CDBG funds to the project, however, with the current requests for the expansion and renovation costs came in considerably higher. Staff are currently reviewing options to continue to cut project costs and still deliver a quality product.

The original plan has been the topic of discussion for several years, with very little progress until this year when the existing center was constructed by converting the first bay and side offices into a large meeting space, kitchen, and storage all completed using City taxpayer money. This new expansion and renovation project will satisfy multiple needs while providing the City a facility that will serve its citizens well for years to come, all while significantly reducing costs to City taxpayers to construct.

Current Overview of Senior Center Renovation Project

The proposed Senior Center Expansion Project would be completed using CDBG funds which will result in significantly lowering requests of CIP funds to complete the entire conversion of the building. The project will consist of creating a large capacity function hall that will include a build out for a marriage wall that can close to create two smaller function spaces depending on the event. The function hall portion of the building will include; 2 new handicap accessible bathrooms, approximately 1,000 square feet in storage space, coat closet, food serving counter, heating/AC units, an additional storefront entry,

and new exit doors. Kitchen renovations will still be made with CIP funds that have already been allocated.

Renovations to the whole building include: New LED lighting throughout the entire building (which qualifies the City for cost saving rebates), a sound system that is wired ready for equipment, new acoustical ceiling tiles with sound absorption qualities, significant electrical and plumbing upgrades, vestibules for both entrances, and a specialized flooring that is both sound absorbent and food/water resistant. The parking area between the buildings will be completely regraded and repaved to address current drainage, winter icing, and sewer line issues.

Optional projects that may be included or removed from the building budget include: installation of a new audio/video system, a large outdoor roof to cover the entrances, and a partition wall to close off space to create two smaller spaces. The Department suggests including the outdoor roof and partition wall with the CDBG funding.

Project Costs and Timeline Breakdown

There are several options available when discussing the cost of this expansion project. By removing all “optional” components of the project the estimated total cost will be \$553,361. The low (and most likely) adjusted estimate from the architect with all options included is \$782,298. The staff suggestion (outlined in the attached materials) has an estimated cost of \$653,202. City staff is currently looking into additional work that could be done in house to further cut costs.

The suggested plan (\$653,202) would be completed over the next 2 fiscal years and the project would be completed within 6 months from start of construction. \$49,000 in CIP funds have already been allocated for the kitchen renovation and miscellaneous repairs in FY19. There is currently \$320,000 earmarked in CDBG funds to use for current FY19. The CDBG budget is planning to allocate \$350,000 for FY20 for this project, which would be enough to finish the suggested plan. The 6-month project window means this project could be completed by early winter 2019.

Building Use Impacts

A goal for renovation is to minimize the amount of time the building will be closed during construction. There will be a period of approximately 4 weeks where ground and site work will be completed and access to the building will be restricted from 7/1/19 to 8/1/19. The estimated opening date for the new kitchen and function hall will be August 31, 2019. Staff will work with the Recreation Department when access to the building is restricted and programs need to be relocated, Recreation Department will be responsible for notifying user groups.

Budgetary Impacts

The proposed Senior Center Renovation Project would be completed using CDBG funds which will result in significantly lower requests for CIP funds to complete the whole conversation of the building.

- CDBG has \$320,000 allocated for this expansion project in the current Fiscal Year.
- CDBG has \$350,000 planned for this projected in FY20.
- CIP Funds of \$49,000 are being used toward kitchen renovations.
- Annual maintenance, staffing, and building utility costs will be the responsibility of the Recreation and Sports Facilities Department.
- Programming and daily use of the facility will be the responsibility of the Recreation and Sports Facilities Department.
- There could be a future CIP request for the audio/video equipment depending on the course of action taken.

Attached

- Breakdown of Funding Phases which include itemized costs.
- Timeline for completion of construction.

Senior Center Project Master List & Base Cost

*Items highlighted yellow are considered optional items- red projects have been eliminated

Task #	Scope	Low	High	UOM	Total Estimated Cost
0.0	General Requirements				
DEL	Construction Foreman (cost removed)	14	16	wks	\$ 33,600
DEL	Mobilization (cost removed)	1	1	al	\$ 1,000
	Ins. & Bonding	1	1	al	\$ 1,500
	Equipment Rental	1	1	al	\$ 1,500
	Dumpster & Disposal	10	12	wks	\$ 3,500
	Subtotal:				\$ 6,500
1.0	Site Work				
	Pavement Removal	118	118	cy	\$ 5,678
	Existing Subbase Excavations	650	650	cy	\$ 9,750
	New 6" Drainage Pipe	145	145	lf	\$ 5,365
	Reset Existing Catch Basin	1	1	al	\$ 2,000
	New 6" Sanitary Piping	110	110	lf	\$ 4,950
	New Sewer Man Hole	2	2	ea	\$ 6,500
	Granite Curbing	110	110	lf	\$ 4,620
	Concrete Pad (for compressors)	1	1	cy	\$ 300
	Subbase Gravel - MDOT 703.06 Type D	487	487	cy	\$ 12,662
	Aggregate Base - MDOT 703.06 Type A	162	162	cy	\$ 5,508
	New Pavement - 2.25" Binder	9125	9125	sf	\$ 11,406
	New Pavement - 1.25" Overlay	9125	9125	sf	\$ 6,844
	Pavement Striping	234	234	lf	\$ 585
	ADA Striping	4	4	ea	\$ 300
	Steel Pipe Bollards	3	3	ea	\$ 2,175
	Parking Sign	1	1	al	\$ 725
	Relocate Shed	1	1	al	\$ 400
	Subtotal:				\$ 79,768
2.0	Exterior Envelope & Exterior Entrance				
	Double Door Opening Wall Infill	42	42	sf	\$ 924
	Single Door Opening Wall Infill (2)	42	42	sf	\$ 924
	Garage Door Opening Wall Infill	144	144	sf	\$ 3,168
	Garage Door Wall Infill at Storefront	36	36	sf	\$ 792
	Foundation Footing/Wall	7.7	7.7	cy	\$ 1,701
	Concrete Slab	3.9	3.9	cy	\$ 1,333
	Rebar	1	1	al	\$ 150
opt	Roof Trusses	4	4	ea	\$ 1,400
opt	Roof Sheathing	200	200	sf	\$ 440
opt	Metal Roof	2	2	sq	\$ 3,000
opt	Metal Siding	264	280	sf	\$ 1,584
opt	Flashing	156	180	lf	\$ 499
opt	Facia Detail	52	52	lf	\$ 234
opt	Roof Drip Edge	485	485	sf	\$ 340
opt	Brick Finish	720	740	sf	\$ 8,640
	New Single Hung Windows	2	2	ea	\$ 920
opt	Columns & Beams	2	2	ea	\$ 1,500
	Subtotal:				\$ 27,549

3.0	Kitchen Improvements				
	Concrete Slab Removal	0.7	0.7	cv	\$ 137
	New Concrete Slab	0.7	0.7	cv	\$ 233
	Rebar	1	1	al	\$ 150
	New fire-rated ceiling assembly	300	300	sf	\$ 2,480
	Floor Repair	56	60	sf	\$ 168
	Cabinets, Countertop & Shelving	1	1	al	\$ 2,500
	Kitchen Hood Installation	1	1	al	\$ 8,000
	Grease Interceptor & Underslab Plumbing	1	1	al	\$ 5,750
	Aboveslab Plumbing	1	1	al	\$ 4,250
	Subtotal:				\$ 23,668

4.0	Janitor Closet Area				
	Partitions (Studs, 5/8" Drywall, Painted)	22	22	lf	\$ 1,012
	Acoustical Ceilings	255	255	sf	\$ 1,275
	VCT Flooring	255	255	sf	\$ 2,040
	Doors & Frames	3	3	ea	\$ 1,800
	Door Hardware	3	3	ea	\$ 1,200
	Relocate Mop Sink	1	1	al	\$ 450
	Subtotal:				\$ 7,777

5.0	Vestibule Area Modifications				
	Partitions (Studs, 5/8" Drywall, Painted)	20	20	lf	\$ 920
	Storefront Window	1	1	ea	\$ 2,000
	Exterior Storefront Door w Transom & Sidelight (12')	1	1	ea	\$ 12,000
	Interior Storefront Door w Transom & Sidelight (10')	2	2	ea	\$ 20,000
	Automatic Entrances	3	3	ea	\$ 9,000
	Door Hardware	3	3	ea	\$ 1,950
	VCT Flooring	228	228	sf	\$ 5,005
	Acoustical Ceilings	228	228	sf	\$ 1,368
DEL	Coat Closet	1	1	ea	\$ 550
	Subtotal:				\$ 52,243

6.0	Bathroom Cores				
	Slab Demo and Under slab Tie-Ins and Patching	1	1	al	\$ 850
	Doors & Frames	2	2	ea	\$ 1,200
	Door Hardware	2	2	ea	\$ 800
	Partitions (Studs, 5/8" Drywall, Painted)	60	60	lf	\$ 2,760
	Acoustical Ceilings	304	304	sf	\$ 1,672
	Toilet Partitions (Standard)	2	2	ea	\$ 1,300
	Toilet Partitions / Grab Bars (ADA)	2	2	ea	\$ 1,700
	Toilet Partitions (Urinal)	1	1	ea	\$ 450
	Toilet Accessories (Towel, Soap, Mirrors)	1	1	al	\$ 650
	Hot Water Heater	1	1	al	\$ 1,900
	Toilets	4	4	al	\$ 7,600
	Urinals	2	2	al	\$ 3,800
	Sinks	2	2	al	\$ 3,800
	VCT Floor	252	252	sf	\$ 3,024
DEL	Wall Tile (4')	360	360	sf	\$ 5,040
	Subtotal:				\$ 31,506

7.0	Coats (114)				
	Partitions (Studs, 5/8" Drywall, Painted)	18	18	lf	\$ 828
	Acoustical Ceilings	55	55	sf	\$ 275
	Shelf and Rod	18	18	lf	\$ 450
	Subtotal:				\$ 1,553

8.0	Sprinkler (113)				
	Partitions (Studs, 5/8" Drywall, Painted)	20	20	lf	\$ 920
	Doors & Frames	1	1	ea	\$ 600
	Door Hardware	1	1	ea	\$ 400
	Subtotal:				\$ 1,920

9.0	Storage (115) & AV (115A)				
	Partitions (Studs, 5/8" Drywall/Paint one side only) under mezzanine only	62	68	lf	\$ 2,356
	Door & Frame - Double	1	1	ea	\$ 1,600
	Door & Frame - Single	1	1	ea	\$ 600
	Door Hardware	2	2	ea	\$ 800
	Subtotal:				\$ 5,356

10.0	Mezzanine				
	Existing Steel Pipe Column Removal	4	4	ea	\$ 600
	Existing 2"x8" Flooring Removal w/ Floor Sheathing	325	325	sf	\$ 390
	Existing Stair Removal	1	1	al	\$ 1,000
	Mezzanine Stairs	1	1	al	\$ 7,500
	Door & Frame - Single	1	1	ea	\$ 600
	Door Hardware	1	1	ea	\$ 400
	Chain Link & Gate	1	1	al	\$ 750
	Floor Framing Assembly	510	520	sf	\$ 2,550
	Partitions (Studs, 5/8" Drywall/Paint one side only) top of stair well only	12	12	lf	\$ 456
	Subtotal:				\$ 14,246

11.0	Function Rooms				
	Slab Removal	1.5	1.5	cy	\$ 296
	Foundation Wall Removal (New Doors)	1	1	al	\$ 400
	Wall Removal	495	495	sf	\$ 743
	Foundation Footing/Wall	2.7	2.7	cy	\$ 934
	Concrete Slab	1.8	1.8	cy	\$ 600
	Rebar	1	1	al	\$ 200
	Spread Footings	1.8	1.8	cy	\$ 604
	W10x53 Steel Beam (34' length)	1	1	ea	\$ 2,200
	HSS 6x6 Steel Column (10'-9" Height)	2	2	ea	\$ 1,700
	Partitions (Studs, 5/8" Drywall/Paint one side only) above mezzanine	118	118	lf	\$ 5,428
	Acoustical Ceilings	4800	4800	sf	\$ 28,800
	Misc. Floor Repairs	1	1	al	\$ 750
	Flooring (textile carpet)	4800	4800	sf	\$ 24,000
	Doors & Frames	1	1	ea	\$ 600
	Door Hardware	1	1	ea	\$ 400
opt	Operable Partition	1	1	al	\$ 50,000

opt	Operable Partition Trim	100	100	lf	\$ 800
opt	Cabinets (18' Permanent)	18	18	lf	\$ 4,500
opt	Countertop	18	18	lf	\$ 2,700
	Drinking Fountains	2	2	ea	\$ 2,800
	Painting	1	1	ea	\$ 1,500
	Subtotal:				\$ 129,955

12.0	HVAC Equipment & Control				
	F-1 Sheet Metal Patch	1	1	al	\$ 200
	1.5" Gas Line	150	150	lf	\$ 1,800
	1.25" Gas Line	80	80	lf	\$ 960
	5-Ton Condensing Unit	2	2	ea	\$ 8,000
	Gas Furnace	2	2	ea	\$ 13,000
	Cooling Coil	2	2	ea	\$ 2,400
	Refrigeration Piping	2	2	ea	\$ 3,800
	Gas Furnace Vent Package	2	2	ea	\$ 1,600
	Exhaust Fans	4	4	ea	\$ 1,200
	Electric Wall Heaters	6	6	ea	\$ 3,000
	30"x30" Louver	2	2	ea	\$ 1,600
	6" Round Duct	60	60	lf	\$ 180
	8" Round Duct	175	175	lf	\$ 595
	12"x14" Duct	50	50	lf	\$ 200
	12"x24" Duct	60	60	lf	\$ 360
	16"x18" OA Duct	110	110	lf	\$ 660
	8" Flex Duct	120	120	lf	\$ 360
	14" Flex Duct	20	20	lf	\$ 84
	Motorized Damper	4	4	ea	\$ 1,360
	Register	6	6	ea	\$ 480
	Diffuser	24	24	ea	\$ 1,920
	Return Grille	7	7	ea	\$ 455
	Sprinkler Modifications	6680	6680	sf	\$ 13,360
	Subtotal:				\$ 57,574

13.0	Electrical				
	New Outlets	42	42	ea	\$ 7,350
	LED Exterior Wall Packs	5	5	ea	\$ 1,250
	LED 2'x2' Troffer	74	74	ea	\$ 18,500
	LED 2'x2' Surface Mounted	6	6	ea	\$ 1,650
	LED Strip Light (utility lighting)	10	10	ea	\$ 2,500
	Pendant Light	12	12	ea	\$ 1,800
	LED Exit Light	10	10	ea	\$ 400
	LED Emergency Lighting	13	13	ea	\$ 520
	Outdoor Emergency Lighting	3	3	ea	\$ 120
	LED Exit Sign with Emergency Lights & Remote Heads	1	1	ea	\$ 120
	New A/V System	1	1	al	\$ 96,000
	Electrical Wiring and Conduit	1250	1500	lf	\$ 5,625
	Misc. Electrical (breakers, etc.)	1	1	al	\$ 5,000
	New Fire Alarm System	1	1	al	\$ 14,000
	Subtotal:				\$ 153,035

Total Base Cost Bid from architect- including all items

\$ 592,650

Senior Center Optional Items

Task #	Scope	Low	High	UOM	Total Estimated Cost
2.0	Exterior Envelope & Exterior Entrance				
	Roof Trusses	4	4	ea	\$ 1,400
	Roof Sheathing	200	200	sf	\$ 440
	Metal Roof	2	2	sq	\$ 3,000
	Metal Siding	264	280	sf	\$ 1,584
	Flashing	156	180	lf	\$ 499
	Facia Detail	52	52	lf	\$ 234
	Roof Drip Edge	485	485	sf	\$ 340
	Brick Finish	720	740	sf	\$ 8,640
	Columns & Beams	2	2	ea	\$ 1,500
	SUBTOTAL				\$ 17,637
11.0	Function Rooms				
	Operable Partition	1	1	al	\$ 50,000
	Operable Partition Trim	100	100	lf	\$ 800
	Cabinets (18' Permanent)	18	18	lf	\$ 4,500
	Countertop	18	18	lf	\$ 2,700
	SUBTOTAL				\$ 58,000
13	Electrical				
	New A/V System	1	1	al	\$ 96,000
	SUBTOTAL				\$ 96,000
	TOTAL				\$ 171,637

Senior Center Project Total Cost

Total Base Cost Bid from architect- including all items	\$ 592,650
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Mark ups

General Conditions	8%	\$ 47,412
Overhead & Profit	6%	\$ 35,559
Construction Contingency	10%	\$ 59,265
Bid Climate Adjustment	8%	\$ 47,412
Total Mark-Ups		\$ 189,648

Estimated Total Project costs (including all items)	\$ 782,298
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Total Base Cost Bid- without optional items	\$ 419,213
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Mark ups

General Conditions	8%	\$ 33,537
Overhead & Profit	6%	\$ 25,153
Construction Contingency	10%	\$ 41,921
Bid Climate Adjustment	8%	\$ 33,537
Total Mark-Ups		\$ 134,148

Estimated Total Project costs (without any optional)	\$ 553,361
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excludes partition wall, entrance roof, audio/video

Total Base Cost Bid- with Staff Suggested options	\$ 494,850
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Mark ups

General Conditions	8%	\$ 39,588
Overhead & Profit	6%	\$ 29,691
Construction Contingency	10%	\$ 49,485
Bid Climate Adjustment	8%	\$ 39,588
Total Mark-Ups		\$ 158,352

Estimated Total Project costs- Staff Suggestion:	\$ 653,202
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includes Partition Wall, Cabinets, Roof over Entrance

excludes: Video/Audio system



City of Auburn, Maine

Recreation & Sports Facilities Department
Marc Gosselin, Director of Recreation & Sports Tourism
60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

TO: Peter Crichton, City Manager
FROM: Marc Gosselin, Director of Recreation & Sport Tourism
DATE: March 11, 2019
SUBJECT: Parking – Auburn Pettengill Sport Campus

The following memorandum is intended to provide information on the parking allotment for the Auburn Pettengill Sport Campus location. The Pettengill Sport Campus includes the following facilities:

1. Hasty Memorial Gymnasium (Total capacity = 996)
2. Ingersoll Turf Facility (Total capacity = 1,000 and average capacity = 250)
3. Pettengill softball field
4. The new Senior and Age Friendly Center (Current capacity = 100 and estimated new capacity with renovations = 300)
5. Pettengill Baseball Field
6. Playground

Presently, the Auburn Pettengill Sport Campus has a total of 208 parking spots. Of those, 208 parking spots, 15 are dedicated Handicap parking spots. That leaves a total of 193 parking spots for the general population. The parking spots included within in this tabulation are the parking spots located in the following areas:

1. In front of the Hasty Memorial Gymnasium and Ingersoll Turf Facility
 - a. Total of 59 (52 general population and 7 handicapped)
2. Behind Hasty Memorial Gymnasium out front of the new Senior and Age Friendly Center
 - a. Total 22 (13 general population and 6 handicapped)
3. To the left side of the Pettengill softball diamond, extending to the retainment pond
 - a. Total 90
4. Retainment Pond
 - a. Total 10
5. Side parking lot of the Pettengill baseball field
 - a. Total 30 (28 general population and 2 handicapped)



www.NorwaySavingsBankArena.com



www.IngersollTurfFacility.com



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 18, 2019

Author: Sue Clements-Dallaire, City Clerk

Subject: Lewiston & Auburn Transit Committee's (LATC) request for a short-term loan

Information: LATC would be requesting \$187,500 per city, a total of \$375,000 – 3 months of operating expenses, in a short-term loan to cover expenses until LATC's federal funds become available. Best case scenario, LATC will have access to the federal funds mid to late May. If something holds up the application process, funds would not be available until July and LATC could possibly be requesting additional assistance.

The federal apportionment was just released March 13, five and one-half months into the current fiscal year. LATC has been able to pay its contractor for three months of fiscal year 2019 but has exhausted its reserves and carry over funds.

City Budgetary Impacts:

Staff Recommended Action: Discussion tonight and Council will be asked to vote on a new Resolve at the Special Council Meeting to be held Monday, March 25th, 2019.

Previous Meetings and History: Council approved a similar short-term loan request for LATC in December of 2017. The loan was repaid three weeks later.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Coulton".

Attachments: Resolve from 12/18/2017.

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

RESOLVE 05-12182017

RESOLVE, Authorizing a zero percent interest rate loan not to exceed \$150,000 from the City's General Fund to the Lewiston-Auburn Transit Committee to provide working capital until either Federal reimbursements are received or 120 days has lapsed.

WHEREAS, the L-A Transit Committee is a joint agency between the Cities of Auburn and Lewiston;

WHEREAS, their cash flow to pay operating costs, including the transportation contractor are heavily reliant on timely Federal fund reimbursements, and when delayed, contracts go unpaid; and

WHEREAS, to assist with timely payments, the Committee will exhaust all cash on hand and request cash advances from each municipalities' operating subsidy; and

WHEREAS, once cash reserves are completely liquidated an as needed working capital short term loan may be requested to the Finance Director and approved by the City Manager;

NOW, THEREFORE, BE IT RESOLVED by the CITY COUNCIL of the CITY of AUBURN,

That the City Manager is authorized to provide the Lewiston-Auburn Transit Committee a zero percent interest rate loan not to exceed \$150,000 from the City's General Fund with a maturity of the shorter of 120 days or the receipt of the Federal reimbursement, subject to a similar arrangement from the City of Lewiston.

Passage on 12/18/2017 7-0.



**City of Auburn
City Council Information Sheet**

Council Meeting Date: March 18, 2019

Order: 32-03182019

Author: Jason D. Moen, Chief of Police

Subject: Transfer of Forfeiture Assets – Jonae Singleton

Information:

In October 2018, members of the Auburn Police Department assisted members of the Lewiston Police Department with a drug investigation and subsequent arrest of Jonae Singleton. Members of the Lewiston Police Department received information regarding suspected drug trafficking at the Super 8 Motel in Lewiston.

Members of the Lewiston Police Department made contact with the room occupants in an attempt to investigate that information. Upon making contact, they identified Jonae Singleton as the renter of the room. They advised Singleton of the information they received and asked if they could search his room. Singleton consented to the room search. Prior to completing the search, Auburn K-9 handler and his K-9 partner were requested to respond to conduct a K9 search. K-9 located 24.0 grams of cocaine. Officers also located \$2,119.00, 10.1 grams of Crack Cocaine, Ecstasy Tablets and 1.0 gram of Heroin. Based on the investigation, Singleton had been trafficking in drugs and the money located is suspected proceeds from the sale and distribution of illegal drugs.

Singleton was arrested for Aggravated Trafficking of Scheduled Drugs T17-A Sec. 1105-A.1. (CLASS A). As the Auburn Police Department made a significant contribution in the case, 10% or \$211.90 is being forfeited to the Auburn Police Department.

City Budgetary Impacts: The State of Maine, Office of the Attorney General, seeks to transfer \$211.90 U.S. Currency to the Auburn Police Department. Funds will be used for ongoing K-9 expenses.

Staff Recommended Action: Vote to accept the transfer of \$211.90.

Previous Meetings and History: None

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink, appearing to read "Peter J. Cuddeback".

Attachments:

Order 32-03182019

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 32-03182019

ORDERED, that the City Council hereby accepts the transfer of \$211.90 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-18-3838 Jonae Singleton).



**City of Auburn
City Council Information Sheet**

Council Meeting Date: March 18, 2019

Order: 33-03182019

Author: Jason D. Moen, Chief of Police

Subject: Transfer of Forfeiture Assets – Wac Maiwan

Information:

In June 2017, an Auburn Police Officer stopped Wac Maiwan for a traffic violation. While investigating the traffic violation, probable cause developed to arrest Maiwan for operating under the influence. During the course of the investigation, Auburn Police discovered a 9mm Glock model 19 concealed in the operator's door of his vehicle. Upon booking him into the Androscoggin County Jail, 16.32 grams of Crack Cocaine, 2.62 grams of powder cocaine, and a 20mg pill of Adderall were found to be concealed on Maiwan's person.

Wac Maiwan was arrested for Operating Under the Influence (Class D), Trafficking in Prison Contraband (Class C), Unlawful Possession of a Scheduled Drug Cocaine (Class A), Aggravated Trafficking of a Schedule Drug Crack Cocaine (Class A), Unlawful Possession of a Scheduled Drug Adderall (Class C) and a civil charge of Duty to Inform of Firearm. At the time of his arrest, Mr. Maiwan was in possession of the 9mm Glock model 19. Based on the investigation, Mr. Maiwan had been using the firearm to further his sale of illegal drugs.

City Budgetary Impacts: The State of Maine, Office of the Attorney General, seeks to one Glock 19 9mm handgun to the Auburn Police Department. Once received, we will destroy the handgun.

Staff Recommended Action: Vote to accept the transfer of one Glock 19 9mm handgun .

Previous Meetings and History: None

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Cusick".

Attachments:

Order 33-03182019

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 33-03182019

ORDERED, that the City Council hereby accepts the transfer of one Glock 19 9mm handgun forfeiture to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-1751 Wac Maiwan).



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 18, 2019

Order: 34-03182019

Author: Sue Clements-Dallaire, City Clerk

Subject: Abatement of back taxes, interest, and costs on 226 Turner Street

Information: The Tax Collector is recommending that Council grants an abatement of back taxes, interest, and costs on 226 Turner Street in the amount of \$5,040.24 on the basis of 36 M.R.S. Sec. 841 (3).

City Budgetary Impacts: N/A

Staff Recommended Action: Motion to accept the recommendation of the Tax Collector to grant an abatement of back taxes, interest, and costs on 226 Turner Street in the amount of \$5,040.24 on the basis of 36 M.R.S. Sec. 841 (3).

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink, appearing to read "Peter J. Cusick".

Attachments: Order

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 34-03182019

ORDERED, that the City Council hereby accepts the recommendation of the Tax Collector to grant an abatement of back taxes, interest, and costs on 226 Turner Street in the amount of \$5,040.24 on the basis of 36 M.R.S. Sec. 841 (3).

IN COUNCIL REGULAR MEETING MARCH 4, 2019 VOL. 35 PAGE 18

Mayor Levesque called the meeting to order at 7:00 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Titus had an excused absence. All other Councilors were present.

I. Consent Items

1. Order 27-03042019*

Approving the temporary sign request for the Auburn Business Association (Citizen of the Year).

2. Order 28-03042019*

Setting the time to open the polls at 7:00 AM for the April 23, 2019 Special Municipal Election for the Ward 4 School Committee seat.

Motion was made by Councilor Lasagna and seconded by Councilor Walker for passage of the consent items. Passage 6-0.

II. Minutes - February 25, 2019 Regular Council Meeting

Motion was made by Councilor Fournier and seconded by Councilor Walker to approve the minutes of the February 25, 2019 Regular Council Meeting. Passage 6-0.

III. Communications, Presentations and Recognitions

- Communication – Jill Eastman, Finance Director provided an update on the Finance Department.
- Recognition and Proclamation – Mayor Levesque read a proclamation and presented Ms. Jane Norris with a Key to the City
- Katie Grondin provided the City Council and public with an update on the new high school

IV. Open Session

Larry Pelletier, 129 Second Street commented on sidewalks and maintenance of sidewalks.

Mary Sylvester, 208 Maple Hill Road commented on fundraising efforts for the new high school.

V. Unfinished Business

1. Ordinance 01-02252019

Amending Chapter 60, Sec. 60-145 (b)(17) Special Exception Use Regulations. Second reading.

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

Public comment - no one from the public spoke.

Failed 3-4 (there was a tie vote 3-3 with Councilors Young, Lasagna, and Hayes opposed, and in accordance the City Charter, Article III, Section 3.3 the Mayor voted to break the tie vote and voted no). A roll call vote was taken.

VI. New Business

2. Order 29-03042019

Authorizing the purchase of the used pro-deck floor for the Norway Savings Bank Arena.

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

Public comment - no one from the public spoke.

Passage 6-0.

3. Order 30-03042019

Approving the Mill and Main Street Intersection Design as recommended by staff.

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

Public comment – David Das, 104 Fourth Street, and member of the Complete Streets Committee spoke against this item.

Passage 4-3 (there was a tie vote 3-3 with Councilors Young, Lasagna, and Hayes opposed, and in accordance the City Charter, Article III, Section 3.3 the Mayor voted to break the tie vote and voted in the affirmative).

4. Order 31-03042019

Authorizing the sale of tax acquired property (by sealed bid) for Court Street and Beck Avenue.

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

Public comment – no one from the public spoke.

Passage 6-0.

5. Ordinance 02-03042019

Adopting the Age Friendly Community Committee Ordinance. Public hearing and first reading.

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

Public hearing – no one from the public spoke.

Passage 6-0. A roll call vote was taken.

6. **Resolve 03-03042019**

Supporting the formation of the Mayor's Ad Hoc Committee on Water Quality.

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

Public comment – no one from the public spoke.

Motion was made by Councilor Hayes and seconded by Councilor Young to postpone this item until the March 18, 2019 regular City Council meeting.

Passage 5-1 (Councilor Walker opposed).

VII. Reports

Mayor Levesque – reported that Lewiston/Auburn and LA Arts received a \$75,000 match art grant for pieces of gateway art. He was asked to appoint 3 people and they are Shawn Rice (Fine Arts Dept. Edward Little High School), Bill Lowe (Curator of Arts at Bates College), and Sabrina Best (City of Auburn staff representative).

Councilor Young – reported on the New England track meet that was held in Boston. The meet was streamed on youtube and for anyone that would like to watch, they can do so by going to on baystaterunning.com. Photos can also be seen on mainerunningphotos.com.

Councilor Walker – reported that Walton School and Sherwood Heights School along with the United New Auburn Association will be holding their Chowder and Chili contest on Saturday, March 16th from 4:00-6:00 PM at Walton School.

Councilor Fournier – reported on the last school committee meeting where they discussed the School Department budget, their budget drivers, teaching positions, and more. She also reported that the Auburn Public Library's Auction Committee planning and fundraising efforts are underway.

Mayor Levesque - wanted to add to his report that he will be speaking tomorrow at the Auburn Business Associations monthly meeting at Gippers at 5:30 PM and he encouraged everyone to attend.

Councilor Hayes – reported that the next Airport Board meeting is scheduled one month from Thursday. He also noted that he would like us to invite representatives from AVCOG (Androscoggin Valley Council of Governments) to come before the Council to address programs they have regarding farm and forestry business and issues.

Councilor Lasagna – reported that tomorrow morning at 8:00 AM there is a Strategic Planning Advisory Committee meeting. Tuesday at 5:30 PM the Edward Little High School Building Committee will meet, and on Wednesday at 6:00 PM she will be attending the West Auburn Neighborhood Watch Group meeting. She will be speaking to the group about the Strategic Plan, the Mayor's Ag Committee, and the new high school project.

Councilor Gerry – reported that there is an Age Friendly Committee meeting tomorrow at 5:30 PM at the Auburn Senior Center. She said they are looking for applicants to join the committee.

City Manager – reported that the 150th Anniversary activities are continuing with a Memorial Day parade coming up. They are looking for participants. We are moving ahead with FY20 budget. He added that he would be happy to invite Sid Hazelton to attend a meeting if Council is agreeable. He commented on the Strategic Plan and he deferred to Assistant City Manager, Phil Crowell, to comment.

Assistant City Manager – he reported that the Strategic Plan Committee will be meeting tomorrow and will be working on prioritization. The Investment sub-committee had their first meeting last week, their next meeting will be on March 14th at 6:00 PM.

VIII. Open Session

Mary Sylvester, 208 Maple Hill Road, stated that she is also a Council appointed member of the Auburn Water District Board of Trustees and she said she was surprised to hear the comments made earlier regarding communication problems between the City and the Water District.

IX. Executive Session - None

X. Adjournment - Motion was made by Councilor Fournier and seconded by Councilor Hayes to adjourn. All were in favor and the meeting adjourned at 8:19 PM.

A TRUE COPY

ATTEST



Susan Clements-Dallaire, City Clerk

IN COUNCIL SPECIAL MEETING MARCH 11, 2019 VOL. 35 PAGE 22

Mayor Levesque called the meeting to order at 7:00 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. New Business

1. Resolve 03-03112019

That the Auburn City Council hereby supports the proposed Concept Design for the New Edward Little High School Project, with a total project value of approximately \$125,113,837, of which the State will contribute approximately \$109,335,693 (87.29%), the local will fund \$15,778,144 (12.71%) with up to \$15,000,000 in Local Bonds and \$1,000,000 in school capital improvement funds.

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

Motion was made by Councilor Lasagna and seconded by Councilor Hayes to amend as follows:

RESOLVED, that the Auburn City Council hereby supports the proposed Concept Design for the New Edward Little High School Project, with a total project value of approximately **\$125,797,769**, of which the State will contribute approximately \$109,335,693 (**86.91%**), the local will fund **\$16,462,076 (13.09%)** with up to \$15,000,000 in Local Bonds, \$1,000,000 in school capital improvement funds, **and additional funds through fundraising and grants for the \$683,932, which is the second turf field.**

Passage of amendment 4-3 (Councilors Gerry, Fournier, and Walker opposed).

Motion was made by Councilor Titus and seconded by Councilor Fournier to amend by adding the following language:

That the City Council understands an organized local fundraising campaign would reduce the amount of increase in taxes needed to support bonding for the new ELHS project. That City Staff and the School Department will create this organization or committee. The goal for this organization or committee is to raise 3 to 5 million dollars to be applied to the local bond before the final bond is sold.

Motion to amend failed 3-4 (Councilors Lasagna, Hayes, Walker, and Young opposed).

Motion was made by Councilor Titus and seconded by Councilor Fournier to amend by adding the following language:

That the City Council expects there to be greater and more effective collaboration efforts between City staff and the School Department. The Goal of this ongoing collaboration is to reduce construction cost of the new ELHS, and then after that, general operational costs going forward in both the City and School Department. This savings will be applied directly through lower budgets, to help offset increased costs due to the new high school.

Motion to amend failed 3-4 (Councilors Lasagna, Hayes, Walker, and Young opposed).

Motion was made by Councilor Titus and seconded by Councilor Young to amend by adding the following language:

That City Staff and Auburn School Department will create and sign a memorandum of understanding that will directly address community opportunities for the new high school. To include, but not limited to, availability of athletic fields, and community spaces within the building. This understanding will detail how to maximize use and revenue of these areas, and how best to manage them.

Passage of amendment 5-2 (Councilors Lasagna and Hayes opposed).

Public comment:

Elliot Epstein, 8 Cushman Place commented on the 1,200 seat auditorium that is proposed and he suggested the Council considers scaling it back to approximately 600 seats if it isn't too late to do so.

Dr. Bausman, Briarcliff Knoll, also a member of the School Building Committee and Chair of the Performing Arts sub-committee. He stated that there was a lot of discussion around this and the 1,200 seat auditorium is based on the student body population.

Wendy Brown, 92 Fern Street commented on Councilor Walker's article that appeared in the guest column in the Sun Journal and she supports having the athletic fields all in the same location and she also there is a need for the two gyms adding that the two gyms are a necessity, not a luxury.

Passage of Resolve 03-03112019 as amended 5-2 (Councilors Gerry and Walker opposed).

II. Adjournment

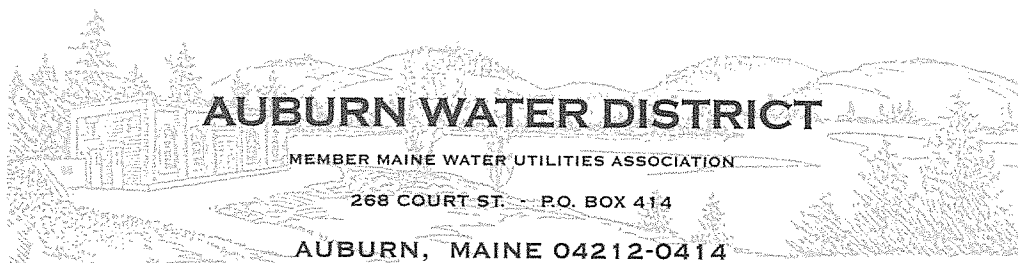
Motion was made by Councilor Titus and seconded by Councilor Fournier to adjourn.
Passage 7-0. The meeting adjourned at 8:02 PM.

A TRUE COPY

ATTEST



Susan Clements-Dallaire, City Clerk



Peter Crichton, Auburn City Manager
60 Court Street
Auburn, Maine 04210

3/7/2019

Dear Peter,

In accordance with your email request to me dated 3/5/2019, attached is a memo, and documents related to the cost of filtering our water supply, the option that was chosen in lieu of filtration, as well as an outline of our plans to apply alum to the lake in 2019.

Please contact me if you have any questions, or need more information.

Sincerely,

A handwritten signature in black ink, which appears to read "Sid Hazelton". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Sid Hazelton, P.E.

AWD Superintendent

First and foremost, the Auburn Water District/Lewiston Water Division have never commandeered a full filtration plant design. The actual cost of a filtration plant to serve the needs of Auburn/Lewiston would not be fully known unless a complete design was undertaken, and bids are received from construction contractors.

Filtration has been a treatment option under consideration for decades; however, it has never been the preferred option due to the anticipated construction and operational costs.

Based upon my research, one of the earliest mentions about filtration came from the 1991 CDM Application for Exception to the SDWA Filtration Requirement Report (attachment #1), in which they recommended that filtration was not required due to the watershed protection efforts and high water quality that Lake Auburn afforded.

In 2005, CDM submitted a Safe Drinking Water Act Compliance Study (attachment #2) in which they outlined the various filtration options that ranged from \$25.4 to \$50.7 million dollars. In that study, they recommended membrane filtration as the most appropriate. At that time, algae was not present in the lake, and was not considered in the filtration plant design. We now know that the lake is susceptible to algae blooms; therefore, membrane filtration alone will not be adequate.

The 2007 CDM UV Design Concept Study (attachment #3) reports on future filtration siting options.

In 2010 AWD Superintendent John Storer submitted a letter to City Manager Glenn Aho (attachment #4) offering some thoughts on water filtration and associated costs. He highlights the fact that membrane filtration alone will not be sufficient due to the seasonal presence of algae.

On November 30, 2018 at the request of the Auburn Mayor Jason Levesque (attachment #5) I solicited up-to-date filtration cost estimates from Wright/Pierce Engineers (attachment #6), Weston/Sampson Engineers (attachment #7), and also did extensive research into the cost of comparable filtration plants that have been installed here in Maine (attachment #8).

- The Wright/Pierce report built upon some of the assumptions from the 2007 CDM Treatment Options study. They concluded that a Dissolved Air Floatation (DAF) unit would be required prior to membrane filters, with a total cost estimate of \$45-\$47 million dollars.
- The Weston Sampson report is the result of a compilation of treatment plants that were recently installed throughout New England. They offered three different technologies ranging from \$28-\$30 million dollars. The recommended addition of carbon for taste and odors would add \$2 million to the construction cost on each of these alternatives.

As highlighted in my January 7 presentation to the Auburn City Council, I believe that a filter plant that is adequately sized to serve the cities of Auburn and Lewiston will cost somewhere in the \$35 million dollar range, with annual operational costs of \$1.5-\$2 million dollars. As highlighted in my January 7, 2019 presentation to the Auburn City Council (attachment #9), a filter plant would raise water rates by 50%, increasing water bills \$125/yr for the average family. In addition, annual fire protection charges would rise from \$670,000 to over \$1,000,000.

Regardless of the variations in the estimates, it is clear that the addition of a filter plant will represent a significant capital expenditure for the Auburn Water District and Lewiston Water division, as well as higher annual operational costs.

On a final note, the addition of a filter plant will not enable us to reduce our watershed protection efforts. Filter plants require a clean source water in order to function properly and keep operational costs down.

Ultraviolet light treatment

In 2007 CDM completed an analysis that concluded that UV light treatment would be the most effective option to meet the Safe Drinking Water Act rules and regulations (attachment #10). A UV light treatment plant was built in 2011. Provisions for the addition of future filtration if necessary were built into the building design.

Plan for 2019

In the summer of 2019, we plan to apply a low dose of alum to the lake to strip the water column of nutrients that feed algae. A residual effect will be the binding of lake bottom sediments which will prevent the release of phosphorus. The enclosed alternatives analysis (attachment #11) explains the program in greater detail. A timeline of the events, and a description of the process (attachment #12) is also included.

The Alum application will be jointly funded by the Auburn Water District and the Lewiston Water Division. The total estimated cost for this project will be \$800,000. In order to fund our half of the project, the Auburn Water District will need to bond \$400,000. All AWD bonds require Auburn City Council Approval. We hope to receive that approval at the March 18, 2019 Council meeting.

Attachment #1

1991 CDM Application for Exemption to the SDWA Filtration Requirement

Auburn Water District
and
Lewiston Water Division



— APPLICATIONS FOR —
— EXCEPTION —
— TO THE SDWA FILTRATION —
— REQUIREMENT —

August 1991

Camp Dresser & McKee Inc.

criteria, or a lakeside chlorine contact basin to meet CT using chlorine. Addition of a chloramination step at the systems' respective finished water pumping stations will ensure that an effective disinfectant residual is carried through the distribution networks.

Filtration, while it would provide yet another barrier of protection to the systems' drinking water supplies, is not required for Lake Auburn water. The quality of water is and always has been a source of pride to local residents. It is maintained by physical features of the lake and its watershed, by a foresighted policy of watershed protection extending back over 100 years by the Auburn Water District and its predecessors including expanded water quality and watershed protection. The quality of the water will be further enhanced by effective disinfection practices in two well-operated water utilities. The systems' proposals for improvements ensure that they can continue to deliver safe drinking water supplies for many years to come.

Attachment #2

2005 CDM Safe Drinking Water Act Compliance Study

Filtration Options for AWD and LWD

In the December 2005, report entitled, Safe Drinking Water Act Compliance Study, the possible options for the future filtration for Lake Auburn were considered. Among the filtered options, the membrane filtration option, M-1, offered a clear capital and O&M advantage over the direct filtration with ozone options, D-1 and D-2. Based on a 16.9-mgd capacity, the total direct filtration construction capital costs were:

M-1 Membrane Filtration with chlorine. \$25.4 to \$33.8 million

D-1 Direct Filtration and Ozone with sidestream injection. \$42.3 million

D-2 Direct Filtration and Ozone with contactors. \$50.7 million

These numbers were conservative, developed from typical unit costs per million gallons for preliminary budgeting purposes and include a 25% contingency allowance. The construction cost range for membrane filtration is based on \$1.50 to \$2.00 per gallon. For direct filtration options, D-1 and D-2, the construction costs are based on \$2.50 and 3.00 per gallon, respectively. For the direct filtration options, CDM relied on approximate unit costs from CDM's long experience with this type of process, adjusted for construction inflation. However, CDM has a smaller database for membrane filtration. Accordingly, the membrane filtration costs are based on costs provided in AWWA Manual M53, Microfiltration and Ultrafiltration Membranes, adjusted for construction inflation.

In Chapter 10 of M53, Figure 10-2, for high flux- high quality water, the cost per gallon would be about \$1.10 for 16.9 mgd. This would result in a base construction cost of \$18.59 million in year 2003 dollars. This estimate was increased by 4.5% per year for 2 years to adjust it for year 2005 dollars. Finally, a 25% contingency cost was added ($\$18.59 \text{ mil} \times 1.045 \times 1.045 \times 1.25 = \25.4 mil), bringing the total cost to \$25.4 million. This cost represents the low end of the range and would not typically include: pre-treatment, sludge processing other than drying beds, new finished water pumps and the submerged type (vacuum) membrane system. The higher end of the membrane filtration range, \$33.8 million (\$2 per gallon) was assumed to cover all the latter items. In addition, the cost curve in Figure 10-2 in M53 that was used to develop the low end cost for membranes is based on 20 degree centigrade water temperature. The \$33.8 million cost would also cover the increased cost for treating the colder temperature water found in Lake Auburn most of the year. The total project cost would be approximately \$30 to \$40 million with engineering and contingencies.

Alternative M-1, although energy intensive, offers a smaller footprint and fewer chemicals than the D-1 and D-2 alternatives. Operation costs for M-1 are expected to be lower or equal to operation costs for D-1 and D-2. Membrane O&M costs are dependant on type (submerged/vacuum or pressure) and water quality. Pressurized membranes have a lower capital cost but larger O&M cost associated with them due to the need for high pressure pumping. Submerged, on the other hand, have a larger

initial capital cost due to the buried tankage, but tend to have lower O&M cost when compared to pressurized membranes. In addition, it is highly likely, subject to pilot testing, that the Lake Auburn water can be directly applied to the membranes, thus reducing residuals handling costs; the sludge would be all natural lake organic and inorganic material. Although there is no indication of taste and odor problems in Lake Auburn, if the lake develops taste and odor problems in the future, a pretreatment system such as ozone or hydrogen peroxide and UV can be added ahead of the membrane process. In addition, the M-1 process offers higher than 2-log *Cryptosporidium* and 3-log *Giardia* removals (It has been assumed that the latter treatment credits could be approved based on an anticipated Bin 1 classification). Therefore, the least cost alternative, M-1, is preferred over alternatives D-1 and D-2.

Future Filtration as an Addition to UV

It is probable that someday changes in regulations or lake water quality might require filtration of Lake Auburn water. Accordingly, it would be prudent to consider how the addition of future filtration would fit into the recommended alternative using UV for 2-log *Cryptosporidium* inactivation. As discussed above, membrane filtration is the lowest cost alternative for the treatment of Lake Auburn water. Membrane filtration can be added as a unit process in the process train for the UV alternative, as shown in the attached Figure 5-2. In Figure 5-2, the raw water low lift pumps would convey water first to the membrane filters. Drying beds would be added to accept the backwash water from the membranes. However, all other unit processes and facilities can remain.

Membrane filters are capable of greater than 2-log *Cryptosporidium* and 3-log *Giardia* removal. As such, the UV system would no longer be needed for inactivation of *Cryptosporidium* and *Giardia* and could be bypassed or operated as an additional "barrier". However, if taste and odor becomes a future consideration, it would be possible to install dual power UV reactors and to add hydrogen peroxide ahead of the UV unit. The UV would convert the peroxide to OH radical which is a powerful oxidant for the destruction of taste and odor. In addition, the CT storage tank would no longer be needed for 1-log *Giardia* inactivation, but would still be needed for virus kill. However, since it would be oversized for virus inactivation, it could also be used for virus kill and as a finished water clearwell for both LWD and AWD.

Although the add-on of membrane filtration will certainly result in a large capital expenditure, reuse of the low lift pumping, chemical storage facilities, laboratory and administration building constructed under the recommended UV alternative UVP-1A/B would reduce the overall cost of a new filtration facility. As stated above, the membrane filtration construction costs were estimated between \$25.4 and \$33.8 million in 2005 dollars including a contingencies allowance. It is estimated that the reuse of facilities from Alternative UVP-1A/B would reduce the membrane filtration construction cost by \$4 million (2005) dollars without engineering.

It should be noted that the alternatives and costs discussed above were condensed and edited from the 2005 SDWA Compliance Study. It does not reflect information in the current UV Conceptual Design study which is underway.

Attachment #3

2007 CDM UV Design Concept Study

Section 5

Future Filtration Site Evaluation

5.1 Future Filtration Site Requirements

Future changes in regulations or lake water quality might require filtration of Lake Auburn water in the future. The scope of this study included an evaluation of site requirements for a future filtration facility, specifically assessing the adequacy of space on the selected site. Accordingly, the assessment also included determining how the addition of future filtration might fit into the recommended UV design option, how much space would be needed for filtration, and what environmental permits are of concern.

5.1.1 Filtration Integration

For this analysis it was assumed that the filtration facility would treat the combined flows to Auburn and Lewiston (about 16 mgd on maximum day). As discussed previously in the December 2005, SDWA Compliance Study, membrane filtration was selected as the most likely cost-effective filtration process. It can be added as a unit process in the process train before or after UV, if UV is retained in the future process train. Filtration before the UV, would allow the UV to take advantage of the higher transmissivity of filtered water. The flow would be conveyed from the raw water low lift pumps (the existing raw water pumps would need to be modified to accommodate a higher head) to the membrane filters. Alternately, the flow could pass through UV first and then continue on to the membrane filters. It was assumed that the existing sewer system located on-site would be used to accept the backwash water from the membranes. All other unit processes and facilities can remain.

Membrane filters are capable of greater than 3-log *Crypto* and 3-log *Giardia* removal, but these removal levels would be subject to Maine Drinking Water Program approval. Based on credits received for membrane facilities in other New England states and based on the EPA guidance manual which states that a minimum of 0.5-log of the *Giardia* requirement be achieved by disinfection, then that would allow for a maximum 2.5-log credit for *Giardia* by membranes; a 2-log credit for *Crypto* may be allowed but is not certain at this time. The UV system may no longer be needed for inactivation of *Crypto* and *Giardia* and could be turned off or bypassed depending on the credits received. This, however, might require a 0.5-log *Giardia* inactivation credit to be obtained by using chlorine. Instead, AWD/LWD may wish to retain the UV in the process train to reduce reliance on chlorine and to provide "multiple barriers" for the benefit of long term public health protection, to provide additional disinfection or to utilize it in emergency situations.

5.1.2 Filtration Siting Options

At the Lake Auburn site, a new membrane facility could extend out to the southeast on the existing site. Based 16 MGD, a space approximately 100 feet by 175 feet or 17,500 square feet would be needed for pressure membrane modules and associated

equipment (cleaning tanks and chemicals). The latter is based on a vendor with one of the largest equipment footprints. Two location options for membrane treatment for the two communities at the Lake Auburn Site are discussed below:

1. Membrane facility added as an addition (extension) to the proposed UV facility as depicted in Figure 5-1.
2. Membrane facility added as a separate building located to the south of the proposed UV facility as depicted in Figures 5-2 and 5-3.

In Option 1 (Figure 5-1), if membranes were added as an extension to the UV facility, a portion could be built over top of the proposed future Lewiston CT tanks. Backwashing tanks would also be needed for the membranes. These tanks could also be located below grade under the membrane building space. Operators would be able to walk throughout the entire facility for daily checks (with exception of the fluoride building) without going outside to reach multiple buildings.

In Option 2-a and 2-b (Figures 5-2 and 5-3, respectively), if membranes were located in a separate building, the future Lewiston CT tanks could still be located beneath the membrane building space, however, below grade piping would be necessary between the UV building and the contact tanks which would add additional construction cost. Similar to Option 1, membrane backwashing tanks could also be located below grade under the membrane building space.

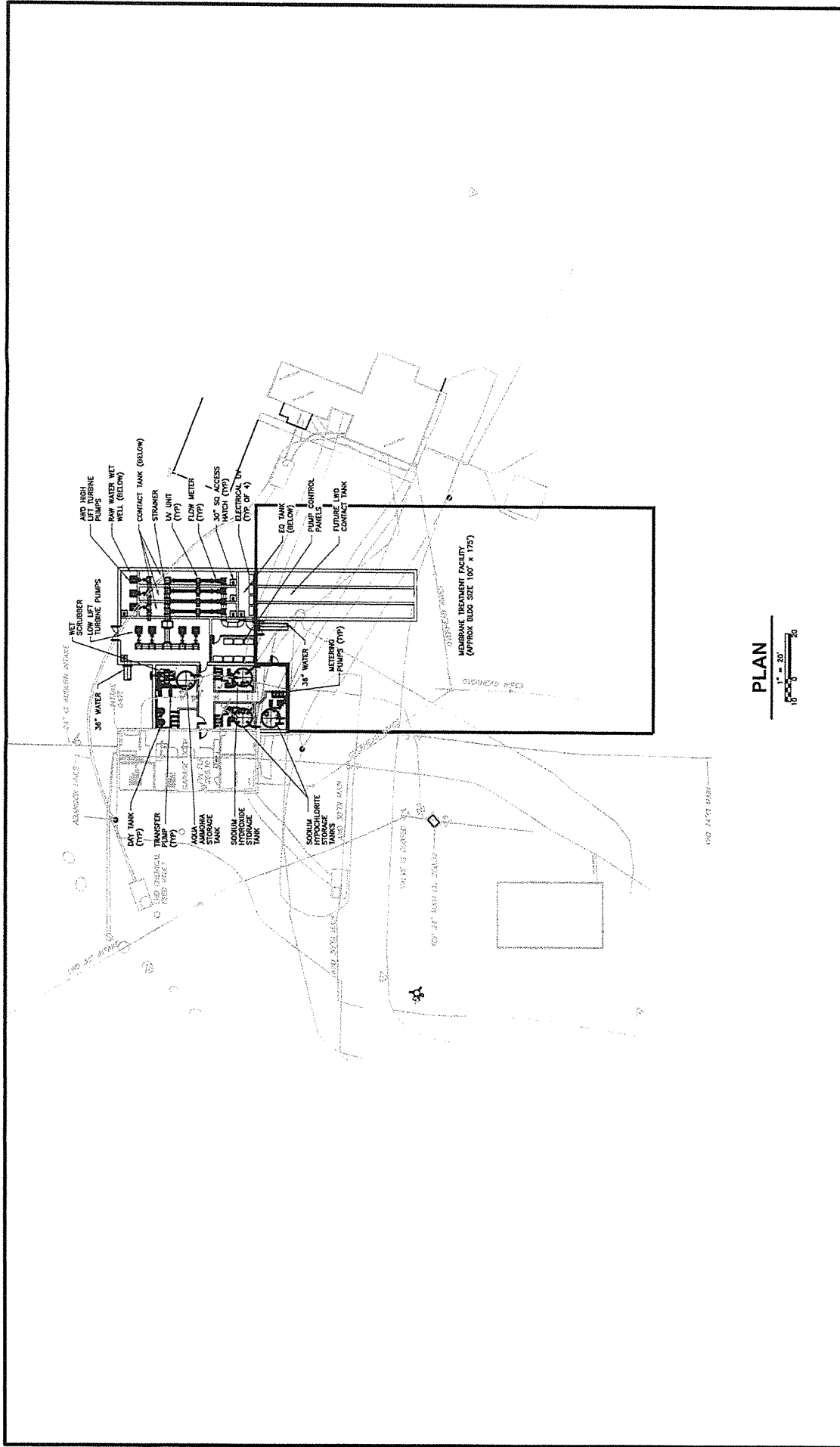
For both options, design layouts for the membrane building space would need to consider the existing mains leaving the UV facility to AWD distribution and LWD transmission systems, a bypass around UV treatment, maintenance of plant operation during construction, and routing of the access road.

In order to have the new membrane building be attached to the proposed UV building, the membrane facility would need to avoid being on top of the existing transmission main leaving the site, otherwise these mains would need to be rerouted. In Option 1, only a portion of the new 16-inch and 36-inch mains leaving the UV facility would be under the corner of the membrane facility. Option 2-a in Figure 5-2, where the membrane building would be a separate stand-alone building, could avoid the transmission mains altogether. The building could be located far enough away that it would not be directly on the mains exiting the UV building and therefore they would not need to be rerouted. Option 2-b in Figure 5-3, however, would be located on top of the 16-inch main that brings potable water back to the site from Auburn and the 20-inch gravity main which is now part of the Lewiston system.

The access road needs to provide access to all building spaces. In order to get to the fluoride building located on the east side of the property, the road could be routed north (lakeside) of the new buildings, south of the new membrane building or if the membrane building was a separate facility, the road could be routed between the UV building and the membrane building. In the lakeside option, the lake could be directly exposed to possible chemical delivery spills. If the road were to be built

between two new buildings, then the layout would need to ensure the below grade tanks were not directly underneath the roadway.

All of the above options can be located on the existing site. In addition, there is still space available on-site to accommodate a pre-treatment system if it is found to be necessary ahead of membrane filtration or to accommodate the relocation of the UV units to within the membrane facility, if necessary. Option 1 is preferred because it provides the operators with internal access to the UV/pumping/chemical building and consolidates operations under one roof.



PLAN

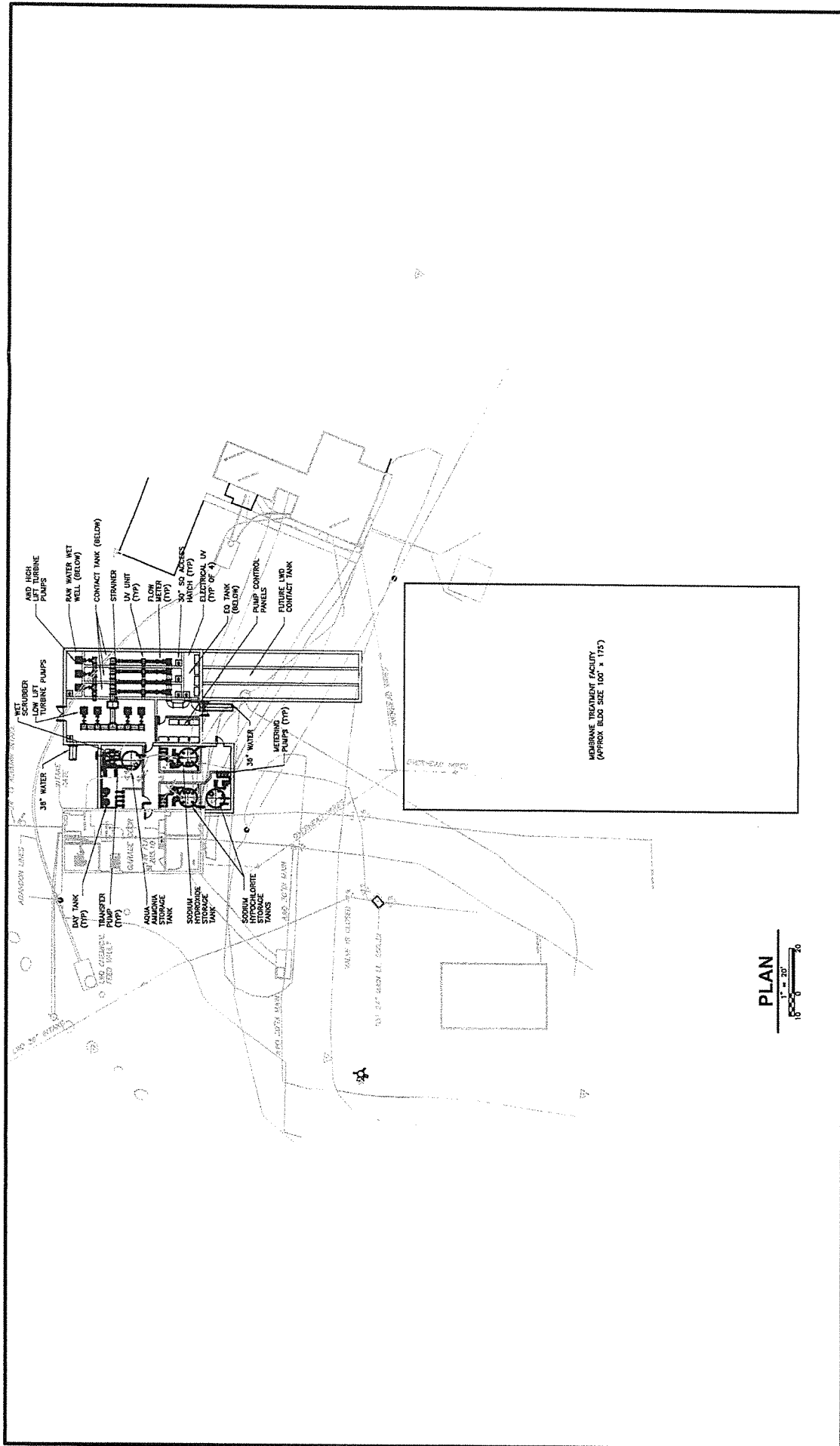


AUBURN WATER DISTRICT/LEWISTON WATER DIVISION
UV CONCEPT DESIGN STUDY

FUTURE FILTRATION SITING
OPTION 1

CDM Camp Dresser & McKee

FIG No 5-1



AUBURN WATER DISTRICT/LEWISTON WATER DIVISION
 UV CONCEPT DESIGN STUDY

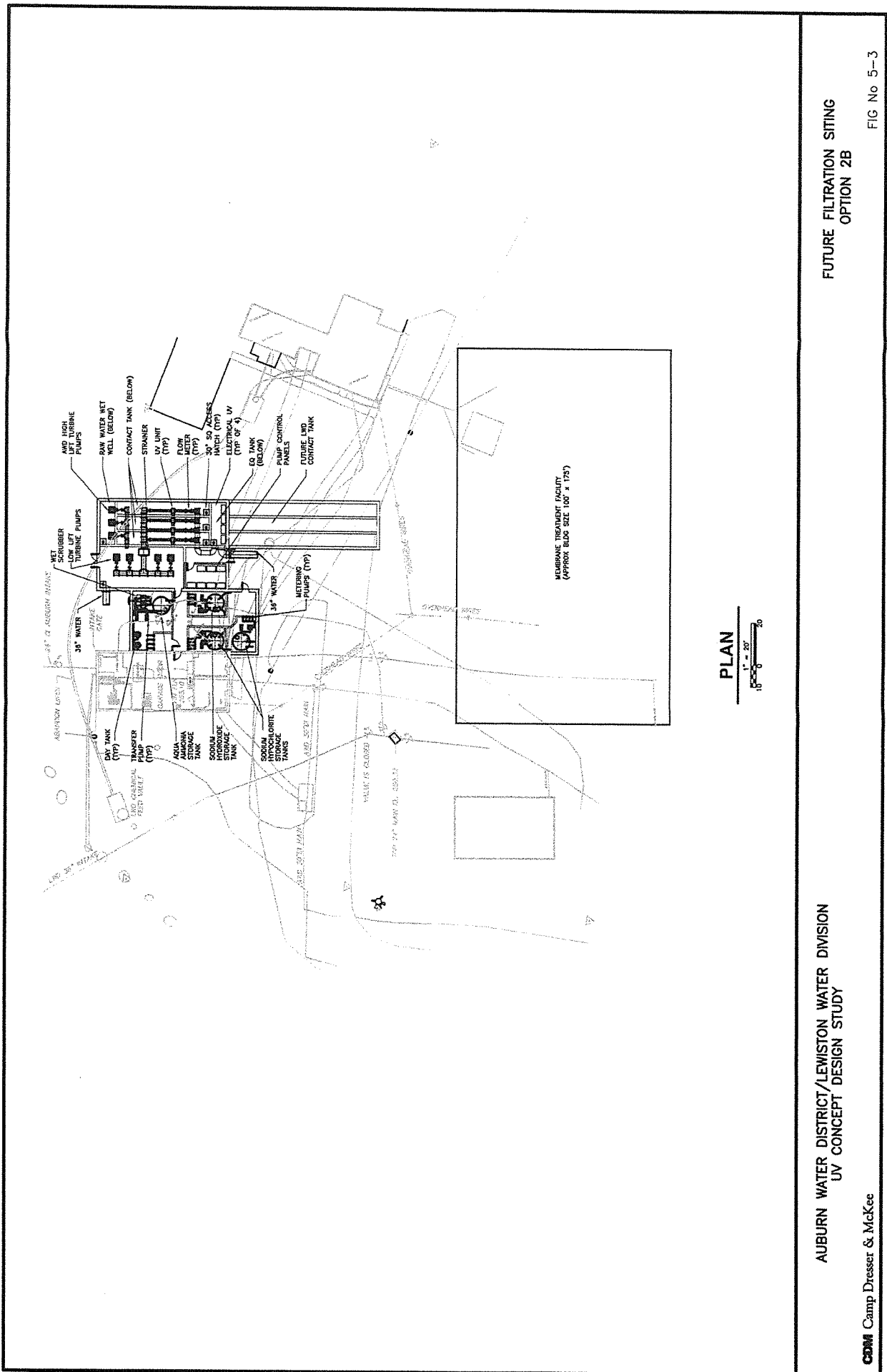
FUTURE FILTRATION SITING
 OPTION 2A

CDM Camp Dresser & McKee

FIG No 5-2

PLAN
 1" = 20'

MEMBRANE TREATMENT FACILITY
 (APPROX BLDG SIZE 100' x 175')



Attachment #4

2010 Superintendent letter

Exert from 2010 letter from Superintendent John Storer to City Manager Glenn Aho:

Our original estimates for a conventional filtration plant were about \$40 million back in 2005. We are currently spending about \$10 million for UV treatment, which is also the same technology that the cities of Bangor and Portland are pursuing. The UV Plant is being designed to accommodate the future addition of filtration, should it ever become necessary. We have not revised any cost estimates to identify what the filtration add-on would be, but I've told members of Auburn's Comprehensive Update Committee that my professional opinion as a Licensed Professional Engineer would be that additional filtration equipment would run anywhere between \$15 and \$30 million.

Part of the reason for the large range in cost estimates depends on the type of treatment required. It is true that advances in membrane technology have reduced the cost for water filtration, but membranes can only be used with excessively clean water. A "conventional" water filtration plant would use chemical additives for coagulation and sedimentation, which would result in the generation of a waste sludge. Most of these plants use aluminum sulfate as a coagulant aide, which results in a waste sludge with high aluminum concentrations. These sludges typically need to be land-filled, greatly adding to the operational costs of a filtration plant.

Our UV Plant and continued watershed protection efforts will meet all federal water quality regulations for the foreseeable future. UV was necessary to provide an additional barrier against chlorine resistant cryptosporidium. For a membrane plant to be viable for Lake Auburn, we would need to maintain excellent water quality to ensure the membranes did not prematurely foul. Whenever you filter, you generate a waste stream. Part of the cost variability would be whether we could construct on-site waste lagoons, or would have to upgrade the sewer collection system to receive any filtration plant waste. Membrane filtration plants are limited in how much dissolved organic material they can remove, so we would still have to aggressively protect the Lake from unnecessary phosphorus loading. Filtration has routinely been examined as a treatment alternative and is always discounted due to the high costs. I could reasonably estimate a filtration plant would add maybe \$2 to \$3 million annually due to added operational staff, higher electrical costs, additional chemical additives, membrane cleaning and replacement, and ultimate waste disposal.

Personal Concluding Thought

The goal of the Auburn Water District has been to provide safe public drinking water in a cost-effective manner. Although it is difficult to directly quantify, the Filtration Waiver obtained back in 1991 has saved the Cities of Lewiston and Auburn millions of dollars. We've enjoyed some of the lowest water rates in the State and a safe, cost-effective, reliable water supply is critical to the success of any community. It creates jobs, attracts industry and investment, and provides for the health and welfare of citizens in ways ranging from disease prevention to fire suppression.

If anything, the watershed protection efforts have increased property values of homes around the Lake and within the watershed. It has not placed a financial burden on these residences.

I've done some very preliminary rate estimates based on an assumed filtration plant. By my calculations,

Auburn's water rates would need to at least double and probably triple to cover the debt service and annual O&M for a filtration plant. We have one industrial customer that has seen their monthly water and sewer bills go as high as \$84,000. If you carried that amount over a full year, that would be about a \$1 million expense. If you had to double or triple those rates, my hunch is that you would financially cripple that operation. In this economy we've seen record numbers of Service Disconnection Notices. We are finding families struggling to meet their \$28 per quarter basic water charge. Water is not an elective service for families.

Modest annual expenses in watershed protection will enable us to keep the Lake safe and clean. Relaxing any protection measures would expose the Lake to contamination threats. We will always need clean source water to allow us to provide safe and affordable public drinking water.

Please let me know if you have any additional questions or concerns. I am always available at your convenience to discuss this in further detail. I would also be willing to make a formal presentation to the Auburn City Council if you think that would be beneficial.

Respectfully submitted,

*John B. Storer, P.E.
Superintendent, Auburn Water & Sewerage Districts*

Attachment #5

Auburn Mayor Request for Information

Sid Hazelton

From: Jason Levesque (Council) <jlevesque@auburnmaine.gov>
Sent: Friday, November 30, 2018 4:03 PM
To: Sid Hazelton
Cc: Andy Titus (Council)
Subject: Re: Water main break on Valview Drive

Sid

Please plan on coming to the meeting and discussing filtration and non bias up to date costs that can be independently verified. This is a bigger problem than either you realize or are willing to admit, and beating the conservation drum isn't going to work anymore. Too many variables to deal with outside of your control frankly. It's time to plan on loosing the waiver and moving forward with a good plan.

Businesses and people are screAming and my coke taste like crap at Buffalo Wild Wings.

Sent from my iPhone

On Nov 30, 2018, at 3:49 PM, Sid Hazelton <shazelton@awsd.org> wrote:

Hi Andy,

I talked to Peter Crichton yesterday. I will be giving a presentation to the Council at the December 17 workshop on this topic.

Briefly, algae is still present in the lake. There are three predominant types: Synura, which causes a cucumber smell has been dominant, but recently subsided. Fragilaria and Tabillaria are the other two that can cause more fishy odors. We (and Lewiston) have been fielding several calls concerning this. We have been performing water tests at several locations, and the water continues to meet all drinking water standards. The algae causes an aesthetic issue, but not a health issue. We expect the situation to improve as colder temperatures take over; however, we have no estimate when this will occur. We have investigated changing the water chemistry, but doing so without extensive pilot testing can have negative consequences.

In order for algae to survive it needs a food source, which is primarily phosphorus. This latest phenomenon underscores the need to protect the lake by limiting erosion from storm runoff from developments. Moving forward, protecting the lake will be more important than ever.

Sid

Attachment #6

2019 Wright Pierce Engineers Filtration Cost Estimate

January 3, 2019
W-P Project No. 13424A

Mr. Sid Hazelton, General Manager
Auburn Water District
286 Court Street
Auburn, ME 04210

Subject: Conceptual Cost for Water Treatment Facility at Lake Auburn

Mr. Hazelton:

As requested, Wright-Pierce has prepared a conceptual cost estimate to construct a water filtration facility at Lake Auburn. Lake Auburn is the source of supply for both the Auburn Water District and the City of Lewiston. The supply is unfiltered, presently permitted by state and federal regulators under a filtration waiver from the EPA. However, recent algae outbreaks in Lake Auburn have raised concern that filtration may be needed in the future even if not mandated or directed by regulators. The District has requested that this preliminary, conceptual cost estimate be developed to gain an initial understanding of the cost of adding filtration to the existing disinfection facilities at Lake Auburn.

Existing Studies and Provisions for Future Filtration at Lake Auburn

Presently, the Auburn Water District disinfects the Lake Auburn supply with a combination of chloramines and ultraviolet light consistent with requirements mandated under the Safe Drinking Water Act for unfiltered surface water supplies. The water system is presently in compliance with all state and federal regulations. Before addition of enhanced disinfection using ultraviolet light, which was constructed and added to the system in 2012, the District completed a treatment alternatives study (2007), to understand how filtration might be added in the future. This study developed conceptual layouts for addition of membrane filtration upstream of the proposed ultraviolet light facilities when and if required by regulators sometime in the future.

Three conceptual building envelopes were developed on wooded land southeast of the current facilities at Lake Auburn. The three building envelopes, each approximately 100-feet by 175-feet in area, were oriented in three different configurations to house a 16 million gallon per day (MGD) membrane filtration process. The building envelopes were very preliminary in nature and did not look at detailed space needs. The assumption was that direct filtration with membranes, without pre-treatment using coagulation and sedimentation, would be adequate based on Lake Auburn water quality at the time. Since 2007, water quality has changed in Lake Auburn, and algae concentrations have increased. Membranes are not a preferred technology when alga is present in the supply unless pre-treatment is added upstream of the membrane filters.



On this basis, a concept treatment plant using membranes with a high-rate pre-treatment process using dissolved air-flotation (DAF) was assumed in developing the cost estimates. The DAF process is very common approach for supplies high in algae or with varying raw water quality. This technology requires a smaller building footprint than most pre-treatment technologies and would be located upstream of membrane filtration process. This concept filtration system would be followed by the existing disinfection system at Lake Auburn. All existing facilities would be retained and reused if filtration is added.

Cost Estimate Methodology

Based on projects designed and constructed by Wright-Pierce using membranes and DAF, we estimate that approximately 22,000 square feet of building area will be required for the new treatment facility to house and support the required facilities. The facility would include 8 membrane rack assemblies plus one spare, each rated for 2.0 MGD, a DAF pre-treatment system, chemical feed and storage facilities, electrical and mechanical rooms, lavatories and common spaces. No new space was assumed for office space. Existing space in the current disinfection facility was assumed to be adequate for this purpose.

The building would be located in the general area envisioned in the 2007 alternatives study. It should be recognized that resource limitations from wetlands and to comply with local zoning were not considered in the 2007 study.

The following assumptions were made in developed the preliminary cost estimate:

- A 15% allowance for a construction contingency
- An allowance of 20% for professional services to design and oversee construction of the new facilities
- A 5% allowance for legal, short-term interest and other financing costs
- A building envelope based on recently design projects using DAF and membranes
- Square foot building costs from similar projects escalated using the engineering news record (ENR) construction cost index.
- Residuals from the filtration and DAF processes would be collected and pumped to the local sewer system.
- No land acquisition is needed at Lake Auburn
- A pilot study to evaluate alternatives and pilot test the preferred alternative is included in the estimate

The building was assumed to be constructed of composite masonry, similar to the existing disinfection facility located at Lake Auburn.

Square footage prices from similar treatment facilities were considered in developing cost estimates using bid results from similar projects. These estimates were converted to square footage prices and applied to the new square footage requirements for a 22,000 square foot building envisioned for this facility. The engineering news index construction cost index was used to escalate these costs from the bid opening date to the anticipated mid-point of construction of the new facility. It would likely take 4-5 years to design and construct the proposed facility, so the costs from these other projects were escalated to June 2022, an assumed mid-point of construction if the project was authorized to begin in 2019.



Cost Estimate

Based on the above assumptions, it is estimated that a new 16 MGD filtration facility to supplement existing disinfection and pumping facilities at Lake Auburn would cost between \$45M and \$47M to design construct and commission. This cost assumes that the surrounding lands at Lake Auburn are adequate to site the proposed facilities and available land is developable without any wetlands or zoning restrictions. This estimate also assumes that residual solids generated from the proposed filtration processes can be equalized on site and pumped to the existing sewer system without major reconstruction of sewers and pumping stations using a single sewer force main connecting the new facility to the public sewer system. This additional load to the sewer system could have a substantial cost impact that could cascade through the entire sewer collection and treatment system. Further study is needed to quantify this cost.

Closing

In closing, it is recognized, that more detailed study is needed to develop a more accurate estimate of cost to add filtration at Lake Auburn. However, based on similar projects, recent bid results and prior studies the estimates provided herein should provide a planning level understanding of the cost to proceed with treatment at Lake Auburn

Thank you for the opportunity to provide this information. Please let us know if the District or other interested parties have any questions.

Sincerely,

WRIGHT-PIERCE

A handwritten signature in black ink, appearing to read 'J. Musich', written over a horizontal line.

Jeffrey P. Musich, PE
Senior Vice President

jeff.musich@wright-pierce.com

SAS/jpm

cc: File

Attachment #7

2019 Weston/Sampson Engineers Filtration Cost Estimate

Treatment Alternative	Pros	Cons	December 2020 Budgetary Project Cost (Construction and Engineering)
Immersed Membrane	<ul style="list-style-type: none"> • Smallest footprint compared to other technologies • Removal of most particulate matter with membrane alone 	<ul style="list-style-type: none"> • High energy and maintenance costs • High capital costs • May not remove all taste and odor compounds • Short life expectancy (+/- 10 years) 	\$30 Million
Dissolved Air Flotation (DAF) Followed by Sand Filtration	<ul style="list-style-type: none"> • Easy to operate • Reliable technology • Higher residual solids concentration produced 	<ul style="list-style-type: none"> • DAF removes partial amount of solids from the water. Post filtration is almost always needed • May not remove all taste and odor compounds 	\$28 Million
Conventional Treatment	<ul style="list-style-type: none"> • Can treat wide range of raw water qualities • Proven technology 	<ul style="list-style-type: none"> • Large footprint requirements • Higher maintenance costs • May not remove all taste and odor compounds 	\$28 Million

* Carbon treatment may be necessary to reduce taste and odor concerns.

* The above costs are only for the treatment alternative listed. The costs do not represent a full water treatment plant since the existing treatment plant would be used in conjunction with any form of supplemental treatment.

Attachment #8

Cost of Comparable Filter Plants in Maine

The Cost of Filtration

<u>Entity</u>	<u>Capacity</u>	<u>Type</u>	<u>Year</u>	<u>Cost</u>
Kennebec	12 MGD	GAC	1993	\$22 Million
Brunswick	4 MGD	TOC	2010	\$35 Million
Saco	12 MGD	Conventional	2018	\$45 Million (Engineering Estimate)
Bangor	7 MGD	Conventional	2009	\$30-\$55 Million (Engineering Estimate)

Attachment #9

1/7/2019 Presentation to the Auburn City Council

What would be the financial impact of installing a \$35Million filter plant?

AWD would need to bond \$17.5 million (\$17.5 million Lewiston) for construction

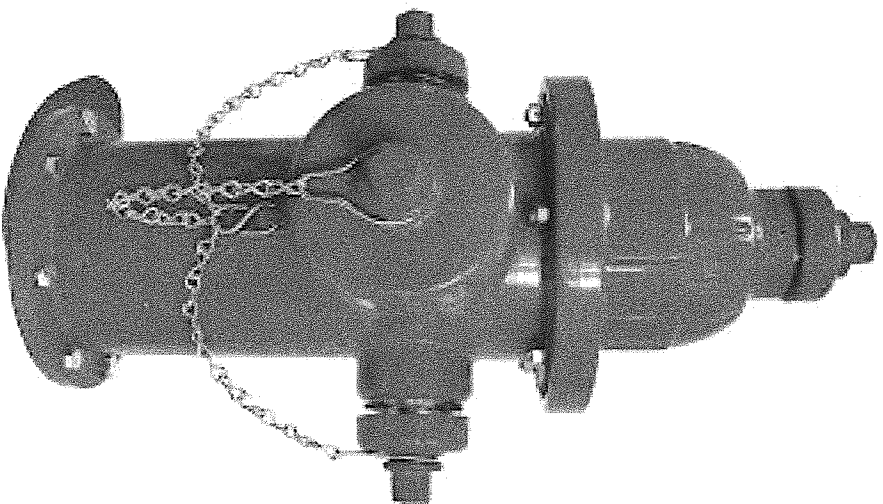
Additional \$750K/year in annual operations (\$750K Lewiston)

AWD would need a 50% rate increase to cover the additional costs

For a typical family, this would increase the annual water bill by \$125

Fire protection charges to the city are determined by a PUC formula based upon overall revenue.

If rates increased by 50%, annual public fire protection charges would increase from \$670,000/yr. to \$1 million.



Even if the filtration waiver was lost, watershed protection efforts would remain in place

Algae can foul filters and significantly increase treatment costs

Filters may not eliminate taste and odor issues associated with algae

Attachment #10

2007 CDM Analysis – UV light as preferred treatment option

Executive Summary

Background and Scope

A Safe Drinking Water Act Compliance (SDWA) Study was completed in December 2005 for the Auburn Water District (AWD) and Lewiston Water Division (LWD) to address the planning for the SDWA's anticipated Long Term 2 Enhanced Surface Water Treatment Rule (LT2ESWTR) and the Stage 2 Disinfectants/Disinfection Byproduct Rule, as well as other pending SDWA rules. The SDWA Study concluded that AWD and LWD cannot meet the new requirements of the LT2ESWTR with only chlorine, the current disinfectant. For unfiltered systems, two separate primary disinfectants must be used to meet all the disinfection requirements; the disinfection requirements to be met include 2-log inactivation of *Cryptosporidium* (*Crypto*), 3-log inactivation of *Giardia lamblia* (*Giardia*) and 4-log virus kill. Accordingly, the study selected the disinfectants, Ultraviolet Light (UV) and chlorine. The study also concluded that the current and the predicted future water quality of Lake Auburn would allow the cities to meet current and known future SDWA regulations with only the addition of UV treatment.

This study scope included the further development of the UV treatment concept through a series of workshops with AWD/LWD, development of alternative concept designs and then, preparation of a draft report that includes a recommended conceptual facility layout, a cost estimate for the recommended concept, a list of environmental and site issues to be considered in preliminary design, and a schedule including the steps required for regulatory approval of the UV concept.

Future changes in regulations or lake water quality might require filtration of Lake Auburn water in the future. So, the scope of this study also included an evaluation of site requirements for a future filtration facility; specifically assessing the adequacy of space on the selected site with respect to access, wetlands, setback requirements, and permitting, based on general sizing requirements (i.e., footprint) for a 14- to 17-mgd filtration plant.

Treatment Requirements

Initially, to meet the new treatment requirements, two combinations of UV and chlorine were considered including:

1. UV for 3-log *Giardia* inactivation and 2-log *Crypto* inactivation/Chlorine for 4-log virus kill.
2. UV for 2-log *Giardia* inactivation and 2-log *Crypto* inactivation/Chlorine for 4-log virus kill and 1-log *Giardia* inactivation.

Both AWD and LWD have the ability to use chlorine to meet 1-log *Giardia* inactivation by using the transmission mains for chlorine contact time. However, this was not recommended because it would contribute to elevated disinfection (chlorinated) byproducts and limit AWD's use of their transmission main to directly

serve customers. Accordingly, Option 1, above, was recommended; Option 1 has an additional benefit of being able to achieve 3-log Crypto inactivation for a small increase in energy cost if this level of treatment should ever be required in the future.

Additional UV equipment placement and design features were also evaluated.

It was recommended that AWD and LWD place UV treatment prior to chlorination to obtain the lowest UV lamp fouling levels. For AWD and LWD, medium pressure UV lamps are most favorable from a capital and O&M cost perspective. However, a final decision on the type of lamp will be made in preliminary design. A uninterrupted power supply (UPS) powering UV and chlorine feed is the preferred approach to keep the water potable at all times.

Siting Options

Two locations were considered for the new UV facility; a parcel located along Turner Street on property owned by Central Maine Community College and at the Lake Auburn site currently owned by AWD and LWD adjacent to the existing treatment. At the Turner Street location, AWD and LWD would share a common building, but UV systems would be separate because of the differences in transmission system pressures at that location. At the Lake Auburn site, treatment could be provided separately for AWD and LWD (split) or combined together. Based on the advantages and disadvantages presented, the Turner Street location was not considered as favorable as the lake site; accordingly, the Turner Street site was not evaluated further.

UV Treatment Facility Alternatives at Lake Auburn

UV treatment facility alternatives at Lake Auburn including split treatment and combined treatment options are evaluated in Section 3. For split treatment, AWD and LWD would have separate UV reactors and separate standby units. These alternative layouts include both AWD and LWD sharing the same building and then, also each within their own separate building; three split alternatives are presented. For combined treatment, AWD and LWD flows would be combined in one building to share common UV equipment including a single standby UV unit, thus reducing the total number of UV units required; four combined alternatives are presented.

Two alternatives, one split and one combined, were retained for further development and evaluation in Section 4 including:

- Alternative UV-C (Split) – Individual buildings to serve each community and each community has their own UV system within those buildings.
- Alternative UV-G (Combined) – One building space with a joint UV system to serve the combined flow from both communities.

These two options provide the same degree of treatment, but are not considered equals in all respects. Therefore, the cost of the combined option should not be directly compared to the sum of the split options since there are more features and enhancements in the combined option. In both options, the LWD chloramines/pH facility will remain at Main St. in Lewiston and the AWD chloramines/pH facility will be moved to the Lake Auburn site. Each Alternative is described briefly below:

Alternative UV- C (Split)

- Three new separate buildings including the AWD UV Building, the LWD UV Building and the AWD Chemical Building (sodium hypochlorite, ammonia, and caustic soda)
- Three separate existing buildings including the Auburn Pumping Station, the Gas Chlorine Building and the Fluoride Building.
- No shared UV equipment
- AWD and LWD both use transmission piping on the Lake Auburn site to meet 4-log virus kill with chlorine
- New raw water pumping for LWD; existing pumping facilities remain for AWD
- Existing gas chlorine system to remain

An Opinion of Probable Construction Cost for the split treatment was prepared for each community, escalated to January 2008 and including a 25% allowance for contingencies and a 20% allowance for engineering; \$2,070,000 for AWD and \$3,390,000 for LWD.

Alternative UV-G (Combined)

- UV treatment and chemicals including sodium hypochlorite for both communities; ammonia, and caustic soda for AWD in one interconnected structure with the Auburn pump station; and fluoride remaining in an existing separate building on site.
- AWD would use a contact tank and LWD would use transmission piping on the Lake Auburn site to meet 4-log virus kill with chlorine.
- New combined raw water pumping for LWD and AWD; New finished water pumping facilities for AWD
- Existing gas chlorine system to be eliminated

An Opinion of Probable Construction Cost of \$7,590,000 for the combined treatment was estimated, escalated to January 2008 and including a 25% allowance for contingencies and a 20% allowance for engineering.

A combined facility is recommended for AWD and LWD because of the following:

- It provides a consolidation of UV, chemicals, and pumping operations within a single facility with common standby units and interchangeable spare parts.
- Staffing and maintenance costs will be less for a single new facility (combined with the Auburn Pumping Station) and the existing fluoride facility as opposed to operating and maintaining three separate new buildings and three separate existing buildings.
- Process control by AWD will be enhanced by using contact tanks for CT where individual tanks can be taken off line as the required CT varies.
- The combined facility can be more easily integrated into a future filtration facility.

As stated previously, direct cost comparison of the combined and split facilities as presented above should be avoided. However, if the split facilities were upgraded to include all the features of the combined facility, then the cost of the split option would be equal to or greater than that of the combined facility option.

Future Site Requirements for Filtration

The assessment included determining the adequacy of space on the selected site, how the addition of future filtration might fit into the recommended UV design option, how much space would be needed for filtration, and what environmental permits are of concern.

As discussed in the December 2005, SDWA Compliance Study, membrane filtration was selected as the most likely cost-effective filtration process for AWD and LWD. It can be added as a unit process in the process train before or after UV, if UV is retained in the future process train. Filtration before the UV is recommended because it would allow the UV to take advantage of the higher transmissivity of filtered water.

Two location options for membrane treatment for the two communities at the Lake Auburn Site are discussed:

1. Membrane facility added as an addition (extension) to the proposed UV.
2. Membrane facility added as a separate building located to the south of the proposed UV facility.

Either of the above options can be located on the existing site. In addition, there is still space available on-site to accommodate a pre-treatment system if it is found to be necessary ahead of membrane filtration or to accommodate the relocation of the UV units to within the membrane facility, if necessary. Option 1 is preferred because it provides the operators with internal access to the UV/pumping/chemical building and consolidates operations under one roof.

Timetable

According to the regulations, for Schedule 3 communities such as AWD and LWD, the LT2ESWTR requirements must be met by September 2013. Because a capital expenditure is involved, it is possible to obtain a 2-year extension with approval of the State Drinking Water Program. AWD/LWD plan to be on a faster track than the regulations for implementing a UV facility by starting preliminary design in the fall of 2007 with a goal of having the new facility on line by the end of 2010.

Attachment #11

2019 Lake Treatment Alternatives Analysis

Alternatives Analysis for Controlling Algae and Reducing Turbidity in Lake Auburn



Prepared for the Auburn Water District

By Water Resource Services, Inc.

January 2019

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Introduction and Background

Lake Auburn covers 2,277 acres (3.6 square miles or 910 ha) northwest of downtown Auburn and Lewiston (Figure 1), with a mean depth of 36 feet (10.9 m) and a maximum depth of 118 feet (36 m). The volume is roughly 82,000 acre-feet (101 million cubic meters). The watershed covers about 15 square miles (9600 acres) in five towns, yielding a low watershed to lake area ratio of 4.2. About a third of the annual water input is direct precipitation, a third is groundwater and a third is runoff. Detention time varies with precipitation but is long with an estimated average of about 5 years.

Lake Auburn is the principal drinking water supply for the communities of Lewiston and Auburn, Maine. Historically, Lake Auburn has been known for its excellent water quality, and the Auburn Water District and Lewiston Water Division (AWD/LWD) were granted a filtration waiver for Lake Auburn from Maine Division of Environmental Health in 1991. Lake Auburn's excellent water quality resulted from its largely undeveloped watershed, the strong watershed protection program implemented by the utilities, and a lake with adequate oxygen in deep water with limited internal loading of phosphorus.

In late summer/fall of 2011 and 2012 water quality in Lake Auburn was degraded due to a combination of factors that raised turbidity in the lake close to the limit allowed under the filtration avoidance waiver. Dissolved oxygen (DO) was reduced to <2 mg/L in water as shallow as 30 feet, allowing release of iron-bound phosphorus from affected sediment and reduction in the coldwater fishery habitat, resulting in the death of many lake trout (Togue) and development of cyanobacteria blooms. Following the fish kill, Maine's Department of Inland Fisheries and Wildlife conducted a survey that found that some lake trout survived, so the population was not eliminated, but loss of fish and cyanobacteria blooms raised concerns over drinking water quality from this unfiltered source.

A consultant team including CDM Smith, CEI and WRS was called upon to examine factors leading to the lowered oxygen and increased algae and turbidity. Several reports were prepared, with the CDM Smith/WRS report from 2014 representing the most extensive data review and consideration of management alternatives. Examination of oxygen data settled on the use of Nurnberg's Anoxic Factor (AF), which is a measure of the extent and duration of low oxygen conditions. Values reflect the total time in a year that an area equivalent to the whole bottom of the lake experienced low oxygen; if half the lake bottom was anoxic for 30 days, $AF = 15$. Prior to 2011, Lake Auburn AF values were <1 except for a value of 5.7 in 2002, with values <10 generally indicating acceptable conditions. In 2011 and 2012 the AF was between 18 and 19, suggesting excessive exposure to anoxia and the potential for increased internal phosphorus loading, as iron-bound phosphorus can be released from surficial sediments under low oxygen conditions. The AF was just under 10 in 2013, with the difference from the two previous years attributed to later onset of low oxygen conditions; the total area eventually affected in 2013 was about the same as in 2011 but less than in 2012 (Figure 2). AF in 2014 through 2018 was low (0 to 1.2), suggesting no problems with oxygen or internal phosphorus loading.

Figure 1. Lake Auburn and vicinity in Maine.

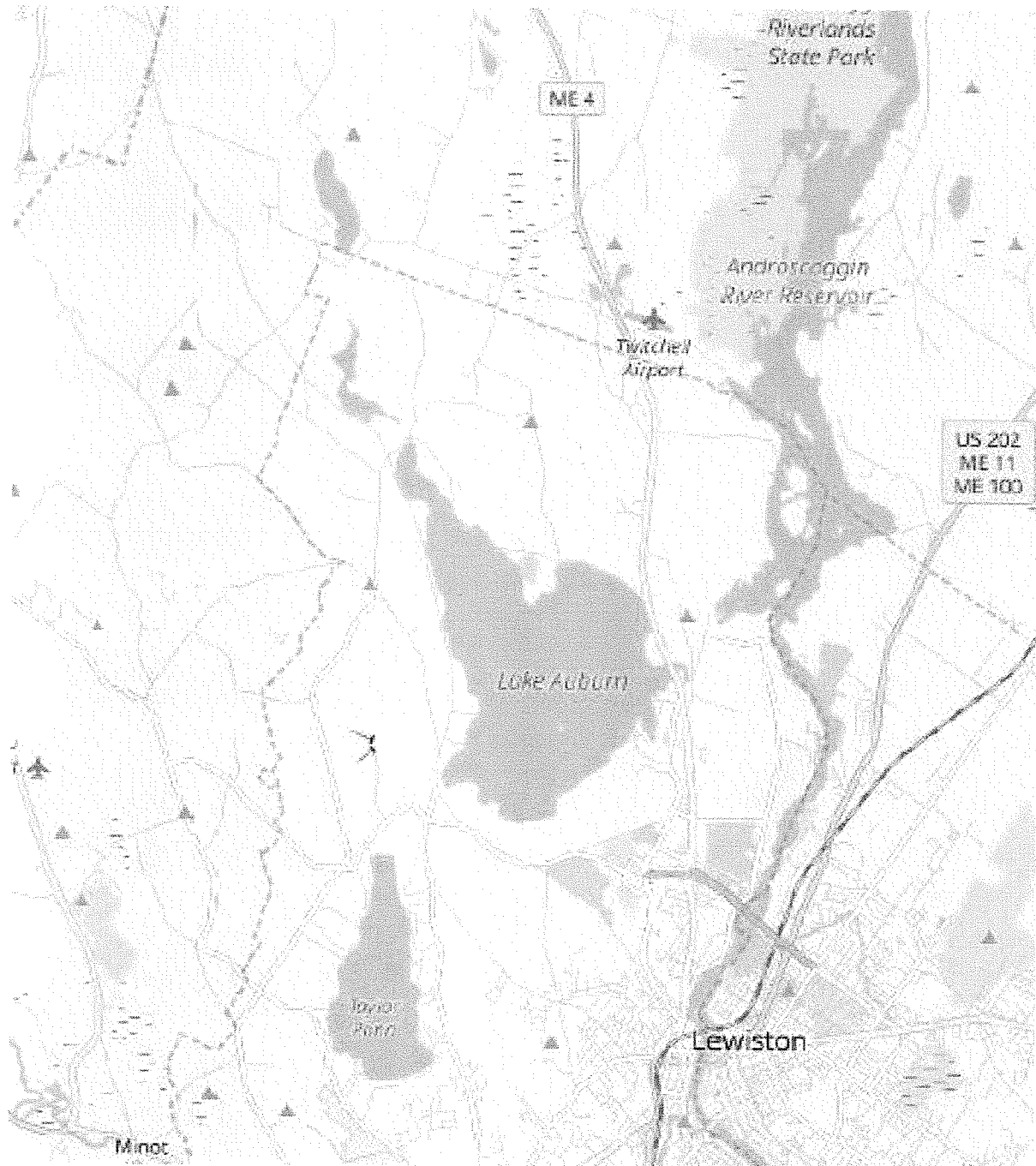
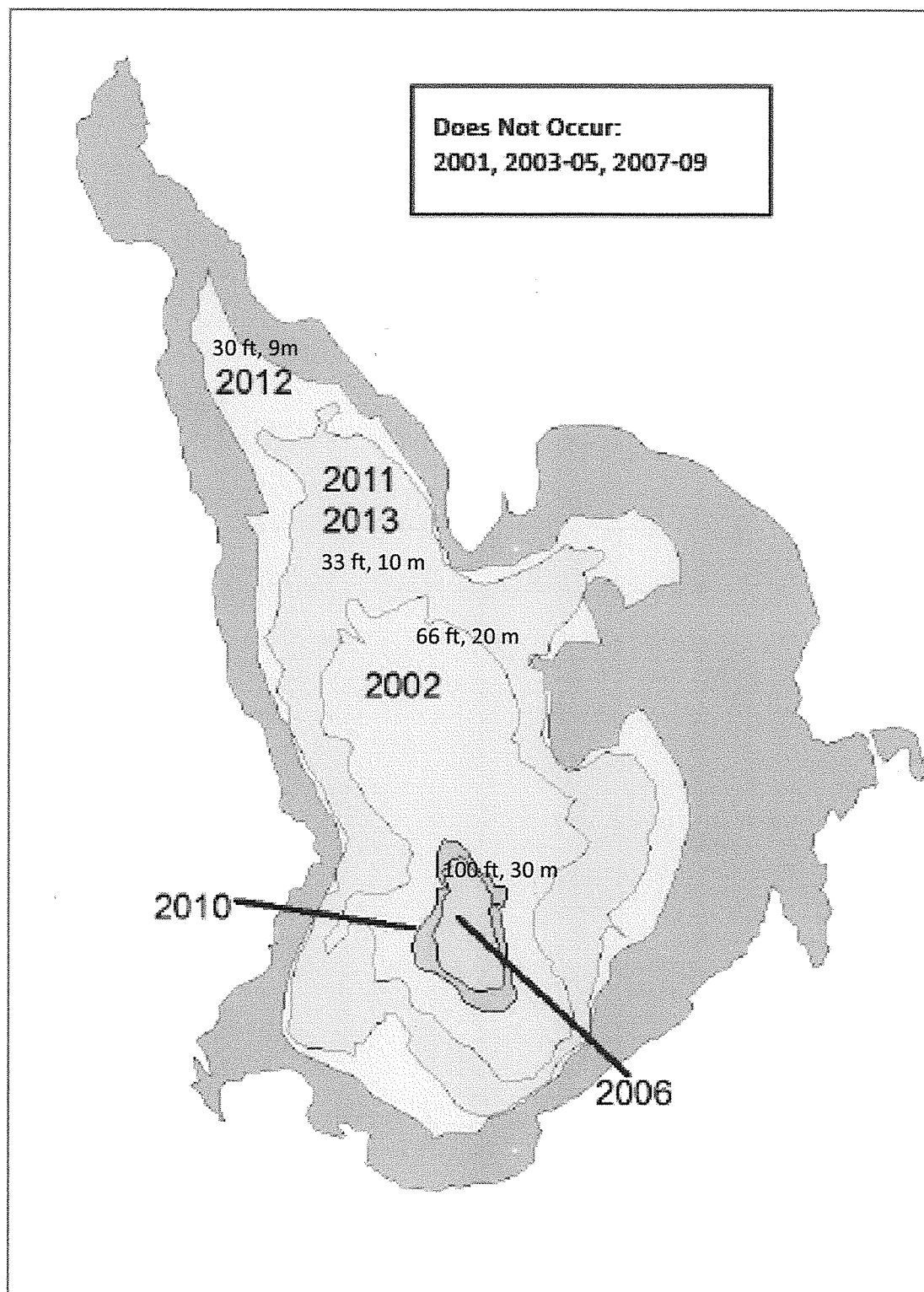


Figure 2. Extent of low oxygen in Lake Auburn over time.



Phosphorus concentrations in the upper water layer (epilimnion) have historically been <10 µg/L but have risen in recent years such that the average was between 10 and 15 µg/L with peaks as high as 20 µg/L in the problem years of 2011-2012 (CDM Smith/WRS 2014). Epilimnetic phosphorus concentrations have remained above 10 µg/L since then (AWD data). In general, few issues with algae are expected at phosphorus <10 µg/L while blooms become frequent at phosphorus >20 µg/L, so Lake Auburn has entered a transition state where good and bad years can be expected, based mainly on the weather pattern and therefore being rather unpredictable.

In 2011 and 2012, the biggest problem years, the phosphorus concentration in the bottom layer (hypolimnion) climbed through summer, reaching peaks in excess of 50 µg/L. It has logically been assumed that this increase was related to release of iron-bound phosphorus from surficial sediments exposed to low oxygen over the summer. Some of that phosphorus reaches the epilimnion, but where light penetrates to the bottom (usually taken as twice the Secchi transparency measure, or about 40 feet in Lake Auburn) algae can grow at the sediment-water interface where phosphorus is becoming available. The cyanobacteria that have caused problems in Lake Auburn are types that can form gas bubbles in their cells that facilitate a somewhat synchronous rise in the water column. Once in the epilimnion, those cyanobacteria make use of extra phosphorus stored in cells while on the bottom and continue to grow. With lower phosphorus in the epilimnion these blooms can die out within a few weeks, but with recycling of the phosphorus brought with the algae from the bottom other algae can bloom in a sequence that maintains elevated turbidity.

After an internal loading event of the magnitude observed in 2012 it is expected that the extra phosphorus in the water column will eventually return to the sediment or be flushed from the lake. However, with the long detention time in Lake Auburn, flushing is not an effective phosphorus removal process. Return to the sediment can be slow and will most likely be as either iron-bound phosphorus or organic matter. Researchers from Maine have demonstrated that aluminum (a phosphorus binder not susceptible to release under anoxia) is preferentially trapped in watershed wetlands while iron passes into the lake and becomes the dominant binder (Doolittle et al. 2018). WRS staff noticed a brown coating of precipitated iron compounds on the largely gray marine clay sediments in 30 to 50 feet of water depth. These deposits are not normally subjected to low oxygen, but when they are the potential for phosphorus release is high. Where organic matter is deposited, the oxygen demand will increase and may support later anoxia.

Watershed inputs therefore represent an important source of phosphorus and organic matter that play a role in lake condition. Some of the phosphorus entering during storms is available for algae growth but much is particulate matter that will settle to the bottom and increase both phosphorus content and oxygen demand. Over time the reserves of phosphorus on the bottom can build up to the point where internal recycling becomes a major threat, especially if oxygen is low at the sediment-water interface. It is not clear that the inputs from the watershed by themselves are large enough from any storm or even season to add enough phosphorus to support algae blooms as a single source, but with the base level of phosphorus raised to >10 µg/L it is conceivable that watershed inputs could push the lake beyond the threshold for algae blooms.

Lake Auburn re-entered a period of generally acceptable water quality in 2013. Phosphorus did not decline to the background levels observed prior to 2011, but concentrations remained below 20 µg/L and no significant algae blooms were observed through 2017. A mild algae bloom in late summer 2018 was the first major threat to turbidity since 2012. The species of *Dolichospermum* (formerly *Anabaena*) involved was different from that identified back in 2012 and there was no severe oxygen depression in 2018. The bloom did not arise quickly, as observed when cyanobacteria rise synchronously from the sediment surface, but rather developed throughout August in the epilimnion and included other algae besides cyanobacteria. This bloom followed a stormy period when considerable runoff entered the lake, and the runoff may have been sufficient to raise the phosphorus level to support the bloom given a starting point already >10 µg/L.

While it seemed plausible that the algae bloom would subside in September, it was also possible that it would continue to increase and cause an exceedance of the turbidity limit, so an algaecide (copper) treatment was performed as planned and permitted back in 2014. Only about 300 acres of Lake Auburn were treated, enough to protect the intake area until changing seasonal conditions might cause the blooms to subside, which it did by October. No algaecide treatment had been necessary since this approach was proposed and permitted as a short-term management approach but use of an algaecide triggers consideration of the next steps in the management of Lake Auburn.

Management Alternatives

CDM Smith and WRS provided a detailed evaluation of management options in 2013 and concluded that there were five options aside from the no action alternative that were applicable to the issues facing Lake Auburn (Table 1). The no action alternative would result in eventual exceedance of the turbidity threshold for the filtration waiver and would result in the need for a very expensive treatment facility as well as degraded conditions in a prized water resource. The algaecide option was not viewed as a long-term solution but is a valuable tool for rapid response when harmful algal blooms occur in water supplies. Many utilities exercise this option, but for the Auburn and Lewiston water managers this is viewed as an interim step, providing relief while longer term management actions are implemented.

AWD applied for and received a permit to apply copper as an algaecide as of 2014 but did not need to actually do any application until 2018. The results of that application appeared successful in that algae concentrations in the treated zone declined, but the treatment zone was only 300 acres of a 2277-acre lake, so the benefits were limited and temporary. Seasonal changes appeared to cause a decline in algae levels not long after treatment, so no further treatment is planned at this time. Instead, an effort is underway to move to the next level of phosphorus and algae control, which involves the remaining four options in Table 1. One option is watershed-based and the other three are in-lake measures. All are applicable, but the cost and speed of improvement varies.

Watershed management is a broad group of techniques that can be broken into source controls and pollutant trapping. Source controls tend to take the form of land acquisition or land use controls that minimize the generation of pollutant loads in the watershed. Pollutant trapping focuses on

Table 1. Summary of applicable management techniques for Lake Auburn.

Alternative	Impact on Water Quality	Impact on Non-Target Organisms	Cost Effectiveness	Could Action Achieve Reduction in Turbidity?
No Action	<ul style="list-style-type: none"> Under correct conditions it is possible, and even likely, that an algal bloom and high turbidity could occur again. 	<ul style="list-style-type: none"> If an algal bloom occurs resulting in basin-wide anoxia, the coldwater fishery will again be threatened and another fish kill may occur. 	<ul style="list-style-type: none"> Low cost as no action is taken. If the filtration waiver is voided due to high turbidity, an expensive upgrade to the water treatment plant would be required. 	<ul style="list-style-type: none"> No, there is a risk that poor water quality could occur again in 2013 or beyond.
Watershed Controls	<ul style="list-style-type: none"> Will not have an immediate effect. Over time should yield a substantial increase in overall water quality. Will enhance the efficacy of in-lake management options. 	<ul style="list-style-type: none"> Should only have a beneficial impact. 	<ul style="list-style-type: none"> Vary in cost from low cost regulatory controls to high cost structural stormwater controls. May reduce the need for short-term lake mitigation techniques in the future. 	<ul style="list-style-type: none"> Yes, but it may take many years for the effect to be realized in Lake Auburn.
Phosphorus Inactivation	<ul style="list-style-type: none"> Possibility of long-term control of phosphorus released from sediments. Some phosphorus may be removed from the water column, but Lake Auburn phosphorus concentrations are too low for phosphorus inactivation to have a significant impact on immediate water column phosphorus. 	<ul style="list-style-type: none"> Can be toxic to fish and invertebrates. Most applications today have no adverse effects; fish kills early in the use of phosphorus inactivation resulted from improper buffering. Small organisms may be carried to the bottom, but data show that no significant impacts to populations are expected. No adverse impacts on rooted plants have been observed. 	<ul style="list-style-type: none"> Vary based on the chemical chosen, the needed dose, and environmental constraints due to sensitive species. Cost for Lake Auburn likely between \$3,000 and \$6,000 per acre. Total cost range likely between \$1.7 million and \$4.4 million. 	<ul style="list-style-type: none"> Likely yes, but more study needed to assess necessary dose, application area, and expected duration of benefits.

Alternative	Impact on Water Quality	Impact on Non-Target Organisms	Cost Effectiveness	Could Action Achieve Reduction in Turbidity?
Hypolimnetic Oxygenation	<ul style="list-style-type: none"> Can make a marked improvement in lake conditions, but effects are not uniform or consistent within and among aquatic systems. System must be kept running year after year. Successfully applied in New England reservoirs. Major developments in successful use of pure oxygen systems in the last decade. 	<ul style="list-style-type: none"> Very few negative impacts, and increased oxygen levels are expected to promote aquatic life. System failure after establishing anoxic zone may cause a fish kill if anoxia occurs. Oxygen or nitrogen supersaturation could cause gas bubble disease, but formation of the right size bubbles from oxygenation is not expected. 	<ul style="list-style-type: none"> Expected capital cost is between \$800 - \$2,000 per acre. Approximately half the lake could require oxygenation, representing a total capital cost of \$1.0 million to \$2.3 million. Operational costs anticipated to be on the order of \$600 to \$1,200 per day, or \$36,000 to \$72,000 per year under the current conditions. 	<ul style="list-style-type: none"> Yes, but more study is needed to determine amount of oxygen needed, area to be oxygenated, and relation between deep water quality and algal blooms.
Dredging	<ul style="list-style-type: none"> Net positive impact for both deep and shallow alternatives. Deep alternative would remove nutrient reserves from sediment. Shallow alternative would reduce <i>Gloeotrichia</i> cysts and later concentration in the water column. 	<ul style="list-style-type: none"> Impacts to biota, especially invertebrates, is likely. May increase and improve spawning habitat for many fish species. May remove pollutant reserves from sediment, improving overall aquatic habitat quality. 	<ul style="list-style-type: none"> Deep dredging for sediment phosphorus removal will likely cost \$63.7 million. Shallow dredging for <i>Gloeotrichia</i> removal will likely cost \$117.9 million. 	<ul style="list-style-type: none"> Yes, but cost prohibitive.
Algaecide	<ul style="list-style-type: none"> If applied at the right time, could kill algae before presenting a turbidity or oxygen demand issue. Short-term means of lowering turbidity until nutrient sources can be controlled. 	<ul style="list-style-type: none"> Toxicity to fish, zooplankton, and benthic invertebrates possible, but unlikely at the target dose. Primary risk is to zooplankton in the treatment area. With up to half of the lake treated, ample refuges are provided. 	<ul style="list-style-type: none"> Costs between \$50 and \$100 per acre are expected, on the order of \$100,000 for the treated portion of Lake Auburn as envisioned. 	<ul style="list-style-type: none"> Yes, but not a long-term solution.

capturing pollutants on their way to the lake, usually by some form of detention or infiltration into soil. The AWD has an active watershed management program, but limits must be recognized. The AWD does not own or control much of the land in the watershed of Lake Auburn and the cost of land purchase or structural stormwater controls is large. A recent evaluation of watershed management efforts (Osgood 2017) claims that while watersheds that are <10 times the area of the lake to which they drain are more amenable to successful management, the desired phosphorus reduction for target areas is usually >80% while the performance of best management practices rarely exceeds 50%. As a result, conversion of land to residential or agricultural uses is accompanied by a net phosphorus input that must usually be countered in the lake.

This does not mean that watershed efforts are being abandoned, only that management of the watershed is not likely to be the only effort needed. Watershed management protects a lake but is unlikely to restore it, particularly when the detention time is long and internal loading is a major phosphorus source. As an additional consideration, the time lag between recognition of a problem in the lake, identification of influences in the watershed, and management of those influences to reverse any undesirable trend is typically on the order of years to a decade or more.

The watershed efforts of the AWD/LWD over the years after the 2012 algae bloom may have helped prevent problems through 2017, but ultimately the elevated background concentration of phosphorus in Lake Auburn appears to have been augmented by watershed inputs in 2018 and supported a mild but prolonged algae bloom. With a detention time of about 5 years, simple but applicable engineering calculations suggest that it will take about 15 years for a desirable lower phosphorus level to be achieved through successful watershed management, and then only if there is not another major internal phosphorus loading period during that time. Quick relief is extremely unlikely to come from watershed management and in-lake measures will be needed to ensure compliance with drinking water quality standards in the absence of an advanced treatment facility.

Three approaches to minimizing phosphorus through in-lake actions have been discussed in detail in the CDM Smith/WRS report (2013). Dredging potentially represents true restoration, removing accumulated nutrient reserves, algae and plant propagules, and oxygen demanding organic matter. However, dredging is not really feasible for Lake Auburn. Aside from the very high cost, exposing new sediment that lies under the current surficial sediment may not provide the level of benefits sought and there is no need to reclaim lost depth. The level of disruption to the lake represented by dredging is not really justifiable in light of the proven success of the other two available options in other lakes. The remaining two options focus on making phosphorus less available without removing it and involve either maintaining adequate oxygen at the sediment-water interface or inactivating the phosphorus in that surficial sediment to prevent release under anoxia.

Oxygenation is covered in the CDM Smith/WRS (2013) review of options. An entire manual has been written since for the water supply industry on circulation and oxygenation technologies and experience with their use in drinking water supplies (Wagner 2015). Circulation would be inappropriate as it would warm the deeper water and degrade coldwater fish habitat. Oxygenation could be accomplished by one of four methods: hypolimnetic aeration chambers, downdraft bubble contactors (or Speece cone), diffused oxygen, or sidestream supersaturation. All are applicable but hypolimnetic aeration chambers and downdraft bubble contactors are less used today for reasons of maintenance needs, cost and efficiency. Where at least 20 feet of vertical rise can be provided to let bubbles dissolve before reaching the boundary between upper and

lower water levels, diffused oxygen systems have become the preferred method with minimal power costs, high efficiency, and an impressive track record after some years of experimentation and development. Where the bottom layer is too thin to just release bubbles without destratification, sidestream supersaturation systems have gained popularity, although this technology is still improving.

With diffused oxygen, oxygen from a tank or oxygen generator moves through the distribution tube as gas under its own pressure, entering the lake as fine bubbles at the prescribed depth. Those bubbles are absorbed as they move upward, and enough oxygen can be delivered to counter the oxygen demand in the target area. Oxygenated water moves laterally quite well, so the distribution system does not have to be extensive, although pipes are needed to get the oxygen to the target zone and some linear diffusion line will typically run several thousand feet in the target zone. On average, capital costs are on the order of \$2000/acre addressed or \$100 per acre-foot of volume treated, although the range of costs is wide. The main operational cost is oxygen at \$350 per acre or \$15/acre-foot addressed by this method, also on average with a wider range based on site specific conditions. For the roughly 1250 acres of area exposed to anoxia in 2012 the capital cost is approximated as \$2.5 million, while addressing the roughly 1000 acres impacted in 2011 and 2013 might cost about \$2 million. Operationally, running the oxygenation system would be expected to cost \$350,000 to \$440,000 annually.

When there is not enough vertical run distance to dissolve the diffused oxygen bubbles, a sidestream supersaturation system can be employed to pull water from the target zone, transport it to a land-based pressurized container, oxygenate that water to beyond saturation, and return it to the target zone. There are power costs to run the pumps and the apparatus for oxygenating the water is more sophisticated than for the diffused oxygen system, so the cost is higher, but oxygen can be added to a target zone in enough supply to counter the oxygen demand and maintain enough oxygen to prevent iron-bound phosphorus release from the sediment. A similar amount of piping is needed for sidestream supersaturation as for diffused oxygen. The cost to address the 1250-acre maximum area of anoxia with sidestream supersaturation would cost about \$7.5 million based on typical costs elsewhere, but costs for this technology are still to variable to depend on an average and are declining as the technology develops. However, much of the target area for oxygenation has a hypolimnion <20 feet thick, so sidestream supersaturation might be the better choice if oxygenation is the preferred treatment approach.

Phosphorus inactivation is the primary alternative to oxygenation and involves binding phosphorus currently attached to iron compounds onto a different binder, one that does not release phosphorus when oxygen gets low. This option was covered in the CDM Smith/WRS report (2013). Calcium, aluminum and lanthanum have all been used for this purpose. Calcium is only used in high pH lakes and is not suitable for Lake Auburn. Lanthanum is the binder in the commercially available Phoslock, which is a bentonite clay modified with lanthanum to absorb phosphorus. Phoslock would be applicable to Lake Auburn, but tends to be more expensive with aluminum and we do not have nearly the experience with Phoslock that we do with aluminum in Maine and New England in general. Aluminum has been the binder of choice in New England for over three decades and the experience has largely been positive (Huser et al. 2016, Wagner et al. 2017). Four Maine lakes were treated about 30 years ago with desirable results in three of the four cases and East Pond in the Belgrade lakes area was most recently treated with aluminum. Aluminum can be used to treat inflows, strip phosphorus from the water column, or inactivate iron-bound phosphorus in surficial bottom sediments.

The flexibility of aluminum use is very appealing. It is the second most abundant metal in the crust of the earth after iron and is more abundant in some areas. Research in Maine has revealed that a ratio of aluminum to iron of >3:1 in sediment will minimize internal recycling (Lake et al. 2007), but in Lake Auburn that ratio is between 0.2 and 1.7 (Doolittle et al. 2018). Aluminum is used as a coagulant in water treatment and removes many impurities, including phosphorus, so aluminum addition can strip phosphorus from the water column and deposit it in the sediment where some additional inactivation of sediment phosphorus can occur. Treatment of inflows, especially during storms, can inactivate phosphorus entering the lake as a support to watershed management in difficult drainage basins (Wagner 2017).

The most common use of aluminum has been to inactivate phosphorus in surficial sediment. Doses have ranged from 10 to 100 g/m² in New England, with an average close to 50 g/m². For a dozen surficial samples from Lake Auburn, assuming that the target sediment depth would be 4 cm (the iron-bound phosphorus layer is thin in this lake), the average dose would be 53 g/m². Eliminating two very high values that may not be realistic, that average dose would be 36 g/m². As variability is high, it may be necessary to test more samples and have different doses for different areas; it seems that the highest available phosphorus concentrations are for sediments at middle depths (40-50 feet) in Lake Auburn.

Treating all area that might be exposed to anoxia could prevent release of phosphorus from sediment and limit algae produced from that source. The most recent costs for treatments have decreased from past levels to about \$45 per g/m² per acre treated. The maximum area that would be treated would be about 1250 acres, leading to a cost estimate of about \$3 million. Since low oxygen in the deepest waters has not caused algae blooms prior to 2011, it is possible that the treatment could focus on the area between 30 and 66 feet, reducing the treatment area to about 810 acres and lowering the cost to about \$2 million.

Aluminum is increasingly being used in low dose treatments of the water column. While aluminum binding with phosphorus is less efficient at low phosphorus concentrations (binding capacity is not unique to phosphorus, so other elements can be bound if phosphorus is relatively scarce), phosphorus is still decreased and can lower algal growth potential. Where watershed management is limited, periodic stripping of the water column of phosphorus by aluminum has reduced algae bloom potential. While there are no published papers yet on this experience, multiple examples exist and WRS has direct involvement in one of them. A lake in Connecticut with a short detention time (<3 months) has a highly urbanized watershed and efforts to improve runoff quality have so far been unsuccessful. Internal recycling of phosphorus has also been high, but dredging is too expensive as a solution. Treatment with 1-2 mg/L of aluminum once in late June and once in late July for the last 3 years has prevented summer cyanobacteria blooms whereas they were common before treatment commenced. Overall phosphorus concentrations have been cut by 80% in late summer, although values rise between treatments.

For Lake Auburn with about a 5-year detention time, reduction of the in-lake phosphorus concentration could reset it to a pre-2011 level and it could take over a decade for it to rise back to the current concentration based on inputs of the past decade. A major anoxic event might accelerate the rate of phosphorus concentration increase, but the treatment to strip the water column of phosphorus will also inactivate some of the surficial sediment phosphorus. An aluminum dose of 2 mg/L for the upper 30 feet (9 m) would equate to a sediment dose of 18 g/m². Application to all areas deeper than 9 m would represent 55% of the lake area and about 80% of its volume. While sediment treatments routinely attain 90% inactivation of phosphorus, a water column treatment is not likely to provide more than a 50% reduction. However, that

would lower the in-lake phosphorus concentration to well below 10 µg/L and provide a buffer for future inputs until more watershed management can be accomplished. A dose of 18 g/m² would also represent up to 50% of the dose projected to be necessary to inactivate surficial sediment phosphorus and will reduce much of the internal load. As sediment inactivation is an additive process, later treatment could augment this inactivation as warranted.

The cost of a treatment providing 2 mg/L to the upper 30 feet of water column over all area at least that deep is estimated at <\$1 million. Such a low dose treatment would be one half to one third the cost of projected sediment inactivation treatments but could accomplish much the same result. The long detention time of Lake Auburn provides an advantage over lower detention time lakes in terms of water column phosphorus concentration reduction duration, and benefits could extend beyond a decade. This is the right timeframe for instituting more effective watershed controls. Further, the addition of 18 g/m² of aluminum to the surficial sediment will raise aluminum concentrations in the sediments by factors of 3 to 9. That will not be enough to achieve Al:Fe ratios >3 in all areas but represents a major increase in those ratios.

If watershed management is not successful or an interim means of reducing phosphorus at inlets to a lake is needed, an aluminum dosing station can be installed. In other installations (Wagner 2017) mostly stormwater has been treated at aluminum doses of 1 to 10 mg/L. This functionally replaces source controls and phosphorus interception in the watershed with chemical treatment at the point of entry to the lake (or somewhat upstream as opportunities dictate). While it is preferable to deal with excessive phosphorus loads at the source, it is rarely easy and sometimes not practical. Jurisdiction, technological limitations and cost are all major factors in watershed management. An aluminum dosing station inactivates phosphorus as it enters, a safeguard that has produced excellent results in many cases where watershed management just could not be implemented at the needed level.

Aluminum added to tributaries will act as a coagulant, much as in a water treatment facility, and will cause settling of particulates and inactivation of reactive phosphorus. It will also inactivate some sediment phosphorus where the precipitates land, but this is not likely to include large areas potentially subject to anoxia and is therefore not a substitute for widespread sediment phosphorus inactivation or even a low dose treatment over much of the lake. It will, however, limit further inputs of available phosphorus and therefore represents an aid or supplement to watershed management.

An aluminum dosing station can be set up for <\$100,000. Two stations would likely be needed at Lake Auburn, on Basin Stream and Townsend Brook. The operational cost would depend on the inflow volume and target concentration of aluminum in stormwater. About one third of inputs are estimated to be surface water, about half of which may be higher flow runoff (the target of such treatments), so a rough estimate of 120 million cubic feet (3430 million L) of runoff might be treated. At an aluminum dose of 1 mg/L the total aluminum input would be 3430 kg, similar to recent iron inputs and higher than aluminum inputs to the lake from the watershed (Doolittle et al. 2018). This would require about 15,000 gallons of polyaluminum chloride, the preferred aluminum compound for tributary dosing, at an annual cost of about \$40,000 with maintenance of the system.

Management Recommendations

Based on the data available at this time, watershed management is an essential part of overall water quality management in Lake Auburn. The AWD and LWD are well aware of this and have an active program, but it appears that current loading is excessive at times, mainly in association with major storms. Stormwater management is therefore recommended, with a focus on the first flush volume which usually transports a disproportionately large fraction of the phosphorus load. The details of such a program are not part of this effort, and while the limitations placed on such management by jurisdiction, technological constraints, and cost are acknowledged, greater effort is warranted. And even with successful watershed management there will be ongoing issues in the lake related to anoxia and internal phosphorus release from sediment. Both oxygenation and phosphorus inactivation are applicable in-lake approaches to improving water quality in Lake Auburn.

Among the two primary alternatives, phosphorus inactivation carries similar or less capital cost and much lower ongoing operational cost. Among the phosphorus inactivation alternatives, dosing stations offer support for watershed management but will not address the increased background concentration of phosphorus that makes the lake more susceptible to algae blooms when new inputs are substantial (i.e., after storms or during anoxic events beyond the deepest waters). A sediment phosphorus inactivation project at a dose on the order of 40 to 50 g/m² over 1250 acres project would greatly reduce current and potential future phosphorus concentrations at a cost approaching \$3 million. However, a lower dose treatment at 2 mg/L for the upper 30 feet over 1250 acres, amounting to a sediment dose of 18 g/m², should achieve similar results for about a decade at a cost of <\$1 million. This should reduce the in-lake average phosphorus concentration to <10 µg/L and provide relief from sediment phosphorus loading for at least a decade, providing an appropriate timeframe for enhanced watershed management. As such treatments are additive with regard to sediment phosphorus, additional later treatment remains an option as warranted.

At this time, it is recommended that areas >30 feet deep within Lake Auburn be treated with a dose of 18 g/m², equivalent to 2 mg/L in the upper 30 feet of water over an area of 1250 acres, for the purpose of stripping accumulated phosphorus from the water column and partially inactivating surficial sediment phosphorus.

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Attachment #12

Alum treatment protocol

Lake Auburn Alum Treatment

1/16/2019

Timeline of Events

- Following the 2012 “fish kill” incident we applied for a permit to apply an algaecide to the lake if necessary
- Presence of blue green algae/turbidity spike in Late summer 2018 led to the decision to apply a low dose of Copper sulfate to the lake on September 11 – 300 acres around the intake
- Turbidity decreased following the treatment, however, other algae types, including Synura became prevalent in the late fall, triggering customer complaints.
- In accordance with the 2014 CDM Diagnostic Study, an actual algaecide treatment would necessitate the triggering of a long-term strategy; of the three considerations (dredging, aeration, alum application), alum was chosen as the preferred treatment
- Background phosphorus numbers have increased over the years. Less than 10mg/l is normal; ours have been in the teens. The higher base phosphorus level makes us more susceptible to algal blooms.

Following a December 11, 2018 meeting of the Lake Auburn Stakeholders, we decided to pursue a modification to our algaecide permit to allow an application of alum. We expect to have the permit in place this spring.

On January 11, 2019 the Management Team conference called Dr. Ken Wagner to discuss potential alum treatment in 2019.

There was consensus among the team that an alum treatment should be done in 2019

Three types of treatment were discussed:

"Whole lake" Sediment Inactivation

5mg/l dose over entire lake

Dosing Stations

Alum injection at tributary inlets during major storm events

Water Column Treatment

2mg/l dose to water column

Water Column Treatment is the preferred option

What is involved:

One time dose of 2mg/l over $\frac{3}{4}$ of the lake
Target area 25-50' depth
Application in mid summer-early fall
Jar testing required to determine final dose/chemical composition

Benefits:

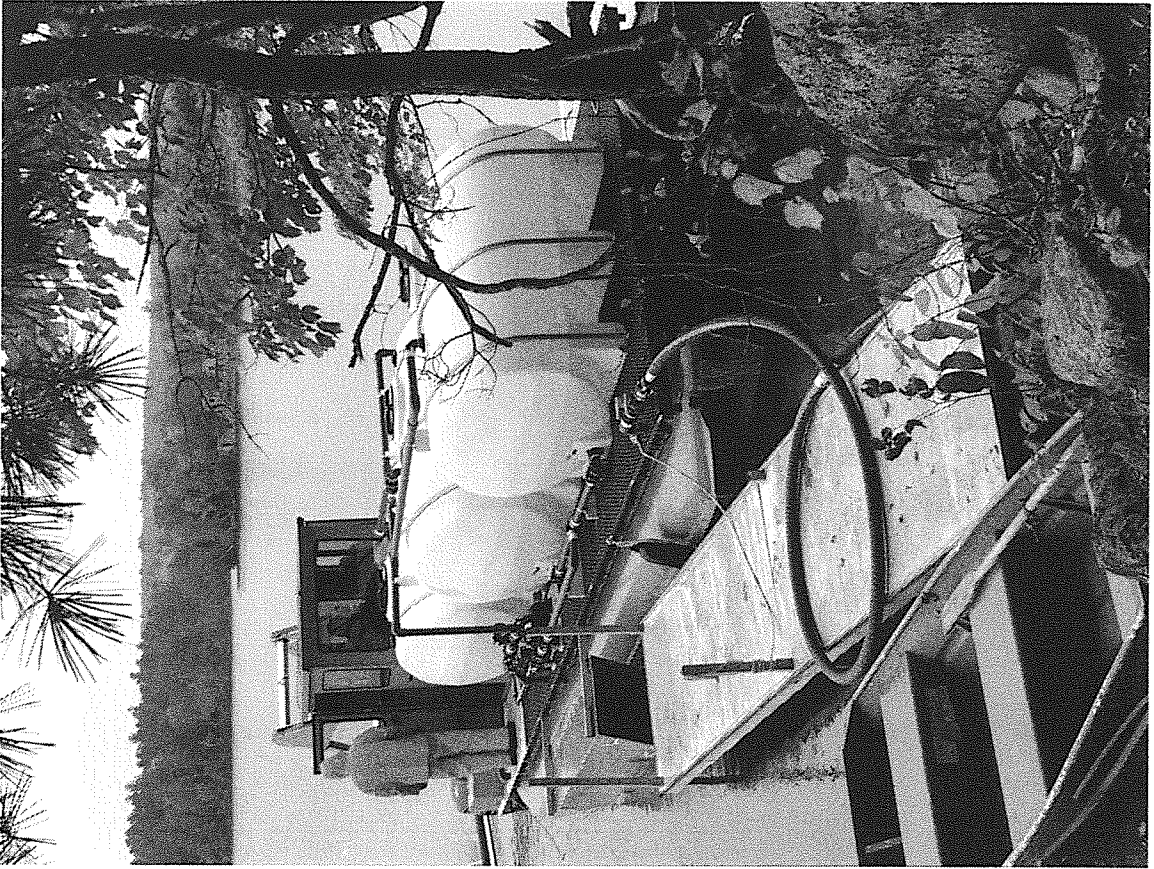
One-time dose will strip phosphorus from the water column
Residual benefit of binding phosphorus in the sediment
Based upon similar projects, should result in a dozen years or more of improved water clarity

Other:

Application will take 16 days to accomplish
Alum is inert – no water quality impacts
Estimated 250,000 gallons of alum
Project cost: \$700,000
“Whole lake” treatment cost estimate: \$3,000,000
Dosing Station cost estimate: \$100,000/station + ongoing maintenance/chemical cost





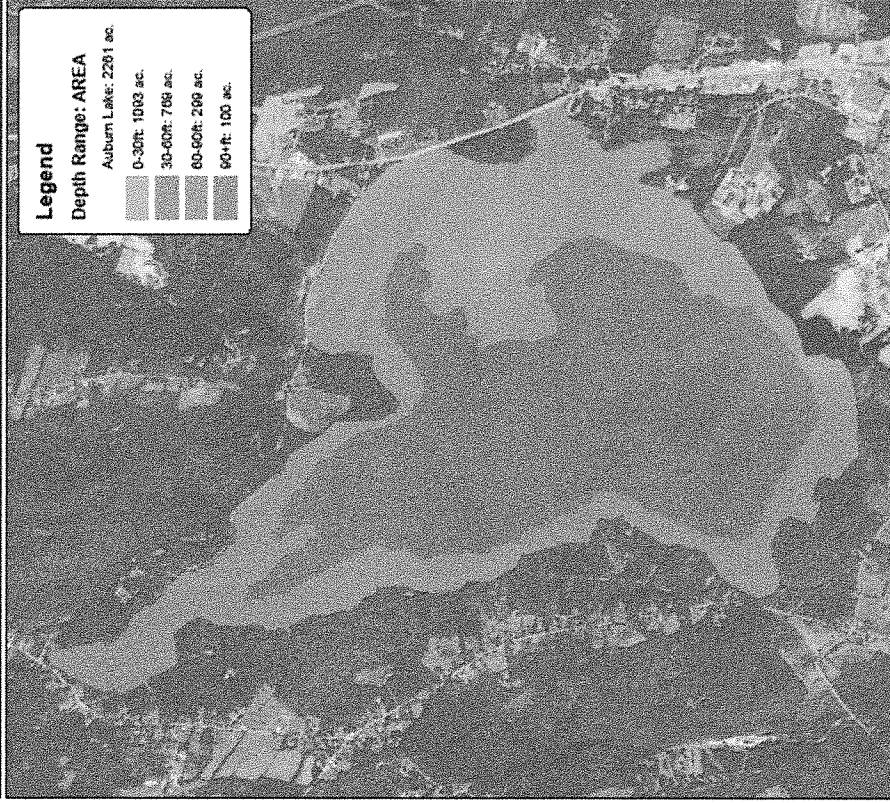




Proposed Alum Treatment - 2019

SOLITUDE
LAKE - PRIVATE RESORT
188-260-1234
www.solitudelake.com

Legend
Depth Range: AREA
Auburn Lake: 2261 ac.
0-30ft: 1003 ac.
30-60ft: 706 ac.
60-90ft: 299 ac.
90+ft: 100 ac.



Lake Auburn
Auburn, ME
Androscoggin County
44.14450° N, 70.23298° W

Lake Auburn
0 2,000 4,000 Feet
1:27,000

Map Date: 01/12/19
Prepared by: MS
Office: SHREWSBURY, MA

How to Fund?

\$700,000 total project cost to be split with Lewiston

Assume \$400,000 cost to AWD to account for contingencies

Options

Forego a portion of capital projects in 2019

Back to one mile

Still looking at a 5.5% rate increase in 2021

Borrow \$400,000

5.5% rate increase 1/2020

City of Auburn

City Council, Auburn, Maine

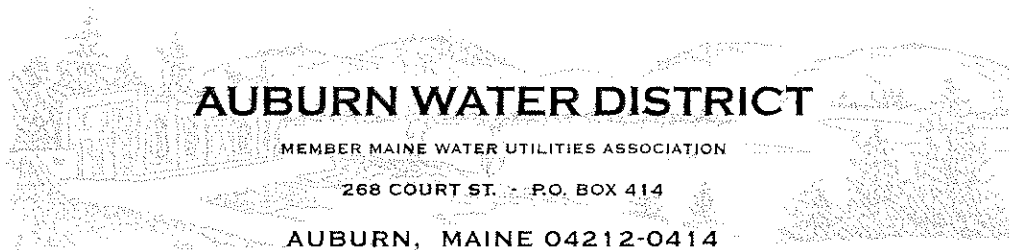
Date: _____, 2019

TITLE: RESOLVE – PERMISSION FOR AUBURN WATER DISTRICT TO ISSUE BONDS

Be it resolved by the Auburn City Council, that in accordance with Section 13 of the Auburn Water District Charter, the Auburn City Council hereby grants permission to the Auburn Water District (the “Water District”) to issue its bonds (and notes in anticipation thereof) (referred to herein as the “Water District Bonds”) in the aggregate principal amount not to exceed \$400,000 to finance an in-lake aluminum sulfate (alum) or other chemical treatment to Lake Auburn to mitigate algae growth related to excess phosphorus in the water, and to the extent funds remain therefore, to finance upgrades to the Water District’s water distribution system, including water main replacement, with other improvements ancillary and related thereto.

Be it further resolved by the Auburn City Council, that the Water District Bonds shall not constitute any debt or liability of the City or a pledge of the faith and credit of the City, but shall be payable solely by the Water District; and the issuance of the Water District Bonds shall not directly or indirectly or contingently obligate the City to levy or to pledge any form of taxation whatever therefor or to make any appropriation for their payment.

This resolve shall be final immediately upon enactment.



Peter Crichton, City Manager
60 Court Street
Auburn, Me. 04210

3/13/2019

Re: Auburn Water District Bond Issuance Request

Dear Mr. Crichton,

In order to improve water quality, the Auburn Water District/Lewiston Water Division are planning to move forward with an Alum treatment to Lake Auburn during the Summer/Fall of 2019. We are currently pursuing a permit from the Maine Department of Environmental Protection, and anticipate having it in hand later this Spring.

The project estimate is \$800,000. The Auburn Water District share of this project will be \$400,000.

We are pursuing a bond to finance the project. In accordance with our Charter, the issuance of bonds by the Auburn Water District must be approved by the City of Auburn.

Attached for your consideration is a resolve for permission for the Auburn Water District to issue a bond for Alum Treatment to Lake Auburn in 2019.

Would you please schedule to address this request at your next Council meeting?

Thank you for your consideration.

Sincerely,

Sid Hazelton, P.E.
Auburn Water Superintendent



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 18, 2019

Ordinance: 02-03042019

Author: Phil Crowell, Assistant City Manager

Subject: Adopt ordinance to create an Age Friendly Community Committee

Information: The Mayor's Ad-hoc Group on Age Friendly was created on January 8, 2018. The group was co-chaired by Councilors Gerry and Walker who recruited a team of citizens which focused on the AARP acceptance as an Age Friendly Community process, the senior community center kitchen, senior center facility expansion, programming, activities, developing bylaws, and developed a community assessment survey. To move the initiative further, it is important for the committee to become an established committee with appointed members.

The Committee will coordinate efforts to effect policy and system changes that enhance the health and social well-being of older adults. The Committee will engage leaders, consumers, and providers to develop and sustain a community framework that fosters healthy aging.

The major functions of this Committee are:

1. To facilitate communication among leaders, consumers and providers that identify key issues for healthy aging communities
 2. To conduct impact evaluations and analyze the effectiveness of age-friendly programs
 3. To make policy recommendations to the city council and advance initiatives that promote the health and social well-being of older adults
-

City Budgetary Impacts: No fiscal impact.

Staff Recommended Action: Adopt the Age Friendly Committee with the Director of Recreation and Sports Tourism as the ex officio member.

Previous Meetings and History:

January 8, 2018 the Mayor's Ad-Hoc Age Friendly Committee was created - Resolve 02-01082018

July 16, 2018 AARP recognized Auburn as part of the network of Age Friendly Communities

February 25, 2019 City Council Workshop

March 4, 2019 public hearing and passage of the first reading

City Manager Comments: I concur with the recommendation.

Signature: 

Attachments:

Draft Ordinance

Age Friendly Bylaws



CITY OF AUBURN AGE FRIENDLY COMMUNITY COMMITTEE BYLAWS

ARTICLE 1 - Name of the Committee

The name of this Committee shall be the “[City of Auburn] Age-Friendly Community Committee,” hereinafter referred to in these Bylaws as the “Committee.”

ARTICLE 2 Offices of this Committee

The office for the Committee is located at the Auburn Senior Community Center, Department of Recreation, 48 Pettengill Park Road, Auburn, Maine 04210.

ARTICLE 3 – Purpose and Responsibilities of the Committee

Section 1 - General Purpose

The Committee is appointed by the Auburn City Councilors to coordinate efforts to effect policy and system changes that enhance the health and social well-being of older adults. The Committee will engage leaders, consumers, and providers to develop and sustain a community framework that fosters healthy aging.

The major functions of this Committee are:

1. To facilitate communication among leaders, consumers and providers that identify key issues for healthy aging communities
2. To conduct impact evaluations and analyze the effectiveness of age-friendly programs
3. To make policy recommendations to the city council and advance initiatives that promote the health and social well-being of older adults

Section 2 - Specific Duties

In order to achieve its general purpose, the Committee shall among other things:

- a. Provide annual reports to the Auburn City Councilors and other interested parties on the initiatives impacting the older adult population in Auburn;
- b. Host public forums on the state of aging in Auburn with consumer representation;
- c. Support initiatives and programs that serve older adults through public outreach, advocacy and sharing resources;
- d. Provide knowledge and expertise to policy makers and community-based programs that serve older adults to enact policies and practices that impact aging communities.

ARTICLE 4 Committee Membership

Section 1 - Appointments

The Auburn City Council will appoint members to the Committee.

Section 2 - Number, Composition, Executive Members

1. The Committee shall consist of 13 members (“Committee members”) as follows, special consideration should be given to the following organizations when selecting representatives, if available:

- a. Representatives from the Auburn Public Library, Area Agency on Aging, Seniors Plus, Lewiston Auburn Transit Committee, Auburn Housing Authority, Community Based Senior Organizations and the Auburn School Department.
 - b. All other representatives shall be from the community.
2. The executive committee (officers) shall consist of the chair, vice chair, and secretary. The Director of Recreation and Sports Tourism or designee shall attend all executive committee meetings.

Section 3 - Term of Office and Resignations

All Committee members shall serve a three-year (3) term at the pleasure of the Auburn City Council. Any vacancy on the Committee shall be filled by the City Council in the same manner as the original appointment. Any person appointed to fill a vacancy shall serve for the unexpired term of the Committee member he or she succeeds. Any Committee member may resign by giving written notice to the Chairperson of the Committee. The resignation shall be effective when the notice is given.

Section 4 - Duties and Responsibilities of Committee members.

1. Attendance

- a. All Committee members shall be in attendance at the hour and day appointed for each regular or special meeting.
- b. A Committee member may be excused from attendance with a valid reason which shall be as follows:
 1. EXCUSED absences may be due to planned events such as vacation, medical appointments, military service, family activities, jury duty, and funerals that conflict with a regularly scheduled Committee meeting. Committee members must provide advance notification to the Committee's designated staff person.
 2. UNPLANNED may be reported in a timely manner and excused by the Committee Chairperson or designee for a valid reason including personal illness, family emergencies or other unavoidable urgent reason.
- c. A non-valid absence is any absence other than an excused or unplanned absence.
- d. The Executive Committee may grant Committee members requiring an extended period of EXCUSED absence a six month leave of absence for personal injury/illness, care of a parent, spouse or child.
- e. The Executive Committee shall review attendance, every six months, of the Committee members, to ensure compliance of these attendance Bylaws.

2. Removal of Committee members

A Committee member can be removed from the Committee by majority vote of the Committee and declaration of the City Council if more than three consecutive absences or three unexcused absences.

ARTICLE 5 – Meetings

Section 1 - Quorum

Unless a quorum is present, no business requiring a vote of the Committee or any of its committees may be transacted. A quorum shall be the number of members equal to, or greater than, 1/3 of the appointed voting members of the Committee.

Section 2 - Regular and Annual Meetings

- a. Regular meetings of the Committee shall be held each month at a site designated by the Committee. Monthly meetings may be omitted, as long as the Committee meets a minimum of ten times a year.
- b. Agendas for regular meetings, special meetings, and meetings of standing committees shall specify the time and place of the meeting and shall contain a brief description of each item of business to be transacted at the meeting.

Section 3 - Special Meetings

The Chairperson of the Committee, the Vice Chairperson, or any two (2) Committee members may call special meetings of the Committee. Notice for a special meeting shall be made in the same manner as for regular meetings.

Section 4 – Notice

Notice of the time and place of regular and special meetings shall be posted on the City of Auburn's website and event calendar.

ARTICLE 6 - Committees of the Committee

Section 1. Ad-Hoc Committees

- a. Throughout the year, there are events or actions required by the Committee that require the creation of an ad-hoc committee. These ad-hoc committees do not continue throughout the year but are necessary for a period of time.
- b. The Committee may create additional ad-hoc committees by majority vote, each consisting of at least three (3) Committee members. Additional ad-hoc committees shall be subject to the same rules and procedures as the ad-hoc committees created in these Bylaws. The ad-hoc committees shall make recommendations to the full Committee. The action of all committees is subject to the approval of the full Committee.
- c. The Committee chairperson shall make appointments to the committees.
- d. The Committee chairperson may appoint one or more committee members as alternate members of any such committee, to replace any absent member of a committee at any meeting.
- e. Nomination Committee: This ad-hoc committee shall be appointed by the Committee chairperson in September to propose nominations to the Committee. The ad-hoc committee shall report to the Committee no later than the meeting in October with their nominations for the upcoming appointment. The committee shall be responsible for conducting the election process at the November Committee meeting. The committee is to propose the confirmation of the newly elected officers at the January Committee meeting.

ARTICLE 7 - Officers and Responsibilities

Section 1. Officers

The officers of the Committee shall consist of the Chairperson, Vice Chairperson, and Secretary

Section 2 - Election and Terms of Officers

- a. The three (3) officers of the Committee shall be elected at the annual regular meeting held during the month of November. Each Committee member shall cast one vote by ballot. Each Committee member voting must be present at the November meeting. No Committee member may vote by proxy. The candidate receiving the highest number of votes in each of the three (3) positions shall be elected as that officer for the next calendar year.

- b. No Committee member shall be elected as an officer of the Committee without serving one (1) full year as a Committee member (except for the first year of the committee).
- c. No Committee member shall serve as an officer of the Committee for more than four (4) consecutive years (except for secretary).

Section 3 – Chairperson

- a. shall preside at all meetings of the Committee.
- b. shall determine whether there are extraordinary circumstances to warrant an excused absence of a Committee member.
- c. shall appoint a Nomination Committee in the month of September.
- d. shall exercise and perform such other powers and duties as the Committee may assign.

Section 4 - Vice Chairperson

- a. shall perform all duties of the Chairperson, during his or her absence.
- b. shall have all powers of and be subjected to all restrictions of the Chairperson, during his or her absence.
- c. shall have such other powers and perform such other duties as the Committee may assign.

Section 5 – Secretary

- a. shall maintain written minutes of the proceedings of the Committee.
- b. shall maintain a record of each Committee member name, address, title and Committee responsibility.
- c. shall respond to all inquiries or communication as directed by the Committee.

ARTICLE 8 – Staffing

The Recreation and Sports Facility Department shall provide, to the extent funds are made available by the City Council, staff and supplies necessary to assist the Committee in the performance of its duties, including but not limited to, the issuance of notices and agendas for all meetings. The Director of Recreation and Sports Tourism will have the responsibility of overseeing the support of the Committee.

ARTICLE 9 - Maintenance of Committee Records and Reports

Section 1 - Committee Records

- a. Written minutes of the proceedings of the Committee and its committees.
- b. A record of each Committee member name, address, title, and Committee responsibility.

Section 2 - Committee Inspection Rights

Every Committee member may inspect the records and documents of the Committee. Reasonable notice must be given to staff to make the records or documents available.

Section 3 - Copies and Extracts

Any inspection under this section may be made in person and the right to inspection includes the right to copy in accordance with the city fee schedule.

ARTICLE 10 - Compensation and Reimbursement of Committee member

Any request for compensation or reimbursement for expenses incurred for conferences and meetings (including food, lodging, air, car, or bus costs must be approved prior to travel or purchase by the Director of Recreation and Sports Tourism. Any such authorized expenditure will be recorded as a line item in the Recreation Department annual budget.

ARTICLE 11 - Conflict of Interest Policy

The Committee Chairperson shall ensure that each Committee member and each staff person who is either subject to the conflict of interest policy or is responsible for investigating possible conflicts of interest on the part of the Committee members or staff shall make a copy of these Bylaws available.

- a. All Committee officers and committee members must neither cast a vote on, nor participate in, any decision-making capacity on the provision of services by such member (or any organization which that member directly represents), nor on any matter which would provide any direct financial benefit to that member or a member of his or her immediate family. To participate in a decision-making capacity includes discussing an issue and influencing, or trying to influence, other Committee or committee members or staff to take a position for or against an issue.
- a. All Committee officers and committee members will neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or sub agreements made with the Committee.
- b. All Committee officers and committee members shall not be financially interested in any action made by them in their official capacity or in any action of the Committee. No member shall make, participate in making or in any way attempt to use his or her official position to influence a decision of the Committee in which he or she knows or has reason to know, he or she has a financial interest. A member of the Committee has a financial interest in a decision if it is reasonably foreseeable that the decision will have a material financial effect on the Committee member or Committee member's immediate family or in his/her business entity, real property, or source of income.
- c. Each Committee or committee member is required to disqualify (recuse) him or herself from participation in a decision which may have a foreseeable material financial impact on his or her financial interests.
- d. No Committee or committee member shall receive at any time any money that was donated to, raised by, or held in the name of the Committee. All funds must be submitted to the appropriate city staff member assigned to Age-Friendly programming.

ARTICLE 12 - Rules of Order

The most recent edition of Roberts Rules of Order shall apply to all questions of parliamentary procedure used at all Committee meetings.

ARTICLE 13 - Amendment of Bylaws

Amendment of the Bylaws requires a two-thirds vote of the Committee members present at a meeting where a quorum is present. Any amendments to the proposed amendments shall be handled according to the same procedures as the original amendments.

ARTICLE 14 –Severability

If any part of these Bylaws is held to be null and void by any competent court of law, the remaining portion of the Bylaws shall not be affected.

DIVISION 7. – AGE FRIENDLY COMMUNITY COMMITTEE

Sec. 2-482.7. - Established; membership.

- a) There shall be an age friendly community committee, which shall be composed of thirteen members. All except the ex officio member of the board shall be appointed by the city council.
- b) Serving as the ex officio member shall be the director of recreation and sports tourism or designee.
- c) Nothing in this article shall preclude the creation of standing subcommittees.

Sec. 2-482.8. - Term of members.

All appointed members of the age friendly committee shall serve staggered three-year terms from the date of their appointment and thereafter until their successors are appointed beginning with the effective date of this Code.

Sec. 2-482.9. - Officers; rules of procedure; vacancies.

The age friendly committee shall elect a chair, a vice-chair, secretary, and such other officers as it may require. The board shall develop such rules to govern its meetings and operations as it deems advisable. Upon the death, incapacity or removal from the city of any member, or if any member shall be absent without excuse for three consecutive meetings, the secretary of the board shall advise the city council that a vacancy exists and request the appointment of a replacement.

Sec. 2-482.10. - Duties.

The purpose of the age friendly committee shall be:

- a) To facilitate communication between leaders, consumers and providers that identify key issues for healthy aging communities;
- b) To conduct impact evaluations and analyze the effectiveness of age-friendly programs; and
- c) To make policy recommendations to the city council and advance initiatives that promote the health and social well-being of older adults

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDINANCE 02-03042019

Chapter 2, Article V, Division 7. – Age Friendly Community Committee

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Robert P. Hayes, Ward Two
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Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

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- b) To conduct impact evaluations and analyze the effectiveness of age-friendly programs; and
- c) To make policy recommendations to the city council and advance initiatives that promote the health and social well-being of older adults



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 18, 2019

Resolve: 03-03042019

Author: Sue Clements-Dallaire, City Clerk

Subject: Formation of the Mayor's Ad Hoc Committee on Water Quality

Information: The Mayor has formed an Ad Hoc Committee on Water Quality to address the feasibility and advantages to building a water filtration plant for Lake Auburn and the ability of current programs and efforts to maintain the existing filtration waiver.

City Budgetary Impacts: N/A

Staff Recommended Action: Motion to support the formation of the Mayor's Ad Hoc Committee on Water Quality.

Previous Meetings and History: Mentioned at the 2/25/2019 Council meeting during the Mayor's report. Was on the 3/4/2019 City Council agenda and postponed to the 3/18/2019 Council meeting.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink, appearing to read "Peter J. Caulton".

Attachments: Resolve 03-03042019

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

CITY COUNCIL

RESOLVE 03-03042019

Whereas the Mayor has formed an Ad Hoc Committee on Water Quality to address the feasibility and advantages to building a water filtration plant for Lake Auburn and the ability of current programs and efforts to maintain the existing filtration waiver, including the following activities:

- Gather information on the current quality of Lake Auburn water and issues that pose a threat to future water quality, such as taste and odor;
- Investigate any and all alternative sources of water supply;
- Provide a best estimate as to the length of time the existing filtration waiver is likely to be maintained;
- Develop a concept plan for a water filtration plant with an estimate of construction and operating costs;
- Develop financial pro-formas, including estimates of the impact on water rates for additional non-filtration efforts, as well as constructing and operating a water filtration plant, and for using other alternative sources of water;
- Investigate potential sources of funding;
- Undertake an economic analysis to evaluate the cost/benefit of a water filtration plant, including the level of development that might be supported and the cost of additional municipal services to support such development and the extent to which new tax revenues would offset these costs;
- Recommend a preferred alternative.

Whereas the Ad Hoc Committee will have regularly scheduled meetings for a period not to exceed 6 months.

Whereas the Ad Hoc Committee will need to be supported by City Staff in order to accurately and efficiently bring forth proposed changes to the City Council for deliberation and possible action, and be provided documents and reports relating to its work.

It is hereby ordered that the City Manager delegate appropriate staff time and resources to the formation of the Mayors Ad Hoc committee, as well as the ongoing support of the committee once it has been formed, comparable to staff time and resources delegated to past Ad Hoc Committees for a period of time not to exceed 6 months.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 18, 2019

Orders: 35-03182019 through 43-03182019

Author: Sue Clements-Dallaire, City Clerk

Subject: Board and Committee Appointments

The Appointment Committee met on March 11, 2019 to review applications and make their nominations for various boards and committees of the City as follows:

Citizen's Advisory Committee – Appointing Nickolaus Charneski with a term expiration of 6/30/2019.

Conservation Commission – Re-appointing Johnna Flood and Jordan Tate both with term expirations of 6/1/2022.

Ethics Committee – Appointing Jared Doyle with a term expiration of 1/1/2022.

Planning Board – Appointing Katie Boss as an associate member with a term expiration of 1/1/2020.

Planning Board – Appointing John Engler as an associate member with a term expiration of 1/1/2020.

Auburn Sewer District Board of Trustees – Re-appointing Robert Cavanagh and Charles Sheehan both with term expirations of 3/1/2023.

Auburn Water District Board of Trustees – Appointing Jason Pawlina with a term expiration of 3/1/2023.

Council may enter into executive session pursuant to 1 MRSA Sec. 406(6)(A) to review applications or for further discussion before making appointments.

City Budgetary Impacts: None

Staff Recommended Action: Motion to appoint members as recommended by the Appointment Committee.

Previous Meetings and History: The Appointment Committee met on March 11, 2019 to make their nominations.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink, appearing to read "Peter J. Caudette".

Attachments:

List of applicants

List of vacancies

Applications

Orders

VACANCIES

Board of Assessment Review - (2 vacancies - alternate positions. One with a term expiration of 10/1/2020, and one with a term expiration of 10/1/2022)

Cable TV Advisory Committee - (3 vacancies - two with term expirations of 6/1/2021, one with a term expiration of 6/1/2020)

Citizens Advisory Committee - (9 vacancies - all with 6/30/2019 term expirations)

Conservation Commission - (4 vacancies - with a term expiration of 6/1/2020, and three with terms that will run from 6/1/2019 to 6/1/2022)

Ethics Committee - (4 vacancies - one full member position with a term expiration of 1/1/2021, one full member position with a term expiration of 1/1/2022, and two alternate positions both with term expirations of 1/1/2022)

Parks and Recreation Advisory Board - (2 vacancies - with term expirations of 10/01/2019)

Planning Board - (two associate member positions - both with term expirations of 1/1/2020)

Sewer District Board of Trustees - (2 vacancies, both with term expirations of 3/1/2023)

Water District Board of Trustees - (1 vacancy - with a term expiration of 3/1/2023)

Board Committee Applications
March 11, 2019

Board or Committee	Ward	Last Name	First Name	Address
Citizens Advisory Committee	1	Charneski	Nickolaus	52 E. Bates Street
Conservation Commission	1	*Flood	Johnna	11 Dennison Street
	3	*Tate	Jordan	14 Helen Street
Ethics Committee	2	Doyle	Jared	67 Western Avenue
Planning Board-Associate	2	Boss	Katie	7 Morse Street
	3	Engler	John	8 Cushman Place #5
	2	Thurston	Michael	643 Court Street
Sewer District	2	*Cavanagh	Robert	127 Field Avenue
	3	*Sheehan	Charles	10 Amhurst Circle
Water District	1	Whiting	Richard	24 Beaver Road

* Indicates this applicant is seeking re-appointment

** Indicates this person is an associate/alternate member seeking full member status

Citizens Advisory Committee Volunteer Form

City of Auburn

The City of Auburn is seeking volunteers for its Citizens Advisory Committee (CAC) to assist with the priorities for a new Consolidated Plan. The Consolidated Plan is a five-year strategic plan for spending Community Development funds. The CAC will work with Community Development staff and the City's consultant to determine the most pressing neighborhood needs and setting the priorities of the Consolidated Plan. CAC will remain a standing committee for 5 years.

Citizen participation is a condition of receiving two federal grants, Community Development Block Grant and HOME Investment Partnerships Program. A Citizen Participation Plan, adopted by the Auburn City Council, identifies persons who may become CAC members. CAC members must be Auburn residents and shall represent one of the following:

- At least one person of minority race or ethnic background;
- 3 representatives of community or faith-based organizations, one of which represents the interests of homeless persons; and
- 12-15 persons from target areas including residents, landlords and small business owners, with a minimum of 4 each from the Downtown, Union Street and New Auburn Target Areas.

The City is interested in members who are committed to making the target areas a place that people want to live and visit as well as finding ways to improve the quality of life for people living in the neighborhood.

The Committee will meet regularly to develop priorities and then to track progress in accomplishing the goals of the Consolidated Plan and to evaluate effectiveness of programs.

If you are interested in shaping the direction of the Community Development Program for the next five years, please fill out a volunteer application from the *Boards and Committees* section of the City website at www.auburnmaine.gov. Selections will be made by Mayor Levesque. Completed forms may be returned to Zachary Lenhart, Community Development Department, 60 Court Street, Auburn, ME 04210 or via email at zlenhart@auburnmaine.gov

Zachary Lenhart, Community Development Director
Tel. 333-6601 ext. 1336

Citizens Advisory Committee Volunteer Form

Name: Nickolaus J. Charneski

Home Mailing Address: 52 East Bates Street Auburn Maine 04210

Years an Auburn resident: 1

Daytime Contact #

Home Telephone Cell Phone Work: 207-784-7351 or Cell: 207-376-7129

Email: ncharneski@auburnhousing.org

Please indicate what is applicable to you.

Minority Race: white Ethnic Background: polish

Landlord: n/a

Live in Target Area: Downtown n/a Union Street n/a New Auburn n/a


Own Business in Target Area: Downtown n/a Union Street n/a New Auburn n/a

Represents the Interests of the Homeless no

Represents Community or Faith-based Organization no

Organization Name: Auburn Housing Development Corp./ Auburn Housing Authority

Describe why you would like to serve on this committee (attach separate sheet and please limit to 150 words or less).

Signature:  Date: January 14th 2019

Digitally signed by ncharneski@auburnhousing.org
DN: cn=ncharneski@auburnhousing.org
Date: 2019.01.14 15:32:14 -0500



Dear Mr. Zachary Lenhert,

I would like to serve on the Citizens Advisory Committee as I feel I would be able to provide insight into the use of funds and great impact the funds have within the community. As an employee of Auburn Housing Development Corp, we use HOME funds in order to fund some of our LIHTC projects, and I get to see first-hand how the funds work for our community. Please consider me for the board for the upcoming term.

A handwritten signature in dark ink, appearing to read "Nick Charneski", is positioned to the left of the digital signature block.

-nick Charneski

Digitally signed by
ncharneski@auburnhousing.org
DN: cn=ncharneski@auburnhousing.org
Date: 2019.01.14 15:31:11 -05'00'

Nickolaus Charneski

Development Officer

p: (207) 784-7351

fax: (207) 784-5545

20 Great Falls Plaza, P.O. Box 3037

Auburn Maine 04212-3037



CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 3/4/19
Last name: Flood First name: Johnna Middle initial: /
Residence address: 11 Dennison ST Ward: _____
City: Auburn State: ME Zip code: 04210
Home phone: 207-713-2849 Work phone: 713-2849 Cell phone: _____
Email address: johnna.flood@yahoo.com
Current occupation: Food & Nutrition Manager
Previous occupation (if retired or no longer working): N/A
Educational and/or experience (or attach your resume): ATTACH

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <input checked="" type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Other _____ |

Is this application for a ___ new appointment or X reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I would like to make

a difference in the community I live in

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I would like to improve recycle

program and preserve land for our future generations

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? _____

yes conservation

Dates served (if known)? 2/17 - 7/17 - 7/19

Have you previously served on a City or Community Board or Committee? If so, which one(s)? _____

Dates served (if known)? n/a

How did you learn of this vacancy? n/a

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 3/4/19

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210

207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Johnna Flood

11 Dennison Street
Auburn, ME 04210
Phone 207-713-2849
johnnaflood@yahoo.com

Professional Objective:

A career in Public Administration through education, teaching, and serving. An organize person with healthcare experience in managing, directing, and supervising.

Education:

Master of Public Administration at Ashford University, December 2013
Bachelor of Science at University of Maine at Orono, May 1994

Achievements:

City of Auburn Conservation Commission Member 6/17-6/19
Graduated in 2013 with a Master's Degree with a 4.0 GPA.
Green Belt with Lean Process Improvement 7/18

Work Experience:

Food and Nutrition Manager

01/2015 to Present

MaineGeneral (Hospital) at GrayBirch (Long-term Care (LTC), Rehabilitation, & Residential)
Augusta, ME 04330

Supervisor: Food & Nutrition Director (Shelley Goraj)

- Fiscal Management of \$873,000 budget with 17 FTEs
- 98% Employee Engagement Score by the Advisory Board (2017)
- Green Belt project resulted in food expense decrease by \$9356.62 per year.

Sales Agent

08/2012-12/2014

Great Falls Marketing

Auburn, Me 04210

Supervisor: Floor Agent

- Completed training on over 50 products to implement in the sales process.
- Increased efficiency rate to have highest call volume per day per month.

Clinical Nutritionist Manager

04/2005-04/2011

Clover Healthcare (LTC, Rehabilitation, & Residential)

Auburn, ME 04210

Supervisor: Ellen Dore, FSD

- Review, monitor, and recommend nutritional support for over 300 residents.
- Directed interdisciplinary meetings to promote highest quality care.
- Worked on various projects with FSD to enhance dining services.

Food Service Director

03/2000-05/2008

Durgin Pines, (LTC & Rehabilitation)

Kittery, ME 03904

Supervisor: Administrator (Pat Murray)

- Re-vamped nutrition services to be back on budget, improve quality, and services.
- Provided clinical nutrition and customer centered care.

Dietetic Technician

05/2002-04/2005

Maine Medical Center (Hospital)

Portland, ME 04210

Supervisor: Nutrition Services

- Proficient in Nutrition Education for Renal, Cardiac, and Oncology.
- Meal Rounds to provide insight for diet guidance.
- Collaboration with RD to provide guidelines for Oncology patients.

CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION

Is this application for a ___ new appointment or ☒ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). to continue serving on the conservation Commission

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). to educate, advocate, & advise on a variety of conservation issues within Auburn

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? yes, on the Conservation Commission

Dates served (if known)? June 2015 - present

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

just the Conservation Commission

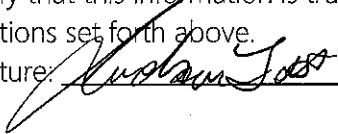
Dates served (if known)? noted above

How did you learn of this vacancy? up for reappointment, notified by city clerk

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature:  Date: 2/27/19

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 2/19/2019

Last name: Doyle First name: Jared Middle initial: J.

Residence address: 67 Western Ave. Ward: _____

City: Auburn State: ME. Zip code: 04210

Home phone: (207)295-4147 Work phone: _____ Cell phone: (207)295-4147

Email address: jdoyle90.jd@gmail.com

Current occupation: Facilities Director

Previous occupation (if retired or no longer working): Library Assistant

Educational and/or experience (or attach your resume): Bachelor of Science and Masters of Divinity

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <input type="checkbox"/> Conservation Commission |
| <input checked="" type="checkbox"/> Ethics Panel | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Other _____ |

Is this application for a ☒ new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). See Attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). See Attached

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? N/A

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

No

Dates served (if known)? N/A

How did you learn of this vacancy? Email from the City of Auburn

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Jared Doyle Date: 2/19/2019

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2.19.19
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Description of why I want to serve on this committee:

I believe that civil government is the backbone of democracy and the better each avenue of civil government operates, the more efficiently government as a whole will operate. This, in turn, creates a better environment for citizens and a more prosperous city overall. I believe that my education, experience working with diverse people groups, and my interest in the function of all levels of government would allow me to serve Auburn.

What do I hope to accomplish?

I would like become more involved in our new community and help facilitate the ethical structure of civil decisions as it relates to an ever-diversifying population.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 3/4/19

Last name: Boss First name: Katie Middle initial: E

Residence address: 7 Morse Street Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: 413-313-4391 Work phone: 207-330-7895 Cell phone: 413-313-4391

Email address: bosska @ cmhc.org

Current occupation: Health Promotion Manager (at Healthy Andreswoggin)

Previous occupation (if retired or no longer working): N/A

Educational and/or experience (or attach your resume): Master of Public Health (MPH)

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

☐ 9-1-1 Committee
☐ Auburn Housing Authority
☐ Board of Assessment Review
☐ CDBG Loan Committee
☐ Complete Streets Committee
☐ Ethics Panel
☐ L/A Transit Committee
☒ Planning Board
☐ St. Louis Bells Committee
☐ Zoning Board of Appeals

☐ Airport Board
☐ Audit & Procurement Committee
☐ Cable TV Advisory Board
☐ Community Forest Board
☐ Conservation Commission
☐ Finance Committee
☐ Parks & Recreation Advisory Board
☐ Sewer District
☐ Water District
☐ Other _____

Is this application for a X new appointment or ____ reappointment or ____ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I participated in The Auburn Strategic Planning process (growth sub-committee) and from that am inspired to continue my civic engagement.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I hope to continue to learn about Auburn and to promote community and economic development that supports a healthy and thriving Auburn.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? Complete Streets Committee

Dates served (if known)? 1/1/2019

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

None (other than current role on complete streets and engagement in Auburn Strategic planning in 2018/19.)
Dates served (if known)? _____

How did you learn of this vacancy? Online - Auburn City website

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Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 3/4/19

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>3/4/19</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____



**CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION**

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Date: 1/2/19
Last name: Engler First name: John Middle initial: M
Residence address: 8 Cushman Place #5 Ward: 3
City: Auburn State: Maine Zip code: 04210
Home phone: — Work phone: — Cell phone: (857) 272-5069
Email address: jengler7@gmail.com
Current occupation: Medical Cannabis Caregiver/Producer
Previous occupation (if retired or no longer working): Business Strategy Consultant
Educational and/or experience (or attach your resume): Attached - Mount Ararat HS Class of 2000

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input checked="" type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Other _____ |

Is this application for a ☒ new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Attached

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? —

Have you previously served on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? —

How did you learn of this vacancy? Eric Cousens, Planning

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 1/2/19

Please submit your application to;

Susan Clements-Dallaire, City Clerk

60 Court Street, Auburn, ME 04210

207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: JAN 03 2019
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

JOHN M. ENGLER

8 Cushman Place #5 Auburn ME 04210 • jengler7@gmail.com • (857) 272-5069

SUMMARY

Maine born-and-raised entrepreneur with background in business strategy consulting and international/community development, recently moved to Auburn and interested in becoming more active in the community

EXPERIENCE

Riverview Equipment LLC

Owner

Auburn, Maine

2017 - present

- Providing state-of-the-art indoor horticultural production capacity to compliant medical cannabis growers

High Sail Cannabis

Owner/Caregiver

Auburn, Maine

2016 - present

- Growing premium cannabis medicines organically for local medical marijuana patients

The Boston Consulting Group

Project Leader (promoted from Consultant)

Boston, Massachusetts

2011 - 2015

- Served Fortune 500 and smaller clients across industries including Financial Services, Energy, Consumer Packaged Goods, Industrial Goods, Retail, Pharmaceuticals
- Assisted clients in a variety of projects including strategic analysis & planning, cost reduction & efficiency improvements, organizational design & transformation, customer insight, and due diligence
- See below for full project summary

United States Peace Corps

Environmental Education Volunteer

Sololá, Guatemala

2007-2009

- Initiated and managed reforestation project in four rural indigenous communities that was replicated by an international NGO and expanded to 44 villages and 100K trees
- Developed and directed school infrastructure and education project that improved health, hygiene and nutrition for children in three rural primary schools
- Designed, financed, and executed cook stove project in four rural communities, reducing firewood consumption by 50% and respiratory illness by an estimated 45%
- Participated in redesign of national HIV prevention program to shift focus from low-risk to high-risk groups and trained hundreds of health care and educational professionals

EDUCATION

Duke University, The Fuqua School of Business

Master of Business Administration

Durham, North Carolina

2011

McGill University, The McGill School of Environment

Bachelor of Arts, Environment and Sustainable Development

Montreal, Canada

2004

ADDITIONAL

- Born and raised in Bowdoinham, lived there for two years before moving to Auburn in 2018
- Fluent in Spanish
- PADI-certified Dive Master and outdoors enthusiast
- Completed 10,000mi solo bicycle tour Portland, OR > Lima, Peru in 2016

Desire to serve on Auburn Planning Board

After ~15 years outside of Maine for work and education, I moved back in 2016 to enjoy Maine's quality of life while starting a new career as a entrepreneur and small business person. I started a business in Auburn that year, and in 2018 my wife and I decided we loved the community and we moved here from Bowdoinham. We have been in Auburn for six months and want to get more involved with the community.

I specifically learned about the opportunity to serve on the Planning Board from Eric Cousens, who I have gotten to know through the Marijuana Task Force (I attended three meetings of the Task Force this year as a concerned citizen). I hope to serve on the Planning Board to help the City develop/adopt a Marijuana Ordinance that is sensible and protects public safety while promoting economic development & job creation.

What I hope to accomplish if named to Auburn Planning Board

- Learn more about local community development issues and challenges, and understand where the City stands now relative to its Comprehensive Plan
- Support the implementation of the Comprehensive Plan
- Work to help Auburn develop its local economy while enriching quality of life for all community members
- Provide perspective and input from the cannabis business and medical cannabis communities as the City finalizes its Marijuana Ordinance, to help the City develop and regulate this emerging industry sensibly
- Help City think through alternative approaches to supporting agricultural development (i.e. adjustments to Agricultural Zone)
- Get to know my new community better while serving and giving back

Boston Consulting Group Project Summary

- **Strategic analysis and road-mapping:**
 - Designed growth strategy for financial services technology provider resulting in >50% volume lift for declining legacy business while creating new product strategy for future growth
 - Identified / prioritized >\$500M in cost savings for office supply retailer to fund implementation of a new corporate strategy
 - Led supply chain diagnostic and prioritization of operational efficiency initiatives, and supported the creation of a PMO for Brazilian subsidiary of a global Food & Beverage company resulting in >\$150M (15%) in sales above plan the following year
- **Customer insight-driven strategy:**
 - Created a strategic roadmap to transform the brand and business of an apparel and accessories retailer leveraging qualitative and quantitative consumer insight and big data analytics resulting in >\$100M projected sales growth
 - Defined ideal customer experience for consumer and small and medium enterprise segments and created pilots and metrics to measure success for a major North American Postal Service
 - Developed roadmap for the redesign of a financial services provider's website using qualitative and quantitative consumer research and competitor benchmarking
 - Implemented customer retention initiatives at a market-leading liquid fuel supplier, including the creation of an IT tool for customer service reps and customer segmentation based on lifetime value
- **Organizational design and transformation:**
 - Led enterprise-wide effort to identify and prioritize efficiency and simplification opportunities for global pharmaceutical firm to support a larger business model transformation
 - Designed target operating model for support functions of new business unit being launched by a tax and advisory firm
 - Reorganized operations division of global eye health company achieving organizational efficiencies and >\$10M in cost savings
- **Due diligence:**
 - Evaluated the prospects of a North American footwear brand in three key international markets using quantitative consumer research and strategic analysis; successfully counseled bidder to proceed forward with acquisition
 - Supported a financial services firm through months of exclusive negotiations over purchase of business units incorporating nearly \$500B assets under management; successfully counseled seller to walk away from unattractive deal terms
 - Developed investment thesis and valuation for a bidder pursuing the purchase of a direct online bank



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 2/26/19
Last name: THURSTON First name: Michael Middle initial: E
Residence address: 643 COURT ST Ward: 2
City: AUBURN State: ME Zip code: 04210
Home phone: 283-7197 Work phone: _____ Cell phone: 740-7697
Email address: MTHURSTON@YIPHA.COM
Current occupation: RETIRED POSTMASTER AUGUSTA
Previous occupation (if retired or no longer working): GOVERNMENT USPS
Educational and/or experience (or attach your resume): SEE ATTACHMENT

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input checked="" type="checkbox"/> Planning Board <u>ALTERNATE</u> | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

Is this application for a ☒ new appointment or ☐ reappointment or ☐ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). SEE ATTACHMENT

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). SEE ATTACHMENT

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? Parks and Recreation Advisory Board

Dates served (if known)? PRESENT

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

Dates served (if known)?

How did you learn of this vacancy? Brian Carrier

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 2/26/19

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2/26/19
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Attachment

-1973: Graduated from Bangor High School

-11/1980: Entered U.S. Army, last assignment Joint Readiness Training Center in Fort Smith, AK. I was an evaluator for the Airborne Rangers. Honorable discharge June 1991

-1993: employed by U.S. Postal Service, retired in 9/2017 as Postmaster of Augusta, ME. As Postmaster I managed over 62 employees and a budget of \$11.5 million.

I served my government for 35 years and now I would like the opportunity make a difference by serving my community.

I would like to assist with business growth and development as well as assist landowners who wish to expand their property and/or permits which may differ from current zoning and planning board regulations.

Thank you for your time and consideration.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: Feb. 20, 2019

Last name: Cavanagh First name: Robert Middle initial: G.

Residence address: 127 Field Ave. Ward: 2

City: Auburn State: ME Zip code: 04210-4522

Home phone: (207) 783-1032 Work phone: None Cell phone: None

Email address: railtrailbiker@gmail.com

Current occupation: retired

Previous occupation (if retired or no longer working): Teacher; Maine Dept. of Human Services

Educational and/or experience (or attach your resume): 1967 ELHS graduate
University of Maine at Farmington: 1967-1971: BS Degree

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- ☐ 9-1-1 Committee
- ☐ Auburn Housing Authority
- ☐ Board of Assessment Review
- ☐ CDBG Loan Committee
- ☐ Complete Streets Committee
- ☐ Ethics Panel
- ☐ L/A Transit Committee
- ☐ Planning Board
- ☐ St. Louis Bells Committee
- ☐ Zoning Board of Appeals

- ☐ Airport Board
- ☐ Audit & Procurement Committee
- ☐ Cable TV Advisory Board
- ☐ Community Forest Board
- ☐ Conservation Commission
- ☐ Finance Committee
- ☐ Parks & Recreation Advisory Board
- ☒ Sewer District
- ☐ Water District

Is this application for a ___ new appointment or X reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). As a life-long resident of the City of Auburn and sewer customer, I have always been interested in the operations of the Auburn Sewer District and Auburn Water

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I plan to continue being fully-involved in decision-making regarding all operations, functions, major purchases, and policies of the Sewer District. I am a fiscal watchdog in

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?

Auburn Water District, Auburn Sewer District
March 1, 2006 to March 31, 2019 = Sewer District
Dates served (if known)? April 27, 2009 to Mar. 31, 2021 = Water District

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

Registrations Appeals Board

Dates served (if known)? March 25, 2015 to March 31, 2018

How did you learn of this vacancy? The renewal date is on my ASD ID card.

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Robert Cavanagh Date: Feb. 20, 2019

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210

207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: FEB 20 2019
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

'Why I want to serve on this committee?' (continued)

District. I wish to continue as a Sewer District Trustee, making decisions regarding operations and functions and funding for replacement or relining of aging underground sewer pipe infrastructure, along with the other Trustees. I have a keen interest in the monthly District expenditures.

'What do I hope to accomplish?' (continued)

perusing monthly expenditures. I will continue to work to approve annual budgets with modest rate increases every few years, while looking-out for the best interests of Sewer District customers, treating all District employees fairly, approving infrastructure upgrades, and continuously keeping sewer rates as low as possible.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 12/19/18

Last name: Sheehan First name: Charles Middle initial: E.

Residence address: 10 Amherst Circle Ward: 3

City: Auburn State: Me Zip code: 04210

Home phone: _____ Work phone: _____ Cell phone: 330-0661

Email address: Charles.H.Sheehan@aer.com

Current occupation: Retired

Previous occupation (if retired or no longer working): Operations Manager C. N. Brown Co.

Educational and/or experience (or attach your resume): B.S. in Physical Education

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input checked="" type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Other _____ |

Is this application for a ___ new appointment or ✓ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Enjoy being on The Sewer Board

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Maintain Structure of Auburn Sewer System

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? Yes
Sewer District

Dates served (if known)? 3/1/16 — 3/1/19

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

Dates served (if known)? _____

How did you learn of this vacancy? _____

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 12/19/18

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 12-20-18
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: February 1, 2019

Last name: Whiting First name: Richard Middle initial: S.

Residence address: 24 Beaver Rd. Ward: 1

City: Auburn State: Maine Zip code: 04210-8725

Home phone: 782.1836 Work phone: 784.7351 Cell phone: _____

Email address: rwhiting@auburnhousing.org

Current occupation: Executive Director, Auburn Housing Authority

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): Edward Little H.S.
Harvard College

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input checked="" type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Other _____ |

Is this application for a x new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I served on this board previously & also served as co-chair of the last Comp. Plan Committee. I am well-qualified to serve and it will not take me a lot of time to get up-to-speed on the issues.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I wish to see AWD continue to provide quality water safely to the public in a cost-effective manner. We also need to work closely with D.O.T. to change ditching along Rte4 if this hasn't happened already.

Runoff should go to the outlet side, not the lake.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? Yes
Citizens Advisory Board for CDBG/HOME

Dates served (if known)? Several years. Planning to transition off soon.

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

Yes
3 Comp Plans, Planning Board, AWD, APL(President/Chair of Building Comm.)

Dates served (if known)? '80s-'90s-2000-on

How did you learn of this vacancy? City website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: February 1, 2019

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2-1-19
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 35-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Citizens Advisory Committee	6-30-2019	Nickolaus Charneski, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 36-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Conservation Commission	06/01/2022	Johnna Flood, re-appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 37-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Conservation Commission	06/01/2022	Jordan Tate, re-appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 38-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Ethics Committee Full member	01/01/2022	Jared Doyle, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 39-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Planning Board Associate member	1-1-2020	Katie Boss, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 40-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Planning Board Associate member	1-1-2020	John Engler, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 41-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Auburn Sewer District Board of Trustees	03/01/2023	Robert Cavanagh, re-appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 42-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Auburn Sewer District Board of Trustees	03/01/2023	Charles Sheehan, re-appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 43-03182019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 3/11/2019;

Board or Committee	Term Exp. Date	Name
Auburn Water District Board of Trustees	03/01/2023	Jason Pawlina, new appointment



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street

Auburn, Maine 04210

207.333.6601

TO: Peter Crichton, City Manager

FROM: Jill Eastman, Finance Director

REF: February 2019 Financial Report

DATE: March 11, 2019

The following is a discussion regarding the significant variances found in the City's February 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 eighth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 66.7% 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 February 28th, including the school department were \$57,079,131 or 65.82%, of the budget. The municipal revenues including property taxes were \$42,267,527, or 69.27% of the budget which is more than the same period last year by 6.39%. The accounts listed below are noteworthy.

- A. The current year tax revenue is at 70.99%, the second payment is due March 15th .
- B. Excise tax for the month of February is at 69.16%. This is a \$102,549 increase from FY 18.
- C. State Revenue Sharing at the end of February is 68.33% or \$1,154,505.



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street

Auburn, Maine 04210

207.333.6601

Expenditures

City expenditures through February 2019 were \$27,595,685 or 64.14%, of the budget. This is a 1.01% decrease for the same period last year. Noteworthy variances are:

- A. Fiscal Services is lower than last year due to the timing of the transfer to Workers Compensation.
- B. Public Safety and Public Services are higher than at this time last year.

Investments

This section contains an investment schedule as of February 28th. Currently the City's funds are earning an average interest rate of 1.91%.

Respectfully submitted,

A handwritten signature in black ink that reads "Jill M Eastman".

Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND
AS of February 2019, January 2019, and June 2018

	UNAUDITED January 31 2019	UNAUDITED January 31 2019	Increase (Decrease)	AUDITED JUNE 30 2018
ASSETS				
CASH	\$ 16,592,287	\$ 12,079,153	\$ 4,513,134	\$ 11,450,641
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	1,362,243	1,412,908	(50,666)	1,941,626
TAXES RECEIVABLE-CURRENT	14,515,197	20,644,568	(6,129,370)	1,822,799
DELINQUENT TAXES	755,500	755,500	-	664,795
TAX LIENS	762,047	804,733	(42,686)	724,636
NET DUE TO/FROM OTHER FUNDS	2,854,416	2,631,053	223,363	3,182,810
TOTAL ASSETS	\$ 36,841,691	\$ 38,327,916	\$ (1,486,225)	\$ 19,787,307
LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ 76,985	\$ (263,871)	\$ 340,856	\$ (1,073,230)
PAYROLL LIABILITIES	(995,196)	(689,558)	(305,638)	(709,471)
ACCRUED PAYROLL	(3,272)	(3,272)	-	(2,771,642)
STATE FEES PAYABLE	(2,993)	(19,491)	16,499	
ESCROWED AMOUNTS	-	-	-	(1,600)
DEFERRED REVENUE	(15,109,898)	(21,237,996)	6,128,099	(2,054,690)
TOTAL LIABILITIES	\$ (16,034,373)	\$ (22,214,189)	\$ 6,179,816	\$ (6,610,633)
FUND BALANCE - UNASSIGNED/ASSIGNED	\$ (17,274,919)	\$ (12,581,329)	\$ (4,693,591)	\$ (9,644,275)
FUND BALANCE - RESTRICTED	(1,931,802)	(1,931,802)		(1,931,802)
FUND BALANCE - NON SPENDABLE	(1,600,597)	(1,600,597)	-	(1,600,597)
TOTAL FUND BALANCE	\$ (20,807,318)	\$ (16,113,728)	\$ (4,693,591)	\$ (13,176,674)
TOTAL LIABILITIES AND FUND BALANCE	\$ (36,841,691)	\$ (38,327,916)	\$ 1,486,225	\$ (19,787,307)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH February 28, 2019 VS February 28, 2018

DEPARTMENT	FY 2019 BUDGET	Unaudited EXP THRU FEB 2019	% OF BUDGET	FY 2018 BUDGET	Unaudited EXP THRU FEB 2018	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 48,772,945	\$ 34,622,091	70.99%	\$ 48,061,530	\$ 30,391,467	63.23%	\$ 4,230,624
PRIOR YEAR TAX REVENUE	\$ -	\$ 643,729		\$ -	\$ 753,427		\$ (109,698)
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 1,190,000	\$ 997,694	83.84%	\$ 1,015,000	\$ 821,845	80.97%	\$ 175,849
EXCISE	\$ 3,835,000	\$ 2,652,213	69.16%	\$ 3,810,000	\$ 2,549,664	66.92%	\$ 102,549
PENALTIES & INTEREST	\$ 150,000	\$ 85,765	57.18%	\$ 150,000	\$ 76,489	50.99%	\$ 9,275
TOTAL TAXES	\$ 53,947,945	\$ 39,001,491	72.29%	\$ 53,036,530	\$ 34,592,892	65.22%	\$ 4,408,599
LICENSES AND PERMITS							
BUSINESS	\$ 62,000	\$ 45,931	74.08%	\$ 62,000	\$ 40,400	65.16%	\$ 5,531
NON-BUSINESS	\$ 355,000	\$ 270,088	76.08%	\$ 345,000	\$ 237,931	68.97%	\$ 32,157
TOTAL LICENSES	\$ 417,000	\$ 316,019	75.78%	\$ 407,000	\$ 278,331	68.39%	\$ 37,688
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 400,000	\$ 403,684	100.92%	\$ 400,000	\$ 406,860	101.72%	\$ (3,176)
STATE REVENUE SHARING	\$ 1,689,669	\$ 1,154,505	68.33%	\$ 1,509,117	\$ 1,032,591	68.42%	\$ 121,913
WELFARE REIMBURSEMENT	\$ 103,747	\$ 30,810	29.70%	\$ 95,000	\$ 115,008	121.06%	\$ (84,198)
OTHER STATE AID	\$ 32,000	\$ 14,819	46.31%	\$ 32,000	\$ 14,943	46.70%	\$ (124)
CITY OF LEWISTON	\$ 228,384	\$ -	0.00%	\$ 228,384	\$ -	0.00%	\$ -
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 2,453,800	\$ 1,603,818	65.36%	\$ 2,264,501	\$ 1,569,402	69.30%	\$ 34,416
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 144,440	\$ 116,022	80.33%	\$ 144,440	\$ 81,393	56.35%	\$ 34,629
PUBLIC SAFETY	\$ 236,277	\$ 126,492	53.54%	\$ 236,277	\$ 97,215	41.14%	\$ 29,277
EMS TRANSPORT	\$ 1,250,000	\$ 684,752	54.78%	\$ 1,250,000	\$ 622,786	49.82%	\$ 61,967
TOTAL CHARGE FOR SERVICES	\$ 1,630,717	\$ 927,266	56.86%	\$ 1,630,717	\$ 801,393	49.14%	\$ 125,873
FINES							
PARKING TICKETS & MISC FINES	\$ 70,000	\$ 48,899	69.86%	\$ 70,000	\$ 31,019	44.31%	\$ 17,880
MISCELLANEOUS							
INVESTMENT INCOME	\$ 32,000	\$ 69,419	216.94%	\$ 32,000	\$ 25,665	80.20%	\$ 43,754
RENTS	\$ 35,000	\$ 18,768	53.62%	\$ 35,000	\$ 27,272	77.92%	\$ (8,505)
UNCLASSIFIED	\$ 10,000	\$ 46,314	463.14%	\$ 10,000	\$ 25,459	254.59%	\$ 20,855
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 32,528		\$ -	\$ 34,116		\$ (1,588)
SALE OF PROPERTY	\$ 20,000	\$ 31,120	155.60%	\$ 20,000	\$ 12,611	63.06%	\$ 18,509
RECREATION PROGRAMS/ARENA							\$ -
MMWAC HOST FEES	\$ 221,000	\$ 150,493	68.10%	\$ 215,000	\$ 145,590	67.72%	\$ 4,903
TRANSFER IN: TIF	\$ 1,317,818	\$ -	0.00%	\$ 1,287,818	\$ -	0.00%	\$ -
TRANSFER IN: Other Funds	\$ 97,718	\$ -	0.00%	\$ 54,718	\$ -	0.00%	\$ -
ENERGY EFFICIENCY							\$ -
CDBG	\$ 214,430	\$ 10,250	4.78%	\$ 214,430	\$ 9,668	4.51%	\$ 582
UTILITY REIMBURSEMENT	\$ 27,500	\$ 11,142	40.52%	\$ 27,500	\$ -	0.00%	\$ 11,142
CITY FUND BALANCE CONTRIBUTION	\$ 527,500	\$ -	0.00%	\$ 412,500	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 2,502,966	\$ 370,034	14.78%	\$ 2,308,966	\$ 280,381	12.14%	\$ 89,653
TOTAL GENERAL FUND REVENUES	\$ 61,022,428	\$ 42,267,527	69.27%	\$ 59,717,714	\$ 37,553,419	62.88%	\$ 4,714,108
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 24,302,914	\$ 14,473,553	59.55%	\$ 22,039,568	\$ 12,557,145	56.98%	\$ 1,916,408
EDUCATION	\$ 674,191	\$ 338,051	50.14%	\$ 811,744	\$ 985,032	121.35%	\$ (646,981)
SCHOOL FUND BALANCE CONTRIBUTION	\$ 719,417	\$ -	0.00%	\$ 906,882	\$ -	0.00%	\$ -
TOTAL SCHOOL	\$ 25,696,522	\$ 14,811,605	57.64%	\$ 23,758,194	\$ 13,542,177	57.00%	\$ 1,269,428
GRAND TOTAL REVENUES	\$ 86,718,950	\$ 57,079,131	65.82%	\$ 83,475,908	\$ 51,095,596	61.21%	\$ 5,983,535

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH February 28, 2019 VS February 28, 2018

DEPARTMENT	FY 2019 BUDGET	Unaudited EXP THRU FEB 2019	% OF BUDGET	FY 2018 BUDGET	Unaudited EXP THRU FEB 2018	% OF BUDGET	VARIANCE
ADMINISTRATION							
MAYOR AND COUNCIL	\$ 111,610	\$ 83,632	74.93%	\$ 80,300	\$ 63,248	78.76%	\$ 20,384
CITY MANAGER	\$ 474,086	\$ 317,526	66.98%	\$ 581,170	\$ 325,755	56.05%	\$ (8,229)
CITY CLERK	\$ 185,898	\$ 113,401	61.00%	\$ 181,332	\$ 118,627	65.42%	\$ (5,226)
FINANCIAL SERVICES	\$ 694,109	\$ 465,411	67.05%	\$ 675,239	\$ 412,668	61.11%	\$ 52,743
HUMAN RESOURCES	\$ 149,953	\$ 94,346	62.92%	\$ 156,887	\$ 95,075	60.60%	\$ (729)
INFORMATION TECHNOLOGY	\$ 588,403	\$ 381,198	64.79%	\$ 531,551	\$ 374,998	70.55%	\$ 6,200
TOTAL ADMINISTRATION	\$ 2,204,059	\$ 1,455,514	66.04%	\$ 2,206,479	\$ 1,390,371	63.01%	\$ 65,143
COMMUNITY SERVICES							
ECONOMIC & COMMUNITY DEVELOPMENT	\$ 1,471,918	\$ 693,586	47.12%	\$ 1,717,028	\$ 718,710	41.86%	\$ (25,124)
HEALTH & SOCIAL SERVICES	\$ 223,500	\$ 101,840	45.57%	\$ 220,870	\$ 156,264	70.75%	\$ (54,424)
RECREATION & SPECIAL EVENTS	\$ 384,630	\$ 265,515	69.03%	\$ 388,581	\$ 228,111	58.70%	\$ 37,404
PUBLIC LIBRARY	\$ 998,189	\$ 665,459	66.67%	\$ 998,189	\$ 582,277	58.33%	\$ 83,182
TOTAL COMMUNITY SERVICES	\$ 3,078,237	\$ 1,726,400	56.08%	\$ 3,324,668	\$ 1,685,362	50.69%	\$ 41,038
FISCAL SERVICES							
DEBT SERVICE	\$ 6,702,508	\$ 6,156,417	91.85%	\$ 6,366,533	\$ 5,999,190	94.23%	\$ 157,227
FACILITIES	\$ 650,641	\$ 446,449	68.62%	\$ 640,201	\$ 428,951	67.00%	\$ 17,498
WORKERS COMPENSATION	\$ 581,360	\$ -	0.00%	\$ 555,164	\$ 555,164	100.00%	\$ (555,164)
WAGES & BENEFITS	\$ 6,471,614	\$ 3,934,011	60.79%	\$ 5,960,970	\$ 3,895,800	65.36%	\$ 38,211
EMERGENCY RESERVE (10108062-670000)	\$ 431,003	\$ -	0.00%	\$ 415,454	\$ -	0.00%	\$ -
TOTAL FISCAL SERVICES	\$ 14,837,126	\$ 10,536,877	71.02%	\$ 13,938,322	\$ 10,879,105	78.05%	\$ (342,228)
PUBLIC SAFETY							
FIRE DEPARTMENT	\$ 4,422,256	\$ 2,843,826	64.31%	\$ 4,227,575	\$ 2,880,527	68.14%	\$ (36,701)
FIRE EMS	\$ 683,181	\$ 417,488	61.11%	\$ 708,828	\$ 317,104	44.74%	\$ 100,384
POLICE DEPARTMENT	\$ 4,166,631	\$ 2,656,673	63.76%	\$ 4,043,998	\$ 2,595,286	64.18%	\$ 61,387
TOTAL PUBLIC SAFETY	\$ 9,272,068	\$ 5,917,987	63.83%	\$ 8,980,401	\$ 5,792,917	64.51%	\$ 125,070
PUBLIC WORKS							
PUBLIC WORKS DEPARTMENT	\$ 4,778,668	\$ 3,236,095	67.72%	\$ 4,611,116	\$ 3,043,141	66.00%	\$ 192,954
SOLID WASTE DISPOSAL*	\$ 988,013	\$ 608,518	61.59%	\$ 964,118	\$ 592,325	61.44%	\$ 16,193
WATER AND SEWER	\$ 645,216	\$ 474,537	73.55%	\$ 632,716	\$ 328,858	51.98%	\$ 145,679
TOTAL PUBLIC WORKS	\$ 6,411,897	\$ 4,319,150	67.36%	\$ 6,207,950	\$ 3,964,324	63.86%	\$ 354,826
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	\$ 172,000	\$ 171,388	99.64%	\$ 167,800	\$ 165,546	98.66%	\$ 5,842
E911 COMMUNICATION CENTER	\$ 1,123,081	\$ 842,674	75.03%	\$ 1,088,857	\$ 801,842	73.64%	\$ 40,832
LATC-PUBLIC TRANSIT	\$ 199,130	\$ 199,130	100.00%	\$ 189,949	\$ 189,949	100.00%	\$ 9,181
TAX SHARING	\$ 270,000	\$ 18,800	6.96%	\$ 270,000	\$ 16,809	6.23%	\$ 1,991
TOTAL INTERGOVERNMENTAL	\$ 1,764,211	\$ 1,231,992	69.83%	\$ 1,716,606	\$ 1,174,146	68.40%	\$ 57,846
COUNTY TAX	\$ 2,407,766	\$ 2,407,765	100.00%	\$ 2,296,224	\$ 2,296,224	100.00%	\$ 111,541
TIF (10108058-580000)	\$ 3,049,803	\$ -	0.00%	\$ 3,049,803	\$ -	0.00%	\$ -
OVERLAY	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -
TOTAL CITY DEPARTMENTS	\$ 43,025,167	\$ 27,595,685	64.14%	\$ 41,720,453	\$ 27,182,449	65.15%	\$ 413,236
EDUCATION DEPARTMENT	\$ 43,693,783	\$ 20,633,674	47.22%	\$ 41,755,455	\$ 20,339,800	48.71%	\$ 293,874
TOTAL GENERAL FUND EXPENDITURES	\$ 86,718,950	\$ 48,229,359	55.62%	\$ 83,475,908	\$ 47,522,249	56.93%	\$ 707,110

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF February 28, 2019**

INVESTMENT		FUND	BALANCE February 28, 2019	BALANCE January 31, 2019	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	\$ 4,232,644.12	\$ 4,227,776.68	1.50%
ANDROSCOGGIN BANK	502	SR-TIF	\$ 1,024,058.83	\$ 1,022,881.21	1.50%
ANDROSCOGGIN BANK	836	GENERAL FUND	\$ 4,311,325.11	\$ 4,306,368.03	1.50%
ANDROSCOGGIN BANK	801	WORKERS COMP	\$ 51,158.30	\$ 51,099.48	1.50%
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	\$ 32,438.92	\$ 32,401.63	1.50%
ANDROSCOGGIN BANK	414	INGERSOLL TURF FACILITY	\$ 85,725.31	\$ 85,626.74	1.50%
NORTHERN CAPITAL	02155	CAPITAL PROJECTS	\$ 750,000.00	\$ 750,000.00	2.30%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	2.45%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	2.00%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	2.15%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	2.30%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	2.60%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 1,000,000.00	\$ 500,000.00	2.55%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ -	\$ 500,000.00	1.40%
GRAND TOTAL			\$ 13,237,350.59	\$ 13,226,153.77	1.91%

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2018 - June 30, 2019
Report as of February 28, 2019

	Beginning Balance 02/01/19	February 2019				Write-Offs	Ending Balance 2/28/2019
		New Charges	Payments	Refunds	Adjustments		
Bluecross	\$ 8,832.07	\$ 6,765.40	\$ (3,702.74)		\$ 3,216.17		\$ 15,110.90
Intercept	\$ 200.00	\$ -	\$ (100.00)		\$ (100.00)		\$ -
Medicare	\$ 52,421.08	\$ 129,081.40	\$ (40,654.99)		\$ (64,419.03)	\$ (20,680.59)	\$ 55,747.87
Medicaid	\$ 31,394.50	\$ 29,991.20	\$ (15,460.49)		\$ (18,310.33)		\$ 27,614.88
Other/Commercial	\$ 64,944.09	\$ 39,600.00	\$ (17,814.64)		\$ (2,377.69)		\$ 84,351.76
Patient	\$ 128,539.22	\$ 11,075.60	\$ (6,539.56)		\$ (10,758.27)		\$ 122,316.99
Worker's Comp	\$ 59.70	\$ -	\$ (696.20)		\$ 2,223.43		\$ 1,586.93
TOTAL	\$ 286,390.66	\$ 216,513.60	\$ (84,968.62)	\$ -	\$ (90,525.72)	\$ (20,680.59)	\$ 306,729.33

EMS BILLING
BREAKDOWN -TOTAL CHARGES
July 1, 2018 - June 30, 2019
Report as of February 28, 2019

	July 2018	August 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Adjustment	Totals	% of Total
No Insurance Information	\$ 10,977.40	\$ 2,518.00	\$ 1,550.40	\$ 3,166.60	\$ 4,538.40	\$ 1,371.40	\$ 934.00	\$ 6,586.40	\$ (25,056.20)	\$ 6,586.40	0.42%
Bluecross	\$ 6,344.40	\$ 8,486.40	\$ 4,124.40	\$ 7,998.20	\$ 2,676.20	\$ 12,286.20	\$ 6,583.60	\$ 6,765.40	\$ 1,163.00	\$ 56,427.80	3.60%
Intercept	\$ 200.00	\$ 100.00		\$ 300.00	\$ 100.00		\$ 100.00	\$ -		\$ 800.00	0.05%
Medicare	\$ 103,152.60	\$ 132,913.20	\$ 118,842.80	\$ 122,609.60	\$ 97,778.80	\$ 94,531.40	\$ 118,093.60	\$ 129,081.40	\$ 27,292.00	\$ 944,295.40	60.27%
Medicaid	\$ 30,752.80	\$ 47,771.60	\$ 30,102.60	\$ 31,127.20	\$ 27,115.80	\$ 25,258.20	\$ 31,541.00	\$ 29,991.20	\$ 424.00	\$ 254,084.40	16.22%
Other/Commercial	\$ 24,030.40	\$ 19,494.00	\$ 13,526.00	\$ 21,522.60	\$ 25,029.40	\$ 19,307.80	\$ 25,738.40	\$ 33,013.60	\$ (344.20)	\$ 181,318.00	11.57%
Patient	\$ 19,183.20	\$ 17,841.80	\$ 12,560.00	\$ 15,276.60	\$ 17,126.80	\$ 8,533.60	\$ 15,658.20	\$ 11,075.60	\$ (7,398.80)	\$ 109,857.00	7.01%
Worker's Comp	\$ 2,425.60	\$ 901.80	\$ 1,591.00	\$ 908.80		\$ 1,880.60	\$ 1,784.00		\$ 3,920.20	\$ 13,412.00	0.86%
TOTAL	\$ 197,066.40	\$ 230,026.80	\$ 182,297.20	\$ 202,909.60	\$ 174,365.40	\$ 163,169.20	\$ 200,432.80	\$ 216,513.60	\$ -	\$ 1,566,781.00	100.00%

EMS BILLING
BREAKDOWN -TOTAL COUNT
July 1, 2018 - June 30, 2019
Report as of February 28, 2019

	July 2018	August 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Adjustment	Totals	% of Total
No Insurance Information	14	3	2	4	5	2	1	8		39	1.98%
Bluecross	8	10	5	10	3	15	8	8		67	3.40%
Intercept	2	1	0	3	1	0	1	0		8	0.41%
Medicare	129	164	148	153	119	116	145	161		1135	57.56%
Medicaid	39	60	38	42	33	32	40	40		324	16.43%
Other/Commercial	35	27	17	28	34	25	32	42		240	12.17%
Patient	23	23	16	19	23	11	20	13		148	7.51%
Worker's Comp	3	1	2	1	0	2	2	0		11	0.56%
TOTAL	253	289	228	260	218	203	249	272	0	1972	100.00%

**EMS BILLING
AGING REPORT
July 1, 2018 to June 30, 2019
Report as of February 28, 2019**

	Current		31-60		61-90		91-120		121+ days		Totals							
Bluecross	\$	15,816.87	105%	\$	89.84	1%	\$	173.54	1%	\$	73.92	0%	\$	(1,043.27)	-7%	\$	15,110.90	4.93%
Intercept	\$	-		\$	-		\$	-		\$	-		\$	-		\$	-	0.00%
Medicare	\$	55,720.00	100%	\$	-	0%	\$	678.00	1%	\$	(264.62)	0%	\$	(385.51)	-1%	\$	55,747.87	18.17%
Medicaid	\$	26,397.08	96%	\$	762.08	3%	\$	1,746.95	6%	\$	(975.72)	-4%	\$	(315.51)	-1%	\$	27,614.88	9.00%
Other/Commercial	\$	66,443.96	79%	\$	9,315.40	11%	\$	1,733.44	2%	\$	2,421.40	3%	\$	4,437.56	5%	\$	84,351.76	27.50%
Patient	\$	33,841.16	28%	\$	20,485.94	17%	\$	21,865.23	18%	\$	19,904.07	16%	\$	26,220.59	21%	\$	122,316.99	39.88%
Worker's Comp	\$	1,586.93		\$	-		\$	-		\$	-		\$	-		\$	1,586.93	0.52%
TOTAL	\$	199,806.00		\$	30,653.26		\$	26,197.16		\$	21,159.05		\$	28,913.86		\$	306,729.33	
		65%			10%			9%			7%			9%			100%	100.00%

CITY OF AUBURN
SPECIAL REVENUE FUNDS
As of February 28, 2019

	1902	1905	1910	1913	1914	1915	1917	1922	1926	1927	1928	1929	1930	1931		
	Riverwatch	Winter Festival	Community Service	Police Fitness Equipment	Oak Hill Cemeteries	Fire Training Building	Wellness Grant	Walmart Risk/Homeless	Healthy Androscoggin	Insurance Reimbursement	Vending	Fire Prevention	Fairview	Donations		
Fund Balance 7/1/18	\$ 969,900.91	\$ (5,390.23)	\$ 5,008.52	\$ 5,112.53	\$ 30,205.71	\$ (488.84)	\$ 4,851.85	\$ 7,278.18	\$ 3,368.05	\$ 925.21	\$ -	\$ 4,791.12	\$ (566,303.71)	\$ 1,084.69		
Revenues FY19	\$ 46,548.21	\$ 3,215.00	\$ 493.00		\$ 700.00		\$ 7,442.61		\$ 1,836.00		\$ 548.00					
Expenditures FY19	\$ 139,479.00	\$ 12,175.00	\$ 282.56	\$ 343.00			\$ 3,784.67				\$ 1,113.87			\$ 199.93		
Fund Balance 2/28/19	\$ 876,970.12	\$ (14,350.23)	\$ 5,218.96	\$ 4,769.53	\$ 30,905.71	\$ (488.84)	\$ 8,509.79	\$ 7,278.18	\$ 5,204.05	\$ 925.21	\$ (565.87)	\$ 4,791.12	\$ (566,303.71)	\$ 884.76		
	2003	2005	2006	2007	2008	2010	2013	2014	2019	2020	2025	2030	2032	2033		
	Byrne JAG	MDOT	PEACE	Seatbelt Grant	Homeland Security	State Drug Money	OUI Grant	Speed Grant	Law Enforcement Training	CDBG	Community Cords	Parking	HEAPP	Safe School/ Health (COPS)		
Fund Balance 7/1/18	\$ 2,808.57	\$ (101,600.31)	\$ 2,099.08	\$ 4,322.93	\$ (110,031.67)	\$ 6,158.77	\$ 9,263.39	\$ 6,931.00	\$ (7,637.91)	\$ 4,261,266.85	\$ 30,846.63	\$ (47,430.39)	\$ (4,994.50)	\$ (15,906.07)		
Revenues FY19		\$ 103,458.08			\$ 86,573.34	\$ 12,993.83	\$ 4,764.00	\$ 9,924.00	\$ 1,365.00	\$ 295,140.85	\$ 5,918.24	\$ 107,004.00				
Expenditures FY19	\$ 995.00	\$ 70,086.67	\$ 514.88		\$ 101,816.97	\$ 13,351.10	\$ 5,430.52	\$ 6,800.89	\$ 1,040.00	\$ 642,500.48	\$ 1,357.60	\$ 135,447.59				
Fund Balance 2/28/19	\$ 1,813.57	\$ (68,228.90)	\$ 1,584.20	\$ 4,322.93	\$ (125,275.30)	\$ 5,801.50	\$ 8,596.87	\$ 10,054.11	\$ (7,312.91)	\$ 3,913,907.22	\$ 35,407.27	\$ (75,873.98)	\$ (4,994.50)	\$ (15,906.07)		
	2037	2038	2040	2041	2044	2045	2046	2048	2050	2051	2052	2053	2054	2055		
	Bulletproof Vests	Community Action Team	Great Falls TV	Blanche Stevens	Federal Drug Money	Forest Management	Joint Land Use Study	TD Tree Days Grant	Project Lifesaver	Project Canopy	Nature Conservancy	St Louis Bells	EMS Transport Capital Reserve	Work4ME-PAL		
Fund Balance 7/1/18	\$ 11,994.90	\$ 7,206.21	\$ 20,536.23	\$ 24,233.19	\$ 36,044.77	\$ 4,436.52	\$ 0.57	\$ -	\$ 89.35	\$ (420.71)	\$ 975.05	\$ 1,607.75	\$ 32,161.59	\$ (13,692.41)		
Revenues FY19	\$ 5,649.19			\$ 3,940.00	\$ 30,140.05			\$ 13,450.00		\$ 8,359.06			\$ 240.04			
Expenditures FY19	\$ 6,315.29			\$ 1,921.70	\$ 6,240.68	\$ 91.18			\$ 7,938.35			\$ 750.00	\$ 28,984.00	\$ 6,619.17		
Fund Balance 2/28/19	\$ 11,328.80	\$ 7,206.21	\$ 20,536.23	\$ 26,251.49	\$ 59,944.14	\$ 4,345.34	\$ 0.57	\$ 13,450.00	\$ 89.35	\$ -	\$ 975.05	\$ 857.75	\$ 3,417.63	\$ (20,311.58)		
	2056	2057	2058	2059	2060	2061	2062	2201	2500							
	Lake Auburn Neighborhood	ASPCA Grant	Barker Mills Greenway	Distracted Driving	My Life My Choice JJAG	150th Celebration	Employee Store	EDI Grant	Parks & Recreation							
Fund Balance 7/1/18	\$ 125.00	\$ 800.00	\$ (2,597.43)	\$ (10,736.00)	\$ -	\$ (3,154.86)	\$ 36.73	\$ (1,484,407.18)	\$ 152,783.45							
Revenues FY19				\$ 33,893.00		\$ 91,610.00	\$ 827.64		\$ 149,274.05							
Expenditures FY19				\$ 14,328.00		\$ 50,063.67	\$ 756.68		\$ 261,256.14							
Fund Balance 2/28/19	\$ 125.00	\$ 800.00	\$ (2,597.43)	\$ 8,829.00	\$ -	\$ 38,391.47	\$ 107.69	\$ (1,484,407.18)	\$ 40,801.36							
	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	Total
	Tambrands TIF 4	J Enterprises TIF 5	Tambrands II TIF 6	J & A Properties TIF 7	Formed Fiber TIF 8	Mall TIF 9	Downtown TIF 10	Safe Handling TIF 11	Auburn Industrial TIF 12	Auburn Plaza TIF 13	Auburn Plaza II TIF 14	Webster School TIF 16	Bedard Pharm TIF 17	Slapshot LLC TIF 18	Hartt Transport TIF 19	Special Revenues
Fund Balance 7/1/18	\$ 1,841.15	\$ (6,499.56)	\$ (330,682.42)	\$ 2,558.27	\$ 486.17	\$ 2,083.99	\$ 257,728.49	\$ 183.21	\$ (338,049.92)	\$ 50,325.30	\$ 3,883.14	\$ 348.35	\$ 1,366.79	\$ (61.12)	\$ (18.32)	\$ 2,919,956.60
Revenues FY19																\$ 1,025,307.19
Expenditures FY19							\$ 376,465.52		\$ 176,585.00	\$ 78,332.91	\$ 600,629.37	\$ 15,375.19		\$ 70,524.00		\$ 2,839,896.58
Fund Balance 2/28/19	\$ 1,841.15	\$ (6,499.56)	\$ (330,682.42)	\$ 2,558.27	\$ 486.17	\$ 2,083.99	\$ (118,737.03)	\$ 183.21	\$ (514,634.92)	\$ (28,007.61)	\$ (596,746.23)	\$ (15,026.84)	\$ 1,366.79	\$ (70,585.12)	\$ (18.32)	\$ 1,105,367.21



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street

Auburn, Maine 04210

207.333.6601

To: Peter Crichton, City Manager
From: Jill Eastman, Finance Director
Re: Financial Reports for February 2019

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 February 28, 2019.

INGERSOLL TURF FACILITY

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of February 28, 2019.

Current Assets:

As of the end of February 2019 the total current assets of Ingersoll Turf Facility were \$143,950. This consisted of cash and cash equivalents of \$85,627 and an interfund receivable of \$58,323 an increase from January of \$3,300.

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 February 28, 2019 were \$172,719.

Liabilities:

Ingersoll had accounts payable of \$1,233 as of February 28, 2019.

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 February 2019 are \$151,474. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through February 2019 were \$89,660. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of February 2019, Ingersoll has an operating gain of \$61,814 compared to \$58,666 in January a gain of \$3,148.

As of February 28, 2019, Ingersoll has a increase in net assets of \$61,814.

The budget to actual reports for revenue and expenditures, show that the revenue for FY19 compared to FY 18.

Statement of Net Assets
Ingersoll Turf Facility
February 28, 2019
Business-type Activities - Enterprise Fund

	Feb 28, 2019	Jan 31, 2019	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 85,627	\$ 85,518	\$ 109
Interfund receivables/payables	\$ 58,323	\$ 55,132	3,191
Accounts receivable	-	-	-
Total current assets	143,950	140,650	3,300
Noncurrent assets:			
Capital assets:			
Buildings	672,279	672,279	-
Equipment	119,673	119,673	-
Land improvements	18,584	18,584	-
Less accumulated depreciation	(637,817)	(637,817)	-
Total noncurrent assets	172,719	172,719	-
Total assets	316,669	313,369	3,300
LIABILITIES			
Accounts payable	\$ 1,233	\$ 1,081	\$ 152
Total liabilities	1,233	1,081	152
NET ASSETS			
Invested in capital assets	\$ 172,719	\$ 172,719	\$ -
Unrestricted	\$ 142,717	\$ 139,569	\$ 3,148
Total net assets	\$ 315,436	\$ 312,288	\$ 3,148

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Ingersoll Turf Facility
Business-type Activities - Enterprise Funds
Statement of Activities
February 28, 2019

	Ingersoll Turf Facility
Operating revenues:	
Charges for services	\$ 151,474
Operating expenses:	
Personnel	54,961
Supplies	14,592
Utilities	12,483
Repairs and maintenance	5,148
Rent	-
Depreciation	-
Capital expenses	-
Other expenses	2,476
Total operating expenses	89,660
Operating gain (loss)	61,814
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	61,814
Transfers out	-
Change in net assets	61,814
Total net assets, July 1	253,622
Total net assets, February 28, 2019	\$ 315,436

CITY OF AUBURN, MAINE
REVENUES - INGERSOLL TURF FACILITY
Through February 28, 2019 compared to February 28, 2018

REVENUE SOURCE	FY 2019 BUDGET	ACTUAL REVENUES THRU FEB 2019	% OF BUDGET	FY 2018 BUDGET	ACTUAL REVENUES THRU FEB 2018	% OF BUDGET
CHARGE FOR SERVICES						
Sponsorship	\$ 20,500	\$ 9,300	45.37%	\$ 17,000	\$ 12,050	70.88%
Batting Cages	\$ 12,240	\$ 9,905	80.92%	\$ 11,520	\$ 9,694	84.15%
Programs	\$ 90,000	\$ 63,802	70.89%	\$ 80,000	\$ 57,469	71.84%
Rental Income	\$ 102,300	\$ 68,180	66.65%	\$ 103,650	\$ 41,780	40.31%
TOTAL CHARGE FOR SERVICES	\$ 225,040	\$ 151,187	67.18%	\$ 212,170	\$ 120,993	57.03%
INTEREST ON INVESTMENTS	\$ -	\$ 287		\$ -		
GRAND TOTAL REVENUES	\$ 225,040	\$ 151,474	67.31%	\$ 212,170	\$ 120,993	57.03%

CITY OF AUBURN, MAINE
EXPENDITURES - INGERSOLL TURF FACILITY
Through February 28, 2019 compared to February 28, 2018

DESCRIPTION	ACTUAL				ACTUAL			
	FY 2019 BUDGET	EXPENDITURES THRU FEB 2019	% OF BUDGET	FY 2018 BUDGET	EXPENDITURES THRU FEB 2018	% OF BUDGET	Difference	
Salaries & Benefits	\$ 120,000	\$ 54,961	45.80%	\$ 106,624	\$ 60,072	56.34%	\$	(5,111)
Purchased Services	\$ 19,460	\$ 7,624	39.18%	\$ 21,110	\$ 6,149	29.13%	\$	1,475
Programs	\$ 15,220	\$ 4,047	26.59%	\$ 7,000	\$ 4,047	57.81%	\$	-
Supplies	\$ 4,600	\$ 10,545	229.24%	\$ 5,000	\$ 7,146	142.92%	\$	3,399
Utilities	\$ 30,920	\$ 12,483	40.37%	\$ 39,720	\$ 10,034	25.26%	\$	2,449
Insurance Premiums	\$ 2,505	\$ -	0.00%	\$ 2,431	\$ -	0.00%	\$	-
Capital Outlay	\$ 30,000	\$ -	0.00%	\$ 42,490	\$ 33,048	77.78%	\$	(33,048)
	\$ 222,705	\$ 89,660	40.26%	\$ 224,375	\$ 120,496	53.70%	\$	(30,836)
GRAND TOTAL EXPENDITURES	\$ 222,705	\$ 89,660	40.26%	\$ 224,375	\$ 120,496	53.70%	\$	(30,836)



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street

Auburn, Maine 04210

207.333.6601

To: Peter Crichton, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for February 28, 2019

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 February 28, 2019.

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, January 31, 2019.

Current Assets:

As of the end of February 2019 the total current assets of Norway Savings Bank Arena were (\$884,597). These consisted of cash and cash equivalents of \$138,022, accounts receivable of \$165,711, and an interfund payable of \$1,530,792.

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 February 28, 2019 was \$342,462.

Liabilities:

Norway Arena had accounts payable of \$7,872 as of February 28, 2019.

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 February 2019 are \$786,668. 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 February 2019 were \$518,227. These expenses include personnel costs, supplies, utilities, repairs, rent, capital purchases and maintenance.

At the end of February 2019, there was an operating gain of \$268,441.



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As of February 2019, Norway Arena has an overall loss of \$69,215, after the debt service (rent) was deducted from the operating gain, compared to the January 2019 operating loss of \$52,485 a increase in the net loss for the fiscal year of \$16,730.

As of February 28, 2019, Norway Arena has a decrease in net assets of \$69,215.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY18 is \$77,227 less than in FY17 and expenditures in FY18 are \$9,308 less than last year in January.

CITY OF AUBURN, MAINE
Statement of Net Assets
Norway Savings Bank Arena
February 28, 2019
Business-type Activities - Enterprise Fund

	February 28, 2019	January 31, 2019	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 138,022	\$ 133,329	\$ 4,693
Interfund receivables	\$ (1,530,792)	\$ (1,499,370)	\$ (31,422)
Prepaid Rent	\$ -	\$ -	\$ -
Accounts receivable	165,711	152,134	13,577
Total current assets	(1,227,059)	(1,213,907)	(13,152)
Noncurrent assets:			
Capital assets:			
Buildings	58,223	58,223	-
Equipment	514,999	514,999	-
Land improvements	-	-	-
Less accumulated depreciation	(230,760)	(230,760)	-
Total noncurrent assets	342,462	342,462	-
Total assets	(884,597)	(871,445)	(13,152)
LIABILITIES			
Accounts payable	\$ 7,872	\$ 4,294	\$ 3,578
Net pension liability	170,806	170,806	-
Total liabilities	178,678	175,100	3,578
NET ASSETS			
Invested in capital assets	\$ 342,462	\$ 342,462	\$ -
Unrestricted	\$ (1,405,737)	\$ (1,389,007)	\$ (16,730)
Total net assets	\$ (1,063,275)	\$ (1,046,545)	\$ (16,730)

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
February 28, 2019

	Norway Savings Arena
Operating revenues:	
Charges for services	\$ 786,668
Operating expenses:	
Personnel	244,922
Supplies	24,921
Utilities	170,456
Repairs and maintenance	24,110
Depreciation	-
Capital expenses	19,156
Other expenses	34,662
Total operating expenses	518,227
Operating gain (loss)	268,441
Nonoperating revenue (expense):	
Interest income	-
Debt Service (Rent)	(337,656)
Interest expense (debt service)	-
Total nonoperating expense	(337,656)
Gain (Loss) before transfer	(69,215)
Transfers out	-
Change in net assets	(69,215)
Total net assets, July 1	(994,060)
Total net assets, February 28, 2019	\$ (1,063,275)

CITY OF AUBURN, MAINE
REVENUES - NORWAY SAVINGS BANK ARENA
Through February 28, 2019 compared to February 28, 2018

REVENUE SOURCE	FY 2018 BUDGET	ACTUAL REVENUES THRU FEB 2018	% OF BUDGET	FY 2018 BUDGET	ACTUAL REVENUES THRU FEB 2018	% OF BUDGET	VARIANCE
CHARGE FOR SERVICES							
Concussions	\$ 16,500	\$ 12,000	72.73%	\$ 18,000	\$ 4,485	24.92%	\$ 7,515
Vending Machines	\$ 9,000	\$ 5,940	66.00%	\$ -	\$ 6,833		\$ (893)
Skate Rentals	\$ 5,000	\$ 1,010	20.20%	\$ -	\$ 4,438		\$ (3,428)
Sponsorships	\$ 300,000	\$ 130,700	43.57%	\$ 275,000	\$ 156,668	56.97%	\$ (25,968)
Pro Shop	\$ 8,500	\$ 3,598	42.33%	\$ 8,500	\$ 3,517	41.38%	\$ 81
Programs	\$ 31,000	\$ -	0.00%	\$ 31,000	\$ 18,212	58.75%	\$ (18,212)
Rental Income	\$ 774,000	\$ 599,265	77.42%	\$ 705,250	\$ 506,744	71.85%	\$ 92,521
Camps/Clinics	\$ 50,000	\$ 12,480	24.96%	\$ 50,000	\$ 27,838		\$ (15,358)
Tournaments	\$ 50,000	\$ 21,675	43.35%	\$ 50,000	\$ 13,050	26.10%	\$ 8,625
TOTAL CHARGE FOR SERVICES	\$ 1,244,000	\$ 786,668	63.24%	\$ 1,137,750	\$ 741,785	65.20%	\$ 44,883

CITY OF AUBURN, MAINE
EXPENDITURES - NORWAY SAVINGS BANK ARENA
Through February 28, 2019 compared to February 28, 2018

DESCRIPTION	ACTUAL				ACTUAL			
	FY 2019 BUDGET	EXPENDITURES THRU FEB 2019	% OF BUDGET	FY 2018 BUDGET	EXPENDITURES THRU FEB 2018	% OF BUDGET	VARIANCE	
Salaries & Benefits	\$ 344,000	\$ 244,922	71.20%	\$ 344,000	\$ 251,096	72.99%	\$ (6,174)	
Purchased Services	\$ 71,656	\$ 58,772	82.02%	\$ 71,656	\$ 32,431	45.26%	\$ 26,341	
Supplies	\$ 37,100	\$ 24,921	67.17%	\$ 37,100	\$ 41,309	111.35%	\$ (16,388)	
Utilities	\$ 225,150	\$ 170,456	75.71%	\$ 225,150	\$ 148,373	65.90%	\$ 22,083	
Capital Outlay	\$ 103,500	\$ 19,156	18.51%	\$ 103,500	\$ 12,585	12.16%	\$ 6,571	
Rent	\$ 507,000	\$ 337,656	66.60%	\$ 507,000	\$ 337,656	66.60%	\$ -	
	\$ 1,288,406	\$ 855,883	66.43%	\$ 1,288,406	\$ 823,450	63.91%	\$ 32,433	
GRAND TOTAL EXPENDITURES	\$ 1,288,406	\$ 855,883	66.43%	\$ 1,288,406	\$ 823,450	63.91%	\$ 32,433	



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 18, 2019

Subject: Executive Session

Information: Legal consultation, with discussion on legal rights and responsibilities, pursuant to 1 M.R.S.A. Section 405(6) (E).

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.