



City Council Workshop & Meeting
January 7, 2019
Agenda

5:30 P.M. Workshop

- A. Conservation Commission Grant Opportunity – Jordan Tate (15 minutes)
- B. Auburn Housing Authority – Rick Whiting (15 minutes)
- C. Senior Center Project – Michael Chammings (15 minutes)
- D. Legislative Issues Discussion – Peter Crichton (15 minutes)
- E. Dangerous Building on Hutchins Drive/Albiston Way – Eric Cousens (15 minutes)

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

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 01-01072019***
Accept and place on file the City Audit for Fiscal Year Ending June 30, 2018.
 - 2. **Order 02-01072019***
Confirming Chief Moen’s appointments of Civilian Process Servers for the Auburn Police Department and Constable Process Servers without firearm/arrest powers (Private) within the City of Auburn.
- II. **Minutes:** December 17, 2018 Regular Council Meeting Minutes
- III. **Communications, Presentations and Recognitions**
 - Communication** – Health & Social Services Update – Holli Olivier, Director
 - Communication** – Lake Auburn Water Quality Update – Sid Hazelton
- 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** - None

VI. New Business

1. Order 03-01072019

Authorizing the acceptance of Mountain View Drive as a City Street.

2. Order 04-01072019

Authorizing the discontinuance of Niskayuna Street. Public hearing.

3. Resolve 01-01072019

Reaffirming adoption of the National Incident Management System (NIMS) resolution.

4. Order 05-01072019

Authorizing the sale (by sealed bid) of 25 Lake Street.

5. Order 06-01072019

Authorizing the sale (by sealed bid) of 160 & 164 Chicoine Avenue.

6. Order 07-01072019

Authorizing the sale (by sealed bid) of 31 Vine Street.

7. Order 08-01072019

Authorizing the sale (by sealed bid) of 23 Cleveland Avenue.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

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

IX. Executive Session - None

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 7, 2019

Author: Jordan Tate, Conservation Commission Chair, Eric Cousens, Deputy Director of Economic and Community Dev.

Subject: Auburn Conservation Commission request for City Council approval to submit a pre-proposal for the NOAA Coastal Resilience Grants Program

Information: The principal objective of the NOAA Coastal Resilience Grants Program is to implement projects that build resilience of U.S. coastal communities and ecosystems, including fisheries.

The Littlefield dam breached in the 1980's making the dam obsolete. Obsolete dams can act as barriers for downstream transportation of sediments and nutrients, as barriers for upstream and downstream fish migration, and pose potentially significant hazard for downstream residents and infrastructure in the event of a catastrophic breach and ongoing, uncontrolled deterioration.

Removal of the Littlefield Dam would first and foremost remove the hazard, and owner liability, of further deterioration and/or a catastrophic breach. Dam removal would also eliminate the potential for trapped sediments. Case studies have shown that removal of obsolete dams can improve water quality by allowing proper sediment transport and deposition, and in turn increase property values along the river. Removing the Littlefield Dam would also open up that stretch of river for easier downstream fish migration, and with ongoing dam relicensing process of the Lower Barker Mill Dam and upcoming relicensing of the Upper Barker Mill Dam, has great potential to allow upstream fish migration as well.

The proposal is to allow the Conservation Commission to file a pre-proposal. There is substantial interest from outside agencies and nonprofits to restore fish passage to the Little Androscoggin River and finding outside match is likely. There is no request for local match other than Staff support on the project.

City Budgetary Impacts: Minimal. Loss of \$2,000 in assessed value in exchange for hazard removal, increased recreational potential and fisheries improvement over time.

Staff Recommended Action: Pursue grant opportunity. In the future if it is determined that a local financial contribution is needed to move forward that would be brought to the Council for a decision.

Previous Meetings and History: Mention of the obsolete dam and potential for removal grants at previous Council meetings related to hydropower relicensing. Previous grant opportunity discussed at the February 26, 2018 Council Meeting and pursued but we were not awarded funding.

City Manager Comments:

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

I concur with the recommendation. Signature:

Attachments: City Council Brief from Jordan Tate, Conservation Commission Chair, Location Map, Tax Card.

The Auburn Conservation Commission would like to request approval before City Council to submit a pre-proposal for the Community-based Restoration Program Coastal and Marine Habitat Restoration. The requested grant would provide funding for the removal of the breached Littlefield Dam, owned by MCC Acquisition LLC.

“The principal objective of the NMFS Community-based Restoration Program Coastal and Marine Habitat Restoration solicitation is to support habitat restoration projects that use an ecosystem-based approach to foster species recovery and increase populations under NOAA’s jurisdiction. Proposals submitted under this solicitation will be primarily evaluated based on their ability to demonstrate how the proposed habitat restoration actions will help recover threatened and endangered species listed under the Endangered Species Act (ESA) (hereafter, Listed Species), including species identified by NMFS as “Species in the Spotlight” (<https://www.fisheries.noaa.gov/topic/endangered-species-conservation#species-in-the-spotlight>), sustain or help rebuild fish stocks managed under the Magnuson-Stevens Fishery Conservation and Management Act (hereafter, Managed Species), and contribute to the sustainability of saltwater recreational fisheries. Successful proposals will: 1) identify a habitat-based issue/concern limiting the recovery or sustainability of one or more species targeted by the proposed restoration action; 2) describe in detail the actions and on-the-ground habitat restoration project(s) to be undertaken to resolve the issue/concern and; 3) describe the project(s)’ expected outcomes and measurable impact on the project’s target species and their ecosystem. Proposals may include: restoration feasibility and/or design; implementation; or a combination.”

Based on available information, the Littlefield dam breached in the 1980s, making the dam obsolete. Obsolete dams can act as barriers for downstream transportation of sediments and nutrients, as barriers for upstream and downstream fish migration, and pose potentially significant hazard for downstream residents and infrastructure in the event of a catastrophic breach and ongoing, uncontrolled deterioration.

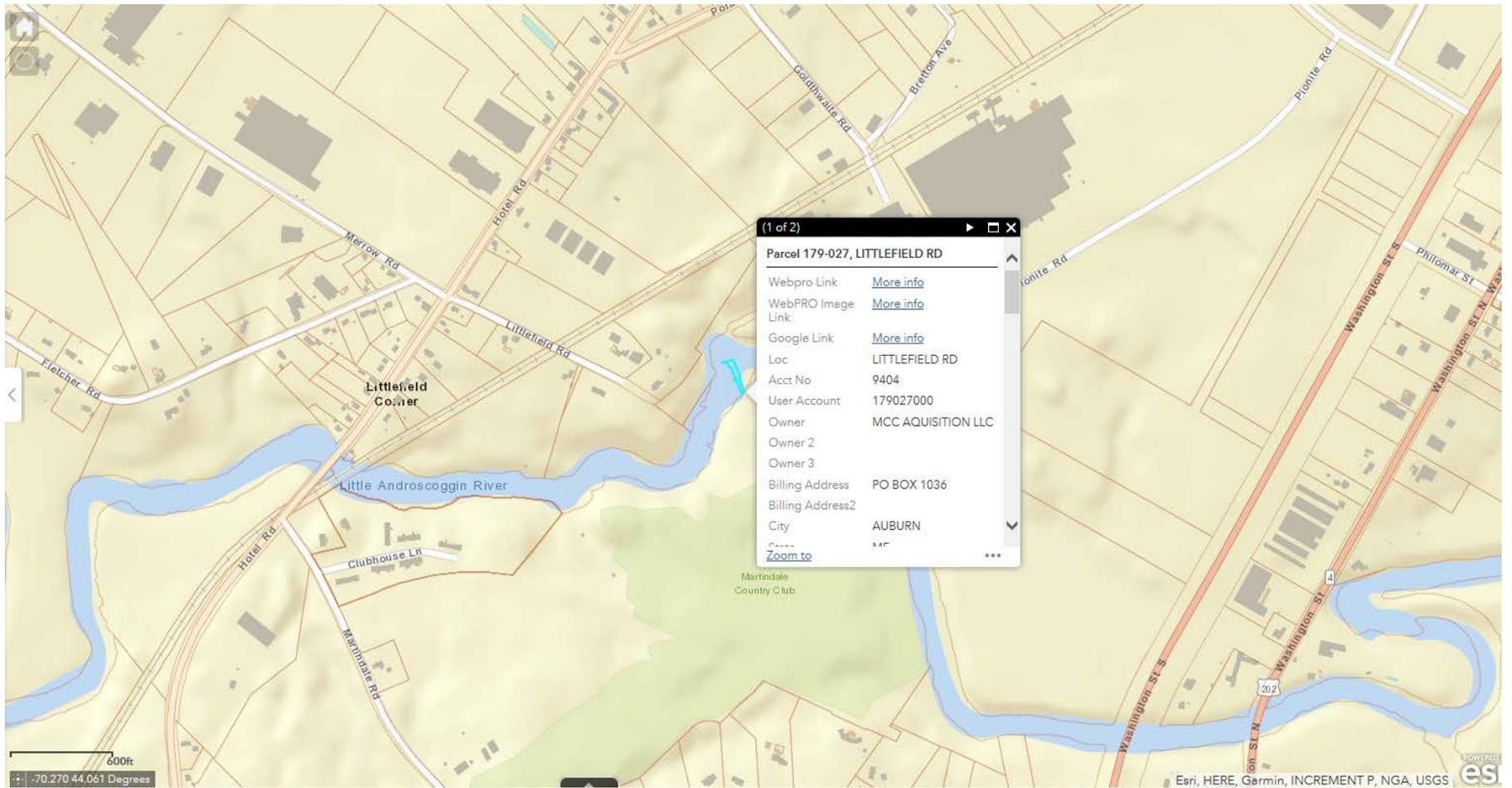
Removal of the Littlefield Dam would first and foremost remove the hazard, and owner liability, of further deterioration and/or a catastrophic breach. Dam removal would also eliminate the potential for trapped sediments. Case studies have shown that removal of obsolete dams can improve water quality by allowing proper sediment transport and deposition, and in turn increase property values along the river. Removing the Littlefield Dam would also open up that stretch of river for easier downstream fish migration, and with ongoing dam relicensing process of the Lower Barker Mill Dam and upcoming relicensing of the Upper Barker Mill Dam, has great potential to allow upstream fish migration as well. All of the above would improve coastal resiliency and strongly match with the objectives outlined in the NOAA Coastal Resilience Grants Program.

Pertinent details of the grant include:

- Pre-proposal deadline is January 14, 2019

- Full proposal deadline is April 15, 2019
- There is no funding match required for the grant, however, the City will provide in-kind match in the form of services such as grant administration, potential construction oversight services during demolition, and post-monitoring can be performed by volunteers. Details will be refined if the City is selected to submit a full proposal

Littlefield Dam Location Map



Unofficial Property Record Card - Auburn, ME

General Property Data

Parcel ID 179-027	Account Number 179027000
Prior Parcel ID --	Property Location LITTLEFIELD RD
Property Owner MCC AQUISION LLC	Property Use DAMS/POWER
Mailing Address PO BOX 1036	Most Recent Sale Date 11/3/2009
City AUBURN	Legal Reference 7822-91
Mailing State ME Zip 04211	Grantor MARTINDALE COUNTRY CLUB INC,
ParcelZoning	Sale Price 1,300,000
	Land Area 0.000 acres

Current Property Assessment

Card 1 Value	Building Value 0	Xtra Features Value 2,000	Land Value 0	Total Value 2,000
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Building Description

Building Style	Foundation Type	Flooring Type N/A
# of Living Units 0	Frame Type	Basement Floor N/A
Year Built N/A	Roof Structure	Heating Type N/A
Building Grade	Roof Cover	Heating Fuel N/A
Building Condition N/A	Siding	Air Conditioning 0%
Finished Area (SF) N/A	Interior Walls N/A	# of Bsmt Garages 0
Number Rooms 0	# of Bedrooms 0	# of Full Baths 0
# of 3/4 Baths 0	# of 1/2 Baths 0	# of Other Fixtures 0

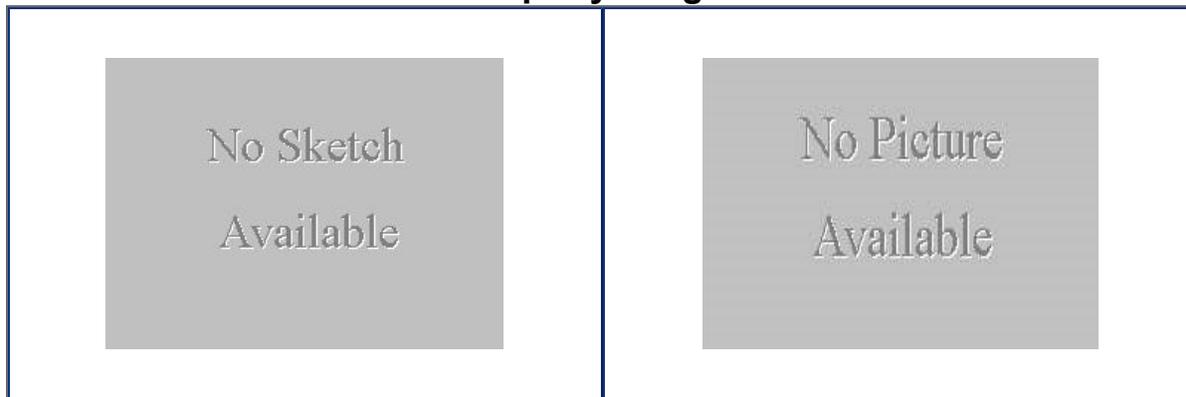
Legal Description

Non Power Generating 2009 1st SUPP

Narrative Description of Property

This property contains 0.000 acres of land mainly classified as DAMS/POWER with a(n) style building, built about N/A , having exterior and roof cover, with 0 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 7, 2019

Author: Sue Clements-Dallaire, City Clerk

Subject: 65 Pleasant Street and 154 Court Street

Information: The Board of Auburn Residential Development Corporation (ARDC), an affiliate of Auburn Housing Authority, recently purchased property at 65 Pleasant Street (recently destroyed by fire) and 154 Court Street. Short term use may be used for parking, however long-term plans could be for mixed use commercial/market rate housing. Please see the attached memo for more information.

City Budgetary Impacts: N/A

Staff Recommended Action: Discussion

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: Memo from Richard Whiting

Memo To: Peter Crichton, City Manager
From: Richard Whiting, Secretary-Treasurer, Auburn Residential Development Corp.
Subject: 65 Pleasant Street, 154 Court Street
Date: December 27, 2018

The Board of Auburn Residential Development Corporation (ARDC), an affiliate of Auburn Housing Authority, recently voted to purchase these properties. The 65 Pleasant Street property was heavily fire-damaged, and was demolished, with the some of the foundation removed and replaced with clean fill materials, by the prior owner. This parcel was purchased by ARDC on December 17th. It is ARDC's intention to make use of this parcel for permit parking, which would be subject to property taxes (pursuant to state law). The first priority will be commercial tenants of 62 Spring Street, with potential capacity to offer additional paid permit parking for others, subject to availability. While there is **ample** on-street parking available on the block bounded by Court, Pleasant, Drummond and Spring Streets, it is important for area business owners/employees to have reliable off-street parking available so that their customers and clients can conveniently utilize the on-street parking. This will help the area grow and prosper.

The 154 Court Street property is being purchased by ARDC on December 28th. It is a small, mixed-use property with commercial space on the first floor and residential space on the second floor. Based on easements which expired when the adjacent property was destroyed by fire, this building now has egress problems, and does not appear to be in good condition. In particular, the rear shed is in poor condition and arguably a safety/fire hazard which is now more visible to the public due to redevelopment of the adjacent 62 Spring Street property. ARDC's board approved the acquisition of 154 Court Street with the understanding that the condition of the building will be assessed, and a recommendation will be made to the board on whether to retain/rehabilitate it, demolish it, or hold it for redevelopment by another party. While it was built in 1858 +/-, and thus is old, research done to date has not allowed us to hazard a guess if it would meet the criteria for listing on the National Register of Historic Places. Typically, properties need to be architecturally significant, associated with well-known persons or companies, etc., in order to be eligible for the Register. While it does not appear to be eligible, there are consultants who can make such determinations, and organizations like Maine Preservation that will acquire and hold endangered historic properties for redevelopment. The property could be determined economically obsolete, depending on its overall condition; if eligible for state and federal historic tax credits, that status could possibly change.

It should be noted that ARDC does **not** intend to "land bank" these properties to redevelop them as affordable housing. While the best short-term use appears to be parking, over the long term, depending on the density/intensity of development in that part of Auburn, the site could become suitable for mixed use commercial/market rate housing.

ARDC will be happy to keep the City Manager informed of the status of the properties and will need to have further interaction with City staff concerning design & permitting for a parking lot, or about any significant actions requiring permits for 154 Court Street.



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 Workshop Date: January 7, 2019

Author: Michael Chammings, Director of Economic and Community Development

Subject: Senior Center Project – Michael Chammings (15 minutes)

Information: Program Income for the C.D.B.G. program has greatly exceeded projected amounts due to early payoffs. The program income needs to be spent prior to April 30, 2019 to avoid the risk of returning the funds to the federal government. The Senior Center project is a “shovel ready” approvable project that has been planned for over four years and we wish to spend some of the at-risk funds to complete the senior center project.

We will need to amend the consolidated plan and annual action plan described in the Citizen Participation Plan, amending the plan requires:

“substantial amendment must be authorized by the City Council and submitted to the U. S. Department of Housing and Urban Development..... A public notice of the change will be published 30 days before adoption of an amendment by the City Council. An additional public hearing for a program amendment will be held in advance of a City Council vote.”

Proposed timeline with dates:

1. Public Notice of proposed plan amendment (out by Friday Jan 18 for Feb 18 Council meeting)
2. Citizen Advisory Committee meeting and approval (January meeting TBD)
3. Public Hearing at Feb 4 Council meeting
4. City Council votes on amendment at Feb 18 meeting

City Budgetary Impacts: The estimates for the projects have not yet been completed. The use of the at-risk funds would avoid the need to use property tax funds in the future.

Staff Recommended Action: No Council action needed. Staff will be scheduling a Public Hearing.

Previous Meetings and History: The Senior Center project has been discussed at numerous Council meetings and partial funding has been approved in the last two budget cycles.

City Manager Comments:

I concur with the recommendation. Signature: _____

A handwritten signature in black ink, appearing to read "Peter J. Cwiktor", is written over a horizontal line.

Attachments:

Draft Senior Center expansion plans

City of Auburn

60 Court Street,
Auburn, Maine 04210

**Community
Development
Department**

Memo

To: Michael Chammings
From: A. Hal Barter – Housing Coordinator
Date: 1/3/2019
Re: Proposed Senior Center Renovations

The existing building in question is located at 48 Pettingill Park Road. This building is currently being used as a combined Senior Center and storage for multiple departments to include Parks, Electrical, Police and Public Works. The building is roughly divided in half for the above mentioned uses.

It is being proposed that the (roughly half) portion of the building that is being used for storage be renovated to expand the Senior Center. The renovations will include (but not be limited to);

1. Demolishing the partition wall between the existing Senior Center and storage area and be replaced with a collapsible partition.
2. Electrical work to include new lighting, outlets and roughing in wiring for a new sound system.
3. Constructing new handicapped bathrooms and renovating the existing Sprinkler room into a coat room and a smaller sprinkler / mechanical room.
4. Demolishing the existing storage platform and constructing a new (2 story) enclosed storage area.
5. Installing a new entrance for the expanded area to include vestibules for the new and the existing entrance. There will also be a new service door installed for means of egress.
6. The paved area located at the front of the building will be demolished, re-graded and repaved for handicapped accessibility and drainage.

**PARKS GARAGE
SENIOR CENTER
RENOVATIONS**
48 Phillips Park Road, Auburn, Maine
Bid No. 2017-023

City of Auburn, Maine
60 Court Street
Auburn, Maine 04210

- EXISTING EMERGENCY LIGHT TO REMAIN
- EXISTING EXIT SIGN TO REMAIN
- EXISTING FIRE EXTINGUISHER TO REMAIN
- NEW EMERGENCY LIGHT
- EMERGENCY LIGHT REMOTE HEAD
- EXISTING WALL TO REMAIN
- NEW WALL TO BE REMOVED
- 1 1/2" RATED WALL



ARCHITECT
JOHN E. HANSEN, ARCHITECT
1000 BROAD ST.
AUBURN, ME 04210
PHONE: 207.875.4211
FAX: 207.875.4212

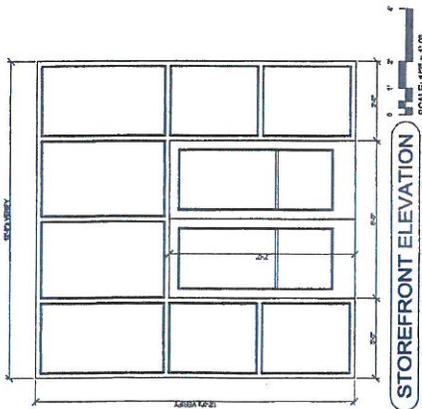
CORDIA
CAPITAL PROJECTS GROUP
1000 BROAD ST., SUITE 101
AUBURN, ME 04210
PHONE: 207.875.4211
FAX: 207.875.4212

- CONCEPT DESIGN
- 30% DESIGN DEVELOPMENT
- 60% DESIGN DEVELOPMENT
- 90% DESIGN DEVELOPMENT
- RECORD DOCUMENT
- RECORD DOCUMENT

PROPOSED FLOOR PLAN

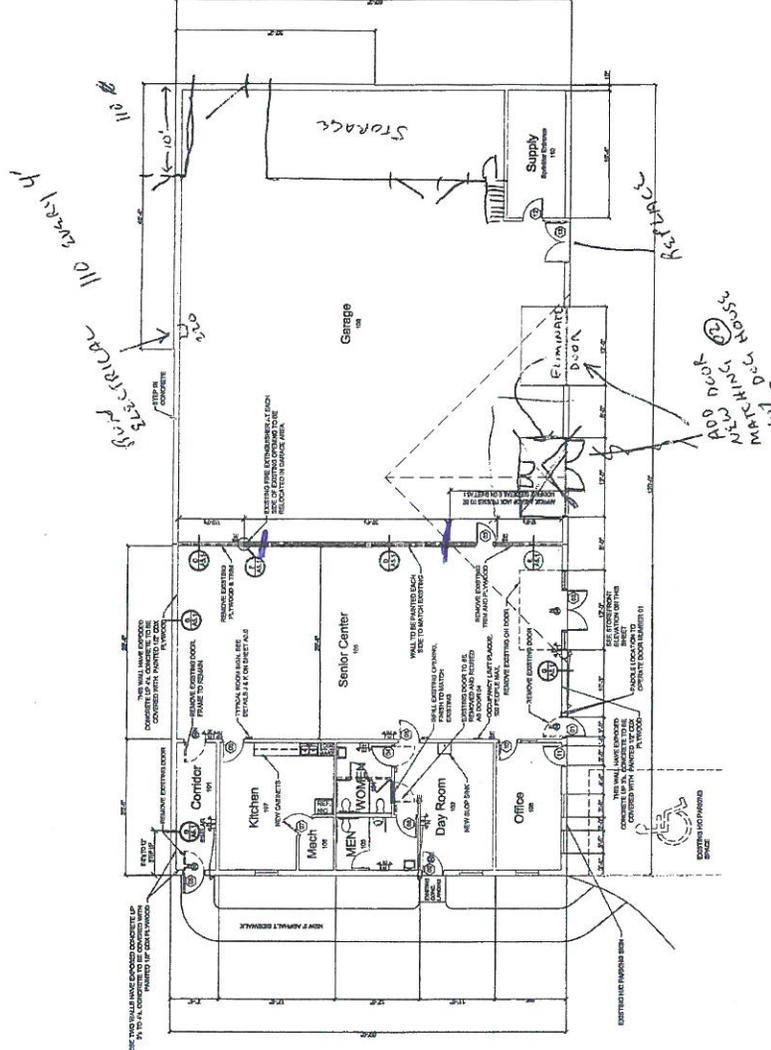
Project No.	1001
Client	City of Auburn
Contractor	JD1
Architect	CAC
Issue No.	001
Issue Date	JANUARY 27, 2017

A1.1



GENERAL NOTES

1. GENERAL CONTRACTOR OR CONSTRUCTION MANAGER SHALL VERIFY ALL CONDITIONS AND DIMENSIONS IN THE FIELD.
2. THE GENERAL CONTRACTOR OR CONSTRUCTION MANAGER IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL LOCAL, STATE AND FEDERAL AGENCIES AND AUTHORITIES.
3. ALL CONTRACTS BETWEEN SEPARATE ADJACENT TRADES PRIOR TO THE INSTALLATION OF ANY CONFLICTING WORK.
4. DRAWINGS NOTED A.P.C. UNLESS SPECIFICALLY NOTED OTHERWISE ON THE DRAWINGS.
5. INSTALL WORK READILY ACCESSIBLE FOR OPERATION, MAINTENANCE, AND REPAIR.
6. PROVIDE ACCESS DOORS IN WALLS AND CEILINGS AS NEEDED TO ACCESS CONCEALED ITEMS.
7. COORDINATE STAGING AREAS WITH OWNER AND ARCHITECT AND ANY OTHER TRADES AND CONTRACTORS PRIOR TO COMMENCEMENT OF WORK.
8. ALL NOTES AND DETAILS SHALL BE SHOWN PRIOR TO COMMENCEMENT OF WORK.
9. THE PROJECT WHETHER SPECIFICALLY NOTED OR NOT, SHALL BE CONDUCTED THROUGHOUT THE PROJECT WITH THE FOLLOWING CONDITIONS:
10. LATERAL BRACING AT ALL TIMES DURING CONSTRUCTION UNTIL STRUCTURE IS COMPLETELY TIED TOGETHER.
11. ALL FRAMING LUMBER SHALL BE NIELMA SPF NO. 1 OR APPROVED EQUAL.
12. PROVIDE TRANSITION STRIPS AT ALL FLOORING TRANSITIONS AND DIFFERING FLOOR ACCESSORIES, CABINETS, FIXTURES AND FITTINGS.
13. MAKE MINOR RELOCATIONS OR ADJUSTMENTS AS REQUIRED BY FIELD CONDITIONS. FOR ALL RELOCATIONS OR ADJUSTMENTS, THE CONTRACTOR SHALL VERIFY THAT THE RELOCATIONS DIFFER FROM THE SCALED LOCATIONS BY MORE THAN 3".
14. PROVIDE SMOKE AT MEN'S, WOMEN'S, OFFICE, MECHANICAL, DAY ROOM AND KITCHEN. USE A 5-1/2" SIGN. SIGNS SHALL BE ADA COMPLIANT.
15. PROVIDE SMOKE AT MEN'S, WOMEN'S, OFFICE, MECHANICAL, DAY ROOM AND KITCHEN. USE A 5-1/2" SIGN. SIGNS SHALL BE ADA COMPLIANT.
16. SECURITY SYSTEM TO BE PROVIDED AS REQUIRED.
17. ALL NEW INTERIOR FINISH TO BE CLASS C FINISH.



READING CONSTRUCTION TYPE - 100 (10) ARE
AT FINISH - 100 (10) ARE
OCCUPANCY - 100 (10) ARE
CONSTRUCTION TYPE - 100 (10) ARE
CONSTRUCTION TYPE - 100 (10) ARE
CONSTRUCTION TYPE - 100 (10) ARE



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 7, 2019

Author: Sue Clements-Dallaire, City Clerk

Subject: Legislative Issues

Information: A City Council workshop with our Legislative Delegation is scheduled for January 14th. This is an opportunity for the Council to discuss some of the Legislative issues that the Maine Municipal Association's Legislative Policy Committee has adopted as their initiatives for the upcoming session of the Maine Legislature as well as some that are important to our community.

City Budgetary Impacts: N/A

Staff Recommended Action: Discussion

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: Memo from City Manager, Peter Crichton



City of Auburn, Maine

Office of the City Manager

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

TO: Mayor and City Council

FR: Peter J. Crichton, City Manager

A handwritten signature in cursive script, appearing to read "Peter", is written over the name "Peter J. Crichton" in the "FR:" line.

CC: Phil Crowell, Assistant City Manager

RE: Legislative Issues

DT: January 2, 2019

As background for your discussion with our Legislative Delegation, please review this memo on legislative issues. Phil and I will hold a workshop with you at the next Council meeting on January 7th in advance of the proposed Workshop with our Legislative Delegation on January 14th. In no particular order, here is a summary of legislative issues that the Maine Municipal Association's Legislative Policy Committee has adopted as their initiatives for the upcoming session of the Maine Legislature, as well as some additional issues that are important to the community.

Revenue Sharing

To no one's surprise, the MMA's Legislative Policy Committee -- representing the smallest to largest municipalities in the state -- has strongly endorsed legislation to restore municipal revenue sharing back to the statutorily required 5% from the current 2%. Specifically, the MMA is asking for a constitutional amendment requiring not less than 5% of state sales and income tax be distributed to municipalities. Currently, the City of Auburn receives \$1,689,669 annually. So, an increase up to 5% would mean the City would receive a total of \$4,224,172 or an increase of \$2,534,503.

Local Option Sales Tax

The MMA will be submitting legislation that would allow the local governing body to impose a local option sales tax up to 1% on retail, meals, and lodging sales subject to the state sales tax. Unlike the revenue sharing issue, there was plenty of discussion among the various municipal representatives regarding the idea of the Legislature allowing municipalities to impose a local option sales tax. In our case, this would mean revenues of \$7,647,797 annually.

The argument that I and others made to the Legislative Policy Committee is that municipalities in Maine are at a distinct disadvantage on being able to deliver essential services more affordably as compared to other areas of the nation where a local option sales tax is allowed. Communities like Auburn have a higher burden as a service center community that other municipalities do not have to worry about. This issue has been debated at the legislature for a long time and I expect there will be a variety of local option sales tax proposals put forward during the upcoming legislative session.

Property Tax Relief for Seniors

The MMA is submitting legislation that reinstates the State's elderly property tax deferral program. The summary of the bill goes on to state that up until April 1, 1991 the legislature provided a way for qualifying senior homeowners to defer property tax payments and require the State to pay the property taxes on behalf of the homeowner. This bill increases the household income threshold from \$32,000 to \$40,000. It also makes the existing abatement and appeal process available in situations where the state tax assessor disagrees with the municipal assessment of a property eligible for enrollment in the deferral program. With the tax lien foreclosure process on home owners that we sometimes must deal with, this legislation would provide a solution that we could offer homeowners who qualify for the program.

Adult Use Marijuana Tax Revenue

This legislation allocates $\frac{1}{4}$ of the gross sales and excise revenue generated by adult use marijuana establishments in the state to the municipalities where the revenue was originally generated. As we have discussed previously, it is entirely appropriate for the state to share the revenues from the sale of non-medical marijuana products. We know from our own research what communities in the State of Colorado have experienced and the unfair burden placed on Maine communities to license and regulate these operations and the consequences that can result from the operation of these facilities. Like other municipalities, we unfortunately can see the day when the state will underfund its enforcement and regulatory responsibilities and pass on another unfunded mandate that we will lack the fiscal resources to manage.

Homestead Exemption

The Homestead Exemption is a popular program at the legislature because it reduces the tax bills of resident homeowners. Currently, the municipal reimbursement percentage is 62.5%, which provides revenues of \$1,150,000 annually. Of course, unless the homestead exemption is 100% reimbursed, the non-homestead owners in the community have to pay more in order to make up the difference. So, it would be very good if the legislature increased the reimbursement rate from 62.5% to a higher percentage. This would provide immediate relief to our property taxpayers.

County Inmate Healthcare Costs

Inmate medical costs in the county jails is a huge cost driver for the jails. Currently, when people are incarcerated in the county jails federal law does not allow Medicaid coverage to continue for those who are eligible. This bill would clarify existing Medicaid eligibility for incarcerated individuals and establish a mechanism to make sure individuals who are eligible for such coverage are able to apply and renew their limited coverage while they are incarcerated.

Opioids

The opioid epidemic continues to be a serious issue. We would like to see the state legislature continue its efforts with increased funding and grant programs to assist municipalities in addressing this problem.

Public Transit

The State of Maine invests only \$1.5 million annually into public transportation. According to the Maine Department of Transportation's 2025 Transit Strategic Plan, "Based on national studies, models and experience, it was determined that meeting 20% of the theoretical demand for transit was an acceptable level of service for transit in Maine."

The Report further goes on to state, "Estimates of additional annual operating and administrative costs to achieve the 20% goal range from \$7.4 million, based on lowest best current cost expenditures, to \$14 million based on current average cost expenditures. In addition, it is projected that another \$1.1 million (for lowest current cost services) to \$2.1 million (for current average cost services) for capital expenditures are needed to meet 20% of the theoretical demand. In total, it would cost between \$8.5 million and \$16.2 million more per year to meet 20% of theoretical demand.

So, in short, the state has a long way to go in order to meet the transit needs in Maine. Then, there is the opportunity that the Lewiston-Auburn Transit Committee is working on in partnership with Western Maine Transportation Systems to transform the bus system into a more fully functioning bus system which better meets the needs of the citizens and businesses in Auburn.

Lewiston-Auburn 911 System

The Cities of Lewiston and Auburn are in agreement that additional funds from the state would be very beneficial to help pay for ongoing capital and training costs. The state has continued to increasingly place mandates on our 911 System and although of benefit to the System these mandates require that we pay for employee training and overtime, as well as new technology. The state has a cap on the 911 surcharge that it collects and there apparently are discussions to lower what is already one of the lowest surcharges in the nation. Because of the importance of 911 to public safety in our communities and the need to continually meet state mandates to our 911 System, as other states have done we would like to see the delegation divert some of these funds to the municipalities.

Small Cell/5G Network/Fiber optics/Broadband

Currently, a working group of managers and other municipal officials under the auspices of the Maine Municipal Association is working with a group representing Verizon and AT&T to develop a model ordinance regarding small cell facilities. Municipalities are interested in assuring that permitting authority is reasonable and predictable and allows communities to tailor the permitting standards to our unique needs and interests. Of course, whatever the Legislature can do to help facilitate and encourage greater utilization of fiber optics and broadband technology for municipalities is an economic advantage for Maine.



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 Workshop or Meeting Date: January 7, 2019

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

Subject: Dangerous Building at 16 Albiston Way / Hutchins Street (PID#:220-103)

Information: The property is tax acquired and now owned by the City of Auburn. The building has been deemed a "Dangerous Building" by staff. Since the City owns the property, we wish to inform the Council that Staff intends to pursue demolition of the structure to eliminate the hazard. It is staff's opinion that the property meets the standard to be declared a dangerous building and ordered demolished; Due to City ownership, there is no need to go through an entire "hearing" process to order the owner (the City) to demolish the structure. The property is poorly located, and the steep incline of the site makes it a very undesirable parcel for redevelopment. Staff believes the current condition of the property yields a high risk of fire which could result in catastrophic conditions due to proximity of chemicals located on the abutting site owned by Maine Oxy.

City Budgetary Impacts: Cost of demolition. Staff estimates, due to asbestos removal and the very challenging slope of the site, it could cost up to \$100,000. CDBG funds (up to \$25,000) can be applied to supplement the impact to the budget. The City has budgeted funds for elimination of dangerous buildings.

Staff Recommended Action: No Council action needed. Demolish the building, stabilize the site and sell the lot.

Previous Meetings and History: The Fire Department had pursued legal action on various occasions. Please see attached file.

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: Council Memo and Fire Department Legal History



City of Auburn, Maine

Economic & Community Development

Michael Chammings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

RE: Dangerous Building at 16 ALBISTON Way (PID#: 220-103)

On December 14, 2018 an inspection was performed at 16 Albiston Way. The building was found vacant, unsecured and an inspection was performed. Major structural damage was noted and the Fire Department designated the building as "No Entry". The structure borders Maine Oxy. Due to the lack of utilities and the lack of a functioning sprinkler system, this building is at risk for a fire and could have catastrophic consequences due to the volatile gases involved in the abutting business.

Fire Prevention Officer David O'Connell performed an inspection through the building and conditions were worse than expected. The following is a list of violations noted during his inspection:

1. There is no vertical protection of the stairwell (5 stories). Fire doors are missing and or inoperable. *NFPA 101, Edition 2018, 40.3.1 Protection of Vertical Openings state any vertical openings shall be protected in accordance with Section 8.6.*
2. The elevator shaft is out of order and contains no vertical fire rating protection.
3. The sprinkler system is no longer operational and puts the building and abutting properties at a very high risk for severe fire consequences. *NFPA 1, edition 2018, section 10.12.2 states: All fire protection systems shall be maintained in service in seasonal and vacant buildings, unless otherwise approved by the Authority Having Jurisdiction.*
4. The building does not meet the requirements for egress from each level. *NFPA 101, edition 2018, 40.2.4.1.1 Not less than two means of egress shall be provided from every story or section, and not less than one exit shall be reached without traversing another story.*
5. Missing and inoperable exit signage and emergency lighting.
6. Even though we were able to secure the building, there is a large amount of Styrofoam and debris in the bottom level of the building. *NFPA 1, edition 2018, 10.12.1 Every person owning or having charge or control of any vacant building, premises, or portion thereof shall remove all combustible storage, waste, refuse, and vegetation and shall lock, barricade, or otherwise secure the building or premises to prohibit entry by unauthorized persons.*

7. The foundation and some of the timbers on the Maine Oxy side of the building are structurally compromised and need to be evaluated by a professional. *NFPA 1, edition 2018, 10.1.4.1 Where structural elements have visible damage, the Authority Having Jurisdiction shall be permitted to require a technical analysis prepared in accordance with Section 1.15 to determine if repairs are necessary to restore structural integrity.*
8. The building cannot be reoccupied until it is brought back into compliance with the code. *NFPA 1, edition 2018, 10.3.1 No new construction or existing building shall be occupied in whole or in part in violation of the provisions of this Code.*
9. Due to the above concerns and or code violations, the building is deemed unsafe to occupy. And it is the recommendation of the Fire Department to have the building demolished. *NFPA 1, edition 2018, 10.2.4 The owner, operator, or occupant of a building that is deemed unsafe by the AHJ shall abate, through corrective action approved by the AHJ, the condition causing the building to be unsafe either by repair, rehabilitation, demolition, or other corrective action approved by the Authority Having Jurisdiction.*
10. Electrical wiring and copper plumbing has been stripped from the building.
11. The roofs membrane is torn off and hanging along the side of the building.

After initial contact with Safeguard, the front and the side doors were locked but a door to the basement and a door in the rear remained unsecured. Safeguard was made aware of this and a citation was sent. Those points of entry have yet to be secured. Multiple citations have since been sent totaling \$2415 in fines, and many phone calls were made to Safeguard yet the building remains unsecured. The Planning and Development Office has spent a substantial amount of time seeking compliance on this matter.

It is staff's opinion that the structure is structurally unsafe; unstable; unsanitary; constitutes a fire hazard; is unsuitable or improper for any use or occupancy; constitutes a hazard to health and safety because of inadequate maintenance, dilapidation, obsolescence and abandonment and is therefore a dangerous building. It is the opinion of the Planning and Development Office that this building is beyond repair, cannot feasibly be brought back into a livable condition, and should be torn down.

Tammy Munson

Code Compliance Officer

tmunson@auburnmaine.gov

Cc: Eric Cousens, Director of Planning and Permitting











Auburn Fire Department

David N. O'Connell | Fire Inspector/Fire Investigator
550 Minot Avenue | Auburn, Maine 04210
doconnell@auburnmaine.gov | 207.333.6633 ext 4

Sarah L. Hulbert – Fire/EMS Support Specialist
shulbert@auburnmaine.gov

May 29, 2018

SENT VIA CERTIFIED MAIL: #70153430000062953107

Mr. Peter Ferland
Mapleleaf Enterprises, Inc.
695 Empire Road
Minot, ME 04258

RE: 16 Albiston Way, Auburn, ME – Water Shut Off

Dear Mr. Ferland:

We, at the Auburn Fire Department, were advised, this morning, that the Water Department had shut off the water supply to 16 Albiston Way **today**, due to non-payment, rendering the sprinkler system inoperable. As you know, one of the mandatory life-safety features that must remain operational in an unoccupied building is the sprinkler system. You, as the owner, are responsible for maintaining the sprinkler system per NFPA 101.

In Consent Judgment, Docket #CV-15-553, the Maine District Court Judge ordered that, “No later than April 15, 2016, Defendant [Mapleleaf Enterprises, Inc.] shall make the sprinkler system in the building fully operational for the entire building, in compliance with state and local requirements, to the reasonable satisfaction of the Auburn Fire Inspector.” We have previously advised you of these requirements in our letter to you, dated February 3, 2017, citing the following NFPA codes:

NFPA 101.4.5.8 -- Maintenance*

Whenever or wherever any device, equipment, system, condition, arrangement, level of protection, or any other feature is required for compliance with the provisions of the Code, such device, equipment, system, condition, arrangement, level of protection or other feature shall thereafter be maintained.

NFPA: 1:10.13.2 – Vacant Buildings and Premises*

All fire protection systems shall be maintained in service in vacant buildings.

Please contact this office **immediately**, at 333-6633 ext. 4, or at shulbert@auburnmaine.gov with information regarding your sprinkler system.

Sincerely,

A handwritten signature in black ink, appearing to read "David N. O'Connell". The signature is fluid and cursive, with a large initial "D" and "O".

David N. O'Connell

cc: Daniel D'Auteuil, Esq.

Premises, and keep the building fully secured so as to prevent any entry by unauthorized individuals, until a certificate of occupancy is issued by Auburn. A certificate of occupancy shall issue at the time the building is in full compliance with state law and local ordinances sufficient to allow occupancy. If Auburn notifies Defendant that the building is unsecured, then Defendant shall resecure the building within 24 hours of notice. If Defendant fails to resecure the building within the allowed 24-hour period, Auburn may take steps to secure the building and recover any costs of doing so from Defendant. Notice shall be effective if given via telephone to Peter Ferland at 207-440-0002.

3. The exterior of the Premises must be kept clean and free from debris, and the weeds and plants must be kept mowed. If Auburn notifies Defendant that debris has collected on the Premises, or that it is in need of maintenance, those issues must be remedied within 48 hours of notice. Notice shall be effective if given via telephone to Peter Ferland at 207-440-0002.
4. Defendant shall not transfer the Premises unless and until this Consent has been fully satisfied, or Auburn gives its written permission to do so.
5. Within ten days of signing this Consent, Defendant shall deposit the amount of \$7,500 in an escrow account with the escrow agent of its choice. These funds shall solely be disbursed for purposes of connecting the building to the Auburn water main and connecting the sprinkler system. If, upon completion and approval, the escrow funds have not been fully disbursed, the balance shall be disbursed immediately to the City of Auburn to be credited towards the attorneys' fees and unwaived civil penalties.

Within ten days of signing, Defendant shall provide evidence of revenue stream for

Defendant and current W-2 for Peter Ferland. Within the same time, Defendant shall provide a firm quote for the installation from the contractor of his choice.

6. No later than April 15, 2016, Defendant shall make the sprinkler system in the building fully operational for the entire building, in compliance with state and local requirements, to the reasonable satisfaction of the Auburn Fire Inspector. Defendant shall be eligible for a one week extension at the discretion of the City of Auburn, which shall not be unreasonably withheld so long as Defendant has continued to work diligently towards completion.
7. Pursuant to 30-A M.R.S. § 4452(3), Defendant shall, no later than July 1, 2016, reimburse Auburn for its attorneys' fees and costs in the amount of \$1,750 via bank check, money order, or similarly liquid form of payment, which fees and costs Defendant stipulates are reasonable and appropriate in the circumstances of this case.
8. Pursuant to 30-A M.R.S. § 4452(3), Defendant shall pay a civil penalty of \$50,000, all but \$1,500 of which shall be waived if Defendant complies with the conditions and requirements of this Consent Judgment within the applicable deadlines. Defendant shall, no later than August 1, 2016, pay to Auburn the unwaived portion of the civil penalties via bank check, money order, or similarly liquid form of payment. If Defendant fails to comply with any deadline imposed herein, the waived civil penalties shall be due within ten days of the expired deadline.

If Defendant fails to comply with this Consent Judgment within the applicable deadlines, in addition to the payment of the waived civil penalty, statutory penalties shall accrue at a rate of \$100 per day for each violation, pursuant to 30-A M.R.S. § 4452, following the date of such non-compliance, until such time as Defendant brings

the Premises into full compliance to the satisfaction of the responsible Auburn official.

9. Failure to make any payment required to be paid by this Consent Judgment constitutes a breach of this Consent Judgment. Additionally, if any payment is made after dates set forth herein, interest shall accrue on said payment, at the rate of 6.30% per annum, commencing on the due date and accruing until such payment and accrued interest is paid.
10. The Clerk shall enter this Consent Judgment on the Docket by reference, pursuant to M.R. Civ. P. 79(a).

SEEN AND AGREED TO:

Dated: 1-29-16



City of Auburn
By: David N. O'Connell
Its: Fire Prevention Officer

Dated: 1-29-16



Mapleleaf Enterprises, Inc.
By: Peter Ferland
Its: President

SO ORDERED,

Dated: _____

Judge, Maine District Court

AUBURN FIRE DEPARTMENT

Office of Fire Prevention



David N. O'Connell
Fire Inspector/Fire Investigator
doconnell@auburnmaine.gov

Sarah L. Hulbert
Fire Prevention Planner
shulbert@auburnmaine.gov

August 5, 2015

Mapleleaf Enterprises, Inc.
c/o Daniel D'Auteuil, Esq.
Isaacson & Raymond
75 Park Street, P.O. Box 891
Lewiston, Maine 04243-891

RE: 16 Albiston Way, Auburn, ME

Dear Sir/Madam:

We have recently learned that you are the new owner of 16 Albiston Way here in Auburn. As you know, this building has a significant history of life safety violations and is the subject of pending enforcement litigation. We understand that the building is currently vacant. While the property remains vacant, the following measures must be taken:

1. NFPA 1 (2006) § 10.13.1 requires that "Every person owning or having charge or control of any vacant building or premises shall remove all combustible storage, waste, refuse, and vegetation and shall lock, barricade, or otherwise secure all windows, doors, and other openings to prohibit entry by unauthorized persons."

You must remove all combustible storage, waste, refuse, and vegetation no later than August 31, 2015.

The building must be boarded up and secured no later than August 7, 2015, and must remain so at all times.

2. Pursuant to NFPA 101 (2009) § 4.6.13.1, and the City of Auburn Code of Ordinances § 20-59, the existing sprinkler system must be made operational.

Please present the City a plan to do so, along with evidence of financial and technical capacity, no later than August 31, 2015.

2 | Page
16 Albiston Way
July 31, 2015

The building also may not be occupied until substantial work is done to bring it into compliance with the applicable codes and standards. Currently, the building is approved for industrial occupancy. In order to resume that occupancy, the building will require the installation of compliant emergency lights, exit signs, protection of vertical openings, fire barriers, fire alarms, means of egress, and other life safety protections. If you intend to use the property for a storage occupancy, that will constitute a change of occupancy rating and will require a permit and plan review process through the City of Auburn, and may subject the property to additional life safety requirements.

Your prompt attention to remedying the existing violations is appreciated. It is our sincere desire to work with you in devising an implementation schedule for the correction of the existing conditions, and to ensure that the property is brought back into use in compliance with the applicable laws and ordinances. Please contact this office immediately, at 333-6633 ext. 4, or at fireprevention@auburnmaine.gov, if you have any questions regarding this matter.

You may appeal this order within 30 days to the City of Auburn Fire Chief pursuant to the City of Auburn Code of Ordinances § 20-55.

Sincerely,

David N. O'Connell

DO/slh/082515

AUBURN FIRE DEPARTMENT

Office of Fire Prevention



David N. O'Connell
Fire Inspector/Fire Investigator
doconnell@auburnmaine.gov

Sarah L. Hulbert
Fire Prevention Planner
shulbert@auburnmaine.gov

July 31, 2015

To Whom It May Concern:

RE: 16 Albiston Way, Auburn, ME

Dear Sir/Madam:

We, at the Auburn Fire Department, have recently been informed that you are the new owner of 16 Albiston Way, Auburn, Maine. As you may or may not know, this building has been the subject of legal issues over the past two years, some of which are still outstanding. The building is currently unoccupied and must remain vacant until life-safety measures are brought into compliance with current codes and standards as follows:

1. While any building is vacant, minimal life safety devices are required to be operational, specifically including the fire alarm and sprinkler systems – in accordance with the City's adopted Ordinance, NFPA 1, and NFPA 101. A previous inspection of the property at 16 Albiston Way confirmed that the sprinkler system is not functional at this time. The system will need to be returned to operation per local ordinance and NFPA Code. The former owner of the property advised us that he intended to use the premises as a storage facility. If you are intending to use the premises as a storage facility, fire alarm requirements are somewhat different and will be addressed.
2. The premises at 16 Albiston Way need to be boarded up and secured, per NFPA 1, 2006 Edition, Section 10.13.1: "Every person owning or having charge or control of any vacant building or premises shall remove all combustible storage, waste, refuse, and vegetation and shall lock, barricade, or otherwise secure all windows, doors, and other openings to prohibit entry by unauthorized persons."

3. The building is currently listed as an “industrial occupancy”. Any changes to the occupancy rating will require a permit and plans review process through the City of Auburn, at which time the building must meet all necessary life-safety codes and standards adopted by the State and municipality.

Prior to occupying the building, there will need to be a review to verify that all life safety devices are operational including, but not limited to, the following:

- Emergency lights
- Exit signs
- Protection of vertical openings
- Fire barriers
- Fire alarms
- Sprinkler systems
- Means of Egress

Your prompt attention to these matters is appreciated. It is our sincere desire to work with you in devising an implementation schedule for the correction of these conditions. Please contact this office immediately, at 333-6633 ext. 4, or at fireprevention@auburnmaine.gov, if circumstances do not permit the timely abatement of the violations or if you have any questions regarding this matter.

Sincerely,

David N. O’Connell

DO/slh/082515

STATE OF MAINE
Androscoggin, SS

DISTRICT COURT
District Eight, Div. of So. Androscoggin
Docket No. _____

CITY OF AUBURN,)
)
Plaintiff,)
)
v.)
)
RITA MYRICK, BRUCE MYRICK, JAMES)
MYRICK,)
)
and)
)
MAINE CYCLE, INC.)
)
Defendants.)

**LAND USE CITATION AND
COMPLAINT**

Title to Real Estate Involved

To: Bruce Myrick
c/o Richard Trafton, Esq.
Trafton, Matzen, Belleau & Frenette
Ten Minot Avenue, P.O. Box 470
Auburn, Maine 04212-0470

Maine Cycle, Inc.
c/o Richard Trafton, Esq.
Trafton, Matzen, Belleau & Frenette
Ten Minot Avenue, P.O. Box 470
Auburn, Maine 04212-0470

Rita Myrick
c/o Richard Trafton, Esq.
Trafton, Matzen, Belleau & Frenette
Ten Minot Avenue, P.O. Box 470
Auburn, Maine 04212-0470

James Myrick
c/o Richard Trafton, Esq.
Trafton, Matzen, Belleau & Frenette
Ten Minot Avenue, P.O. Box 470
Auburn, Maine 04212-0470

CITATION

You are hereby summoned to appear in District Court at the location and date indicated below to answer to the enclosed complaint. IN THE EVENT YOU FAIL TO APPEAR AND STATE YOUR DEFENSE ON THE COURT DATE SPECIFIED, A JUDGMENT BY DEFAULT MAY BE ENTERED AGAINST YOU. You are advised to call the District Court to verify the date and time of your appearance.

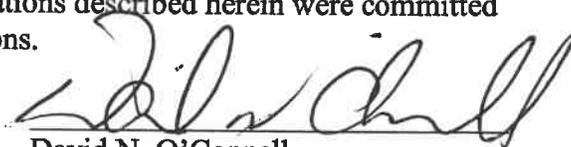
Time and Place of Appearance:

Court: Maine District Court
Address: 71 Lisbon Street, Lewiston, Maine
Date: March 26, 2015
Time: 1:00 p.m.

Signature of Complainant:

I have reasonable grounds to believe that the violations described herein were committed because I personally observed and recorded these violations.

Date: 03/06/2015



David N. O'Connell
Fire Prevention Officer
City of Auburn

COMPLAINT

You are charged with the following:

1. The violations are located at 16 Albiston Way in Auburn, Maine (the "Premises"), which is owned by Rita Myrick. A copy of the deed to Mrs. Myrick is attached hereto and incorporated herein as Exhibit A.
2. The Premises is currently used and operated as a storage facility for motorcycles and motorcycle parts.
3. The Premises is being used as storage by Maine Cycle, Inc. (of which Mrs. Myrick is the President), Bruce Myrick (Mrs. Myrick's husband), and James Myrick, Jr. (Mrs. Myrick's son).
4. The property has a long history of land use violations and citations.
5. On August 3, 2012, David O'Connell, Fire Prevention Officer for the City of Auburn, issued a Notice of Violation ("NOV") to Mrs. Myrick for conditions existing at the Premises. A copy of the NOV, and the return receipt card, is attached hereto and incorporated herein as Exhibit B.
6. Mrs. Myrick failed to appeal the NOV.
7. At Defendants' request, the City of Auburn agreed to allow the Defendants time to rectify the violations, with specific deadlines for completing the work.
8. Defendants, however, have failed to meet any of the agreed-upon deadlines.
9. The present use of the Premises constitutes a storage occupancy under the National Fire Protection Association Fire Prevention Code (2006) ("NFPA 1"), and Life Safety Code ("NFPA 101") (2009), which have been adopted by the City of Auburn pursuant to the City of Auburn Code of Ordinances (the "Auburn Code") § 20-53.

10. The following violations exist at the Premises:

Violation	Citation
Failure to maintain an operational sprinkler system	Auburn Code § 20-59
Inadequate means of egress	Auburn Code § 20-53, NFPA 101 § 42.2.4
Inadequate illumination of means of egress	Auburn Code § 20-53, NFPA 101 § 42.8.2.8
Inadequate identification of egress	Auburn Code § 20-53, NFPA 101 § 42.8.2.10
Combustible vegetation on the exterior of the Premises	Auburn Code § 20-53, NFPA 1 § 10.14.10.1
Inadequate portable fire extinguishers	Auburn Code § 20-53, NFPA 1 § 13.6
Improper storage of flammable and combustible liquids	Auburn Code § 20-53, NFPA 1 § 20.15

An attested copy of the relevant ordinances are attached hereto as Exhibit C.

11. The violations were first observed on August 3, 2012 and continue, unabated, until today.

WHEREFORE, the City of Auburn requests that this Court:

- A. Order the Defendants to cease and desist in using the Premises for a storage occupancy, or any other use, until it is brought into full compliance with the Auburn Code;
- B. Award the City of Auburn civil penalties in the amount of \$100 per violation per day, pursuant to 30-A M.R.S. § 4452(3)(B);
- C. Award the City of Auburn its attorneys' fees pursuant to 30-A M.R.S. § 4452(3)(D); and
- D. Award any such further relief as this Court deems just and proper.

Dated: March 4, 2015

Anne M. Torregrossa (Bar No. 4374)
BRANN & ISAACSON
184 Main Street, P.O. Box 3070
Lewiston, Maine 04243-3070
(207)786-3566
anne@brannlaw.com

Attorney for the City of Auburn



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 7, 2019

Order: 01-01072019

Author: Sue Clements-Dallaire, City Clerk

Subject: Annual City Audit (FY18)

Information: Sec. 8.11 of the City Charter states that *"the city council shall provide for an independent annual audit of all city accounts"* and the audit committee shall *"receive the report of the independent auditor and present that report to a joint meeting of the city council and school committee with any recommendations from the committee"*.

City Budgetary Impacts: N/A

Staff Recommended Action: Acceptance and approval.

Previous Meetings and History: Presented yearly. Was recently discussed at the 12/17/2018 Joint workshop of the School Committee and City Council.

City Manager Comments:

I concur with the recommendation. Signature:

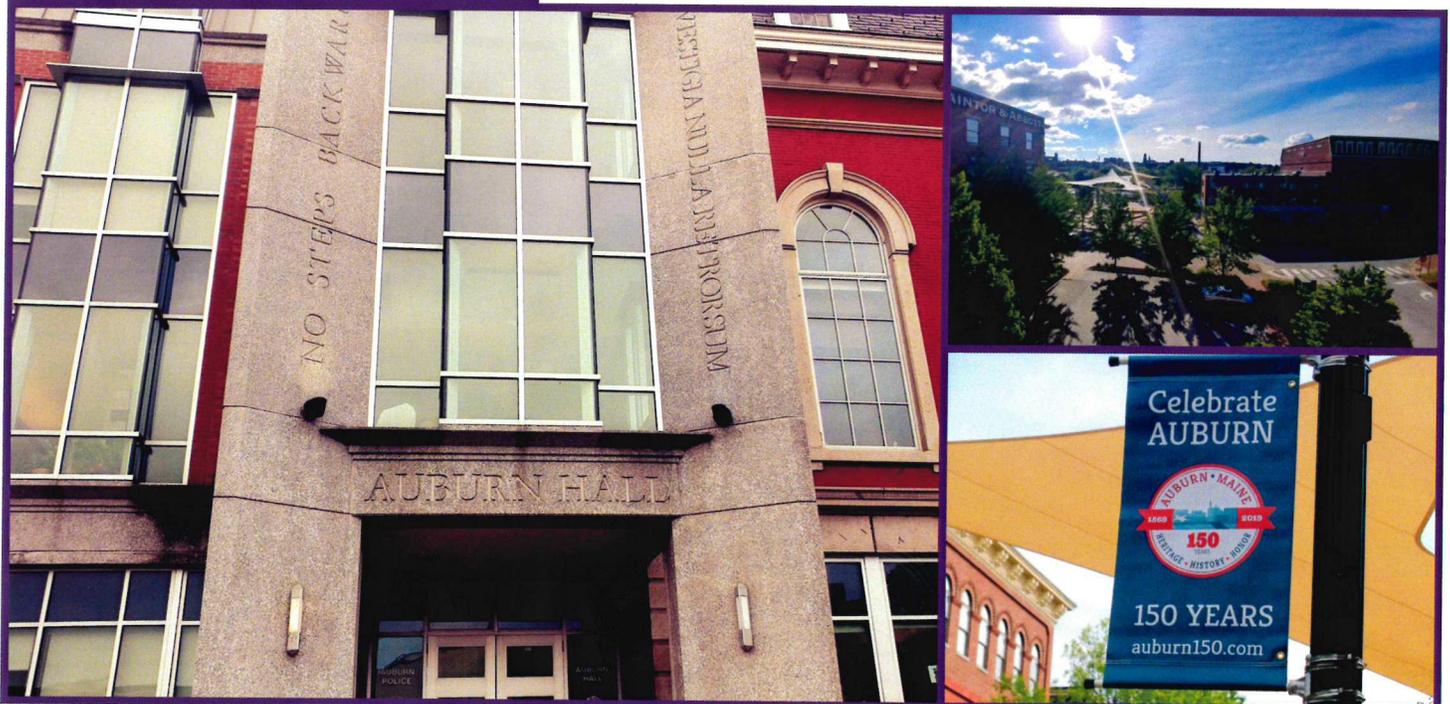
A handwritten signature in blue ink that reads "Peter J. Cochran".

Attachments:

COMPREHENSIVE ANNUAL FINANCIAL REPORT

City of Auburn, Maine

For the year ended June 30, 2018



CITY OF AUBURN, MAINE

Finance Department

**COMPREHENSIVE ANNUAL
FINANCIAL REPORT**

**For Fiscal Year Ended
June 30, 2018**

Prepared By:
Finance and Management

CITY OF AUBURN, MAINE
COMPREHENSIVE ANNUAL FINANCIAL REPORT
For the Fiscal Year Ended June 30, 2018

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CITY OF AUBURN, MAINE
COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended June 30, 2018

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CITY OF AUBURN, MAINE
COMPREHENSIVE ANNUAL FINANCIAL REPORT
For the Fiscal Year Ended June 30, 2018

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INTRODUCTORY SECTION

City of Auburn, Maine

"Maine's City of Opportunity"



December 11, 2018

Honorable Mayor Levesque and
Members of the City Council
Auburn, Maine

Ladies and Gentlemen:

The comprehensive annual financial report of the City of Auburn, Maine for the fiscal year ended June 30, 2018, is hereby submitted in accordance with the requirements of both our City Charter and State statutes. The Charter and statutes require that the City issue an annual report of its financial position and activity, and that this report be audited by an independent firm of certified public accountants. This is the fifteenth year that the City's Financial Services Department has prepared this report using the reporting requirements prescribed by Governmental Accounting Standards Board (GASB) Statement No. 34. Responsibility for both the accuracy of the data presented, and the completeness and fairness of the presentation including all disclosures, rests with the City. To the best of our knowledge and belief, the enclosed data is accurate in all material respects and is reported in a manner that presents fairly the financial position and results of operations of the City of Auburn on a government-wide and fund basis. All disclosures necessary to enable the reader to gain the maximum understanding of the City's activities have been included.

The City is required to undergo an annual single audit in conformity with Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (Uniform Guidance). The "single audit" is designed to meet the special needs of federal grantor agencies. The standards governing single audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. Information related to this single audit, including a schedule of federal awards, findings, recommendations and the independent auditor's report on compliance for each major program and on internal control over compliance, is included in a separately issued single audit report entitled "Reports Required by *Government Auditing Standards* and the Uniform Guidance".

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

Accounting Principles Generally Accepted in the United States of America (GAAP) require that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the report of the independent auditors.

Governmental Structure

The City of Auburn, incorporated in 1869, is located on the west bank of the Androscoggin River, in the south central section of the State and is the fifth largest City in the State of Maine. The City of Auburn continues to be a key area within the State in which industrial and commercial companies are investing. Auburn has a land area of 64 square miles and a population of 23,602. The City is empowered to levy a property tax on both real and personal property located within its boundaries.

The City operates under the council-manager form of government. Policy-making and legislative authority are vested in the City Council, which consists of a mayor and a seven-member council. The Council is elected on a non-partisan basis. The mayor and council members are elected to two-year terms. Five of the council members are elected from within their respective districts. The mayor and the two remaining council members are elected at-large. The City Council is responsible for, among other things, passing ordinances, adopting the budget, appointing committees and hiring the City Manager. The City Manager is responsible for carrying out the policies and ordinances of the City Council, for overseeing the day-to-day operations of the City, and for appointing the heads of the City's departments.

The City of Auburn provides a full range of services, including police and fire protection, emergency medical services and transport, sanitation services, the construction and maintenance of highways, streets and infrastructure, solid waste collection, public education, health and social welfare, recreation, general administration, and economic development.

Major Initiatives during Fiscal Year 2018

Economic Development

The City of Auburn has been experiencing record growth in permit applications and building values. The low unemployment rate and worker demand has also created a demand for workforce housing. The City currently has three large workforce housing projects with a projected combined value of sixteen-million dollars, a permitted three-million dollar market rate apartment housing project and a permitted seven-million dollar senior housing expansion project.

Opportunity Zones and the New Auburn Village Center Redevelopment Project.

In 2018 a census tract in New Auburn was designated as an Opportunity Zone. The purpose of this federal program is to encourage development and growth in Low-Income Community census tract areas, with the hope that this will stimulate the neighborhood and result in a higher quality of life for the residents.

This designation comes at an appropriate time considering that the New Auburn Village Center Redevelopment Project is in its' third phase. The project is creating a greenway trail along the Little Androscoggin River and Big Androscoggin River. The project is also constructing a new pedestrian friendly Riverway Street, creating opportunity for 14,000 square feet of new commercial space, 28,000 square feet of new residential space, and providing 168 parking spaces and will allow the closure of the Riverway for special events such as a farmer's market or arts and crafts fair.

Foreign Investment.

Foreign investment continues to increase in the City with a proposed estimated twenty million dollar mushroom growing and processing facility. Two separate foreign investment groups have purchased investment property in the City with several more foreign investment groups currently scoping projects.

Foreign-Trade Zone.

The foreign trade zone, a 760-acre parcel of land in Auburn, Maine that allows qualifying companies to save money conducting international trade by either eliminating or deferring the payment of tariffs, has shown a renewed interest due to the increase in interest from foreign investors. Currently, two warehouse operations in Auburn — Savage Safe Handling and NEPW Logistics — offer dedicated space reserved for General Purpose Foreign-Trade Zone use for clients of any size.

Community Development Block Grant Program.

Several programs were re-adopted during the last budget process to aid residents with property improvements and to help the City rebuild and strengthen its neighborhoods including the STAR Business Loan Program and Neighborhood Challenge Grant Program. The City is leveraging CDBG funds and TIF funds to improve walkability and access to parking in downtown areas. The goals are to make Auburn a friendly and safe place that people want to live, work and play in. The City opened its' second Community Garden in one of our downtown neighborhoods over the summer.

Financial Management

The City is committed to ensuring sound financial management of the public's funds. This includes a five year Financial Plan, a five year Capital Improvement Plan, maintaining a sufficient fund balance, and adhering to the highest management standards. The City Council adopted a Fund Balance Policy in FY 2004, and updated it in FY 2011, to provide on-going guidance to elected officials to strengthen fund balance. City employees perform their daily work with guidance from these plans and policies. In FY 2016, the City Council passed a resolve to discontinue the use of fund balance over the next two years. For the FY 2018 budget, the use of fund balance was reduced by half, or \$412,500, and a similar reduction will be made in the FY 2019 budget.

Capital Improvements and Debt Service

The City maintains an ongoing five year Capital Improvement Plan (CIP) that serves as a tool for the Mayor and City Council to make strategic investments in the community. In fiscal year 2018, the Capital Improvement budget included \$4.80 million to fund street, sidewalk, infrastructure and drainage improvements; \$1.30 million to fund School Department capital projects and \$3.40 million for building improvements and equipment replacements. The City of Auburn maintains an "AA-" rating from Standard & Poor's and an Aa3 rating from Moody's for the City's general obligation debt.

Education 2018

Educational Excellence

The Auburn School Department is working toward achieving Vision 2020, which was adopted in 2010. This vision leads the work of the district and guides all decisions. A central focus of Vision 2020 is creating an educational experience that is customized, flexible, and tailored to meet the needs of all learners. This type of educational system honors the principles that students learn in different ways and in different timeframes.

As the 2017-18 school year came to a close, Auburn's school administration had started the task of "rebooting" its vision to "Vision 2030", affirming its commitment to meet the needs of all learners as we approach a new decade.

School Building Infrastructure and Fleet Improvements

New Edward Little High School: The 2017-18 school year concluded with a major milestone, as the Building Committee announced its recommendation that a new, state-funded high school be constructed on the existing site that has been the home of Edward Little High School (ELHS) since 1961. Beneath a banner declaring "Our Future is Here", the Building Committee made the announcement on June 29, 2018 at ELHS. This recommendation received approval from the State Board of Education on September 12, 2018.

After receiving approval for a new, state-funded high school in Fall 2016, Auburn School Department selected Harriman Associates to lead the District through the process, from site selection through opening of the new building (possibly as soon as the Fall of 2023). Harriman lead the Building Committee on an exhaustive evaluation of 47 potential sites across the city. The committee narrowed the number of sites to 5 and began a more thorough process of evaluating each site based upon parcel structure, site conditions, transit, proximity to utilities, overall cost and community priorities. By June, it was clear the existing site best matched the top 3 priorities as defined by members of the community:

1. Ability to have all athletic fields on one site
2. Proximity to population density
3. Ability to act as an economic draw to bring people to Auburn

In the 2018-19 school year, the Building Committee will continue its work with Harriman to develop programming, design the new building, and determine which locally-funded features to add to the project. Discussions have included a performing arts center, turf field, and full climate control of the building to facilitate year-round learning. The work will culminate with a referendum vote in 2019, in which the community will be asked to approve the project and allocate funds for the locally-funded options.

Auburn School Department also will continue its work with Lewiston School Department and the State Department of Education to offer new Career Technical Education (CTE) opportunities to its students at the new ELHS. As of September 2018, the State had begun approving CTE programs to be offered at ELHS as a "satellite" of the Lewiston Regional Technical Center, providing an array of new opportunities for Auburn students.

Infrastructure: Auburn School Department facilities are the property of the City of Auburn, and the Auburn School Department, as steward, maintains buildings and grounds. The School Department's facilities have a total replacement value of approximately \$95 million.

In Winter/Spring 2017, the School Department evaluated its Capital Improvement needs for the 17-18 school year and submitted for review and recommendation to the City Council requests totaling \$3,194,225 (which represents 3.3% of capital asset values). City Councilors approved and authorized \$1,300,000 in CIP Bond issuance for the School Department in their August 2017 Bond Issuance. This is a capital asset renewal of 1.4% of replacement value into school facilities infrastructure. Our goal has been to maintain at minimum 2% Facility Condition Index (FCI) to ensure facilities are kept in good working order to meet the needs of students and the community and not fall behind on needed maintenance and improvements. The School Department will continue to seek a minimum 2% FCI in future years.

The following projects were executed in the summer of 2017 with final project acceptance throughout the Fall of 2017:

- Auburn Middle School: Elevator upgrade & locker replacement
- Fairview Elementary School: new exterior doors
- Franklin School: Exterior masonry work
- Sherwood Heights: Bathroom refurbishing, new exterior doors & siding, partial roof replacement, tile floor and exterior masonry
- Support Services Building: Parking lot resurfacing
- Walton Elementary School: Exterior masonry work
- Washburn Elementary School: Tile floor and outdoor artificial turf play space

Transportation: The School Department continues the replacement of older school buses, with the assistance of the State Department of Education (DOE) Bus Purchase/Replacement program. The DOE Bus Purchase/Replacement program stipulates that school buses are eligible for replacement utilizing state funding when they reach 10 years of age and exceed 125,000 miles of service. The DOE Bus Purchase/Replacement program schedule allows the Auburn School Department to maintain a bus fleet in conformance with State DOE standards while utilizing all available state funding and maintaining a safe and dependable fleet.

Reimbursement from DOE is a direct allocation provided through state subsidy one year after purchase. In 2017-18, the School Department added three new 2019 model year school buses that were eligible for DOE funding under the program. One was an "addition to fleet" approved by DOE based on the department's needs upon bringing transportation back "in house" after 4 years of using a contracted service. The others (one handicapped-accessible) replaced 2000 and 2003 model year buses that had reached the end of their useful lives.

All three of the new buses are equipped with propane-fired engines. These propane engines have better gas mileage and lower maintenance costs. The added cost to install a propane engine is approximately \$7,000 per bus. After deducting the added cost of converting from diesel to propane, and taking into account the life expectancy of propane buses, we estimate a savings of \$42,800 over the life of each school bus. A projected annual savings is \$5,000 per school bus, at minimum, and representing a payback in less than two years.

It is our intention to move the Auburn School Department bus fleet from diesel to propane fuel over the next 6 to 7 years, contingent on replacing at least 2 new buses each year (subject to State DOE approval and reimbursement). We now have 14 school buses that operate on propane-fired engines. Aside from producing an annual savings, we are lessening our greenhouse gas emissions and carbon footprint.

In the Spring of 2018, the School Department received a one-time approval to purchase 4 new, state-funded school buses as "additions to fleet" due to bringing transportation back in house. These buses were budgeted in the 2018-19 budget and ordered for delivery in the Fall of 2018. By taking advantage of this one-time opportunity, the School Department is in position to fulfill its goal of maintaining a safe, reliable, and environmentally friendly fleet.

On the Move: Fiscal Year 2019 Goals

The City of Auburn is currently experiencing an upswing in building construction for businesses, business expansions, new homes, and new apartment units. This is the best indication yet of the people and groups that are looking to Auburn as a place to live, work, and play. In the downtown alone are a mix of two market rate and workforce development projects that when completed will provide over 100 units, as well as space for a business in one of the complexes. In addition, in two other locations are another mixed market and workforce housing project, as well as a 100% market rate apartment project. This construction along with 20 new houses built in the last 5 years is an outstanding example of the continued resurgence of development for Auburn.

For the 2019 Fiscal Year, the budget supports the City's continued efforts to ensure that there is an adequate road and transportation network for economic commerce and the community's future growth. Significantly, the budget also includes funding for the development of a Strategic Plan to set goals and priorities for Auburn City Government on growth, quality of life, and investments in the future. The strategic planning will help the City to move forward with a full discussion of all available options, set goals for growing our economy and improving our quality of life, prioritize these goals, and define the investment strategy for achieving them.

Additionally, the City has taken further steps to have all things recreation be among the City government's highest priorities through a restructuring of the Norway Savings Bank Arena, the Recreation Department, and the Ingersoll Turf Facility into a new department called the Department of Recreation & Sports Facilities. This new department is headed by a Director of Recreation & Sports Tourism giving more emphasis to Sports Tourism and the importance of implementing the recommendations included in the 2018 Sports Tourism Study. Auburn is on the move!

Financial Information

The City's Financial Services Department is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse, and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States of America. The internal control structure being used is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that the costs of control procedures are weighed against the expected benefits to be derived, and that the evaluation of costs and benefits requires educated estimates and professional judgments by management. All of the City's internal accounting control evaluations occur within this framework.

As a recipient of federal, state, and local financial assistance, the City is also responsible for ensuring that adequate internal controls are in place to ensure and document compliance with applicable laws and regulations related to these programs. This internal control structure is subject to periodic evaluation by management and the finance department staff of the City.

The City adopts fiscal year budgets that are established in accordance with the various laws that govern the City's operations as authorized by the Council. The budget is divided into monthly budget allocations based on expenditure expectations and on historical trends whenever possible. These allocations are reviewed monthly against actual expenditures, and variances are addressed in the financial report presented each month to the City Council. At mid-year, unless conditions dictate an earlier need, budgets are reviewed; year-end projections made, and adjustments to the financial plan considered and any necessary changes are legally adopted through the passage of an appropriation and revenue resolve.

Other Information

Independent Audit

State Statute and the City Charter require an annual audit of all financial records by independent certified public accountants. The audit of fiscal year 2018 was performed for the City Council by the firm of Runyon Kersteen Ouellette, PA, a firm of licensed Certified Public Accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City of Auburn, for the fiscal year ended June 30, 2018, are free of material misstatement.

The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluation of the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the City of Auburn's financial statements for the fiscal year ending June 30, 2018, are fairly presented in conformity with accounting principles generally accepted in the United States of America. The independent auditor's report is presented as the first component of the financial section of this report. In addition to meeting the requirements set forth in state statutes, the audit was also designed to meet the requirements of the Uniform Guidance. Auditing standards generally accepted in the United States of America and the standards set forth in the General Accounting Office's *Government Auditing Standards* were used by the auditors in conducting the engagement. The auditors' reports on internal controls and compliance with applicable laws and regulations can be found in a separately issued single audit report.

Awards

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its comprehensive annual financial report for the year ended June 30, 2017. This was the twenty-fifth consecutive year that the City received this prestigious award. In order to be awarded a Certificate of Achievement, the City published an easily readable and efficiently organized comprehensive annual financial report. This report satisfied both accounting principles generally accepted in the United States of America and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and are submitting it to the GFOA to determine its eligibility for another certificate.

Acknowledgments

This report is the result of many hours of dedicated work by Gina Klemanski, Jill Cunningham, and Nancy Bosse in the Financial Services Department. I am also pleased to acknowledge the services and assistance of independent auditors, Runyon Kersteen Ouellette, in the preparation and production of this report.

Sincerely,

A handwritten signature in black ink that reads "Jill M Eastman". The signature is written in a cursive, flowing style.

Jill M Eastman
Finance Director



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of Auburn
Maine**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

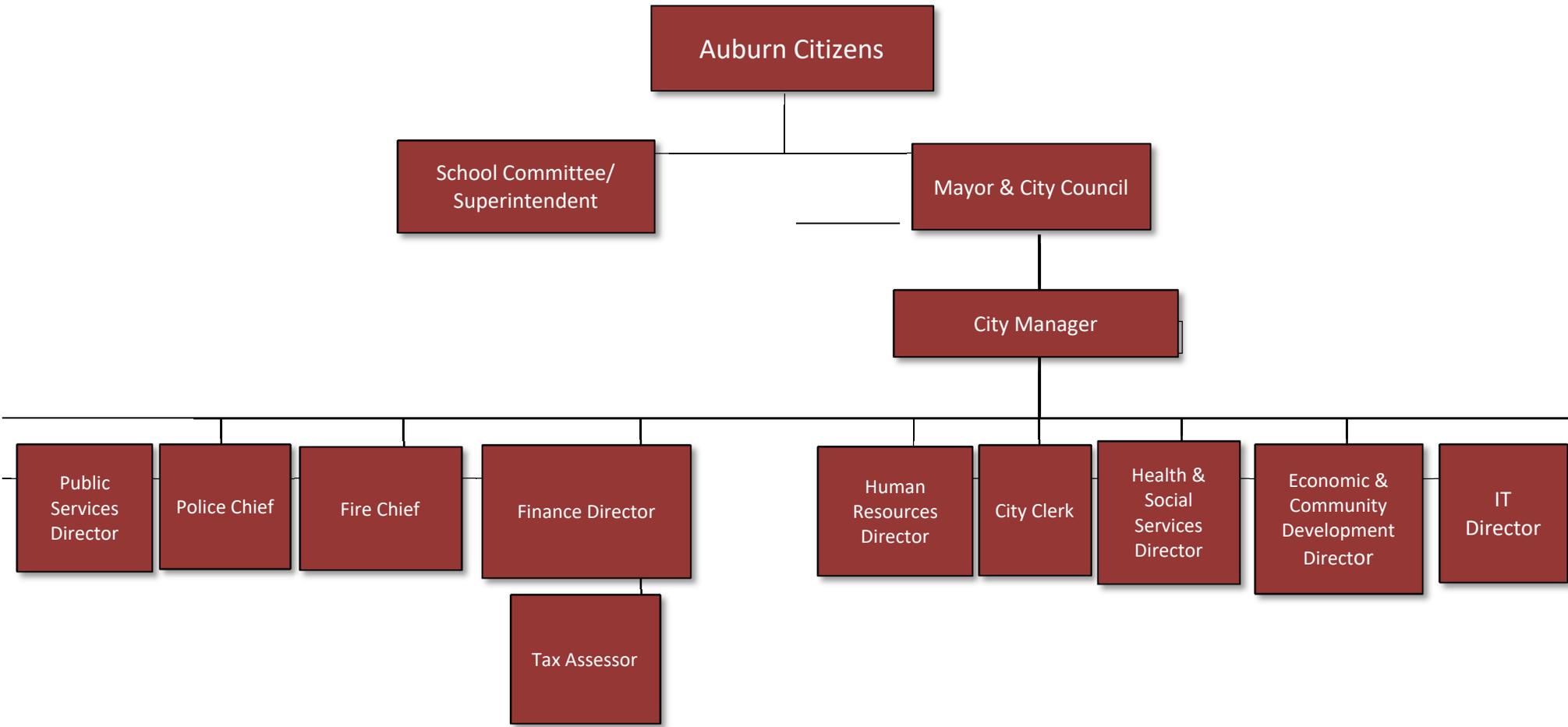
June 30, 2017

Christopher P. Morrill

Executive Director/CEO

**ORGANIZATIONAL CHART
2018**

City of Auburn



CITY OF AUBURN, MAINE

LIST OF ELECTED AND APPOINTED OFFICIALS

June 30, 2018

Elected Officials

Mayor	Jason J. Levesque
Council Member – Ward 1	Holly Lasagna
Council Member – Ward 2	Robert P. Hayes
Council Member – Ward 3	Andrew D. Titus
Council Member – Ward 4	Alfreda M. Fournier
Council Member – Ward 5	Leroy G. Walker
Council Member – At Large	Belinda Gerry
Council Member – At Large	David C. Young
School Committee – Chair, Ward 3	Thomas Kendall
School Committee – Ward 1	Robert Mennealy
School Committee – Ward 2	Bonnie J. Hayes
School Committee – Ward 4	Jenna Scrivner
School Committee – Ward 5	Daniel F. Poisson Sr.
School Committee – At Large	Patricia Gautier
School Committee – At Large	Faith Fontaine
School Committee – Mayor’s Representative	Alfreda M. Fournier

Appointed Officials

City Manager	Peter Crichton
Assistant City Manager	Denise Clavette
Finance Director	Jill M. Eastman
School Superintendent	Katherine Grondin
School Business Manager	Adam Hanson
City Clerk	Susan Clements-Dallaire
Tax Collector	Nancy Bosse
Assessor	Karen Scammon
Fire Chief	Robert Chase
Human Resources Director	Christine Mumau
Police Chief	Phil Crowell
Public Services Director	Dan Goyette
Recreation Director	Sabrina Best
Health & Social Services Director	Holli Olivier
Economic & Community Development Director	Michael Chamings

FINANCIAL SECTION

Report of Independent Auditors

City Council
City of Auburn, Maine:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Auburn, Maine, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City of Auburn, Maine's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Auburn, Maine, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

As described in the notes to the financial statements, in 2018, the City adopted new accounting guidance, *GASB No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the schedule of the City's proportionate share of the net pension liability, the schedule of City contributions, the schedule of Changes in the City's total pension liability, the schedule of changes in the City's total OPEB liability and related ratios, and the schedule of City's proportionate share of the net OPEB liability, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Auburn, Maine's basic financial statements. The introductory section, combining and individual fund financial statements, and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

City Council
City of Auburn, Maine

The combining and individual fund statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 11, 2018, on our consideration of the City of Auburn, Maine's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Auburn, Maine's internal control over financial reporting and compliance.



December 11, 2018
South Portland, Maine

Management's Discussion and Analysis Fiscal Year Ended June 30, 2018

As management of the City of Auburn, Maine, we offer this narrative overview and analysis of the financial activities of the City of Auburn, Maine for the fiscal year ended June 30, 2018. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal to this report.

Financial Highlights

- The assets and deferred outflows of resources of the City of Auburn exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$78,067,271 (*net position*).
- The City of Auburn's total net position decreased by \$215,423.
- As of the end of the current fiscal year, the City of Auburn's governmental funds reported combined ending fund balances of \$22,450,904, an increase of \$68,667 in comparison with the prior year.
- At the end of the current fiscal year, total assigned and unassigned fund balance for the General Fund was \$9,644,275, or 12.38% of total General Fund expenditures (on a budgetary basis).
- The City of Auburn issued one bond for \$8,500,000 for its Capital Improvement Plan. The \$8,500,000 issuance will be used for the following projects: to fund the City's street, sidewalk and infrastructure improvements; purchase multiple pieces of heavy equipment; and for building improvements. Of the total \$8,500,000, \$1,163,158 will fund various school capital projects.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City of Auburn's basic financial statements. The City of Auburn's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to basic financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the City of Auburn's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the City of Auburn's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference between them reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City of Auburn that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government; public safety; health, welfare and recreation; public works, including highways, streets, and solid waste disposal; other agencies; education; food services; and interest on debt. The City has two business-type activities, Ingersoll Turf Facility and Norway Savings Bank Ice Arena. The government-wide financial statements can be found on pages 31-32 of this report.

Fund financial statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Auburn, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City of Auburn maintains individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, the Community Development Programs, Tax Increment Financing, Capital Projects Fund and City Special Revenue, which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

The City of Auburn adopts an annual appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 33-38 of this report.

Proprietary funds

The City of Auburn maintains one type of proprietary fund. The *enterprise fund* is used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City of Auburn uses the enterprise fund to account for its operations of Ingersoll Turf Facility and Norway Savings Bank Ice Arena.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail.

The basic proprietary fund financial statements can be found on pages 39-41 of this report.

Fiduciary funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the City. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are *not* available to support the City of Auburn's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The basic fiduciary fund financial statements can be found on pages 42-43 of this report.

Notes to basic financial statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to basic financial statements can be found on pages 44-80 of this report.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information and can be found beginning on page 81 of this report.

The combining statements referred to earlier in connection with nonmajor governmental funds are presented immediately following the required supplementary information. The combining and individual fund statements and schedules can be found on pages 89-101 of this report.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City of Auburn, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$78,067,271 at the close of the most recent fiscal year.

City of Auburn's Net Position

	Governmental Activities		Business-type Activities		Total	
	2018	2017*	2018	2017*	2018	2017*
Current and other assets	\$ 31,671,722	31,552,547	(1,140,841)	(325,627)	30,530,881	31,226,920
Capital assets	125,512,141	124,318,008	515,180	539,164	126,027,321	124,857,172
Total assets	157,183,863	155,870,555	(625,661)	213,537	156,558,202	156,084,092
Deferred outflows of resources:						
Related to pensions	3,341,664	6,986,517	27,142	130,327	3,368,806	7,116,844
Noncurrent liabilities	73,044,518	73,472,464	181,101	310,650	73,225,619	73,783,114
Other liabilities	7,166,128	5,865,806	16,779	7,829	7,182,907	5,873,635
Total liabilities	80,210,646	79,338,270	197,880	318,479	80,408,526	79,656,749
Deferred inflows of resources:						
Deferred charge on refunding	126,818	140,909	-	-	126,818	140,909
Related to pensions	991,668	659,708	11,221	15,736	1,002,889	675,444
Related to OPEB	315,878	-	5,626	-	321,504	-
Total deferred inflows of resources	1,434,364	800,617	16,847	15,736	1,451,211	816,353
Net investment in capital assets	80,738,742	80,283,459	515,180	539,164	81,253,922	80,822,623
Restricted	6,492,342	8,513,552	-	324,591	6,492,342	8,838,143
Unrestricted	(8,350,567)	(6,078,826)	(1,328,426)	(854,106)	(9,678,993)	(6,932,932)
Total net position	\$ 78,880,517	82,718,185	(813,246)	9,649	78,067,271	82,727,834

*This table has not been restated for the effects of prior-period adjustments, including the implementation of Governmental Accounting Standards Board (GASB) 75.

By far, the largest portion of the City of Auburn's net position (104.08% or \$81,253,922) reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment); less any related debt used to acquire those assets that is still outstanding, and adding back any unspent bond proceeds. The City has made a conscious effort to continue its investment in long-term infrastructure improvements such as storm water separation, roadways, traffic improvements, sidewalks, facilities, and large equipment. The City uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City of Auburn’s net position (8.32%) represents resources that are subject to external restrictions on how they may be used. The remaining unrestricted *net position* is a deficit of (\$9,678,993).

	City of Auburn's Changes in Net Position					
	Governmental		Business-type		Total	
	2018	2017*	2018	2017*	2018	2017*
Revenues:						
Program revenues:						
Charges for services	\$ 3,378,694	3,703,524	1,132,476	1,383,077	4,511,170	5,086,601
Operating grants and contributions	31,862,806	29,573,666	-	1,388,744	31,862,806	30,962,410
Capital grants and contributions	315,234	-	-	-	315,234	-
General revenues:						
Property and other taxes	50,260,659	48,765,867	-	-	50,260,659	48,765,867
Grants and contributions not restricted to specific programs	5,541,000	4,760,666	-	-	5,541,000	4,760,666
Other	116,653	154,977	-	-	116,653	154,977
Total revenues	91,475,046	86,958,700	1,132,476	2,771,821	92,607,522	89,730,521
Expenses:						
General government	12,798,298	14,171,875	-	-	12,798,298	14,171,875
Public safety	10,164,734	10,180,500	-	-	10,164,734	10,180,500
Health, welfare and recreation	2,260,080	2,183,193	-	-	2,260,080	2,183,193
Public works	13,154,573	12,069,994	-	-	13,154,573	12,069,994
Other agencies	3,722,648	3,529,357	-	-	3,722,648	3,529,357
Education	46,840,880	44,423,602	-	-	46,840,880	44,423,602
Interest on debt	738,594	861,111	-	-	738,594	861,111
Ingersoll Turf Facility	-	-	172,462	159,278	172,462	159,278
Norway Savings Bank Arena	-	-	1,373,107	1,293,801	1,373,107	1,293,801
Food services	1,597,569	-	-	1,576,332	1,597,569	1,576,332
Total expenses	91,277,376	87,419,632	1,545,569	3,029,411	92,822,945	90,449,043
Change in net position	197,670	(460,932)	(413,093)	(257,590)	(215,423)	(718,522)
Net position - July 1 - as restated	78,682,847	83,179,117	(400,153)	267,239	78,282,694	83,446,356
Net position - June 30	\$ 78,880,517	82,718,185	(813,246)	9,649	78,067,271	82,727,834

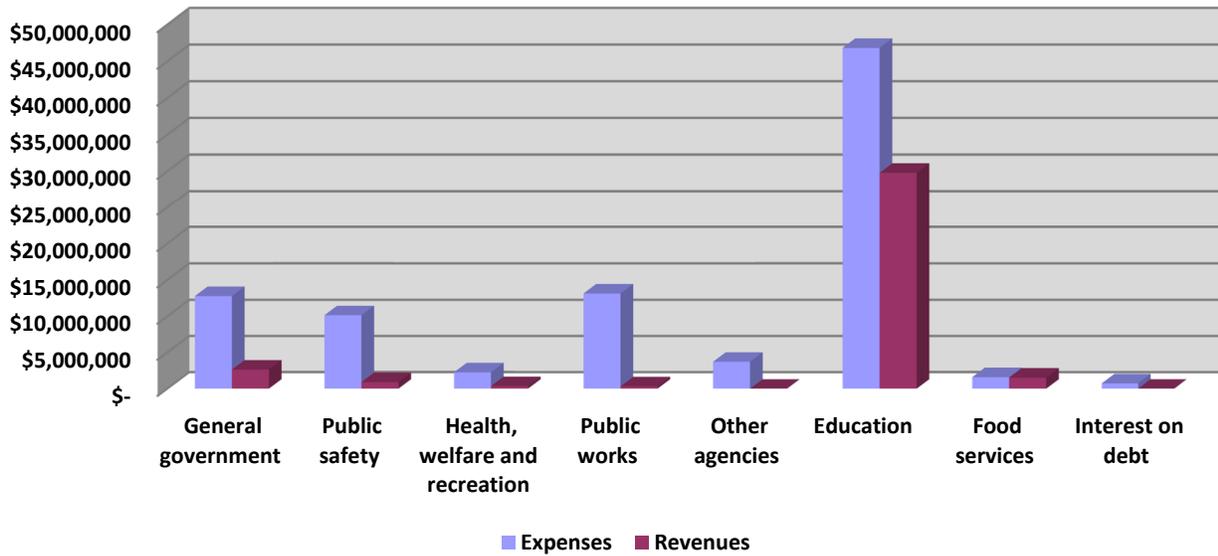
*This table has not been restated for the effects of prior-period adjustments, including the implementation of Governmental Accounting Standards Board (GASB) 75.

Governmental Activities

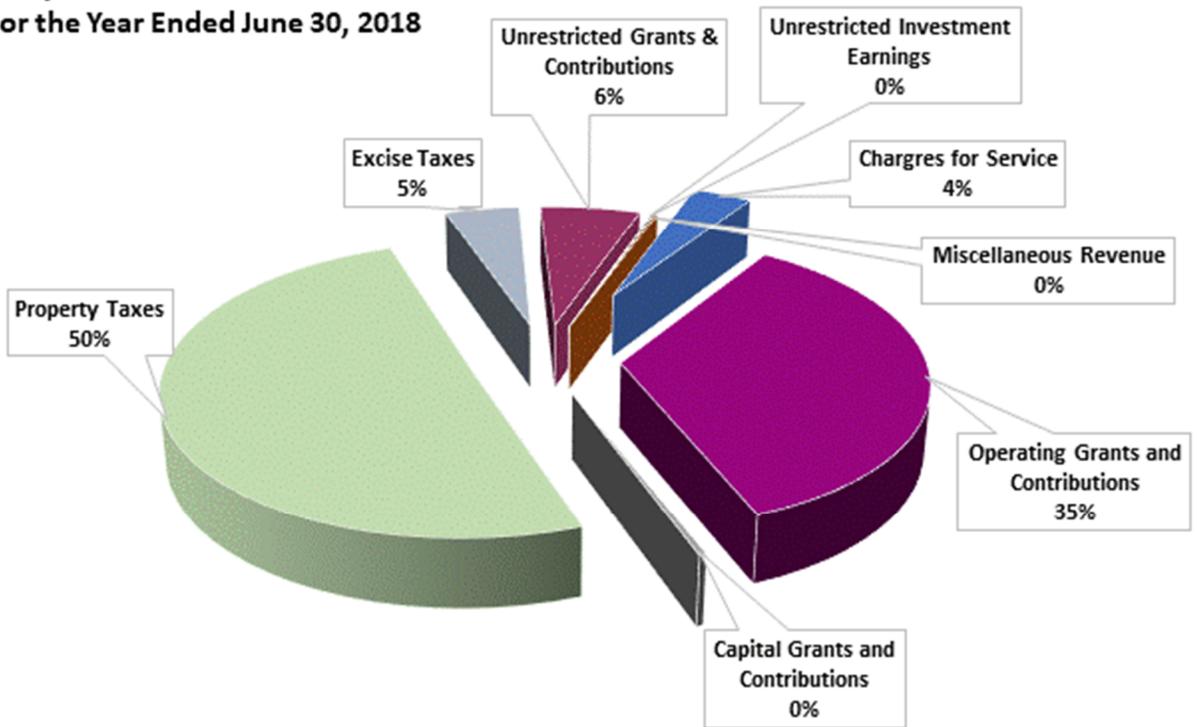
Governmental activities increased the City of Auburn’s net position by \$197,670. Key elements of this decrease are as follows:

- The City received less in charges for services and operating grants and contributions during the current fiscal year.
- This decrease was partially offset by increases in property and other taxes (\$1,494,792) and Homestead and BETE exemptions (\$698,660).
- Total expenses increased by \$3,857,744 (4.41%) primarily due to the increase in public works and education expenses. Public works expenses increased primarily due to an increase in capital maintenance expenses as well as an increase in depreciation from capitalized assets.
- Additionally, in the current year, management chose to reclassify the school nutrition fund as a special revenue fund. It had previously been classified as an enterprise fund.

**Expenses and Program Revenues -Governmental Activities
For the Year Ending June 30, 2018**



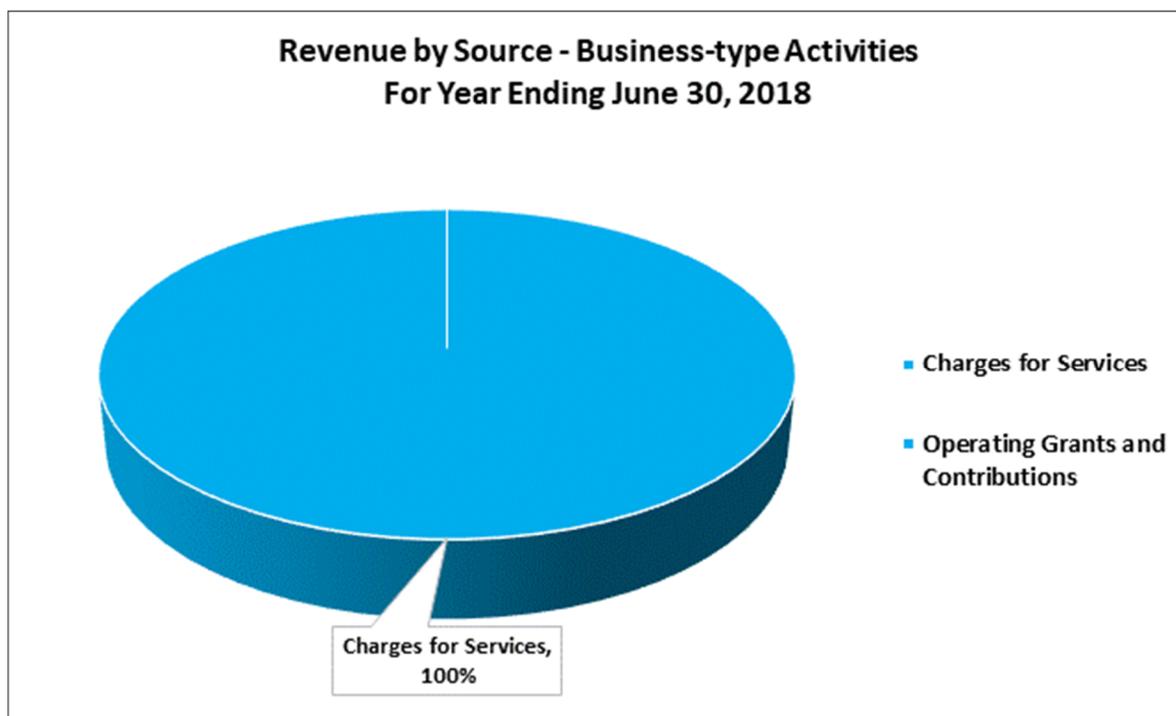
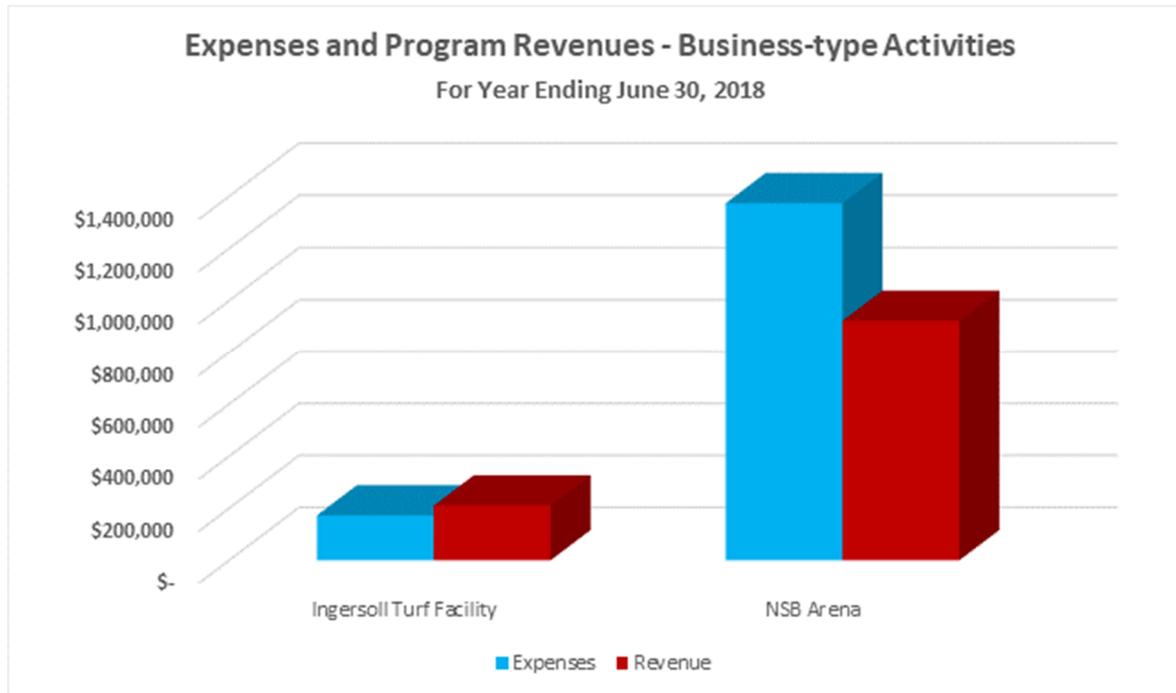
**Revenue by Source-Governmental Activities
For the Year Ended June 30, 2018**



Business-type Activities

The City's two business-type activities, its Ingersoll Turf Facility and Norway Savings Bank Arena decreased the City of Auburn's net position by \$413,093.

Revenues for business-type activities decreased by \$1,639,345 or 59.14%. Expenses for business-type activities decreased by \$1,483,842 or 48.98%. In the current year, management chose to reclassify the school nutrition fund as a special revenue fund. It had previously been classified as an enterprise fund. Excluding the school nutrition fund, enterprise fund expenditures increased by \$92,490, primarily due to an increase in wages, benefits and utilities.



Financial Analysis of the Government's Funds

As noted earlier, the City of Auburn uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the City of Auburn's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the City's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City of Auburn's governmental funds reported combined ending fund balances of \$22,450,904, an increase of \$68,667, in comparison with the prior year. This total consists of: General Fund, \$13,176,674; Community Development Programs Fund, \$2,643,305; Tax Increment Financing, (\$354,506); Capital Projects Fund, \$7,025,150; City Special Revenue Fund, (\$531,404), and Other Governmental Funds, \$491,685. These fund balances (deficits) are intended, and in some cases restricted, committed or assigned, for specific purposes.

The General Fund is the chief operating fund of the City of Auburn. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$7,780,670. As a measure of the General Fund's liquidity, it may be useful to compare unassigned fund balance to total fund budget. Unassigned fund balance represents 9.30% of the total General Fund's final budgeted expenditures of \$83,715,558 (includes budgeted transfers out) at June 30, 2018. The City Council adopted a Fund Balance Policy in June 2011, establishing a goal of having a General Fund unassigned fund balance equal to 12.5% of the City's municipal and school budgets. Rating agencies look favorably upon the establishment of fund balance policies by communities, which signifies the recognition that a healthy fund balance is imperative to the good financial standing of the community.

The Community Development Program Fund fund balance decreased by \$236,929. The decrease was due to the timing of drawdowns as well as the increase in expenditures for the CDBG program.

The Tax Increment Financing Fund fund balance decreased by \$104,609 due to capital expenditures and debt service payments.

The Capital Projects Fund fund balance decreased by \$388,641 which only represents a reduction of 5.24% of total fund balance from the prior year. Bond proceeds received in the current year were more than offset by capital and other expenditures, which led to the decrease in fund balance.

The City Special Revenue Fund fund balance decreased by \$185,448 due to the City expending grant funds received in the prior years, which exceeded reimbursements and revenues from current year grants.

Proprietary Funds

The City of Auburn's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the City's proprietary funds, which include Ingersoll Turf Facility and Norway Savings Bank Ice Arena, amounted to a deficit of (\$1,328,426). The total decrease in net position was \$413,093.

General Fund Budgetary Highlights

For the current fiscal year, the total revenue was above budgetary projections and the total expenditures were below budgetary projections. During the current fiscal year, the budgetary fund balance of the City of Auburn’s General Fund increased by \$839,382. Contributing factors to this increase included:

- Property taxes were above budgetary projections by \$30,511, primarily due to increased collection efforts on delinquent taxes.
- Motor vehicle excise taxes were above budgetary projections by \$309,850.
- Licenses and permits were above budgetary projections by \$96,604, due to an increase in building permits.
- General government expenditures were under budget by \$1,034,234, due to savings in economic development, city manager, and facilities. There were vacant positions in economic development and city manager during the fiscal year. Facilities had savings in property and casualty insurance costs.
- Education expenditures were under budget by \$891,748 due to lower-than-expected regular instruction and facilities maintenance expenditures.
- Budgeted use of City and School surplus were used to offset the current year’s expenditures and keep the mil rate down.

Capital Asset and Debt Administration

Capital Assets

The City of Auburn’s investment in capital assets for its governmental and business-type activities as of June 30, 2018 amounts to \$126,027,679 (net of accumulated depreciation). This investment in capital assets includes land, buildings, land improvements, machinery and equipment, vehicles and infrastructure. The total increase in the City of Auburn’s investment in capital assets for the current fiscal year was .99%. For more detail, refer to Capital Assets in the Detailed Notes for All Funds on pages 54-55

	City of Auburn's Capital Assets (net of depreciation)					
	Governmental Activities		Business-type Activities		Total	
	2018	2017	2018	2017	2018	2017
Land	\$ 7,886,570	7,489,841	-	-	7,886,570	7,489,841
Construction in progress	7,024,763	2,882,768	-	-	7,024,763	2,882,768
Buildings and improvements	40,147,454	40,202,436	173,616	200,052	40,321,070	40,402,488
Equipment	1,624,043	1,756,657	341,564	271,737	1,965,607	2,028,394
Vehicles	4,486,164	3,875,460	-	-	4,486,164	3,875,460
Infrastructure	64,343,147	67,347,709	-	-	64,343,147	67,347,709
Total capital assets	\$ 125,512,141	123,554,871	515,180	471,789	126,027,321	124,026,660

Major capital asset events during the current fiscal year included the following:

- Building improvements, such as masonry work, exterior doors and siding and flooring at multiple schools, as well as roof repairs totaled \$1,586,480.
- Public works replaced a multi use tractor (\$162,100), 2 plow trucks (\$358,546), 3 one ton trucks (\$107,137), as well as multiple pieces of equipment with a total value of \$133,837.
- The annual road reclamation and reconstruction projects totaled \$1,411,679.
- The School Department purchased three new school buses, three vans and two wagons, and a truck with a plow for a total cost of \$449,638.

Long-term Debt

At the end of the current fiscal year, the City of Auburn had total general obligation bonded debt outstanding, not including premiums, of \$48,883,662. The City’s entire debt is backed by the full faith and credit of the City. For more detail, refer to Long-term Debt in the Detailed Notes for All Funds on pages 58-60.

General Obligation Bonds			
Governmental Activities		Business-type Activities	
2018	2017	2018	2017
\$ 48,883,662	48,634,394	-	-

During the current fiscal year, the City of Auburn’s total bonded debt increased by \$249,268. The City issued general obligation bonds totaling \$8,500,000 for the annual capital improvement program for the City and School Department.

The City of Auburn maintained an “Aa3” rating from Moody’s on October 27, 2016 and received an “AA-” rating from Standard & Poor’s for its general obligation debt. Please refer to the agencies reports for a comprehensive explanation of its rating assessment.

State statutes limit the amount of general obligation debt a municipality may issue to 15 percent of its total state assessed valuation. The current debt limitation for the City of Auburn is \$297,255,000 that is significantly in excess of the City of Auburn’s outstanding general obligation debt.

Next Year’s Goals, the Economic Climate, and the Budget and Tax Rates

The City’s property tax base has stabilized and the current outlook is that Auburn and the region are poised to make a strong rebound. The City continues to hold firm that pursuing further economic growth to increase the property tax base is the best way to sustain the quality of life and reduce the property tax burden. Over the past five years, there has been a steady increase in the number of approved permits from 804 in 2014 to 1,056 in 2018.

Property values have seemed to level off and there was a slight increase in total assessed value again for fiscal year 2019. The FY 2019 budget focused on maintaining the current level of services, infrastructure improvements and economic development and the need to increase the City’s assessed value.

On the Move: Fiscal Year 2019 Goals

The City of Auburn is currently experiencing an upswing in building construction for businesses, business expansions, new homes, and new apartment units. This is the best indication yet of the people and groups that are looking to Auburn as a place to live, work, and play. In the downtown alone are a mix of two market rate and workforce development projects that when completed will provide over 100 units, as well as space for a business in one of the complexes. In addition, in two other locations are another mixed market and workforce housing project, as well as a 100% market rate apartment project. This construction along with 20 new houses built in the last 5 years is an outstanding example of the continued resurgence of development for Auburn.

For the 2019 Fiscal Year, the budget supports the City’s continued efforts to ensure that there is an adequate road and transportation network for economic commerce and the community’s future growth. Significantly, the budget also includes funding for the development of a Strategic Plan to set goals and priorities for Auburn City Government on growth, quality of life, and investments in the future. The strategic planning will help the City to move forward with a full discussion of all available options, set goals for growing our economy and improving our quality of life, prioritize these goals, and define the investment strategy for achieving them.

Additionally, the City has taken further steps to have all things recreation be among the City government's highest priorities through a restructuring of the Norway Savings Bank Arena, the Recreation Department, and the Ingersoll Turf Facility into a new department called the Department of Recreation & Sports Facilities. This new department is headed by a Director of Recreation & Sports Tourism giving more emphasis to Sports Tourism and the importance of implementing the recommendations included in the 2018 Sports Tourism Study. Auburn is on the move!

The Budget and Tax Rates

The City's Fiscal Year 2018-2019 budget has an expenditure increase of 3.89% and a tax levy increase of 0.99%. These increases were primarily due to an increase in operating expenses for both the municipal and school budgets and a increase in the State Subsidy for education in FY 2019. The use of fund balance had been used in previous years to help keep the tax rate increase lower. The City's fund balance policy requires the City to maintain a 12.5% unassigned fund balance in the general fund (12.5% of general fund expenditures). At the end of fiscal year 2015, it was noted that the City fell below this percentage and the FY 2019 budget continued addressing this issue. It should also be noted that in FY 2018 and FY 2017, the City's unassigned fund balance as a percentage of expenditures increased, and thus the City feels that by eliminating the use of fund balance in the coming years, the City will be back in line with policy.

Requests for Information

This financial report is designed to provide a general overview of the City of Auburn's financial condition for all those with an interest in the City's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Director or City Manager, 60 Court Street, Auburn, Maine.

BASIC FINANCIAL STATEMENTS

CITY OF AUBURN, MAINE
Statement of Net Position
June 30, 2018

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	\$ 4,994,412	96,252	5,090,664
Investments	13,533,287	-	13,533,287
Amounts held in escrow	674,828	-	674,828
Receivables:			
Accounts, net of allowance	224,680	43,918	268,598
Intergovernmental	3,196,128	-	3,196,128
Taxes receivable	3,212,230	-	3,212,230
Loans, net of allowance	4,396,428	-	4,396,428
Internal balances	1,281,011	(1,281,011)	-
Prepaid expenses	126,330	-	126,330
Inventories	32,388	-	32,388
Capital assets, not being depreciated	14,911,333	-	14,911,333
Capital assets, being depreciated, net	110,600,808	515,180	111,115,988
Total assets	157,183,863	(625,661)	156,558,202
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows of resources - related to pensions	3,341,664	27,142	3,368,806
Total deferred outflows of resources	3,341,664	27,142	3,368,806
LIABILITIES			
Accounts payable and other current liabilities	2,165,331	16,779	2,182,110
Accrued payroll	3,314,228	-	3,314,228
Prepaid taxes	166,885	-	166,885
Unearned revenue	1,519,684	-	1,519,684
Noncurrent liabilities:			
Due within one year	9,876,347	-	9,876,347
Due in more than one year	63,168,171	181,101	63,349,272
Total liabilities	80,210,646	197,880	80,408,526
DEFERRED INFLOWS OF RESOURCES			
Deferred charge on refunding	126,818	-	126,818
Deferred inflows of resources - related to pensions	991,668	11,221	1,002,889
Deferred inflows of resources related to OPEB	315,878	5,626	321,504
Total deferred inflows of resources	1,434,364	16,847	1,451,211
NET POSITION			
Net investment in capital assets	80,738,742	515,180	81,253,922
Restricted for:			
Permanent funds:			
Expendable	69,475	-	69,475
Nonexpendable	190,367	-	190,367
Other purposes:			
City Services	952,222	-	952,222
Education	2,332,514	-	2,332,514
Centralized School Lunch	304,459	-	304,459
Community Development Programs	2,643,305	-	2,643,305
Unrestricted	(8,350,567)	(1,328,426)	(9,678,993)
Total net position	\$ 78,880,517	(813,246)	78,067,271

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Statement of Activities
For the Year Ended June 30, 2018

Functions/programs	Expenses	Program Revenues			Net (expense) revenue and changes in net position		
		Charges for services	Operating grants and contributions	Capital grants and contributions	Primary Government		Total
					Governmental activities	Business-type activities	
Primary government:							
Governmental activities:							
General government	\$ 12,926,678	1,193,393	1,450,248	-	(10,283,037)	-	(10,283,037)
Public safety	10,164,734	782,884	128,480	-	(9,253,370)	-	(9,253,370)
Health, welfare and recreation	2,260,080	332,437	24,526	-	(1,903,117)	-	(1,903,117)
Public works	13,154,573	-	-	315,234	(12,839,339)	-	(12,839,339)
Other agencies	3,722,648	-	-	-	(3,722,648)	-	(3,722,648)
Education	46,840,880	846,164	28,952,835	-	(17,041,881)	-	(17,041,881)
Food services	1,597,569	223,816	1,306,717	-	(67,036)	-	(67,036)
Interest on debt	610,214	-	-	-	(610,214)	-	(610,214)
Total governmental activities	91,277,376	3,378,694	31,862,806	315,234	(55,720,642)	-	(55,720,642)
Business-type activities:							
Ingersoll Turf Facility	172,462	209,922	-	-	-	37,460	37,460
Norway Savings Bank Arena	1,373,107	922,554	-	-	-	(450,553)	(450,553)
Total business-type activities	1,545,569	1,132,476	-	-	-	(413,093)	(413,093)
Total primary government	\$ 92,822,945	4,511,170	31,862,806	315,234	(55,720,642)	(413,093)	(56,133,735)
General revenues, unrestricted:							
Property taxes, levied for general purposes					45,998,747	-	45,998,747
Motor vehicle excise taxes					4,119,850	-	4,119,850
Interest on delinquent taxes					142,062	-	142,062
Grants and contributions not restricted to specific programs:							
State Revenue Sharing					1,535,468	-	1,535,468
Homestead and BETE exemptions					3,237,764	-	3,237,764
Other State aid					767,768	-	767,768
Unrestricted investment earnings					106,216	-	106,216
Miscellaneous revenues					10,437	-	10,437
Total general revenues					55,918,312	-	55,918,312
Change in net position					197,670	(413,093)	(215,423)
Net position - beginning - as restated					78,682,847	(400,153)	78,282,694
Net position - ending					\$ 78,880,517	(813,246)	78,067,271

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Balance Sheet
Governmental Funds
June 30, 2018

	General	Community Development Programs	Tax Increment Financing	Capital Projects	City Special	Other Governmental Funds	Total Governmental Funds
ASSETS							
Cash and cash equivalents	\$ 4,588,432	-	-	-	-	405,980	4,994,412
Amounts held in escrow	674,828	-	-	-	-	-	674,828
Investments	6,187,381	-	1,015,500	5,981,086	84,693	264,627	13,533,287
Receivables:							
Taxes	3,212,230	-	-	-	-	-	3,212,230
Accounts, net of allowance	268,590	-	85,968	-	-	15,200	369,758
Loans, net of allowance	799,439	2,426,923	-	-	1,170,066	-	4,396,428
Intergovernmental	747,267	1,758,864	-	-	67,935	622,062	3,196,128
Inventory	-	-	-	-	-	32,388	32,388
Interfund receivables	3,182,810	-	-	2,006,569	-	162,227	5,351,606
Prepaid expenditures	126,330	-	-	-	-	-	126,330
Total assets	\$ 19,787,307	4,185,787	1,101,468	7,987,655	1,322,694	1,502,484	35,887,395
LIABILITIES							
Accounts payable	1,073,230	20,281	-	962,505	29,160	66,336	2,151,512
Accrued payroll and benefits payable	3,314,228	-	-	-	-	-	3,314,228
Prepaid taxes	166,885	-	-	-	-	-	166,885
Escrow funds payable	1,600	12,219	-	-	-	-	13,819
Unearned revenue	-	1,508,839	-	-	-	10,845	1,519,684
Interfund payables	-	1,143	1,455,974	-	1,824,938	933,618	4,215,673
Total liabilities	4,555,943	1,542,482	1,455,974	962,505	1,854,098	1,010,799	11,381,801
DEFERRED INFLOWS OF RESOURCES							
Unavailable revenue - property taxes	2,054,690	-	-	-	-	-	2,054,690
Total deferred inflows of resources	2,054,690	-	-	-	-	-	2,054,690
FUND BALANCES (DEFICITS)							
Nonspendable - amounts held in escrow	674,828	-	-	-	-	-	674,828
Nonspendable - inventory	-	-	-	-	-	32,388	32,388
Nonspendable - prepaid expenditures	126,330	-	-	-	-	-	126,330
Nonspendable - long-term receivables	799,439	-	-	-	-	-	799,439
Nonspendable - principal	-	-	-	-	-	69,475	69,475
Restricted	1,931,802	2,643,305	-	-	-	863,150	5,438,257
Committed	-	-	-	7,025,150	-	152,783	7,177,933
Assigned	1,863,605	-	-	-	-	-	1,863,605
Unassigned	7,780,670	-	(354,506)	-	(531,404)	(626,111)	6,268,649
Total fund balances (deficits)	13,176,674	2,643,305	(354,506)	7,025,150	(531,404)	491,685	22,450,904
Total liabilities, deferred inflows of resources, and fund balances (deficits)	\$ 19,787,307	4,185,787	1,101,468	7,987,655	1,322,694	1,502,484	

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore are not reported in the funds.	125,512,141
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds.	2,054,690
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds:	
Bonds and notes payable	(49,021,130)
Capital leases payable	(1,590,004)
Unamortized debt premiums	(2,704,191)
Accrued compensated absences	(2,184,621)
Accrued self-insurance liability	(1,119,708)
Other postemployment benefits with related deferred inflows and outflows of resources	(3,774,224)
Net pension liability with related deferred inflows and outflows of resources	(9,602,951)
City pension liability	(300,253)
Deferred charge on refunding	(126,818)
Landfill postclosure care costs	(206,000)
Accrued interest on debt	(507,318)

Net position of governmental activities **\$ 78,880,517**

CITY OF AUBURN, MAINE
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2018

	General	Community Development Programs	Tax Increment Financing	Capital Projects	City Special	Other Governmental Funds	Total Governmental Funds
Revenues:							
Taxes	\$ 50,263,953	-	-	-	-	-	50,263,953
Intergovernmental	31,354,051	911,052	-	-	445,859	4,558,959	37,269,921
Licenses and permits	345,604	-	-	-	-	-	345,604
Charges for services	1,789,622	-	-	-	2,810	1,191,216	2,983,648
Other income	59,879	165,465	-	-	142,647	141,007	508,998
Interest income	64,962	-	-	37,502	1,911	1,841	106,216
Total revenues	83,878,071	1,076,517	-	37,502	593,227	5,893,023	91,478,340
Expenditures:							
Current:							
General government	10,538,722	1,313,446	1,130,735	-	427,757	203,294	13,613,954
Public safety	9,792,661	-	-	-	154,827	-	9,947,488
Health, welfare and recreation	1,563,965	-	-	-	23,935	368,809	1,956,709
Public works	5,349,463	-	-	-	116,067	-	5,465,530
Other agencies	3,722,648	-	-	-	-	-	3,722,648
Education	43,882,191	-	-	-	-	3,839,839	47,722,030
Food services	-	-	-	-	-	1,597,569	1,597,569
Unclassified	257,783	-	-	194,093	-	1,236	453,112
Capital outlay	349,208	-	49,220	9,909,528	-	-	10,307,956
Debt service	6,213,645	-	994,457	-	116,089	-	7,324,191
Total expenditures	81,670,286	1,313,446	2,174,412	10,103,621	838,675	6,010,747	102,111,187
Excess (deficiency) of revenues over (under) expenditures	2,207,785	(236,929)	(2,174,412)	(10,066,119)	(245,448)	(117,724)	(10,632,847)
Other financing sources (uses):							
Issuance of long-term debt	-	-	-	8,500,000	-	-	8,500,000
Issuance of capital leases	1,024,036	-	-	-	-	-	1,024,036
Premium on issuance of debt	-	-	-	1,177,478	-	-	1,177,478
Transfers to/from other funds	(2,120,787)	-	2,069,803	-	60,000	(9,016)	-
Total other financing sources (uses)	(1,096,751)	-	2,069,803	9,677,478	60,000	(9,016)	10,701,514
Net change in fund balances	1,111,034	(236,929)	(104,609)	(388,641)	(185,448)	(126,740)	68,667
Fund balances (deficits), beginning of year, as restated	12,065,640	2,880,234	(249,897)	7,413,791	(345,956)	618,425	22,382,237
Fund balances (deficits), end of year	\$ 13,176,674	2,643,305	(354,506)	7,025,150	(531,404)	491,685	22,450,904

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Reconciliation of the Statement of Revenues, Expenditures,
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For the Year Ended June 30, 2018

Net change in fund balances - total governmental funds (from Statement 4)	\$	68,667
<p>Amounts reported for governmental activities in the statement of activities (Statement 2) are different because:</p>		
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense in the current period:</p>		
Capital outlays recorded as expenditures in governmental funds		9,870,418
Depreciation and losses on dispositions not reported in governmental funds		(7,913,147)
<p>Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. This represents the change in unavailable revenue - property taxes.</p>		
		(3,294)
<p>The issuance of long-term debt (e.g., bonds, notes and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This is the amount by which repayments exceeded proceeds:</p>		
Issuance of long-term debt		(8,500,000)
Issuance of capital leases		(1,024,036)
Principal payments on long-term debt and capital leases		8,630,767
Premium on issuance of debt		(1,177,478)
Amortization of bond premium		291,139
Deferred charge on refunding		14,091
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds; alternatively, some expenditures using current financial resources are not expenses in the statement of activities:</p>		
Accrued compensated absences		(14,520)
Accrued self-insurance liability		(44,998)
Other postemployment benefits with related deferred inflows and outflows of resources		(15,514)
Net pension liability with related deferred inflows and outflows of resources		(215,570)
City pension liability		125,874
Landfill postclosure care costs		139,924
Accrued interest on debt		(34,653)
Change in net position of governmental activities (see Statement 2)		\$ 197,670

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
General Fund
Statement of Revenues, Expenditures and Changes in
Fund Balance -- Budget and Actual
For the Year Ended June 30, 2018

	Budgeted Amounts		Actual	Variance with final budget positive (negative)
	Original	Final		
Revenues:				
Taxes:				
Real and personal property	\$ 45,971,530	45,971,530	46,002,041	30,511
Excise and registrations	3,810,000	3,810,000	4,119,850	309,850
Interest on delinquent taxes	150,000	150,000	142,062	(7,938)
Total taxes	49,931,530	49,931,530	50,263,953	332,423
Intergovernmental:				
State revenue sharing	1,509,117	1,509,117	1,535,468	26,351
School subsidy	22,039,568	22,039,568	22,168,323	128,755
Homestead	1,015,000	1,015,000	1,084,829	69,829
BETE	2,000,000	2,000,000	2,152,935	152,935
Other:				
School Department	312,694	312,694	372,779	60,085
Tax sharing/in lieu of	255,000	255,000	253,465	(1,535)
Municipal	923,907	923,907	767,768	(156,139)
Total intergovernmental	28,055,286	28,055,286	28,335,567	280,281
Other revenue:				
Licenses and permits	249,000	249,000	345,604	96,604
Charges for services:				
Municipal	1,968,124	1,968,124	1,435,386	(532,738)
School	499,050	499,050	352,564	(146,486)
Fines, forfeits and penalties	69,000	69,000	49,442	(19,558)
Interest:				
Municipal	32,000	32,000	64,385	32,385
Miscellaneous	10,000	10,000	10,437	437
Total other revenue	2,827,174	2,827,174	2,257,818	(569,356)
Total revenues	80,813,990	80,813,990	80,857,338	43,348

CITY OF AUBURN, MAINE
General Fund
Statement of Revenues, Expenditures and Changes in
Fund Balances -- Budget and Actual
For the Year Ended June 30, 2018

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
	<u>Original</u>	<u>Final</u>		
Expenditures:				
General government:				
Mayor and council	\$ 80,300	80,300	81,819	(1,519)
Economic and community development	1,717,028	1,793,116	1,019,589	773,527
City manager	581,170	581,170	475,192	105,978
City clerk	181,332	181,332	185,276	(3,944)
Finance	675,239	675,239	649,302	25,937
Human resources	156,887	156,887	147,874	9,013
Information communication technology	531,551	534,158	523,151	11,007
Facilities	640,201	650,015	544,805	105,210
Worker's compensation (transfer to reserve)	555,164	555,164	555,164	-
Benefits and wage increases	5,960,970	5,960,970	5,951,945	9,025
Total general government	11,079,842	11,168,351	10,134,117	1,034,234
Public safety:				
Fire	4,227,575	4,232,086	4,515,808	(283,722)
Fire EMS transport	648,828	651,314	492,899	158,415
Police	4,043,998	4,055,512	4,137,918	(82,406)
Water and sewer	632,716	632,716	645,216	(12,500)
Total public safety	9,553,117	9,571,628	9,791,841	(220,213)
Health, welfare and recreation:				
Health and social services	77,400	77,400	76,758	642
Health and social services - public assistance	143,470	143,470	147,779	(4,309)
Recreation and special events	388,581	388,581	341,239	47,342
Library	998,189	998,189	998,189	-
Total health, welfare and recreation	1,607,640	1,607,640	1,563,965	43,675
Public services				
Public services	4,611,116	4,743,746	4,481,984	261,762
Solid waste disposal	964,118	964,118	867,479	96,639
Total public services	5,575,234	5,707,864	5,349,463	358,401
Other agencies:				
County tax	2,296,224	2,296,224	2,296,224	-
Auburn-Lewiston Airport	167,800	167,800	167,353	447
Lewiston-Auburn Transit Committee	189,949	189,949	189,949	-
Lewiston-Auburn E911 Center	1,088,857	1,088,857	1,069,122	19,735
Total other agencies	3,742,830	3,742,830	3,722,648	20,182

CITY OF AUBURN, MAINE
General Fund
Statement of Revenues, Expenditures and Changes in
Fund Balances -- Budget and Actual
For the Year Ended June 30, 2018

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
	<u>Original</u>	<u>Final</u>		
Expenditures, continued:				
Education	\$ 41,755,455	41,755,455	40,863,707	891,748
Other appropriations:				
Tax sharing	270,000	270,000	257,783	12,217
Debt service - principal	5,389,667	5,389,667	5,399,265	(9,598)
Debt service - interest and other	976,866	976,866	814,380	162,486
Emergency reserve	415,454	415,454	-	415,454
Total other appropriations	7,051,987	7,051,987	6,471,428	580,559
Total expenditures	80,366,105	80,605,755	77,897,169	2,708,586
Excess (deficiency) of revenues over (under) expenditures	447,885	208,235	2,960,169	2,751,934
Other financing sources (uses):				
Transfers in from other funds	1,342,536	1,342,536	989,016	(353,520)
Transfers to other funds	(3,109,803)	(3,109,803)	(3,109,803)	-
Budgeted use of surplus - City	412,500	412,500	-	(412,500)
Use of carryforwards - City	-	239,650	-	(239,650)
Budgeted use of surplus - School	906,882	906,882	-	(906,882)
Total other financing sources (uses)	(447,885)	(208,235)	(2,120,787)	(1,912,552)
Net change in fund balance - budgetary basis	-	-	839,382	839,382
Fund balance, July 1 - budgetary basis			12,908,511	
Fund balance, June 30 - budgetary basis			13,747,893	
Reconciliation to GAAP basis:				
Lease proceeds held in escrow			674,828	
Reserve funds deficit fund balance			(1,246,047)	
Fund balance, June 30 - GAAP basis			\$ 13,176,674	

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Statement of Net Position
Proprietary Funds
June 30, 2018

Business-type Activities - Enterprise Funds			
	Ingersoll Turf Facility	NSB Ice Arena	Totals
ASSETS			
Current assets:			
Cash and cash equivalents	\$ -	96,252	96,252
Accounts receivable	-	43,918	43,918
Interfund receivables	81,374	-	81,374
Total current assets	81,374	140,170	221,544
Noncurrent assets:			
Capital assets:			
Land improvements	18,584	-	18,584
Buildings	672,279	58,223	730,502
Equipment	119,673	514,998	634,671
Less accumulated depreciation	(637,817)	(230,760)	(868,577)
Total noncurrent assets	172,719	342,461	515,180
Total assets	254,093	482,631	736,724
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows of resources related to pensions	-	27,142	27,142
Total deferred outflows of resources	-	27,142	27,142
LIABILITIES			
Current Liabilities:			
Accounts payable	471	16,308	16,779
Interfund payables	-	1,362,385	1,362,385
Total current liabilities	471	1,378,693	1,379,164
Noncurrent liabilities:			
Net OPEB liability	-	61,599	61,599
Net pension liability	-	119,502	119,502
Total noncurrent liabilities	-	181,101	181,101
Total liabilities	471	1,559,794	1,560,265
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows of resources related to pensions	-	11,221	11,221
Deferred inflows of resources related to OPEB	-	5,626	5,626
Total deferred inflows of resources	-	16,847	16,847
NET POSITION			
Net investment in capital assets	172,719	342,461	515,180
Unrestricted	80,903	(1,409,329)	(1,328,426)
Total net position	\$ 253,622	(1,066,868)	(813,246)

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
Business-type Activities - Enterprise Funds
For the Year Ended June 30, 2018

	Ingersoll Turf Facility	NSB Ice Arena	Totals
Operating revenues:			
Charges for services	\$ 209,922	922,554	1,132,476
Total operating revenue	209,922	922,554	1,132,476
Operating expenses:			
Personnel	95,516	382,562	478,078
Supplies	19,560	69,563	89,123
Utilities	20,796	265,816	286,612
Contracted services	4,651	38,465	43,116
Repairs and maintenance	4,204	37,297	41,501
Rent	-	506,484	506,484
Depreciation	27,735	52,322	80,057
Other expenses	-	17,139	17,139
Total operating expenses	172,462	1,369,648	1,542,110
Operating income (loss)	37,460	(447,094)	(409,634)
Nonoperating revenue (expense):			
Pension expense	-	(3,183)	(3,183)
OPEB expense	-	(276)	(276)
Total nonoperating expense	-	(3,459)	(3,459)
Change in net position	37,460	(450,553)	(413,093)
Total net position (deficit), July 1, as restated	216,162	(616,315)	(400,153)
Total net position (deficit), June 30	\$ 253,622	(1,066,868)	(813,246)

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Statement of Cash Flows
Proprietary Funds
Business-type Activities - Enterprise Funds
For the Year Ended June 30, 2018

	Ingersoll Turf Facility	NSB Ice Arena	Totals
Cash flows from operating activities:			
Cash received from customers	\$ 209,922	902,357	1,112,279
Cash paid to suppliers for goods and services	(49,142)	(925,407)	(974,549)
Cash paid to employees for services	(95,516)	(382,562)	(478,078)
Net cash provided by (used in) operating activities	65,264	(405,612)	(340,348)
Cash flows from noncapital financing activities:			
Net change in interfund loans	(32,216)	500,719	468,503
Net cash provided by (used in) noncapital financing activities	(32,216)	500,719	468,503
Cash flows from capital and related financing activities:			
Purchase of capital assets	(33,048)	(90,044)	(123,092)
Net cash used in capital and related financing activities	(33,048)	(90,044)	(123,092)
Net increase in cash and cash equivalents	-	5,063	5,063
Cash and cash equivalents, July 1	-	91,189	91,189
Cash and cash equivalents, June 30	-	96,252	96,252
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:			
Operating income (loss)	37,460	(447,094)	(409,634)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:			
Depreciation expense	27,735	52,322	80,057
(Increase) decrease in assets:			
Accounts receivable	-	(20,197)	(20,197)
Increase (decrease) in liabilities:			
Accounts payable	69	9,357	9,426
Total adjustments	27,804	41,482	69,286
Net cash provided by (used in) operating activities	\$ 65,264	(405,612)	(340,348)

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Statement of Fiduciary Net Position
Fiduciary Funds
June 30, 2018

	Agency Funds	Private- purpose Trust Funds
ASSETS		
Cash and cash equivalents	\$ 174,192	125,575
Due from other governments	33,121	-
Interfund receivables	161,070	-
Total assets	368,383	125,575
LIABILITIES		
Accounts payable	1,055	-
Accrued payroll and benefits payable	57,723	-
Interfund payables	-	15,992
Amounts held for others	309,605	-
Total liabilities	368,383	15,992
NET POSITION		
Held in trust	\$ -	109,583

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Statement of Changes in Fiduciary Net Position
Fiduciary Funds
For the Year Ended June 30, 2018

	Private- purpose Trust Funds
Additions:	
Interest income	\$ 11,115
Total additions	11,115
Deductions:	
Scholarships	8,889
Total deductions	8,889
Change in net position	2,226
Net position - beginning	107,357
Net position - ending	\$ 109,583

See accompanying notes to financial statements.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements
June 30, 2018

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Auburn, Maine was incorporated in 1869 under the laws of the State of Maine. The City operates under a Mayor-Council and City Manager form of government and provides the following services: general governmental services, public safety, public works (highways, streets, and sidewalks), health and social services, sanitation, culture and recreation, planning and permitting, education and public improvements. The Council is made up of seven members and one mayor elected by registered voters.

The accounting policies of the City of Auburn conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the more significant of such policies.

A. Reporting Entity

In evaluating how to define the reporting entity, for financial statement purposes, management has considered all potential component units. The decision to include a potential component unit was made by applying the criteria set forth in GAAP which defines the reporting entity as the primary government and those component units for which the primary government is financially accountable. Financial accountability is defined as appointment of a voting majority of the component unit's board, and either a) the ability to impose will by the primary government, or b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government. Application of this criterion and determination of type of presentation involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. Based upon the application of these criteria, there were no potential component units required to be included in this report.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers all revenues available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Property taxes, investment earnings, and charges for services are susceptible to accrual. Other receipts and taxes become measurable and available when cash is received by the government and are recognized as revenue at that time. Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria are met. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met.

The City reports the following major governmental funds:

The *General Fund* is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *Community Development Programs Special Revenue Fund* accounts for the federal grants obtained and expended under the Housing and Community Development Act of 1974, as amended, for the development of viable urban communities.

The *Tax Increment Financing Special Revenue Fund* accounts for the capturing of new tax revenue and expenditures the City is allowed to allocate to pay for public purpose economic development projects and job creation.

The *Capital Projects Fund* accounts for the financial resources and expenditures related to the City's annual capital improvement program, which includes improvements to School Department buildings and other municipal facilities, general street rehabilitation and the purchase of major capital items.

The *City Special Revenue Fund* accounts for the revenues and expenditures of federal, State and local grants that are restricted by law or contractual agreement to specific purposes.

The government reports the following major enterprise funds:

The *Ingersoll Turf Facility Fund* accounts for the activities of the indoor turf facility. The Facility operates an indoor venue for residents, various youth organizations, senior organizations, and school teams. The Ingersoll Turf Facility opened in October 2015, and was created from the repurposing of the old Ingersoll Ice Arena.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

The *Norway Savings Bank Ice Arena Fund* accounts for the activities of the arena. The arena operates a dual rink for residents, youth hockey organizations, and school teams.

Additionally, the City reports the following fund types:

Private-purpose Trust Funds are used to report the activity for bequests left for charitable payments of scholarship awards. These assets are held by the City in a trustee capacity, whereby the original bequest is preserved as nonexpendable and the accumulated interest earnings are available to provide for educational awards.

Agency funds are custodial in nature and do not present results of operations or have a measurement focus. Agency Funds account for assets held by the City as an agent for individuals, private organizations, other governments and/or funds. The City of Auburn serves as an agent for the various school activity accounts as well as the RETC and AVEC programs.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's governmental activities and business-type activities. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's proprietary fund are charges to users; operating expenses include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance

1. Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. City policy is that deposits can only be made in financial institutions insured by the FDIC. The City's investment policy authorizes investments in obligations of the U.S. Treasury and U.S. Agencies, repurchase agreements, certain corporate bonds, certain certificates of deposit and certain money market funds. The City invests its funds in an effort to ensure preservation of capital, remain sufficiently liquid, and attain a reasonable market rate of return, while remaining within the guidelines as provided by the City's Investment Policy.

Investments are reported at fair value.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

2. Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as “interfund receivables/payables.”

Receivables are shown net of allowances for uncollectible amounts as necessary.

Under State law, tax liens are placed on real property if the taxes become delinquent. The lien process may commence after the expiration of eight months and within one year after the date of the tax commitment. The City has the authority to foreclose on real property if the tax lien and associated costs of filing the lien remain unpaid eighteen months after the date of filing.

Property taxes levied during the year were recorded as receivables at the time the levy was made. The receivables collected during the year and during the first sixty days following the end of the fiscal year have been recorded as revenues. The remaining receivables have been recorded as deferred inflows of resources - unavailable revenues.

3. Inventories and Prepaid Items

Inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. Inventories (consisting of food and supplies) include the value of government surplus items donated to the Centralized School Lunch Program. The costs of all other governmental fund type inventories are recorded as expenditures when purchased rather than when consumed.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

4. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$10,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets, donated works of art and similar assets, and capital assets received in a service concession arrangement are recorded at acquisition value.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. All depreciable capital assets are depreciated using the straight-line method over the estimated useful lives as follows:

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Vehicles	3 – 15 years
Equipment	5 – 15 years
Buildings and Building Improvements	10 – 40 years
Improvements other than Buildings	10 years
Infrastructure	10 – 60 years

5. Deferred Inflows and Outflows of Resources

In addition to assets and liabilities, the statement of net position and balance sheet will sometimes report separate sections for deferred outflows of resources and deferred inflows of resources. These separate financial statement elements, deferred outflows of resources and deferred inflows of resources, represent a consumption or acquisition of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) or inflow of resources (revenue) until that time. The governmental funds only report a deferred inflow of resources, unavailable revenue from property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The governmental activities have deferred outflows and inflows that relate to the net pension and OPEB liabilities, which include the City's contributions subsequent to the measurement date, which is recognized as a reduction of the net pension liability in the subsequent year. They also include changes in assumptions, differences between expected and actual experience, and changes in proportion and differences between City contributions and proportionate share of contributions, which are deferred and amortized over the average expected remaining service lives of active and inactive members in the plan. They also include the net difference between projected and actual earnings on plan investments, which is deferred and amortized over a five-year period. Deferred inflows of resources also include a deferred charge on refunding, which results from the difference in the carrying value of refunded debt and its reacquisition price. The amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

6. Compensated Absences

Under terms of union contracts and personnel administration policies, employees are granted vacation and sick leave in varying amounts and are, in some cases, entitled to payment for unused vacation and sick leave upon termination or retirement. All vacation pay and vested sick leave is accrued as a liability in the government-wide financial statements. In the fund financial statements, no amount is recorded unless the amount is to be paid out shortly after year-end, but the full liability is recorded in the government-wide statements.

7. Long-term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts, if material to basic financial statements, are deferred and amortized over the life of the bonds using the straight-line method.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

8. Fund Equity

In the fund financial statements, governmental fund balance is reported in five classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which those funds can be spent. The Finance Director is authorized to classify the fund balances through the Fund Balance Policy adopted by the Auburn City Council on June 20, 2011. The five classifications of fund balance for the Governmental Funds are as follows:

- *Nonspendable* – resources which cannot be spent because they are either a) not in spendable form or; b) legally or contractually required to be maintained intact.
- *Restricted* – resources with constraints placed on the use of resources which are either a) externally imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments or; b) imposed by law through constitutional provisions or enabling legislation.
- *Committed* – resources which are subject to limitations the government imposes on itself at its highest level of decision making authority.
- *Assigned* – resources that are constrained by the government’s intent to be used for specific purposes, but are neither restricted nor committed.
- *Unassigned* – resources which have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount.

The government’s highest level of decision-making authority, City Council, has the responsibility for committing fund balance amounts and likewise would be required to modify or rescind those commitments. Both actions, committing or un-committing fund balance, require the City Council to pass a resolution prior to year-end. Likewise, the Finance Director or City Council may assign unspent budgeted amounts to specific purposes in the General Fund at year-end based on department requests. Unlike commitments, assignments do not need formal action to be taken for the removal of an assignment.

Although not a formal policy, when both restricted and unrestricted resources are available for use, it is the government’s intent to use restricted resources first, then unrestricted resources as they are needed. When committed, assigned, and unassigned resources are available for use, it is the government’s intent to use committed or assigned resources first, and then unassigned resources as they are needed.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

9. Use of Estimates

Preparation of the City's financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent items at the date of the financial statements and the reported amounts of revenues and expenses/expenditures during the reporting period. Actual results could differ from those estimates.

10. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Maine Public Employees Retirement System Consolidated Plan for Participating Local Districts (PLD Plan) and Maine Public Employees Retirement System State Employee and Teacher Plan (SET Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

II. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgetary Information

Budgets are adopted for the General Fund only and are adopted on a basis consistent with generally accepted accounting principles (GAAP) except as noted on Statement 6. All unexpended annual appropriations, other than encumbrances, lapse at the close of the fiscal year.

Each year, all departments of the City submit requests for appropriations to the City's Manager so that a budget may be prepared. On or before April 30, the proposed budget is presented to the City Council for review. The Council holds public hearings and a final budget must be prepared and adopted no later than June 30.

The appropriated budget is prepared by department. The department managers may make transfers of appropriations within a department. Transfers of appropriations between departments require the approval of the City Manager. The legal level of budgetary control (level at which expenditures may not legally exceed appropriations without seeking approval of the City Council) is the total appropriation resolve level. Supplemental budgetary appropriations must be approved by the City Council.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is employed in the governmental funds. Encumbrances do not constitute expenditures or liabilities because the commitments will be reappropriated and honored during the subsequent year.

B. Excess of Expenditures over Appropriations

For the year ended June 30, 2018, expenditures exceeded appropriation in the following general fund categories: Mayor and council, \$1,519; City clerk, \$3,944; Fire, \$283,722; Police, \$82,406; Water and sewer, \$12,500; Health and social services – public assistance, \$4,309; and Debt service – principal, \$9,598. In total, the City's expenditures were \$2,708,586 less than appropriations.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY, Continued

C. Deficit Fund Equity

At June 30, 2018, the City had the following funds with a deficit fund balance/net position: Tax Increment Financing, \$354,506; City Special Revenue, \$531,404; 211 Fairview, \$566,304; Parking, \$47,430 and Norway Savings Bank Arena (Proprietary), \$1,066,868.

Additionally, within the City Special Revenue Fund, the following grants had deficit fund balances at June 30, 2018: Winter Festival, \$5,390.; Maine DOT, \$101,600; Homeland Security, \$110,031; Law Enforcement Training, \$7,638; HEAPP, \$4,995; Safe School/COPS, \$15,906; Work4ME-PAL, \$13,692; Project Canopy, \$421; 150th Celebration, \$3,155; Distracted Driving, \$10,736; Barker Mills Greenway, \$2,597; and EDI Grant, \$1,484,407.

These deficits are offset by fund balances in other grants and result in a net deficit in the City Special Revenue Fund as a whole at June 30, 2018 of \$531,404.

Revenue to offset the 211 Fairview deficit is expected from a future property sale in fiscal year 2018-2019 to Bedard Medical Equipment and Supplies. Future revenues and transfers from the General Fund are expected to fund the remaining deficit fund balances.

D. Budget Basis of Accounting vs. GAAP Basis of Accounting

The City's budget is reported on a modified accrual basis except that in the current year, certain workers compensation and unemployment payments were not budgeted, which were included in General Fund reserves.

Additionally, certain on-behalf payments made by the State of Maine to the Maine Public Employees Retirement System (Maine PERS) for teachers and certain other School employees are not budgeted. Such on-behalf payments amounted to \$3,018,484 in 2018. These amounts have been included as intergovernmental revenue and an education expense/expenditure on Statement 2 and in the General Fund on Statement 4 (GAAP basis). There is no effect on net position/fund balance at the end of the year.

III. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

1. Deposits

Custodial Credit Risk: Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. As of June 30, 2018, the City deposits amounted to \$18,923,718 with bank balances of \$20,030,223. The City does not have a deposit policy for custodial credit risk. None of the City's total bank balance was exposed to custodial credit risk.

2. Investments

Maine statutes authorize the City to invest in obligations of the U.S. Treasury and U.S. Agencies, repurchase agreements, and certain corporate stocks and bonds. The City has an investment policy, adopted by the City Council in 1995, which further defines the investments in which the City's available funds are permitted to be invested. At June 30, 2018, all the City's investments were in money market accounts or certificates of deposits, both of which have been included above under the disclosure on deposits.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. All of the City's investments are level 1 inputs.

Deposits have been reported as either cash and cash equivalents or as investments as follows in the financial statements:

Cash and cash equivalents:	
Governmental funds	\$ 4,994,412
Proprietary funds	96,252
Fiduciary funds	299,767
<u>Investments - Governmental funds</u>	<u>13,533,287</u>
Total deposits reported	\$ 18,923,718

B. Receivables

Receivables as of June 30, 2018, for the City's individual major funds, nonmajor funds and business-type enterprise funds in the aggregate, including applicable allowances for uncollectible accounts, are as follows:

	General Fund	Community Dev. Programs	TIF Fund	Enterprise Funds	City Special	Other Gov't Funds	Fiduciary Funds	Total
Receivables:								
Taxes	\$ 3,212,230	-	-	-	-	-	-	3,212,230
Accounts	468,434	-	85,968	43,918	-	15,200	-	613,520
Loans	799,439	5,106,555	-	-	1,170,066	-	-	7,076,060
<u>Intergovernmental</u>	<u>747,267</u>	<u>1,758,864</u>	<u>-</u>	<u>-</u>	<u>67,935</u>	<u>622,062</u>	<u>33,121</u>	<u>3,229,249</u>
Gross receivables	5,227,370	6,865,419	85,968	43,918	1,238,001	637,262	33,121	14,131,059
Less: allowance for uncollectible	(199,844)	(2,679,632)	-	-	-	-	-	(2,879,476)
Total net receivables	\$ 5,027,526	4,185,787	85,968	43,918	1,238,001	637,262	33,121	11,251,583

Property taxes levied during fiscal year 2018 are recorded as receivables. The receivables collected during the fiscal year ended June 30, 2018 and during the 1st 60 days of fiscal year 2019 are recognized as revenues in the Governmental Funds, in fiscal year 2018. Receivables of \$2,054,690, estimated to be collectible subsequent to the 60 day period are considered to be unavailable revenues. Prior year tax levies were recorded using the same principle.

C. Property Taxes

The City's property tax is levied on the assessed value listed as of the prior April 1 for all real and taxable personal property located in the City. Assessed values are periodically established by the Assessor at 100% of the assumed market value. Property taxes were levied July 27, 2017 on the assessed values of real property as of April 1, 2017. Taxes were due September 15, 2017 and March 15, 2018. The assessed value of \$2,003,266,426 was 101% of the 2018 state valuation of \$1,981,700,000.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

The City is permitted by the laws of the State of Maine to levy taxes up to 105% of its net budgeted expenditures for the related fiscal period. The amount raised in excess of 100% is referred to as overlay and amounted to \$273,191 for the year ended June 30, 2018.

Tax liens are placed on real property within twelve months following the tax commitment date if taxes are delinquent. The City has the authority to foreclose on property eighteen months after the filing of the lien if tax liens and associated costs remain unpaid.

Property taxes levied during the year ended were recorded as receivables at the time the levy was made. The receivables collected during the year ended and in the first sixty days following the end of the fiscal year have been recorded as revenues. The remaining receivables have been recorded as unavailable revenues.

The following summarizes the periods ended June 30, 2018 and 2017 levies:

	<u>2018</u>	<u>2017</u>
Valuation:		
Real property	\$1,869,652,126	1,852,057,439
Personal property	133,614,300	146,229,300
<hr/>		
Assessed value (less: exempt properties)	2,003,266,426	1,998,286,739
Tax rate (per \$1,000)	22.99	22.35
<hr/>		
Commitment	46,055,095	44,661,709
Supplemental taxes assessed	52,091	17,205
	46,107,186	44,678,914
<hr/>		
Less:		
Collections and abatements	44,117,930	43,627,568
<hr/>		
Receivable at June 30	\$ 1,989,256	1,051,346
<hr/>		
Due date(s)	9/15/17	9/15/16
	3/15/18	3/15/17
<hr/>		
Interest rate charged on delinquent taxes	7.0%	7.0%
Collection rate	95.69%	97.65%

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

D. Capital Assets

Capital asset activity for the year ended June 30, 2018 was as follows:

	Balance, Restated June 30, <u>2017</u>	<u>Increases</u>	<u>Decreases</u>	Balance June 30, <u>2018</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 7,489,841	396,729	-	7,886,570
Construction in progress	2,882,768	5,891,290	1,749,295	7,024,763
Total capital assets, not being depreciated	10,372,609	6,288,019	1,749,295	14,911,333
Capital assets, being depreciated:				
Buildings and building improvements	79,771,984	2,119,555	-	81,891,539
Equipment	6,693,695	225,212	24,800	6,894,107
Vehicles	11,057,232	1,575,248	1,102,307	11,530,173
Infrastructure	113,515,346	1,411,679	-	114,927,025
Total capital assets being depreciated	211,038,257	5,331,694	1,127,107	215,242,844
Less accumulated depreciation for:				
Buildings and building improvements	39,569,548	2,174,536	-	41,744,084
Equipment	4,937,038	354,283	21,257	5,270,064
Vehicles	7,181,772	851,688	989,450	7,044,010
Infrastructure	46,167,637	4,416,241	-	50,583,878
Total accumulated depreciation	97,855,995	7,796,748	1,010,707	104,642,036
Total capital assets being depreciated, net	113,182,262	(2,465,054)	116,399	110,600,808
Governmental activities capital assets, net	\$ 123,554,871	3,822,964	1,865,694	125,512,141
	Balance, Restated June 30, <u>2017</u>	<u>Increases</u>	<u>Decreases</u>	Balance June 30, <u>2018</u>
Business-type activities:				
Capital assets, being depreciated:				
Improvements other than buildings	\$ 18,584	-	-	18,584
Buildings and building improvements	730,502	-	-	730,502
Equipment	511,223	123,448	-	634,671
Total capital assets being depreciated	1,260,309	123,448	-	1,383,757
Less accumulated depreciation for:				
Improvements other than buildings	18,584	-	-	18,584
Buildings and building improvements	530,450	26,436	-	556,886
Equipment	239,486	53,621	-	293,107
Total accumulated depreciation	788,520	80,057	-	868,577
Total capital assets being depreciated, net	471,789	43,391	-	515,180
Business-type activities capital assets, net	\$ 471,789	43,391	-	515,180

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:	
General government	\$ 511,381
Public safety	444,920
Public works, including depreciation of general infrastructure assets	4,664,758
Health, welfare and recreation	292,311
Education	1,883,378

Total depreciation expense – governmental activities \$ 7,796,748

Business-type activities:	
Ingersoll Turf Facility	\$ 27,735
Norway Savings Bank Ice Arena	52,322

Total depreciation expense – business-type activities \$ 80,057

E. Tax Increment Financing Districts

The City currently has nineteen tax increment financing (TIF) districts, thirteen of which were active during the year ended June 30, 2018. Two of the nineteen districts never became active, and six have expired, leaving thirteen active TIF districts (numbers 4 – 19 below, less #5, #7, #8, #11, #15 which is combined with #14, and #17). TIF #8 recorded a transfer out of \$30,000 to mostly close out the fund but is not an active TIF district. The objective of these TIF districts is to stimulate new investment in the community by financing, through various tax increment financing projects, various public improvements. Taxes derived from increased assessed valuation within the districts can be "captured" for approved uses. Expenditures in any given year may exceed captured values in that year as a result of balances available in TIF accounts from prior periods.

The following is a brief description of each:

#4 TAMBRANDS - This TIF was established in 1998 and encompasses 40 acres, all the value of which is represented by personal property. The original value was \$1,702,000. 100% of the tax revenue associated with increased value within the TIF is captured, 35% of which is used to fulfill the obligations under a credit enhancement agreement. During 2018, \$1,200,556 was captured, of which \$677,276 was recorded in the General Fund and \$523,280 was recorded in the TIF Fund. During 2018, \$1,190,642 was expended, of which \$677,276 was expended in the General Fund and \$513,366 was expended in the TIF Fund.

#6 TAMBRANDS II - This TIF was established in 2001 and encompasses 84 acres. The original value was \$520,900. 100% of the tax revenue associated with increased value within the TIF is captured, 40% of which is used to fulfill the obligations under a credit enhancement agreement. During 2018, \$124,379 was captured and recorded in the TIF Fund. During 2018, \$89,791 was expended in the TIF Fund.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

#9 Mall Area - This TIF was established in 2002 and amended in both 2006 and 2007. The TIF, as amended, encompasses 57.74 acres. The amended base value is \$5,956,300. 100% of the tax revenue associated with increased value within the TIF is captured and used for public improvements. During 2018, \$383,288 was captured and recorded in the TIF Fund, and \$530,796 was expended in the TIF Fund. The expenditures included balances from prior years that remained in the TIF Fund for future public improvements.

#10 The Downtown Area - This TIF was established in 2002 and amended in 2012, and encompasses 119.31 acres. The original value was \$83,577,800. 100% of the tax revenue associated with increased value within the TIF can be captured. During 2018, \$815,987 was captured and recorded in the TIF Fund. During 2018, \$783,503 was expended in the TIF Fund for public improvements.

#12 Auburn Industrial Park - This TIF was established in 2006 and encompasses 144 acres. The original value was \$334,200. 100% of the tax revenue associated with the increased value within the TIF is captured and will be dedicated to public improvements. During 2018, \$193,476 was captured and recorded in the TIF Fund, and \$180,874 was expended in the TIF Fund.

#13 Retail Development - This TIF was established in 2007 and encompasses 29.67 acres. The original value was \$5,425,400. 100% of the tax revenue associated with the increased value within the TIF can be captured, with a sliding scale of 30% to 47% to be used to fulfill obligations under a credit enhancement agreement that has established benchmarks triggering payments for growth in value; and the balance restricted for public infrastructure improvements. During 2018, \$349,638 was captured and recorded in the TIF Fund. During 2018, \$309,402 was expended in the TIF Fund from current year captured and unexpended balances from prior years that remained in the TIF Fund for public improvements.

#14 & #15 Auburn Mall - This TIF was established in 2005 and encompasses 47.44 acres. The original value was \$12,719,900. 100% of the tax revenue associated with increased value within the TIF can be captured, 47% of which is used to fulfill the obligations under a credit enhancement agreement. During 2018, \$651,902 was captured, of which \$191,013 was recorded in the General Fund and \$460,889 was recorded in the TIF Fund. During 2018, \$657,741 was expended, of which \$191,013 was expended in the General Fund and \$466,728 was expended in the TIF Fund.

#16 Webster School Housing - This TIF was established in 2010 and encompasses 1.4 acres. The original value was \$522,800. 60% of the tax revenue associated with increased value within the TIF can be captured, of which 100% is used to fulfill the obligations under a credit enhancement agreement. During 2018, \$30,116 was captured and recorded in the TIF Fund, and \$30,128 was expended in the TIF Fund.

#18 Slap Shot LLC- This TIF was established in 2013 and encompasses 8.5 acres. The original value was \$1,564,100. For the first 5 years of the TIF, 100% of the tax revenue associated with increased value within the TIF will be captured and used to fulfill the obligations under a credit enhancement agreement. During 2018, \$137,960 was captured and recorded in the TIF Fund and \$138,021 was expended from the TIF Fund.

#19 Hartt Transport – This TIF was established in 2014 and encompasses 8.5 acres. The original value was \$1,278,600. 40% of the tax revenue associated with increased value within the TIF can be captured and is used to fulfill the obligations under a credit enhancement agreement. During 2018, \$30,790 was captured and recorded in the TIF Fund, and \$30,803 was expended in the TIF Fund.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

F. Interfund Receivables and Payables and Transfers

The composition of interfund balances as of June 30, 2018 is as follows:

	<u>Interfund Receivables</u>	<u>Interfund Payables</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General Fund	\$ 3,182,810	-	989,016	3,109,803
Community Dev. Programs	-	1,143	-	-
Tax Incrementing Financing	-	1,455,974	3,049,803	980,000
Capital Projects	2,006,569	-	-	-
City Special Revenue	-	1,824,938	60,000	-
Other Governmental Funds	162,227	933,618	-	9,016
Fiduciary Funds	161,070	15,992	-	-
Enterprise Funds:				
Ingersoll Turf Facility	81,374	-	-	-
Norway Savings Bank Ice Arena	-	1,362,385	-	-
Totals	\$ 5,594,050	5,594,050	4,098,819	4,098,819

Interfund receivables and payables represent outstanding balances between funds that result from timing differences between when transactions are recorded in the accounting system, and when payments between funds are settled. Transfers are used to move revenues from the general fund to finance various other fund's programs or activities in accordance with budgetary authorizations.

G. Construction Contracts and Other Commitments

The following is a list of the City's open contracts as of June 30, 2018:

	<u>Contract Total</u>	<u>Percentage Complete</u>	<u>Billed to Date</u>	<u>Balance Remaining</u>
South Main St Phase III	\$ 1,192,197	98.33%	1,172,335	19,862
2017 Road Reclamation	968,866	83.27%	806,737	162,129
Hampshire Street	1,853,404	90.73%	1,681,539	171,865
Ash Landfill Forced Main	347,852	76.35%	265,570	82,282
2016 Reconstruction	396,325	91.76%	363,686	32,639
2017 Reconstruction	1,211,851	90.28%	1,094,076	117,775
Sopers Mill Bridge	187,835	93.09%	174,859	12,976
Lake St Reconstruction	1,438,889	78.54%	1,130,072	308,817
2018 Road Reconstruction	864,856	16.48%	142,555	722,301
2018 Road Reclamation	821,305	77.02%	632,587	188,718
2018 MPI Projects	529,286	23.75%	125,695	403,591

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

As discussed in note II.A, Budgetary Information, encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At year end, the amount of encumbrances expected to be honored upon performance by the vendor in the next year were as follows:

General fund	\$ 325,359
Community development programs	55,178
Special revenue funds	168,742
Capital project funds	2,940,179
Total	\$ 3,489,458

H. Long-term Debt

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental activities only. Currently, there are no general obligation bonds outstanding for business-type activities. On November 8, 2017, general obligation bonds totaling \$8,500,000 were issued and dedicated to the capital improvement program for the City and School Department.

General obligation bonds are direct obligations and pledge the full faith and credit of the City. These bonds are generally issued as ten-year serial bonds with equal amounts of principal maturing each year. Additionally, Androscoggin County, who's bonded debt would be considered overlapping with the City of Auburn, had no outstanding debt at June 30, 2018. General obligation bonds and notes payable outstanding at June 30, 2018 are as follows:

	<u>Issued</u>	<u>Original</u>	<u>Matures</u>	<u>Interest rate</u>	<u>Outstanding balance</u>
Bonds:					
General Obligation Bonds	04/30/02	\$ 6,000,000	11/01/22	3.05%-5.25%	1,500,000
General Obligation Bonds	10/31/02	13,100,000	11/01/22	2.031%-5.031%	2,050,000
General Obligation Bonds	10/30/08	6,430,000	09/01/18	3.25%-4.25%	640,000
QZAB	01/14/11	1,000,000	01/14/20	0.14%	200,000
General Obligation Bonds	10/15/09	5,500,000	09/01/19	2.00%-3.50%	1,100,000
General Obligation Bonds	11/01/10	7,900,000	09/01/20	2.00%-2.50%	2,370,000
General Obligation Bonds	11/01/11	4,500,000	09/01/21	2.00%-2.75%	1,800,000
QZAB	07/13/12	1,057,323	07/13/22	4.40%	528,662
General Obligation Bonds	09/27/12	13,835,000	09/01/27	2.00%-4.50%	9,285,000
General Obligation Bonds	11/01/13	5,625,000	09/01/27	2.00%-3.00%	3,365,000
General Obligation Bonds	10/30/14	6,800,000	09/01/28	2.00%-4.00%	4,760,000
General Obligation Bonds	11/05/15	5,700,000	09/01/29	2.00%	4,560,000
General Obligation Bonds	03/10/16	4,250,000	09/01/26	2.00-4.00%	3,705,000
General Obligation Bonds	11/15/16	5,030,000	09/01/26	3.00%	4,520,000
General Obligation Bonds	11/08/17	8,500,000	09/01/27	4.00-5.00%	8,500,000
Bonds payable					48,883,662

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

Notes:

School Revolving Loan	01/07/11	\$ 435,158	07/01/20	0.00%	123,963
School Revolving Loan	09/13/13	67,525	09/13/18	0.00%	13,505
Notes payable					<u>137,468</u>

Total bonds and notes payable \$ 49,021,130

Annual debt service requirements to maturity for general obligation bonds, notes, and capital leases are as follows:

<u>Year Ending</u> <u>June 30,</u>	<u>Bonds Payable</u>		<u>Notes Payable</u>		<u>Capital Leases</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2019	\$ 8,455,732	1,516,721	57,962	-	182,814	29,902
2020	7,840,732	1,246,273	44,456	-	165,382	44,143
2021	7,235,733	991,665	35,050	-	170,528	38,996
2022	6,440,732	747,927	-	-	175,835	33,689
2023	5,580,733	522,779	-	-	181,308	28,217
2024-2028	13,330,000	862,797	-	-	714,137	61,065
Total	\$ 48,883,662	5,888,162	137,468	-	1,590,004	236,012

For the year ended June 30, 2018, interest expense of the General Fund was \$814,380.

The City is subject to a statutory limitation by the State of Maine of its general long-term debt equal to 15% of the State's valuation of the City. At June 30, 2018, the statutory limit for the City was \$297,255,000. The City's outstanding long-term debt of \$48,883,662 at June 30, 2018 was \$248,371,338 less than the statutory limit.

The City has entered into several lease agreements as lessee for financing the acquisition of vehicles and various HVAC equipment at the City's schools. These leases qualify as capital leases for accounting purposes, and therefore, have been recorded at the present value of future minimum lease payments as of the date of its inception. At June 30, 2018, the amount capitalized under capital leases totals \$2,377,061.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

Changes in General Long-term Liabilities. Long-term liability activity for the year ended June 30, 2018 was as follows:

	Beginning Balance, <u>Restated</u>	<u>Additions</u>	<u>Reductions</u>	Ending Balance	Due Within <u>One Year</u>
Governmental activities:					
Bonds payable					
General obligation bonds	\$ 48,634,394	8,500,000	8,250,732	48,883,662	8,455,732
Premium	1,817,852	1,177,478	291,139	2,704,191	291,139
Total bonds payable	50,452,246	9,677,478	8,541,871	51,587,853	8,746,871
Notes payable	211,608	-	74,140	137,468	57,962
Capital leases payable	871,863	1,024,036	305,895	1,590,004	182,814
Accrued compensated absences	2,170,101	91,345	76,825	2,184,621	109,231
Accrued self-insurance liability	1,074,710	932,444	887,446	1,119,708	157,175
Other postemployment benefits	3,758,710	-	300,364	3,458,346	-
City pension liability	426,127	-	125,874	300,253	67,975
Net pension liability	15,767,219	-	3,814,273	11,952,946	-
Landfill postclosure care costs	345,924	-	139,924	206,000	47,000
Accrued interest on debt	472,667	34,652	-	507,319	507,319
Governmental activities long-term liabilities	\$ 75,551,175	11,759,955	14,266,612	73,044,518	9,876,347
Business-type activities:					
Net pension liability	161,960	-	42,458	119,502	-
Other postemployment benefits	66,949	-	5,350	61,599	-
Business-type activities long-term liabilities	\$ 228,909	-	47,808	181,101	-

General fund and special revenue accounts have been used to liquidate the liability for compensated absences, landfill postclosure care cost, net pension obligation, and other postemployment benefits for governmental activities.

I. Net Position

Net position represents the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of bonds, notes payable and capital leases payable and adding back any unspent proceeds. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislations adopted by the City, through external restrictions imposed by creditors, grantors or laws, or regulations of other governments.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

The City's net investment in capital assets was calculated as follows at June 30, 2018:

<u>Governmental</u>	<u>Business-type</u>	
Capital assets	\$ 230,154,177	1,383,757
Accumulated depreciation	(104,642,036)	(868,577)
Bonds payable	(48,883,662)	-
Notes payable	(137,468)	-
Capital leases payable	(1,590,004)	-
Unamortized debt premium	(2,704,191)	-
Unspent bond proceeds	7,754,804	-
Unspent capital lease proceeds	674,828	-
Non-capital related - unamortized debt premium	112,294	-
Total net investment in capital assets	\$ 80,738,742	515,180

J. Fund Balances

As of June 30, 2018, fund balances components consisted of the following:

	<u>General Fund</u>	<u>Other Governmental Funds</u>	<u>Total</u>
Nonspendable:			
Long-term receivables	\$ 799,439	-	799,439
Amounts held in escrow	674,828	-	674,828
Inventory	-	32,388	32,388
Prepaid expenditures	126,330	-	126,330
Principal for permanent funds	-	69,475	69,475
Total nonspendable	1,600,597	101,863	1,702,460
Restricted:			
Education	1,931,802	672,783	2,604,585
Community development programs	-	2,643,305	2,643,305
Permanent funds	-	190,367	190,367
Total restricted	1,931,802	3,506,455	5,438,257
Committed:			
Parks and recreation	-	152,783	152,783
Capital projects	-	7,025,150	7,025,150
Total committed	-	7,177,933	7,177,933
Assigned:			
Subsequent budget	412,500	-	412,500
Reserves	6,038	-	6,038
Self-insurance	1,119,708	-	1,119,708
Encumbrances	325,359	-	325,359
Total assigned	1,863,605	-	1,863,605
Unassigned	7,780,670	(1,512,021)	6,268,649
Total fund balance	\$ 13,176,674	9,274,230	22,450,904

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

III. DETAILED NOTES ON ALL FUNDS, Continued

K. Landfill Postclosure Care Costs

State and federal laws require that the City place a final cover on its landfills when waste is no longer accepted and perform certain maintenance and monitoring functions at the sites for thirty years after closure. In addition to operating expenditures related to current activities of the landfill, a liability for the post-closure care costs are recorded in the governmental activities on the statement of net position (Statement 1).

The \$206,000 reported as landfill post-closure care liability at June 30, 2018 represents the estimated liability for post-closure care costs at that date. The cost is comprised of \$104,000 for post-closure care costs (8 years) for a brush landfill that stopped accepting debris during fiscal year 1996. The additional cost of \$102,000 represents the estimated future post-closure care cost (3 years) of a previously closed ash landfill.

The estimated total cost of landfill post-closure care of \$206,000 is based on the amount that would be paid if all equipment, facilities, and services required to close, monitor, and maintain the landfill were acquired as of June 30, 2018. Actual cost may be higher due to inflation, changes in technology, and changes in laws or regulations, or may be reduced if another governmental agency reimburses the City for a portion of the cost.

IV. OTHER INFORMATION

A. Risk Management

The City is exposed to various risks of loss related to theft of, damage to and destruction of assets, errors and omissions and natural disasters for which the City is insured through the Maine Municipal Association Risk Pool, a state-chartered risk pool established exclusively for Maine municipalities. If the assets of the Pool are at any time actuarially determined to be insufficient to enable the Pool to discharge its legal liabilities and other obligations and to maintain actuarially sound reserves, the Pool has the power to make up the deficiency by the levy of a pro-rated assessment upon Pool Members for the amount needed to make up the deficiency. Management believes that no such deficiency exists at June 30, 2018.

The City established a self-insured worker's compensation program in May 1982. This program provides coverage for up to a maximum of \$500,000 for each worker's compensation claim. For the year ending June 30, 2018, the City incurred new claims of \$932,444, but the City paid \$887,446 in actual claims during the fiscal year.

The City purchases commercial insurance for claims in excess of coverage provided by the self-insurance program and for all other risks of loss. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years. All departments of the City participate in the program and the General Fund budget is based on actuarial estimates of the amounts needed to pay prior and current year claims and to establish a reserve for estimated future payment of incurred losses. The total liability of \$1,119,708 reported in the Statement of Net Position is based on the requirements of the Governmental Accounting Standards Board, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statement and the amount of the loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported. A discount rate of 4.5% has been used in calculating the liability.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

The following summarizes the claims activity with respect to the City's self-insured workers' compensation program.

	<u>Fiscal Year</u> <u>2018</u>	<u>Fiscal Year</u> <u>2017</u>
Unpaid claims as of July 1	\$ 1,074,710	1,193,689
Incurred claims (including claims incurred but not reported as of June 30)	932,444	325,448
<u>Total claim payments</u>	<u>887,446</u>	<u>444,427</u>
Current claims liability	157,175	48,814
<u>Long-term claims liability</u>	<u>962,533</u>	<u>1,025,896</u>
<u>Total unpaid claims liability</u>	<u>\$ 1,119,708</u>	<u>1,074,710</u>

The City assigns a portion of its General Fund fund balance for workers compensation. This amount totaled \$1,119,708 at June 30, 2018.

B. Joint Ventures

The City of Auburn has entered into several ventures with other entities. The following joint ventures result from a contractual arrangement (interlocal agreement) in which the City retains an ongoing financial responsibility. The following joint ventures' existence depends on continued funding by the governments:

Auburn-Lewiston Municipal Airport
Lewiston-Auburn Transit Committee
Lewiston-Auburn 9-1-1 Committee

The interlocal agreements for these three joint ventures do not stipulate that the participants have a present or future claim to the net resources of the organization, except upon dissolution.

Therefore, no equity interest has been reported in the financial statements for these joint ventures.

Mid Maine Waste Action Corporation is a joint venture that provides for waste disposal for the City and eleven other participating governments. The City is responsible for disposing of its municipal solid waste at the facility and therefore, has an ongoing financial responsibility to it.

Additionally, as described in the interlocal agreement, the City is responsible for funding certain deficits the organization may incur.

Information pertaining to each of these four joint ventures follows:

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Auburn-Lewiston Municipal Airport

The Auburn-Lewiston Municipal Airport is operated jointly by the Cities of Auburn and Lewiston by a seven-member board currently comprised of three members from the City of Auburn and three members from the City of Lewiston appointed by the respective City Councils, and one member from Auburn Chamber of Commerce. The Airport's governing Board selects management staff, sets user charges, establishes budgets, and controls all aspects of its operations. The City of Auburn is responsible, through the budget process, to fund 50% of the annual anticipated operating and capital needs of the airport. In the fiscal year ended June 30, 2018, the City of Auburn contributed \$167,353 for airport operations.

The following is selected information for the years ending June 30, 2018 and June 30, 2017:

	<u>June 30,</u> <u>2018</u>	<u>June 30,</u> <u>2017</u>
Total assets	\$ 10,306,641	\$ 9,525,264
Total deferred outflows of resources	26,402	66,605
Total liabilities	2,329,332	1,971,983
Total deferred inflows of resources	15,728	16,072
Net position	7,987,983	7,603,814
Change in net position	384,169	340,332

In addition to contributions from the two municipalities, the Airport derives revenues through user fees, interest on investments in time deposits and from federal and state grants. For the year ended June 30, 2018, the Airport had total revenues of \$2,330,441 and expenditures of \$1,946,272, including depreciation of \$587,628 and pension expense of \$8,256.

The separate audited financial statements of the Auburn-Lewiston Municipal Airport may be obtained from the City's Finance Department.

Lewiston-Auburn Transit Committee

The Lewiston-Auburn Transit Committee is a joint venture of the Cities of Lewiston and Auburn. The Committee was formed for the purpose of planning and implementing short-term and long-term bus transit development, and to apply for and administer federal and state capital acquisition and operating assistance grants for mass transit benefiting the Lewiston-Auburn area. The Committee is made up of six members, three each from the Cities of Auburn and Lewiston, appointed by their respective City Councils. The Committee's governing board selects management staff, sets user charges, establishes budgets, and controls all aspects of its operations.

For the fiscal year ended June 30, 2018, the City of Auburn contributed \$189,949 for operating expenses.

The following is selected information for the years ending September 30, 2017 and September 30, 2016 (the latest information available):

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

	September 30, <u>2017</u>	September 30, <u>2016</u>
Total assets	\$ 2,121,700	\$ 2,870,578
Total liabilities	438,966	1,058,975
Net position	1,682,734	1,811,603
Change in net position	(128,869)	441,026

Total revenues for the year ended September 30, 2017 were \$1,738,450 and expenses were \$1,867,319, including depreciation on contributed assets of \$191,412.

The separate audited financial statements of the Lewiston-Auburn Transit Committee may be obtained from the City's Finance Department.

Lewiston-Auburn 9-1-1 Committee

The Lewiston-Auburn 9-1-1 Committee is a joint venture of the Cities of Auburn and Lewiston. Incorporated on January 26, 1978, the committee provides an emergency communication system for the Auburn-Lewiston area. The Committee is made up of seven members, the police and fire chiefs and one councilor from each city and a citizen-at-large from either city elected by those six members. The at-large member serves as Committee Chairman.

The committee's primary source of revenues consists of equal contributions from the Cities of Auburn and Lewiston. In the fiscal year ended June 30, 2018, the City of Auburn contributed \$1,069,122.

The following is selected financial information for the years ending June 30, 2017 and June 30, 2016 (the latest information available):

	June 30, <u>2017</u>	June 30, <u>2016</u>
Total assets	\$ 879,422	\$ 949,741
Total deferred outflows of resources	488,106	307,248
Total liabilities	1,055,584	786,201
Total deferred inflows of resources	185,022	253,785
Total net position	126,922	217,003
Change in net position	(90,081)	(13,282)

Total revenues for the year ended June 30, 2017 were \$2,205,779 and expenditures were \$2,295,860.

The separate audited financial statements of the Lewiston-Auburn 9-1-1 Committee may be obtained from the City's Finance Department.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Mid-Maine Waste Action Corporation

Mid-Maine Waste Action Corporation (MMWAC) is a joint venture of the City of Auburn and eleven other Maine municipalities. The Corporation was formed in March 1986 for the purpose of razing the old Auburn Energy Recovery Facility and constructing a regional waste to energy facility. MMWAC is governed by the provisions of its Articles of Incorporation and Bylaws, and by the interlocal agreement between MMWAC and each of the participating municipalities. Each of the participating municipalities has also entered into a Waste Handling Agreement with MMWAC pursuant to which the municipality is obligated to send all of its waste to MMWAC for the term of the agreement. The Corporation is administered by a twelve-member board comprised of one member from each participating municipality. Each member is entitled to one vote for all corporate business except for bonding, which matures more than three years from the date of issuance, and for adoption of the annual budget in which case votes are weighted by community population and requires an 85% majority for passage. The City of Auburn accounts for approximately 70% of the population of the twelve municipalities participating in MMWAC.

The following is selected financial information for MMWAC for the years ending June 30, 2017 and June 30, 2016 (the latest information available):

	<u>2017</u>	<u>2016</u>
Total assets	\$ 11,099,603	\$ 12,761,221
Total liabilities	486,591	422,733
Members' equity	10,613,012	12,338,488
Operating revenue	6,548,718	6,273,701
Operating expenses	8,169,571	7,659,835
Depreciation and amortization	1,679,526	1,682,327
Other expenses	171,155	-
Non-operating revenue	63,532	52,239
Net income/(loss) before depreciation and amortization	125,205	348,432
Net change in members equity	(1,725,476)	(1,333,895)

The Waste Handling Agreement obligates each member municipality to pay its "proportionate share" of all liabilities and expenses of MMWAC to the extent MMWAC does not have sufficient funds therefore. In September 1994, a consensus of the member communities concluded that the most cost effective method of funding MMWAC's obligations was for each of the member communities to issue general obligation debt to fund the communities' share of certain MMWAC obligations. Accordingly, such debt was issued and the proceeds contributed to MMWAC to liquidate these obligations.

The separate audited financial statements of the MMWAC may be obtained from the City's Finance Department.

C. Subsequent Events

On November 8, 2018, the City of Auburn issued \$8,375,000 of non-taxable general obligation bonds through U.S. Bank National Association. The interest rate on the bonds is 1.8 percent annually, and the maturity date is September 1, 2028.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

D. Restatement of Net Position/Fund Balance

In prior years, certain capital assets were replaced by new items and neither the disposal of the old assets nor the addition of the new assets were reported. Additionally, in 2018, the City applied a new method of tracking and reporting certain long term grant receivables and related unearned revenue. Also in 2018, the City reclassified the Centralized School Lunch Program from a business-type activity to a governmental activity. Similarly, the City recognized certain additional School special revenue funds which were previously only tracked internally due to their immaterial nature. Finally, in 2018, the city adopted Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The effects of the change in accounting principle and the other aforementioned changes are shown in more detail below.

June 30, 2017:	Governmental Activities	Business- type Activities	Total Governmental Funds	Community Development Programs	Other Governmental Funds
Net Position/fund balance as previously reported	\$ 82,718,185	9,649	23,628,757	4,521,764	223,415
Addition/disposal of capital assets (net of related depreciation)	(830,155)	-	-	-	-
Change in grant receivables	(1,641,530)	-	(1,641,530)	(1,641,530)	-
Reclassification of the Centralized School Lunch Program	342,853	(342,853)	371,495	-	371,495
Additional School Special Revenue funds	23,515	-	23,515	-	23,515
Application of GASB Statement No. 75	(1,930,021)	(66,949)	-	-	-
Net position/fund balance, as restated	\$ 78,682,847	(400,153)	22,382,237	2,880,234	618,425

E. Deferred Compensation Plan

The plan, available to all full-time municipal employees, permits them to defer a portion of their salary until future years. The City is required to contribute 6% of an employee's gross wages while employees are required to contribute 5% of their gross wages. All assets and income of the plan are held in trust for the exclusive benefit of the participants and their beneficiaries. The deferred compensation is not available to employees until termination of employment, unforeseeable emergency, or retirement. In the event of an employee's death, the beneficiary is eligible to receive the full value of the account, including earnings. For the year ended June 30, 2018, the City contributed \$146,506 to employee's deferred compensation plans.

F. Employee Retirement Systems and Plans

Defined Benefit Pension Plan – Maine Public Employees Retirement System

General Information about the Pension Plan

Plan Description - Employees of the City are provided with pensions through the Maine Public Employees Retirement System Consolidated Plan for Local Participating Districts (PLD Plan) and teaching-certified employees of the City are provided with pensions through the Maine Public Employees Retirement System State Employee and Teacher Plan (SET Plan), cost-sharing multiple-employer defined benefit pension plans, administered by the Maine Public Employees Retirement System (MainePERS). Benefit terms are established in Maine statute. MainePERS issues a publicly available financial report that can be obtained at www.mainepers.org.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Benefits Provided - The PLD and SET Plans provide defined retirement benefits based on members' average final compensation and service credit earned as of retirement. Vesting (i.e. eligibility for benefits upon reaching qualification) occurs upon the earning of five years of service credit. In some cases, vesting occurs on the earning of one year of service credit immediately preceding retirement at or after normal retirement age. For PLD members, normal retirement age is 60 or 65. For SET Plan members, normal retirement age is 60, 62, or 65. The normal retirement age is determined by whether a member had met certain creditable service requirements on specific dates, as established by statute. The monthly benefit of members who retire before normal retirement age by virtue of having at least 25 years of service credit is reduced by a statutorily prescribed factor for each year of age that a member is below her/his normal retirement age at retirement. MainePERS also provides disability and death benefits, which are established by contract under applicable statutory provisions (PLD Plan) or by statute (SET Plan).

Contributions - Employee contribution rates are defined by law or Board rule and depend on the terms of the plan under which an employee is covered. Employer contributions are determined by actuarial valuations. The contractually required contribution rates are actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

PLD Plan - Employees are required to contribute 8.0% or 9.50% of their annual pay for the regular plan or public safety plan, respectively. The City's contractually required contribution rate for the year ended June 30, 2018 was 9.6% or 12.2% of annual payroll for the regular plan or public safety plan, respectively. Contributions to the pension plan from the City were \$1,405,764 for governmental activities and \$16,973 for business-type activities for the year ended June 30, 2018.

SET Plan - Maine statute requires the State to contribute a portion of the City's contractually required contributions. Employees are required to contribute 7.65% of their annual pay. The City's contractually required contribution rate for the year ended June 30, 2018, was 15.05% of annual payroll, of which 3.97% of payroll was required from the City and 11.08% was required from the State. Contributions to the pension plan from the City were \$859,607 for the year ended June 30, 2018.

Pension Liabilities, Pension Expense, and Deferred Outflows and Deferred Inflows of Resources Related to Pensions

The net pension liabilities were measured as of June 30, 2017, and the total pension liabilities used to calculate the net pension liabilities were determined by actuarial valuations as of that date. The City's proportion of the net pension liabilities were based on projections of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating local districts (PLD Plan) and of all participating School Administrative Units and the State (SET Plan), actuarially determined.

PLD Plan - At June 30, 2018, the City reported a liability of \$9,897,564 for governmental activities and \$119,502 for business-type activities for its proportionate share of the net pension liability. At June 30, 2017, the City's proportion of the PLD Plan was 2.4465%.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

SET Plan - At June 30, 2018, the City reported a liability for its proportionate share of the net pension liability that reflected a reduction for State pension support provided to the City. The amount recognized by the City as its proportionate share of the net pension liability, the related State support, and the total portion of the net pension liability that was associated with the City were as follows:

City's proportionate share of the net pension liability	\$ 2,055,382
State's proportionate share of the net pension liability associated with the City	23,808,252
Total	\$ 25,863,634

At June 30, 2017, the City's proportion of the SET Plan was 0.1415%.

For the year ended June 30, 2018, the City recognized pension expense of \$1,599,169 for governmental activities and \$20,156 for business-type activities for the PLD Plan and \$3,280,878 and revenue of \$2,399,105 for support provided by the State for the SET Plan. At June 30, 2018, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	PLD Plan			
	Governmental Activities		Business-type Activities	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	475,507	-	5,741
Changes of assumptions	842,221	-	10,169	-
Net difference between projected and actual earnings on pension plan investments	-	272,159	-	3,286
Changes in proportion and differences between City Contributions and proportionate share of contributions	-	181,673	-	2,194
City contributions subsequent to the measurement date	1,405,764	-	16,973	-
Total	\$ 2,247,985	929,339	27,142	11,221

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

	SET Plan			
	Governmental Activities		Business-type Activities	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 86,443	-	-	-
Changes of assumptions	-	32,101	-	-
Net difference between projected and actual earnings on pension plan investments	-	30,228	-	-
Changes in proportion and differences between City Contributions and proportionate share of contributions	147,629	-	-	-
City contributions subsequent to the measurement date	859,607	-	-	-
Total	\$ 1,093,679	62,329	-	-

An amount of \$2,265,371 for governmental activities and \$16,973 for business-type activities is reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liabilities in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:

	PLD Plan	SET Plan
2019	\$ (199,418)	51,048
2020	726,044	216,984
2021	67,204	13,740
2022	(682,001)	(110,029)

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Actuarial Assumptions - The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

	<u>PLD Plan</u>	<u>SET Plan</u>
Inflation	2.75%	2.75%
Salary Increases, per year	2.75% to 9.0%	2.75% to 14.5%
Investment return, per annum, compounded annually	6.875%	6.875%
Cost of living benefit increases, per annum	2.20%	2.20%

Mortality rates were based on the RP2014 Total Dataset Healthy Annuitant Mortality Table, for males and females.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of an actuarial experience study for the period June 30, 2012 to June 30, 2015.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2017 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Public equities	30.0%	6.0%
US Government	7.5%	2.3%
Private equity	15.0%	7.6%
Real estate	10.0%	5.2%
Infrastructure	10.0%	5.3%
Natural resources	5.0%	5.0%
Traditional credit	7.5%	3.0%
Alternative credit	5.0%	4.2%
<u>Diversifiers</u>	<u>10.0%</u>	<u>5.9%</u>
<u>Total</u>	<u>100.0%</u>	

Discount Rate - The discount rate used to measure the total pension liability was 6.875% for the PLD Plan and the SET Plan. The projection of cash flows used to determine the discount rates assumed that employee contributions will be made at the current contribution rate and that contributions from participating local districts will be made at contractually required rates, actuarially determined. Based on these assumptions, the pension plans' fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liabilities.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Sensitivity of the City's Proportionate Share of the Net Pension Liabilities to Changes in the Discount Rate - The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 6.875% for the PLD Plan and the SET Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.875% for PLD Plan and for the SET Plan) or 1 percentage-point higher (7.875% for PLD Plan and for SET Plan) than the current rate:

<u>PLD Plan</u>	1% Decrease <u>(5.875%)</u>	Current Discount Rate <u>(6.875%)</u>	1% Increase <u>(7.875%)</u>
City's proportionate share of the net pension liability	\$ 20,097,313	\$ 10,017,066	\$ 2,428,202
<u>SET Plan</u>	1% Decrease <u>(5.875%)</u>	Current Discount Rate <u>(6.875%)</u>	1% Increase <u>(7.875%)</u>
City's proportionate share of the net pension liability	\$ 3,606,588	\$ 2,055,382	\$ 774,642

Pension Plan Fiduciary Net Position - Detailed information about the pension plan's fiduciary net position is available in the separately issued MainePERS financial report.

Payables to the Pension Plan - None as of June 30, 2018.

Defined Contribution Pension Plan

The City contributes to the International City Manager's Money Purchase Plan, which is a defined contribution pension plan administered by the International City Manager's Association Retirement Corporation.

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits the individual is to receive. Under a defined contribution pension plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account, the returns earned on investments of those contributions, and forfeitures of other participant's benefits that may be allocated to such participant's account. As established by council resolve, all municipal employees of the City have the option of participating in the plan or the Maine Public Employees Retirement System.

Contributions made by both the employee and the employer vest immediately. An employee who leaves the employment of the City is entitled to all contributions and earned income in his or her account at that time. Each employee must contribute a minimum of 5% of his or her gross earnings to the pension plan, while the City is required to contribute an amount equal to 6% of the employee's gross earnings.

As employees are immediately vested in employer contributions, there is therefore no forfeiture provision.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

During the year, the City's required and actual contributions amounted to \$146,506, which was 6% of its current-year covered payroll. The covered payroll amounted to \$2,441,769. Employees' required contributions amounted to \$122,058, which was 5% of the City's current year covered payroll.

No pension provision changes occurred during the year that affected the required contributions to be made by the City or its employees.

The I.C.M.A. Money Purchase Plan held no securities of the City or other related parties during the year or as of the close of the year.

City Pension Plan

Plan Description. The City Pension Plan is a contributory single employer defined benefit pension plan, and covers certain police and fire employees who joined prior to the City's participation in MainePERS. Once the City elected to participate in MainePERS, employees were no longer eligible to join this plan. Benefit terms were established under City Charter.

A pensioner's benefit is adjusted annually based on the current compensation level of the position from which the pensioner retired.

At June 30, 2018, the plan consisted of 4 retirees and beneficiaries, all of whom are currently receiving benefits. The last active employee retired on March 31, 1992.

At June 30, 2018, there were no pension assets, deferred outflows of resources or deferred inflows of resources related to the City Pension Plan. During the year, the City recognized pension expense of \$71,336.

Funding Policy. No funds have been accumulated, nor are any funds expected to be accumulated for the payment of these benefits. All benefits are paid directly by the City as they come due.

Annual Pension Cost and Total Pension Liability. The City's annual pension cost and total pension liability for the year ended June 30, 2018 were as follows:

Interest on net pension obligation	\$ 13,372
Differences between expected and actual experience	(68,664)
Changes of assumptions, including discount rate	754
Annual pension cost (gain)	(54,538)
Contributions made	(71,336)
Increase (decrease) in net pension obligation	(125,874)
Total pension liability beginning of year	426,127
Total pension liability end of year	\$ 300,253

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

The measurement date for the City Pension Plan was June 30, 2018. The annual required contribution for the current year was determined as part of this actuarial valuation using the Entry Age Normal Cost Method. The actuarial assumptions included (a) a 2.98% discount rate and (b) 3.0% future cost of living increases. The discount rate of 2.98% reflects the index rate for 20-year municipal bonds as of June 30, 2018. The unfunded actuarial liability is being recognized as a level dollar amount on a closed basis. The remaining amortization period at June 30, 2018 was 4 years.

The following provides five-year trend information, a schedule of employee contributions and a schedule of funding programs for the City's pension plan.

Five-year Trend Information

Fiscal Year Ending <u>June 30,</u>	Annual Pension <u>Expense/(Gain)</u>	% of Annual Pension Cost <u>Contributed</u>	Net Pension <u>Obligation</u>
2014	\$ 133,610	112%	816,665
2015	80,474	183%	749,577
2016	(155,166)	N/A	480,145
2017	37,129	245%	426,127
2018	(54,538)	N/A	300,253

Sensitivity to the Net Pension Liability to Changes in the Discount Rate. The following presents the net pension liability of the City of Auburn Pension Plan calculated using a discount rate of 2.98%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage point higher (3.98%) and one percentage point lower (1.98%) than the current rate:

	1% Decrease <u>(1.98%)</u>	Current Discount Rate <u>(2.98%)</u>	1% Increase <u>(3.98%)</u>
Net pension liability	\$ 311,034	\$ 300,253	\$ 290,213

Schedule of Employer Contributions

<u>Fiscal Year End</u>	Actuarial Required Contribution <u>(ARC)</u>	Percentage of ARC <u>Contributed</u>
6/30/2009	\$ 191,601	98%
6/30/2010	206,838	93%
6/30/2011	239,226	75%
6/30/2012	244,464	69%
6/30/2013	289,758	54%
6/30/2014	149,845	100%
6/30/2015	147,562	100%
6/30/2016	114,266	100%
6/30/2017	91,147	100%
6/30/2018	71,336	100%

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Funded status and funding progress. As of June 30, 2018, the most recent actuarial valuation date, the funded status of the plan was as follows:

Actuarial liability (AL)	\$ 300,253
Actuarial value of plan assets	-
<hr/>	
<u>Unfunded actuarial liability (UAL)</u>	<u>\$ 300,253</u>
Funded ratio (actuarial value of plan assets/AL)	0%
Covered payroll	\$ -
UAL as a percentage of covered payroll	0%

Actuarial methods and assumptions. The ARC for the plan was determined as part of the June 30, 2018 actuarial valuation using the following methods and assumptions:

Discount Rate	2.98% per year
Investment Rate of Return	N/A
Retirement Age	All members are currently receiving benefits
Mortality	RP2014 adjusted to 2006 Blue Collar Mortality Table separate for Males and Females projected with mortality improvement scale MP-2016
Disabled Mortality	None
Marriage Assumptions	None
Cost of Living Adjustments	3.00% annual increase for participants

Payables to the Pension Plan - None as of June 30, 2018.

Other Postemployment Benefits – Maine Municipal Employee Health Trust (Health Plan)

General Information about the OPEB Plan

Plan Description - The City sponsors a post-retirement benefit plan providing health insurance to retiring employees. The plan is a single-employer defined benefit OPEB plan administered by the Maine Municipal Employees Health Trust (MMEHT). The City Council has the authority to establish and amend the benefit terms and financing requirements. No assets are accumulated in a trust that meets the criteria of paragraph 4 of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*.

Benefits Provided - MMEHT provides healthcare and life insurance benefits for retirees and their dependents. City employees over the age of 55 with 5 years of continuous service are allowed to participate in the plan. Retirees that are designated in a plan pay 100% of the single coverage premium and 100% of the family coverage premium. For those City employees eligible for Medicare (post-65 Retiree Plan), the plan is offered in conjunction with Medicare Parts A and B and the Companion Plan B.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Employees Covered by Benefit Terms - At June 30, 2018, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	39
Inactive employee entitled to but not yet receiving benefits	0
Active employees	208
Total	247

Total OPEB Liability

The City's total OPEB liability of \$3,519,945 was measured as of January 1, 2018, and was determined by an actuarial valuation as of that date. \$61,599 has been allocated to business-type activities (based on number of participants) and the remaining \$3,458,346 is reported in governmental activities as of June 30, 2018.

Actuarial Assumptions and Other Inputs - The total OPEB liability in the January 1, 2018 actuarial valuation was determined using the following assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	3.00% per year
Salary increases	2.75% per year
Discount rate	3.44%
Healthcare cost trend rates	8.27% for 2018, decreasing 0.28% per year
Retirees' share of the benefit related costs	100% of projected health insurance premiums

The discount rate was based upon high quality AA/Aa or higher bond yields in effect for 20 years, tax-exempt general obligation municipal bonds using the Bond Buyer 20-Bond GO Index.

Mortality rates were based on the RP2014 Total Dataset Healthy Annuitant Mortality Table, for males and females.

The actuarial assumptions used in the January 1, 2018 valuation were based on the results of an actuarial experience study for the period June 30, 2012 through June 30, 2015.

Changes in the Total OPEB Liability

	Total OPEB Liability
Balance at June 30, 2017	\$ 3,825,659
Changes for the year:	
Service Cost	81,439
Interest	144,506
Differences between expected and actual experience	(178,552)
Changes in assumptions or other inputs	(183,140)
Benefit payments	(169,967)
Net changes	305,714
Balance at June 30, 2018	\$ 3,519,945

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Change in assumptions reflects a change in the discount rate from 3.78% to 3.44% and also a change in valuation method from Projected Unit Credit to the Entry Age Normal funding method.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate – The following presents the City’s total OPEB liability calculated using the discount rate of 3.44%, as well as what the City’s total OPEB liability would be if it were calculated using a discount rate that is 1 percentage-point lower (2.44%) or 1 percentage-point higher (4.44%) than the current rate:

	1% Decrease (2.44%)	Discount Rate (3.44%)	1% Increase (4.44%)
Total OPEB liability	\$ 4,062,994	3,519,945	3,080,023

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates – The following presents the City’s total OPEB liability calculated using the healthcare cost trend rates of 8.27% decreasing 0.28% per year, as well as what the City’s total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage-point lower (7.27% decreasing 0.28% per year) or 1 percentage-point higher (9.27% decreasing 0.28% per year) than the current healthcare cost trend rates:

	1% Decrease	Healthcare Cost Trend Rates	1% Increase
Total OPEB liability	\$ 3,052,981	3,519,945	4,112,956

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2018, the City recognized negative OPEB expense of \$15,790. At June 30, 2018, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Governmental Activities		Business-type Activities	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	155,936		2,777
Changes of assumption or other inputs	-	159,942		2,849
Total	\$ -	315,878		5,626

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

The amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year ended June 30:		
2019	\$	(40,188)
2020		(40,188)
2021		(40,188)
2022		(40,188)
2023		(40,188)
Thereafter		(120,564)

Other Postemployment Benefits – Maine Public Employees Retirement System (SET Plan)

General Information about the OPEB Plan

Plan Description - The City sponsors a post-retirement benefit plan providing group term life insurance to retiring Teachers. The plan is a cost-sharing multiple-employer defined benefit OPEB plan administered by the Maine Public Employees Retirement System (MPERS). The MPERS Board of Trustees has the authority to establish and amend the benefit terms and financing requirements. MPERS issues a publicly available financial report that is available at www.maineipers.org.

Benefits Provided - MPERS provides basic group life insurance benefits, during retirement, to retirees who participated in the plan prior to retirement for a minimum of 10 years. The level of coverage is initially set to an amount equal to the retirees average final compensation. The initial amount of basic life is then subsequently reduced at the rate of 15% per year to the greater of 40% of the initial amount or \$2,500.

Contributions - Premium rates are determined by the MPERS Board of Trustees to be actuarially sufficient to pay anticipated claims. The State of Maine is required to remit the total dollar amount of each year's annual required contribution. Contributions to the OPEB plan by the State of Maine on-behalf of the City were \$54,247 for the year ended June 30, 2018. Employers and employees are not required to contribute to the OPEB plan.

OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

At June 30, 2018, the City reported no liability related to the plan. The State of Maine's proportionate share of the net OPEB liability associated with the City was \$598,566 as of June 30, 2018. The net OPEB liability was measured as of June 30, 2017, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of that date. The City's proportion of the net OPEB liability was based on a projection of the City's long-term share of contributions to the OPEB plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2017, the City's proportion was 0.00%.

For the year ended June 30, 2018, the City recognized OPEB expense of \$54,247 and also revenues of \$54,247 for support provided by the State. At June 30, 2018, the City reported no deferred outflows of resources nor deferred inflows of resources related to the OPEB plan.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

Actuarial Assumptions - The total OPEB liability in the June 30, 2017 actuarial valuation was determined using the following assumptions, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.75%
Salary increases	2.75% - 14.50%
Investment rate of return	6.875%

Mortality rates were based on the RP2014 Total Dataset Healthy Annuitant Mortality Table, for males and females, with adjustments ranging 104% to 120% based on actuarially determined demographic differences.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of an actuarial experience study conducted for the period June 30, 2012 to June 30, 2015.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method which best estimates ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major class of assets. These ranges are combined to produce long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Public equities	70.0%	6.0%
Real estate	5.0%	5.2%
Traditional credit	16.0%	3.0%
US Government Securities	9.0%	2.3%
Total	100.0%	

Discount Rate - The rate used to measure the total OPEB liability for the plan was 6.875%. The projection of cash flows used to determine the discount rate assumed that employer contributions will be made at contractually required rates, actuarially determined. Based on this assumption, the OPEB plans fiduciary net position was projected to be available to make all projected OPEB payments for current and inactive employees. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

OPEB Plan Fiduciary Net Position - Detailed information about the OPEB plan's fiduciary net position is available in a separately issued MPERS financial report.

CITY OF AUBURN, MAINE
Notes to Basic Financial Statements, Continued
June 30, 2018

IV. OTHER INFORMATION, Continued

E. Credit Enhancement Agreements

GASB Statement 77, Tax Abatement Disclosures, defines tax abatement, for financial reporting purposes, as a reduction in tax revenue resulting from “an agreement between one or more governments and an individual or entity in which (a) one or more governments promise to forgo tax revenues to which they are otherwise entitled and (b) the individual or entity promises to take specific action after the agreement has been entered into that contributes to economic development or other benefits the governments or the citizens of those governments”. While not called ‘tax abatements’, the City of Auburn does currently have Credit Enhancement Agreements (CEAs) which fit this definition.

The City of Auburn has entered into several Credit Enhancement Agreements (CEAs) with individual organizations as permitted within its TIF District development programs, established under the State of Maine Title 30-A. The CEA’s outline conditions for the reimbursement of a percentage of tax revenues generated through the increased values of certain parcels within the district. The agreements and payments are intended to promote economic development through real estate development and job creation, as well as infrastructure improvements and business incentives within the City’s TIF Districts. Based on compliance with the terms of the agreement, and the calculation methods established in the CEAs, the City returns to the organization a portion of the taxes paid.

For the fiscal year ended June 30, 2018, the City remitted a total of \$1,130,735 in Credit Enhancement payments, including the following, each of which exceeded 10 percent of the total amount remitted:

<u>TIF district</u>	<u>Beginning; duration</u>	<u>CEA entity</u>	<u>CEA reimbursement basis</u>	<u>Amount paid during the fiscal year</u>
TIF 4 Tambrands	1998; 20 years	Tambrands, Inc.	35% on revenues within district	\$ 329,336 (29.1%)
TIF 13 Retail Development	2007; 15 years	Auburn Plaza, Inc.	30%-47% based on growth in value of the district	164,402 (14.5%)
TIF 14 Auburn Mall	2005; 20 years	Auburn Plaza, Inc.	40% on revenues within district	331,728 (29.3%)
TIF 18 Ice Arena	2013; 5 years	Slap Shot LLC	100% on revenues within district	138,021 (12.2%)

CITY OF AUBURN, MAINE
Required Supplementary Information
June 30, 2018

Schedule of City's Proportionate Share of the Net Pension Liability
Maine Public Employees Retirement System Consolidated Plan (PLD) and State Employee and
Teacher Plan (SET)
Last 10 Fiscal Years*

PLD Plan

	<u>2018**</u>	<u>2017**</u>	<u>2016**</u>	<u>2015**</u>
City's proportion of the net pension liability	2.4465%	2.5764%	2.5871%	2.3477%
City's proportionate share of the net pension liability	\$ 10,017,066	13,689,300	8,254,041	3,612,401
City's covered payroll	11,795,593	11,596,585	11,365,621	11,004,456
City's proportionate share of the net pension liability as a percentage of its covered payroll	84.92%	118.05%	72.62%	32.83%
Plan fiduciary net position as a percentage of the total pension liability	86.43%	81.61%	88.27%	94.10%

SET Plan

City's proportion of the net pension liability	0.1415 %	0.1268%	0.1256%	0.1048%
City's proportionate share of the net pension liability	\$ 2,055,382	2,239,879	1,695,546	1,132,380
State's proportionate share of the net pension liability associated with the School Unit	23,808,252	28,107,548	22,336,682	16,612,780

Total	\$ 25,863,634	30,347,427	24,032,228	17,745,160
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City's covered payroll	\$ 21,537,377	20,107,822	20,044,945	18,692,477
City's proportionate share of the net pension liability as a percentage of its covered payroll	9.54%	11.14%	8.46%	6.06%
Plan fiduciary net position as a percentage of the total pension liability	80.78%	76.21%	81.18%	83.91%

* Only four years of information available.

** The amounts presented for each fiscal year were determined as of the prior fiscal year.

CITY OF AUBURN, MAINE
Required Supplementary Information, Continued
June 30, 2018

Schedule of City Contributions
Maine Public Employees Retirement System Consolidated Plan (PLD) and State Employee and Teacher Plan (SET)
Last 10 Fiscal Years*

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<u>PLD Plan</u>					
Contractually required contribution	\$ 1,422,737	1,253,966	1,205,273	1,057,514	809,164
Contributions in relation to the contractually required contribution	(1,422,737)	(1,253,966)	(1,205,273)	(1,057,514)	(809,164)
Contribution deficiency (excess)	-	-	-	-	-
City's covered payroll	12,843,417	11,795,593	11,596,585	11,365,621	11,004,456
Contributions as a percentage of covered payroll	11.08%	10.63%	10.39%	9.30%	7.35%
<u>SET Plan</u>					
Contractually required contribution	\$ 859,607	723,656	675,623	531,203	495,351
Contributions in relation to the contractually required contribution	(859,607)	(723,656)	(675,623)	(531,203)	(495,351)
Contribution deficiency (excess)	-	-	-	-	-
City's covered payroll	21,652,573	21,537,377	20,107,822	20,044,945	18,692,477
Contributions as a percentage of covered payroll	3.97%	3.36%	3.36%	2.65%	2.65%

* Only five years of information available.

CITY OF AUBURN, MAINE
Required Supplementary Information, Continued
June 30, 2018

Schedule of Changes in the City's Total Pension Liability
City Pension Plan
Last 10 Fiscal Years*

	<u>2018</u>	<u>2017</u>
Total Pension Liability		
Service cost	\$ -	-
Interest	13,372	11,297
Differences between expected and actual experience	(68,664)	53,855
Changes of assumptions	754	(28,023)
Benefit payments	(71,336)	(91,147)
Net change in total pension Liability	<u>(125,874)</u>	<u>(54,018)</u>
Total pension liability - beginning	426,127	480,145
Total pension liability - ending	\$ <u>300,253</u>	<u>426,127</u>
 Plan Fiduciary Net Position		
Contributions – employer	\$ 71,336	91,147
Benefit payments	(71,336)	(91,147)
Net change in plan fiduciary net position	<u>-</u>	<u>-</u>
Net position – beginning	-	-
Net position – ending	\$ <u>-</u>	<u>-</u>

* Only two years of information available.

Schedule of Changes in the City's Total Health Plan OPEB Liability and Related Ratios
Last 10 Fiscal Years*

	<u>2018</u>
Total OPEB Liability	
Service cost	\$ 81,439
Interest	144,506
Changes of benefit terms	-
Differences between expected and actual experience	(178,552)
Changes of assumptions or other inputs	(183,140)
Benefit payments	(169,967)
Net change in total OPEB Liability	<u>(305,714)</u>
Total OPEB liability - beginning	3,825,659
Total OPEB liability - ending	\$ <u>3,519,945</u>
Covered-employee payroll	\$ 11,209,262
Total OPEB liability as a percentage of covered-employee payroll	31.40%

* Only one year of information available.

CITY OF AUBURN, MAINE
Required Supplementary Information, Continued
June 30, 2018

Schedule of City's Proportionate Share of the Net OPEB Liability
Maine Public Employees Retirement System State Employee and Teacher Plan (SET)
Last 10 Fiscal Years*

	<u>2018</u>
City's proportion of the net OPEB liability	0.00%
City's proportionate share of the net OPEB liability	\$ -
State's proportionate share of the net OPEB liability associated with the City	<u>598,566</u>
Total	<u>\$ 598,566</u>
 Plan fiduciary net position as a percentage of the total OPEB liability	 47.29%

* Only one year of information available. Amounts presented for each fiscal year were determined as of the end of the previous fiscal year.

CITY OF AUBURN, MAINE
Notes to Required Supplementary Information
June 30, 2018

Maine Public Employees Retirement System (Pension):

Changes of Benefit Terms - None

Changes of Assumptions - The following are changes in actuarial assumptions used in the most recent valuations:

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Discount rate – PLD	6.875%	7.125%	7.250%	7.250%
Discount rate – SET	6.875%	7.125%	7.125%	7.250%
Inflation rate	2.75%	3.50%	3.50%	3.50%
Salary increases – PLD	2.75-9.00%	3.50-9.50%	3.50-9.50%	3.50-9.50%
Salary increases – SET	2.75-14.50%	3.50-13.50%	3.50-13.50%	3.50-13.50%
Cost of living increases – PLD	2.20%	2.55%	3.12%	3.12%
Cost of living increases – SET	2.20%	2.55%	2.55%	2.55%

** This schedule is intended to show information for ten years, but only the years in which changes occurred have been displayed. Additional years' information will be displayed as it becomes available.*

Mortality rates:

In 2015, mortality rates were based on the RP2000 Combined Mortality Table projected forward to 2015 using Scale AA. In 2016 and going forward, mortality rates were based on the RP2014 Total Data Set Health Annuitant Mortality Table.

Maine Public Employees Retirement System (OPEB):

Changes of Benefit Terms - None

Changes of Assumptions - None

Maine Municipal Employees Health Trust (OPEB):

Changes of Benefit Terms - None

Changes of Assumptions - Under the Health Plan, changes of assumptions and other inputs reflects the changes in the discount rate each period. The following are the discount rates used in each period:

Fiscal Year	Discount Rate
2018	3.44%
2017	3.78%

Additionally, the valuation method was changed from the Projected Unit Credit funding method in 2017 to the Entry Age Normal funding method in 2018.

CITY OF AUBURN, MAINE
Notes to Required Supplementary Information
June 30, 2018

City Pension Plan:

Changes of Benefit Terms - None

Changes of Assumptions - The discount rate used to measure the total pension liability was changed from 2.60% in 2016, to 3.41% in 2017, and to 2.98% in the most recent valuation.

The City pension plan does not have any invested assets, and thus there are no assets held in trust.

The required supplementary information presented does not disclose a 10-year schedule (or years available) of the liability, covered payroll, and percentage of covered payroll because the last active member retired on March 31, 1992, and therefore, there has not been any payroll related to the City's pension plan in the last 10 years.

Nonmajor Governmental Funds

Special Revenue Funds

Special revenue funds are used to account for specific revenues that are restricted either by law or by administrative action, to expend for particular purposes.

Permanent Funds

Permanent funds are used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the City's programs.

Frank Boomer – This fund is used to account for principal trust amounts received and related interest income. The interest portion of the trust can be used to benefit the poor and needy families of the City.

Ella Foss – This fund is used to account for principal trust amounts received and related interest income. The interest portion of the trust can be used to benefit the needy and indigent residents of the City for food, shelter, clothing, and medical treatment.

George Stetson – This fund is used to account for principal trust amounts received and related interest income. The interest portion of the trust can be used to benefit the poor of the City.

Cemetery Perpetual Care – This fund is used to account for principal trust amounts received and related interest income. The interest portion of the trust can be used to maintain various City cemeteries.

CITY OF AUBURN, MAINE
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2018

	Nonmajor Special Revenue Funds	Nonmajor Permanent Funds	Total Other Governmental Funds
ASSETS			
Cash and cash equivalents	\$ 405,980	-	405,980
Investments	-	264,627	264,627
Receivables:			
Accounts	15,200	-	15,200
Intergovernmental	622,062	-	622,062
Inventory	32,388	-	32,388
Interfund receivable	162,227	-	162,227
Total assets	1,237,857	264,627	1,502,484
LIABILITIES			
Accounts payable	66,336	-	66,336
Accrued payroll	-	-	-
Unearned revenue	10,845		10,845
Interfund payable	928,833	4,785	933,618
Total liabilities	1,006,014	4,785	1,010,799
FUND BALANCES (DEFICITS)			
Nonspendable - inventory	32,388	-	32,388
Nonspendable - principal	-	69,475	69,475
Restricted	672,783	190,367	863,150
Committed	152,783	-	152,783
Unassigned	(626,111)	-	(626,111)
Total fund balances (deficits)	231,843	259,842	491,685
Total liabilities and fund balances (deficits)	\$ 1,237,857	264,627	1,502,484

CITY OF AUBURN, MAINE
Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Nonmajor Governmental Funds
For the Year Ended June 30, 2018

	Nonmajor Special Revenue Funds	Nonmajor Permanent Funds	Total Other Governmental Funds
Revenues:			
Intergovernmental	\$ 4,558,959	-	4,558,959
Charges for services	1,191,216	-	1,191,216
Other income	141,007	-	141,007
Interest income	-	1,841	1,841
Total revenues	5,891,182	1,841	5,893,023
Expenditures:			
Current:			
General government	203,294	-	203,294
Health, welfare and recreation	368,809	-	368,809
Education	3,839,839	-	3,839,839
Food services	1,597,569	-	1,597,569
Unclassified	-	1,236	1,236
Total expenditures	6,009,511	1,236	6,010,747
Excess (deficiency) of revenues over (under) expenditures	(118,329)	605	(117,724)
Other financing uses:			
Transfers out	(9,016)	-	(9,016)
Total other financing uses	(9,016)	-	(9,016)
Net change in fund balances	(127,345)	605	(126,740)
Fund balances (deficits), July 1, as restated	359,188	259,237	618,425
Fund balances (deficits), June 30	\$ 231,843	259,842	491,685

CITY OF AUBURN, MAINE
Combining Balance Sheet
Nonmajor Special Revenue Funds
June 30, 2018

	School Special	School Lunch Fund	211 Fairview	Parking	Parks and Recreation	Totals
ASSETS						
Cash and cash equivalents	\$ -	405,980	-	-	-	405,980
Receivables:						
Accounts	7,750	7,450	-	-	-	15,200
Intergovernmental	547,198	74,864	-	-	-	622,062
Inventory	-	32,388	-	-	-	32,388
Interfund receivable	-	-	-	-	162,227	162,227
Total assets	554,948	520,682	-	-	162,227	1,237,857
LIABILITIES						
Accounts payable	10,856	46	-	45,990	9,444	66,336
Accrued payroll	-	-	-	-	-	-
Unearned revenue	-	10,845	-	-	-	10,845
Interfund payable	155,757	205,332	566,304	1,440	-	928,833
Total liabilities	166,613	216,223	566,304	47,430	9,444	1,006,014
FUND BALANCES (DEFICITS)						
Nonspendable - inventory	-	32,388	-	-	-	32,388
Restricted	400,712	272,071	-	-	-	672,783
Committed	-	-	-	-	152,783	152,783
Unassigned	(12,377)	-	(566,304)	(47,430)	-	(626,111)
Total fund balances (deficits)	388,335	304,459	(566,304)	(47,430)	152,783	231,843
Total liabilities and fund balances (deficits)	\$ 554,948	520,682	-	-	162,227	1,237,857

CITY OF AUBURN, MAINE
Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Nonmajor Special Revenue Funds
For the Year Ended June 30, 2018

	School Special	School Lunch Fund	211 Fairview	Parking	Parks and Recreation	Totals
Revenues:						
Intergovernmental	\$ 3,252,242	1,306,717	-	-	-	4,558,959
Charges for services	493,600	223,816	-	144,173	329,627	1,191,216
Other income	141,007	-	-	-	-	141,007
Total revenues	3,886,849	1,530,533	-	144,173	329,627	5,891,182
Expenditures:						
Current:						
General government	-	-	-	203,294	-	203,294
Health, welfare and recreation	-	-	-	-	368,809	368,809
Education	3,839,839	-	-	-	-	3,839,839
Food services	-	1,597,569	-	-	-	1,597,569
Total expenditures	3,839,839	1,597,569	-	203,294	368,809	6,009,511
Excess (deficiency) of revenues over (under) expenditures	47,010	(67,036)	-	(59,121)	(39,182)	(118,329)
Other financing uses:						
Transfers out	(9,016)	-	-	-	-	(9,016)
Total other financing uses	(9,016)	-	-	-	-	(9,016)
Net change in fund balances	37,994	(67,036)	-	(59,121)	(39,182)	(127,345)
Fund balances (deficits), July 1, as restated	350,341	371,495	(566,304)	11,691	191,965	359,188
Fund balances (deficits), June 30	\$ 388,335	304,459	(566,304)	(47,430)	152,783	231,843

**CITY OF AUBURN, MAINE
Combined Balance Sheet
Nonmajor Permanent Funds
June 30, 2018**

ASSETS		
Investments	\$	264,627
Total assets		264,627
LIABILITIES		
Interfund payable		4,785
Total liabilities		4,785
FUND BALANCES		
Nonspendable - principal		69,475
Restricted		190,367
Total fund balances		259,842
Total liabilities and fund balances		\$ 264,627

**CITY OF AUBURN, MAINE
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Nonmajor Permanent Funds
For the Year Ended June 30, 2018**

Revenues:		
Interest income	\$	1,841
Total revenues		1,841
Expenditures:		
Current:		
Miscellaneous		1,236
Total expenditures		1,236
Net change in fund balances		605
Fund balances, July 1		259,237
Fund balances, June 30		\$ 259,842

AGENCY FUNDS

CITY OF AUBURN, MAINE
Combining Statement of Fiduciary Net Position
Fiduciary Funds - Agency Funds
June 30, 2018

	Student Activities	RETC	AVEC	Total
ASSETS				
Cash and cash equivalents	\$ 174,192	-	-	174,192
Intergovernmental	-	33,121	-	33,121
Interfund receivables	-	158,040	3,030	161,070
Total assets	\$ 174,192	191,161	3,030	368,383
LIABILITIES				
Accounts payable	\$ -	1,055	-	1,055
Accrued payroll	-	57,723	-	57,723
Amounts held for others	174,192	132,383	3,030	309,605
Total liabilities	\$ 174,192	191,161	3,030	368,383

CITY OF AUBURN, MAINE
Combing Statement of Changes in Assets and Liabilities
Fiduciary Funds - Agency Funds
For the year ended June 30, 2018

	Balance June 30, 2017	Additions	Deletions	Balance June 30, 2018
STUDENT ACTIVITIES				
ASSETS				
Cash and cash equivalents	\$ 159,337	378,618	363,763	174,192
Total assets	\$ 159,337	378,618	363,763	174,192
LIABILITIES				
Amounts held for others	159,337	378,618	363,763	174,192
Total liabilities	\$ 159,337	378,618	363,763	174,192
RETC				
ASSETS				
Accounts receivable	\$ 6,138	33,121	6,138	33,121
Interfund receivables	61,794	673,298	577,052	158,040
Total assets	\$ 67,932	706,419	583,190	191,161
LIABILITIES				
Accounts payable	-	1,055	-	1,055
Accrued payroll	35,657	57,723	35,657	57,723
Amounts held for others	32,275	700,281	600,173	132,383
Total liabilities	\$ 67,932	759,059	635,830	191,161
AVEC				
ASSETS				
Interfund receivables	677	18,901	16,548	3,030
Total assets	\$ 677	18,901	16,548	3,030
LIABILITIES				
Amounts held for others	677	18,901	16,548	3,030
Total liabilities	\$ 677	18,901	16,548	3,030

TAX INCREMENT FINANCING FUND

CITY OF AUBURN, MAINE
Statement of Revenues, Expenditures and Changes in Fund Balances
Tax Increment Financing Fund
For the Year Ended June 30, 2018

	TIF 4 Tambrands	TIF 5 J Enterprises	TIF 6 Tambrands II	TIF 7 J & A	TIF 8 Gates Formed Fiber	TIF 9 Mall Area	TIF 10 Downtown Area	TIF 10 Downtown Omnibus	TIF 11 Safe Handling	TIF 12 Auburn Industrial Park	TIF 13 Retail Development	TIF 14 & 15 Auburn Mall	TIF 16 Webster School Housing	TIF 17 Bedard Medical	TIF 18 Slap Shot LLC	TIF 19 Hartt Transport	Totals
Revenues:																	
Other income	\$ -	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures:																	
Current:																	
General government	329,336	-	89,791	-	-	-	-	16,526	-	-	164,402	331,728	30,128	-	138,021	30,803	1,130,735
Capital Outlay	4,030	11,000	-	-	-	14,220	19,970	-	-	-	-	-	-	-	-	-	49,220
Debt service	-	-	-	-	-	446,576	367,007	-	-	180,874	-	-	-	-	-	-	994,457
Total expenditures	333,366	11,000	89,791	-	-	460,796	386,977	16,526	-	180,874	164,402	331,728	30,128	-	138,021	30,803	2,174,412
Excess (deficiency) of revenues over (under) expenditures	(333,366)	(11,000)	(89,791)	-	-	(460,796)	(386,977)	(16,526)	-	(180,874)	(164,402)	(331,728)	(30,128)	-	(138,021)	(30,803)	(2,174,412)
Other financing sources (uses):																	
Transfers from other funds	523,280	-	124,379	-	-	383,288	798,996	16,991	-	193,476	349,638	460,889	30,116	-	137,960	30,790	3,049,803
Transfers to other funds	(180,000)	(10,000)	-	-	(30,000)	(70,000)	(380,000)	-	-	-	(145,000)	(135,000)	-	(30,000)	-	-	(980,000)
Total other financing sources (uses)	343,280	(10,000)	124,379	-	(30,000)	313,288	418,996	16,991	-	193,476	204,638	325,889	30,116	(30,000)	137,960	30,790	2,069,803
Net change in fund balances (deficits)	9,914	(21,000)	34,588	-	(30,000)	(147,508)	32,019	465	-	12,602	40,236	(5,839)	(12)	(30,000)	(61)	(13)	(104,609)
Fund balances (deficits), beginning of year	(8,074)	14,500	(365,270)	2,558	30,487	149,592	225,245	-	184	(350,652)	10,088	9,723	360	31,367	-	(5)	(249,897)
Fund balances (deficits), end of year	\$ 1,840	(6,500)	(330,682)	2,558	487	2,084	257,264	465	184	(338,050)	50,324	3,884	348	1,367	(61)	(18)	(354,506)

STATISTICAL SECTION

STATISTICAL SECTION

This part of the City of Auburn, Maine's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

Contents

Tables

Financial Trends

1-4

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Revenue Capacity

5-8

These schedules contain information to help the reader assess the City's most significant local revenue source, the property tax.

Debt Capacity

9-12

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.

Demographic and Economic Information

13-14

These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.

Operating Information

15-17

These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.

CITY OF AUBURN, MAINE
Net Position by Component
Last Ten Fiscal Years
From Government-wide Statement of Net Position

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Governmental activities:										
Net investment in capital assets	\$ 59,484,907	\$ 59,140,618	\$ 56,084,796	\$ 53,111,954	\$ 61,542,514	\$ 67,831,558	\$ 73,604,804	\$ 79,732,308	\$ 80,283,459	\$ 80,738,742
Restricted	3,765,201	4,607,888	11,707,875	10,879,129	11,871,042	11,621,393	8,791,119	8,780,922	8,513,552	6,492,342
Unrestricted	6,738,835	13,892,494	12,166,714	21,012,904	10,929,045	(4,145,261)	(1,665,491)	(5,594,225)	(6,078,826)	(8,350,567)
Total governmental activities net position	69,988,943	77,641,000	79,959,385	85,003,987	84,342,601	75,307,690	80,730,432	82,919,005	82,718,185	78,880,517
Business-type activities:										
Net investment in capital assets	1,033,634	928,388	829,060	781,208	708,368	548,461	493,154	456,021	539,164	515,180
Restricted	-	-	-	-	34,042	-	196,221	238,079	324,591	-
Unrestricted	296,012	326,230	353,997	651,420	594,157	460,816	(118,847)	(426,861)	(854,106)	(1,328,426)
Total business-type activities net position	1,329,646	1,254,618	1,183,057	1,432,628	1,336,567	1,009,277	570,528	267,239	9,649	(813,246)
Primary government:										
Investment in capital assets	60,518,541	60,069,006	56,913,856	53,893,162	62,250,882	68,380,019	74,097,958	80,188,329	80,822,623	81,253,922
Restricted	3,765,201	4,607,888	11,707,875	10,879,129	11,905,084	11,621,393	8,987,340	9,019,001	8,838,143	6,492,342
Unrestricted	7,034,847	14,218,724	12,520,711	21,664,324	11,523,202	(3,684,445)	(1,784,338)	(6,021,086)	(6,932,932)	(9,678,993)
Total primary government net position	\$ 71,318,589	\$ 78,895,618	\$ 81,142,442	\$ 86,436,615	\$ 85,679,168	\$ 76,316,967	\$ 81,300,960	\$ 83,186,244	\$ 82,727,834	\$ 78,067,271

For the years 2013 through 2017, management chose to recognize its school lunch fund as an enterprise fund. In all other years presented, the school lunch fund as been classified as a special revenue fund.

Table 2

CITY OF AUBURN, MAINE
Change in Net Position
Last Ten Fiscal Years
From Government-wide Statement of Activities

	Fiscal Year									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Expenses										
Governmental activities:										
General government	\$ 12,782,124	\$ 11,366,632	\$ 13,450,586	\$ 14,680,105	\$ 13,391,002	\$ 19,950,058	\$ 10,720,976	\$ 14,742,709	\$ 14,171,875	\$ 12,926,678
Public safety	8,013,617	7,899,897	7,673,153	8,001,972	8,468,689	9,404,183	9,969,244	10,298,205	10,180,500	10,164,734
Health, welfare and recreation	2,225,779	2,068,401	2,072,398	2,117,014	2,266,012	2,172,119	1,637,285	1,590,246	2,183,193	2,260,080
Public works	6,554,513	6,013,582	9,876,176	6,059,774	8,086,620	12,427,048	11,370,585	10,948,454	12,069,994	13,154,573
Other agencies	3,277,800	3,099,855	3,278,312	3,389,283	3,560,926	3,400,687	3,418,863	3,551,739	3,529,357	3,722,648
Education	39,285,952	39,952,843	42,408,444	42,418,741	41,810,979	44,089,463	40,636,517	42,854,285	44,423,602	46,840,880
Food services	-	-	-	-	-	-	-	-	-	1,597,569
Interest on debt	1,983,816	1,706,264	1,646,166	758,377	2,418,356	122,068	1,580,603	1,000,662	861,111	610,214
Total governmental activities expenses	74,123,601	72,107,474	80,405,235	77,425,266	80,002,584	91,565,626	79,334,073	84,986,300	87,419,632	91,277,376
Business-type activities:										
Ingersoll Ice Turf Facility	296,500	506,301	482,686	539,555	490,593	604,369	131,223	216,417	159,278	172,462
Norway Savings Bank Arena	-	-	-	-	-	525,814	1,218,591	1,230,422	1,293,801	1,373,107
Centralized School Lunch	-	-	-	-	1,421,308	1,312,651	1,419,459	1,497,678	1,576,332	-
Total business-type activities expenses	296,500	506,301	482,686	539,555	1,911,901	2,442,834	2,769,273	2,944,517	3,029,411	1,545,569
Total primary government expenses	74,420,101	72,613,775	80,887,921	77,964,821	81,914,485	94,008,460	82,103,346	87,930,817	90,449,043	92,822,945
Program Revenues										
Governmental activities:										
Charges for services:										
General government	1,240,811	1,204,104	710,124	532,771	480,870	456,624	695,278	1,306,850	1,371,527	1,193,393
Public safety	50,221	87,882	285,365	701,234	841,366	920,429	1,526,254	1,579,875	1,264,202	782,884
Health, welfare and recreation	286,052	290,936	287,013	308,403	318,635	279,854	261,595	240,972	304,873	332,437
Public works	-	-	50,334	3,158	2,674	1,549	-	-	-	-
Education	689,325	584,258	676,120	514,390	484,567	412,347	707,739	821,713	386,407	846,164
Food services	-	-	-	-	-	-	-	-	-	223,816
Operating grants and contributions	29,718,646	29,999,705	31,521,140	33,003,967	29,939,559	31,349,557	28,816,555	29,064,768	29,950,181	31,862,806
Capital grants and contributions	-	-	602,210	-	-	-	2,956,553	2,995,835	-	315,234
Total governmental activities program revenues	31,985,055	32,166,885	34,132,306	35,063,923	32,067,671	33,420,360	34,963,974	36,010,013	33,277,190	35,556,734
Business-type activities:										
Charges for services	330,268	425,328	424,614	433,375	669,015	1,139,096	1,067,189	1,308,448	1,383,077	1,132,476
Operating grants and contributions	-	-	-	-	1,159,343	1,090,354	1,241,187	1,332,667	1,388,744	-
Total business-type activities program revenues	330,268	425,328	424,614	433,375	1,828,358	2,229,450	2,308,376	2,641,115	2,771,821	1,132,476
Total primary government program revenues	32,315,323	32,592,213	34,556,920	35,497,298	33,896,029	35,649,810	37,272,350	38,651,128	36,049,011	36,689,210

For the years 2013 through 2017, management chose to recognize its school lunch fund as an enterprise fund. In all other years presented, the school lunch fund as been classified as a special revenue fund.

CITY OF AUBURN, MAINE
Change in Net Position
Last Ten Fiscal Years
From Government-wide Statement of Activities

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Net (expense)/revenue:										
Governmental activities	(42,138,546)	(39,940,589)	(46,272,929)	(42,361,343)	(47,934,913)	(58,145,266)	(44,370,099)	(48,976,287)	(54,142,442)	(55,720,642)
Business-type activities	33,768	(80,973)	(58,072)	(106,180)	(83,543)	(213,384)	(460,897)	(303,402)	(257,590)	(413,093)
Total primary government net expense	(42,104,778)	(40,021,562)	(46,331,001)	(42,467,523)	(48,018,456)	(58,358,650)	(44,830,996)	(49,279,689)	(54,400,032)	(56,133,735)
General Revenues and Other Changes in Net Position										
Governmental activities:										
Taxes	41,640,678	41,158,334	42,962,974	43,192,698	42,759,291	44,522,766	45,445,286	46,425,471	48,765,867	50,260,659
Grants not restricted to specific programs	4,681,432	4,651,989	4,103,025	4,172,425	4,330,113	4,336,314	4,393,527	4,474,139	4,760,666	5,541,000
Investment earnings	382,621	80,246	70,562	65,072	16,581	2,829	49,791	197,562	112,123	106,216
Other	1,534,722	1,707,975	1,013,764	230,549	166,802	248,446	(95,763)	644,533	42,854	10,437
Total governmental activities general revenues	48,239,453	47,598,544	48,150,325	47,660,744	47,272,787	49,110,355	49,792,841	51,741,705	53,681,510	55,918,312
Business-type activities:										
Investment earnings	211	47	-	51	757	1,176	370	113	-	-
Other	-	-	-	-	-	-	21,778	-	-	-
Total business-type activities general revenues	211	47	-	51	757	1,176	22,148	113	-	-
Total primary government	48,239,664	47,598,591	48,150,325	47,660,795	47,273,544	49,153,196	49,814,989	51,741,818	53,681,510	55,918,312
Change in Net Position										
Governmental activities	6,100,907	7,657,955	1,877,396	5,299,401	(662,126)	(9,034,911)	5,422,742	2,765,418	(460,932)	197,670
Business-type activities	33,979	(80,926)	(58,072)	(106,129)	(82,786)	(212,208)	(438,749)	(303,289)	(257,590)	(413,093)
Total primary government	\$ 6,134,886	\$ 7,577,029	\$ 1,819,324	\$ 5,193,272	\$ (744,912)	\$ (9,247,119)	\$ 4,983,993	\$ 2,462,129	\$ (718,522)	\$ (215,423)

For the years 2013 through 2017, management chose to recognize its school lunch fund as an enterprise fund. In all other years presented, the school lunch fund as been classified as a special revenue fund.

Beginning FY 2009 Unclassified Revenue was reclassified.

CITY OF AUBURN, MAINE
Fund Balances
Last Ten Fiscal Years
From Governmental Funds Balance Sheet

	Fiscal Year									
	2009	2010	2011 (a)	2012	2013	2014	2015	2016	2017	2018
General Fund										
Reserved*	\$ 110,672	\$ 55,566	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved:										
Designated	2,337,962	1,737,562	-	-	-	-	-	-	-	-
Undesignated	8,405,631	9,599,911	-	-	-	-	-	-	-	-
Nonspendable	-	-	226,255	97,171	75	629,503	1,415,749	1,341,590	1,178,773	1,600,597
Restricted	-	-	2,679,579	1,840,047	2,449,945	1,969,754	1,411,047	1,625,968	2,023,296	1,931,802
Assigned	-	-	1,087,851	942,172	1,154,572	812,886	3,046,996	2,084,993	1,750,310	1,863,605
Unassigned	-	-	9,108,868	10,734,773	8,775,150	8,651,216	4,971,398	5,897,971	7,113,261	7,780,670
Total general fund	\$ 10,854,265	\$ 11,393,039	\$ 13,102,553	\$ 13,614,163	\$ 12,379,742	\$ 12,063,359	\$ 10,845,190	\$ 10,950,522	\$ 12,065,640	\$ 13,176,674
All Other Governmental Funds										
Reserved	9,149,416	9,449,895	-	-	-	-	-	-	-	-
Unreserved, reported in:										
Special revenue funds	3,503,209	3,414,932	-	-	-	-	-	-	-	-
Capital project funds	5,082,615	5,545,423	-	-	-	-	-	-	-	-
Permanent funds	22,118	22,960	-	-	-	-	-	-	-	-
Nonspendable	-	-	5,922,783	5,813,531	5,712,143	5,628,850	5,670,226	4,007,094	3,725,627	101,863
Restricted	-	-	3,105,513	3,464,347	3,710,739	4,022,789	1,709,846	1,518,854	1,393,889	3,506,455
Committed	-	-	10,104,760	10,998,530	7,985,485	5,755,639	8,162,868	8,099,287	7,605,758	7,177,933
Unassigned	-	-	(841,666)	(694,644)	(1,125,143)	(3,649,469)	(1,871,314)	(757,648)	(1,162,157)	(1,512,021)
Total all other governmental funds	\$ 17,757,358	\$ 18,433,210	\$ 18,291,390	\$ 19,581,764	\$ 16,283,224	\$ 11,757,809	\$ 13,671,626	\$ 12,867,587	\$ 11,563,117	\$ 9,274,230

* Includes reserves for long-term receivables which were part of Unreserved, Undesignated from 2003-2005.

(a) The City of Auburn adopted the provisions of GASB 54 for the year ended June 30, 2011, which changed the classifications of fund balances.

CITY OF AUBURN, MAINE
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	Fiscal Year									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Revenues										
Taxes	\$ 41,667,416	\$ 41,488,299	\$ 42,742,974	\$ 42,960,856	\$ 42,749,449	\$ 44,563,151	\$ 45,411,397	\$ 46,319,694	\$ 48,639,845	\$ 50,263,953
Intergovernmental	34,400,078	34,651,694	34,919,262	36,258,176	33,631,641	35,325,279	35,719,754	36,041,524	34,192,549	37,269,921
Licenses and permits	285,951	243,924	303,183	266,852	374,011	325,476	345,658	330,039	364,352	345,604
Charges for services	1,532,589	1,615,603	1,699,004	1,750,848	1,720,625	1,799,725	2,644,856	3,452,095	2,900,398	2,983,648
Unclassified	2,365,212	2,095,873	1,710,401	1,191,668	854,889	601,599	876,354	1,502,589	735,534	615,214
Total revenues	<u>80,251,246</u>	<u>80,095,393</u>	<u>81,374,824</u>	<u>82,428,400</u>	<u>79,330,615</u>	<u>82,615,230</u>	<u>84,998,019</u>	<u>87,645,941</u>	<u>86,832,678</u>	<u>91,478,340</u>
Expenditures										
General government	10,908,351	11,947,264	11,666,157	12,532,558	11,881,126	11,362,793	10,963,750	11,832,503	11,898,280	13,613,954
Public safety	7,717,089	7,703,785	7,367,139	7,717,441	8,063,515	8,987,931	9,702,645	9,794,109	9,814,755	9,947,488
Health, welfare and recreation	1,986,595	1,800,326	1,847,549	1,876,392	2,022,319	1,937,404	1,388,546	1,704,443	1,920,557	1,956,709
Public works	4,574,186	4,058,000	4,191,424	4,285,363	4,524,288	7,611,817	8,943,737	8,326,272	5,598,126	5,465,530
Other agencies	3,277,800	3,099,855	3,278,312	3,389,283	3,560,926	3,400,687	3,418,863	3,551,739	3,529,357	3,722,648
Education	42,253,675	41,550,748	42,954,361	42,273,954	42,137,967	43,678,540	44,402,432	44,782,404	45,934,377	47,722,030
Food services	-	-	-	-	-	-	-	-	-	1,597,569
Unclassified	305,995	310,093	303,539	403,755	405,669	325,374	459,325	482,462	362,228	453,112
Self-insurance	348,629	470,524	671,092	517,299	383,566	-	-	-	-	-
Capital outlay	8,540,966	6,024,814	7,158,898	4,855,507	9,800,219	8,539,810	6,248,281	6,379,436	6,211,980	10,307,956
Debt service:										
Principal	6,758,858	6,747,858	6,854,251	6,894,785	7,027,846	6,508,659	6,484,056	6,439,503	6,545,628	6,509,811
Interest expense	2,062,090	1,680,602	1,513,494	1,511,411	1,045,204	1,000,416	942,636	997,067	879,024	814,380
Total expenditures	<u>88,734,234</u>	<u>85,393,869</u>	<u>87,806,216</u>	<u>86,257,746</u>	<u>90,852,645</u>	<u>93,353,431</u>	<u>92,954,271</u>	<u>94,289,938</u>	<u>92,694,312</u>	<u>102,111,187</u>
Deficiency of revenues under expenditures	<u>(8,482,988)</u>	<u>(5,298,476)</u>	<u>(6,431,392)</u>	<u>(3,829,346)</u>	<u>(11,522,030)</u>	<u>(10,738,201)</u>	<u>(7,956,252)</u>	<u>(6,643,997)</u>	<u>(5,861,634)</u>	<u>(10,632,847)</u>
Other financing sources (uses)										
Proceeds - bonds and capital leases	6,430,000	6,500,000	7,900,000	4,500,000	14,892,323	5,625,000	8,153,025	9,950,000	5,030,000	9,524,036
Proceeds - notes	-	-	1,024,625	-	-	84,458	-	-	-	-
Premium on issuance of debt	-	-	85,597	83,077	1,052,751	186,945	498,875	481,134	382,170	1,177,478
Payment to refunded bond escrow agent	-	-	-	-	(9,118,353)	-	-	(4,485,844)	-	-
Transfers in	2,500,434	2,345,005	2,190,819	2,215,395	2,345,053	2,084,032	2,099,914	2,279,802	1,471,787	2,120,787
Transfers out	(2,500,434)	(2,331,903)	(2,177,330)	(2,202,120)	(2,331,778)	(2,084,032)	(2,099,914)	(2,279,802)	(1,471,787)	(2,120,787)
Total other financing sources	<u>6,430,000</u>	<u>6,513,102</u>	<u>9,023,711</u>	<u>4,596,352</u>	<u>6,839,996</u>	<u>5,896,403</u>	<u>8,651,900</u>	<u>5,945,290</u>	<u>5,412,170</u>	<u>10,701,514</u>
Net change in fund balances	<u>\$ (2,052,988)</u>	<u>\$ 1,214,626</u>	<u>\$ 2,592,319</u>	<u>\$ 767,006</u>	<u>\$ (4,682,034)</u>	<u>\$ (4,841,798)</u>	<u>\$ 695,648</u>	<u>\$ (698,707)</u>	<u>\$ (449,464)</u>	<u>\$ 68,667</u>
Debt service as a percentage of noncapital expenditures	11.00%	10.62%	10.38%	10.33%	9.96%	8.74%	8.99%	8.80%	8.46%	7.94%

Table 5

CITY OF AUBURN, MAINE
Assessed Value to Actual Value of Taxable Property
Last Ten Fiscal Years

Fiscal year		Assessed Value - Real Property	Assessed Value - Personal Property	Total Assessed Value	Estimated Actual Value	Ratio of Total Assessed Value to Total Estimated Actual Value	Total Tax/ (Mil) Rate
2009	\$	1,813,049,300	262,829,700	2,075,879,000	1,981,600,000	104.8%	18.41
2010		1,829,692,800	238,980,400	2,068,673,200	2,054,450,000	100.7%	18.31
2011		1,847,854,620	220,930,500	2,068,785,120	1,991,800,000	103.9%	19.30
2012		1,850,235,678	208,348,600	2,058,584,278	1,980,250,000	104.0%	19.39
2013		1,820,465,334	190,045,000	2,010,510,334	1,954,400,000	102.9%	19.59
2014		1,823,040,083	182,681,300	2,005,721,383	1,926,200,000	104.1%	20.43
2015		1,818,986,378	165,931,000	1,984,917,378	1,963,550,000	101.1%	20.95
2016		1,831,661,043	162,903,400	1,994,564,443	1,960,100,000	101.8%	21.25
2017		1,852,057,439	146,229,300	1,998,286,739	1,983,950,000	100.7%	22.35
2018		1,869,652,126	133,614,300	2,003,266,426	1,981,700,000	101.1%	22.99

Table 6

**CITY OF AUBURN, MAINE
Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years**

Fiscal Year	General Government		General Fund Debt Service		Education		Total Tax/ (Mil) Rate
2009	7.72	41.92%	3.41	18.53%	7.28	39.55%	18.41
2010	7.91	43.20%	3.28	17.91%	7.12	38.89%	18.31
2011	8.89	46.06%	3.29	17.05%	7.12	36.89%	19.30
2012	9.01	46.47%	3.31	17.07%	7.07	36.46%	19.39
2013	9.01	45.99%	3.20	16.33%	7.38	37.67%	19.59
2014	9.62	47.09%	3.15	15.42%	7.66	37.49%	20.43
2015	9.67	46.16%	3.15	15.04%	8.13	38.81%	20.95
2016	9.83	46.26%	3.18	14.96%	8.24	38.78%	21.25
2017	10.31	46.13%	3.21	14.36%	8.83	39.51%	22.35
2018	10.56	45.93%	3.10	13.48%	9.33	40.58%	22.99

Table 7

CITY OF AUBURN, MAINE
Principal Property Taxpayers
Current Year and Nine Years Ago
June 30, 2018

	Taxpayer	Business	Assessed Value	% of Total Tax Base	Cumulative %
1	Tambrands	Personal Products	\$ 65,298,800	3.3%	3.26%
2	Central Maine Power Company	Electric Utility	43,541,345	2.2%	5.43%
3	FPL Energy Maine Hydro LLC	Electric Utility	32,852,205	1.6%	7.07%
4	Auburn Plaza	Regional Shopping	24,678,000	1.2%	8.30%
5	Pioneer Plastics	Laminates	20,767,900	1.0%	9.34%
6	Wal-Mart Real Estate	Retail	19,508,400	1.0%	10.32%
7	Northern Utilities Inc	Natural Gas Utility	17,830,100	0.9%	11.21%
8	Gates Formed Fiber	Automotive Products	16,193,400	0.8%	12.01%
9	Riverwatch LLC	Lodging	13,601,600	0.7%	12.69%
10	Auburn Court LLC	Retail	13,423,800	0.7%	13.36%
			\$ 267,695,550		

June 30, 2009

	Taxpayer	Business	Assessed Value	% of Total Tax Base	Cumulative %
1	Tambrands	Personal Products	\$ 104,048,900	5.0%	5.01%
2	Wal-Mart Real Estate	Retail	26,102,200	1.3%	6.27%
3	Pioneer Plastics	Plastic Laminates	25,586,900	1.2%	7.50%
4	Gates Formed Fiber	Automotive Products	21,929,900	1.1%	8.56%
5	Lowe's	Retail	17,157,200	0.8%	9.39%
6	Auburn Plaza Inc	Regional Shopping	16,604,900	0.8%	10.19%
7	General Electric Company	Electrical Components	15,987,900	0.8%	10.96%
8	GFI Auburn Plaza Realty	Regional Shopping	15,226,200	0.7%	11.69%
9	Cascades Auburn Fiber	Paper Reprocessor	15,129,900	0.7%	12.42%
10	FPL Energy Maine Hydro	Electric Utility	14,936,900	0.7%	13.14%
			\$ 272,710,900		

Table 8

CITY OF AUBURN, MAINE
Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Year Ended June 30	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy		Collections Subsequent Years	Total Collections to Date	
		Amount Collected	Percentage of Levy		Amount Collected	Percentage of Levy
2009	\$ 38,257,009	36,898,083	96.45%	1,320,862	38,218,945	99.90%
2010	37,999,926	37,148,508	97.76%	851,418	37,999,926	100.00%
2011	39,984,486	38,914,458	97.32%	682,034	39,596,492	99.03%
2012	39,948,404	38,831,952	97.21%	418,622	39,250,574	98.25%
2013	39,455,557	38,386,284	97.29%	1,067,847	39,454,131	100.00%
2014	40,987,430	39,889,671	97.32%	1,026,159	40,915,830	99.83%
2015	41,671,464	40,403,806	96.96%	895,500	41,299,306	99.11%
2016	42,459,969	41,444,901	97.61%	1,008,103	42,453,004	99.98%
2017	44,678,914	43,627,568	97.65%	613,383	44,240,951	99.02%
2018	46,107,186	44,117,930	95.69%	N/A	44,117,930	95.69%

CITY OF AUBURN, MAINE
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

Fiscal year	Governmental Activities					Total Long-term Debt	Total Long-term Debt	Total Long-term Debt		Per Capita Net of State Subsidy
	General Obligation Bonds	Notes	Capital Leases	Bonds Payable Premium	Total Long-term Debt			Net of State Subsidy	Ratio of Total Debt	
2009	\$ 67,925,000	495,078	-	-	68,420,078	68,420,078	52,369,513	3.3%	2,967.69	2,271.50
2010	65,973,000	371,595	-	-	66,344,595	66,344,595	50,080,604	3.2%	2,877.67	2,172.22
2011	65,461,000	692,675	-	-	66,153,675	66,153,675	48,634,442	3.2%	2,869.39	2,109.50
2012	61,239,000	598,596	-	-	61,837,596	61,837,596	51,652,300	3.0%	2,682.18	2,240.39
2013	59,534,323	504,518	-	1,052,751	61,091,592	61,091,592	54,863,817	2.9%	2,649.82	2,379.69
2014	56,826,591	494,897	-	1,169,513	58,491,001	58,491,001	52,408,483	2.9%	2,537.02	2,273.19
2015	55,170,858	383,927	1,231,203	1,551,550	58,337,538	58,337,538	53,735,209	2.9%	2,530.36	2,330.74
2016	52,225,126	272,956	1,054,017	1,609,074	55,161,173	55,161,173	50,305,298	2.8%	2,392.59	2,181.97
2017	48,634,394	211,608	871,863	1,817,852	51,535,717	51,535,717	47,127,830	2.6%	2,235.34	2,044.15
2018	48,883,662	137,468	1,590,004	2,704,191	53,315,325	53,315,325	49,411,196	2.7%	2,312.53	2,143.19

Table 10

CITY OF AUBURN, MAINE
Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years

Fiscal year	General Obligation Bonds**	To Estimated Actual Value	Per Capita	Total General Obligation Bonds Net of State Subsidy	Per Capita Net of State Subsidy
2009	\$ 67,925,000	3.4%	2,946.22	51,874,435	2,250.03
2010	65,973,000	3.2%	2,861.55	49,709,009	2,156.11
2011	65,461,000	3.3%	2,839.34	47,941,767	2,079.45
2012	61,239,000	3.1%	2,656.21	51,053,704	2,214.43
2013	60,587,074	3.1%	2,627.94	54,359,299	2,357.81
2014	57,996,104	3.0%	2,515.55	51,913,586	2,251.73
2015	56,722,408	2.9%	2,460.31	52,120,079	2,260.68
2016	53,834,200	2.7%	2,335.03	48,978,325	2,124.41
2017	50,452,246	2.5%	2,188.34	46,044,359	1,997.15
2018	51,587,853	2.6%	2,237.60	47,683,724	2,068.26

** The 2013-2018 General Obligation Bonds include the premium on bonds, as well as bond amounts.

Table 11

CITY OF AUBURN, MAINE
Direct and Overlapping Governmental Activities Debt
Last Ten Fiscal Years

Fiscal Year	Direct Debt - City of Auburn	Direct Debt - Androscoggin County	Auburn's Share of Androscoggin County Debt	Overlapping Debt - Androscoggin County	Direct and Overlapping Debt		
					Total Debt	Percent of Assessed Value	Per Capita
2009	\$ 68,420,078	75,000	23.72%	17,788	67,942,788	3.27%	2,946.99
2010	66,344,595	-	24.47%	-	65,973,000	3.19%	2,861.55
2011	66,153,675	-	24.47%	-	66,153,675	3.20%	2,869.39
2012	61,837,596	-	24.64%	-	61,837,596	3.00%	2,682.18
2013	61,091,592	-	24.64%	-	60,038,841	2.99%	2,604.16
2014	58,491,001	-	25.36%	-	57,321,488	2.86%	2,486.29
2015	58,337,538	-	25.36%	-	58,337,538	2.94%	2,530.36
2016	55,161,173	-	25.36%	-	55,161,173	2.77%	2,392.59
2017	51,535,717	-	25.36%	-	51,535,717	2.58%	2,235.34
2018	53,315,325	-	24.90%	-	53,315,325	2.66%	2,312.53

CITY OF AUBURN, MAINE
Legal Debt Management
Last Ten Years
Computation of Legal Debt Margin
June 30, 2018

Total State Valuation			\$	1,981,700,000	
Legal Debt Limitation:					
15% of State Valuation				297,255,000	
Debt Applicable to Debt Limitation:					
				Bonded General Obligation Debt	
				As a Percent of	
		Legal Maximum			
Purpose	Percentage	Amount	Dollar Amount	Legal Maximum	State Valuation
Municipal & School	15.0%	\$ 297,255,000	48,883,662	16.45%	2.47%
			Margin for Additional Borrowing:	<u>\$ 248,371,338</u>	

Historical Legal Debt Margin
Last Ten Fiscal Years

		Legal Debt Limit	Debt Outstanding	Legal Debt Margin	Debt Outstanding/ Legal Debt Limit
2009	\$	\$297,240,000.0	67,925,000	229,315,000	22.9%
2010		308,167,500	65,973,000	242,194,500	21.4%
2011		298,770,000	65,461,000	233,309,000	21.9%
2012		297,037,500	61,239,000	235,798,500	20.6%
2013		293,160,000	59,534,323	293,160,000	20.3%
2014		288,930,000	56,826,591	288,930,000	19.7%
2015		294,532,500	55,170,858	239,361,642	18.7%
2016		294,015,000	52,225,126	241,789,874	17.8%
2017		297,592,500	48,634,394	248,958,106	16.3%
2018		297,255,000	48,883,662	248,371,338	16.4%

Table 13

CITY OF AUBURN, MAINE
Demographic and Economic Statistics
Last Ten Calendar Years

Fiscal Year	(1) Population	(2) Total Personal Wages	Per Capita Personal Wages	(2) Annual Average Unemployment Rate
2009	23,602	486,782,327	20,625	8.9%
2010	23,055	Not available	Not available	7.9%
2011	23,055	Not available	Not available	7.8%
2012	23,055	Not available	Not available	7.2%
2013	23,055	Not available	Not available	7.8%
2014	23,055	Not available	Not available	5.5%
2015	23,055	541,950,460	23,507	4.7%
2016	23,055	Not available	Not available	3.7%
2017	23,055	611,994,975	26,545	3.5%
2018	23,055	635,862,779	27,580	3.5%

(1) Source: US Census Bureau

(2) Source: Maine Department of Labor

Table 14

CITY OF AUBURN, MAINE
Principal Non-Governmental Employers
Current Year and Nine Years Ago
June 30, 2018

Rank	Employer	Total Number of Employees	Percent of Total Employees
1	Pioneer Plastics	624	3.6%
2	Wal-Mart Supercenter	525	3.1%
3	Tambrands Inc.	425	2.5%
4	Carbonite Inc	352	2.0%
5	Clover Living Center	287	1.7%
6	Hartt Transportation Systems	245	1.4%
7	UPS	232	1.4%
8	Conform Automotve	202	1.2%
9	Hannaford	170	1.0%
10	Shaws Supermarket	138	0.8%
	All Other Employers	13,985	81.4%
	Total Employees	<u>17,185</u>	

Principal Non-Governmental Employers
June 30, 2009

Rank	Employer	Total appr. number of employees	
1	Wal-Mart Supercenter	481	4.2%
2	Tambrands Inc.	461	4.1%
3	Gates Formed Fiber Products	450	4.0%
4	Pioneer Plastics	332	2.9%
5	Clover Living Center	290	2.6%
6	Hannaford	190	1.7%
7	Shaw's Supermarkets	165	1.5%
8	General Electric	163	1.4%
9	Advantage Business Services	150	1.3%
10	Thomas Moser Cabinetmakers	106	0.9%
	All Other Employers	8,569	75.5%
	Total Employees	<u>11,357</u>	

Source: Maine Department of Labor

Table 15

CITY OF AUBURN, MAINE
Number of Employees
Last Ten Fiscal Years

Fiscal Year	General Government	Public Safety	Health, Welfare & Recreation	Public Services	Education	Ice Arena	Total
2009	42.50	117.50	11.50	62.00	614.00	1.00	848.50
2010	40.00	125.00	13.00	55.00	589.00	2.00	824.00
2011	44.00	117.00	20.00	53.00	679.00	2.00	915.00
2012	42.00	123.00	14.00	55.00	585.00	2.00	821.00
2013	45.00	124.00	5.00	55.00	585.00	2.00	816.00
2014	39.00	128.00	5.00	59.00	564.00	5.00	800.00
2015	34.00	126.00	5.00	72.00	565.00	3.00	805.00
2016	34.00	126.00	4.50	70.00	565.00	3.00	802.50
2017	33.50	128.00	5.50	64.00	565.00	4.00	800.00
2018	33.00	137.00	7.50	63.00	569.00	4.00	813.50

Source: Various City departments

Table 16

**CITY OF AUBURN, MAINE
Demand for Level of Service
Last Ten Fiscal Years**

	General Government	Public Safety	Health, Welfare & Recreation	Public Works	Education	Ice Arena
	Service Units:	Service Units:	Service Units:	Service Units:	Service Units:	Service Units:
Fiscal Year	City Population	Police / Fire No. of Service Calls	Libraries / Parks / Cemeteries Maintained	Miles of Road Maintained	No. of Students	Hours of Ice Time Rented
2009	23,602	24,282 / 3,877	1 / 19 / 16	226	3,534	1,540
2010	23,055	22,186 / 3,196	1 / 19 / 16	225	3,568	2,121
2011	23,055	23,924 / 3,365	1 / 19 / 16	225	3,634	1,684
2012	23,055	26,195 / 3,545	1 / 19 / 17	237	3,650	1,798
2013	23,055	24,110 / 3,560	1 / 19 / 17	237	3,744	1,798
2014	23,055	26,626 / 3,535	1 / 19 / 17	237	3,623	1,832
2015	23,055	29,428 / 4,232	1 / 19 / 17	237	3,610	2,996
2016	23,055	27,161 / 4,432	1 / 19 / 17	237	3,554	3,884
2017	22,948	25,470 / 4,609	1 / 19 / 17	237	3,498	3,899
2018	22,948	24,451 / 4,775	1 / 19 / 17	237	3,578	3,885

Source: Various City departments

Table 17

CITY OF AUBURN, MAINE
Capital Assets Statistics - Net Book Value
Last Ten Fiscal Years

Fiscal Year		General Government	Public Safety	Health, Welfare & Recreation	Public Works	Education	Proprietary Funds
2009	\$	23,607,655	2,203,282	3,655,392	57,109,583	27,619,073	1,033,634
2010		28,824,479	2,109,338	8,982,225	51,600,320	27,133,850	928,388
2011		30,016,043	1,954,048	8,743,446	49,696,710	27,098,225	829,059
2012		33,680,128	1,844,090	8,507,608	47,535,463	27,830,918	729,731
2013		34,145,986	2,020,995	6,001,834	46,166,780	27,536,761	630,402
2014		32,439,570	1,806,175	5,813,288	49,100,585	28,482,183	471,624
2015		32,659,081	2,837,912	5,700,706	47,011,147	29,350,762	416,996
2016		32,300,141	2,399,469	6,020,280	57,246,091	28,956,784	456,021
2017		33,091,101	2,373,248	4,342,849	55,694,038	28,816,772	539,164
2018		34,850,012	2,306,507	5,058,191	54,114,905	29,182,526	515,180

Source: Various City departments

**CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION**

Annual Financial Statements

For the Year Ended June 30, 2018

**CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Financial Statements
For the Year Ended June 30, 2018**

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Independent Auditor's Report

Auburn School Committee
City of Auburn Department of Education

Report on the Financial Statements

We have audited the accompanying financial statements of each major fund and the aggregate remaining fund information of the City of Auburn Department of Education, as of and for the year ended June 30, 2018, and the related notes to the financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Auburn Department of Education's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund, and the aggregate remaining fund information of the City of Auburn Department of Education, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparisons for the Department's general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in the notes to the financial statements, the financial statements of the City of Auburn Department of Education are intended to present the financial position and changes in financial position of only that portion of each major fund and the aggregate remaining fund information of the City of Auburn, Maine that is attributable to the transactions of the Department of Education. They do not purport to, and do not present fairly the financial position of the City of Auburn as of June 30, 2018, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Auburn Department of Education's basic financial statements. The schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 11, 2018, on our consideration of the City of Auburn, Maine's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Auburn, Maine's internal control over financial reporting and compliance.

A handwritten signature in black ink, reading "Remya Kristen Ouellette". The signature is written in a cursive style with a large initial 'R'.

December 11, 2018
South Portland, Maine

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Balance Sheet - Governmental Funds
June 30, 2018

	General Fund	Capital Projects Fund	Other Nonmajor Governmental Funds	Totals
ASSETS				
Cash and cash equivalents	\$ 23,103	-	405,980	429,083
Accounts receivable	1,146	-	15,200	16,346
Due from other governments	87,294	-	622,062	709,356
Due from City of Auburn (held in treasury)	7,135,929	-	-	7,135,929
Prepaid expenditures	5,954	-	-	5,954
Inventory	-	-	32,388	32,388
Interfund receivables	-	1,847,117	-	1,847,117
Total assets	\$ 7,253,426	1,847,117	1,075,630	10,176,173
LIABILITIES				
Accounts payable	806,094	-	10,902	816,996
Interfund payables	1,647,098	-	361,089	2,008,187
Accrued wages and benefits	2,868,432	-	-	2,868,432
Unearned revenue	-	-	10,846	10,846
Total liabilities	5,321,624	-	382,837	5,704,461
FUND BALANCES				
Nonspendable:				
Inventory	5,954	-	32,388	38,342
Restricted:				
Grants and special projects	-	-	400,712	400,712
School lunch	-	-	272,070	272,070
Committed:				
Capital projects	-	2,027,090	-	2,027,090
Assigned:				
General fund	906,882	-	-	906,882
Unassigned:				
General fund	1,018,966	-	-	1,018,966
Grants fund	-	-	(12,377)	(12,377)
Capital projects funds	-	(179,973)	-	(179,973)
Total fund balances	1,931,802	1,847,117	692,793	4,471,712
Total liabilities and fund balances	\$ 7,253,426	1,847,117	1,075,630	10,176,173

See accompanying notes to basic to financial statements.

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Statement of Revenues, Expenditures, and Changes in Fund Balances - GAAP Basis
Governmental Funds
For the Year Ended June 30, 2018

	General Fund	Capital Projects Fund	Other Nonmajor Governmental Funds	Totals
Revenues:				
Property tax revenue	\$ 17,868,506	-	-	17,868,506
Intergovernmental revenue	22,541,102	-	4,558,959	27,100,061
Maine PERS on-behalf payments *	3,018,484	-	-	3,018,484
Charges for services	279,874	-	717,416	997,290
Other	88,147	-	141,007	229,154
Total revenues	43,796,113	-	5,417,382	49,213,495
Expenditures:				
Current:				
Regular instruction	16,224,176	-	-	16,224,176
Special education instruction	9,868,440	-	-	9,868,440
Other instruction	898,715	-	-	898,715
Student and staff support	4,325,098	-	-	4,325,098
System administration	976,201	-	-	976,201
School administration	1,388,128	-	-	1,388,128
Transportation and buses	1,583,804	-	-	1,583,804
Facilities maintenance	4,673,025	-	-	4,673,025
All other expenditures	319,543	-	-	319,543
Retirement contributions *	3,018,484	-	-	3,018,484
Grants and special programs	-	-	3,839,839	3,839,839
Food services	-	-	1,597,569	1,597,569
Debt service	621,009	-	-	621,009
Capital improvements	-	1,977,576	-	1,977,576
Total expenditures	43,896,623	1,977,576	5,437,408	51,311,607
Other financing sources (uses):				
Bond proceeds	-	1,300,000	-	1,300,000
Transfers in (out) from other School Department funds	9,016	-	(9,016)	-
Total other financing sources	9,016	1,300,000	(9,016)	1,300,000
Net change in fund balances	(91,494)	(677,576)	(29,042)	(798,112)
Fund balances, beginning of year, as restated	2,023,296	2,524,693	721,835	5,269,824
Fund balances, end of year	\$ 1,931,802	1,847,117	692,793	4,471,712

See accompanying notes to basic to financial statements.

* These amounts represent the employer contribution to the Maine Public Employees Retirement System paid by the State of Maine Department of Education.

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Budgetary Basis
General Fund
For the Year Ended June 30, 2018

	Original budget	Final budget	Actual	Variance with final budget positive (negative)
Revenues:				
Property tax revenue	\$ 17,868,506	17,868,506	17,868,506	-
Intergovernmental revenue:				
State of Maine subsidy	22,168,323	22,168,323	22,168,323	-
State of Maine subsidy - adult education	107,694	107,694	102,127	(5,567)
State agency clients	70,000	70,000	88,406	18,406
Maine Care	135,000	135,000	182,246	47,246
Charges for services:				
Adult education tuitions	93,300	93,300	23,709	(69,591)
Private and regular tuitions	160,174	160,174	160,974	800
SOS tuitions	107,576	107,576	45,191	(62,385)
Daycare	50,000	50,000	50,000	-
Other revenue	88,000	88,000	88,147	147
Total revenues	40,848,573	40,848,573	40,777,629	(70,944)
Expenditures:				
Current:				
Regular instruction	16,591,502	16,591,502	16,224,176	367,326
Special education instruction	9,384,055	9,384,055	9,868,440	(484,385)
Other instruction	1,006,460	1,006,460	898,715	107,745
Student and staff support	4,368,718	4,368,718	4,325,098	43,620
System administration	889,000	889,000	976,201	(87,201)
School administration	1,448,614	1,448,614	1,388,128	60,486
Transportation and buses	1,543,961	1,543,961	1,583,804	(39,843)
Facilities maintenance	5,448,310	5,448,310	4,673,025	775,285
All other expenditures	433,044	433,044	319,543	113,501
Debt service	641,791	641,791	621,009	20,782
Total expenditures	41,755,455	41,755,455	40,878,139	877,316
Other financing sources:				
Budgeted use of fund balance	906,882	906,882	-	(906,882)
Transfer from special revenue fund	-	-	9,016	9,016
Total other financing sources	906,882	906,882	9,016	(897,866)
Net change in fund balance	-	-	(91,494)	(91,494)
Fund balance, beginning of year			2,023,296	
Fund balance, end of year			\$ 1,931,802	

See accompanying notes to basic to financial statements.

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Statement of Fiduciary Net Position
Fiduciary Funds
June 30, 2018

		Agency funds
ASSETS		
Cash and cash equivalents	\$	174,192
Due from other governments		33,121
Interfund receivables		161,070
Total assets		368,383
LIABILITIES		
Accrued payroll		57,723
Accounts payable		1,055
Amounts held for others		309,605
Total liabilities	\$	368,383

See accompanying notes to basic to financial statements.

CITY OF AUBURN DEPARTMENT OF EDUCATION
Notes to Basic Financial Statements

THE REPORTING ENTITY

The City of Auburn Department of Education (School Department) operates as a department of the City of Auburn, Maine, the financial statements of which have been issued in a separate report dated December 11, 2018 for the year ended June 30, 2018.

The accompanying fund financial statements present only the School Department's operations and are not intended to present fairly the financial position and results of operations of the City of Auburn, Maine in conformity with accounting principles generally accepted in the United States of America. Certain disclosures relevant to both the City of Auburn, Maine and the City of Auburn Department of Education are omitted herein and have been disclosed in the City's basic financial statements. Additionally, all long-term debt is reflected only in the City of Auburn, Maine's basic financial statements. This would include debt entered into by the City for the benefit of the Department of Education as any capital leases currently outstanding, pension liabilities, and other post-employment benefit liabilities.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City of Auburn Department of Education conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the more significant of such policies:

A. Basis of Presentation

The fund financial statements provide information about the government's funds. Separate statements for each fund category – governmental and fiduciary - are presented. The emphasis of fund financial statements is on major funds, each displayed in a separate column. All remaining funds are aggregated and reported as nonmajor funds. During the current year, management has chosen to present all funds as major. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements. The fiduciary fund is reported by type.

The government reports the following major governmental funds:

The *general fund* is the general operating fund of the School Department. All revenues not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs not paid through other funds.

The *Capital Projects Fund* accounts for the acquisition of capital assets or construction of major capital projects and are generally funded by general obligation bonds.

Additionally, the government reports the following fiduciary fund:

Agency funds are custodial in nature and do not present results of operations or have a measurement focus. Agency funds account for assets held by the School Department as an agent for individuals, private organizations, other governments, and/or funds. The School Department's agency fund accounts for student activity programs as well as the RETC and AVEC programs.

CITY OF AUBURN DEPARTMENT OF EDUCATION
Notes to Basic Financial Statements, Continued

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

B. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Interest is recorded as revenue in the fiscal period when earned, regardless of when interest is paid. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). All other revenue items are considered to be measurable and available only when cash is received by the government.

Encumbrances - Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriations, is employed by the Department. These amounts lapse at year-end.

Interfund Transactions - During the course of normal operations, the Department has several transactions between funds including expenditures and transfers of resources to provide services. These transactions are reported as transfers. Transactions between funds which represent lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as interfund loans receivable or payable.

Inventories - Food service inventories are valued at the lower of cost (first-in, first-out basis) or market. Inventories include the value of the U. S. Department of Agriculture commodities donated to the Food Service Program. The costs of all other governmental fund type inventories are recorded as expenditures when purchased rather than when consumed.

Compensated Absences - Under terms of union contracts and personnel administration policies, employees are granted vacation and sick leave in varying amounts. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

CITY OF AUBURN DEPARTMENT OF EDUCATION
Notes to Basic Financial Statements, Continued

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Capital Assets - Capital assets result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position in the City of Auburn, Maine's basic financial statements but are not reported in the fund financial statements.

Accrued Liabilities and Long-term Obligations - All payables, accrued liabilities, and long-term obligations are reported in the City's government-wide financial statements.

In general, payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the governmental funds. However, compensated absences and contractually required pension contributions that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current fiscal year. The capital leases and other long-term obligations that will be paid from governmental funds are not recognized as a liability in the fund financial statements until due.

Fund Equity - Governmental Fund fund balance is reported in five classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which those funds can be spent. The five classifications of fund balance for the governmental funds are as follows:

- *Nonspendable* – resources which cannot be spent because they are either a) not in spendable form or; b) legally or contractually required to be maintained intact.
- *Restricted* – resources with constraints placed on the use of resources which are either a) externally imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments or; b) imposed by law through constitutional provisions or enabling legislation.
- *Committed* – resources which are subject to limitations the Department imposes on itself at its highest level of decision making authority, and that remain binding unless removed in the same manner.
- *Assigned* – resources that are constrained by the Department's intent to be used for specific purposes, but are neither restricted nor committed.
- *Unassigned* – resources which have not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount.

The City Council and School Committee have the responsibility for committing fund balance amounts and likewise would be required to modify or rescind those commitments. Likewise, the City Council, School Committee, or a body or official delegated by the City Council or School Committee may assign unspent budgeted amounts to specific purposes in the General Fund at year-end based on Department requests.

Although not a formal policy, when both restricted and unrestricted resources are available for use, it is the School Department's intent to use restricted resources first, then unrestricted resources as they are needed. When committed, assigned, and unassigned resources are available for use, it is the School Department's intent to use committed or assigned resources first, and then unassigned resources as they are needed.

Use of Estimates - Preparation of the Department's financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent items at the date of the financial statements and the reported amounts of revenues and expenses/expenditures during the reporting period. Actual results could differ from those estimates.

CITY OF AUBURN DEPARTMENT OF EDUCATION
Notes to Basic Financial Statements, Continued

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Deposits - The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Deficit Fund Equity - Within the Special Revenue Fund, the following grants had deficit fund balances at June 30, 2018:

Title 1A	\$ 264
Title IA - Program Improvement	3,212
CLC - 21st Century	30
Title III	4
Title IIA - Supporting Effective Instruction	405
School Improvement Grant	8
Maine College Transitions	871
Bridge year grant	7,583

These deficits are expected to be funded with future grant revenues or charges for services.

Additionally, the New School Building Project Fund had a deficit of \$179,973 at June 30, 2018 and will be funded by future bond proceeds.

BUDGETARY VS GAAP BASIS OF ACCOUNTING

As required by generally accepted accounting principles (GAAP), the School Department has recorded a revenue and an expenditure for Maine Public Employees Retirement contributions made by the State of Maine on behalf of the School Department. These amounts have not been budgeted in the General Fund and result in a difference in reporting on a budgetary basis of accounting vs. reporting under accounting principles generally accepted in the United States of America of \$3,018,484. These amounts have been included as an intergovernmental revenue and as a retirement expenditure in the General Fund on Statement 2 (GAAP basis). There is no effect on the fund balance at the end of the year.

STATE REIMBURSEMENTS FOR DEBT SERVICE EXPENDITURES

The State of Maine currently reimburses the School Department for a portion of financing costs of school buildings and bus purchases. Continuation of such reimbursements is dependent upon continued appropriations by the State Legislature.

CONTINGENCIES

The Department of Education participates in a number of federally assisted grant programs. Although the programs have been audited in compliance with the Uniform Guidance, these programs are subject to financial and compliance audits by the grantors or their representatives. The audits of these programs for, or including, the year ended June 30, 2018, have not yet been completed. Accordingly, the Department of Education's compliance with applicable grant requirements will be established at some future date. The amount, if any, of the expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Department of Education expects such amounts, if any, to be immaterial.

CITY OF AUBURN DEPARTMENT OF EDUCATION
Notes to Basic Financial Statements, Continued

RISK MANAGEMENT

The Department of Education participates with the City in a self-insured workers' compensation program. Information on the program is available in the City of Auburn's basic financial statements.

PRIOR PERIOD ADJUSTMENT

During 2018, the Department of Education chose to recognize the School Lunch program as a special revenue fund. In previous years, the School Lunch program was recognized as a proprietary fund.

As such, the School Lunch equity position as of July 1, 2017 has been restated as follows:

Equity/net position as previously reported	\$ 342,853
Removal of capital assets and accumulated depreciation	(67,018)
Removal net pension liability and related deferred inflows and outflows	88,377
<u>Removal of accrued compensated absences</u>	<u>7,282</u>
<u>Equity/fund balance, as restated</u>	<u>\$ 371,494</u>

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Nonmajor Governmental Funds
Combining Balance Sheet
June 30, 2018

	Special Revenue Funds		
	Grant Fund	School Lunch Fund	Total
ASSETS			
Cash and cash equivalents	\$ -	405,980	405,980
Accounts receivable	7,750	7,450	15,200
Due from other governments	547,198	74,864	622,062
Inventory	-	32,388	32,388
Total assets	554,948	520,682	1,075,630
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	10,856	46	10,902
Unearned revenue	-	10,846	10,846
Interfund loans payable	155,757	205,332	361,089
Total liabilities	166,613	216,224	382,837
Fund balances (deficits):			
Nonspendable:			
Inventory	-	32,388	32,388
Restricted:			
Grants and special projects	400,712	-	400,712
School lunch	-	272,070	272,070
Unassigned			
Grant fund	(12,377)	-	(12,377)
Capital projects funds	-	-	-
Total fund balances	388,335	304,458	692,793
Total liabilities and fund balances	\$ 554,948	520,682	1,075,630

CITY OF ELLSWORTH, MAINE SCHOOL DEPARTMENT
Nonmajor Governmental Funds
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
For the year ended June 30, 2018

		<u>Special Revenue Funds</u>		
		Grant	School	
		Fund	Lunch	Total
		Fund	Fund	Total
Revenues:				
Intergovernmental	\$	3,252,242	1,306,717	4,558,959
Charges for services		493,600	223,816	717,416
Other		141,007	-	141,007
Total revenues		3,886,849	1,530,533	5,417,382
Expenditures:				
Current:				
Grants and special programs		3,839,839	-	3,839,839
Food services		-	1,597,569	1,597,569
Capital improvements		-	-	-
Total expenditures		3,839,839	1,597,569	5,437,408
Excess (deficiency) of revenues over (under) expenditures		47,010	(67,036)	(20,026)
Other financing uses sources (uses):				
Transfer to the School general fund		(9,016)	-	(9,016)
Other financing uses sources (uses)		(9,016)	-	(9,016)
Net change in fund balances		37,994	(67,036)	(29,042)
Fund balances, beginning of year, as restated		350,341	371,494	721,835
Fund balances, end of year		\$ 388,335	304,458	692,793

**CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Grant Funds
Schedule of Revenues, Expenditures, and Changes in Fund Balances (Deficits)
For the Year Ended June 30, 2018**

		Balances (deficits) beginning of year	Revenues	Expenditures	Transfers	Balances (deficits) end of year
Federal programs (fund 2000):						
84.002	AEFLA	\$ -	33,829	33,829	-	-
84.010	Title IA	(264)	1,000,614	1,000,614	-	(264)
84.010	Title IA - program improvement	-	20,370	23,582	-	(3,212)
84.027	Local entitlement	1,163	1,077,011	1,077,011	-	1,163
84.173	Preschool handicap	4	7,789	7,789	-	4
84.287	CLC district grant	-	153,370	153,370	-	-
84.287	CLC - 21st century	-	162,944	162,974	-	(30)
84.323	Math4ME	-	90,025	90,025	-	-
84.365	Title III	(4)	43,012	43,012	-	(4)
84.367	Title IIA - supporting effective instruction	-	183,592	183,997	-	(405)
84.169	McKinney homeless assistance	-	5,000	5,000	-	-
84.377	School improvement grant	-	453,911	453,919	-	(8)
Sub-total federal programs		899	3,231,467	3,235,122	-	(2,756)

**CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Grant Funds**

Schedule of Revenues, Expenditures, and Changes in Fund Balances (Deficits), Continued

	Balances (deficits) beginning of year	Revenues	Expenditures	Transfers	Balances (deficits) end of year
State and other special programs (funds 2200, 2400, and 6150):					
Adult education enrichment	\$ 4,312	12,666	7,962	(9,016)	-
Auburn book Project	50	-	-	-	50
Auburn Land Lab	9,537	-	-	-	9,537
CLC sustainability	(126)	11,415	11,070	-	219
Day care - Fairview	61,233	208,406	131,355	-	138,284
Day care - Park Ave.	6,174	136,273	99,744	-	42,703
Day care - Sherwood Heights	(3,696)	131,754	104,798	-	23,260
Day care - summer program	65,690	17,167	24,641	-	58,216
Employee computer reimbursement	-	37,546	37,443	-	103
E-rate	63,345	70	41,183	-	22,232
Franklin grant	-	10,761	-	-	10,761
Land lab summer program	8,372	-	437	-	7,935
Leverage learning: technology	27,399	14,611	23,344	-	18,666
Lewiston-Auburn Children's Foundation	254	6,055	5,995	-	314
Local grants	2,703	5,500	7,596	-	607
Maine college transitions	1,934	8,039	10,844	-	(871)
MELMAC planning	8,575	-	3,446	-	5,129
PEPG	4,753	-	464	-	4,289
Proficiency transition grant	35,749	-	35,749	-	-
RETC / SOS school garden	3	-	-	-	3
Share Center	49,827	49,225	41,917	-	57,135
Odyssey of the Mind	-	30	-	-	30
Ticket to ride - field trip grants	2	500	500	-	2
Bridge year grant	-	3,864	11,447	-	(7,583)
Wal-Mart	3,295	1,500	4,782	-	13
Other miscellaneous	57	-	-	-	57
Subtotal state and other special programs	349,442	655,382	604,717	(9,016)	391,091
Total special revenue funds	\$ 350,341	3,886,849	3,839,839	(9,016)	388,335

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Capital Projects Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances (Deficits)
For the Year Ended June 30, 2018

	Balances beginning of year	Revenues	Bond Proceeds	Expenditures	Balances (Deficits) end of year
Bond issues	\$ 2,220,519	-	1,300,000	1,777,787	1,742,732
School capital renewal fund	304,174	-	-	19,816	284,358
New school building project	-	-	-	179,973	(179,973)
Total capital project funds	\$ 2,524,693	-	1,300,000	1,977,576	1,847,117

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Agency Funds
Combining Schedule of Fiduciary Net Position
June 30, 2018

	School Activity Funds	RETC	RETC Summer	AVEC	Totals
ASSETS					
Cash and cash equivalents	\$ 174,192	-	-	-	174,192
Due from other governments	-	33,121	-	-	33,121
Interfund receivables	-	141,265	16,775	3,030	161,070
Total assets	174,192	174,386	16,775	3,030	368,383
LIABILITIES					
Accrued payroll	-	57,723	-	-	57,723
Accounts payable	-	1,055	-	-	1,055
Amounts held for others	174,192	115,608	16,775	3,030	309,605
Total liabilities	\$ 174,192	174,386	16,775	3,030	368,383

**CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Agency Funds - School Activity Funds
Combining Schedule of Cash Receipts, Disbursements, and Changes in Balances
For the Year Ended June 30, 2018**

	Balance July 1, 2017	Receipts	Disbursements	Balance June 30, 2018
Activity Fund:				
Auburn High School (Schedule 1)	\$ 132,380	341,456	325,525	148,311
Auburn Middle School (Schedule 2)	26,957	37,162	38,238	25,881
Total	\$ 159,337	378,618	363,763	174,192

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
High School Activity Funds
Schedule of Cash Receipts, Disbursements, and Changes in Balances
For the year ended June 30, 2018

	Balances beginning of year	Receipts	Disbursements	Balances end of year
Class of: 2007 - 2011	\$ 1,500	-	500	1,000
2013	500	-	-	500
2014	759	-	-	759
2015	234	-	-	234
2016	1,292	-	126	1,166
2017	1,304	-	804	500
2018	8,142	11,385	19,326	201
2019	2,153	10,927	3,685	9,395
2020	354	3,002	1,899	1,457
2021	-	5,172	2,810	2,362
Agriculture class	810	194	287	717
Alpine ski	2,173	2,371	3,839	705
Alpine ski - athletics operation	929	2,999	3,664	264
Athletics administration	536	1,915	2,432	19
Athletic donation	-	4	4	-
Bakery class	1,378	440	-	1,818
Band	668	138	10	796
Band/chorus fundraisers	1,866	727	1,399	1,194
Baseball - fundraisers	363	9,860	8,047	2,176
Boys basketball - fundraising	6,655	12,681	17,417	1,919
Boys basketball - gate receipts	8,574	12,316	4,540	16,350
Boys lacrosse	1,856	5,415	6,802	469
Boys soccer	2,377	1,540	1,897	2,020
Boys tennis	4	-	-	4
Boys/girls indoor track	41	2,164	1,616	589
Boys/girls outdoor track	827	12,186	11,157	1,856
Cheering - basketball/competition	1,861	1,851	1,175	2,537
Cheering - football only	703	1,496	1,702	497
Chorus	273	5,871	2,800	3,344
Cross country track	18	374	339	53
Cultural Organization	-	1,197	598	599
Drama club	169	6,780	2,931	4,018
Eddies club	2,292	1,932	395	3,829
EMT course field trip - J. Horn	13	-	-	13
Field hockey	2,390	5,468	6,068	1,790
Finance class donation	2,000	-	1,760	240
Food pantry/ (was Lunch food program)	-	98	-	98
Football - fundraiser	-	6,135	5,130	1,005
Football - gate receipts	3,333	15,144	14,172	4,305
French club	36	-	-	36
Girls basketball - fundraising	7,197	9,045	15,516	726

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
High School Activity Funds, continued
Schedule of Cash Receipts, Disbursements, and Changes in Balances
For the year ended June 30, 2018

	Balances beginning of year	Receipts	Disbursements	Balances end of year
Girls basketball - gate receipts	\$ 6,050	3,198	176	9,072
Girls hockey E.L. & Leavitt	8,924	22,770	23,842	7,852
Girls lacrosse	1,457	5,358	4,555	2,260
Girls soccer	3,781	17,797	13,640	7,938
Girls tennis	59	4,366	1,564	2,861
Global travels	226	-	-	226
Golf team - boys and girls	388	860	764	484
Grandstand club	603	-	-	603
Graphics	3,902	1,253	1,074	4,081
Hockey	12,395	27,701	30,713	9,383
Hockey - gate receipts	1,969	3,611	4,815	765
Independent living skills	578	-	429	149
Latin club	15	175	175	15
Library, book club	123	-	106	17
Lost books	829	113	45	897
National Honor Society	770	3,079	1,993	1,856
One act play	8	1,035	1,043	-
Oracle	6,499	10,008	12,162	4,345
Postage	-	950	896	54
Project graduation	1,918	4,644	3,130	3,432
PT Red Eddies/Interact	352	5,638	5,701	289
Scholarships	8,283	50,812	47,317	11,778
Seeds of peace	1,448	-	-	1,448
Softball	199	6,601	5,655	1,145
Sound system	83	-	-	83
Spanish club	6	-	-	6
Speech and debate	1,597	-	419	1,178
Student council	3	3,704	1,685	2,022
Support student activities	2,867	5,461	7,495	833
Swim team	430	4,051	4,150	331
Swim team- officials	-	-	-	-
Testing	400	7,249	7,134	515
Trading post - store	638	-	-	638
Unified basketball program	-	195	-	195
Totals	\$ 132,380	341,456	325,525	148,311

CITY OF AUBURN, MAINE
DEPARTMENT OF EDUCATION
Middle School Activity Funds
Schedule of Cash Receipts, Disbursements, and Changes in Balances (Deficits)
For the year ended June 30, 2018

	Balances beginning of year	Receipts	Disbursements	Balances (Deficits) end of year
Baseball	\$ 824	2,292	2,867	249
Boys basketball 7th grade	26	1,002	418	610
Boys basketball 8th grade	224	461	392	293
Boys soccer	126	1,694	1,357	463
Cooking and sewing	367	143	166	344
Civil Rights Team	-	403	350	53
Drama	4,970	2,362	1,566	5,766
Field hockey	736	715	384	1,067
Girls basketball 7th grade	338	1,049	786	601
Girls basketball 8th grade	205	464	724	(55)
Girls soccer	180	-	-	180
Guidance	267	256	42	481
Library	237	61	261	37
Pepsi	175	-	-	175
Principal's fund	165	3,042	3,068	139
School store	2,401	528	1,993	936
Softball	12	736	598	150
Student council	819	1,414	314	1,919
Team 2 - White cap	1,332	70	606	796
Team 3 - Bradbury	2,684	2,499	1,226	3,957
Team 4 - Sugarloaf	801	1,507	2,032	276
Team 5 - Cadillac	870	1,514	2,025	359
Team 6 - Katahdin	3,053	2,086	3,472	1,667
Team 7 - Tumbledown	3,241	4,914	6,417	1,738
Team Abraham	20	15	-	35
Technology	738	-	-	738
Track team	606	2,888	2,268	1,226
Turkey trot	36	1,372	889	519
Woodshop	215	240	392	63
Yearbook	1,289	3,435	3,625	1,099
Totals	\$ 26,957	37,162	38,238	25,881

CITY OF AUBURN, MAINE

**Reports Required by *Government Auditing
Standards* and the Uniform Guidance**

**For the Year Ended
June 30, 2018**

CITY OF AUBURN, MAINE
Reports Required by *Government Auditing Standards*
and the Uniform Guidance
For the Year Ended June 30, 2018

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the City Council and School Committee
City of Auburn, Maine

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Auburn, Maine, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City of Auburn, Maine's basic financial statements, and have issued our report thereon dated December 11, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Auburn, Maine's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Auburn, Maine's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Auburn, Maine's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*, CONTINUED**

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Auburn, Maine's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the City of Auburn, Maine in a separate letter dated December 11, 2018.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



December 11, 2018
South Portland, Maine

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the City Council and School Committee
City of Auburn, Maine

Report on Compliance for Each Major Federal Program

We have audited the City of Auburn, Maine's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City of Auburn, Maine's major federal programs for the year ended June 30, 2018. The City of Auburn, Maine's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City of Auburn, Maine's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City of Auburn, Maine's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City of Auburn, Maine's compliance.

Opinion on Each Major Federal Program

In our opinion, the City of Auburn, Maine, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2018.

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE, CONTINUED

Report on Internal Control over Compliance

Management of the City of Auburn, Maine, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City of Auburn, Maine's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Auburn, Maine's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Auburn, Maine, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City of Auburn, Maine's basic financial statements. We issued our report thereon dated December 11, 2018, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements.

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE, CONTINUED

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.



December 11, 2018
South Portland, Maine

CITY OF AUBURN, MAINE
Schedule of Expenditures of Federal Awards
For the year ended June 30, 2018

Federal Grantor/Pass-through Grantor/Program Title	Federal CFDA number	Pass-through number	Federal expenditures	CFDA/cluster totals	Passed through to subrecipients
U.S. Department of Education,					
passed through the Maine Department of Education:					
2000-44581	Adult Basic Education	84.002	6296	\$ 33,829	-
2000-44517	Title IA	84.010	3107	1,000,614	-
2000-44504	Title IA - Program Improvement	84.010	3106	23,582	1,024,196
Special Education Cluster:					
2000-44562	Special Education - Grants to States (IDEA, Part B)	84.027	3046	1,077,011	-
2000-44531	Special Education - Preschool Grants (IDEA Preschool)	84.173	6247	7,789	-
Total Special Education Cluster				1,084,800	
2000-44110	21st Century - Community Learning Center	84.287	3356	316,344	-
2000-44599	Special Education - State Personnel Development (Math4ME)	84.323	3063	90,025	-
2000-44512	Title III - Language Acquisition	84.011	3115	43,012	-
2000-44520	Title IIA - Supporting Effective Instruction	84.367	3042	183,997	-
2000-44518	School Improvement Grant	84.377	3105	453,919	-
2000-44568	McKinney Homeless Assistance	84.169	3104	5,000	-
Total U.S. Department of Education				3,235,122	-
U.S. Department of Agriculture,					
passed through the Maine Department of Education:					
Child Nutrition Cluster:					
6000-45304	National School Lunch Program	10.555	3020/3022/3024/3125	799,224	-
	Donated Commodities	10.555	3024	104,289	-
6000-45304	School Breakfast Program	10.553	3014	241,938	-
6000-45304	Summer Food Service Program	10.559	3016/3018	81,387	-
Total Child Nutrition Cluster				1,226,838	
6000-45304	Fresh Fruit and Vegetable Program	10.582	3028	66,372	-
Direct Program:					
6000-58000	Farm to School	10.575	N/A	7,892	-
Total U.S. Department of Agriculture				1,301,102	-
U.S. Department of Justice:					
Direct Programs:					
2003	Edward Byrne Justice Assistance Grant	16.738	N/A	9,476	-
2037	Bullet Proof Vest	16.607	N/A	1,015	-
2044	Equitable Sharing Program	16.922	N/A	3,571	-
Total U.S. Department of Justice				14,062	-

CITY OF AUBURN, MAINE
Schedule of Expenditures of Federal Awards, Continued
For the year ended June 30, 2018

Federal Grantor/Pass-through Grantor/Program Title	Federal CFDA number	Pass-through number	Federal expenditures	CFDA/cluster totals	Passed through to subrecipients
U.S. Department of Transportation, passed through the Maine Department of Transportation: Highway Planning and Construction Cluster:					
2005 Highway Planning and Construction - Mill Street and Main Street (WIN 18651.00)	20.205	N/A	\$ 44,028		-
2005 Highway Planning and Construction - Hotel Rd. (WIN 022384.00)	20.205	N/A	36,402		-
2005 Highway Planning and Construction - Rodman Rd. (WIN 022404.00)	20.205	N/A	35,638		-
Total Highway Planning and Construction Cluster				116,068	
passed through the Maine Bureau of Highway Safety: Highway Safety Cluster:					
2007 CIOT Buckle-up No Excuses	20.600	N/A	11,088		-
2013 Evidence Based Impaired Driving (OUI Grant)	20.600	N/A	12,412		-
2014 Speed Enforcement Program	20.600	N/A	11,448		-
2059 HV Distracted Driving Enforcement project	20.616	N/A	30,173		-
Total Highway Safety Cluster				65,121	
Total U.S. Department of Transportation			181,189		-
U.S. Department of Housing and Urban Development: Direct Programs: CDBG - Entitlements Grants Cluster:					
2020 Community Development Block Grant - Entitlement	14.218	N/A	735,122		-
Total CDBG - Entitlements Grants Cluster				735,122	
2020 Home Investment Partnership Program	14.239	N/A	84,993		-
Total U.S. Department of Housing and Urban Development			820,115		-
U.S. Department of Homeland Security, passed through the Maine Emergency Management Agency:					
2008 Homeland Security	97.067	N/A	36,398		-
Total U.S. Department of Homeland Security			36,398		-
Totals			\$ 5,587,988		-

See accompanying notes to schedule of expenditures of federal awards.

CITY OF AUBURN, MAINE
Notes to Schedule of Expenditures of Federal Awards
June 30, 2018

PURPOSE OF THE SCHEDULE

Office of Management and Budget (OMB)'s Uniform Guidance requires a schedule of expenditures of federal awards showing total expenditures for each federal award program as identified in the Catalog of Federal Domestic Assistance (CFDA).

SIGNIFICANT ACCOUNTING POLICIES

- A. Reporting Entity - The accompanying schedule includes all federal award programs of the City of Auburn, Maine for the fiscal year ended June 30, 2018. The reporting entity is defined in Notes to Basic Financial Statements of the City of Auburn, Maine.
- B. Basis of Presentation - The information in the accompanying schedule of expenditures of federal awards is presented in accordance with the Uniform Guidance.
 - 1. Pursuant to the Uniform Guidance, federal awards are defined as assistance provided by a federal agency, either directly or indirectly, in the form of grants, contracts, cooperative agreements, loans, loan guarantees, property, interest subsidies, insurance, or direct appropriations.
 - 2. Major Programs - the Uniform Guidance establishes the levels of expenditures or expenses to be used in defining major federal financial award programs. Major programs for the City of Auburn, Maine have been identified in the summary of auditor's results section in the schedule of findings and questioned costs.
- C. Basis of Accounting - The information presented in the schedule of expenditures of federal awards is presented on the modified accrual basis of accounting, which is consistent with the reporting in the City of Auburn, Maine's fund financial statements.
- D. The City of Auburn, Maine has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

CITY OF AUBURN, MAINE
Schedule of Findings and Questioned Costs
June 30, 2018

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:
 Material weaknesses identified? No
 Significant deficiencies identified? None reported

Noncompliance material to financial statements noted? No

Federal Awards

Internal Control over major federal programs:
 Material weaknesses identified? No
 Significant deficiencies identified? None reported

Type of auditor's report issued on compliance for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance? No

Identification of major federal programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
<u>10.553, 10.555, 10.559</u>	<u>Child Nutrition Cluster</u>
<u>84.027, 84.173</u>	<u>Local Entitlement Cluster</u>

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? No

CITY OF AUBURN, MAINE
Schedule of Findings and Questioned Costs, Continued

Section II - Findings Required to be Reported Under *Government Auditing Standards*

None

CITY OF AUBURN, MAINE
Schedule of Findings and Questioned Costs, Continued

Section III - Findings and Questioned Costs for Federal Awards

None

CITY OF AUBURN, MAINE
Schedule of Findings and Questioned Costs, Continued

Section IV - Summary Schedule of Prior Year Audit Findings for Federal Awards

None

December 11, 2018

To The Audit Committee
City of Auburn, Maine

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Auburn, Maine for the year ended June 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated May 30, 2018 and in our meeting with the Audit Committee on June 6, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibilities under U.S. Generally Accepted Auditing Standards, *Government Auditing Standards*, and the Uniform Guidance

As stated in our engagement letter dated May 30, 2018, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered the City of Auburn, Maine's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the City of Auburn, Maine's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also in accordance with the Uniform Guidance, we examined, on a test basis, evidence about the City of Auburn, Maine's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the City of Auburn, Maine's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the City of Auburn, Maine's compliance with those requirements.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Auburn, Maine are described in the notes to the financial statements. The City of Auburn, Maine adopted Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* in 2018. No other new accounting policies were adopted and the application of existing policies was not changed during 2018. We noted no transactions entered into by the City of Auburn, Maine during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were:

- Management's estimate of depreciation expense, which is based on the estimated useful lives of capital assets and historical cost.
- Management's estimate of the allowance for CDBG loan receivables and EMS transport receivables, which are based on historical collection rates.
- Management's estimate of the other postemployment benefits liability, including the related deferred inflows and outflows of resources, which are based on actuarial calculations.
- Management's estimate of the landfill postclosure care liability, which is based on the amount that would be paid if all equipment, facilities, and services required to close, monitor, and maintain the landfill were acquired as of June 30, 2018.
- Management's estimate of the net pension liability, including the related deferred inflows and outflows of resources, which are based on actuarial calculations.
- Management's estimate of the City's pension plan liability, which is based on actuarial calculations.

We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. See the attached "Adjusting Journal Entries" schedule of misstatements detected as a result of audit procedures that were corrected by management

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the attached management representation letter dated December 11, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the City of Auburn, Maine's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City of Auburn, Maine's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, the schedule of City's proportionate share of the net pension liability, the schedule of City contributions, the schedule of changes in the City's total pension liability, the schedule of changes in the City's total health plan OPEB liability and related ratios, and the schedule of the City's proportionate share of the net OPEB liability, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund financial statements, which accompany the financial statements but are not RSI. We were also engaged to report on the schedule of expenditures of federal awards, which is included in a separate report but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on introductory material or statistical data, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of the City Council, School Committee, Audit Committee and management of the City of Auburn, Maine and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in cursive script that reads "Raymond Newton Ouellette".

**City of Auburn, Maine
Adjusting Journal Entries
6/30/2018**

Account Number	Account	Debit	Credit
Adjusting Journal Entries JE # 1			
<i>To record additional payables found in search.</i>			
3016-655401	Road reconstruction	182,232.05	
3016-655402	Resurfacing	197,496.59	
3000-024210	Accounts Payable		379,728.64
Adjusting Journal Entries JE # 2			
<i>To record current year change in net pension liability for Norway Savings Arena.</i>			
6200-017000	Deferred Outflows - Pension		42,874.00
6200-025850	Deferred Inflows - Pension		2,767.00
6200-0065-0000-00000-617050	Pension expense/gain	3,183.00	
6200-026000	Net Pension Liability	42,458.00	
Adjusting Journal Entries JE # 3			
<i>To record prior period adjustment for OPEB liability.</i>			
6200-037104	FB-Unassigned	66,949.00	
6200-026001	Net OPEB Liability		66,949.00
Adjusting Journal Entries JE # 4			
<i>To record current year change in net OPEB liability for Norway Savings Arena.</i>			
6200-0065-0000-00000-617051	OPEB expense/gain	276.00	
6200-026001	Net OPEB Liability	5,350.00	
6200-025851	Deferred Inflows - OPEB		5,626.00
Adjusting Journal Entries JE # 5			
<i>To record a prior period adjustment to correct CDBG/HOME receivables and related deferred revenue.</i>			
2020-011530	A/R - CDBG		1,886.74
2020-024820	Unearned Grant Revenue	1,297,184.50	
2020-024822	Unearned Grant Rev - Home		1,453,614.35
2020-024823	Unearned Grant Rev - NSP		459,693.09
2020-037104	FB Unassigned	618,009.68	
Adjusting Journal Entries JE # 6			
<i>To record changes in grant receivables for the current year.</i>			
2020-011530	A/R - CDBG		3,783.34
2020-011552	Grant Receivable - HOME		155,306.03
2020-024822	Unearned Grant Rev - Home	250,025.24	
20201540-440001-H0001	Grant Revenue		90,935.87
Adjusting Journal Entries JE # 7			
<i>To reduce receivables to true amount (certain invoices for July ice time were billed early).</i>			
6200-4220	Camps/Clinics Revenue	2,400.00	
6200-011530	Accounts Receivable		2,400.00

Adjusting Journal Entries JE # 8*To record prior period adjustment for deferred loans receivable.*

2020-037104	FB Unassigned City	1,023,520.62	
2020-024840	Deferred Revenue - Loans Receivable		1,023,520.62

Adjusting Journal Entries JE # 9*To record the loss/expense associated with change in deferred revenue for CDBG and HOME Loans.*

20201463-690075	Contingency	67,367.49	
2020-024840	Deferred Revenue - Loans Receivable		67,367.49

**City of Auburn, Maine
Department of Education
Adjusting Journal Entries
6/30/2018**

Adjusting Journal Entries JE # 1*To bring school lunch inventory balance to actual as of 6/30/18.*

6000-0000-0000-11710-000-00-00-00	Inventory - Central Lunch	2,903.80	
6000-0000-3140-56300-900-60-00-60	Food / CL Lunch		2,903.80

Adjusting Journal Entries JE # 2*To recognize direct deposits for grants.*

1000-0000-0000-11410-000-00-00-00	City of Auburn - Cash	69,740.85	
2000-0000-0000-25100-000-00-00-00	DTF	69,740.85	
1000-0000-0000-25200-000-00-00-00	DTF		69,740.85
2000-0000-0000-44518-950-00-00-00	Title IA - SIG		68,405.73
2000-0000-0000-44562-000-00-00-00	Local Entitlement		1,335.12

Adjusting Journal Entries JE # 3*To reclass grant revenues.*

2000-0000-0000-44517-000-00-00-40	Title IA	32,229.06	
2000-0000-0000-44518-950-00-00-00	Title IA - SIG		32,229.06

Adjusting Journal Entries JE # 4*To reclass the School Lunch fund from an enterprise fund to a special revenue fund.*

6000-0000-0000-12420-000-00-00-00	Accumulated Depreciation - Capital Asset	72,584.57	
6000-0000-0000-24300-000-00-00-00	Accrued Compensated Absences	9,178.27	
6000-0000-0000-26000-000-00-00-00	Deferred Inflow - Net Pension	7,282.02	
6000-0000-0000-26100-000-00-00-00	C.L. - Net Pension Liability	139,511.72	
6000-0000-0000-12410-000-00-00-00	Capital Assets - Central Lunch - Equipmt		100,813.00
6000-0000-0000-12411-000-00-00-00	Capital Assets - Central Lunch - Vehicle		38,789.00
6000-0000-0000-15000-000-00-00-00	Deferred Outflows - Net Pension		60,311.29
6000-0000-0000-37300-000-00-00-00	Undesignated Fund Balance		28,643.29



City of Auburn, Maine

Finance Department

www.auburnmaine.gov 60 Court Street
Auburn, Maine 04210
207.333.6601

December 11, 2018

Runyon Kersteen Ouellette
20 Long Creek Drive
South Portland, Maine 04106

This representation letter is provided in connection with your audit of the financial statements of the City of Auburn, Maine, which comprise the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of December 11, 2018, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 30, 2018, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Runyon Kersteen Ouellette

December 11, 2018

Page 2

- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.
- 8) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 9) Guarantees, whether written or oral, under which the City is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 10) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the City Council and School Committee or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 11) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.

- 12) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 13) We have no knowledge of any fraud or suspected fraud that affects the City and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 14) We have no knowledge of any allegations of fraud or suspected fraud affecting the City's financial statements communicated by employees, former employees, regulators, or others.
- 15) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 16) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 17) We have disclosed to you the identity of the City's related parties and all the related party relationships and transactions of which we are aware.

Government - specific

- 18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 19) We have a process to track the status of audit findings and recommendations.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 21) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- 22) The City has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balances or net position.
- 23) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.

Runyon Kersteen Ouellette

December 11, 2018

Page 4

- 24) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 25) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to audit objectives.
- 26) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 27) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 28) As part of your audit, you assisted with the preparation of the financial statements and related notes and schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.
- 29) The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 30) The City has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 31) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 32) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34.

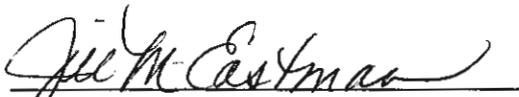
- 33) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 34) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 35) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 36) Provisions for uncollectible receivables have been properly identified and recorded.
- 37) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 38) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 39) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 40) Deposits and investment securities are properly classified as to risk and are properly disclosed.
- 41) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 42) We have appropriately disclosed the City's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 43) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.

- 44) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 45) With respect to the supplementary information other than RSI (combining and individual fund financial statements and schedules, and schedule of expenditures of federal awards):
- a) We acknowledge our responsibility for presenting the supplementary information other than RSI in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information other than RSI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information other than RSI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b) If the supplementary information other than RSI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information other than RSI no later than the date we issue the supplementary information other than RSI and the auditor's report thereon.
- 46) With respect to federal award programs:
- a) We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), including requirements relating to preparation of the schedule of expenditures of federal awards.
 - b) We acknowledge our responsibility for preparing and presenting the schedule of expenditures of federal awards (SEFA) and related notes in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.

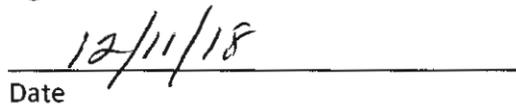
- c) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
- d) We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit, and have included in the SEFA, expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e) We are responsible for understanding and complying with, and have complied with, the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
- f) We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.
- g) We have made available to you all federal awards (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
- h) We have received no requests from a federal agency to audit one or more specific programs as a major program.
- i) We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the *OMB Compliance Supplement*, relating to federal awards and have identified and disclosed to you all amounts questioned and all known noncompliance with the direct and material compliance requirements of federal awards or confirm that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards.

- j) We have disclosed any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- k) We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- l) Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB's Uniform Guidance (2 CFR Part 200, subpart E) and OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*, if applicable.
- m) We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- n) We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- o) We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- p) There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
- q) No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the period covered by the auditor's report.
- r) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- s) The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.

- t) We have charged costs to federal awards in accordance with applicable cost principles.
- u) We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- v) We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
- w) We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.



Signed



Date

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH
MAINE STATE STATUTE REQUIREMENTS

School Committee
City of Auburn Department of Education

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Auburn, Maine as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City of Auburn, Maine's basic financial statements. We issued our report thereon dated December 11, 2018, which contained unmodified opinions on those financial statements.

As part of obtaining reasonable assurance about whether the City of Auburn, Maine's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion.

In connection with that audit, we:

1. Considered whether the School Department has complied with budget content requirements of section 15693.
2. Considered whether the School Department has complied with transfer limitations between budget cost centers pursuant to section 1485.
3. Considered whether the School Department has exceeded its authority to expend funds.
4. Considered whether the School Department has complied with the applicable provisions of the unexpended balances requirements established under section 15004.
5. Reviewed the annual financial data submitted to the Maine Department of Education and reconciled it to the audited financial statement totals (see attached *Schedule of Reconciliation of the NEO Financial System with Audited Financial Statements*).
6. Considered whether the School Department was in compliance with applicable provisions of the Essential Programs and Services Funding Act.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. Other known matters of noncompliance relating to the above listed items (items #1 - #6) are as follows.

- The School Department did have several cost centers with actual expenditures in excess of budgeted amounts. However, in total, the School Department did not exceed its authority to expend funds.
- The School Department did not report all revenues and expenditures accounted for in fund 1500, 2000, 2200, 2400, and 4000 to the State Department of Education.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying *Schedule of Reconciliation of the NEO Financial System with Audited Financial Statements* is presented for purposes of additional analysis as required by regulation of the Maine Department of Education and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and regulations of the Maine Department of Education in considering the entity's compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink, reading "Remya Weston Ouellette". The signature is written in a cursive style with a large initial 'R' and 'O'.

December 11, 2018
South Portland, Maine

CITY OF AUBURN DEPARTMENT OF EDUCATION
Schedule of Reconciliation of the NEO Financial System with Audited Financial Statements
For the Year Ended June 30, 2018

	General Fund	Grant Fund	School Lunch Fund	Capital Projects Fund	RETC Agency Fund
Revenues and other financing sources:					
Per NEO	\$ 41,693,526	3,256,037	1,426,244	-	693,961
Differences in NEO submission:					
Special revenue accounts excluded from NEO reporting:					
State and other special programs (all, except Adult Education Enrichment, Maine College Transitions, and Bridge Year Grant)	-	630,813	-	-	-
Variances with financial statements:					
Use of fund balance, shown as actual revenue in NEO	(906,882)	-	-	-	-
Donated commodities	-	-	104,289	-	-
Bond proceeds	-	-	-	1,300,000	-
Remove RETC revenues recorded by School Department for Agency Fund	-	-	-	-	(693,961)
Adjusted NEO balance	40,786,644	3,886,850	1,530,533	1,300,000	-
Per fund financial statements (Statement 3, Exhibit A-2, Exhibit C)	40,786,645	3,886,849	1,530,533	1,300,000	-
Immaterial variances	\$ (1)	1	-	-	-
Expenditures and other financing uses:					
Per NEO	\$ 40,878,170	3,306,701	1,485,388	361,605	588,879
Differences in NEO submission:					
Special revenue accounts excluded from NEO reporting:					
State and other special programs (all, except Adult Education Enrichment, E-Rate, Maine College Transitions, PEPG, Proficiency Transition Grant, and Bridge Year Grant)	-	497,068	-	-	-
Variances with financial statements:					
Fund 1500, accounts/amounts not included in NEO upload	1,313	-	-	-	-
Fund 2000, accounts/amounts not included in NEO upload:					
Title 1A	-	14,701	-	-	-
Fund 2400, accounts/amounts not included in NEO upload:					
E-rate	-	33,291	-	-	-
Fund 4000 accounts/amounts not reported in NEO upload	-	-	-	1,615,972	-
Fund 7000 included in general fund on financial statements	(1,024)	-	-	-	-
Donated commodities	-	-	104,289	-	-
Remove RETC expenses recorded by School Department for Agency Fund	-	-	-	-	(588,879)
Adjusted NEO balance	40,878,459	3,851,760	1,589,677	1,977,577	-
Per fund financial statements (Statement 3, Exhibit A-2, Exhibit C)	40,878,139	3,848,855	1,597,569	1,977,576	-
Immaterial variances	\$ 320	2,905	(7,892)	1	-

Note: This schedule excludes school activity agency funds and scholarship trust funds which were also excluded from NEO data submitted to the State Department of Education. Revenues and expenditures have not been presented in the financial statements for the RETC Agency Fund as agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

December 11, 2018

To the Management of the
City of Auburn, Maine:

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Auburn, Maine as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the City of Auburn, Maine's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Auburn, Maine's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Auburn, Maine's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

During our audit, we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. The attached schedule summarizes our comments and suggestions regarding these matters. This letter does not affect our report dated December 11, 2018, on the financial statements of the City of Auburn, Maine.

The City of Auburn, Maine's responses to the comments identified in our audit are described in the accompanying schedule of comments and responses. The City of Auburn, Maine's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

We wish to express our appreciation for the cooperation and assistance we received from the officials and employees of the City of Auburn, Maine, including the Department of Education, during the course of our engagement. We will review the status of these comments during our next audit engagement. We have already discussed these comments with various City and School personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This communication is intended solely for the information and use of management, the Audit Committee, and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

A handwritten signature in black ink that reads "Remya Hudson Ouellette". The signature is written in a cursive style with a large initial 'R'.

CITY OF AUBURN, MAINE
Schedule of Comments and Responses
June 30, 2018

OTHER COMMENTS

Student Benefit Groups Using School Department's Tax ID

During our testing of the school cash balances, we found several accounts under the School Department tax identification number that were opened by booster clubs and parent teacher organizations who do not report to the School Department finance office. These accounts should not be utilizing the tax identification number of the School Department without conforming to School Department rules and regulations regarding the bookkeeping and safeguarding of assets. We recommend that the School Department contact the administrators of these accounts and have them re-establish the accounts under a separate tax identification number. The School Department should provide oversight and review for any accounts that remain under the School Department tax identification number.

Management's response/corrective action plan: The accounts in question are all held by one local bank. The majority of these accounts were opened many years ago, most likely without the School Department's knowledge. After the accounts were identified in September 2018, the School Department worked with the bank to obtain information about the nature of each account. The School Department has contacted each of the account-holders identified as an outside group and told them to close the accounts immediately.

The School Department has also reached out to several other local banks to ensure no other unauthorized accounts exist under the School Department's tax ID. If any further accounts are discovered, the account holders will be instructed to close the accounts immediately.

Edward Little High School Student Activity Funds

During our testing of internal controls over cash receipts at the Edward Little High School, we found thirty-three instances, out of a sample selection of forty items, in which cash was not deposited within the two business days as required by School policy. We suggest that all cash and checks be deposited within forty-eight hours to minimize the risk of fraud, misuse, or error.

Additionally, it was revealed through our testing of the cash disbursements process that gift cards are purchased for fundraisers. While we found no evidence of misuse, we wanted to make management aware that purchasing gift cards creates additional risks for abuse, as the funds cannot be tracked once the gift card is purchased. There is no way to verify that the funds were given to the ultimate recipient. If use of gift cards for fundraising is to continue, we suggest creating a form and having the ultimate recipient document and verify the receipt of the gift card to ensure there is no abuse of funds.

Management's response/corrective action plan: The Business Manager and Business Office Supervisor met with the high school Principal and Secretary in June 2018 to review the areas of deposits and gift cards.

The importance of meeting the 48-hour deposit window was discussed, and all in attendance understood the requirement. The high school is committed to making deposits no less than twice per week to ensure the 48-hour window is met moving forward.

CITY OF AUBURN, MAINE
Schedule of Comments and Responses, Continued

OTHER COMMENTS, CONTINUED

The Principal has addressed with his staff the purchase of gift cards for fundraising purposes. Any future fundraisers involving gift cards will be approved by the principal in advance, ensuring that the effort does not introduce undue risk of fraud or abuse. If approved, the advisor responsible for overseeing the fundraiser will document the entire process, reconciling the total gift cards purchased, who received them, when money was deposited into the school account, and accounting for the disposition of any gift cards that were not sold. The final reconciliation will be reviewed and signed off by the Principal and the Business Office Supervisor.

Recreation Department Cash Receipts

During our testing of internal controls over cash receipts at the Recreation Department, we noted two instances, out of a sample selection of forty items, in which cash was not deposited for over three weeks. We suggest that all cash and checks be deposited within forty-eight hours to minimize the risk of fraud, misuse, or error. Additionally, it was revealed that cash and checks received, which are logged into the Team Sideline software, are not reconciled to deposits. A daily reconciliation process is essential to ensure accurate reporting and to ensure funds are properly deposited in a timely manner. We suggest that the Recreation Department implement a daily cash reconciliation process to ensure that amounts reported and received are properly accounted for and deposited timely.

Management's response/corrective action plan: The Finance Director has set up a meeting with staff at the Recreation Department to go over the cash up process that they need to use going forward, to ensure that deposits are posted accurately and on a timely basis. The Finance Director will also be reviewing the deposits on a weekly basis until she is assured of the accuracy of the deposits. This will be implemented by December 31, 2018.

City Cash Disbursements

During our testing of internal controls over cash disbursements at the City, we noted four instances, out of a sample selection of forty disbursements, in which invoices lacked a signature notating that the invoice had been reviewed and approved. The review process should be documented to demonstrate the purchase has been evaluated for budget compliance and that goods or services were received as indicated. We recommend that someone with the proper authority review and sign all invoices before the disbursements are made to ensure they are valid.

Management's response/corrective action plan: The Finance Director will work with staff to ensure that they are not processing invoices that do not have approval signatures. This will be implemented by December 31, 2018.

City Old Outstanding Checks

During our testing of the cash balances and related reconciliations, we found many outstanding checks that were over six months old. The oldest check found dated back to December 2006 and the total of all checks over six months old was \$13,908.47. The City finance office should research and re-issue these checks to the appropriate vendors/recipients. Additionally, the City should consider the requirements of *MSRA Title 33, Chapter 41: Uniform Unclaimed Property Act* and submit any old outstanding amounts to the Office of the State Treasurer if the vendor or recipient cannot be located.

CITY OF AUBURN, MAINE
Schedule of Comments and Responses, Continued

OTHER COMMENTS, CONTINUED

Management's response/corrective action plan: The Finance Director has instructed staff to review all old outstanding checks and to either reissue or give me a list of items that we cannot reissue so that I can properly report these to the State of Maine. This process has already begun.

Person responsible for corrective action of School comments:

*Adam Hanson, Business Manager, Auburn School Department
Phone: (207) 784-6431, ext. 1425*

Anticipated completion date:

Corrective action will be complete within 12 months.

Person responsible for corrective action of City comments:

Jill Eastman, Finance Director, (207) 333-6600

Anticipated completion date:

Corrective action will be complete within 12 months.

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 01-01072019

ORDERED, that the City Council hereby accepts and places on file the Annual City Audit for Fiscal Year ending June 30, 2018.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 7, 2018

Order: 02-01072019

Author: Jason D. Moen, Chief of Police

Subject: Confirm Chief Moen's appointments of Civilian Process Servers for the Auburn Police Department and Constable Process Servers without firearm/arrest powers (Private) within the City of Auburn.

Information: Chief of Police Moen requests that the Auburn City Council appoint Civilian Process Servers (city employees and volunteers) to serve documents on behalf of the Auburn Police Department and Constable Process Servers without firearm/arrest powers (Private) to serve documents within the City of Auburn for 2019.

City Budgetary Impacts: N/A

Staff Recommended Action: Vote to confirm Chief Moen's appointments of Civilian Process Servers to serve documents on behalf of the Auburn Police Department and Constable Process Servers without firearm/arrest powers (Private) within the City of Auburn for 2019.

Previous Meetings and History: November 6, 2017, January 23, 2017, February 5, 2018 – Annually and periodically, requests are made for appointments and re-appointments for the next or current calendar year.

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments:

- Memo from Chief Moen

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 02-01072019

ORDERED, that the City Council hereby appoint the following named persons to serve documents as Civilian Process Servers (employees and volunteers) on behalf of the Auburn Police Department and Constable Process Servers without firearm/arrest powers (Private) within the City of Auburn for 2019. Constable Process Servers (Private) are not an agent or employee of the city or entitled to hold himself/herself out as such and is not authorized to carry a firearm in the performance of his/her duties, and that his/her authority to act as a constable is limited to private employment as a process server.

John Banville	Employee	Civilian Process Server	Without Firearm	Re-appointment
Anna Brown	Employee	Civilian Process Server	Without Firearm	Re-appointment
Claire Barclay	Employee	Civilian Process Server	Without Firearm	Re-appointment
Randall Burnham	Private	Constable Process Server	Without Firearm	Re-appointment
Paul Carpentier	Private	Constable Process Server	Without Firearm	Re-appointment
Francis M. Carignan	Private	Constable Process Server	Without Firearm	Re-appointment
Steven Chouinard	Private	Constable Process Server	Without Firearm	Re-appointment
Kenneth Edgerly	Volunteer	Civilian Process Server	Without Firearm	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

Glenn Garry	Volunteer	Civilian Process Server	Without Firearm	Re-appointment
Harry Gorman	Private	Constable Process Server	Without Firearm	Re-appointment
Joline Moon	Employee	Civilian Process Server	Without Firearm	Appointment
Sherry Tidswell	Employee	Civilian Process Server	Without Firearm	Appointment
Jerry Webster	Volunteer	Civilian Process Server	Without Firearm	Re-appointment

IN COUNCIL REGULAR MEETING DECEMBER 17, 2018 VOL. 35 PAGE 195

Mayor Levesque called the meeting to order at 7:07 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. Consent Items

1. Order 106-12172018*

Re-appointing Susan Clements-Dallaire as Registrar of Voters with a term expiration of December 31, 2020.

2. Order 107-12172018*

Setting April 23, 2019 as the date for a Special Municipal Election for the vacant Ward 4 School Committee member.

Motion was made by Councilor Fournier and seconded by Councilor Walker for passage of both consent items. Passage 7-0.

II. Minutes – December 3, 2018 Regular Council Meeting

Motion was made by Councilor Lasagna and seconded by Councilor Fournier to approve the minutes of the December 3, 2018 Regular Council meeting. Passage 7-0.

III. Communications, Presentations and Recognitions

- **Communication** – Auburn Public Library Update (Patricia Gautier and Mamie Ney)
- **Communication** - 2018 National Incident Management System (NIMS) – Joanne Potvin, Director of Androscoggin Unified Emergency Management Agency
- **Presentation** – Mayor Levesque recognized Scott MacCheyne and Mike Frautten (Great Falls Marketing) and provided them each with a key to the City

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

V. Unfinished Business - None

VI. New Business

3. Order 108-12172018

Approving the temporary liquor license for the City of Auburn's New Year's Eve Celebration.

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

Passage 7-0.

VII. Reports

Mayor Levesque – The Mayor started off wishing everyone a Happy Holiday season. He reported on the MAG-ARP and noted that the next meeting is January 10, 2019. He provided

an update on the Sesquicentennial's New Year's Eve event, and the Lake Auburn water quality.

Councilor Gerry – reported that tomorrow at 5:30 PM the Age Friendly Committee will be meeting at the Senior Center.

Councilor Lasagna – reported on the work of the School Building Committee, the Strategic Planning Committee, and reminded everyone that tomorrow the Strategic Plan Advisory Committee will be meeting at 8:00 AM.

Councilor Hayes – reported on the Strategic Planning Sub Committee (Quality and Growth) meetings and noted that there will be an AVCOG meeting coming up on Wednesday.

Councilor Titus – reported on the marijuana working group meeting that was held last week and he reminded everyone that the Sewer District Trustees meeting is scheduled for tomorrow at 4:00 PM and the Water District Trustees meeting is scheduled for Wednesday at 4:00 PM followed by a public hearing on both the Water and Sewer budgets.

Councilor Fournier – reported on the School Committee agenda items and the needs of the School Department. She also reported on the Fall Assessment Review and Vision 2030. Handouts were provided to the City Council and will be posted to the website as a supplement to today's agenda packet.

Councilor Walker – reported that the Age Friendly Committee January meeting dates have been moved to January 8th and January 22nd due to the New Year holiday. It will then go back to first and third Tuesday of each month. The United New Auburn Association will be meeting at 6:00 PM at Rolly's tomorrow night, and the Neighborhood Watch meeting is scheduled for December 27th, 2018 at 6:30 PM at the Sixth Street Congregational Church.

Councilor Young – reported on the Great Falls TV Advisory Board meeting.

City Manager – reported on the 65 Pleasant Street property and the property next to it, noting that the Auburn Housing Authority is in the process of buying both properties to be used for parking at this time. He reported on the Legislative delegation adding that Lewiston is meeting with the delegation and he would like to do something here as well. He complimented Jill Eastman and her team after hearing the auditors report. He complimented Jody Durisko on the work she has done along with other staff members on the tax acquired and city owned property. He also mentioned a possible waiver on St. Louis Church adding that we may be bringing that forward to the Council for consideration.

Assistant City Manager, Phil Crowell, provided an update on the Strategic Planning process. He noted that over 90 participants are involved in this process. The next meeting of the Quality and Growth sub-committees will be January 3, 2019. He also wanted to mention that we were fortunate to have 3 Auburn police officers that were able to participate in the Wreaths Across America effort that took place. They escorted the trucks from Maine to Arlington Cemetery and assisted in laying the wreaths on the headstones of our fallen soldiers at the cemetery.

Finance Director, Jill Eastman – November 2018 Monthly Finance Reports

Motion was made by Councilor Hayes and seconded by Councilor Fournier to accept and place on file the November 2018 Monthly Finance Report. Passage 7-0.

VIII. Open Session

No one from the public spoke, however Mayor Levesque invited Colby Smith, Boy Scout to speak. He stated that he was here to earn a Communications Merit badge adding that he would like to move on to become an Eagle Scout.

IX. Executive Session

Executive Session (Real estate matter), pursuant to 1 M.R.S.A. Sec. 405 (6)(C)

Motion was made by Councilor Fournier and seconded by Councilor Walker to enter into executive session. Passage 7-0. Time 8:39 PM.

Council was declared out of executive session at 8:57 PM.

Executive Session (acquisition of property), pursuant to 1 M.R.S.A. Sec. 405 (6)(C)

Motion was made by Councilor Fournier and seconded by Councilor Lasagna to enter into executive session. Passage 6-0 (Councilor Walker was out of the room for the vote). Time 8:58 PM.

Council was declared out of executive session at 9:10 PM.

X. Adjournment - Motion was made by Councilor Lasagna and seconded by Councilor Hayes to adjourn. All were in favor and the meeting adjourned at 9:10 PM.

A TRUE COPY

ATTEST *Susan Clements-Dallaire*

Susan Clements-Dallaire, City Clerk



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 7, 2019

Order: 03-01072019

Author: Kris Bennett, Assistant City Engineer

Subject: Acceptance of Mountain View Drive as a City Street

Information: RegKel LLC is requesting the City accept Mountain View Drive as a City street.

The street is a rural residential design, 1,770' ± in length, with a cul-de-sac, and has been constructed to the standards as required by City of Auburn Ordinances, Chapter 46, Article V – Design and Construction Standards. Mountain View Drive is laid out and dedicated for public use on the following plans approved by the Auburn Planning Board and recorded at the Androscoggin County Registry of Deeds: “Final Subdivision Plan, Woodbury Heights, Phase 3”, last revised on July 11, 2017 and recorded in said registry in Plan Book 52 Page 3.

City Budgetary Impacts: Additional 0.34 miles of street to maintain for collection of solid waste & recycling and winter maintenance.

Staff Recommended Action: Approve the request to accept Mountain View Drive.

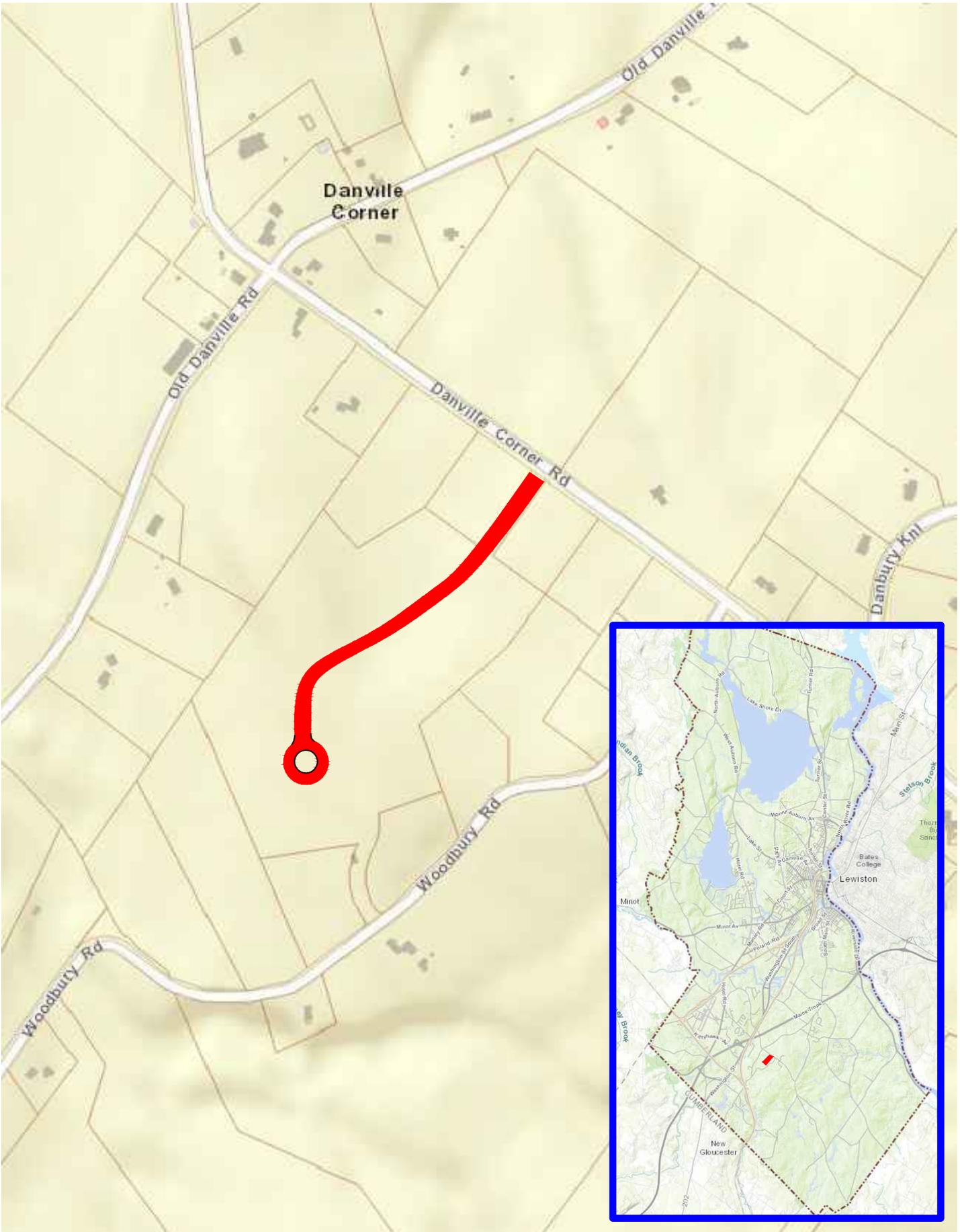
Previous Meetings and History: 12/17/2018 workshop presentation.

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: Petition to Accept
Sketch Plan of Mountain View Drive



Danville
Corner

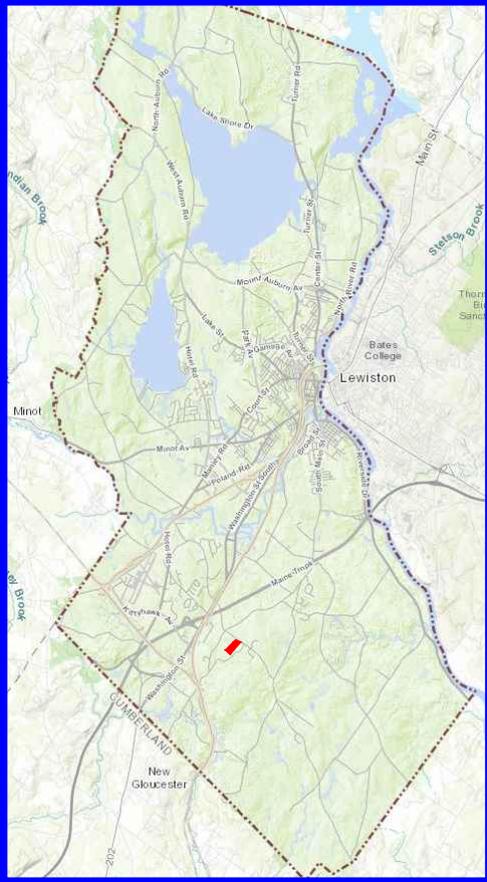
Old Danville Rd

Danville Corner Rd

Danbury Kpl

Woodbury Rd

Woodbury Rd



PETITION TO ACCEPT MOUNTAIN VIEW DRIVE
AS A PUBLIC WAY IN THE CITY OF AUBURN, MAINE

WOODBURY HEIGHTS SUBDIVISION, PHASE 3

To:
The Honorable Jason J. Levesque, Mayor
Members of the Auburn City Council
City of Auburn
60 Court Street
Auburn, ME 04210

The undersigned, being a duly authorized Member of RegKel LLC, a Maine limited liability company with an address of 32 Woodbury Road in Auburn, Maine, respectfully submits this Petition to have Mountain View Drive, depicted on recorded subdivision plans for Woodbury Heights, Phases 3 and 4, accepted as a public way in the City of Auburn. In support of this Petition, RegKel LLC offers the following:

Mountain View Drive is laid out and dedicated for public use on the following plans recorded in the Androscoggin County Registry of Deeds: (a) "Final Subdivision Plan, Woodbury Heights, Phase 3", last revised on July 11, 2017, Plan Book 52, Page 3; (b) "Major Subdivision - Final Plan, Woodbury Heights - Phase 4, dated January 24, 2018, Plan Book 52, Page 87; and (c) "Major Subdivision - Final Plan, Woodbury Heights - Phase 4", last revised on August 15, 2018, Plan Book 52, Page 142.

Mountain View Drive as depicted on the above referenced plans has been constructed in accordance with the standards set forth in Chapter 46 of the Revised Ordinances of the City of Auburn, last supplemented as of September 27, 2018.

A complete metes and bonds description of Mountain View Drive, which extends westerly from Danville Corner Road, is contained in the Release Deed from RegKel LLC to the City, a copy of which is attached to this Petition.

Respectfully submitted,


Reginald Bouffard
Duly Authorized Member of RegKel LLC

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 03-01072019

ORDERED, that Mountain View Drive, as laid out on plan and titled “Final Subdivision Plan, Woodbury Heights, Phase 3”, as approved by the Auburn Planning Board and recorded at the Androscoggin County Registry of Deeds in Plan Book 52, Page 3, is hereby accepted as a City Street as provided in Title 23 M.R.S.A. § 3025 et sequ:



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: 1-7-2019

Order: 04-01072019

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

Subject: Street Discontinuance Request for Evergreen Subaru - Discontinuance of Niskayuna Street from Turner to Center Street.

Information: Evergreen Subaru is located on Center Street and has acquired properties on both sides of Niskayuna Street under the name Quiz Kids LLC. The Comprehensive plans supports the transition of this small residential area to commercial uses as properties are acquired by designating it as Business Transition District; The zoning has been changed over time in accordance with the plan. There are two remaining parcels with frontage on Niskayuna Street that are not currently owned by Evergreen or Quiz Kids LLC. One is owned by James and Suzanne Pittman and is under contract to be purchased by Quiz Kids LLC. The other is owned by Suzanne Roy and has frontage on Niskayuna, Turner and Joline, with current driveway access from Joline. The proposed petition will allow for the Roy Property to retain access potential from the portion of Niskayuna that it abuts. All three property owners have agreed that the street discontinuance will not require damages from the reduced frontage on a City street; This will not waive their legal rights to appeal but it is a good indicator that they will not disagree with a zero-dollar damages finding of the Council.

City Budgetary Impacts: The street discontinuance will eliminate the expenses to plow maintain and repair Niskayuna Street for the future. The assessed value of the land will increase as it transitions from single-family homes to commercial use and there will be new opportunity to construct additional commercial buildings in the future.

Staff Recommended Action: Vote to Order the discontinuance of Niskayuna Street to start the process, accept public input and schedule an official Public Hearing and final decision on the Order for January 28, 2019.

Previous Meetings and History: December 17, 2018 Workshop on discontinuance. Multiple meetings to discuss changing zoning along Niskayuna from Suburban Residential to General Business with mention of the long-range plan to propose the discontinuance of Niskayuna Street to allow the parcels to be combined into a larger lot.

City Manager Comments:

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

I concur with the recommendation. Signature:

Attachments:

1. Public and Abutter Notices
2. Draft Order of Discontinuance
3. Planning Board Notification
4. Map of proposed Discontinuance
5. Damages waivers: James Pittman, Suzanne Pittman, Suzanne Roy and Quiz Kids LLC.



City of Auburn, Maine

Economic & Community Development

Michael Chamings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

To: Property Owner

From: The Municipal Officers of the City of Auburn

This is to notify you that on January 7, 2019 at 7:00p.m. the City of Auburn Municipal Officers will meet at 60 Court Street Auburn City Hall, City Council Chambers, to determine whether they will issue an order to discontinue Niskayuna Street for its entire length between Center Street and Turner Street, and determining damages, if any, to be paid to abutting property owners. Notice to abutting owners is required, however, this notice is being sent to all property owners within 500' as a courtesy to keep nearby residents informed.

Niskayuna Street is now a public way approximately 40' wide beginning at Center Street and running approximately 774' in a generally Westerly direction to Turner Street shown more particularly on Tax Maps 300 and 301 on file at Auburn City Hall, 60 Court Street, Auburn, Maine 04210.

If an Order of Discontinuance is issued and subsequently approved by vote of the legislative body of the City of Auburn, the City will have no obligation to maintain, repair or plow the road but the public will still have the right to travel over it unless the public easement is extinguished as well. These matters will be discussed at the City Council meeting and at a public hearing to be held at a later date. You are invited to attend the meeting, and to attend and be heard at the future public hearing to be scheduled.

Dated: December 27, 2018


Peter Crichton, Auburn City Manager



City of Auburn, Maine
Economic & Community Development
Michael Chamings, Director
60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

To: Suzanne Roy

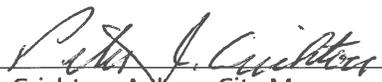
From: The Municipal Officers of the City of Auburn

Our records show that you own property abutting Niskayuna street. This is to notify you that on January 7, 2019 at 7:00p.m. the City of Auburn Municipal Officers will meet at 60 Court Street Auburn City Hall, City Council Chambers, to determine whether they will issue an order to discontinue Niskayuna Street for its entire length between Center Street and Turner Street, and determining damages, if any, to be paid to abutting property owners.

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If an Order of Discontinuance is issued and subsequently approved by vote of the legislative body of the City of Auburn, the City will have no obligation to maintain, repair or plow the road but the public will still have the right to travel over it unless the public easement is extinguished as well. These matters will be discussed at the City Council meeting and at a public hearing to be held at a later date. As an abutter, you or your designated agent are invited to attend the meeting, and to attend and be heard at the public hearing to be scheduled.

Dated: December 27, 2018


Peter Crichton, Auburn City Manager



City of Auburn, Maine

Economic & Community Development

Michael Chamings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

To: Quiz Kids, LLC

From: The Municipal Officers of the City of Auburn

Our records show that you own property abutting Niskayuna street. This is to notify you that on January 7, 2019 at 7:00p.m. the City of Auburn Municipal Officers will meet at 60 Court Street Auburn City Hall, City Council Chambers, to determine whether they will issue an order to discontinue Niskayuna Street for its entire length between Center Street and Turner Street, and determining damages, if any, to be paid to abutting property owners.

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If an Order of Discontinuance is issued and subsequently approved by vote of the legislative body of the City of Auburn, the City will have no obligation to maintain, repair or plow the road but the public will still have the right to travel over it unless the public easement is extinguished as well. These matters will be discussed at the City Council meeting and at a public hearing to be held at a later date. As an abutter, you or your designated agent are invited to attend the meeting, and to attend and be heard at the public hearing to be scheduled.

Dated: _____

December 27, 2018


Peter Crichton, Auburn City Manager



City of Auburn, Maine

Economic & Community Development

Michael Chamings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

To: James and Suzanne Pittman

From: The Municipal Officers of the City of Auburn

Our records show that you own property abutting Niskayuna street. This is to notify you that on January 7, 2019 at 7:00p.m. the City of Auburn Municipal Officers will meet at 60 Court Street Auburn City Hall, City Council Chambers, to determine whether they will issue an order to discontinue Niskayuna Street for its entire length between Center Street and Turner Street, and determining damages, if any, to be paid to abutting property owners.

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Dated: _____

December 27, 2018


Peter Crichton, Auburn City Manager

CITY OF AUBURN PUBLIC NOTICE

Notice is hereby given that on January 7, 2019 at 7:00 p.m., the City of Auburn Municipal Officers will meet at 60 Court Street, Auburn City Hall, City Council Chambers, to determine whether they will issue an order to discontinue Niskayuna Street for its entire length between Center Street and Turner Street, and determining damages, if any, to be paid to abutting property owners. Niskayuna Street is now a public way approximately 40' wide beginning at Center Street and running approximately 774' in a generally Westerly direction to Turner Street shown more particularly on Tax Maps 300 and 301 on file at Auburn City Hall, 60 Court Street, Auburn, Maine 04210.

If an Order of Discontinuance is issued and subsequently approved by vote of the legislative body of the City of Auburn, the City will have no obligation to maintain, repair or plow the road but the public will still have the right to travel over it unless the public easement is extinguished as well. These matters will be discussed at the City Council meeting and at a public hearing to be held at a later date.

DRAFT

CERTIFICATE OF DISCONTINUANCE OF A PUBLIC STREET

The Municipal Officers of the City of Auburn hereby order the discontinuance of the entire length of Niskayuna Street as a public street under the terms and conditions contained herein. Niskayuna Street is approximately forty (40) feet wide and extends approximately seven hundred and seventy-four (774) feet in a general easterly direction from its intersection with Turner Street to its intersection with Center Street as depicted on a plan entitled "Property Plan Niskayuna Street Discontinuance" dated August 2018 with revised date through September 4, 2018 prepared by Stoneybrook Consultants, Inc., to be recorded herewith (the "Plan"). The City reserves a public easement in and to that portion only of Niskayuna Street described as follows:

Public Easement Reserved

Beginning at the intersection of the centerline of Niskayuna Street with the apparent easterly sideline of Turner Street, thence in an easterly direction along the centerline of said Niskayuna Street a distance of two hundred (200) feet. Said reserved public easement to be forty (40) feet wide, measured twenty (20) feet perpendicular to either side of the above described centerline along the entire length herein described from the apparent easterly sideline of said Turner Street.

No public rights are to be retained in and to that portion only of Niskayuna Street described as follows:

DRAFT

No Public Rights Reserved

Beginning at a point on the centerline of said Niskayuna Street, said point being two hundred (200) feet easterly, as measured along said centerline, from the intersection of said centerline with the apparent easterly sideline of Turner Street, thence running easterly along the centerline of said Niskayuna Street about five hundred and seventy-four (574) feet to the intersection of said centerline with the apparent westerly sideline of Center Street. Said area where no public rights are reserved is forty (40) feet wide, measured twenty (20) feet perpendicular to either side of the above described centerline along the entire length herein described to the apparent westerly sideline of said Center Street.

Suzanne M. Roy ("Roy") is the owner of the land and single-family residence thereon located at the intersection of the southerly line of Turner Street and the easterly line of Niskayuna Street as depicted on the Plan (8 Joline Drive – Book 2200, Page 153 of the Androscoggin County Registry of Deeds). James A. Pittman and Suzanne J. Pittman ("Pittman") are the owners of the land and single-family residence thereon located at the intersection of the southerly line of Turner Street and the westerly line of Niskayuna Street as depicted on the Plan (1079 Turner Street – Book 3214, Page 26). Quiz Kids, LLC is the owner of the remaining land and the commercial property developed thereon located on both sides of Niskayuna Street as depicted on the Plan (774 Center Street – Book 6230, Page 48, Book 6270, Page 238, Book 8108, Page 73), (786 Center Street – Book 8908, Page 220), (40 Niskayuna Street – Book 8885, Page 281), (20 Niskayuna Street – Book 9731, Page 182).

DRAFT

Having given best practicable notice to all abutting property owners, we further order damages to the abutting property owners as follows:

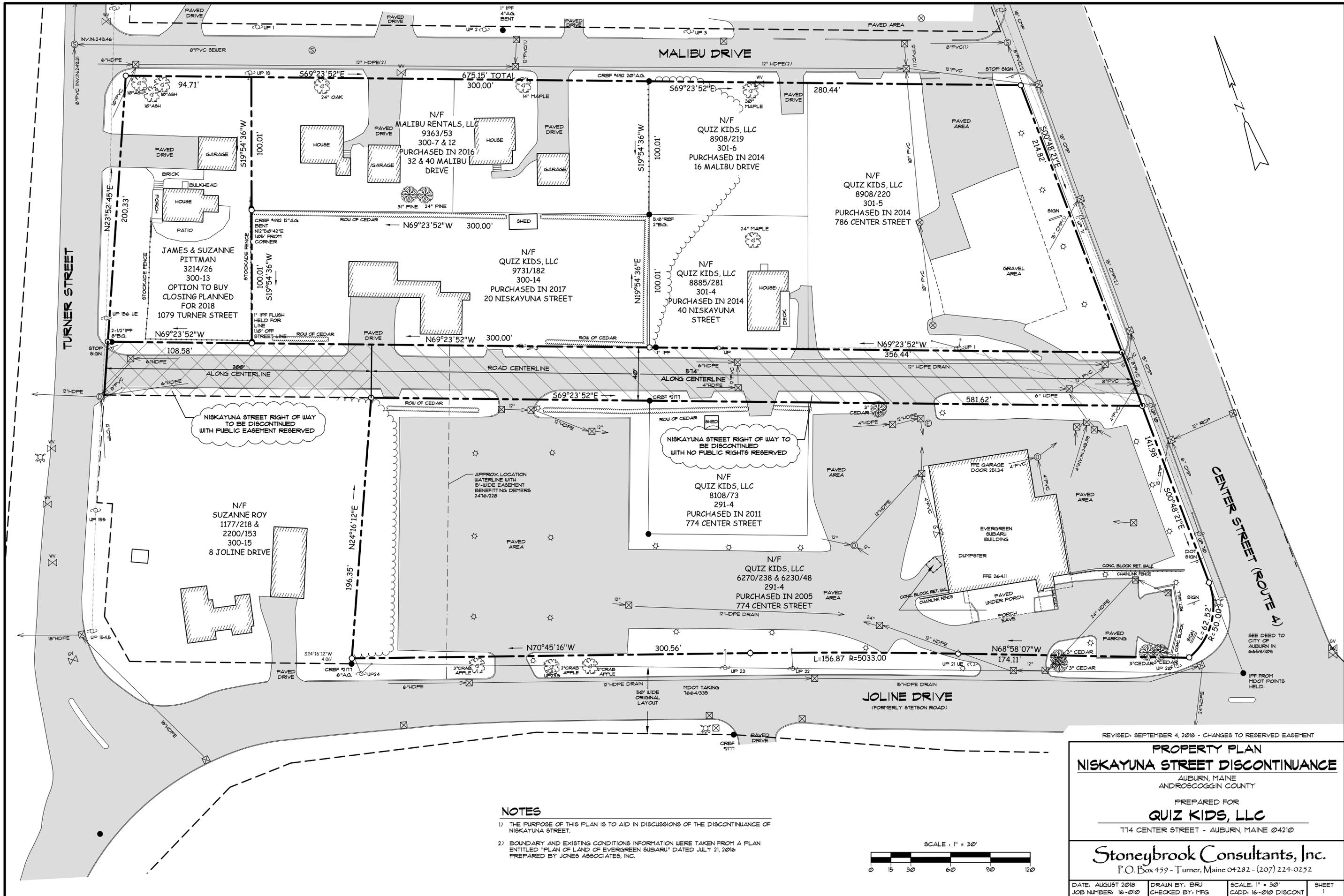
Name: Suzanne M. Roy Amount: \$0.00

Name: James A. Pittman and
Suzanne J. Pittman Amount: \$0.00

Name: Quiz Kids, LLC Amount: \$0.00

Date: _____

Peter Crichton, City Manager



NOTES

- 1) THE PURPOSE OF THIS PLAN IS TO AID IN DISCUSSIONS OF THE DISCONTINUANCE OF NISKAYUNA STREET.
- 2) BOUNDARY AND EXISTING CONDITIONS INFORMATION WERE TAKEN FROM A PLAN ENTITLED "PLAN OF LAND OF EVERGREEN SUBARU" DATED JULY 21, 2016 PREPARED BY JONES ASSOCIATES, INC.



REVISED: SEPTEMBER 4, 2018 - CHANGES TO RESERVED EASEMENT

PROPERTY PLAN
NISKAYUNA STREET DISCONTINUANCE
 AUBURN, MAINE
 ANDROSCOGGIN COUNTY

PREPARED FOR
QUIZ KIDS, LLC
 114 CENTER STREET - AUBURN, MAINE 04210

Stoneybrook Consultants, Inc.
 P.O. Box 459 - Turner, Maine 04282 - (207) 224-0252

DATE: AUGUST 2018	DRAWN BY: BRJ	SCALE: 1" = 30'	SHEET
JOB NUMBER: 16-010	CHECKED BY: MFG	CADD: 16-010 DISCONT	1



City of Auburn, Maine

Office of Economic and Community Development

60 Court Street, Auburn, Maine 04210

www.auburnmaine.gov

207.333.6601

To: Auburn Planning Board

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

Date: May 10, 2018

RE: Planning Board Notification of Street Discontinuance

Evergreen Subaru has requested the discontinuance of Niskayuna Street to accommodate a proposed development at Center Street, Joline Drive, Niskayuna Street and Turner Street.

One of the required steps found in State Law for the Discontinuance of Municipal Streets is for the Planning Board to be notified. Please consider this memo to be that required notification.

Discontinuance of a Niskayuna Street – Waiver of Damages -8 Joline Street

TO: Suzanne Roy, Property Owner, 8 Joline Drive, Auburn, ME

FROM: Eric Cousens, Deputy Director of Economic and Community Development

The City of Auburn is being asked to order the discontinuance of Niskayuna Street as a City way, for approximately 800 feet beginning at the intersection of Turner Street and Niskayuna Streets and extending to the westerly side of Center Street. Niskayuna Street is approximately 40 feet wide and runs approximately 800 feet in a generally easterly direction as shown more particularly on the attached plan by Stoneybrook Consultants Inc., date March 2018 and prepared for Quiz Kids, LLC.

I understand you are aware that this will be considered based on our previous discussions. You are being notified as an abutting property owner that this will be scheduled for an upcoming City Council Meeting. A preliminary review has shown that your parcel has frontage on three streets including Niskayuna Street, Turner Street and Joline Drive. It has also been noted that your access to the parcel is via Joline Drive and will remain after the potential discontinuance of Niskayuna Street. In a preliminary review we have determined that it is likely that no damages to the abutting property owners are warranted. This letter is to verify if you agree with that determination or if you would prefer that the City investigate this further prior to scheduling a hearing before the City Council to consider the discontinuance of Niskayuna Street.

Please review, select one of the options below and sign and return to The Office of Economic and Community Development at 60 Court Street, Auburn, Me 04210.

OPTIONS:

- I agree that no damages are warranted or due to me for the discontinuance of Niskayuna Street as my frontage and access to public Street(s) will continue to exist on Joline Drive, Turner Street and the public easement proposed to be retained in a portion of Niskayuna Street.
- I disagree with the preliminary determination and will request damages in the amount of \$ _____ to move forward with the proposed discontinuance.
- I disagree with the preliminary determination and would like to request that the City acquire the services of a commercial appraiser determine if damages are warranted.

Date: 11/5/18

Printed Name: SUZANNE M ROY

Signature: 

Discontinuance of a Niskayuna Street – Waiver of Damages -1079 Turner Street

TO: James and Suzanne Pittman, Property Owners, 1079 Turner Street, Auburn, ME

FROM: Eric Cousens, Deputy Director of Economic and Community Development

The City of Auburn is being asked to order the discontinuance of Niskayuna Street as a City way, for approximately 800 feet beginning at the intersection of Turner Street and Niskayuna Streets and extending to the westerly side of Center Street. Niskayuna Street is approximately 40 feet wide and runs approximately 800 feet in a generally easterly direction as shown more particularly on the attached plan by Stoneybrook Consultants Inc., date March 2018 and prepared for Quiz Kids, LLC.

I understand you are aware that this will be considered based on our previous discussions. You are being notified as an abutting property owner that this will be scheduled for an upcoming City Council Meeting. A preliminary review has shown that your parcel has frontage on three streets including Niskayuna Street, Turner Street and Malibu Drive. It has also been noted that your access to the parcel is via Tuner Street and will remain after the potential discontinuance of Niskayuna Street. In a preliminary review we have determined that it is likely that no damages to the abutting property owners are warranted. This letter is to verify if you agree with that determination or if you would prefer that the City investigate this further prior to scheduling a hearing before the City Council to consider the discontinuance of Niskayuna Street.

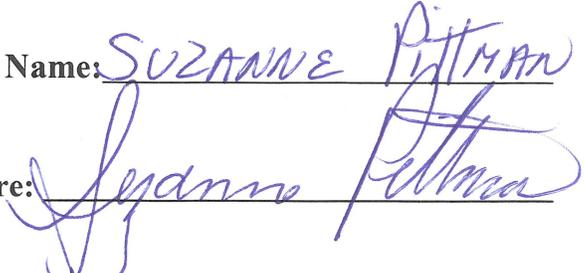
Please review, select one of the options below and sign and return to The Office of Economic and Community Development at 60 Court Street, Auburn, Me 04210.

OPTIONS:

- I agree that no damages are warranted or due to me for the discontinuance of Niskayuna Street as my frontage and access to public Street(s) will continue to exist on Turner Street and Malibu Drive.
- I disagree with the preliminary determination and will request damages in the amount of \$ _____ to move forward with the proposed discontinuance.
- I disagree with the preliminary determination and would like to request that the City acquire the services of a commercial appraiser determine if damages are warranted.

Date: 8/17/18

Printed Name: SUZANNE PITTMAN

Signature: 

Discontinuance of a Niskayuna Street – Waiver of Damages -1079 Turner Street

TO: Doug Weisz, Quiz Kids LLC, Property Owner, 774 Center Street, 786 Center Street, 20 and 40 Niskayuna Street Auburn, ME

FROM: Eric Cousens, Deputy Director of Economic and Community Development

The City of Auburn is being asked to order the discontinuance of Niskayuna Street as a City way, for approximately 800 feet beginning at the intersection of Turner Street and Niskayuna Streets and extending to the westerly side of Center Street. Niskayuna Street is approximately 40 feet wide and runs approximately 800 feet in a generally easterly direction as shown more particularly on the attached plan by Stoneybrook Consultants Inc., date March 2018 and prepared for Quiz Kids, LLC.

I understand you are aware that this will be considered based on our previous discussions. You are being notified as an abutting property owner that this will be scheduled for an upcoming City Council Meeting. A preliminary review has shown that your aggregate parcel has frontage on five streets including Niskayuna Street, Turner Street, Malibu Drive and Joline Drive and Center Street. It has also been noted that your access to the parcels is via Joline, Malibu, Center Street will remain after the potential discontinuance of Niskayuna Street. In a preliminary review we have determined that it is likely that no damages to the abutting property owners are warranted. This letter is to verify if you agree with that determination or if you would prefer that the City investigate this further prior to scheduling a hearing before the City Council to consider the discontinuance of Niskayuna Street.

Please review, select one of the options below and sign and return to The Office of Economic and Community Development at 60 Court Street, Auburn, Me 04210.

OPTIONS:

- I agree that no damages are warranted or due to me for the discontinuance of Niskayuna Street as my frontage and access to public Street(s) will continue to exist on Turner Street and Malibu Drive.
- I disagree with the preliminary determination and will request damages in the amount of \$ _____ to move forward with the proposed discontinuance.
- I disagree with the preliminary determination and would like to request that the City acquire the services of a commercial appraiser determine if damages are warranted.

Date: 11/5/18

Printed Name: Doug Weisz

Signature: 

Discontinuance of a Niskayuna Street – Waiver of Damages -1079 Turner Street

TO: James and Suzanne Pittman, Property Owners, 1079 Turner Street, Auburn, ME

FROM: Eric Cousens, Deputy Director of Economic and Community Development

The City of Auburn is being asked to order the discontinuance of Niskayuna Street as a City way, for approximately 800 feet beginning at the intersection of Turner Street and Niskayuna Streets and extending to the westerly side of Center Street. Niskayuna Street is approximately 40 feet wide and runs approximately 800 feet in a generally easterly direction as shown more particularly on the attached plan by Stoneybrook Consultants Inc., date March 2018 and prepared for Quiz Kids, LLC.

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Please review, select one of the options below and sign and return to The Office of Economic and Community Development at 60 Court Street, Auburn, Me 04210.

OPTIONS:

- I agree that no damages are warranted or due to me for the discontinuance of Niskayuna Street as my frontage and access to public Street(s) will continue to exist on Turner Street and Malibu Drive.
- I disagree with the preliminary determination and will request damages in the amount of \$ _____ to move forward with the proposed discontinuance.
- I disagree with the preliminary determination and would like to request that the City acquire the services of a commercial appraiser determine if damages are warranted.

Date: 8-16-18

Printed Name: James Pittman

Signature: 

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 04-01072019

CERTIFICATE OF DISCONTINUANCE OF A PUBLIC STREET

The Municipal Officers of the City of Auburn hereby order the discontinuance of the entire length of Niskayuna Street as a public street under the terms and conditions contained herein. Niskayuna Street is approximately forty (40) feet wide and extends approximately seven hundred and seventy-four (774) feet in a general easterly direction from its intersection with Turner Street to its intersection with Center Street as depicted on a plan entitled "Property Plan Niskayuna Street Discontinuance" dated August 2018 with revised date through September 4, 2018 prepared by Stoneybrook Consultants, Inc., to be recorded herewith (the "Plan"). The City reserves a public easement in and to that portion only of Niskayuna Street described as follows:

Public Easement Reserved

Beginning at the intersection of the centerline of Niskayuna Street with the apparent easterly sideline of Turner Street, thence in an easterly direction along the centerline of said Niskayuna Street a distance of two hundred (200) feet. Said reserved public easement to be forty (40) feet wide, measured twenty (20) feet perpendicular to either side of the above described centerline along the entire length herein described from the apparent easterly sideline of said Turner Street.

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

No public rights are to be retained in and to that portion only of Niskayuna Street described as follows:

No Public Rights Reserved

Beginning at a point on the centerline of said Niskayuna Street, said point being two hundred (200) feet easterly, as measured along said centerline, from the intersection of said centerline with the apparent easterly sideline of Turner Street, thence running easterly along the centerline of said Niskayuna Street about five hundred and seventy-four (574) feet to the intersection of said centerline with the apparent westerly sideline of Center Street. Said area where no public rights are reserved is forty (40) feet wide, measured twenty (20) feet perpendicular to either side of the above described centerline along the entire length herein described to the apparent westerly sideline of said Center Street.

Suzanne M. Roy ("Roy") is the owner of the land and single-family residence thereon located at the intersection of the southerly line of Turner Street and the easterly line of Niskayuna Street as depicted on the Plan (8 Joline Drive – Book 2200, Page 153 of the Androscoggin County Registry of Deeds). James A. Pittman and Suzanne J. Pittman ("Pittman") are the owners of the land and single-family residence thereon located at the intersection of the southerly line of Turner Street and the westerly line of Niskayuna Street as depicted on the Plan (1079 Turner Street – Book 3214, Page 26). Quiz Kids, LLC is the owner of the remaining land and the commercial property developed thereon located on both sides of Niskayuna Street as depicted on the Plan (774

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

Center Street – Book 6230, Page 48, Book 6270, Page 238, Book 8108, Page 73), (786 Center Street – Book 8908, Page 220), (40 Niskayuna Street – Book 8885, Page 281), (20 Niskayuna Street – Book 9731, Page 182).

Having given best practicable notice to all abutting property owners, we further order damages to the abutting property owners as follows:

Name: <u>Suzanne M. Roy</u>	Amount: <u>\$0.00</u>
Name: <u>James A. Pittman and Suzanne J. Pittman</u>	Amount: <u>\$0.00</u>
Name: <u>Quiz Kids, LLC</u>	Amount: <u>\$0.00</u>

Date: _____

Peter Crichton, City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 7, 2019

Resolve: 01-01072019

Author: Sue Clements-Dallaire, City Clerk and Joanne Potvin, Director of Androscoggin Unified Emergency Management Agency

Subject: Reaffirming the Adoption of the NIMS Resolution

Information: Between 2006 and 2008, the State of Maine, its sixteen counties and their respective municipalities adopted by resolution the Homeland Security Presidential Directive #5 (HSPD-5) which requires all state, tribal and local governments to adopt the National Incident Management System (NIMS) as a condition of receiving federal preparedness funds beginning in 2005. These funds include Homeland Security Grants, Firefighter Grants, Hazard Mitigation Grants, etc. with the exception of federal disaster assistance under the Federal Robert T. Stafford Act. The local resolution states that all departments of that jurisdiction shall utilize and respond by the prescribed NIMS and local Incident Command System plans be updated as needed, that all covered by the NIMS requirements complete required training such as incident command training for emergency responders and incident command orientation for elected municipal officials (NIMS 402 training) and that adoption of the resolution be made in a meeting open to the public (i.e. a regularly scheduled Council meeting). In 2006, Androscoggin County and all fourteen of its political subdivisions adopted and signed the NIMS Resolution.

It is now time again for the State, its 16 counties and all of the counties' local jurisdictions to reaffirm adoption of the NIMS Resolution by reviewing and signing anew the NIMS Resolution for 2018. It appears that all of Auburn's City Councilors have completed the required NIMS 402 training during which HSPD-5 and HSPD-8 and NIMS adoption are discussed.

City Budgetary Impacts: None

Staff Recommended Action: Discussion, with action to follow at the 01/07/2019 Council meeting.

Previous Meetings and History: Adopted by resolution on 3/6/2006. Discussed at the 12/17/2018 Council Meeting.

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: 2006 Resolve, and 2019 draft Resolve.

City of Auburn

City Council, Auburn, Maine
Date: March 6, 2006

TITLE: RESOLVE - Adopting The National Incident Management System (NIMS)

WHEREAS, the President of the United States issued the Homeland Security Presidential Directive (HSPD-5), *Management of Domestic Incidents*, on February 28, 2003, directing the Secretary of Homeland Security to develop, submit for review to the Homeland Security Council, and administer a National Incident Management System (NIMS); and

WHEREAS, NIMS will provide a consistent nationwide approach allowing federal, state, local and tribal governments to work effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents; and

WHEREAS, the Department of Homeland Security has sought extensive input on NIMS from state, local and tribal officials, the emergency response community, and the private sector and has incorporated the best practices currently in use by incident managers; and

WHEREAS, effective homeland security incident management involves new concepts, processes, and protocols that will require refinement over time. The collective input and guidance from all homeland security partners has been, and will continue to be, vital to the further development of an effective and comprehensive national incident management system; and

WHEREAS, NIMS was published by the Department of Homeland Security on March 1, 2004; and

WHEREAS, NIMS requires all federal departments and agencies to accept NIMS and use it in domestic incident management and emergency prevention, preparedness, response, recovery, and mitigation programs and activities, as well as to assist state, local, or tribal entities; and

WHEREAS, NIMS requires federal departments and agencies to require state, tribal and local organizations to adopt NIMS as a condition for federal preparedness assistance beginning in federal FY 2005.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Auburn, Maine, as follows:

That all departments of the City of Auburn shall utilize the National Incident Management System (NIMS) prescribed by the Department of Homeland Security.

That the Auburn City Council directs all departments to train their personnel on the NIMS and to update the Auburn Integrated Emergency Management Plan.

That the Auburn City Council hereby finds and determines that all formal actions relative to the passage of this Resolution were taken in an open meeting of this Council, and that all deliberations of this Council were taken in a meeting open to the public, in full compliance with applicable legal requirements.

Effective date: This Resolve shall take effect upon passage.

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 01-01072019

NIMS RESOLUTION FY 2019

The **Auburn City Council** met in regular session at the **Auburn City Hall** on this 7th day of January, 2019 with the following members present: **Mayor Jason Levesque, City Councilors Holly Lasagna, Ward 1; Robert Hayes, Ward 2; Andrew Titus, Ward 3; Alfreda Fournier, Ward 4; Leroy Walker, Ward 5; Belinda Gerry, At-Large and David Young, At-Large (strike through if absent).**

Councilor _____ made a motion to confirm adoption of the following NIMS Resolution:

**RESOLUTION CONFIRMING ADOPTION OF THE
NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)**

WHEREAS, President Bush issued Homeland Security Presidential Directive (HSPD-5), *Management of Domestic Incidents*, on February 28, 2003, directing the Secretary of Homeland Security to develop, submit for review to the Homeland Security Council, and administer a National Incident Management System (NIMS); and

WHEREAS, NIMS will provide a consistent nationwide approach allowing federal, state, local and tribal governments to work effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents; and

WHEREAS, the Department of Homeland Security has sought extensive input on NIMS from state, local and tribal officials, the emergency response community, and the private sector and has incorporated the best practices currently in use by incident managers; and

WHEREAS, effective homeland security incident management involves new concepts, processes, and protocols that will require refinement over time. The collective input and guidance from all homeland security partners has been, and will continue to be, vital to the further development of an effective and comprehensive national incident management system; and

WHEREAS, NIMS was published by the Department of Homeland Security on March 1, 2004; and

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

WHEREAS, HSPD-5 and NIMS require all federal departments and agencies to adopt NIMS and use it in domestic incident management and emergency prevention, preparedness, response, recovery, and mitigation programs and activities, as well as to assist state, local, or tribal entities; and

WHEREAS, HSPD-5 and NIMS require federal departments and agencies to require state, tribal and local organizations to adopt NIMS as a condition for federal preparedness assistance beginning in federal FY 2005 and to confirm adoption of the NIMS Resolution in FY 2019.

NOW, THEREFORE, BE IT RESOLVED by the **Auburn City Council** as follows:

SECTION 1: That all departments of the City of Auburn, in Androscoggin County, shall utilize the National Incident Management System (NIMS) prescribed by the Department of Homeland Security.

SECTION 2: That the **Auburn City Council** directs all departments to train their personnel on the NIMS and to update the City's Integrated Emergency Management Plan (formerly known as the Incident Command System Plan – an Addendum to the City's overall Emergency Operations Plan).

SECTION 3: That this **City Council** hereby finds and determines that all formal actions relative to the passage of this Resolution were taken in an open meeting of this **Council**, and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements.

SECTION 4: This Resolution shall take effect at the earliest period allowed by law.

Effective:

Councilor _____ seconded the motion to confirm adoption the NIMS Resolution. On the roll call being called the vote resulted as follows:

Councilor Holly Lasagna, Ward 1 Y / N (sign) _____

Councilor Robert Hayes, Ward 2 Y / N (sign) _____

Councilor Andrew Titus, Ward 3 Y / N (sign) _____

Councilor Alfreda Fournier, Ward 4 Y / N (sign) _____

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

Councilor Leroy Walker, Ward 5 Y / N (sign) _____

Councilor Belinda Gerry, At-Large Y / N (sign) _____

Councilor David Young, At-Large Y / N (sign) _____

This Resolution is adopted _____, _____, 20__

ATTEST:

Susan Clements-Dallaire, City Clerk

Affix City Seal here

CERTIFICATION

I, **Susan Clements-Dallaire, Auburn City Clerk**, do hereby certify that the foregoing is taken and copied from the Record of the Proceedings of **Auburn City Council**; and that the same has been compared by me with the Resolution of said Record and that it is a true and correct copy thereof.

Susan Clements-Dallaire, City Clerk



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: January 7, 2019 **Orders:** 05-01072019 through 08-01072019

Author: Jody Durisko, Executive Assistant to the City Manager

Subject: Disposition of Tax Acquired Property

Information: The Tax Acquired Committee is also recommending five (5) properties for disposition with a combined total \$72,269.93 in property taxes and CDBG balances owed to the City.

City Budgetary Impacts: There is not a negative impact to the city budget for the potential sale of tax acquired properties. The known positive impacts of selling tax acquired properties are recouping taxes owed, associated fees, and getting the property back on the tax role.

Staff Recommended Action: To dispose of the following properties by sealed bid: 25 Lake Street, 160 & 164 Chicoine Avenue, 31 Vine Street, and 23 Cleveland Avenue.

Previous Meetings and History: Council Workshop 12/17/2018

City Manager Comments:

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

I concur with the recommendation. Signature:

Attachments:

- Memorandum Dated December 17, 2018 – Disposition of Tax Acquired Property
- Pictures and/or Map of each property
- Tax Statements for each property
- Property Review Form for each property
- Tax Acquired Committee Recommendation Form for each property



City of Auburn, Maine

Office of the City Manager

60 Court Street | Auburn, Maine 04210

207.333.6601 | www.auburnmaine.gov

MEMORANDUM

TO: Mayor Levesque and Honorable Members of the Auburn City Council

CC: Peter Crichton, City Manager and Jill Eastman, Finance Director

FROM: Jody Durisko, Executive Assistant to the City Manager

RE: Disposition of Tax Acquired Property

DATE: December 17, 2018

Enclosed you will find the supporting documentation on five (5) tax acquired properties that the Tax Acquired Property Committee has recommended for disposition. The five (5) properties combined total \$72,269.93 in property taxes and CDBG balances owed to the City. Following below are brief summaries of each property being presented to Council for disposition:

25 Lake Street – The total balance due including CDBG is \$25,674.96. Enclosed you will find the property details, committee recommendation, and tax acquired property review form. The last tax payment was made on September 4, 2013. The Committee recommends selling this property by sealed bid.

160 Chicoine Avenue– The total balance due is \$4,842.32. Enclosed you will find the property details, committee recommendation, and tax acquired property review form. The last payment was made on December 15, 2010. The Committee recommends selling this property by sealed bid.

164 Chicoine Avenue – The total balance due is \$4,836.73. Enclosed you will find the property details, committee recommendation, and tax acquired property review form. The last payment was made on December 15, 2010. The Committee recommends selling this property by sealed bid.

31 Vine Street – The total balance due is \$10,560.47. Enclosed you will find the property details, committee recommendation, and tax acquired property review form. The last payment was made on September 16, 2015. The Committee recommends selling this property by sealed bid.

23 Cleveland Avenue – The total balance due is \$26,355.45. Enclosed you will find the property details, committee recommendation, and tax acquired property review form. The last tax payment was made on September 18, 2011. The Committee recommends selling this property by sealed bid.



City of Auburn, Maine

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Section 3.5 Committee Action/Recommendations. The committee will meet to review the comments received from each department. The Committee will then forward a recommendation to the City Manager for appropriate action. The Committee will meet in sufficient time before the foreclosure deadline in order for the City Manager and City Council to have sufficient time to take any action that may be necessary, including waiver of foreclosure.

PARCEL ID:	240-039	Location:	25 Lake Street
Acreage	.13	Zone:	URBAN RESIDENTIAL
Current Assessed Land Value:	\$25,400	Current Assessed Building Value:	\$86,300
Total Land & Bldg. Value:	\$111,700	Minimum Bid:	\$25,675

Retain for public use		Sell the property	X	Waive foreclosure	
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Sell to prior owner		Sale to immediate heirs	
Sale by Sealed Bid	X	Request for proposals	
Real Estate Broker Contract			

The bid price for either process shall be determined by the Finance Director or his/her designee in no event being less than all outstanding property taxes, including the total amount of all delinquent taxes plus the total taxes for the current year (and the estimated taxes for the next year after commitment) plus accrued interest, lien costs and any other costs relating to the property and this process (including, but not limited to, insurance, attorney's fees, auction/bid or notice costs).

Notes: CDBG balance due \$9,363.46. Last payment was made on 9/4/2013.







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Office of the City Manager

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Tax Acquired Property Review Form

ADDRESS: 25 Lake Street

PID#: 240-039

DESCRIPTION: Single Family Home: This parcel contains 0.130 AC of land mainly classified as SINGLEFAMILY with a CAPE Building built about 1920, having primarily ASBESTOS Exterior and 1,433 Square Feet, with 1 Residential Unit, 1 Bath, 7 Rooms, and 3 Bdrms.

BALANCE DUE: 25,674.96 * including CDBG loans listed below.

We have loans on 25 Lake Street and the balances are as follows:

- | | |
|-------------|---------------------|
| • Loan 0437 | Balance: \$4,860.67 |
| • Loan 2626 | Balance: \$2,226.79 |
| • Loan 2715 | Balance: \$1,213.00 |
| • Loan 2716 | Balance: \$1,063.00 |

Total of the loans is \$9,363.46.

1. Is the property either unfit or unnecessary for City use?

Yes.

2. Does the City wish to retain ownership for municipal purposes?

No.

3. Is the property adjacent to publicly owned land?

No.

4. Are there buildings on the property that should be demolished?

No.



City of Auburn, Maine

Office of the City Manager

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5. Are there environmental liabilities or hazards present on the site?

Unknown without out entering. Possible asbestos based on the age of the house and old fuel oil.

6. Does the property have investment or marketable value?

Yes. The property appears structurally sound based on an exterior inspection. I would recommend that it is sold "As is, Where Is" after an interior inspection is done.

7. Are there are uses that the property is suited for which meet the requirements of the City's zoning and land use ordinance?

This is an existing single-family home that is located in the "Multi-Family Urban District". It could be expanded volume wise and possibly expanded toward the Street.

8. Does the property only have value to an abutter (provides additional set back, off street parking, etc.)?

No.

Other concerns: Not at this time.

Committee Recommendation: Sell by sealed bid.

Unofficial Property Record Card - Auburn, ME

General Property Data

Parcel ID 240-039	Account Number 240039000
Prior Parcel ID --	
Property Owner COUTURIER ALICE PARTY IN POSSESSION	Property Location 25 LAKE ST
Mailing Address 25 LAKE STREET	Property Use SINGLEFAMILY
City AUBURN	Most Recent Sale Date 8/1/1978
Mailing State ME Zip 04210	Legal Reference 1355-142
ParcelZoning	Grantor SPILLER, BERNARD L & RACHEL
	Sale Price 0
	Land Area 0.130 acres

Current Property Assessment

Card 1 Value	Building Value 86,300	Xtra Features Value 0	Land Value 25,400	Total Value 111,700
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Building Description

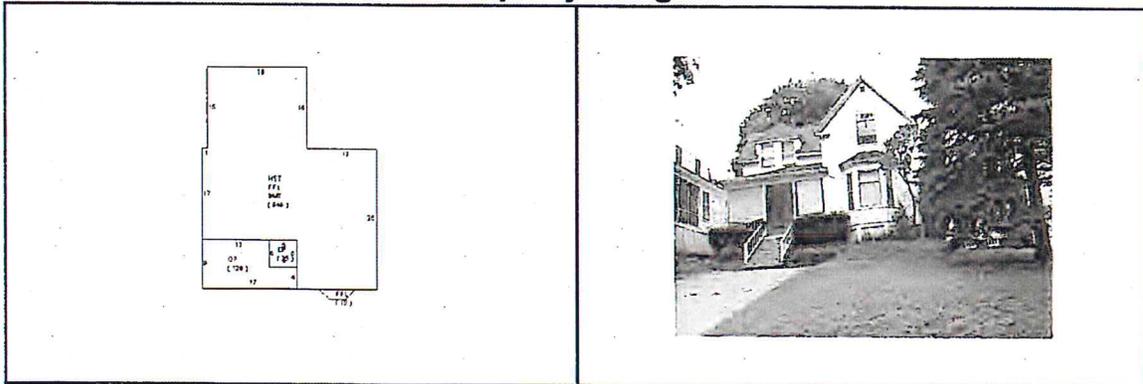
Building Style CAPE	Foundation Type STONE/BRICK	Flooring Type HARDWOOD
# of Living Units 1	Frame Type WOOD	Basement Floor CONCRETE
Year Built 1920	Roof Structure GABLE	Heating Type FORCED H/W
Building Grade AVERAGE	Roof Cover ASPHALT SH	Heating Fuel OIL
Building Condition Average	Siding ASBESTOS	Air Conditioning 0%
Finished Area (SF) 1433.5	Interior Walls PLASTER	# of Bsmt Garages 0
Number Rooms 7	# of Bedrooms 3	# of Full Baths 1
# of 3/4 Baths 0	# of 1/2 Baths 0	# of Other Fixtures 2

Legal Description

Narrative Description of Property

This property contains 0.130 acres of land mainly classified as SINGLEFAMILY with a(n) CAPE style building, built about 1920 , having ASBESTOS exterior and ASPHALT SH roof cover, with 1 unit(s), 7 room(s), 3 bedroom(s), 1 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

10/23/2018 15:11
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CITY OF AUBURN
Real Estate Tax Statement

P 1
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PARCEL: 240-039-000-000

LOCATION: 25 LAKE ST

OWNER:

AUBURN CITY OF
COUTURIER ALICE, DEVISEES OF ,
25 LAKE STREET
AUBURN ME 04210

STATUS:

SQUARE FEET: 0
LAND VALUATION: 25,400
BUILDING VALUATION: 86,300
EXEMPTIONS: 0
TAXABLE VALUATION: 111,700
INTEREST PER DIEM 2.40

LEGAL DESCRIPTION:

DEED DATE: 08/01/1978 BOOK/PAGE: 1355-142

INTEREST DATE: 10/23/2018

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2018	RE-R	5877				
1	2018 REAL		1,322.53	1,322.53	9.13	1,331.66
2	2018 REAL		1,322.53	1,322.53	.00	1,322.53
			2,645.06	2,645.06	9.13	2,654.19
2017	LIEN	100				
1	RETAX TL		2,567.98	2,567.98	54.17	2,622.15
	DMD TL		3.00	3.00	.00	3.00
	CERTMA		6.67	6.67	.00	6.67
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		98.25	98.25	.00	98.25
			2,726.90	2,726.90	54.17	2,781.07
			2,726.90	2,726.90	54.17	2,781.07
2016	LIEN	257				
1	RETAX TL		2,496.50	2,496.50	226.94	2,723.44
	CERTMA		6.56	6.56	.00	6.56
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		99.35	99.35	.00	99.35
			2,656.41	2,656.41	226.94	2,883.35
			2,656.41	2,656.41	226.94	2,883.35
2015	LIEN	242				
1	RETAX TL		2,161.13	2,161.13	356.85	2,517.98
	CERTMA		6.47	6.47	.00	6.47
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		75.85	75.85	.00	75.85

*Just pd.
9/4/2013*



City of Auburn, Maine

Office of the City Manager

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Section 3.5 Committee Action/Recommendations. The committee will meet to review the comments received from each department. The Committee will then forward a recommendation to the City Manager for appropriate action. The Committee will meet in sufficient time before the foreclosure deadline in order for the City Manager and City Council to have sufficient time to take any action that may be necessary, including waiver of foreclosure.

PARCEL ID:	236-028	Location:	160 Chicoine Avenue	
Acreage	.110	Zone:	URBAN RESIDENTIAL	
Current Assessed Land Value:	\$17,800	Current Assessed Building Value:	\$0	
Total Land & Bldg. Value:	\$17,800	Minimum Bid:	\$4,843	

Retain for public use		Sell the property	x	Waive foreclosure	
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Sell to prior owner		Sale to immediate heirs	
Sale by Sealed Bid	x	Request for proposals	
Real Estate Broker Contract			

The bid price for either process shall be determined by the Finance Director or his/her designee in no event being less than all outstanding property taxes, including the total amount of all delinquent taxes plus the total taxes for the current year (and the estimated taxes for the next year after commitment) plus accrued interest, lien costs and any other costs relating to the property and this process (including, but not limited to, insurance, attorney's fees, auction/bid or notice costs).

Notes: Abutting lot 164 Chicoine Ave. is also tax acquired. Last payment December 10, 2010.

Unofficial Property Record Card - Auburn, ME

General Property Data

Parcel ID 236-028	Account Number 236028000
Prior Parcel ID -	
Property Owner DRISCOLL THOMAS, PARTY IN POSSESSI	Property Location 160 CHICOINE AV
Mailing Address 60 COURT ST	Property Use URBAN HSLT
City AUBURN	Most Recent Sale Date 8/1/1978
Mailing State ME Zip 04210	Legal Reference 1357-136
Parcel Zoning	Grantor DRISCOLL, KATHERINE
	Sale Price 0
	Land Area 0.110 acres

Current Property Assessment

Card 1 Value	Building Value 0	Xtra Features Value 0	Land Value 17,800	Total Value 17,800
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Building Description

Building Style N/A	Foundation Type N/A	Flooring Type N/A
# of Living Units N/A	Frame Type N/A	Basement Floor N/A
Year Built N/A	Roof Structure N/A	Heating Type N/A
Building Grade N/A	Roof Cover N/A	Heating Fuel N/A
Building Condition N/A	Siding N/A	Air Conditioning 0%
Finished Area (SF) N/A	Interior Walls N/A	# of Bsmt Garages 0
Number Rooms 0	# of Bedrooms 0	# of Full Baths 0
# of 3/4 Baths 0	# of 1/2 Baths 0	# of Other Fixtures 0

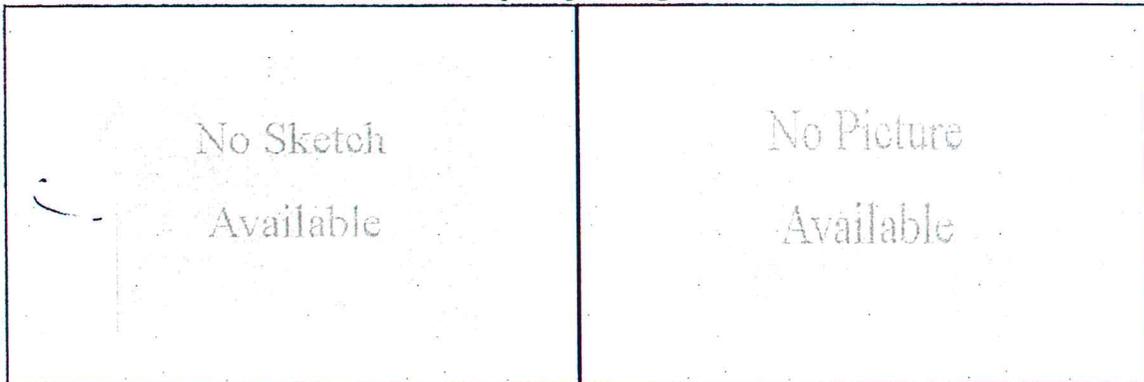
Legal Description

TAX ACQUIRED 2012

Narrative Description of Property

This property contains 0.110 acres of land mainly classified as URBAN HSLT with a(n) N/A style building, built about N/A, having N/A exterior and N/A roof cover, with N/A unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



10/23/2018 14:58
4924nbosse

CITY OF AUBURN
Real Estate Tax Statement

P 1
txtaxstm

PARCEL: 236-028-000-000

LOCATION: 160 CHICOINE AVE

OWNER:
CITY OF AUBURN
60 COURT ST
AUBURN ME 04210

STATUS:
SQUARE FEET: 0
LAND VALUATION: 17,800
BUILDING VALUATION: 0
EXEMPTIONS: 17,800
TAXABLE VALUATION: 0
INTEREST PER DIEM .30

LEGAL DESCRIPTION:

DEED DATE: 08/01/1978 BOOK/PAGE: 1357-136 INTEREST DATE: 10/23/2018

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2015	LIEN	227				
1	RETAX TL		378.25	378.25	62.46	440.71
	CERTMA		6.47	6.47	.00	6.47
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		13.28	13.28	.00	13.28
			452.00	452.00	62.46	514.46
			452.00	452.00	62.46	514.46
2011	LIEN	132				
1	RETAX TL		389.74	389.74	173.11	562.85
	CERTMA		5.75	5.75	.00	5.75
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		39.00	39.00	.00	39.00
	LNCST - TL		5.75	5.75	.00	5.75
	INTTL		14.12	14.12	.00	14.12
			457.36	457.36	173.11	630.47
			457.36	457.36	173.11	630.47
2010	LIEN	20100112				
1	RETAX TL		387.93	387.93	199.83	587.76
	DMD TL		3.00	3.00	.00	3.00
	CERFT TL		5.59	5.59	.00	5.59
	CERTMA		5.59	5.59	.00	5.59
	LNCST - TL		39.00	39.00	.00	39.00
	INTTL		13.73	13.73	.00	13.73
			454.84	454.84	199.83	654.67
			454.84	454.84	199.83	654.67

10/23/10
12/15/10

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2009	LIEN	20090111				
1	RETAX TL		368.03	368.03	275.88	643.91
	DMD TL		3.00	3.00	.00	3.00
	CERTMA		5.54	5.54	.00	5.54
	LNCHG TL		39.00	39.00	.00	39.00
	INTTL		17.74	17.74	.00	17.74
	TLCERT		5.54	5.54	.00	5.54
	REDFEE		3.00	3.00	.00	3.00
	TLCERT		5.59	5.59	.00	5.59
	TLCERT		5.59	5.59	.00	5.59
			453.03	453.03	275.88	728.91
			453.03	453.03	275.88	728.91
GRAND TOTALS			1,817.23	1,817.23	711.28	2,528.51

12/13 17,800 19.59 348.70
 13/14 17,800 20.43 363.65
 14/15 17,800 20.95 372.91
 16/17 17,800 22.35 397.83
 17/18 17,800 22.99 409.22
 18/19 17,800 23.68 421.50
4,842.32



City of Auburn, Maine

Office of the City Manager

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Tax Acquired Property Review Form

ADDRESS: 160 & 164 Chicoine Avenue PID#: 236-028 & 236-029

DESCRIPTION: Vacant Land

BALANCE DUE: 160 - \$4,843 164 - \$4,837 Combined Total: \$9,680

1. Is the property either unfit or unnecessary for City use?

Yes.

2. Does the City wish to retain ownership for municipal purposes?

No.

3. Is the property adjacent to publicly owned land?

No.

4. Are there buildings on the property that should be demolished?

No.

5. Are there environmental liabilities or hazards present on the site?

There are no liabilities or hazards, but it is located in the AE shoreland zone and the property may contain wetlands.

6. Does the property have investment or marketable value?

Yes. It is located in the Urban Residential District and appears to meet the dimensional requirements of a buildable lot. Taylor Pond is located across the



City of Auburn, Maine

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street, so it would yield water views. I would recommend that deed research be performed to see if the lot has a ROW to the water.

7. Are there are uses that the property is suited for which meet the requirements of the City's zoning and land use ordinance?

See above.

8. Does the property only have value to an abutter (provides additional set back, off street parking, etc.)?

I think it has marketable value as a buildable lot with water views.

Other concerns: Lots would need to be combined to be a buildable lot and would also be combined as one sealed bid package.

Committee Recommendation: Sell by Sealed bid.



City of Auburn, Maine

Office of the City Manager

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Section 3.5 Committee Action/Recommendations. The committee will meet to review the comments received from each department. The Committee will then forward a recommendation to the City Manager for appropriate action. The Committee will meet in sufficient time before the foreclosure deadline in order for the City Manager and City Council to have sufficient time to take any action that may be necessary, including waiver of foreclosure.

PARCEL ID:	236-029	Location:	164 Chicoine Avenue
Acreage	.110	Zone:	URBAN RESIDENTIAL
Current Assessed Land Value:	\$17,800	Current Assessed Building Value:	\$0
Total Land & Bldg. Value:	\$17,800	Minimum Bid:	\$4,837

Retain for public use		Sell the property	x	Waive foreclosure	
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Sell to prior owner		Sale to immediate heirs	
Sale by Sealed Bid	x	Request for proposals	
Real Estate Broker Contract			

The bid price for either process shall be determined by the Finance Director or his/her designee in no event being less than all outstanding property taxes, including the total amount of all delinquent taxes plus the total taxes for the current year (and the estimated taxes for the next year after commitment) plus accrued interest, lien costs and any other costs relating to the property and this process (including, but not limited to, insurance, attorney's fees, auction/bid or notice costs).

Notes: Abutting lot 160 Chicoine Ave. is also tax acquired. Last payment December 10, 2010.



DIVISION 6. - URBAN RESIDENCE DISTRICT

Sec. 60-276. - Purpose.

This district is intended to provide for, protect and stabilize medium density urban residential areas of single- and two-family detached dwellings and their adjunct public and institutional uses. It is designed to ensure a family living environment in an urban setting through lot size requirements that provide adequate yard space for family outdoor activity and play space for children.

(Ord. of 9-21-2009, § 3.43A)

Sec. 60-277. - Use regulations.

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

- (1) One-family detached dwellings.
 - (2) Two-family dwellings.
 - (3) Attached single-family dwellings, provided that they are approved by the planning board as part of a planned residential unit development and subdivision, under the provisions of division 10 of article IV and division 4 of article XVI of this chapter.
 - (4) Accessory uses building or structures.
 - (5) Farming of field crops, row crops, orchards or truck gardens.
 - (6) Municipal uses and buildings.
- (b) *Special exception uses.* All uses permitted by special exception in the Suburban Residence (SR) District (division 6 of article IV of this chapter), except radio, radar, television and radio-telephone transmitting towers are permitted in the Urban Residence (UR) District.
- (1) Adaptive reuse of structures of community significance.

(Ord. of 9-21-2009, § 3.43B; Ord. No. 05-04032017, § 2, 4-24-2017)

Sec. 60-278. - Dimensional regulations.

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

- (1) *Minimum lot area, width and depth.* No lot shall be created and/or no building shall be erected on a lot containing less than 10,000 square feet; and measuring less than 100 feet in width. No lot shall be less than 100 feet in depth. No two-family dwelling shall be erected on a lot containing less than 12,000 square feet.
- (2) *Density.* The density of single-family dwelling units shall not exceed four units per acre. The density of two-family dwelling units shall not exceed six units per acre.
- (3) *Yard requirements.*
 - a. *Rear.* There shall be behind every building a rear yard having a minimum depth of 25 feet or 25 percent of the average depth of lot, whichever is less.
 - b. *Side.* There shall be a minimum distance of five feet between any building and the side property line plus the side yard setback shall be increased one foot for every five feet or part thereof increase in street frontage over 50 feet to a maximum of 15 feet for side yard setback.
 - c. *Front.* There shall be in front of every building a front yard having a minimum depth of 25 feet or 25 percent of the average depth of the lot, whichever is less.
- (4) *Height.* The height of all structures shall be limited to 2½ stories or 35 feet in height with the following exceptions: A farm accessory building or structure, church or temple, or windmill may have a maximum height of 65 feet from grade, provided that the front yard, rear yard and each of the side yards shall be increased by one foot for each foot in height in excess of 35 feet.
- (5) *Off-street parking.* Off-street parking spaces shall be provided in accordance with the requirements for specific uses as set forth in articles V through XI of this chapter.

Unofficial Property Record Card - Auburn, ME

General Property Data

Parcel ID 236-029	Account Number 236029000
Prior Parcel ID --	
Property Owner DRISCOLL THOMAS, PARTY IN POSSESSI	Property Location 164 CHICOINE AV
Mailing Address 60 COURT ST	Property Use URBAN HSLT
City AUBURN	Most Recent Sale Date 8/1/1978
Mailing State ME Zip 04210	Legal Reference 1357-136
ParcelZoning	Grantor DRISCOLL ,KATHERINE
	Sale Price 0
	Land Area 0.110 acres

Current Property Assessment

Card 1 Value	Building Value 0	Xtra Features Value 0	Land Value 17,800	Total Value 17,800
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Building Description

Building Style N/A	Foundation Type N/A	Flooring Type N/A
# of Living Units N/A	Frame Type N/A	Basement Floor N/A
Year Built N/A	Roof Structure N/A	Heating Type N/A
Building Grade N/A	Roof Cover N/A	Heating Fuel N/A
Building Condition N/A	Siding N/A	Air Conditioning 0%
Finished Area (SF) N/A	Interior Walls N/A	# of Bsmt Garages 0
Number Rooms 0	# of Bedrooms 0	# of Full Baths 0
# of 3/4 Baths 0	# of 1/2 Baths 0	# of Other Fixtures 0

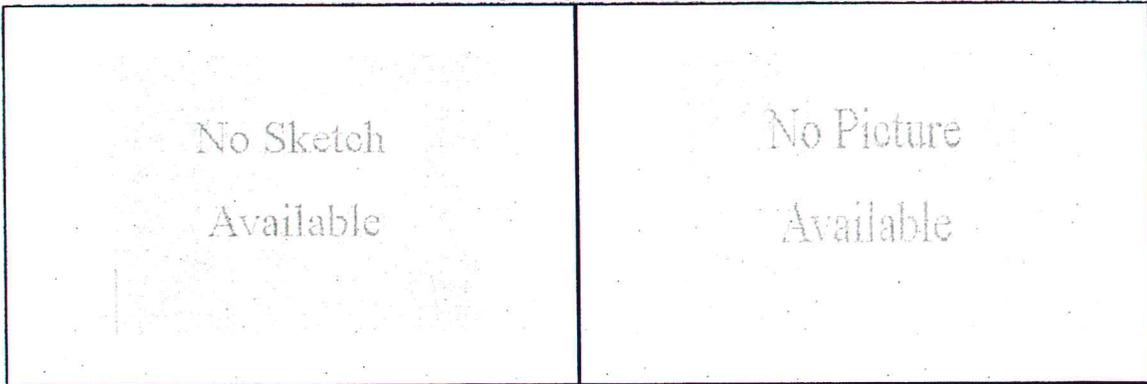
Legal Description

TAX ACQUIRED 2012

Narrative Description of Property

This property contains 0.110 acres of land mainly classified as URBAN HSLT with a(n) N/A style building, built about N/A , having N/A exterior and N/A roof cover, with N/A unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

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CITY OF AUBURN
Real Estate Tax Statement

P 1
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PARCEL: 236-029-000-000

LOCATION: 164 CHICOINE AVE

OWNER:
AUBURN CITY OF
60 COURT ST
AUBURN ME 04210

STATUS:
SQUARE FEET: 0
LAND VALUATION: 17,800
BUILDING VALUATION: 0
EXEMPTIONS: 17,800
TAXABLE VALUATION: 0
INTEREST PER DIEM .30

LEGAL DESCRIPTION:

DEED DATE: 08/01/1978 BOOK/PAGE: 1357-136 INTEREST DATE: 10/23/2018

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2015	LIEN	228				
1	RETAX TL		378.25	378.25	62.46	440.71
	CERTMA		6.47	6.47	.00	6.47
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		13.28	13.28	.00	13.28
			452.00	452.00	62.46	514.46
			452.00	452.00	62.46	514.46
2011	LIEN	133				
1	RETAX TL		389.74	389.74	173.11	562.85
	CERTMA		5.75	5.75	.00	5.75
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		39.00	39.00	.00	39.00
	LNCST - TL		5.75	5.75	.00	5.75
	INTTL		14.12	14.12	.00	14.12
			457.36	457.36	173.11	630.47
			457.36	457.36	173.11	630.47
2010	LIEN	20100113				
1	RETAX TL		387.93	387.93	199.83	587.76
	DMD TL		3.00	3.00	.00	3.00
	CERFT TL		5.59	5.59	.00	5.59
	CERTMA		5.59	5.59	.00	5.59
	LNCST - TL		39.00	39.00	.00	39.00
	INTTL		13.73	13.73	.00	13.73
			454.84	454.84	199.83	654.67
			454.84	454.84	199.83	654.67

*Last paid
12/15/2010*



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CITY OF AUBURN
Real Estate Tax Statement

P 2
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YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2009	LIEN	20090112				
1	RETAX TL		368.03	368.03	275.88	643.91
	DMD TL		3.00	3.00	.00	3.00
	CERTMA		5.54	5.54	.00	5.54
	LNCHG TL		39.00	39.00	.00	39.00
	INTTL		17.74	17.74	.00	17.74
	TLCERT		5.54	5.54	.00	5.54
	REDFEE		3.00	3.00	.00	3.00
	TLCERT		5.59	5.59	.00	5.59
			447.44	447.44	275.88	723.32
			447.44	447.44	275.88	723.32
GRAND TOTALS			1,811.64	1,811.64	711.28	2,522.92

12/13 17,800 19.59 348.70
 13/14 17,800 20.43 363.65
 14/15 17,800 20.95 372.91
 16/17 17,800 22.35 397.83
 17/18 17,800 22.99 409.22
 18/19 17,800 23.68 421.50
4,836.73



City of Auburn, Maine

Office of the City Manager

60 Court Street | Auburn, Maine 04210

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Section 3.5 Committee Action/Recommendations. The committee will meet to review the comments received from each department. The Committee will then forward a recommendation to the City Manager for appropriate action. The Committee will meet in sufficient time before the foreclosure deadline in order for the City Manager and City Council to have sufficient time to take any action that may be necessary, including waiver of foreclosure.

PARCEL ID:	230-113	Location:	31 Vine Street	
Acreage	.140	Zone:	DOWNTOWN ENTERPRISE	
Current Assessed Land Value:	\$28,400	Current Assessed Building Value:	\$92,400	
Total Land & Bldg. Value:	\$120,800	Minimum Bid:	\$10,561	

Retain for public use		Sell the property	x	Waive foreclosure	
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Sell to prior owner		Sale to immediate heirs	
Sale by Sealed Bid	x	Request for proposals	
Real Estate Broker Contract			

The bid price for either process shall be determined by the Finance Director or his/her designee in no event being less than all outstanding property taxes, including the total amount of all delinquent taxes plus the total taxes for the current year (and the estimated taxes for the next year after commitment) plus accrued interest, lien costs and any other costs relating to the property and this process (including, but not limited to, insurance, attorney's fees, auction/bid or notice costs).

Notes: Last payment September 16,2015.







City of Auburn, Maine

Office of the City Manager

60 Court Street | Auburn, Maine 04210

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Tax Acquired Property Review Form

ADDRESS: 31 Vine Street

PID#: 230-113

DESCRIPTION: This parcel contains 0.140 AC of land mainly classified as TWO FAMILY with a MULT Building built about 1879, having primarily VINYL Exterior and 2,856 Square Feet, with 2 Residential Units, 2 Baths, 11 Rooms, and 5 Bdrms.

BALANCE DUE: \$10,560.47

1. Is the property either unfit or unnecessary for City use?

Based on the location, it would be a good location for a community use, such as, Community Policing Center or a Community Garden.

2. Does the City wish to retain ownership for municipal purposes?

Possibly

3. Is the property adjacent to publicly owned land?

No.

4. Are there buildings on the property that should be demolished?

The building appears structurally sound other than a rear wall bowing.

5. Are there environmental liabilities or hazards present on the site?

Unknown. Based on the age of the property, it could possibly contain asbestos and old fuel tanks.



City of Auburn, Maine

Office of the City Manager

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6. Does the property have investment or marketable value?

The property could be sold "As Is, Where Is" and an investor could rehab it.

7. Are there are uses that the property is suited for which meet the requirements of the City's zoning and land use ordinance?

The existing use or a community use.

8. Does the property only have value to an abutter (provides additional set back, off street parking, etc.)?

No.

Other concerns: Not at this time.

Committee Recommendation: Sell by sealed bid.

Unofficial Property Record Card - Auburn, ME

General Property Data

Parcel ID 230-113	Account Number 230113000
Prior Parcel ID --	
Property Owner DUNNE RICHARD	Property Location 31 VINE ST
	Property Use TWO FAMILY
Mailing Address PO BOX 7065	Most Recent Sale Date 1/31/2006
	Legal Reference 6660-239
City LEWISTON	Grantor KLOA,LLC
Mailing State ME Zip 04243-7065	Sale Price 135,000
ParcelZoning	Land Area 0.140 acres

Current Property Assessment

Card 1 Value	Building Value 92,400	Xtra Features Value 0	Land Value 28,400	Total Value 120,800
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Building Description

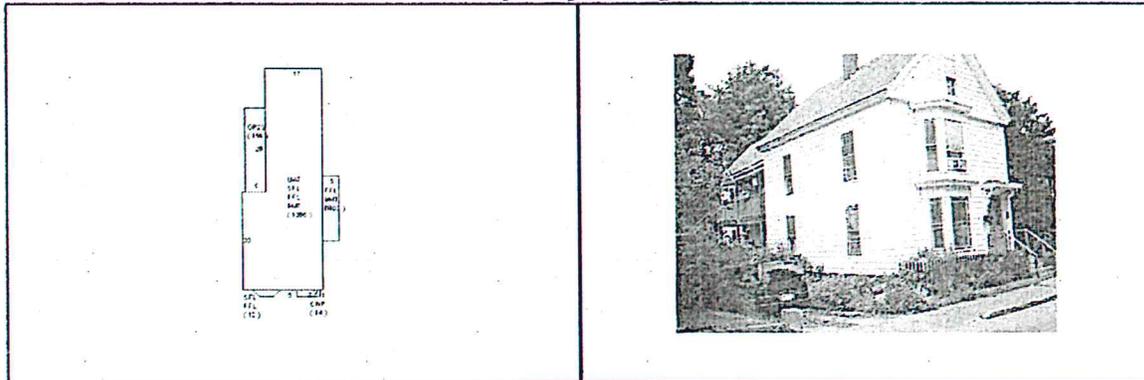
Building Style MULT # of Living Units 2 Year Built 1879 Building Grade FAIR-AV Building Condition Fair-Avg Finished Area (SF) 2856 Number Rooms 11 # of 3/4 Baths 0	Foundation Type BRICK Frame Type WOOD Roof Structure GABLE Roof Cover ASPHALT SH Siding VINYL Interior Walls PLASTER # of Bedrooms 5 # of 1/2 Baths 0	Flooring Type HARDWOOD Basement Floor DIRT Heating Type FORCED H/W Heating Fuel OIL Air Conditioning 0% # of Bsmt Garages 0 # of Full Baths 2 # of Other Fixtures 1
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Legal Description

Narrative Description of Property

This property contains 0.140 acres of land mainly classified as TWO FAMILY with a(n) MULT style building, built about 1879 , having VINYL exterior and ASPHALT SH roof cover, with 2 unit(s), 11 room(s), 5 bedroom(s), 2 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

10/23/2018 14:38
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CITY OF AUBURN
Real Estate Tax Statement

P 1
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PARCEL: 230-113-000-000

LOCATION: 31 VINE ST

OWNER:

AUBURN CITY OF
DUNNE RICHARD, PARTY IN POSSES
PO BOX 7065
LEWISTON ME 04243-7065

STATUS:

SQUARE FEET: 0
LAND VALUATION: 28,400
BUILDING VALUATION: 92,400
EXEMPTIONS: 0
TAXABLE VALUATION: 120,800
INTEREST PER DIEM 1.57

LEGAL DESCRIPTION:

DEED DATE: 01/31/2006 BOOK/PAGE: 6660-239

INTEREST DATE: 10/23/2018

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
2018	RE-R	5169				
1	2018 REAL		1,430.27	1,430.27	9.87	1,440.14
2	2018 REAL		1,430.27	1,430.27	.00	1,430.27
			2,860.54	2,860.54	9.87	2,870.41
2017	LIEN	138				
1	RETAX TL		2,777.19	2,777.19	58.59	2,835.78
	DMD TL		3.00	3.00	.00	3.00
	CERTMA		6.67	6.67	.00	6.67
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		106.25	106.25	.00	106.25
			2,944.11	2,944.11	58.59	3,002.70
			2,944.11	2,944.11	58.59	3,002.70
2016	LIEN	232				
1	RETAX TL		2,699.88	2,699.88	245.43	2,945.31
	CERTMA		6.56	6.56	.00	6.56
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		107.44	107.44	.00	107.44
			2,867.88	2,867.88	245.43	3,113.31
			2,867.88	2,867.88	245.43	3,113.31
2015	LIEN	209				
1	RETAX TL		1,279.69	1,279.69	211.31	1,491.00
	CERTMA		6.47	6.47	.00	6.47
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		22.58	22.58	.00	22.58

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CITY OF AUBURN
Real Estate Tax Statement

P 2
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YEAR TYPE INST CHARGE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
		1,362.74	1,362.74	211.31	1,574.05
		1,362.74	1,362.74	211.31	1,574.05
GRAND TOTALS		10,035.27	10,035.27	525.20	10,560.47



City of Auburn, Maine

Office of the City Manager

60 Court Street | Auburn, Maine 04210

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Section 3.5 Committee Action/Recommendations. The committee will meet to review the comments received from each department. The Committee will then forward a recommendation to the City Manager for appropriate action. The Committee will meet in sufficient time before the foreclosure deadline in order for the City Manager and City Council to have sufficient time to take any action that may be necessary, including waiver of foreclosure.

PARCEL ID:	219-114	Location:	23 Cleveland Avenue
Acreage	.230	Zone:	URBAN RESIDENTIAL
Current Assessed Land Value:	\$31,200	Current Assessed Building Value:	\$62,300
Total Land & Bldg. Value:	\$93,500	Minimum Bid:	\$26,356

Retain for public use		Sell the property	x	Waive foreclosure	
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Sell to prior owner		Sale to immediate heirs	
Sale by Sealed Bid	x	Request for proposals	
Real Estate Broker Contract			

The bid price for either process shall be determined by the Finance Director or his/her designee in no event being less than all outstanding property taxes, including the total amount of all delinquent taxes plus the total taxes for the current year (and the estimated taxes for the next year after commitment) plus accrued interest, lien costs and any other costs relating to the property and this process (including, but not limited to, insurance, attorney's fees, auction/bid or notice costs).

Notes: Last payment September 18, 2011.



City of Auburn, Maine

Office of the City Manager

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Tax Acquired Property Review Form

ADDRESS: 23 Cleveland Ave

PID#: 219-114

DESCRIPTION: This parcel contains 0.230 AC of land mainly classified as TWO FAMILY with a MULT Building built about 1916, having primarily ALUMINUM Exterior and 2,148 Square Feet, with 2 Residential Units, 2 3/4 Baths, 10 Rooms, and 4 Bdrms.

BALANCE DUE: \$26,355.45

1. Is the property either unfit or unnecessary for City use?

The property "as is" is not suitable for City use.

2. Does the City wish to retain ownership for municipal purposes?

There is an open space athletic field directly across the street. There is parking allowed on one side of the street. If there is a demand for parking during sporting events, the building could be demolished and a public parking area could be created.

3. Is the property adjacent to publicly owned land?

Yes. Directly across the street from an athletic field.

4. Are there buildings on the property that should be demolished?

If the building were to be rehabbed, there is a large deck and porch area on the back of the property that should be demolished.

5. Are there environmental liabilities or hazards present on the site?

Based on the age of the structure, it is possible it contains asbestos and old fuel tanks.



City of Auburn, Maine

Office of the City Manager

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

6. Does the property have investment or marketable value?

It could be sold "As Is, Where Is" and an investor would likely buy it as a two family.

7. Are there are uses that the property is suited for which meet the requirements of the City's zoning and land use ordinance?

The current use of the property is a 2-family building.

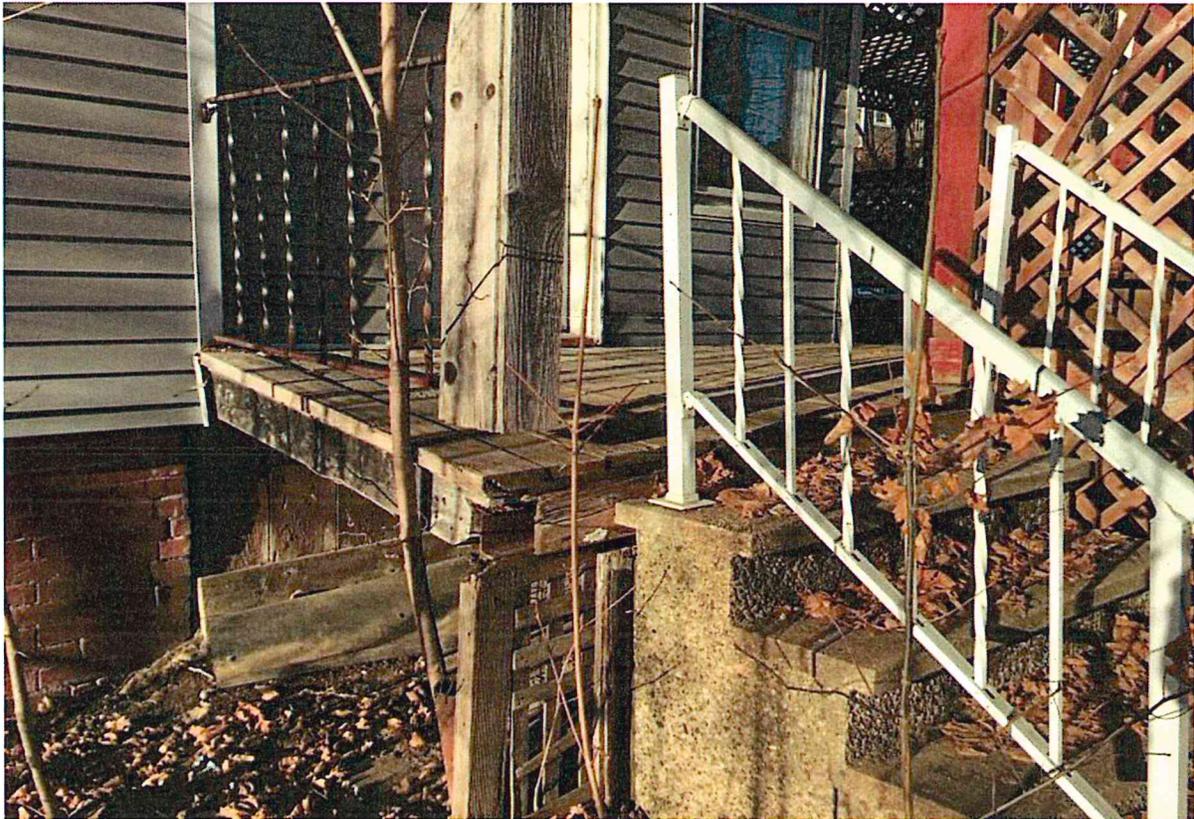
8. Does the property only have value to an abutter (provides additional set back, off street parking, etc.)?

No.

Other concerns: Not at this time.

Committee Recommendation: Sell by sealed bid.







Unofficial Property Record Card - Auburn, ME

General Property Data

Parcel ID 219-114	Account Number 219114000
Prior Parcel ID --	
Property Owner HUNTINGTON DENISE, PARTY IN POSSESSI	Property Location 23 CLEVELAND AV
Mailing Address 79 GRAY RD	Property Use TWO FAMILY
	Most Recent Sale Date 5/15/2004
City FALMOUTH	Legal Reference 5935-246
Mailing State ME Zip 04105	Grantor LANGLAIS, DORIS L
Parcel Zoning	Sale Price 137,000
	Land Area 0.230 acres

Current Property Assessment

Card 1 Value	Building Value 62,300	Xtra Features Value 0	Land Value 31,200	Total Value 93,500
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Building Description

Building Style MULT	Foundation Type BRICK	Flooring Type LAMINATE
# of Living Units 2	Frame Type WOOD	Basement Floor CONCRETE
Year Built 1916	Roof Structure HIP	Heating Type FORCED HW
Building Grade AVERAGE	Roof Cover ASPHALT SH	Heating Fuel OIL
Building Condition Poor	Siding ALUMINUM	Air Conditioning 0%
Finished Area (SF) 2148	Interior Walls PLASTER	# of Bsmt Garages 0
Number Rooms 10	# of Bedrooms 4	# of Full Baths 0
# of 3/4 Baths 2	# of 1/2 Baths 0	# of Other Fixtures 2

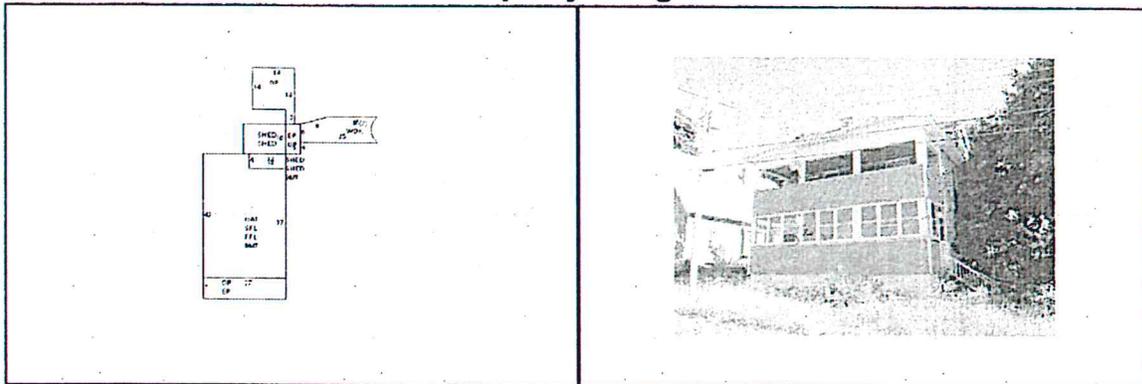
Legal Description

foreclosure notice 6/30/2010 2013-VACANT

Narrative Description of Property

This property contains 0.230 acres of land mainly classified as TWO FAMILY with a(n) MULT style building, built about 1916, having ALUMINUM exterior and ASPHALT SH roof cover, with 2 unit(s), 10 room(s), 4 bedroom(s), 0 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

10/23/2018 14:22
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CITY OF AUBURN
Real Estate Tax Statement

P 1
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PARCEL: 219-114-000-000

LOCATION: 23 CLEVELAND AVE

OWNER:
AUBURN CITY OF
HUNTINGTON DENISE, PARTY IN PO
79 GRAY RD
FALMOUTH ME 04105

STATUS:
SQUARE FEET: 0
LAND VALUATION: 31,200
BUILDING VALUATION: 62,300
EXEMPTIONS: 0
TAXABLE VALUATION: 93,500
INTEREST PER DIEM 3.36

LEGAL DESCRIPTION:

DEED DATE: 05/15/2004 BOOK/PAGE: 5935-246

INTEREST DATE: 10/23/2018

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2018	RE-R	4111				
1	2018 REAL		1,107.04	1,107.04	7.64	1,114.68
2	2018 REAL		1,107.04	1,107.04	.00	1,107.04
			2,214.08	2,214.08	7.64	2,221.72
2017	LIEN	201				
1	RETAX TL		2,149.57	2,149.57	45.35	2,194.92
	DMD TL		3.00	3.00	.00	3.00
	CERTMA		6.67	6.67	.00	6.67
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		82.24	82.24	.00	82.24
			2,292.48	2,292.48	45.35	2,337.83
			2,292.48	2,292.48	45.35	2,337.83
2016	LIEN	169				
1	RETAX TL		3,061.95	3,061.95	278.34	3,340.29
	CERTMA		6.56	6.56	.00	6.56
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		121.85	121.85	.00	121.85
			3,244.36	3,244.36	278.34	3,522.70
			3,244.36	3,244.36	278.34	3,522.70
2015	LIEN	145				
1	RETAX TL		2,911.25	2,911.25	480.71	3,391.96
	CERTMA		6.47	6.47	.00	6.47
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTL		102.17	102.17	.00	102.17

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9/18/11*



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CITY OF AUBURN
Real Estate Tax Statement

P 2
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YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
			3,073.89	3,073.89	480.71	3,554.60
			3,073.89	3,073.89	480.71	3,554.60
2013	LIEN	327				
1	RETAX TL		2,798.91	2,798.91	848.10	3,647.01
	CERTMA		6.48	6.48	.00	6.48
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		51.00	51.00	.00	51.00
	INTTTL		101.19	101.19	.00	101.19
			2,960.58	2,960.58	848.10	3,808.68
			2,960.58	2,960.58	848.10	3,808.68
2012	LIEN	203				
1	RETAX TL		2,683.83	2,683.83	1,005.22	3,689.05
	DMD TL		3.00	3.00	.00	3.00
	CERTMA		6.11	6.11	.00	6.11
	LNCHG TL		39.00	39.00	.00	39.00
	INTTTL		95.48	95.48	.00	95.48
			2,827.42	2,827.42	1,005.22	3,832.64
			2,827.42	2,827.42	1,005.22	3,832.64
2011	LIEN	200				
1	RETAX TL		2,805.73	2,805.73	1,246.20	4,051.93
	CERTMA		5.75	5.75	.00	5.75
	DMD TL		3.00	3.00	.00	3.00
	LNCHG TL		39.00	39.00	.00	39.00
	LNCST - TL		5.75	5.75	.00	5.75
	INTTTL		101.70	101.70	.00	101.70
			2,960.93	2,960.93	1,246.20	4,207.13
			2,960.93	2,960.93	1,246.20	4,207.13
GRAND TOTALS			19,573.74	19,573.74	3,911.56	23,485.30

14/13 137,000. - 20.95 2,870.15
 26,355.45

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 05-01072019

ORDERED, that the City Council hereby authorizes the sale of tax acquired and city owned property at 25 Lake Street, Parcel ID 240-039 by sealed bid.

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 06-01072019

ORDERED, that the City Council hereby authorizes the sale of tax acquired and city owned property at 160 and 164 Chicoine Avenue, Parcel ID 236-028 and 236-029 by sealed bid.

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 07-01072019

ORDERED, that the City Council hereby authorizes the sale of tax acquired and city owned property at 31 Vine Street, Parcel ID 230-113 by sealed bid.

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 08-01072019

ORDERED, that the City Council hereby authorizes the sale of tax acquired and city owned property at 23 Cleveland Avenue, Parcel ID 219-114 by sealed bid.